

**SAN JUAN WATER DISTRICT  
BOARD MEETING AGENDA**  
**January 22, 2020**  
**6:00 p.m.**  
**9935 Auburn Folsom Road**  
**Granite Bay, CA 95746**

The Board may take action on any item on the agenda, including items listed on the agenda as information items. The Board may add an item to the agenda (1) upon a determination by at least three Board members that an emergency situation exists, or (2) upon a determination by at least four Board members (or by three Board members if there are only three Board members present) that the need to take action became apparent after the agenda was posted.

The public may address the Board concerning an agenda item either before or during the Board's consideration of that agenda item. Public comment on items within the jurisdiction of the Board is welcome, subject to reasonable time limitations for each speaker. Upon request, agenda items may be moved up to accommodate those in attendance wishing to address that item. Please inform the General Manager.

Documents and materials that are related to an open session agenda item that are provided to the District Board less than 72 hours prior to a regular meeting will be made available for public inspection and copying at the District office during normal District business hours.

In compliance with the American's with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Board Secretary at 916-791-0115. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

***Please silence cell phones and refrain from side conversations during the meeting.***

**I. ROLL CALL**

**II. PUBLIC FORUM**

During the Public Forum, the Board may briefly respond to statements made or questions posed by the public, or ask District staff for clarification, refer the matter to District staff or ask District staff to report back at a future meeting. The Board will not take action on any matter raised during the Public Forum, unless the Board first makes the determinations to add the matter to the agenda.

**III. CONSENT CALENDAR**

All items under the Consent Calendar are considered to be routine and will be 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, December 11, 2019 (W & R)  
*Recommendation:* *Approve draft minutes*
2. Minutes of the Board of Directors Special Meeting, January 8, 2020 (W & R)  
*Recommendation:* *Approve draft minutes*
3. WTP 48-inch Hinkle Bypass Pipeline Cleaning Project (W)  
*Recommendation:* *Award a construction contract for the construction of the WTP 48-inch Hinkle Bypass Pipeline Cleaning Project*
4. WTP Thickener Concrete Repair and Coating Project (W)  
*Recommendation:* *Award a construction contract for the construction of the WTP Thickener Concrete Repair and Coating Project*

**IV. OLD BUSINESS**

1. Sacramento LAFCO Elections (W & R)  
*Selection of Special District Alternate Commissioner*  
*Action:* *Consider voting for candidate*

2. FY 2019-20 Operations Plan Report Card (W & R)

*Review 2<sup>nd</sup> Quarter Progress*

**V. NEW BUSINESS**

1. RWA 5-Year Strategic Plan Survey Information (W & R)  
*Discussion*

2. 2020 Conferences and Events (W & R)  
*Discussion*

3. Introduction of Ordinance Amendment (R)

*Amendment to Ordinance 10000 to reflect the District's policy regarding charging for services related to backflow prevention assembly testing*

**Action:** *First Reading of Ordinance No. 20-01 – An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinance 10000 of the District Code of Ordinances*

*Introduce Ordinance No. 20-01 and read the full text of the proposed ordinance or waive such reading by motion of the Board*

**VI. INFORMATION ITEMS**

1. General Manager's Report
  - 1.1 General Manager's Monthly Report (W & R)  
*Staff Report on District Operations*
  - 1.2 Miscellaneous District Issues and Correspondence
2. Director of Finance's Report
  - 2.1 Miscellaneous District Issues and Correspondence
3. Operation Manager's Report
  - 3.1 Miscellaneous District Issues and Correspondence
4. Engineering Services Manager's Report
  - 4.1 Miscellaneous District Issues and Correspondence
5. Legal Counsel's Report
  - 5.1 Legal Matters

**VII. DIRECTORS' REPORTS**

1. SGA
2. RWA
3. ACWA
  - 3.1 ACWA – Pam Tobin
  - 3.2 JPIA – Pam Tobin
  - 3.3 Energy Committee – Ted Costa
4. CVP Water Users Association
5. Other Reports, Correspondence, Comments, Ideas and Suggestions

## **VIII. COMMITTEE MEETINGS**

1. Public Information Committee – December 13, 2019
2. Engineering Committee – January 14, 2020
3. Finance Committee – January 21, 2020

## **IX. UPCOMING EVENTS**

1. 2020 ACWA DC Conference  
February 25-27, 2020  
Washington, DC
2. 2020 ACWA Legislative Symposium  
March 12, 2020  
Sacramento, CA
3. 2020 ACWA Spring Conference  
May 5-8, 2020  
Monterey, CA
4. 2020 Cap To Cap – Metro Chamber  
April 25-29, 2020  
Washington DC

**President Costa to call for Closed Session**

## **X. CLOSED SESSION**

1. Public employee performance evaluation involving the General Manager; Government Code sections 54954.5(e) and 54957.
2. Public employee performance evaluation involving Legal Counsel; Government Code sections 54954.5(e) and 54957.

## **XI. OPEN SESSION**

Report from Closed Session

## **XII. ADJOURN**

### **UPCOMING MEETING DATES**

February 26, 2020  
March 25, 2020

I declare under penalty of perjury that the foregoing agenda for the January 22, 2020 regular meeting of the Board of Directors of San Juan Water District was posted by January 17, 2020, on the outdoor bulletin boards at the District Office Building, 9935 Auburn Folsom Road, Granite Bay, California, and was freely accessible to the public.

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Teri Grant, Board Secretary

# AGENDA ITEM III-1

## DRAFT

### SAN JUAN WATER DISTRICT

Board of Director's Board Meeting Minutes  
December 11, 2019 – 6:00 p.m.

#### BOARD OF DIRECTORS

Dan Rich	President
Ted Costa	Vice President
Marty Hanneman	Director
Ken Miller	Director
Pam Tobin	Director

#### SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager
Donna Silva	Director of Finance
Tony Barela	Operations Manager
Lisa Brown	Customer Service Manager
Adam Larsen	Interim Field Services Manager
Rob Watson	Engineering Services Manager
Andrew Pierson	Senior Engineer
Greg Zlotnick	Water Resources Manager

#### OTHER ATTENDEES

Patrick Dyer	MGT Consulting Group
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#### AGENDA ITEMS

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

President Rich called the meeting to order at 6:02 p.m.

#### I. ROLL CALL

The Board Secretary took a roll call of the Board. The following directors were present: Ted Costa, Marty Hanneman, Ken Miller, Dan Rich and Pam Tobin.

#### II. PUBLIC FORUM

GM Helliker requested that the Board recognize the newly elected Vice President of the Association of California Water Agencies, Pam Tobin. Director Tobin thanked the Board and staff who supported her campaign.

GM Helliker announced that Barbara Leatham, retired SJWD Water Conservation Technician, passed away after a brief bout with cancer.

### **III. 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.

At the request of GM Helliker, President Rich removed item 4 from the Consent Calendar for discussion.

**1. Minutes of the Board of Directors Special Meeting, November 14, 2019 (W & R)**

*Recommendation: Approve draft minutes*

**2. 109 Buckner Court – Easement Encroachment Request (R)**

*Recommendation: Approve an easement encroachment request and direct staff to execute the necessary agreement with the property owner*

**3. Quarry Ridge Development Project Pipeline Easement Grant to SJWD (R)**

*Recommendation: Adopt Resolution 19-08 accepting a dedicated easement and right of way for a new pipeline installation to supply the Quarry Ridge Professional Office Park development project, and authorize staff to accept and process the documents from the property owner*

**4. Fees, Charges and Deposits – Results of User Fee Study and Proposed Fee Schedule (R)**

*Recommendation: Approve proposed Schedule of Fees Charges and Deposits*

**5. Wholesale Water Rate Fee Schedule Revision (W)**

*Recommendation: Approve revisions to the Wholesale Water Rate Fee Schedule, effective January 1, 2020, to change the allocation of the fixed service charge*

***Director Hanneman moved to approve the Consent Calendar items 1-3 and 5. Vice President Costa seconded the motion and it carried unanimously.***

GM Helliker informed the Board that one comment was received from Citrus Heights Water District regarding item 5 which was in support of the revision.

Regarding item 4, Ms. Silva reviewed the staff report which was included in the Board packet and will be attached to the meeting minutes. She informed the Board that staff is recommending that the user fees be set at full-cost recovery with a few exceptions which she reviewed and are included in the staff report.

Ms. Brown provided more information regarding the issues and process, and the reasons to not charge full-cost recovery on the exceptions. The Board discussed the exceptions, full-cost recovery, subsidized services, and customer service.

***Director Hanneman moved to accept the user fee study, setting all fees at the full-cost recovery amount. Director Miller seconded the motion and it carried unanimously.***

#### **IV. PUBLIC HEARING**

President Rich opened the Public Hearing for agenda item IV-1 at 6:53 pm. The Board Secretary confirmed that this item was duly posted and published with no written or oral comments received prior to the public hearing.

**1. Adoption of Ordinance 19-01 – An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinances 15000, 17000 and 18000 of the District Code of Ordinances (R)**

Ms. Brown conducted a brief presentation on the SB 998 and the required ordinance changes which will be attached to the meeting minutes. The Board discussed the process for customers to self-certify their income level. Ms. Brown explained that should the Board approve the ordinance then it will go into effect on February 1, 2020.

There were no public comments.

President Rich closed the Public Hearing at 7:02 p.m.

***Vice President Costa moved to waive the second reading of Ordinance No. 19-01 and adopt Ordinance 19-01 which amends Ordinances 15000, 17000 and 18000 to be in compliance with SB 998. Director Tobin seconded the motion and it carried unanimously.***

#### **V. OLD BUSINESS**

**1. Adopt Board Policy - Disconnection of Residential Water Service for Nonpayment Policy (R)**

GM Helliker explained that the ordinance that was just adopted requires a new policy to be in compliance with SB 998.

***Director Hanneman moved to adopt Board Policy FIN-5.10 Disconnection of Residential Water Service for Nonpayment Policy. Director Tobin seconded the motion and it carried unanimously.***

**2. Hinkle Reservoir Outage Operations Planning Project – Amendment #1 (W)**

GM Helliker reported that the Engineering Committee discussed this item and recommended approval; however, the committee requested that staff provide the information to the full Board. Mr. Barela conducted a brief presentation which

will be attached to the meeting minutes. Mr. Barela explained that the amendment being requested covers the design for temporary storage tanks during the Hinkle Reservoir Replacement Project. In addition, he explained that the cost for the temporary storage will be added to the debt financing. The Board discussed the reservoir design, the plan for testing and operation, and the anticipated success of the project.

***Director Hanneman moved to approve Amendment No. 1 to HDR Engineering, Inc. for engineering design, bidding and construction services related to the Hinkle Reservoir Outage Operations Planning Project. Vice President Costa seconded the motion and it carried unanimously.***

## **VI. NEW BUSINESS**

### **1. 2020 Board Officers (W & R)**

President Rich announced that the Board needed to nominate a new President and Vice President for 2020.

***Director Hanneman moved to elect Ted Costa as Board President and Pam Tobin as Board Vice President. President Rich seconded the motion and it carried unanimously.***

President-elect Costa informed the Board that he would like to schedule a special meeting on January 8<sup>th</sup> at 6:00pm to discuss the committees, the committee charters and the committee assignments. In addition, he would like Legal Counsel to attend the meeting.

### **2. Appointment of a Critically-Needed Position (W & R)**

GM Helliker reported that recruitment for the Engineering Services Manager closes on January 6, 2020, and it will be a few months before the position is filled. President-elect Costa voiced concern that there are two engineers on staff (one retiring which will be replaced) and then the District contracted for on-call engineering services; therefore, he recommends that if Mr. Watson returns as a retired annuitant, that his former position should remain unfilled. GM Helliker explained that Mr. Watson would be filling a critical need, that would provide flexibility and transfer of Mr. Watson's knowledge on a few projects, such as the Hinkle Project.

***Director Hanneman moved to adopt Resolution No. 19-09 approving an agreement to appoint Rob Watson in a critically-needed engineering position as a retired annuitant. President-elect Costa seconded the motion and it carried unanimously.***

## VII. INFORMATION ITEMS

### 1. GENERAL MANAGER'S REPORT

#### 1.1 General Manager's Monthly Report (W & R)

GM Helliker provided the Board with a written report for November which will be attached to the meeting minutes.

#### 1.2 Miscellaneous District Issues and Correspondence

GM Helliker reported that Folsom Reservoir storage is about 52% full and 107% of average. He reported that there is a below normal probability for precipitation for the next three months, with the temperature forecast above normal.

GM Helliker reported that five proposals were received for the Collaboration/Integration Project, and only four consultants will be interviewed on Tuesday. A recommendation for a consultant will be brought to a January Board meeting. In response to President-elect Costa's question regarding having the 2x2 Ad Hoc Committee meet, GM Helliker explained that the RFP was reviewed with the 2x2 Ad Hoc Committee and this will be to implement the contract with the consultant after each Board reviews the consultant recommendation.

GM Helliker reported that the second meeting regarding communications discussion with RWA occurred yesterday and they agreed to collaborate to review points of agreement on communications issues.

GM Helliker reported that he spoke with Rob Roscoe regarding providing support on the Voluntary Agreement contract, which is currently on hold pending litigation.

### 2. DIRECTOR OF FINANCE'S REPORT

#### 2.1 Miscellaneous District Issues and Correspondence

Ms. Silva reported that the audit is complete with a clean opinion. The auditors reviewed their findings with the Finance Committee and printout of the CAFR is available for the Board members and it is also on the District's website.

### 3. OPERATION MANAGER'S REPORT

#### 3.1 Miscellaneous District Issues and Correspondence

No report.

### 4. ENGINEERING SERVICES MANAGER'S REPORT

#### 4.1 Miscellaneous District Issues and Correspondence

Mr. Watson informed the Board that Andrew Pierson will be the Interim Engineering Services Manager, and he thanked the Board for their support.

## 5. LEGAL COUNSEL'S REPORT

### 5.1 Legal Matters

No report.

## VIII. DIRECTORS' REPORTS

### 1. SGA

Director Tobin reported that SGA meets December 12, 2019.

### 2. RWA

Director Tobin reviewed a written report which will be attached to the meeting minutes. She reported that they will be updating their Strategic Plan.

### 3. ACWA

#### 3.1 Local/Federal Government/Region 4 - Pam Tobin

Director Tobin reviewed a written report which will be attached to the meeting minutes.

#### 3.2 JPIA - Pam Tobin

No report.

#### 3.3 Energy Committee - Ted Costa

No report.

### 4. CVP WATER USERS ASSOCIATION

No report.

### 5. OTHER REPORTS, CORRESPONDENCE AND COMMENTS

GM Helliker presented President Rich with an award of appreciation for serving as Board President in 2019.

## IX. COMMITTEE MEETINGS

### 1. Engineering Committee – November 21, 2019

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

### 2. Finance Committee – December 10, 2019

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

## X. UPCOMING EVENTS

### 1. SJWD Employee Awards

December 12, 2019

Folsom, CA

**2. RWA Holiday Social**

December 12, 2019  
Fair Oaks, CA

**XI. ADJOURN**

The meeting was adjourned at 7:50 p.m.

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ATTEST:

DAN RICH, President  
Board of Directors  
San Juan Water District

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TERI GRANT, Board Secretary

# AGENDA ITEM III-2

## DRAFT

### SAN JUAN WATER DISTRICT

Board of Director's Special Meeting Minutes  
January 8, 2020 – 6:00 p.m.

#### BOARD OF DIRECTORS

Ted Costa	President
Pam Tobin	Vice President
Marty Hanneman	Director
Ken Miller	Director
Dan Rich	Director

#### SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager (GM)
Donna Silva	Director of Finance
Tony Barela	Operations Manager
Adam Larsen	Interim Field Services Manager
Andrew Pierson	Senior Engineer
Greg Zlotnick	Water Resources Manager
Joshua Horowitz	Legal Counsel

#### OTHER ATTENDEES

Alan Driscoll	Forsgren Associates Inc.
Kevin Thomas	Sacramento Suburban Water District

#### AGENDA ITEMS

- I. Roll Call
- II. Public Forum
- III. 2020 Committee Assignments
- IV. Recognition of Steve Nugent, Carmichael Water District
- V. Adjourn

President Costa called the meeting to order at 6:00 p.m.

##### I. ROLL CALL

The Board Secretary took a roll call of the Board. The following directors were present: Ted Costa, Marty Hanneman, Ken Miller, Dan Rich and Pam Tobin.

##### II. PUBLIC FORUM

President Costa introduced and announced that SSWD's newly-elected President Kevin Thomas would like to continue with the 2x2 study on collaboration/integration and President Costa would like this to be put on an agenda. Mr. Thomas addressed the Board and agreed with President Costa's comments.

##### III. 2020 COMMITTEE ASSIGNMENTS

President Costa reviewed the 2019 committee list and charters. After Board discussion, he removed the Legal Affairs Committee from the standing committee list, with the understanding that the committee could be brought back if needed. In addition, any legal matters will be brought to the full Board for review under Regular or Closed Session as needed via the General Manager or directly to the Board. President Costa requested

that evaluation of Legal Counsel services be placed on the next meeting agenda under Closed Session.

After Board discussion, President Costa appointed the internal committee assignments listed below, and requested that each committee review their charter at their first meeting. In addition, he changed the name of the Water Supply & Reliability Committee to the Urban Water Management/Water Supply Committee. President Costa created the Collaboration/Integration Ad Hoc Committee that is related to the collaboration study with other water agencies while the 2x2 SSWD/SJWD Ad Hoc Committee is dormant.

