

SAN JUAN WATER DISTRICT

Board of Director's Meeting Minutes

October 12, 2016 – 6:00 p.m.

BOARD OF DIRECTORS

Pam Tobin	President
Ken Miller	Vice President
Ted Costa	Director
Dan Rich	Director
Bob Walters	Director

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Shauna Lorance	General Manager
Donna Silva	Director of Finance
Teri Grant	Board Secretary/Administrative Assistant
Katrina Gonzales	Legal Counsel

OTHER ATTENDEES

Mitch Dion	Self
Greg Zlotnick	SJWD

AGENDA ITEMS

- I. Public Forum**
- II. Consent Calendar**
- III. New Business**
- IV. Old Business**
- V. Information Items**
- VI. Directors' Reports**
- VII. Committee Meetings**
- VIII. Upcoming Events**
- IX. Closed Session**
- X. Open Session**
- XI. Adjourn**

President Tobin called the meeting to order at 6:03 p.m.

I. PUBLIC FORUM

There were no public comments.

II. CONSENT CALENDAR

All items under the consent calendar are considered to be routine and are approved by one motion. There will be no separate discussion of these items unless a member of the Board, audience, or staff request a specific item removed after the motion to approve the Consent Calendar.

1. Minutes of the Board of Directors Meeting, September 28, 2016

Recommendation: Approve draft minutes

2. Payment of Bills and Claims

Recommendation: Adopt Resolution No. 16-16

Per Director Walters' request, President Tobin removed item 1 from the Consent Calendar since he did not attend that meeting.

Director Miller moved to approve the minutes of the September 28, 2016, Board of Directors meeting. Director Costa seconded the motion and it carried with 4 Aye votes (Director Walters abstained).

Director Miller moved to approve the Consent Calendar. Director Costa seconded the motion and it carried unanimously.

Director Walters voiced concern that the Board receives the bills and claims at the start of the Board meeting and does not have time to review the document prior to voting on the Consent Calendar. Ms. Lorance commented that generally the Board has deferred to the review of the bills and claims by the Finance Committee. The Board discussed the topic and requested that staff email out the bills and claims the Wednesday morning after the Finance Committee meeting.

The Board directed staff to continue working with Legal Counsel towards a policy/ordinance change that would allow staff to pay the bills and then provide the information at the Finance Committee meeting as information only. Ms. Silva explained that she reviewed the recommended policy change at the Board Accounting 101 Workshop.

III. NEW BUSINESS

There were no matters discussed.

IV. OLD BUSINESS

1. General Manager Recruitment

Ms. Lorance informed the Board that Legal Counsel added this agenda item in case there was any report from the October 10, 2016, Special Board meeting. President Tobin commented that the meeting went well and the Board is moving forward with the recruitment for the General Manager position.

2. Board Meeting Schedule

Ms. Lorance informed the Board that the 2nd November and December meeting dates fall close to holidays and suggested that the Board consider the usual action of canceling the second meeting of each month for those months; however, if needed, a special Board meeting could be called.

Director Costa moved to cancel the November 23, 2016, and December 28, 2016, Board of Directors meetings. Director Rich seconded the motion and it carried unanimously.

3. ACWA General Election

Ms. Lorance informed the Board that this agenda item does not need to be discussed as the election for ACWA Board President and Vice President occur every other year and this was a standing agenda item. President Tobin will be attending the ACWA Fall Conference for the Local Government Committee, Federal Affair Committee, and Region 4 Board meetings and will be the delegate for the District.

V. INFORMATION ITEMS

1. GENERAL MANAGER'S REPORT

1.1 Wholesale Financial Plan Ad Hoc Committee meeting

Ms. Lorance reported that the Wholesale Financial Plan Ad Hoc Committee met on October 11th. The committee members include the wholesale customer agencies, with the exception of Orange Vale Water Company (OVWC), which declined to attend the meeting. OVWC informed Ms. Lorance that if they have any concerns regarding the financial plan then they will contact her directly. Mr. Bob Reed reviewed the wholesale financial plan at the meeting. Ms. Lorance will provide a summary of the comments at the next Board meeting.

Per Director Rich's suggestion, Ms. Lorance will add the water reliability study to the ad hoc committee's next meeting agenda. In response to Director Costa's comment, Ms. Lorance explained that fixed costs for wholesale are those costs not related to the amount of water sold, while variable costs are those costs that go up and down based on the unit acre feet of water that is sold to other water agencies. She explained that when the sale of the District's water supply is restricted by order of the Governor, then only the variable amount is affected.

Director Rich commented that the CIP was reviewed at the meeting and there were no comments made about the schedule and there seemed to be support of the CIP; however, the schedule to pay for the CIP raised some concerns. Director Walters commented that more information needs to be provided to the public regarding replacement of the Hinkle Reservoir.