<u>Committee</u>	<u>Chair</u>	<u>Member</u>	<u>Alternate</u>
Engineering	Dan Rich	Ted Costa	Marty Hanneman
Finance	Ken Miller	Dan Rich	Ted Costa
Personnel	Ken Miller	Marty Hanneman	Pam Tobin
Public Information	Marty Hanneman	Pam Tobin	Ken Miller
Urban Water Management/ Water Transfer	Pam Tobin	Dan Rich	Ted Costa
2x2 PCWA/SJWD Ad Hoc		Ken Miller/ Pam Tobin	Marty Hanneman
2x2 SSWD/SJWD Ad Hoc		Ted Costa/ Pam Tobin	Dan Rich
Collaboration/Integration Ad Hoc		Ken Miller/ Ted Costa	

After Board discussion, President Costa appointed the external committee assignments listed below. Since Vice President Tobin was elected as the ACWA Vice President, she resigned from her appointments to the ACWA Federal Affairs and Local Government committees and as ACWA Region 4 Chair; therefore, that external assignment was changed to ACWA. In response to Mr. Zlotnick's question, Vice President Tobin will check with ACWA JPIA to make sure that she can represent the District, via proxy, along with being the ACWA representative.

<u>Committee</u>	<u>Assignment</u>	<u>Alternate</u>
ACWA Energy	Ted Costa	
ACWA	Pam Tobin	
ACWA JPIA	Pam Tobin	Ted Costa
CVP Water Users Assn.	Ted Costa	
RWA	Marty Hanneman/Paul H.	Ted Costa/Pam Tobin
SGA	Ted Costa	Marty Hanneman/Pam Tobin

***President Costa moved to appoint Marty Hanneman as the Regional Water Authority (RWA) Representative, with Ted Costa as the Alternate Representative and Pam Tobin as the Second Alternate Representative. Director Hanneman seconded the motion and it carried unanimously.***

Director Rich confirmed that no action was being taken on GM Helliker's position with RWA.

***President Costa moved to recommend Ted Costa as Representative, Marty Hanneman as Alternate Representative, and Pam Tobin as Second Alternate Representative to the Sacramento Groundwater Authority (SGA) Board of Directors, for submittal to Sacramento County Board of Supervisors for ratification. Director Hanneman seconded the motion and it carried unanimously.***

**IV. RECOGNITION OF STEVE NUGENT, CARMICHAEL WATER DISTRICT**

President Costa announced that Steve Nugent retired from Carmichael Water District and there is a resolution in recognition of his service.

***Vice President Tobin moved to adopt Resolution 20-01 in Recognition of 37 years of Service to the Water Community by Carmichael Water District General Manager, Steve Nugent. Director Hanneman seconded the motion and it carried unanimously.***

**V. ADJOURN**

GM Helliker reported that he will be attending the Mid-Pacific Water Users' Conference which conflicts with the January 22<sup>nd</sup> Board meeting and requested that the meeting be moved to January 23<sup>rd</sup>. President Costa inquired what agenda items were on the agenda for the next meeting – GM Helliker stated that the items include the Legal Counsel Evaluation, the GM Evaluation and Engineering Committee items from next week's meeting, and Ms. Silva commented that there will be an introduction for an Ordinance amendment. Mr. Horowitz informed the Board that the introduction of an Ordinance cannot occur at a Special Meeting and he will not be available on January 23<sup>rd</sup>. In addition, Director Tobin is not available on that date. The meeting date was not changed.

President Costa requested that Ideas & Suggestions from Board members be added to regular Board meeting agendas. The Board Secretary will update the next agenda.

**The meeting was adjourned 6:52 p.m.**

ATTEST:

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DAN RICH, President  
Board of Directors  
San Juan Water District

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TERI GRANT, Board Secretary

The meeting minute attachments are located under Meeting Minutes – *Draft* on the webpage.

# STAFF REPORT

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To: Board of Directors  
From: Andrew Pierson, Interim Engineering Services Manager  
Date: January 22, 2020  
Subject: Water Treatment Plant (WTP) 48-inch Hinkle Bypass Pipeline Cleaning Project

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## RECOMMENDED ACTION

Staff recommends a motion to award a construction contract to T&S Construction Co., Inc. for the amount of \$53,988 with a construction contingency of \$5,400 (10%) for an authorized total construction budget of \$59,388. The staff recommendation was reviewed by the Engineering Committee, which recommends placing this on the Consent Calendar for the Board to consider.

## BACKGROUND

This project involves the interior cleaning of the 48-inch Hinkle Bypass Pipeline (Hinkle Bypass), including removing and disposing of all deposited filter media (sand and anthracite) and pipeline disinfection. The Hinkle Bypass was originally constructed approximately in 1980 to facilitate the improvements to the Hinkle Reservoir, which included the installation of the original hypalon cover and liner. The Hinkle Bypass has been closed for the majority of the past 40 years. However, between approximately 1995 and 2000, the Water Treatment Plant experienced a series of breaks in the Filter Basins which released filter media into the transmission and distribution system, some of which reached the Hinkle Bypass. The purpose of this Project is to remove the deposited filter media and disinfect the pipeline so that it can be put back into service during the Hinkle Reservoir Cover and Liner Replacement Project scheduled for construction in FY 2020/2021.

## STATUS

The Project was advertised for bidding on November 20, 2019. Five prospective contractors inquired about the project, four of which attended the pre-bid conference on December 4, 2019. Three (3) Bids for the project were received on December 20, 2019 and are summarized as follows:

Bidder	Bid Amount
T&S Construction Co., Inc.	\$53,988
Flowline Contractors, Inc.	\$71,005
Rawles Engineering	\$129,890

T&S Construction Co., Inc. (T&S) was the lowest responsive, responsible bidder. T&S's bid documents were reviewed and found to be complete and in order, including license, insurance and bonds.

## FINANCIAL CONSIDERATIONS

The Project was included in the District's approved Wholesale CIP budget for Fiscal Year 2019-2020, and the approval of the Project is within the authorized budget.

# STAFF REPORT

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To: Board of Directors  
From: Andrew Pierson, Interim Engineering Services Manager  
Date: January 22, 2020  
Subject: Water Treatment Plant (WTP) Thickener Concrete Repair and Coating Project

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## RECOMMENDED ACTION

Staff recommends a motion to award a construction contract to Jeffco Painting & Coating, Inc. for the amount of \$330,510 with a construction contingency of \$33,051 (10%) for an authorized total construction budget of \$363,561. The staff recommendation was reviewed by the Engineering Committee, which recommends placing this on the Consent Calendar for the Board to consider.

## BACKGROUND

This project involves the rehabilitation of the District's Sidney N. Peterson Water Treatment Plant Clarifier Thickeners, including preparing the interior concrete wall surfaces, repairing concrete defects and cracks, and coating the interior concrete walls with an elastomeric polyurethane liner. The three clarifier thickeners were originally constructed in 2006 as part of the District's Filter Backwash and Solids Handling Improvements Project. Due to seasonal daily temperature fluctuations, the clarifier thickeners experience constant movement from expansion and contraction, and have developed active leaks in the walls over the past 14 years. This project is needed to rehabilitate and extend the useful life of the Clarifier Thickeners by repairing the existing cracks, and applying an expansive elastomeric polyurethane liner to the interior walls of the basins which will provide a seal that can handle the ongoing movement of the walls.

## STATUS

The Project was advertised for bidding on December 3, 2019. Fourteen prospective contractors attended the pre-bid conference on December 19, 2019. Four (4) Bids for the project were received on January 9, 2020 and are summarized as follows:

Bidder	Bid Amount
Jeffco Painting & Coating, Inc.	\$330,510
FD Thomas, Inc.	\$445,695
Redwood Painting Co., Inc.	\$738,600
National Coating & Lining Co.	\$781,777

Jeffco Painting & Coating, Inc. (Jeffco) was the lowest responsive, responsible bidder. Jeffco's bid documents were reviewed and found to be complete and in order, including license, insurance and bonds.

## FINANCIAL CONSIDERATIONS

The Project was included in the District's approved Wholesale CIP budget for Fiscal Year 2019-2020, and the approval of the Project is within the authorized budget.



# AGENDA ITEM IV-1

## SACRAMENTO LOCAL AGENCY FORMATION COMMISSION 1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458 • Fax (916) 874-2939

DATE: November 26, 2019

TO: Special Districts' Selection Committee

FROM: Don Lockhart, Executive Officer  
Sacramento Local Agency Formation Commission

RE: **Selection of Special District Commissioner and Alternate Commissioner Run-off**  
for the Sacramento Local Agency Formation Commission

Term of Office: **January 1, 2020 to December 31, 2023**

Thank you for your participation in the selection process for the Special District Commissioner and Alternate seats on the Sacramento Local Agency Formation Commission (LAFCo).

This purpose of this memorandum is to announce who was selected by the Special District Selection Committee for the Commissioner and the Alternate Commissioner seats for LAFCo.

The winner by a plurality of votes for the **Commissioner seat** is **Lindsey Liebig** from the Herald Fire Protection District. Therefore, Ms. Liebig is declared the selected Commissioner.

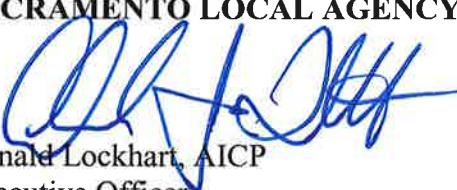
For the **Alternate Commissioner seat** there is a three-way tie. Therefore, a run-off will occur. Please see the attached Instructions and Ballot. (Ballot must be returned by January 28, 2020)

Commissioner Liebig will fulfill the four year term starting January 1, 2020 ending December 31, 2023. At the end of that time, another selection process will be held. Congratulations and welcome Ms. Liebig!

Please feel free to contact me if you have any questions regarding the selection process at (916)874-6458.

Yours truly,

**SACRAMENTO LOCAL AGENCY FORMATION COMMISSION**

  
Donald Lockhart, AICP  
Executive Officer





SACRAMENTO LOCAL AGENCY FORMATION COMMISSION  
1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458 • Fax (916) 874-2939

DATE: November 26, 2019  
TO: Special Districts' Selection Committee  
FROM: Donald Lockhart, Executive Officer

**RE: Selection of Special District Alternate Commissioner**  
Term of Office: January 1, 2020 to December 31, 2023  
**for the Sacramento Local Agency Formation Commission**

For the **Alternate Commissioner seat there is a three-way tie**. Therefore, a run-off will occur. Pursuant to the provisions of Section 56332 of the Government Code, the Executive Officer has determined that a meeting of the Special District Selection Committee for the purpose of selecting an Alternate Special District Commissioner [for Offices No. 6 & 7] to serve on the Sacramento Local Agency Formation Commission is not feasible. Based on past experience, due to the size of the Special District Selection Committee, it has been difficult to establish a quorum. Therefore, the business of the Special District Selection Committee will be conducted in writing, as provided in the cited section code.

***Please see the attached Run-off Ballot***

Please select one candidate for Alternate Special District Commissioner.

**Please return the ballot to the LAFCo office no later than:**  
**4:00 P.M. on TUESDAY, JANUARY 28, 2020**

**To be valid, selection of a candidate must be done by a majority vote of the governing board of an Independent Special District in an open and official meeting of that board and certified by the secretary or clerk of the board.**

Any ballot received after the date specified above shall not be valid. The candidate who receives the most votes will be determined the winner outright. In the event of a tie, there will be a run-off selection held in the same format as the initial selection. The LAFCo Executive Officer will announce the results of the selection within seven days of the specified date.

If you have questions, please contact Sacramento LAFCo at (916) 874-6458.

Return ballot to:  
**Sacramento LAFCo**  
**1112 "I" Street; Suite 100**  
**Sacramento, CA 95814**

or e-mail to: [Diane.Thorpe@SacLAFCo.org](mailto:Diane.Thorpe@SacLAFCo.org)



# Runoff Ballot

## LAFCo Special District Alternate Commissioner

Please select one candidate from below

### Run-off Ballot

Alternate Commissioner - for Offices No. 6 & 7

Please select **ONE** candidate **BELOW**

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**Michael Hanson**

Arcade Creek Recreation & Park District

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**Charlea Moore**

Rio Linda Elverta Recreation & Park District

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**Michael Yearwood**

Cordova Recreation & Park District

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Ballot must be received by **4:00 pm on Tuesday January 28, 2020**

Special Districts must return the ballots to LAFCo by the date specified above. Any ballot received after the specified date shall not be valid. *The information below must be complete*

The candidate who receives the most votes will be determined the winner outright.

The LAFCo Executive Officer will announce the results of the election within seven days of the specified date.

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Name of Special District

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Street Address

---

Date of Meeting

---

District Phone Number

---

Signature of Secretary or Clerk of the Board

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Phone Number

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Print Name

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E-mail Address

**Michael Hanson**  
3868 Rolling Oak Dr.  
Sacramento, CA 95841

Telephone: 916-550-0531

[mjh64321@comcast.net](mailto:mjh64321@comcast.net)

Cellular: 510-386-0325

## SUMMARY

Information Technology Professional proven experience including roles as a manager, project manager, systems analyst, systems integrator and software developer of systems in the mainframe and midrange environments. Experienced in all stages of software development life cycle, from analysis through implementation. Successfully managed numerous projects and led teams in system & vendor selection, analysis of business requirements, vendor management, system development & implementation. Strengths include:

- Project Manager
- Vendor Management
- Systems Integration
- Database Analysis
- Application Architecture
- System Analysis
- Software Development Lifecycle
- Managing Projects Across Technologies

Elected to Arcade Creek Recreation and Park District 2014

- Serve as Chair 2015
- Serve as director 2016
  - Lead in the Master Plan project
- Serve as Secretary/Treasurer 2017

## PROFESSIONAL EXPERIENCE

**CSAA IG, Glendale AZ** **1993-Present**

Previously, CSAA, San Francisco, CA

*AAA Membership and Insurance Co.*

**Project Manager** 2002 – Present

As an EDS/HP employee supporting CSAA (outsourced in 1996), led projects involved in mainframe upgrades and support activities.

- Created proposal to upgrade all application software to a consistent and supportable level. The application software would not be supported under the new operating system (the environment was scheduled to be upgraded). Worked with leadership to document proposal and create the accepted SOW. (Project size >65K staff hours)
- Managed teams' efforts associated with the application. Assumed role as the Technical Lead and Application Architect. Needed to allow concurrent business changes to occur while upgrading the infrastructure. Delivered a consolidated toolset for mainframe application support including the customized Configuration Management tool, the approach to managing DB2, and the build process itself.

- Reviewed infrastructure requirements and worked with senior management to create an accepted SOW to upgrade the system software.
- Managed a multi-stage mainframe software upgrade the environment to supported levels. Managed the efforts of EDS, Mphasis, and CSAA teams to upgrade the environment with minimal interruption to the business.
- Technical lead for the CSAA account for the mainframe portion of the Data Replication Project by providing stats and coordinating various teams. In addition, provided communication and follow-through for questions/concerns related to the midrange portion of the effort. Help to coordinate the efforts to deliver a successful data replication environment where the mainframe and midrange have replication in place for Disaster Recovery purposes.
- Manage mainframe hardware upgrades. Managed 4 mainframe CPU upgrades for the CSAA account. The scope included the coordination of the teams, the actual upgrade itself, and validation all components would continue to support the business/applications in the new environment as they did on the current hardware including the encryption coprocessor.
- Manage mainframe system software upgrades. Managed migrations from IBM OS/390 through z/OS 1.13, DB2 v7 through DB2 v10, and similar upgrades to CICS, Datacom, and the infrastructure in general. Each major upgrade required a level of acceptance testing and burn-in prior to moving the upgrades to production.

**Team Lead**

1996 – 2002

As a Systemhouse/MCI/WorldCom employee supporting CSAA (outsourced in 1996), led teams addressing improvements in the Travel/Touring and Membership area.

- Coordinated the install of the TripTik system developed by the AAA National team to automate the Tourbook and map process used to support members in their travels. This was a client-server app where workstations would communicate to a SUN Sparc back-office server.
- Lead the development of the processes internal to CSAA to handle “vanity cards.” This is the AAA VISA cards for the CSAA members which allowed them to autopay their membership. Later, added the capability to Autopay their insurance premiums as well.
- Scheduled to manage the Claims replacement project (HAL), a Client-Server application. Studied the architecture and status with the current PM who then was able to stay and complete the project.

**Team Lead**

1993 – 1996

Managed team supporting Travel and Touring

- Brought onboard to support the project replacing all Membership, Insurance, and Claims. The architecture of the system was client-server based with the data storage being DB2 on the mainframe and the client residing on workstations running OS/2 and communicating to the mainframe. Directed the efforts of the Membership team (and supported other team's efforts) related to productionalizing the system.

**Education: BA in Management, St. Mary's College, Moraga CA.**

# *Charlea R Moore*

[REDACTED] • Elverta, CA 95626  
[REDACTED] Phone 916-991-0340 (home)  
[REDACTED] cell 916-275-3273 (best contact)  
[REDACTED] Email Charleasranch@aol.com

## **Applicant Statement for the Special District LAFCO Representative**

I moved from Glassboro New Jersey to Rio Linda Elverta in 1981, along with my 3 year old daughter and my husband.

Almost immediately I became involved with Sacramento County Service Area #3 which was the forerunner of our current independant Parks and Recreation District serving the Rio Linda Elverta Communities. This involvement was the result of reading a statement in the local paper, indicating that the Parks Advisory Board had determined that there were sufficient equestrian trails in the area. I was very happy to advocate for additional trails and in the process begin my education in local governance processes.

Over the next several decades I was appointed to numerous County and Local advisory boards, steering committees and ad hoc committees. My interest expanded to include growth issues, flood issues and agriculture/suburban/urban issues.

I learned a great deal about how government works and how Special Districts fit into the process. I became a strong advocate for local governance after going through 3 incorporation attempts in the Rio Linda Elverta communities and in the education process I switched from anti-incorporation to pro-incorporation for unincorporated communities.

In about 1992 I was appointed to the RLE CPAC in and served during the Community Plan Update. I am familiar with the governance process and with procedures for arriving at a decision as a board member. I have served several terms on CPAC under four different County Supervisors since that initial appointment. All of these experiences were very educational for me.

In 2002 I successfully ran for the Rio Linda Elverta Recreation and Parks District. I truly enjoyed and have greatly benefited from the experience of becoming an elected board member. I ran again in 2016 and am currently serving as Secretary for the RLE Recreation and Parks District.

I believe that my history in the community and experience as an elected public official will be an asset for Special Districts as a LAFCO Special District Board member.

Thank you,

Charlea R. Moore

# Michael T. Yearwood

[REDACTED] Rancho Cordova, CA 95670  
[REDACTED]

## **Experience Summary:**

*Customer Service Leader with over ten years of experience with direct customer problem solving within the health insurance industry. Expert level experience with hiring, training, staff retention, process improvement projects, managing deadlines and increasing production of teams.*

## **Health Net of California**

**2016-2019**

### **Claims Supervisor - Performance Team**

- Supervise a team of 17 Claims Analysts
- Coach and mentor staff to exceed expectations
- Responsible for talent and performance management of Claims Team
- Daily operational leadership and support through work distribution and monitoring
- Coordinate with scheduling to assist with daily forecast ensuring accurate staffing coverage
- Identify individual performance gaps to recommend and implement action plans that achieve desired result
- Monitor daily productivity through the Macess System
- Collaborate with peers and managers on process improvements

## **State of California - Health Benefits Exchange (Covered California)**

**2015-2016**

### **Supervising Program Technician III**

- Supervise a team of 15 Customer Service Representatives
- Coach and mentor staff to exceed expectations
- Assist representatives with questions regarding health plan options and policy and procedures
- Research and resolve escalated calls from consumers
- Monitor daily productivity through the IEX System
- Audit inbound calls through the Nice System
- Collaborate with peers and managers on process improvements

## **Vision Service Plan**

**2007-2015**

### **Client Broker Representative - Inside Sales**

- Assisted and resolved clients and brokers service issues
- Provided phone support and customer service to clients and brokers
- Provided e-mail coverage for Sales Team in their absence
- Implemented installation of new groups and pull-outs according to guidelines
- Processed renewals for clients according to guidelines
- Provided Resource Center support to clients and brokers

**References available upon request**

# **Michael Yearwood**

1921 Viano Court Rancho Cordova, CA 95670  
Yearwood91@gmail.com  
[REDACTED]

## **Service to My Community**

Cordova Recreation and Park District (Board Chairperson)

2015-Present: Director

As a Cordova Recreation and Park District (CRPD) Board Member I am responsible for the budget and for setting policies that safeguard the vitality of the district. The five non-partisan members of the Board of Directors are elected to four-year terms by residents located within CRPD's boundaries. The elected board is held accountable to the following laws that govern public officials: The Brown Act, California Public Records Act, FPPC Reporting Requirements and biannual ethics training.

### **Specific functions and duties of my role as a Board Director are:**

1. To perform its legal responsibility.
2. To set up by-laws, regulations and operation procedures
3. To select, employ, and if necessary, dismiss the District Administrator.
4. To control the operating budget, the financial plans and the insurance program.
5. To care and maintain property.
6. To be responsible for program.
7. To assure personnel policies.
8. To maintain good public relations.
9. To appoint, commission, supervise and receive reports from committees and the District Administrator.

## **BOARD MEMBERS RESPONSIBILITIES**

1. Board members should understand the significance and importance of recreation in the community.
2. Board members should be aware of the relationship of the recreation services to other community services.
3. Board members should look objectively at their specific responsibility as board members and at local community recreation needs, and keep abreast of changing conditions, continuously reassessing their efforts and reasons for service.
4. Board members should have the courage to resist pressures of all types and insist upon high standards for their agencies, particularly in regard to competent, professional personnel.
5. Board members should be aware of their role as board members, acting in concert with their fellow board members without usurping the functions of the District Administrator.

# **Michael Yearwood**

Rancho Cordova, CA 95670  
[REDACTED]

Rancho Cordova Athletic Association  
2013: Founding Member  
2013-2015: Secretary  
2016: CRPD Representative

Leadership Rancho Cordova  
2014-2016: Governing Board  
2014: Graduate of Class VIII

Rancho Cordova Youth Soccer Club (RCSC)  
2002: Coach  
2003: U-6 Age Coordinator  
2004: Coach & U-8 Boys Age Coordinator  
2005: Coach & U-8 Girls Age Coordinator  
2006: Coach & U-6 Age Coordinator  
2007-2009: Club Manager & Coach  
2012: Coach

American River Youth Soccer League (ARYSL)  
2007-2009: Board Member – RCSC Representative  
2010: League Treasurer

Cordova Girls Softball League  
2010-2011: League Vice President  
2011-2012: League Vice President  
2012-2013: Secretary  
2013-2014: Secretary  
2014-2015: NORCAL Representative

Folsom Cordova Unified School District  
Cordova High School Site Council  
2014-2015: Parent Representative

Cordova Lane Elementary School Site Council  
1998-2006: Elected Parent Representative

Navigator Elementary School Site Council  
2006-2008: Elected Parent Representative

Measure M & P Oversight Committees  
2014-2016: Parent/PTSO Member Representative

# Operations Plan Report Card FY 2019-20

On Track  
Delayed  
Issues

## ADMINISTRATION/WATER RESOURCES/IT

Task	Original Target Date	Updated Target Date	Completion Date	Comments
Water Quality Control Plan – Voluntary Agreement: participate in American River agency negotiations with the Administration to achieve adoption by the SWRCB of acceptable 15-year agreement	Ongoing			Regular updates provided to Board
Water Fix – engage as necessary to protect District interests as new project developed, permits sought	Ongoing			Regular updates provided to Board
Organize and conduct joint project with neighboring water agencies on collaboration and integration of projects and programs	2/28/2020	11/1/2020		Securing agreement on the RFP from partners took longer than anticipated
Manage completion of demand, treatment and conveyance capacity (DTCC) assessment study	12/31/2019	3/1/2020		Start was delayed by a couple of months.
Initiate discussions with PCWA regarding potentially available treatment and conveyance capacity for their West County needs based on information developed in DTCC assessment study	6/30/2020			
Initiate collaborative efforts and RFP development with WCAs for 2020 UWMP Update [due mid-2021]	6/30/2020			
If conditions warrant and allow, complete actions necessary to implement a groundwater substitution and/or conserved water transfer	6/30/2020			Discussion underway for a 2020 transfer
Prepare annual water rights reports to SWRCB and submit estimated schedule of deliveries of PCWA and CVP supplies to Reclamation	Post-14 > 4/1/20 Pre-14 > 6/30/20 Reclamation > 3/31/20			
Provide Monthly summary reports to Reclamation showing usage of water rights, PCWA, and CVP supplies, as well as treatment of SSWD's PCWA deliveries	10 <sup>th</sup> of the following month			
Complete State SRF application for low interest financing for Hinkle & Kokila project	Work in Progress			
Assist with the implementation of the Geographic Information System (GIS)	6/30/2019	1/30/2020		
Complete a Supervisory Control and Data Acquisition (SCADA) Master Plan	8/30/2019	2/29/2020		
Implement improvements to the Wonderware Software System	5/1/2019		11/15/2019	Redundant Historian
1 <sup>st</sup> Annual SJWD Employee Kids Day	8/9/2019		8/9/2019	
Propose updates to District's Record Retention Policy	6/30/2020			
Re-apply for SDLF District Transparency Certificate of Excellence	9/30/2019		10/10/2019	

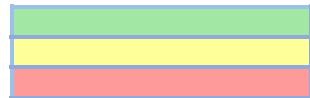
## CUSTOMER SERVICE

Task	Target Date	Updated Target Date	Completion Date	Comments
Cross train customer service staff to be proficient in all customer service related functions to build redundancy to accommodate vacations, illnesses and staff turnover	6/30/2019	6/30/2020		In process.
Work with Field Service staff to update manually read meters with radio or touch read meters to improve reading efficiency	6/30/2020			Ongoing
Work with Field Service staff to diagnose customer meter problems and repair promptly	6/30/2020			This is ongoing. Staff is replacing roughly 22 registers a week for Field
Incorporate any recommendations from 2018 Customer Satisfaction Survey results into Customer Service processes to improve customer interaction	9/28/2018		9/28/2018	
Modify Customer Service billing and notification practices to meet the new SB998 legislation requirements	2/1/2020			

AGENDA ITEM IV-2

# Operations Plan Report Card FY 2019-20

On Track  
Delayed  
Issues



## DISTRIBUTION (Field Services)

Task	Target Date	Updated Target Date	Completion Date	Comments
Replace failed large commercial meters	12/31/2019		12/10/2019	
Complete the backflow testing program for 2019 (100% Tested) and define and implement plan for 2020 testing operations	12/31/2019		12/12/2019	
Achieve Air/Vacuum relief valve maintenance goal for 2019	12/31/2019		11/6/2019	
Implement New CMMS for District Operations	6/30/2020			
Complete electrical upgrade of Douglas Pump Station including a new mag meter	12/31/2020			
Complete Valve Exercising Program. 580+ valves	12/31/2019		9/17/2019	
Complete the Hydrant Maintenance program for 2019. 300+ hydrants	12/31/2019		9/17/2019	
Complete a meter replacement study in conjunction with the Citrus Heights Water District, with participation of other regional partners	12/31/2020			

## ENGINEERING SERVICES

Task	Target Date	Updated Target Date	Completion Date	Comments
Complete the design and construction of the WTP Filters Basin Resurfacing, Nozzle, Media, and BW Hood Improvements Project	6/30/2020			
Complete funding, planning, and design of the Hinkle Reservoir Lining and Cover Replacement Project (for Const. in 20/21)	6/30/2020			
Integration of record documents with the recently implemented Geographic Information System (GIS)	6/30/2020			
Complete an update of the Construction and Development Standard Details and the Construction Notes	6/30/2020			
Complete an update of the Retail Master Plan	6/30/2020			
Update and calibrate the RSA Hydraulic Model	6/30/2020			
Complete installation of "Low Flow" pumps in the Lower ("Castellanos") and Upper Granite Bay Pump Stations	12/31/2019	6/30/2020		In process, schedule change
Complete the Electrical Improvements at the Bacon Pump Station	5/31/2020			
Install HVAC Units at the Bacon Pump Station	10/30/2019		10/2/2019	FS to finish up punch list.
Complete the SJWD/PCWA Kokila Intertie	6/30/2020			

# Operations Plan Report Card FY 2019-20

On Track  
Delayed  
Issues


## FINANCE

Task	Target Date	Updated Target Date	Completion Date	Comments
Complete Applications for State Revolving Loan Funds for Hinkle and Kokila Reservoir Projects	12/31/2019		11/15/2019	Have submitted general application for both Hinkle and Kokila. Financial package has been submitted for Hinkle. Engineering to provide remaining Hinkle documents. Engineering has to provide Kokila environmental package before I can do the Financial Package.
Complete a Master Fee Study and recommend fee changes as identified in the study	8/30/2019	11/13/2019	12/11/2019	
Propose amendment to Compensation Policy to bring into alignment with target market position	8/30/2019		8/28/2019	
Propose and implement new allocation methodology and rate schedule for Wholesale Water Rates	12/31/2019		12/11/2019	
Complete Disaster Preparedness Planning and Documentation for Business Continuity	6/30/2020			
Review Investment Policy and Propose Updates if needed	6/30/2020			
Complete an overhaul of the Employee Manual, updating District ordinances and policies as necessary	6/30/2020			

## WATER EFFICIENCY

Task	Target Date	Updated Target Date	Completion Date	Comments
Rehabilitate outdated sections of the demonstration WEL (Water Efficient Landscape) Garden (wholesale)	6/30/2020			work in progress
Provide 4 educational customer workshops and an annual mulch give-a-way event (wholesale)	6/30/2020			
Implement rebate incentive programs and provide on-site assistance to 100 customers to support State mandated water use reductions requirements	6/30/2020			
Conduct a student art calendar contest to be distributed to all wholesale agencies	6/30/2020			

## WATER TREATMENT

Task	Target Date	Updated Target Date	Completion Date	Comments
Hinkle Reservoir 48' bypass pipe cleaning and repair	3/31/2020			
Complete the corrosion protection system evaluation and calibration	9/30/2019	11/30/19	11/21/2019	
Replace the Lime Feed system electric panel	9/30/2019		9/1/2019	
Solids Handling Building VFD replacements	12/31/2019		12/12/2019	
Tag line replacement for NW & SW hoods	6/30/2020			
WS meter vault float and level switches	6/30/2020			
Install window in office at the Water Treatment Plant	8/31/2019	10/25/19	10/25/2019	
SC200 instrument replacement (6)	11/30/2020		10/1/2019	
Purchase lab top turbidimeter (new)	10/31/2019		8/1/2019	

# AGENDA ITEM V-1

## STAFF REPORT

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To: Board of Directors  
From: Paul Helliker, General Manager  
Date: January 22, 2019  
Subject: RWA/SGA Strategic Plan

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### **RECOMMENDED ACTION**

Discuss response to request from RWA/SGA Executive Director for input on strategic plan

### **BACKGROUND**

The Regional Water Authority has launched a new strategic planning effort, dubbed SP 25+. RWA currently has a strategic plan that was adopted in 2013, and which was amended with a few changes in 2017. The Sacramento Groundwater Authority currently has no strategic plan. In a conversation with Jim Peifer on January 13, he stated that SGA has no plans to develop a strategic plan.

Jim circulated a survey to the RWA Board of Directors on January 10. Greg Zlotnick and I prepared draft responses to the survey, which were circulated to Marty Hanneman and Ted Costa. The responses were similar to the responses we provided to strategic planning questions that Jim discussed with Director Hanneman, Pam Tobin, Greg and I in the summer of 2019. The survey with draft responses will be provided before the Board meeting, for review by the Board.

The responses include references to the groundwater bank, which is the highest priority for RWA and SGA for the foreseeable future. Related to the bank is the Groundwater Sustainability Plan, which is also a priority, as it must be completed by 2022. Other priorities include ensuring that DWR and the State Water Board implement water efficiency programs in a workable manner, representing the region in other rulemakings and before the state Legislature, and securing grants for water supply projects in the region.

Jim has requested return of our completed survey by January 24.

# AGENDA ITEM V-2

## 2020 Conferences & Events

Event	Location	Date	Participants
NWRA - Leadership Forum	Chandler, AZ	January 7-8	Greg Zlotnick
Mid-Pacific Region Water Users' Conference (USBR)	Reno, NV	January 22-24	Paul Helliker
ACWA DC Trip	Washington, DC	February 25-27	Director Tobin & Greg Zlotnick
ACWA State Legislative Symposium	Sacramento, CA	March 12	Greg Zlotnick
ACWA Region 2 & 4 Shasta Tour (Tentative?)	Day Tour	March 26	Director Tobin & Greg Zlotnick & ?
R2 DC Trip	Washington, DC	TBD (March?)	Paul Helliker
NWRA - Federal Water Issues Conference	Washington, DC	April 20-22	Greg Zlotnick
California Water Policy Conference	Davis, CA	April 3-4	Greg Zlotnick + 2 Free Registrations
Cap-to-Cap	Washington, DC	April 25-29	Marty Hanneman & Paul Helliker
ACWA Spring Conference	Monterey, CA	May 5-8	Board & Staff
NWRA - Western Water Seminar	Spokane, WA	August 4-8	Greg Zlotnick
NWRA - 89th Annual Conference	Scottsdale, AZ	November 7-13	Greg Zlotnick
ACWA Fall Conference	Indian Wells, CA	December 1-4	Board & Staff

# AGENDA ITEM V-3

## STAFF REPORT

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To: Board of Directors  
From: Adam Larsen, Interim Field Services Manager  
Date: January 22, 2020  
Subject: Adoption of Ordinance 20-01 – An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinance No. 10000 of the District Code of Ordinances

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### RECOMMENDED ACTION

Introduce Ordinance 20-01 “An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinance No. 10000 of the District Code of Ordinances”. Read the full text of the proposed ordinance or waive such reading by motion of the Board.

### BACKGROUND

The Board approved changes to the Fees, Charges and Deposits at the December 11, 2019, Board of Directors meeting as a result of the recent *User Fee Study* conducted by MGT Consulting. In order to be consistent with the revised Schedule of Fees, Charges and Deposits, staff is recommending that Ordinance 10000 be amended to reflect the District’s policy regarding the charging for services related to backflow prevention assembly testing. The current ordinance specifies no fee will be charged for the annual backflow testing. In accordance with the Board’s policy of full cost recovery, the ordinance needs to be amended to reference the fee in the Schedule of Rates, Charges, Fees, and Deposits. The ordinance currently requires repairs to be completed within 30 days of notice and staff recommends amending the language to read within the timeframe specified by the District at the time of failure.

### PROCESS

The District must follow a multi-step process to adopt or amend an ordinance. The first step, happening at this meeting of the Board, is the introduction of the proposed ordinance. The full title of the ordinance must be read. The full text of the ordinance also must be read, unless such reading is waived by motion approved by a majority vote of the Board.

At least 5 days before the ordinance is adopted the District Secretary must publish a summary of the ordinance in a newspaper published in both Sacramento and Placer Counties (the Sacramento Bee). The full text of the ordinance must be posted at the District office. Staff will bring the ordinance amendment to the Board for approval at the February 26, 2020 Board Meeting. Within 15 days after adoption, the District Secretary must publish a summary of the adopted ordinance. This summary must include the names of Board members who voted for or against. The summary must be published once in a newspaper published in Sacramento and Placer counties. The ordinance amendment will take effect 30 days from the date of final passage.

#### Attachments:

Proposed Ordinance 20-01  
Current Ordinance 10000

## ORDINANCE NO. 20-01

### **AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE SAN JUAN WATER DISTRICT AMENDING ORDINANCE NO. 10000 OF THE DISTRICT CODE OF ORDINANCES**

The Board of Directors of the San Juan Water District ordains as follows:

**Section 1. Purpose and Authority.** The purpose of this ordinance is to amend the Cross-Connections and Backflow Prevention Assemblies testing provisions contained in the District's Code of Ordinances to reference the District's revised Schedule of Fees, Charges and Deposits. This ordinance is adopted pursuant to Government Code sections 54202, 61060, 61063, and other applicable law.