For information, no action requested

1.2 Water Supply

Ms. Lorance reported that Folsom Reservoir is currently at 294,000 acre feet of water storage and it is projected to drop to 288,000 acre feet by the end of October. She informed the Board that the Bureau is doing everything that they can to keep Folsom above 200,000 acre feet as discussed by the State Water Resources Control Board.

For information, no action requested.

1.3 Miscellaneous District Issues and Correspondence

Ms. Lorance informed the Board that the algae (cyanobacteria) that was found at Shasta Lake and Lake Oroville has now been found at Beal's Point in Folsom Reservoir. She explained that samples from the water treatment plant were sent to a lab which will take about two weeks to obtain results and in the meantime the water treatment plant has changed its process in order to treat the water for the algae regardless of its sub-category. She explained that there are three sub-categories of the algae with two of them being toxic.

Ms. Lorance reported that the Department of Public Health (DPH) contacted the District to inform the District of the algae's existence in Folsom. The water treatment plant superintendent, Greg Turner, informed DPH that the District changed the water treatment process in order to thoroughly treat the water and remove the algae and DPH agreed with the process.

Ms. Lorance informed the Board that she contacted Sacramento Suburban Water District (SSWD) to inform them of the algae. SSWD agreed with Ms. Lorance that SSWD should temporarily stop receiving water from the District as it would lower the demands at the water treatment plant which would allow more settling time in the treatment process which helps with the treatment of the algae. SSWD will use the same amount of water that they projected, but just at a later date.

For information, no action requested.

2. ASSISTANT GENERAL MANAGER'S REPORT

2.1 Sacramento County Utility Trench Paving Requirements

Ms. Lorance reported that the Sacramento County Board of Supervisors moved the agenda item regarding the utility trench paving requirements to at least their December meeting. She reported that Director Walters and Keith Durkin met with Supervisor Susan Peters last month.

Ms. Lorance informed the Board that there has been discussion at a previous board or committee meeting regarding the Board having Mr. Horowitz work with other agencies to obtain a legal opinion on the proposed paving requirements being put into place without an engineering report detailing the actual mitigation required and associated costs. Director Walters commented that the Board might have Mr. Horowitz draft a question that would be directed to Legislative Counsel or to the Attorney General, but Mr. Horowitz should be the one to recommend which party to send the question to. In addition, Director Walters commented that Measure B is on the ballot which might provide additional tax revenue for the county. Director Costa commented that this is a highly technical issue and he suggests that a tax attorney be involved to handle the issue.

The Board referred the issue to the Legal Affairs Committee for discussion.

- 2.2 Miscellaneous District Issues and Correspondence**
There were no other items discussed.

3. DIRECTOR OF FINANCE'S REPORT

- 3.1. Miscellaneous District Issues and Correspondence**
There were no items discussed.

4. LEGAL COUNSEL'S REPORT

- 4.1 Legal Matters**
No report.

VI. DIRECTORS' REPORTS

- 1.1 SGA**
No report.

- 1.2 RWA**
No report.

- 1.3 ACWA**

- 3.3.1 Local/Federal Government/Region 4 - Pam Tobin**

- President Tobin reported that she continues to forward the emails to the Board regarding the Federal Affairs activities. In addition, she reported that she attended the Regulatory Summit with Director Costa.

- 3.3.2 JPIA - Bob Walters**

- No report.

- 3.3.3 Energy Committee - Ted Costa**

- No report.

- 1.4 CVP Water Users Association**

- Director Costa reported that the CVP Water Users Association meets on October 18, 2016.

- 1.5 Other Reports, Correspondence and Comments**

- There were no other items discussed.

VII. COMMITTEE MEETINGS

- 1. Legal Affairs Committee (9/26/16)**

- The committee meeting minutes will be attached to the original board minutes.

2. Finance Committee (10/11/16)

The committee meeting minutes will be attached to the original board minutes. Ms. Silva reported that the purchase of the pooled vehicle was cancelled at this time per the request of the Board. She informed the Board that there will be an \$850 service charge since the vehicle was ordered from the manufacturer and will be delivered to the dealer. In addition, she mentioned that should the new GM receive a vehicle allowance, then the recently acquired GM vehicle will be utilized as the pool vehicle.

VIII. UPCOMING EVENTS

1. ACWA Fall Conference
November 29 - December 2
Anaheim, CA

President Tobin reported that there would be no Closed Session.

IX. CLOSED SESSION

1. Public employee appointment involving the position of General Manager; Government Code sections 54954.5(e) and 54957(b)(1).
2. Conference with legal counsel--anticipated litigation; Government Code sections 54954.5(c) and 54956.9(b); significant exposure to litigation involving state and federal administrative proceedings and programs affecting District water rights.
3. Conference with legal counsel -- anticipated litigation; Government Code sections 54956.9(a) and (d)(4); consideration of initiation of litigation involving one case.

X. OPEN SESSION

There was no closed session.

XI. ADJOURN

The meeting was adjourned at 7:05 p.m.

PAMELA TOBIN, President
Board of Directors
San Juan Water District

ATTEST:

TERI GRANT, Board Secretary

Legal Affairs Committee Meeting
September 26, 2016
4:00 p.m.

Committee Members: Bob Walters (Chair)
Ted Costa, Director

District Staff: Teri Grant, Board Secretary/Administrative Assistant
Josh Horowitz, Legal Counsel

Topics: Contract Terms for Future General Manager Contract (W & R)
Other Legal Affairs Matters
Public Comment

1. Contract Terms for Future General Manager Contract (W & R)

Mr. Horowitz provided the committee with a copy of the General Manager's contract to review. The committee reviewed the contract and the following items were discussed:

- Non-compete clause (alternative – revolving door ordinance)
- Non-disclosure clause
- Initial term for one year, then renew contract every two to three years
- General Manager (GM) negotiated annual merit increase instead of a COLA or incentive award
- Merit increases limited to match percentages in CalPERS actuarial (age) tables
- Instead of incentive award or merit pay above CalPERS actuarial percentage, District makes payment to GM's 457 plan
- Vehicle clause – review and make possible revisions per negotiations with GM candidate
- Administrative leave and GM leave – review and make possible revisions
- Number of days required by GM to give written notice to be equal to the number of days of notice of termination District would provide
- Severance pay provision to be reviewed
- Add dispute resolution/attorneys' fees provision
- GM benefits to be reviewed

Mr. Horowitz will provide an annotated contract to be attached to these meeting minutes for the Board's review. The committee suggested that the Board review the GM contract and the GM benefits at the October 12th Board meeting.

For information only; no action requested

2. Other Legal Affairs Matters (W & R)
There were no other matters discussed.

3. Public Comment
There were no public comments.

The meeting was adjourned at 5:15 p.m.

**SAN JUAN WATER DISTRICT
EMPLOYMENT AGREEMENT WITH GENERAL MANAGER**

[Note: This is the existing agreement between the Board and Shauna Lorance, but it has been annotated to include the Legal Affairs Committee's recommended issues for Board discussion of possible modifications to the substantive terms of the contract. I have not included any suggested edits to the actual language of the agreement at this time, but can do so if directed by the Board.]

This Agreement, entered into as of January 1, 2007, amends and supersedes the agreement entered into as of November 12, 2003, by and between San Juan Water District, a public agency ("District"), and Shauna Lorance, an individual ("Ms. Lorance"), who agree as follows:

1. **Recitals.** The District has selected Ms. Lorance as the General Manager of the District, and Ms. Lorance consents to such selection, subject to the terms of this Agreement.

2. **Employment.** The District hereby employs Ms. Lorance as General Manager of the District commencing on December 22, 2003, subject to the terms and conditions of this Agreement. Ms. Lorance hereby accepts such employment on the terms and conditions of this Agreement. In accordance with the provisions of section 53262 of the Government Code, this Agreement is subject to ratification in an open session of a meeting of the Board of Directors of the District.

3. **Term.** This Agreement will remain in effect until terminated by either party in accordance with the provisions of Article 8 of this Agreement.

4. **Duties.** Ms. Lorance's duties under this Agreement will be those assigned to the office of the General Manager, as described in the job description for the General Manager position, as adopted and amended from time to time by the District Board of Directors, and such other duties and responsibilities as may be assigned by the District Board of Directors. The current job description for the General Manager is attached as Exhibit A to this Agreement. Ms. Lorance will be the chief executive officer of the District, and work under the direction of the District Board of Directors.

5. **Work Hours.** Ms. Lorance will devote her full time, attention and energies to her duties, and will be available to work at such times as necessary to fully and competently perform the duties of General Manager, regardless of the number of hours involved. Ms. Lorance acknowledges that the duties of General Manager may require an average of more than forty hours per week, and that some day-to-day work hours may vary. Ms. Lorance will not be compensated for overtime hours worked or otherwise earned, or be entitled to compensatory time off for hours worked in excess of eight hours per day or forty hours per week. Ms. Lorance will not engage in any conduct or other employment or business that would interfere with her responsibilities and duties to the District or that would reflect unfavorably on the interests of the District.

6. **Compensation.** For all services to be rendered by Ms. Lorance under this Agreement, the District will provide to Ms. Lorance the following salary and benefits:

a. During the term of this Agreement, Ms. Lorance will be paid a salary in the amount of \$12,892 per month (i.e., \$154,710 per year; "Base Salary"), provided that, the Base Salary will be subject to (1) the same cost of living increase (if any) as approved by the Board of Directors for all District Employees on July 1 of each year (provided that, Ms. Lorance will not receive a cost of living increase on July 1, 2007); and (2) the amount of any merit salary increase approved by the Board of Directors for the General Manager. In

January of every year, the Board may pay Ms. Lorange up to 10% of her annual base salary as pay-for-performance based upon the Board of Directors' evaluation of her performance during the prior year.

b. The District Board of Directors may, at any time during the term of this Agreement, increase Ms. Lorange's Base Salary. The Board of Directors will conduct an annual review each year of Ms. Lorange's job performance, and consider a merit salary increase.