**Section 2. Amendments.** Ordinance No. 10000 (Non-Responsibility of District) of the District Code of Ordinances is amended to read as follows:

#### **Section 3.**

A. Section 10000.04 (Cross-Connections and Backflow Prevention Assemblies) is amended to read as follows:

##### **10000.04 Cross-Connections and Backflow Prevention Assemblies**

The following cross-connection control program shall apply and be enforced in the District:

###### **10000.04.1 Definitions**

For purposes of this Section, the definitions in California Code of Regulations, Title 17, Section 7583 shall apply.

###### **10000.04.2 Responsible Officer**

The General Manager, or personnel authorized by the General Manager, shall be responsible to protect the District's public water supply from contamination by cross-connections and to carry out and implement this policy. Authorized Personnel must be certified in the State of California by a District-approved entity.

###### **10000.04.3 General Regulations and Prohibitions**

Each Customer and water user shall comply with this Section and all applicable federal and state laws and regulations concerning the separation of dual water systems, protection against cross-connections with auxiliary water supplies, and protection from contamination due to backpressure and backflow from the customer's premises. There shall be no physical interconnection between an auxiliary water supply and the District's water supply without a District approved backflow prevention assembly on any property served by the District. Any water user with an auxiliary water supply on the water user's Premises shall (1) install and maintain at the water user's sole cost and expense a reduced pressure principle backflow prevention assembly on the Premises, or (2) demonstrate to the satisfaction of the District that the auxiliary water supply is not connected and cannot readily be connected to the District water system. However, any water user with a private well shall install an approved backflow prevention assembly on the service lateral at the point of service near the property line.

**10000.04.4 Backflow Prevention Assemblies Protection**

The District recommends that a thermal blanket for freeze protection be installed on all backflow prevention assemblies exposed to the elements.

**10000.04.5 Backflow Prevention Assembly Standards**

The type, location, and size of the backflow prevention assembly required by this Section shall be approved by the District Engineer or authorized District personnel prior to installation. In approving such assemblies, the District shall follow the standards established by California Code of Regulations, Title 17, Sections 7583 to 7605, and applicable AWWA standards.

**10000.04.6 Installation of Backflow Prevention Assemblies**

Upon completion of installation of a backflow prevention assembly, the backflow prevention assembly shall be inspected by authorized District personnel. If the inspection determines that the assembly is not installed properly, the Customer, at his or her sole cost and expense, shall correct the installation and call for a re-inspection within the timeframe specified by the District at the time of failure.

**10000.04.7 Surveys**

Authorized personnel shall, from time to time, conduct surveys of water users in the District to identify water user Premises where auxiliary water supplies and/or cross-connections without approved backflow prevention assemblies are likely to occur. If, as a result of such survey or by other means, the authorized personnel learns of an auxiliary water supply or cross-connection without a backflow prevention assembly in the District, then he or she shall give written notice to the Customer on whose Premises such auxiliary water supply or cross-connection is found informing such user that he or she must install an appropriate backflow prevention assembly. The customer shall, within the timeframe specified by the District at the time of failure, and at his or her sole cost and expense, either install an approved backflow prevention assembly or remove the auxiliary water supply to the satisfaction of the District.

**10000.04.8 Testing**

After the installation of any backflow prevention assembly required under this Section, the District or authorized representative shall test and inspect the assembly on an annual basis, or more frequently if determined necessary. A fee shall be charged to the Customer for the test per the current Schedule of Rates, Charges, Fees and Deposits. If the testing and inspection reveals that the backflow prevention assembly is not working properly, then the Customer, at his or her sole cost and expense, shall cause such assembly to be repaired or replaced within the timeframe specified by the District at the time of failure. The Customer shall have the device retested by a certified backflow assembly tester and return the District provided test form along with the gauge calibration certification to the District. If the District is required to test the device, a retesting fee (as set forth in the District's current Schedule of Rates, Charges, Fees, and Deposits) shall be paid to the District by the owner of record.

**10000.04.9 District Inspections**

Authorized personnel and/or designated representatives shall inspect on an annual basis all Premises known to have an auxiliary water supply to confirm that the auxiliary water supply is not interconnected with the District's approved

water supply. Such an on-site inspection of the Premises shall also be made by authorized personnel upon any change of ownership of a Premises known to have an auxiliary water supply.

**10000.04.10 Recordkeeping**

The District shall keep and maintain written records of locations of auxiliary water supplies and backflow prevention assemblies, backflow prevention assembly installation and repair records, written statements concerning auxiliary water supplies, and survey, testing and inspection reports.

**10000.04.11 District Access to Premises**

Authorized personnel and designated representatives, shall have reasonable access to a Customer's Premises for purposes of making inspections and surveys for cross-connection control, inspections of installed backflow prevention assemblies, and as otherwise necessary to protect the public water supply against cross-connections. If any Customer refuses entry, or hinders or prevents inspection by authorized personnel or designated representatives, then the District may discontinue water service to the Premises until entry is allowed or device is in a location where District Staff has access.

**10000.04.12 Enforcement**

In addition to any other remedy provided by this Code or by law, if a Customer fails to comply with any provision of this Section within the timeframe specified by the District at the time of notification, then the District may discontinue water service, in accordance with Section 11000.02, to Customer's Premises until the Customer fully complies with this Section to the satisfaction of the District.

**Section 4. Effective Date.** This ordinance shall take effect 30 days after its adoption.

**Section 5. Publication.** Within 15 days from the date of adoption of this ordinance, the Board Secretary shall publish it once in a newspaper of general circulation published and circulated within the District.

INTRODUCED by the Board of Directors on the 22nd day of January 2020.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District at a regular meeting on the 26th day of February 2020 by the following vote:

AYES:

NOES:

ABSENT:

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President, Board of Directors

Attest:

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Board Secretary



# Code of Ordinances

Ordinance Type	<b>District Operations</b>	Date Adopted	<b>June 28, 2006</b>
Ordinance Number & Title	<b>10000 - Non-Responsibility of District</b>	Date Amended	<b>June 25, 2008</b>

The District will exercise reasonable care and diligence to deliver to its Customers a continuous sufficient supply of water under pressure at the District connection to the Customer's Premises. The District is not, and will not, be liable, however, for any loss, injury, damage or inconvenience to any Customer or other Person by reason of shortage, insufficiency, suspension, discontinuance, increase or decrease of water supply, water pressure, or by a water quality problem. The District also reserves the right to discontinue water service for maintenance or repair purposes. Customers shall be required to accept such conditions of water service and pressure as are provided by the distribution system at the location of the particular service connection, and to hold the District harmless from any loss, injury, damage or inconvenience arising out of low pressure or high pressure water service conditions, water quality, or from any interruptions in service. Customers dependent upon a continuous water supply should provide for their own emergency storage.

The Customer, at its own risk and expense, shall furnish, install, operate, maintain and keep in good and safe condition all equipment and facilities that may be required for receiving, controlling, applying and utilizing water on the Premises of the Customer. The District shall not be responsible for any loss, damage or injury caused by the improper installation of such equipment, or the negligence or wrongful act of the Customer or of any of its tenants, agents, employees, contractors, licensees, permittees, guests or invitees in installing, maintaining or operating such equipment and facilities. The Customer is responsible for all water facilities from the Customer's side of the meter box up to, and including, the water facilities within any structure or irrigation system receiving District water service on the Customer's property.

The Customer shall be liable for any damage to District-owned water service facilities when such damage is caused by an act of the Customer or its tenant, agent, employee, contractor, licensee, permittee, guest or invitee, or when such damage is from a cause originating on the Customer's Premises by an act of the Customer or its tenant, agent, employee, contractor, licensee, permittee, guest or invitee. The District shall be reimbursed by the Customer for any such damage promptly on presentation of a bill.

The full responsibility and risk for the carriage, handling, storage, disposal and use of District water shall transfer from the District to the Customer at the Customer side of the District service box, discharge nozzle of a District fire hydrant, backflow prevention assembly, or check valve assembly.

## **10000.01      Interruptions of Water Service**

The District does not guarantee continuous delivery of water on demand. From time to time it may be necessary for the District to shut off the flow of water in any part of its water systems. Except in emergencies, such water outages will not be made without prior notice to the Customers affected. The District shall not assume any responsibility for loss or damages that may occur due to interruption of water service.

## **10000.02      Privately-Owned Water Lines**

The District assumes no responsibility for the delivery of water through privately-owned pipelines or systems, nor shall the District assume any responsibility for damages resulting from the operation of any such system even though water may be received from a District water distribution system. In cases where a District water meter is installed at some point on a privately-owned water line, the District is liable only for the water meter, meter box, and the fittings required to attach and operate the meter. The fact that a water meter is installed on a privately-owned water line does not create an express or implied dedication to public use of a private water line or impose any obligation or liability on the District to operate, maintain, repair, remove, or replace any portion of that water line.

## **10000.03      Water Pressure Regulation**

### **10000.03.1    Customer Responsibility**

The District shall assume no responsibility for water pressure regulation within a Customer's service area. The Customer shall be responsible for providing adequate safeguard measures for the Customer's water system wherever pressure regulation is necessary. The Customer shall be required to install an appropriate pressure regulation device for such service where static pressure exceeds 80 psi at the service connection (UPC Code 1007 and California State Plumbing Code).

### **10000.03.2    Requirement for Installation in New Construction**

Customers making application for water service for new construction for residential, commercial or industrial use shall be required to install an approved meter and appropriate pressure regulation device for such service where static pressure exceeds 80 psi at the service connection (UPC Code 1007 and California State Plumbing Code).

## **10000.04      Cross-Connections and Backflow Prevention Assemblies**

The following cross-connection control program shall apply and be enforced in the District:

### **10000.04.1    Definitions**

For purposes of this Section, the definitions in California Code of Regulations, Title 17, Section 7583 shall apply.

### **10000.04.2    Responsible Officer**

The General Manager, or personnel authorized by the General Manager~~designated authorized personnel~~his or her designee (the "Cross-Connection Officer"), shall be responsible to protect the District's public water supply from contamination by cross-connections and to carry out and implement this policy. The Cross-Connection Officer Authorized Personnel must be certified in the State of California by a District-approved entity.

#### **10000.04.3 General Regulations and Prohibitions**

Each Customer and water user shall comply with this Section and all applicable federal and state laws and regulations concerning the separation of dual water systems, protection against cross-connections with auxiliary water supplies, and protection from contamination due to backpressure and backflow from the customer's premises. There shall be no physical interconnection between an auxiliary water supply and the District's water supply without a District approved backflow prevention assembly on any property served by the District. Any water user with an auxiliary water supply on the water user's Premises shall (1) install and maintain at the water user's sole cost and expense a reduced pressure principle backflow prevention assembly on the Premises, or (2) demonstrate to the satisfaction of the District that the auxiliary water supply is not connected and cannot readily be connected to the District water system. However, any water user with a private well shall install an approved reduced pressure principle backflow prevention assembly on the service lateral at the point of service near the property line.

#### **10000.04.4 Backflow Prevention Assemblies Protection**

A The District recommends that a thermal blanket for freeze protection shall be required installed on all backflow prevention assemblies exposed to the elements.

#### **10000.04.5 Backflow Prevention Assembly Standards**

The type, location, and size of the backflow prevention assembly required by this Section shall be approved by the District Engineer or Cross-Connection Officer authorized District personnel prior to installation. In approving such assemblies, the District shall follow the standards established by California Code of Regulations, Title 17, Sections 7583 to 7605, and applicable AWWA standards.

#### **10000.04.6 Installation of Backflow Prevention Assemblies**

Upon completion of installation of a backflow prevention assembly, the backflow prevention assembly shall be inspected by the Cross-Connection Officer or designee authorized District personnel. If the inspection determines that the assembly is not installed properly, the Customer, at his or her sole cost and expense, shall correct the installation and call for a re-inspection within 30 days the timeframe specified by the District at the time of failure.

#### **10000.04.7 Surveys**

The Cross-Connection Officer Authorized personnel shall, from time to time, conduct surveys of water users in the District to identify water user

Premises where auxiliary water supplies and/or cross-connections without approved backflow prevention assemblies are likely to occur. If, as a result of such survey or by other means, the ~~Cross-Connection Officer authorized personnel~~ learns of an auxiliary water supply or cross-connection without a backflow prevention assembly in the District, then he or she shall give written notice to the Customer on whose Premises such auxiliary water supply or cross-connection is found informing such user that he or she must install an appropriate backflow prevention assembly. The customer shall, within ~~45 days from the date of such notice the timeframe specified by the District at the time of failure~~, and at his or her sole cost and expense, either install an approved backflow prevention assembly or remove the auxiliary water supply to the satisfaction of ~~the Cross-Connection Officer authorized personnel the District~~.

#### **10000.04.8 Testing**

After the installation of any backflow prevention assembly required under this Section, the District ~~or authorized representative~~ shall test and inspect the assembly on an annual basis, or more frequently if determined necessary, ~~at no charge~~. ~~A fee shall be charged to the Customer for the test per the current Fee Schedule Schedule of Rates, Charges, Fees and Deposits.~~ If the testing and inspection reveals that the backflow prevention assembly is not working properly, then the Customer, at his or her sole cost and expense, shall cause such assembly to be repaired or replaced within ~~30 days the timeframe specified by the District at the time of failure~~. The Customer shall ~~call for a retest have the device retested by a certified backflow assembly tester and return the District provided test form along with the gauge calibration certification to the District. The repaired or replaced backflow prevention assembly will be retested by the District. If the District is required to test the device, a~~ A retesting fee (as set forth in the District's current Schedule of Rates, Charges, Fees, and Deposits) shall be paid to the District by the owner of record.

#### **10000.04.9 District Inspections**

~~The Cross Connection Officer Authorized personnel and/or designated representatives~~ shall inspect on an annual basis all Premises known to have an auxiliary water supply to confirm that the auxiliary water supply is not interconnected with the District's approved water supply. Such an on-site inspection of the Premises shall also be made by ~~the Cross-Connection Officer authorized personnel~~ upon any change of ownership of a Premises known to have an auxiliary water supply.

#### **10000.04.10 Recordkeeping**

The District shall keep and maintain written records of locations of auxiliary water supplies and backflow prevention assemblies, backflow prevention assembly installation and repair records, written statements concerning auxiliary water supplies, and survey, testing and inspection reports.

#### **10000.04.11 District Access to Premises**

The Cross Connection Officer, and the designated representatives  
Authorized personnel and designated representatives, shall have reasonable access to a Customer's Premises for purposes of making inspections and surveys for cross-connection control, inspections of installed backflow prevention assemblies, and as otherwise necessary to protect the public water supply against cross-connections. If any Customer refuses entry, or hinders or prevents inspection by the Cross-Connection Officer or the representative authorized personnel or designated representatives, then the District may discontinue water service to the Premises until entry is allowed or device is in a location where District Staff has access.

#### **10000.04.12 Enforcement**

In addition to any other remedy provided by this Code or by law, if a Customer fails to comply with any provision of this Section within 45 days from date of notification the timeframe specified by the District at the time of notification, then the District may discontinue water service, in accordance with Section 11000.02, to Customer's Premises until the Customer fully complies with this Section to the satisfaction of the District.

#### **Revision History:**

Revision Date	Description of Changes	Requested By
6/25/08	Ord. 08-001 repealed all prior ordinances	

# AGENDA ITEM VI-1.1

## STAFF REPORT

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To: Board of Directors  
From: Paul Helliker, General Manager  
Date: January 22, 2020  
Subject: General Manager's Monthly Report (December)

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### RECOMMENDED ACTION

For information only, no action requested.

### TREATMENT PLANT OPERATIONS

#### *Water Production for December*

Item	2019	2018	Difference
Monthly Production AF	1,789.31	2,185.23	-18.1%
Daily Average MG	18.81	22.97	-18.1%
Annual Production AF	48,826.97	46,684.71	4.6%

#### *Water Turbidity*

Item	December 2019	November 2019	Difference
Raw Water Turbidity NTU	1.42	1.82	-22%
Treated Water Turbidity NTU	0.025	0.026	-4%
Monthly Turbidity Percentage Reduction	98.13%	98.59%	

#### *Folsom Lake Reservoir Storage Level AF\**

Item	2019	2018	Difference
Lake Volume AF	509,194	330,969	54%

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

\* Total Reservoir Capacity: 977,000 AF

#### *Other Items of Interest:*

- Complete solids handling VFD replacements (12)

## SYSTEM OPERATIONS

### Distribution Operations:

Item	December 2019	November 2019	Difference
Leaks and Repairs	8	3	+5
MainsFlushed	11	0	+11
Valves Exercised	6	2	+4
Back Flows Tested	0	0	0
Customer Service Calls	25	29	-4

### Distribution System Water Quality:

Water Quality Samples Taken	# Failed Samples	Supporting Information
50 Lab	0	
9 In-House	0	

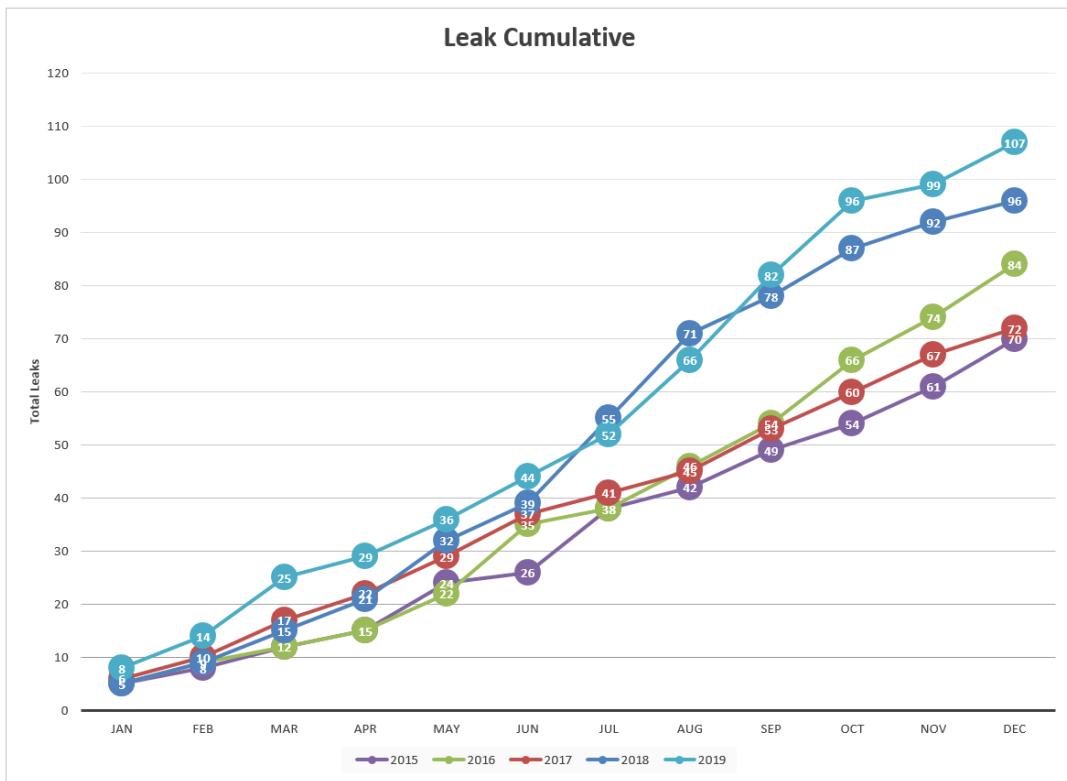


Figure 1: Annual Distribution System Leaks

### Other Items of Interest:

- 107 System Leaks for the year. This is the most leaks in the last 5 years.
- All Program Goals for system maintenance were achieved this last year.
- 44 identified deficiencies have been repaired this year. 143 deficiency items remain to be repaired.