[The LAC proposes the following issues for Board discussion of salary:

(1) Sole potential annual increase for GM is a negotiated annual merit increase based on performance.

(2) Merit increases are limited to match percentages in CalPERS' actuarial (age) tables.

(3) Instead of incentive award or merit pay above CalPERS actuarial percentage, District makes payment of difference to GM's 457 plan.]

c. During the term of this Agreement, the District will provide a District vehicle for the business and personal use of Ms. Lorange, and pay all insurance, maintenance and operating costs of the District vehicle.

[LAC proposes considering the vehicle provision – review and make possible revisions per negotiations with GM candidate.]

d. Ms. Lorange will be entitled to receive all other employee benefits (including, but not limited to, vacation and sick leave, accrual of vacation and sick leave, retirement system membership and employer contributions, deferred compensation investment opportunities, and employee and dependent coverage on health, dental and other group insurance programs) as provided in the District Personnel Manual (as amended from time to time by the Board of Directors) and as otherwise provided to other regular full-time District employees, but not including overtime or compensatory time off benefits, and provided that, Ms. Lorange will be entitled to 40 hours per year of Administrative Leave and 56 hours per year of General Manager's leave.

[The LAC proposes the following issues for Board discussion of benefits:

(1) Administrative leave and GM leave – review and make possible revisions.

(2) GM benefits to be reviewed generally to identify items that can be changed from existing personnel policy and benefit plans and if any fact any such changes should be made.]

e. Ms. Lorange will be entitled to be reimbursed for the reasonable amount of her actual and necessary expenses incurred in carrying out her duties as General Manager to the extent that her expenses have been properly documented in conformance with the District Personnel Manual and the Internal Revenue Service's requirements for an Accountable Plan. Reimbursement for travel-related expenses incurred by Ms. Lorange as General Manager for travel outside of the United States will require the prior approval of the Board of Directors.

1. Other Terms and Conditions of Employment. Ms. Lorange's employment also will be governed by the District Personnel Manual, and the District and Ms. Lorange will comply with all applicable provisions of the Personnel Manual. If any term or condition of this Agreement is inconsistent or in conflict with a term or condition of the Personnel

Manual, the provisions of this Agreement will govern. Ms. Lorange acknowledges that the position of General Manager is one requiring frequent and highly-visible contact and involvement with members of the public and the community, and that in many respects the General Manager is the spokesperson and representative of the District. Ms. Lorange will not engage in any conduct within or outside the scope of her employment with the District that reflects unfavorably on or discredits the District, its Board of Directors, or other employees.

2. Termination. This Agreement may be terminated in any one of the following ways:

a. By mutual agreement of the parties, expressed in writing.

b. By Ms. Lorange, upon giving to the District not less than 90 days' prior written notice of her election to terminate, provided that, the District will consider a reduction of this period of notice, if requested by Ms. Lorange, if the purpose of the notice of termination is for Ms. Lorange is to pursue employment with an entity other than the District.

c. By the District, for cause, upon giving to Ms. Lorange written notice of immediate termination. The written notice of termination will specify (1) the particular cause(s) and the facts and circumstances justifying the termination of the Agreement for cause, and (2) the opportunity of Ms. Lorange to be heard before the District Board of Directors on the reasons for her termination. If Ms. Lorange requests a hearing, the hearing will be held at the Board's earliest convenience in a closed session, unless Ms. Lorange requests an open session hearing. After the hearing, the Board may affirm, modify or reverse its decision to terminate for cause. For purposes of this Agreement, the following will justify termination for cause: willful breach of duty; habitual neglect of duty; gross insubordination; conviction of a crime involving moral turpitude; conduct that makes it impossible or impracticable to perform the duties under this Agreement, or that seriously impedes District operations; conduct that tends to bring discredit to the District, or conduct unbecoming an employee in public service; mishandling of District funds; any intentional misrepresentation or fraud in connection with the performance of her duties; or, theft of District property.

d. By the District, without cause, upon giving to Ms. Lorange written notice of immediate termination and payment of severance pay in an amount equal to Ms. Lorange's then monthly salary multiplied by 6 months, consistent with the provisions of Government Code sections 53260 through 53264.

Notwithstanding the provisions of any District rule, regulation, policy, procedure or practice to the contrary, upon termination of Ms. Lorange's employment, whether with or without cause, Ms. Lorange will not be entitled to any compensation, damages or other monetary award except as specifically authorized by this Agreement.