**STAFF REPORT***General Manager's Monthly Report**Paul Helliker***CUSTOMER SERVICE ACTIVITIES***Billing Information for Month of December*

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
5150	796	215	20

*Water Efficiency Activities*

Water Waste Complaints Received	Number of Customers Contacted for High Usage (potential leaks)	Number of Rebates Processed	Number of Meters Tested/Repaired (non-reads)
0	63	11	65

*Other Activities*

- 29 customers were charged for meter box clearance work in the months of November and December.

**STAFF REPORT**  
*General Manager's Monthly Report*  
*Paul Helliker*

**ENGINEERING - NEW URBAN DEVELOPMENTS (SJWD Retail Service Area)**

Project Title	Description	Status	Issues / Notes
Chula Acres	4-Lot Minor Subdivision (8149 Excelsior Ave)	Approved for Construction	Grading completed, remainder on hold until spring.
Colinas Estates	10-Lot Subdivision (8137 Joe Rodgers)	Construction done	Construction is complete. In Closeout.
Eureka at GB (former Micherra Place Proj.)	28 Condominium Units (SW Cor. Eureka & AFR)	Approved for Construction	Const. has started.
GB Memory Care	Commercial Business (6400 Douglas Blvd)	In Design Review	Planning for 2020 const. start
Greyhawk III	44 high-density & 28 SFR lots (NE Cor. Eureka & SCB)	In Design Review	Planning for 2020 const. start
Wellquest Senior Living (prior Ovation)	Commercial Business (114-Unit 2-story Assisted Living Facility; 9747 Sierra College Blvd.)	In Construction	Water is done. Offsite PRS const is starting.
Placer County Retirement Residence	Commercial Business (145-Unit Multi-story Assisted Living Facility; 3865 Old Auburn Rd)	In Design Review	Planning for 2020 const. start
Pond View	Commercial Business (5620 5630 5640 Douglas Blvd)	Approved for Construction	Planning to begin const in 2020
Quarry Ridge Prof. Office Park	Comm Business (4 parcels to develop 4 gen/med office Bldgs; NE Corner of Douglas and Berg)	In Construction	Planning on also completing Ph II piping.
Rancho Del Oro	89 Lot Subdivision (Olive Ranch & Cavitt Stallman)	Will need re-approval for Construction	On hold pending County and Envr Approvals. Developer has requested County extension.
Self Parcel Split (3600 & 3630 Allison Ave)	4 Lot Minor Subdivision (on a new street "Laura Lane", off Allison Dr.)	In Construction	Construction nearing completion, finish in 2020.
The Park at Granite Bay	56 lot Subdivision (SCB south of Annabelle)	Approved for Construction	Mass grading done. Re-start in 2020.
The Residences at GB	4-Lot Minor Subdivision (NW Cor. Barton & E Rsvl Pkwy)	In Design Review	
Ventura of GB	33-Lot Subdivision (6832 Eureka Rd)	In Design Review	
Whitehawk I	24-Lot Subdivision (Douglas, west of Barton)	In Design Review	Planning Dept review underway
Whitehawk II	56-Lot Subdivision (Douglas, west of Barton)	In Design Review	Planning Dept review underway

**ENGINEERING - CAPITAL PROJECTS***Status Update for Current Retail Projects*

<b>Project Title</b>	<b>Description</b>	<b>Status</b>	<b>Issues / Notes</b>
Retail Master Plan Update	Update the 2005/7 Retail Master Plan	Underway	
SCADA Radio Replacements – North Phase	Replace outdated 900 MHz radios with 173 MHz equipment	Under Construction	Resolving radio router issues
GIS Implementation	Update the aged GIS with new software and integrate with the CMMS and FIS/CIS systems	Under Implementation, in testing phase.	Training sessions being scheduled.
Spahn Ranch Rd. Main Extension	Install new pipeline; provides looped distribution network	In Design Phase	Working with property owner for easement
Cavitt Stallman 12" (Mystery Cr to Oak Pines)	Install new pipeline on Cavitt Stallman between Mystery Creek Ln and Oak Pines Ln.	In Design	Construction in FY 19/20
Woodminister Services Replacements	Replace 18 aged services	In Design	Construction in FY 19/20
Kokila (SJWD/PCWA) 12-Inch Intertie Pipeline	Interconnection with PCWA	In Design	Partial funding with RWA grant. Construction in FY 19/20
Canyon Falls Village PRS Replacement	Rehabilitation of an existing Pressure Reducing Station (PRV) located near the intersection of Canyon Falls Drive and Santa Juanita Ave.	East PRS is now completed, doing design for West PRS	Construction in FY 19/20
Douglas PRS ("Grosvenor PRS")	Rehabilitation of an existing Pressure Reducing Station (PRV) located on Douglas near Grosvenor	Completed.	
Eastridge Dr CV Station	Design and construct CV station between Sierra and Gravity Zones. Needed to supply 3,125-gpm fire flow for the Wellquest project on SCB	In construction	Construction in FY 19/20
UGB & LGB Low Flow Pumps and LGB/CP MOV	Installation of two new low flow pumps, one each at the Lower and Upper Granite Bay pump stations	In Design. Pumps pre-purchased and onsite.	Installation and commission in FY 19/20

**STAFF REPORT**

General Manager's Monthly Report

Paul Helliker

**Status Update for Current Wholesale Projects**

<b>Project Title</b>	<b>Description</b>	<b>Status (% Complete)</b>	<b>Issues/ Notes</b>
WTP Thickeners Lining	Clean, repair and line the interior walls and floor of the three thickeners to eliminate leakage and protect the concrete and reinforcing from damage	Bids received. Awaiting BOD approval on Jan 22 to award contract.	
WTP Filters Improvements	R&R Filter Materials, nozzles, and resurface spalled filter floor and wall areas	In Construction.	
Hinkle Liner & Cover Repl'mt	Replace both the hypalon cover and liner	In Design Phase. Planning to operate WTP without Hinkle.	Applying for SRF funding
Lime Tower Structural Assessment	Review and inspect condition of the existing Lime Tower, also a structural evaluation.	Out to RFP	
Lime System Improvements	Improvements for the WTP's lime system control and feeder system	In Design	
WTP On-Site Residuals Management Improvement Project	Management of the WTP residuals disposal area and improvements needed to meet regulatory requirements.	In Design Phase	Const in FY 19/20

**SAFETY & REGULATORY TRAINING – December 2019**

<b>Training Course</b>	<b>Staff</b>
Asbestos Awareness	WTP, Engineering & FS
Respiratory Protection Equipment Use – Hands on Training	WTP & FS
Process Safety Management (PSM) Program Review – Chlorine System	WTP

**FINANCE/BUDGET***See attached*



San Juan Water District, CA

# Wholesale Operating Income Statement

## Group Summary

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 010 - WHOLESALE</b>					
<b>Revenue</b>					
41000 - Water Sales	11,157,700.00	11,157,700.00	0.00	5,435,784.76	5,721,915.24
43000 - Rebate	1,500.00	1,500.00	442.32	790.54	709.46
45000 - Other Operating Revenue	0.00	0.00	0.00	43.72	-43.72
49000 - Other Non-Operating Revenue	144,600.00	144,600.00	20,058.93	34,324.43	110,275.57
Revenue Total:	<b>11,303,800.00</b>	<b>11,303,800.00</b>	<b>20,501.25</b>	<b>5,470,943.45</b>	<b>5,832,856.55</b>
<b>Expense</b>					
51000 - Salaries and Benefits	3,712,900.00	3,712,900.00	268,211.18	1,684,196.47	2,028,703.53
52000 - Debt Service Expense	928,000.00	928,000.00	317,035.72	395,468.87	532,531.13
53000 - Source of Supply	1,045,900.00	1,045,900.00	5,225.43	546,573.50	499,326.50
54000 - Professional Services	735,800.00	735,800.00	15,206.94	259,621.83	476,178.17
55000 - Maintenance	547,300.00	547,300.00	42,205.88	241,713.05	305,586.95
56000 - Utilities	179,600.00	179,600.00	328.94	95,295.27	84,304.73
57000 - Materials and Supplies	604,600.00	604,600.00	16,188.42	261,794.56	342,805.44
58000 - Public Outreach	36,100.00	36,100.00	0.00	9,469.15	26,630.85
59000 - Other Operating Expenses	427,500.00	427,500.00	13,108.24	307,226.10	120,273.90
69000 - Other Non-Operating Expenses	1,600.00	1,600.00	0.00	0.00	1,600.00
69900 - Transfers Out	2,498,300.00	2,498,300.00	0.00	0.00	2,498,300.00
Expense Total:	<b>10,717,600.00</b>	<b>10,717,600.00</b>	<b>677,510.75</b>	<b>3,801,358.80</b>	<b>6,916,241.20</b>
<b>Fund: 010 - WHOLESALE Surplus (Deficit):</b>					
Total Surplus (Deficit):	<b>586,200.00</b>	<b>586,200.00</b>	<b>-657,009.50</b>	<b>1,669,584.65</b>	<b>-1,083,384.65</b>

**Wholesale Operating Income Statement**

For Fiscal: 2019-2020 Period Ending: 12/31/2019

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESALE	586,200.00	586,200.00	-657,009.50	1,669,584.65	-1,083,384.65
<b>Total Surplus (Deficit):</b>	<b>586,200.00</b>	<b>586,200.00</b>	<b>-657,009.50</b>	<b>1,669,584.65</b>	



San Juan Water District, CA

# Wholesale Capital Income Statement

## Group Summary

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 011 - Wholesale Capital Outlay</b>					
<b>Revenue</b>					
42000 - Taxes & Assessments	1,123,000.00	1,123,000.00	4,026.75	17,405.21	1,105,594.79
44000 - Connection Fees	100,000.00	100,000.00	7,615.00	39,300.00	60,700.00
44500 - Capital Contributions - Revenue	43,700.00	43,700.00	0.00	21,850.00	21,850.00
49000 - Other Non-Operating Revenue	145,000.00	145,000.00	0.00	68,967.88	76,032.12
49990 - Transfer In	2,498,300.00	2,498,300.00	0.00	0.00	2,498,300.00
Revenue Total:	<b>3,910,000.00</b>	<b>3,910,000.00</b>	<b>11,641.75</b>	<b>147,523.09</b>	<b>3,762,476.91</b>
<b>Expense</b>					
55000 - Maintenance	934,000.00	934,000.00	0.00	807.52	933,192.48
61000 - Capital Outlay	8,446,400.00	8,446,400.00	593,183.16	1,336,360.03	7,110,039.97
Expense Total:	<b>9,380,400.00</b>	<b>9,380,400.00</b>	<b>593,183.16</b>	<b>1,337,167.55</b>	<b>8,043,232.45</b>
<b>Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):</b>					
Total Surplus (Deficit):	<b>-5,470,400.00</b>	<b>-5,470,400.00</b>	<b>-581,541.41</b>	<b>-1,189,644.46</b>	<b>-4,280,755.54</b>

**Wholesale Capital Income Statement**

For Fiscal: 2019-2020 Period Ending: 12/31/2019

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
011 - Wholesale Capital Outlay	-5,470,400.00	-5,470,400.00	-581,541.41	-1,189,644.46	-4,280,755.54
<b>Total Surplus (Deficit):</b>	<b>-5,470,400.00</b>	<b>-5,470,400.00</b>	<b>-581,541.41</b>	<b>-1,189,644.46</b>	



San Juan Water District, CA

# Retail Operating Income Statement

## Group Summary

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 050 - RETAIL</b>					
<b>Revenue</b>					
41000 - Water Sales	12,399,400.00	12,399,400.00	953,946.09	4,703,043.43	7,696,356.57
45000 - Other Operating Revenue	363,200.00	363,200.00	11,391.32	130,861.43	232,338.57
49000 - Other Non-Operating Revenue	154,400.00	154,400.00	0.00	54,938.13	99,461.87
Revenue Total:	<b>12,917,000.00</b>	<b>12,917,000.00</b>	<b>965,337.41</b>	<b>4,888,842.99</b>	<b>8,028,157.01</b>
<b>Expense</b>					
51000 - Salaries and Benefits	5,040,100.00	5,040,100.00	361,382.92	2,324,977.31	2,715,122.69
52000 - Debt Service Expense	516,200.00	516,200.00	178,332.59	221,952.23	294,247.77
53000 - Source of Supply	3,075,500.00	3,075,500.00	0.00	1,484,625.39	1,590,874.61
54000 - Professional Services	1,267,100.00	1,267,100.00	21,922.36	270,365.74	996,734.26
55000 - Maintenance	213,800.00	213,800.00	12,921.57	192,244.55	21,555.45
56000 - Utilities	293,700.00	293,700.00	328.94	195,572.52	98,127.48
57000 - Materials and Supplies	334,200.00	334,200.00	10,911.15	187,157.09	147,042.91
58000 - Public Outreach	80,500.00	80,500.00	0.00	36,657.15	43,842.85
59000 - Other Operating Expenses	584,200.00	584,200.00	32,129.14	324,812.28	259,387.72
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	0.00	1,500.00
69900 - Transfers Out	974,500.00	974,500.00	0.00	0.00	974,500.00
Expense Total:	<b>12,381,300.00</b>	<b>12,381,300.00</b>	<b>617,928.67</b>	<b>5,238,364.26</b>	<b>7,142,935.74</b>
<b>Fund: 050 - RETAIL Surplus (Deficit):</b>					
Total Surplus (Deficit):	<b>535,700.00</b>	<b>535,700.00</b>	<b>347,408.74</b>	<b>-349,521.27</b>	<b>885,221.27</b>

**Retail Operating Income Statement**

For Fiscal: 2019-2020 Period Ending: 12/31/2019

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
050 - RETAIL	535,700.00	535,700.00	347,408.74	-349,521.27	885,221.27
<b>Total Surplus (Deficit):</b>	<b>535,700.00</b>	<b>535,700.00</b>	<b>347,408.74</b>	<b>-349,521.27</b>	



San Juan Water District, CA

# Retail Capital Income Statement

## Group Summary

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 055 - Retail Capital Outlay</b>					
<b>Revenue</b>					
42000 - Taxes & Assessments	1,123,000.00	1,123,000.00	4,026.74	17,405.21	1,105,594.79
44000 - Connection Fees	100,000.00	100,000.00	31,452.00	265,422.69	-165,422.69
49000 - Other Non-Operating Revenue	150,000.00	150,000.00	0.00	23,185.54	126,814.46
49990 - Transfer In	974,500.00	974,500.00	0.00	0.00	974,500.00
Revenue Total:	<b>2,347,500.00</b>	<b>2,347,500.00</b>	<b>35,478.74</b>	<b>306,013.44</b>	<b>2,041,486.56</b>
<b>Expense</b>					
54000 - Professional Services	308,000.00	308,000.00	0.00	5,459.82	302,540.18
61000 - Capital Outlay	3,686,300.00	3,686,300.00	5,030.00	360,404.54	3,325,895.46
Expense Total:	<b>3,994,300.00</b>	<b>3,994,300.00</b>	<b>5,030.00</b>	<b>365,864.36</b>	<b>3,628,435.64</b>
<b>Fund: 055 - Retail Capital Outlay Surplus (Deficit):</b>					
Total Surplus (Deficit):	<b>-1,646,800.00</b>	<b>-1,646,800.00</b>	<b>30,448.74</b>	<b>-59,850.92</b>	<b>-1,586,949.08</b>

**Retail Capital Income Statement**

For Fiscal: 2019-2020 Period Ending: 12/31/2019

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
055 - Retail Capital Outlay	-1,646,800.00	-1,646,800.00	30,448.74	-59,850.92	-1,586,949.08
<b>Total Surplus (Deficit):</b>	<b>-1,646,800.00</b>	<b>-1,646,800.00</b>	<b>30,448.74</b>	<b>-59,850.92</b>	

**Summary****Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<a href="#">171107</a>	FO 40 Transmission Pipeline Re-Lining	0.00	236,586.60	-236,586.60
<a href="#">171109</a>	GIS Assessment and Implementation	0.00	52,853.58	-52,853.58
<a href="#">175105</a>	6690-7767 Douglas Boulevard & Assoc	0.00	79,115.86	-79,115.86
<a href="#">175113</a>	7225-7355 Dambacher Drive	0.00	7,235.16	-7,235.16
<a href="#">185115</a>	Lou Place-Tray Wy to Crown Point Vist	0.00	22,466.30	-22,466.30
<a href="#">185135</a>	Upper & Lower GB Pump Stn Low Flow	0.00	1,625.67	-1,625.67
<a href="#">185140</a>	Canyon Falls Village Pressure Reducing	0.00	391.95	-391.95
<a href="#">185155</a>	Bacon Pump Station HVAC Improveme	0.00	80,100.00	-80,100.00
<a href="#">191225</a>	SCADA Improvements - Radio North Pi	0.00	4,315.43	-4,315.43
<a href="#">191235</a>	Solar Site Access Culvert Replacement	0.00	3,250.00	-3,250.00
<a href="#">191255</a>	WTP Filter Basins Rehab Project	0.00	934,098.91	-934,098.91
<a href="#">191260</a>	On-Site Residuals Management Impro	0.00	57,054.90	-57,054.90
<a href="#">191270</a>	Three ProMinet c12 Sensor and Senso	0.00	21,757.44	-21,757.44
<a href="#">191275</a>	Clarifier Wall Lining & Leakage Repairs	0.00	427.50	-427.50
<a href="#">191280</a>	Hinkle Reservoir Cover	0.00	77,352.95	-77,352.95
<a href="#">195210</a>	SCADA Radio Replacements North Phas	0.00	6,995.19	-6,995.19
<a href="#">195225</a>	Kokila SJWD/PCWA Intertie	0.00	50.00	-50.00
<a href="#">195230</a>	Redbud/Lupin/Meadowlark Svc Repla	0.00	23,019.18	-23,019.18
<a href="#">195235</a>	Sandstone & Auberry Court to Hill Roa	0.00	10,560.21	-10,560.21
<a href="#">195265</a>	Douglas Booster Pump Station Electric	0.00	0.00	0.00
<a href="#">195295</a>	Douglas (Grosvenor) PRS Improvemen	0.00	1,155.00	-1,155.00
<a href="#">201108</a>	Admin Building Integrated Life Safety I	0.00	297.14	-297.14
<a href="#">201129</a>	Solids Handling Building VFD Replacen	0.00	34,380.60	-34,380.60
<a href="#">201162</a>	SCADA Radio Replacements- South Ph	0.00	2,711.98	-2,711.98
<a href="#">201171</a>	CMMS Implementation	0.00	73,456.64	-73,456.64
<a href="#">201505</a>	Hinkle Reservoir 48" Bypass Pipe Clear	0.00	380.02	-380.02
<a href="#">205129</a>	Bacon #1 VFD Replacement	0.00	24,234.23	-24,234.23
<b>Project Totals:</b>		<b>0.00</b>	<b>1,755,872.44</b>	<b>-1,755,872.44</b>

**Group Summary**

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	1,755,064.92	-1,755,064.92
CIP - Expense	0.00	807.52	-807.52
<b>Group Totals:</b>	<b>0.00</b>	<b>1,755,872.44</b>	<b>-1,755,872.44</b>

**Type Summary**

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Administration	0.00	73,456.64	-73,456.64
Engineering	0.00	347,572.07	-347,572.07
Water Treatment Plant	0.00	1,334,843.73	-1,334,843.73
<b>Type Totals:</b>	<b>0.00</b>	<b>1,755,872.44</b>	<b>-1,755,872.44</b>

**GL Account Summary**

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-20030	Retentions Payable	0.00	94,996.67	94,996.67
011-700-57120	Maintenance - Facility	0.00	807.52	807.52
011-700-61120	Capital Outlay - Land Improve...	0.00	3,250.00	3,250.00
011-700-61140	Capital Outlay - Buildings & Im...	0.00	148.57	148.57
011-700-61145	Capital Outlay - WTP & Improv...	0.00	1,084,636.17	1,084,636.17
011-700-61150	Capital Outlay - Mains/Pipeline...	0.00	105,167.68	105,167.68
011-700-61155	Capital Outlay - Reservoirs & I...	0.00	77,352.95	77,352.95
011-700-61160	Capital Outlay - Equipment and..	0.00	4,315.43	4,315.43
011-700-61180	Capital Outlay - Software	0.00	31,577.55	31,577.55

**GL Account Summary**

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
050-300-56310	Reg Compliance / Sampling / I...	0.00	2,224.01	2,224.01
055-20030	Retentions Payable	0.00	141,719.65	141,719.65
055-700-61135	Capital Outlay - Pump Stations...	0.00	105,959.90	105,959.90
055-700-61140	Capital Outlay - Buildings & Im...	0.00	148.57	148.57
055-700-61150	Capital Outlay - Mains/Pipeline...	0.00	1,839.91	1,839.91
055-700-61160	Capital Outlay - Equipment and..	0.00	6,995.19	6,995.19
055-700-61180	Capital Outlay - Software	0.00	94,732.67	94,732.67
<b>GL Account Totals:</b>		<b>0.00</b>	<b>1,755,872.44</b>	<b>1,755,872.44</b>



San Juan Water District, CA

**Balance Sheet**  
**Account Summary**  
As Of 12/31/2019

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
<b>Asset</b>					
<b>Type: 1000 - Assets</b>					
10010 - Cash and Investments	4,685,233.39	15,390,556.68	2,897,418.72	5,365,117.90	28,338,326.69
10510 - Accounts Receivable	-26,824.99	0.84	259,835.00	0.06	233,010.91
11000 - Inventory	0.00	0.00	182,133.17	0.00	182,133.17
12000 - Prepaid Expense	41,134.85	0.00	39,685.04	0.00	80,819.89
14010 - Deferred Outflows	3,200,491.70	0.00	3,309,974.23	0.00	6,510,465.93
17010 - Capital Assets - Work in Progress	3,299,353.34	0.00	404,708.24	0.00	3,704,061.58
17150 - Capital Assets - Land Non-depreciable	98,212.00	0.00	166,272.00	0.00	264,484.00
17160 - Capital Assets - Land Improvements	814,105.59	0.00	83,970.80	0.00	898,076.39
17200 - Capital Assets - Pump Stations & Improvements	7,047,178.00	0.00	5,946,955.73	0.00	12,994,133.73
17300 - Capital Assets - Buildings & Improvements	1,267,245.92	0.00	263,336.06	0.00	1,530,581.98
17350 - Capital Assets - Water Treatment Plant & Imp	35,573,069.88	0.00	16,000.00	0.00	35,589,069.88
17400 - Capital Assets - Mains/Pipelines & Improvements	29,272,109.94	0.00	46,068,531.54	0.00	75,340,641.48
17500 - Capital Assets - Reservoirs & Improvements	2,923,447.50	0.00	2,492,421.90	0.00	5,415,869.40
17700 - Capital Assets - Equipment & Furniture	13,655,052.49	0.00	1,106,546.03	0.00	14,761,598.52
17750 - Capital Assets - Vehicles	304,780.00	0.00	499,226.87	0.00	804,006.87
17800 - Capital Assets - Software	447,653.38	0.00	403,200.40	0.00	850,853.78
17850 - Capital Assets - Intangible	666,196.00	0.00	0.00	0.00	666,196.00
17900 - Less Accumulated Depreciation	-37,924,426.75	0.00	-28,701,186.70	0.00	-66,625,613.45
<b>Total Type 1000 - Assets:</b>		<b>65,344,012.24</b>	<b>15,390,557.52</b>	<b>35,439,029.03</b>	<b>5,365,117.96</b>
<b>Total Asset:</b>		<b>65,344,012.24</b>	<b>15,390,557.52</b>	<b>35,439,029.03</b>	<b>5,365,117.96</b>
<b>Liability</b>					
<b>Type: 1000 - Assets</b>					
10510 - Accounts Receivable	0.00	0.00	94,920.83	0.00	94,920.83
<b>Total Type 1000 - Assets:</b>		<b>0.00</b>	<b>0.00</b>	<b>94,920.83</b>	<b>0.00</b>
<b>Type: 2000 - Liabilities</b>					
20010 - Accounts Payable	752,890.40	374,547.80	472,043.93	5,030.00	1,604,512.13
20100 - Retentions Payable	0.00	37,344.32	0.00	0.01	37,344.33
21200 - Salaries & Benefits Payable	34,074.37	0.00	62,276.88	0.00	96,351.25
21250 - Payroll Taxes Payable	1,233.88	0.00	1,233.86	0.00	2,467.74
21300 - Compensated Absences	363,585.16	0.00	483,191.25	0.00	846,776.41
21500 - Premium on Issuance of Bonds Series 2017	1,806,328.11	0.00	1,006,478.78	0.00	2,812,806.89
21600 - OPEB Liability	1,766,453.29	0.00	2,297,045.78	0.00	4,063,499.07
21700 - Pension Liability	680,652.08	0.00	884,065.34	0.00	1,564,717.42

## Balance Sheet

As Of 12/31/2019

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
22010 - Deferred Income	0.00	0.00	120,765.70	0.00	120,765.70
22050 - Deferred Inflows	1,154,523.27	0.00	1,499,553.20	0.00	2,654,076.47
24200 - 2012 Bonds Payable	6,244,443.50	0.00	3,390,556.50	0.00	9,635,000.00
24250 - Bonds Payable 2017 Refunding	15,379,200.00	0.00	8,650,800.00	0.00	24,030,000.00
<b>Total Type 2000 - Liabilities:</b>	<b>28,183,384.06</b>	<b>411,892.12</b>	<b>18,868,011.22</b>	<b>5,030.01</b>	<b>47,468,317.41</b>
<b>Total Liability:</b>	<b>28,183,384.06</b>	<b>411,892.12</b>	<b>18,962,932.05</b>	<b>5,030.01</b>	<b>47,563,238.24</b>
<b>Equity</b>					
Type: 3000 - Equity					
30100 - Investment in Capital Assets	34,786,452.14	0.00	16,134,143.55	0.00	50,920,595.69
30500 - Designated Reserves	704,591.39	16,168,309.86	691,474.70	5,419,938.87	22,984,314.82
<b>Total Type 3000 - Equity:</b>	<b>35,491,043.53</b>	<b>16,168,309.86</b>	<b>16,825,618.25</b>	<b>5,419,938.87</b>	<b>73,904,910.51</b>
<b>Total Total Beginning Equity:</b>	<b>35,491,043.53</b>	<b>16,168,309.86</b>	<b>16,825,618.25</b>	<b>5,419,938.87</b>	<b>73,904,910.51</b>
Total Revenue	5,470,943.45	147,523.09	4,888,842.99	306,013.44	10,813,322.97
Total Expense	3,801,358.80	1,337,167.55	5,238,364.26	365,864.36	10,742,754.97
<b>Revenues Over/Under Expenses</b>	<b>1,669,584.65</b>	<b>-1,189,644.46</b>	<b>-349,521.27</b>	<b>-59,850.92</b>	<b>70,568.00</b>
<b>Total Equity and Current Surplus (Deficit):</b>	<b>37,160,628.18</b>	<b>14,978,665.40</b>	<b>16,476,096.98</b>	<b>5,360,087.95</b>	<b>73,975,478.51</b>
<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b>65,344,012.24</b>	<b>15,390,557.52</b>	<b>35,439,029.03</b>	<b>5,365,117.96</b>	<b>121,538,716.75</b>



San Juan Water District, CA

# Check Report

By Check Number

Date Range: 12/01/2019 - 12/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBNK-APBNK</b>						
01073	Amarjeet Singh Garcha	12/03/2019	Regular	0.00	1,440.00	54954
01138	AT&T Mobility II LLC	12/03/2019	Regular	0.00	63.24	54955
01182	Bartkiewicz, Kronick & Shanahan	12/03/2019	Regular	0.00	14,689.35	54956
03594	Borges & Mahoney, Inc.	12/03/2019	Regular	0.00	654.17	54957
01373	City of Roseville	12/03/2019	Regular	0.00	424.47	54958
01659	Gary Webb Trucking	12/03/2019	Regular	0.00	577.50	54959
01068	Glenn C. Walker	12/03/2019	Regular	0.00	1,024.40	54960
01681	Golden State Flow Measurements, Inc.	12/03/2019	Regular	0.00	12,993.37	54961
03091	Granite Bay Ace Hardware	12/03/2019	Regular	0.00	97.47	54962
01710	Greenback Eqipment Rentals, Inc.	12/03/2019	Regular	0.00	83.33	54963
03751	Jacques & Sons Construction, Inc.	12/03/2019	Regular	0.00	1,924.16	54964
03679	L and D Landfill Limited Partnership	12/03/2019	Regular	0.00	1,247.46	54965
03402	Normac, Inc	12/03/2019	Regular	0.00	259.45	54966
02150	Pace Supply Corp	12/03/2019	Regular	0.00	5,151.36	54967
	**Void**	12/03/2019	Regular	0.00	0.00	54968
03303	Paulson, Rachael	12/03/2019	Regular	0.00	211.26	54969
03752	Pavement Coatings Co.	12/03/2019	Regular	0.00	719.94	54970
02293	RFI Enterprises, Inc	12/03/2019	Regular	0.00	358.26	54971
02302	Riebes Auto Parts, LLC	12/03/2019	Regular	0.00	187.34	54972
03670	River City Painting, Inc.	12/03/2019	Regular	0.00	7,220.00	54973
02328	Rocklin Windustrial Co	12/03/2019	Regular	0.00	217.30	54974
02395	SAFETY KLEEN SYSTEMS INC.	12/03/2019	Regular	0.00	999.79	54975
03353	Teichert Construction	12/03/2019	Regular	0.00	1,163.64	54976
02638	Tyler Technologies, Inc.	12/03/2019	Regular	0.00	21,643.37	54977
02700	Viking Shred LLC	12/03/2019	Regular	0.00	59.00	54978
01687	W. W. Grainger, Inc.	12/03/2019	Regular	0.00	497.04	54979
03406	Alpha Analytical Laboratories Inc.	12/09/2019	Regular	0.00	1,066.00	54980
01372	City of Folsom	12/09/2019	Regular	0.00	30.24	54981
01423	County of Sacramento	12/09/2019	Regular	0.00	123.00	54982
03091	Granite Bay Ace Hardware	12/09/2019	Regular	0.00	7.71	54983
01733	Harris Industrial Gases	12/09/2019	Regular	0.00	71.24	54984
01814	J. Fletcher Creamer & Son, Inc.	12/09/2019	Regular	0.00	137,537.90	54985
02131	Office Depot, Inc.	12/09/2019	Regular	0.00	372.98	54986
02150	Pace Supply Corp	12/09/2019	Regular	0.00	1,522.95	54987
02281	Ray A Morgan Company Inc	12/09/2019	Regular	0.00	69.42	54988
02223	Rexel Inc (Platt - Rancho Cordova)	12/09/2019	Regular	0.00	251.41	54989
02298	Richardson & Company, LLP	12/09/2019	Regular	0.00	23,440.00	54990
02302	Riebes Auto Parts, LLC	12/09/2019	Regular	0.00	283.12	54991
01411	SureWest Telephone	12/09/2019	Regular	0.00	1,647.92	54992
02674	Utility Services Associates, LLC	12/09/2019	Regular	0.00	2,702.80	54993
01687	W. W. Grainger, Inc.	12/09/2019	Regular	0.00	20.59	54994
03406	Alpha Analytical Laboratories Inc.	12/16/2019	Regular	0.00	85.00	54995
01073	Amarjeet Singh Garcha	12/16/2019	Regular	0.00	1,500.00	54996
03226	Capitol Sand and Gravel Co.	12/16/2019	Regular	0.00	3,315.42	54997
01375	City of Sacramento	12/16/2019	Regular	0.00	3,527.00	54998
01378	Clark Pest Control of Stockton	12/16/2019	Regular	0.00	150.00	54999
01494	Dewey Services Inc.	12/16/2019	Regular	0.00	86.00	55000
03621	Eletrick Motorsports, Inc.	12/16/2019	Regular	0.00	165.00	55001
01681	Golden State Flow Measurements, Inc.	12/16/2019	Regular	0.00	3,250.75	55002
03091	Granite Bay Ace Hardware	12/16/2019	Regular	0.00	136.97	55003
01710	Greenback Eqipment Rentals, Inc.	12/16/2019	Regular	0.00	182.24	55004
01733	Harris Industrial Gases	12/16/2019	Regular	0.00	13.58	55005
02093	NDS Solutions, Inc	12/16/2019	Regular	0.00	69.18	55006
02131	Office Depot, Inc.	12/16/2019	Regular	0.00	54.85	55007