[The LAC proposes the following issues for Board discussion of the termination provisions:

(1) By law, an employment agreement between SJWD and the GM must include a term concerning severance pay, but the actual amount of severance can be any amount from zero (except for any actual compensation owed to date of termination) to 18 months. The applicable statute limits the actual amount of severance to the lesser of the remaining term of the employment contract or the amount provided in the contract subject to the 18-month maximum.

(2) The number of days required by GM to give written notice of termination of the contract should equal the number of days of notice District must provide if the Board terminates.]

9. Entire Agreement. This writing constitutes the sole, entire, integrated and exclusive contract between the parties respecting Ms. Lorange's employment by the

District, and any other contracts, contract terms, understandings, promises or representations not expressly set forth or referenced in this writing are null and void, and of no force and effect.

10. Notices. Any notice to be given to Ms. Lorance will be sufficiently served if given to her personally, or if deposited in the United States Mail, regular pre-paid mail, addressed to her at her most recent residence address as shown on the District payroll records. Any notice to be given to the District will be addressed and delivered or mailed to the District Board of Directors at the District office.

11. Successors and Assigns. This Agreement is personal to Ms. Lorance. She may not transfer or assign the Agreement or any part of it. Subject to this restriction on transfer and assignment, this Agreement will bind, and inure to the benefit of, the successors, assigns, heirs and legal representatives of the parties.

12. Amendments. This Agreement may be amended only by a subsequent writing approved and signed by both parties. Any amendment by the District must be approved by the District Board of Directors at a public meeting. Individual Board members do not have the authority, express or implied, to amend, modify, waive or in way alter this Agreement or the terms and conditions of Ms. Lorance's employment.

13. Waiver. The waiver at any time by either party of its rights with respect to a default or other matter arising in connection with this Agreement will not be deemed a waiver with respect to any subsequent default or matter.

14. Construction and Interpretation. The parties agree and acknowledge that this Agreement has been arrived at through negotiation, and that each party has had a full and fair opportunity to revise the terms of this Agreement. Consequently, the normal rule of construction that any ambiguities are to be resolved against the drafting party will not apply in construing or interpreting this Agreement.

SAN JUAN WATER DISTRICT

GENERAL MANAGER

By: _____
President, Board of Directors

Shauna Lorance

Attest:

Secretary

Date

[The LAC also proposed discussion on the following items:

(1) Non-compete clause (Alternative: revolving door ordinance that extends the statutory one-year "no contacts" period.)

(2) Non-disclosure clause (Note: GM already has this obligation as a matter of law, but it would be acceptable to include an express provision if the Board desires.)

(3) Initial contract term of one year, then renew contract every two to three years.

(4) Dispute resolution/attorneys' fees provisions.]

**Finance Committee Meeting Minutes
San Juan Water District
October 11, 2016
4:00 p.m.**

Committee Members: Ted Costa, Director (Chair)
Pam Tobin

District Staff: Shauna Lorance, General Manager
Keith Durkin, Assistant General Manager
Donna Silva, Director of Finance
Teri Grant, Board Secretary/Administrative Assistant

Topics: Review and Pay Bills (W & R)
Other Finance Matters
Public Comment

1. Review and Pay Bills (W & R)

The committee reviewed the presented bills and claims. The committee specifically reviewed and authorized reimbursements for the General Manager. The reviewed bills and claims were found to be in order.

Staff update: the total amount of bills and claims provided for approval for September payables is \$2,567,887.40.

The Finance Committee recommends adoption of Resolution 16-16 via the Board Consent Calendar

2. Other Finance Matters (W & R)

President Tobin requested that staff put a hold on the purchase of vehicle #30, the pooled vehicle, as per the Board's discussion at a previous Board meeting. Ms. Silva informed the committee that there would be an \$850 cancellation fee and she will confirm with SJWD's Purchasing Agent that it is still possible to cancel the vehicle, and if so, she will have the purchase cancelled. The purchase will be made if the Board decides to give the new General Manager the existing General Manager's District vehicle. If instead, they choose to offer a car allowance, then the existing General Manager's vehicle will become the pooled vehicle and the purchase need not be made.

Ms. Lorance reported that she just attended a preparation meeting for the testimony that she will be giving at the WaterFix hearing.

Ms. Lorance reported on the long-term conservation actions that are expected to come out in January.

Ms. Silva reported that the District could purchase cylinders instead of renting them from Harris Industrial Gases and other companies. Staff is working to identify the District's need regarding the size of the cylinders and will move forward with the purchase.

For information only; no action requested.

3. Public Comment

There were no public comments.

The meeting was adjourned at 4:24 p.m.