## Check Report

Date Range: 12/01/2019 - 12/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02146	PG&E	12/16/2019	Regular	0.00	127,921.54	55008
	**Void**	12/16/2019	Regular	0.00	0.00	55009
02283	Recology Auburn Placer	12/16/2019	Regular	0.00	657.88	55010
02223	Rexel Inc (Platt - Rancho Cordova)	12/16/2019	Regular	0.00	1,228.69	55011
02293	RFI Enterprises, Inc	12/16/2019	Regular	0.00	51.34	55012
02357	Sacramento Municipal Utility District (SMUD)	12/16/2019	Regular	0.00	15,466.41	55013
02540	Sutter Medical Foundation	12/16/2019	Regular	0.00	360.00	55014
02463	The New AnswerNet	12/16/2019	Regular	0.00	292.54	55015
03644	Tully & Young, Inc.	12/16/2019	Regular	0.00	2,407.50	55016
02651	United Parcel Service Inc	12/16/2019	Regular	0.00	116.00	55017
02667	US Bank Corporate Payments Sys (CalCard)	12/16/2019	Regular	0.00	19,752.17	55018
	**Void**	12/16/2019	Regular	0.00	0.00	55019
	**Void**	12/16/2019	Regular	0.00	0.00	55020
	**Void**	12/16/2019	Regular	0.00	0.00	55021
	**Void**	12/16/2019	Regular	0.00	0.00	55022
	**Void**	12/16/2019	Regular	0.00	0.00	55023
	**Void**	12/16/2019	Regular	0.00	0.00	55024
	**Void**	12/16/2019	Regular	0.00	0.00	55025
	**Void**	12/16/2019	Regular	0.00	0.00	55026
	**Void**	12/16/2019	Regular	0.00	0.00	55027
	**Void**	12/16/2019	Regular	0.00	0.00	55028
	**Void**	12/16/2019	Regular	0.00	0.00	55029
	**Void**	12/16/2019	Regular	0.00	0.00	55030
02690	Verizon Wireless	12/16/2019	Regular	0.00	1,569.10	55031
03748	West Coast Arborists, Inc.	12/16/2019	Regular	0.00	2,403.00	55032
03406	Alpha Analytical Laboratories Inc.	12/24/2019	Regular	0.00	423.00	55038
01164	Backflow Distributors Inc	12/24/2019	Regular	0.00	318.13	55039
03059	Center For Hearing Health Inc	12/24/2019	Regular	0.00	2,118.00	55040
01372	City of Folsom	12/24/2019	Regular	0.00	2,526.00	55041
02613	Clark, Tom	12/24/2019	Regular	0.00	105.00	55042
01423	County of Sacramento	12/24/2019	Regular	0.00	184.50	55043
03424	Davis, Aaron	12/24/2019	Regular	0.00	210.00	55044
03548	Digital Deployment, Inc.	12/24/2019	Regular	0.00	400.00	55045
02516	Ehnat, Stephen	12/24/2019	Regular	0.00	300.74	55046
01659	Gary Webb Trucking	12/24/2019	Regular	0.00	945.00	55047
01681	Golden State Flow Measurements, Inc.	12/24/2019	Regular	0.00	18,314.01	55048
03091	Granite Bay Ace Hardware	12/24/2019	Regular	0.00	181.40	55049
03682	HydroScience Engineers, Inc.	12/24/2019	Regular	0.00	25,610.00	55050
03311	Jensen Instrument Co. of Northern California, Inc.	12/24/2019	Regular	0.00	320.54	55051
02024	MCI WORLDCOM	12/24/2019	Regular	0.00	68.05	55052
03669	MFDB Architects, Inc.	12/24/2019	Regular	0.00	600.00	55053
03692	MGT of America, LLC	12/24/2019	Regular	0.00	2,835.00	55054
02131	Office Depot, Inc.	12/24/2019	Regular	0.00	816.20	55055
02150	Pace Supply Corp	12/24/2019	Regular	0.00	3,418.65	55056
02146	PG&E	12/24/2019	Regular	0.00	10.00	55057
02223	Rexel Inc (Platt - Rancho Cordova)	12/24/2019	Regular	0.00	1,085.27	55058
02302	Riebes Auto Parts, LLC	12/24/2019	Regular	0.00	35.55	55059
02357	Sacramento Municipal Utility District (SMUD)	12/24/2019	Regular	0.00	25,385.85	55060
02580	The Eidam Corporation	12/24/2019	Regular	0.00	5,746.95	55061
02651	United Parcel Service Inc	12/24/2019	Regular	0.00	97.38	55062
02700	Viking Shred LLC	12/24/2019	Regular	0.00	50.00	55063
03445	Zlotnick, Greg	12/24/2019	Regular	0.00	112.52	55064
03406	Alpha Analytical Laboratories Inc.	12/30/2019	Regular	0.00	40.00	55065
01073	Amarjeet Singh Garcha	12/30/2019	Regular	0.00	360.00	55066
01182	Bartkiewicz, Kronick & Shanahan	12/30/2019	Regular	0.00	12,313.08	55067
03173	Foley, Jacqueline	12/30/2019	Regular	0.00	60.00	55068
03679	L and D Landfill Limited Partnership	12/30/2019	Regular	0.00	1,888.53	55069
02302	Riebes Auto Parts, LLC	12/30/2019	Regular	0.00	32.23	55070
01641	Sun Life Assurance Company of Canada	12/01/2019	Bank Draft	0.00	10,328.22	314340
02674	Utility Services Associates, LLC	12/09/2019	EFT	0.00	-2,702.80	406365
01741	HDR Engineering, Inc.	12/03/2019	EFT	0.00	-26,240.95	406367

## Check Report

Date Range: 12/01/2019 - 12/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01741	HDR Engineering, Inc.	12/03/2019	EFT	0.00	26,240.95	406367
03628	Lees Automotive Repair Inc.	12/03/2019	EFT	0.00	279.29	406368
03628	Lees Automotive Repair Inc.	12/03/2019	EFT	0.00	-279.29	406368
02027	Mcmaster-Carr Supply Company	12/03/2019	EFT	0.00	595.77	406369
02027	Mcmaster-Carr Supply Company	12/03/2019	EFT	0.00	-595.77	406369
03026	PFM Asset Management	12/03/2019	EFT	0.00	-958.57	406370
03026	PFM Asset Management	12/03/2019	EFT	0.00	958.57	406370
02286	Regional Water Authority	12/03/2019	EFT	0.00	630.00	406371
02286	Regional Water Authority	12/03/2019	EFT	0.00	-630.00	406371
02581	The Ferguson Group, LLC	12/03/2019	EFT	0.00	223.13	406372
02581	The Ferguson Group, LLC	12/03/2019	EFT	0.00	-223.13	406372
03387	WageWorks, Inc	12/03/2019	EFT	0.00	-259.15	406373
03387	WageWorks, Inc	12/03/2019	EFT	0.00	259.15	406373
01486	WAPA - Department of Energy	12/03/2019	EFT	0.00	2,123.43	406374
01486	WAPA - Department of Energy	12/03/2019	EFT	0.00	-2,123.43	406374
02730	Western Area Power Administration	12/03/2019	EFT	0.00	-3,100.00	406375
02730	Western Area Power Administration	12/03/2019	EFT	0.00	3,100.00	406375
01741	HDR Engineering, Inc.	12/03/2019	EFT	0.00	26,240.95	406376
03628	Lees Automotive Repair Inc.	12/03/2019	EFT	0.00	279.29	406377
02027	Mcmaster-Carr Supply Company	12/03/2019	EFT	0.00	595.77	406378
03026	PFM Asset Management	12/03/2019	EFT	0.00	958.57	406379
02286	Regional Water Authority	12/03/2019	EFT	0.00	560.00	406380
02581	The Ferguson Group, LLC	12/03/2019	EFT	0.00	223.13	406381
03387	WageWorks, Inc	12/03/2019	EFT	0.00	259.15	406382
01486	WAPA - Department of Energy	12/03/2019	EFT	0.00	2,123.43	406383
02730	Western Area Power Administration	12/03/2019	EFT	0.00	3,100.00	406384
03739	Azteca Systems Holdings, LLC	12/09/2019	EFT	0.00	8,800.00	406385
01584	ERS Industrial Services, Inc.	12/09/2019	EFT	0.00	349,982.95	406386
01611	Ferguson Enterprises, Inc	12/09/2019	EFT	0.00	571.03	406387
01741	HDR Engineering, Inc.	12/09/2019	EFT	0.00	53,816.83	406388
01748	Herc Rentals Inc.	12/09/2019	EFT	0.00	596.53	406389
03628	Lees Automotive Repair Inc.	12/09/2019	EFT	0.00	316.49	406390
02027	Mcmaster-Carr Supply Company	12/09/2019	EFT	0.00	127.56	406391
01038	Nimmo, Sandra G	12/09/2019	EFT	0.00	613.00	406392
03385	S J Electro Systems Inc	12/09/2019	EFT	0.00	28,258.65	406393
03298	United Rentals (North America), Inc.	12/09/2019	EFT	0.00	1,672.04	406394
01235	BSK Associates	12/16/2019	EFT	0.00	56.00	406395
03221	Chemtrade Chemicals Corporation	12/16/2019	EFT	0.00	9,980.04	406396
01521	DataProse, LLC	12/16/2019	EFT	0.00	7,143.49	406397
01706	Graymont Western US Inc.	12/16/2019	EFT	0.00	6,576.11	406398
03553	Mallory Safety and Supply LLC	12/16/2019	EFT	0.00	208.98	406399
02158	Pacific Storage Company	12/16/2019	EFT	0.00	50.70	406400
02572	Thatcher Company of California, Inc.	12/16/2019	EFT	0.00	4,594.80	406401
02581	The Ferguson Group, LLC	12/16/2019	EFT	0.00	6,000.00	406402
02162	Tobin, Pamela	12/16/2019	EFT	0.00	954.24	406403
03671	U. S. Saws, Inc.	12/16/2019	EFT	0.00	271.38	406404
03298	United Rentals (North America), Inc.	12/16/2019	EFT	0.00	101.41	406405
03387	WageWorks, Inc	12/16/2019	EFT	0.00	259.15	406406
01486	WAPA - Department of Energy	12/16/2019	EFT	0.00	326.67	406407
03514	Beckman Coulter, Inc.	12/24/2019	EFT	0.00	593.91	406408
01611	Ferguson Enterprises, Inc	12/24/2019	EFT	0.00	1,315.72	406409
01741	HDR Engineering, Inc.	12/24/2019	EFT	0.00	35,616.51	406410
02367	McClatchy Newspapers, Inc.	12/24/2019	EFT	0.00	380.02	406411
02144	Orthos Liquid Systems, Inc.	12/24/2019	EFT	0.00	210,990.91	406412
02365	Sacramento Tree Foundation	12/24/2019	EFT	0.00	500.00	406413
02581	The Ferguson Group, LLC	12/24/2019	EFT	0.00	162.57	406414
02710	WageWorks, Inc	12/24/2019	EFT	0.00	86.00	406415
01328	Association of California Water Agencies / Joint Po	12/30/2019	EFT	0.00	7,548.90	406416
01330	CDW Government LLC	12/30/2019	EFT	0.00	562.02	406417
01741	HDR Engineering, Inc.	12/30/2019	EFT	0.00	12,890.78	406418
03387	WageWorks, Inc	12/30/2019	EFT	0.00	259.15	406419

## Check Report

Date Range: 12/01/2019 - 12/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02730	Western Area Power Administration	12/30/2019	EFT	0.00	3,092.00	406420
03077	VALIC	12/13/2019	Bank Draft	0.00	3,806.47	0007968608
03077	VALIC	12/27/2019	Bank Draft	0.00	3,809.02	0007981288
03078	CalPERS Health	12/05/2019	Bank Draft	0.00	35,540.20	1001453753
03078	CalPERS Health	12/05/2019	Bank Draft	0.00	43,023.86	1001453753
03078	CalPERS Health	12/05/2019	Bank Draft	0.00	43,436.66	1001453753
03130	CalPERS Retirement	12/13/2019	Bank Draft	0.00	35,839.31	1001464616
01366	Citistreet/CalPERS 457	12/13/2019	Bank Draft	0.00	3,105.92	1001464620
03130	CalPERS Retirement	12/18/2019	Bank Draft	0.00	27.84	1001467978
03130	CalPERS Retirement	12/18/2019	Bank Draft	0.00	213.79	1001467978
03130	CalPERS Retirement	12/20/2019	Bank Draft	0.00	400.00	1001469824
03130	CalPERS Retirement	12/27/2019	Bank Draft	0.00	35,775.41	1001473000
01366	Citistreet/CalPERS 457	12/27/2019	Bank Draft	0.00	3,062.50	1001473008
03080	California State Disbursement Unit	12/26/2019	Bank Draft	0.00	370.61	DJTYQPX6660
03080	California State Disbursement Unit	12/12/2019	Bank Draft	0.00	370.61	JHBOGMH6657
03163	Economic Development Department	12/27/2019	Bank Draft	0.00	8,439.66	1-398-307-776
03163	Economic Development Department	12/13/2019	Bank Draft	0.00	273.63	1-696-369-600
03163	Economic Development Department	12/13/2019	Bank Draft	0.00	8,134.87	1-696-369-600
01039	American Family Life Assurance Company of Colu	12/27/2019	Bank Draft	0.00	691.28	Q3869 12-27-19
01039	American Family Life Assurance Company of Colu	12/27/2019	Bank Draft	0.00	691.28	Q3869 12-27-19
03164	Internal Revenue Service	12/13/2019	Bank Draft	0.00	112.28	2709747342747
03164	Internal Revenue Service	12/13/2019	Bank Draft	0.00	1,574.82	2709747744477
03164	Internal Revenue Service	12/13/2019	Bank Draft	0.00	42,955.28	2709747744477
03164	Internal Revenue Service	12/13/2019	Bank Draft	0.00	60.90	2709747744477
03164	Internal Revenue Service	12/27/2019	Bank Draft	0.00	42,324.86	2709761109072
03164	Internal Revenue Service	12/27/2019	Bank Draft	0.00	40.60	2709761109072
03164	Internal Revenue Service	12/31/2019	Bank Draft	0.00	26.70	2709765937602
03164	Internal Revenue Service	12/31/2019	Bank Draft	0.00	7,688.86	2709765937602
03164	Internal Revenue Service	12/31/2019	Bank Draft	0.00	562.42	2709765937602

## Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	134	98	0.00	534,727.69
Manual Checks	0	0	0.00	0.00
Voided Checks	0	14	0.00	0.00
Bank Drafts	29	29	0.00	332,687.86
EFT's	74	64	0.00	786,914.03
	<b>237</b>	<b>205</b>	<b>0.00</b>	<b>1,654,329.58</b>

## All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	134	98	0.00	534,727.69
Manual Checks	0	0	0.00	0.00
Voided Checks	0	14	0.00	0.00
Bank Drafts	29	29	0.00	332,687.86
EFT's	74	64	0.00	786,914.03
	237	205	0.00	<b>1,654,329.58</b>

## Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	12/2019	<b>1,654,329.58</b>



San Juan Water District, CA

# Vendor History Report

## By Vendor Name

Posting Date Range 07/01/2019 - 12/31/2019

Payment Date Range -

Payable Number Item Description	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
	Item Description	Units	Price	Amount	Account Number	Account Name	Dist Amount				
<b>Vendor Set: 01 - Vendor Set 01</b>											
<b>02556 - Costa, Ted</b>	Expense&Mileage-ACWA Fall- Room &Mileag	12/31/2019		55098		<b>801.84</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>801.84</b>	<b>801.84</b>
Exp Reimb 12-2019	Expense&Mileage-ACWA	0.00	0.00	801.84	010-010-52110	1/13/2020	801.84	0.00	0.00	801.84	801.84
					050-010-52110	Training - Meetings, Education & Trai	400.92				
						Training - Meetings, Education & Trai	400.92				
<b>01916 - Miller, Ken</b>	Mileage Reimbursement-Various Meetings	8/31/2019		54641		<b>1,881.18</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,881.18</b>	<b>1,881.18</b>
Exp Reimb	Mileage Reimbursement-	0.00	0.00	31.32	010-010-52110	9/9/2019	31.32	0.00	0.00	31.32	31.32
					050-010-52110	Training - Meetings, Education & Trai	15.66				
						Training - Meetings, Education & Trai	15.66				
Exp Reimb 07-2018	Mileage & Parking-Various Meetings & CFO Y	7/31/2019		54581		<b>48.80</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>48.80</b>	<b>48.80</b>
Mileage & Parking-Variou		0.00	0.00	48.80	010-010-52110	8/20/2019	24.40				
					050-010-52110	Training - Meetings, Education & Trai	24.40				
Exp Reimb 12-2019	Expense&Mileage-ACWA Fall Conf&Variou	12/31/2019		55106		<b>1,801.06</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,801.06</b>	<b>1,801.06</b>
Expense&Mileage-ACWA		0.00	0.00	1,801.06	010-010-52110	1/13/2020	900.53				
					050-010-52110	Training - Meetings, Education & Trai	900.53				
<b>03092 - Rich, Dan</b>	Mileage Reimb 08-2019 - CH Chamber Recep	8/31/2019		54706		<b>8.70</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.70</b>	<b>8.70</b>
Exp Reimb 08-2019	Mileage Reimb 08-2019 -	0.00	0.00	8.70	010-010-52110	9/23/2019	8.70	0.00	0.00	8.70	8.70
					050-010-52110	Training - Meetings, Education & Trai	4.35				
						Training - Meetings, Education & Trai	4.35				
<b>02162 - Tobin, Pamela</b>	Expense Reimb-Mileage Various Meetings &	.7/31/2019		406194		<b>1,749.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,749.50</b>	<b>1,749.50</b>
Expense Reimb-Mileage \		0.00	0.00	46.50	010-010-52110	8/14/2019	46.50	0.00	0.00	46.50	46.50
					050-010-52110	Training - Meetings, Education & Trai	23.25				
						Training - Meetings, Education & Trai	23.25				
Exp Reimb 08-2019	Mileage Expense-Various Meetings	8/31/2019		406236		<b>81.78</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>81.78</b>	<b>81.78</b>
Mileage-Various Meeting		0.00	0.00	81.78	010-010-52110	9/9/2019	40.89				
					050-010-52110	Training - Meetings, Education & Trai	40.89				
Exp Reimb 10-2019	Expense Reimb-ACWA Expenses & Mileage V	9/30/2019		406309		<b>232.80</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>232.80</b>	<b>232.80</b>
Expense Reimb-ACWA Ex		0.00	0.00	232.80	010-010-52110	10/22/2019	116.40				
					050-010-52110	Training - Meetings, Education & Trai	116.40				
Exp Reimb 10-2019 #2	Expense Reimb-Region 9 & Various Meetings	10/31/2019		406339		<b>213.21</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>213.21</b>	<b>213.21</b>
Expense Reimb-Region 9		0.00	0.00	213.21	010-010-52110	11/12/2019	106.60				
					050-010-52110	Training - Meetings, Education & Trai	106.61				
Exp Reimb 11-2019	Exp Reimb ACWA Conf, Mileage, & Meals	11/30/2019		406403		<b>954.24</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>954.24</b>	<b>954.24</b>