San Juan Water District

**RESOLUTION 16-16
PAYMENT OF BILLS AND CLAIMS**

WHEREAS, the Finance Committee of the Board of Directors has reviewed the bills and claims in the amount of \$2,567,887.40; and

WHEREAS, the Finance Committee of the Board of Directors has found the bills and claims to be in order.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Juan Water District as follows:

1. The bills and claims attached hereto totaling \$2,567,887.40 are hereby approved.
2. That the depository be and the same is hereby authorized to pay said bills and claims in the total sum of \$2,567,887.40 of the General Fund Account.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 12th day of October 2016, by the following vote:

AYES: DIRECTORS:
NOES: DIRECTORS:
ABSENT: DIRECTORS:

ATTEST

PAMELA TOBIN
President, Board of Directors
San Juan Water District

TERI GRANT
Secretary, Board of Directors

San Juan Water District

**RESOLUTION 16-16
PAYMENT OF BILLS AND CLAIMS**

WHEREAS, the Finance Committee of the Board of Directors has reviewed the bills and claims in the amount of \$2,567,887.40; and

WHEREAS, the Finance Committee of the Board of Directors has found the bills and claims to be in order.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Juan Water District as follows:

1. The bills and claims attached hereto totaling \$2,567,887.40 are hereby approved.
2. That the depository be and the same is hereby authorized to pay said bills and claims in the total sum of \$2,567,887.40 of the General Fund Account.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 12th day of October 2016, by the following vote:

AYES: DIRECTORS:
NOES: DIRECTORS:
ABSENT: DIRECTORS:

ATTEST

PAMELA TOBIN
President, Board of Directors
San Juan Water District

TERI GRANT
Secretary, Board of Directors

October 2016 Payment Register

Paid in Advance:

<u>Check Date:</u>	<u>Vendor:</u>		<u>Amount:</u>
09/30/2016	Payroll		611,308.88
09/28/2016	Placer County Water Agency - Barton Road Intertie Cost Share	CK 50520	22,318.93
10/05/2016	Bureau of Reclamation CCAO - LOA Fee	CK 50521	2,000.00
09/28/2016	AFLAC - Payroll	CK 50517	1,154.68
09/28/2016	El Sombrero Taqueria, Inc - JS Retirement Lunch	CK 50519	948.94
09/28/2016	WageWorks, Inc - Payroll	EFT 404661	340.23
09/28/2016	CalPERS Long Term Care - Payroll	CK 50518	227.66
10/05/2016	CalPERS Long Term Care - Payroll	CK 50522	227.66
09/28/2016	Association of California Water Agencies / Joint Powers Insurance Auti	EFT 404660	108.10
09/28/2016	WageWorks, Inc - Payroll	EFT 404662	98.00
10/05/2016	WageWorks, Inc - Payroll	EFT 404663	98.00
Total Paid in Advance			638,831.08

Checks:

** Checks cut from approved Open Payable List and Pending Payables. - See Attached Check Register

Regular Checks	1,628,492.48
EFT's	233,198.55
Total Check Register	
1,861,691.03	

Pending Payables:

<u>Invoice No.:</u>	<u>Vendor - Description:</u>	<u>Invoice Amount</u>	<u>Vendor Total</u>
Sept 2016	PG&E - Electric & Gas Invoice	33,818.25	33,818.25
Sept Statement	US Bank - CalCards	15,581.63	15,581.63
NNPB000840916	Department of Energy - Regular Service Bill	8,745.52	8,745.52
8686	NCWA - 2016 Joint Defence & Expert Cost Sharing	8,435.05	8,435.05
9769	Ramirez Rattlesnake Removal - Sept Sevices	400.00	400.00
867860155001	Office Depot - Office Chair	349.38	349.38
047-150-028-000	Placer County Property Tax Parcel 047-150-028-000 FY 16-17	35.46	35.46
Total Pending Payables			67,365.29

REPORTED TO FINANCE COMMITTEE AS PAID AND PAYABLE	2,567,487.40
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Adjustments:

<u>Invoice No.:</u>	<u>Vendor - Description:</u>	<u>Invoice Amount</u>	<u>Vendor Total</u>
10/07/16	Galic Disbursing Company - Payroll	400.00	400.00
TOTAL PAID AND PAYABLE			2,567,887.40

Signature _____

Signature _____



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
03392	Abercrombie, John B.	10/12/2016	Regular	0.00	548.00	50523
03091	Ace Hardware - Auburn Folsom Act#2	10/12/2016	Regular	0.00	249.90	50524
01112	ACS (US), Inc.	10/12/2016	Regular	0.00	5,460.42	50525
01041	Afman, Todd R	10/12/2016	Regular	0.00	1,518.05	50526
03429	Alina Karapetyan and Andranik Marga	10/12/2016	Regular	0.00	602.84	50527
03406	Alpha Analytical Laboratories Inc.	10/12/2016	Regular	0.00	320.00	50528
01026	American River Ace Hardware, Inc.	10/12/2016	Regular	0.00	44.27	50529
03446	American River Plaza	10/12/2016	Regular	0.00	863.94	50530
02463	AnswerNet	10/12/2016	Regular	0.00	326.40	50531
01138	AT&T Mobility II LLC	10/12/2016	Regular	0.00	61.66	50532
01182	Bartkiewicz, Kronick & Shanahan	10/12/2016	Regular	0.00	41,061.40	50533
01234	Bryce Consulting, Inc.	10/12/2016	Regular	0.00	2,550.00	50534
03447	California Pavement Maintenance Cor	10/12/2016	Regular	0.00	1,388.25	50535
03116	Cater, Justen	10/12/2016	Regular	0.00	232.20	50536
01372	City of Folsom	10/12/2016	Regular	0.00	32.48	50537
01378	Clark Pest Control of Stockton	10/12/2016	Regular	0.00	150.00	50538
01569	Employee Relations, Inc.	10/12/2016	Regular	0.00	390.60	50539
03435	Facility Builders & Erectors, Inc.	10/12/2016	Regular	0.00	1,996.72	50540
01609	Federal Express Corporation	10/12/2016	Regular	0.00	31.96	50541
03425	Fligge, Sterling	10/12/2016	Regular	0.00	108.76	50542
01630	FM Graphics, Inc.	10/12/2016	Regular	0.00	540.14	50543
01634	Folsom Lake Ford, Inc.	10/12/2016	Regular	0.00	1,344.80	50544
01657	Galic Disbursing Company	10/12/2016	Regular	0.00	400.00	50545
01659	Gary Webb Trucking	10/12/2016	Regular	0.00	2,548.25	50546
01068	Glenn C. Walker	10/12/2016	Regular	0.00	993.00	50547
01681	Golden State Flow Measurements, Inc	10/12/2016	Regular	0.00	6,546.75	50548
01706	Graymont Western US Inc.	10/12/2016	Regular	0.00	12,292.72	50549
01732	Harrington Industrial Plastics LLC	10/12/2016	Regular	0.00	568.75	50550
01733	Harris Industrial Gases	10/12/2016	Regular	0.00	152.22	50551
02047	Heasley, Mike	10/12/2016	Regular	0.00	250.00	50552
02047	Heasley, Mike	10/12/2016	Regular	0.00	222.30	50553
03072	HUNT & SONS INC.	10/12/2016	Regular	0.00	872.55	50554
01778	IDEXX Distribution, Inc	10/12/2016	Regular	0.00	678.07	50555
03383	Inferrera Construction Management G	10/12/2016	Regular	0.00	59,004.90	50556
02584	Irrigation Association	10/12/2016	Regular	0.00	360.00	50557
01890	Johnson Petroleum Construction, Inc.	10/12/2016	Regular	0.00	521.48	50558
01959	Les Schwab Tire Centers of California I	10/12/2016	Regular	0.00	17.00	50559
01837	Mayorga, Jason	10/12/2016	Regular	0.00	105.00	50560
02024	MCI WORLDCOM	10/12/2016	Regular	0.00	72.49	50561
02022	Morgan, Daren P.	10/12/2016	Regular	0.00	112.75	50562
03386	Myers & Sons Construction, LP	10/12/2016	Regular	0.00	1,347,807.49	50563
02094	Neff Rental LLC	10/12/2016	Regular	0.00	832.72	50564
02131	Office Depot, Inc.	10/12/2016	Regular	0.00	1,649.29	50565
	Void	10/12/2016	Regular	0.00	0.00	50566
02150	Pace Supply Corp	10/12/2016	Regular	0.00	4,156.74	50567
02163	Pape' Machinery, Inc.	10/12/2016	Regular	0.00	1,014.84	50568
02146	PG&E	10/12/2016	Regular	0.00	10.00	50569
02216	Placer County Public Works	10/12/2016	Regular	0.00	110.00	50570
02210	Placer County Water Agency	10/12/2016	Regular	0.00	14,793.62	50571
03150	Professional Id Cards Inc	10/12/2016	Regular	0.00	40.80	50572
03294	Putman, Michael	10/12/2016	Regular	0.00	77.21	50573
02281	Ray A Morgan Company Inc	10/12/2016	Regular	0.00	1,084.49	50574
02283	Recology Auburn Placer	10/12/2016	Regular	0.00	640.70	50575
02223	Rexel Inc (Platt - Rancho Cordova)	10/12/2016	Regular	0.00	1,994.31	50576

Check Register

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02293	RFI Enterprises, Inc	10/12/2016	Regular	0.00	979.36	50577
02328	Rocklin Windustrial Co	10/12/2016	Regular	0.00	723.97	50578
02357	Sacramento Municipal Utility District (10/12/2016	Regular	0.00	26,727.98	50579
02407	Scheetz Welding Service Inc.	10/12/2016	Regular	0.00	691.20	50580
02446	Sierra Chemical Co	10/12/2016	Regular	0.00	10,993.72	50581
02452	Sierra National Construction, Inc.	10/12/2016	Regular	0.00	18,746.23	50582
03086	Sierra Saw Power Equipment Center	10/12/2016	Regular	0.00	111.90	50583
02464	Signs in 1 Day, Inc	10/12/2016	Regular	0.00	473.60	50584
03267	Silva, Donna	10/12/2016	Regular	0.00	200.00	50585
03448	Simpson & Simpson	10/12/2016	Regular	0.00	1,381.60	50586
03421	Standard Pacific Homes	10/12/2016	Regular	0.00	1,526.98	50587
01411	SureWest Telephone	10/12/2016	Regular	0.00	1,599.96	50588
02580	The Eidam Corporation	10/12/2016	Regular	0.00	13,201.28	50589
02651	United Parcel Service Inc	10/12/2016	Regular	0.00	150.82	50590
03284	Vavrinek, Trine, Day & Co, LLP	10/12/2016	Regular	0.00	4,875.00	50591
02690	Verizon Wireless	10/12/2016	Regular	0.00	432.01	50592
02700	Viking Shred LLC	10/12/2016	Regular	0.00	50.00	50593
01687	W. W. Grainger, Inc.	10/12/2016	Regular	0.00	714.13	50594
02311	Watson, Rob	10/12/2016	Regular	0.00	36.16	50595
03405	Winner Chevrolet	10/12/2016	Regular	0.00	24,612.28	50596
03445	Zlotnick, Greg	10/12/2016	Regular	0.00	511.07	50597
01048	Airgas, Inc	10/12/2016	EFT	0.00	9,659.56	404664
	Void	10/12/2016	EFT	0.00	0.00	404665
01081	American Messaging Services, LLC	10/12/2016	EFT	0.00	9.11	404666
01898	Association of California Water Agenci	10/12/2016	EFT	0.00	98,965.90	404667
01232	Brower Mechanical, Inc.	10/12/2016	EFT	0.00	1,259.69	404668
01242	Bureau of Reclamation-MPR	10/12/2016	EFT	0.00	10,346.59	404669
03221	Chemtrade Chemicals Corporation	10/12/2016	EFT	0.00	24,302.30	404670
01357	Cheyenne Livestock & Products Inc	10/12/2016	EFT	0.00	2,648.00	404671
03065	Consolidated Electrical Distributors, In	10/12/2016	EFT	0.00	162.49	404672
01521	DataProse, LLC	10/12/2016	EFT	0.00	9,355.59	404673
01486	Department of Energy	10/12/2016	EFT	0.00	3,152.45	404674
01589	Eurofins Eaton Analytical, Inc	10/12/2016	EFT	0.00	1,473.00	404675
01611	Ferguson Enterprises, Inc	10/12/2016	EFT	0.00	1,130.04	404676
	Void	10/12/2016	EFT	0.00	0.00	404677
01631	Folsom Chevrolet / Geo Inc	10/12/2016	EFT	0.00	833.19	404678
03444	Garner Industries	10/12/2016	EFT	0.00	2,755.47	404679
03237	GM Construction & Developers, Inc	10/12/2016	EFT	0.00	6,129.00	404680
01721	Hach Company	10/12/2016	EFT	0.00	2,097.03	404681
01790	Industrial Safety Supply Corp of Califor	10/12/2016	EFT	0.00	367.25	404682
01917	Kennedy/Jenks Consultants, Inc.	10/12/2016	EFT	0.00	22,657.00	404683
02432	Lorance, Shauna	10/12/2016	EFT	0.00	130.00	404684
02367	McClatchy Newspapers, Inc.	10/12/2016	EFT	0.00	1,197.76	404685
02027	Mcmaster-Carr Supply Company	10/12/2016	EFT	0.00	248.76	404686
01472	Mel Dawson, Inc.	10/12/2016	EFT	0.00	3,282.05	404687
03442	Mitchell Instrument Company Inc.	10/12/2016	EFT	0.00	1,152.74	404688
02275	Ramos Oil Recyclers, Inc.	10/12/2016	EFT	0.00	79.50	404689
02406	Savage Enterprises	10/12/2016	EFT	0.00	465.00	404690
03220	Solenis LLP	10/12/2016	EFT	0.00	3,529.44	404691
02504	Starr Consulting	10/12/2016	EFT	0.00	1,540.00	404692
03403	TESSCO Technologies, Incorporated	10/12/2016	EFT	0.00	51.76	404693
02592	The Reed Group, Inc.	10/12/2016	EFT	0.00	1,060.00	404694
02162	Tobin, Pamela	10/12/2016	EFT	0.00	68.40	404695
02674	Utility Services Associates, LLC	10/12/2016	EFT	0.00	6,676.00	404696
03387	WageWorks, Inc	10/12/2016	EFT	0.00	242.23	404697

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03118	Watersmart Software Inc.	10/12/2016	EFT	0.00	16,171.25	404698

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	140	74	0.00	1,628,492.48
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	58	35	0.00	233,198.55
	198	110	0.00	1,861,691.03

Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	10/2016	1,861,691.03
			1,861,691.03