## Vendor History Report

Posting Date Range 07/01/2019 - 12/31/2019

Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description	Units	Price	Amount	Account Number	Account Name		Dist Amount				
Exp Reimb ACWA Conf, IV	0.00	0.00	954.24	010-010-52110	Training - Meetings, Education & Trai	477.12					
				050-010-52110	Training - Meetings, Education & Trai	477.12					
Exp Reimb 12-2019	Expense & Mileage-ACWA Fall & Various Me	12/31/2019		406434	1/13/2020	220.97	0.00	0.00	0.00	220.97	220.97
Expense & Mileage-ACW/	0.00	0.00	220.97	010-010-52110	Training - Meetings, Education & Trai	110.48					
				050-010-52110	Training - Meetings, Education & Trai	110.49					
<b>Vendors: (4) Total 01 - Vendor Set 01:</b>						<b>4,441.22</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,441.22</b>	<b>4,441.22</b>
<b>Vendors: (4) Report Total:</b>						<b>4,441.22</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,441.22</b>	<b>4,441.22</b>



Payroll Set: 01-San Juan Water District

<b>Employee Number</b>	<b>Employee Name</b>	<b>Pay Code</b>	<b># of Payments</b>	<b>Units</b>	<b>Pay Amount</b>
<a href="#"><u>0690</u></a>	Costa,Ted	Reg - Regular Hours	6	32.00	4,000.00
			<b>0690 - Costa Total:</b>	<b>32.00</b>	<b>4,000.00</b>
<a href="#"><u>1028</u></a>	Hanneman,Martin W	Reg - Regular Hours	6	26.00	3,250.00
			<b>1028 - Hanneman Total:</b>	<b>26.00</b>	<b>3,250.00</b>
<a href="#"><u>0670</u></a>	Miller,Ken	Reg - Regular Hours	6	21.00	2,625.00
			<b>0670 - Miller Total:</b>	<b>21.00</b>	<b>2,625.00</b>
<a href="#"><u>1003</u></a>	Rich,Daniel T	Reg - Regular Hours	5	19.00	2,375.00
			<b>1003 - Rich Total:</b>	<b>19.00</b>	<b>2,375.00</b>
<a href="#"><u>0650</u></a>	Tobin,Pamela	Reg - Regular Hours	6	49.00	6,125.00
			<b>0650 - Tobin Total:</b>	<b>49.00</b>	<b>6,125.00</b>
				<b>Report Total:</b>	<b>147.00</b>
					<b>18,375.00</b>



Payroll Set: 01-San Juan Water District

Account	Account Description	Units	Pay Amount
<a href="#"><u>010-010-58110</u></a>	Director - Stipend	73.50	9,187.50
		<b>010 - WHOLESALE Total:</b>	<b>73.50      9,187.50</b>
<a href="#"><u>050-010-58110</u></a>	Director - Stipend	73.50	9,187.50
		<b>050 - RETAIL Total:</b>	<b>73.50      9,187.50</b>
		<b>Report Total:</b>	<b>147.00      18,375.00</b>

**Pay Code Report**

Pay Code Summary

7/1/2019 - 12/31/2019

Payroll Set: 01-San Juan Water District

Pay Code	Description	# of Payments	Units	Pay Amount
Reg	Regular Hours	29	147.00	18,375.00
		Report Total:	<b>147.00</b>	<b>18,375.00</b>

## 2019/20 Actual Deliveries and Revenue - By Wholesale Customer Agency

	July - December 2019						
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance	Revenue Variance	
San Juan Retail	7,287.51	\$ 1,661,698	7,188.72	\$ 1,653,683	(98.79)	-1.4%	\$ (8,016) -0.5%
Citrus Heights Water District	6,157.26	\$ 1,616,196	6,792.43	\$ 1,667,734	635.17	10.3%	\$ 51,537 3.2%
Fair Oaks Water District	4,445.30	\$ 1,174,293	4,573.16	\$ 1,184,668	127.86	2.9%	\$ 10,375 0.9%
Orange Vale Water Co.	2,375.40	\$ 559,802	2,223.08	\$ 547,443	(152.32)	-6.4%	\$ (12,359) -2.2%
City of Folsom	702.15	\$ 162,931	707.86	\$ 163,394	5.71	0.8%	\$ 463 0.3%
Granite Bay Golf Course	204.49	\$ 8,194	171.97	\$ 6,891	(32.52)	-15.9%	\$ (1,303) -15.9%
Sac Suburban Water District	6,880.00	\$ 1,323,506	7,153.31	\$ 1,376,082	273.31	4.0%	\$ 52,577 4.0%
TOTAL	<b>28,052.10</b>	<b>\$ 6,506,620</b>	<b>28,810.53</b>	<b>\$ 6,599,894</b>	<b>758.43</b>	<b>2.7%</b>	<b>\$ 93,275 1.4%</b>

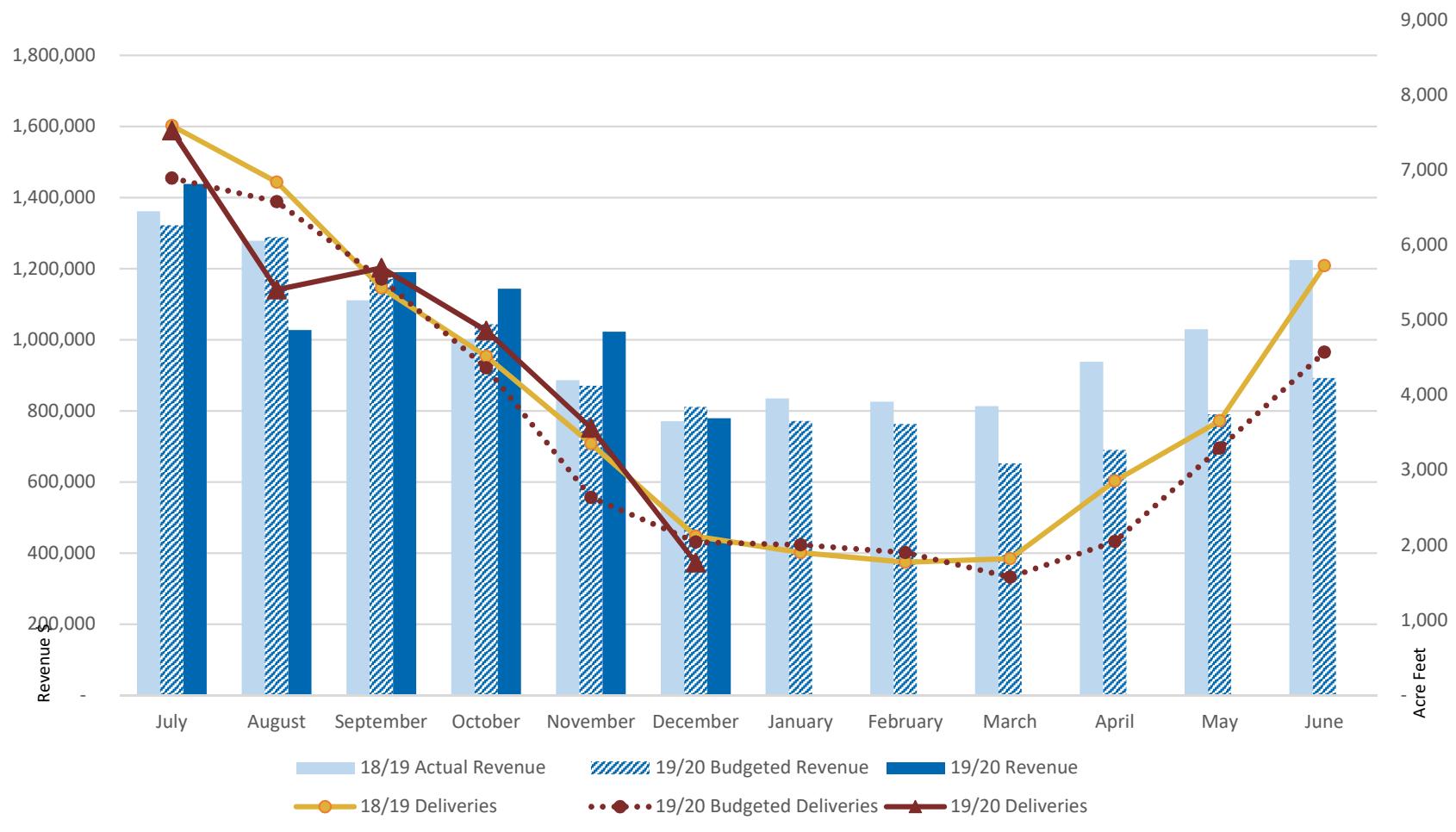
Budgeted Deliveries	28,052.10
Actual Deliveries	<u>28,810.53</u>
Difference	758.43
	2.7%

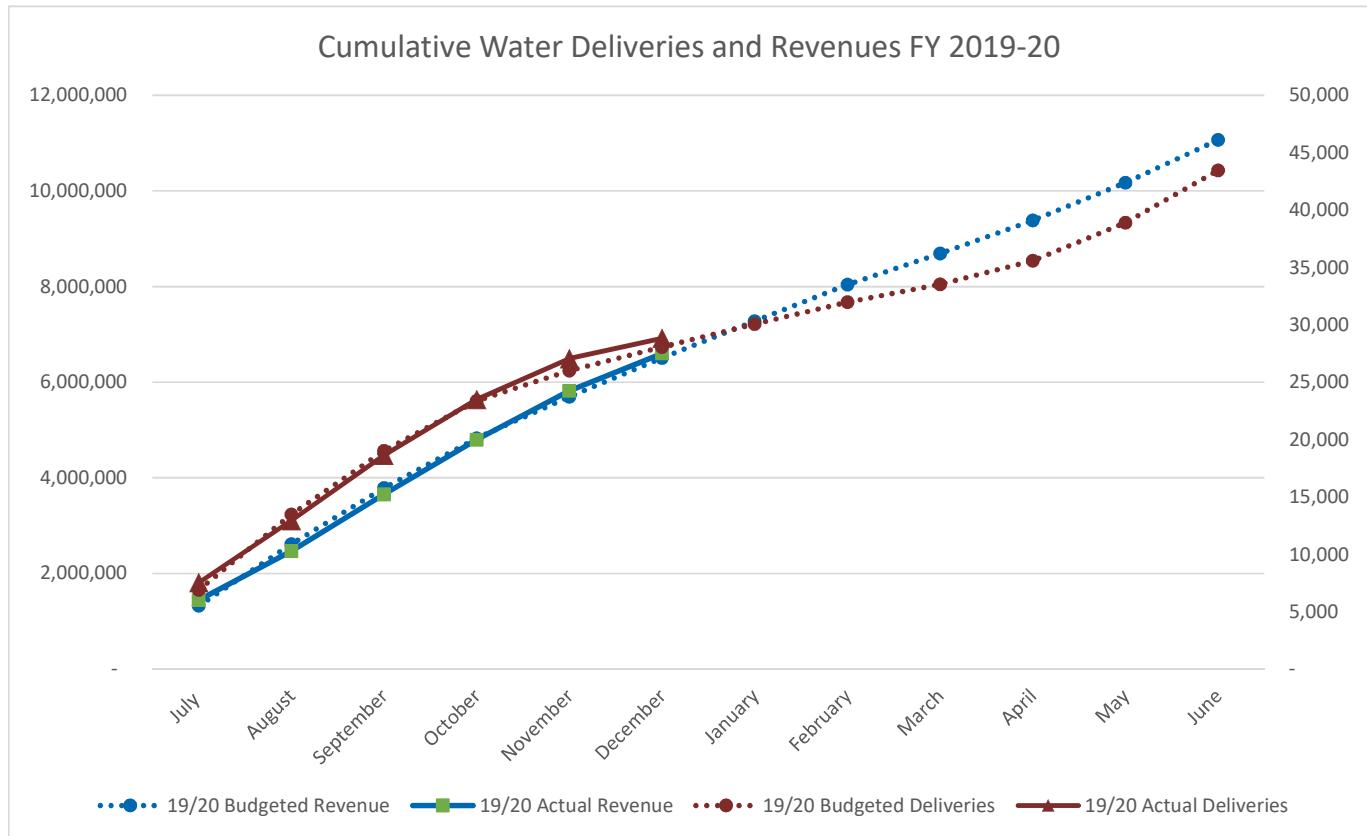
Budgeted Water Sale Revenue	\$ 6,506,620
Actual Water Sale Revenue	<u>\$ 6,599,894</u>
Difference	\$ 93,275
	1.4%

### Conclusion:

Deliveries and Revenues are tracking nicely with the budget. Citrus Heights, Fair Oaks Water and Sacramento Suburban Water Districts have all taken more water than anticipated through December 2019. San Juan Retail is on target with just a -1.4% variance on delivery. City of Folsom is also tracking well against the budget with deliveries that are .8% above expectations for this time period. As a result, deliveries in total are 2.7% greater than anticipated, generating revenues that are 1.4% above expectations.

## Comparison of Fiscal Year 2018/2019 Actual to 2019/2020 Projections of Deliveries and Revenue





# AGENDA ITEM VIII-1

## DRAFT

### Public Information Committee Meeting Minutes

San Juan Water District  
December 13, 2019  
10:00 a.m.

<b>Committee Members:</b>	Marty Hanneman (Chair) Pam Tobin, Member
<b>District Staff &amp; Consultants:</b>	Paul Helliker, General Manager Lisa Brown, Customer Service Manager Donna Silva, Finance Director Tony Barela, Operations Manager Teri Grant, Board Secretary/Administrative Assistant Lucy Eidam, Lucy & Company Fanny Cano, Lucy & Company
<b>Topics:</b>	Retail Rate Fact Sheet (R) Other Public Information Matters Public Comment

#### 1. Retail Rate Fact Sheet (R)

Ms. Lisa Brown provided a written staff report to the committee, which will be attached to the meeting minutes. She explained that the retail rate fact sheet was prepared at the request of the committee. The committee reviewed the information and suggested some changes to the rate sheet. In addition, the committee requested that Mr. Helliker update the retail rate comparison graphs to include statewide comparisons.

Ms. Brown informed the committee that the plan is to include the rate sheet in the January/February WaterGram, a January eBlast, a billing insert in February, and on the District's website. In addition, extra copies of the rate sheet will be provided to the Board members.

#### 2. Other Public Information Matters

Director Hanneman directed GM Helliker to work with Lucy & Company to develop a press release announcing Director Tobin's recent appointment as the 2020 ACWA Vice President. GM Helliker informed the committee that the District's website also has an announcement posted under What's New. In addition, the information will be added to the wholesale eBlast and wholesale mailer.

Mr. Barela informed Lucy & Company that the video which includes footage of Folsom Dam will need to be submitted to the Bureau of Reclamation for their approval prior to posting. Ms. Eidam commented that the video is almost completed.

Ms. Brown informed the committee that public outreach regarding the Hinkle Reservoir Replacement Project will begin with introduction of the project being sent out in

January then followed with more detailed information to the wholesale customer agencies via the wholesale eBlast and wholesale mailer, along with a toolkit. Then in later summer, more information to the retail customers will be disseminated. A timeline will be developed and more information will be brought back to the committee.

**3. Public Comment**

There were no public comments.

The meeting adjourned at 10:38 am.

# **STAFF REPORT**

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To: Public Information Committee  
From: Paul Helliker, General Manager  
Lisa Brown, Customer Service Manager  
Date: December 13, 2019  
Subject: Retail Rates Information

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## **RECOMMENDED ACTION**

Information Only

## **BACKGROUND**

At the last Public Information Committee, Director Hanneman asked if we could put together a fact sheet concerning retail rates. Staff have prepared the draft attached to this report, which we will review with the Committee.

Also included are graphs and a spreadsheet that compare water bills among 28 retail water agencies in the Sacramento area and in the Bay Area. The graphs show a comparison of monthly bills at the 31 ccf/mo and 55 ccf/mo level, which correspond to the annual average monthly single-family residential consumption in the District's service area, and the average summer consumption level.

## **Attachments:**

Draft fact sheet  
Spreadsheet and graphs

SAN JUAN WATER DISTRICT

# Water Rate

F A C T S H E E T



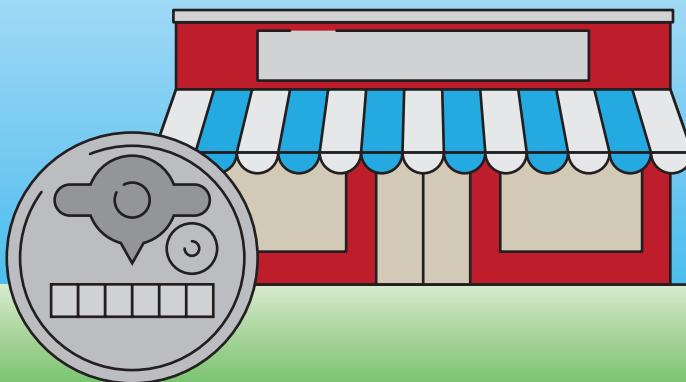
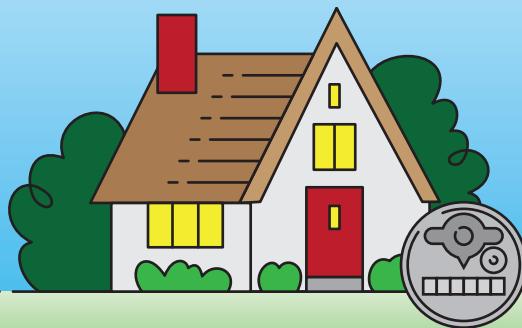
## ABOUT OUR WATER CHARGES AND WHAT THEY FUND

Our highest priority is to provide customers with a reliable, high quality water supply and excellent customer service at reasonable and equitable costs. Many customers aren't aware the bill they pay is made up of two charges. The charges fund things such as purchasing and delivering water, capital improvement projects and debt repayment.

## OUR RATES HAVE TWO CHARGES

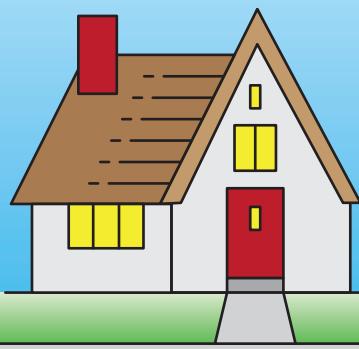
### FIXED CHARGE

is based on each customer's water meter size and intended to recover a proportionate share of the fixed costs of operating and maintaining the system.



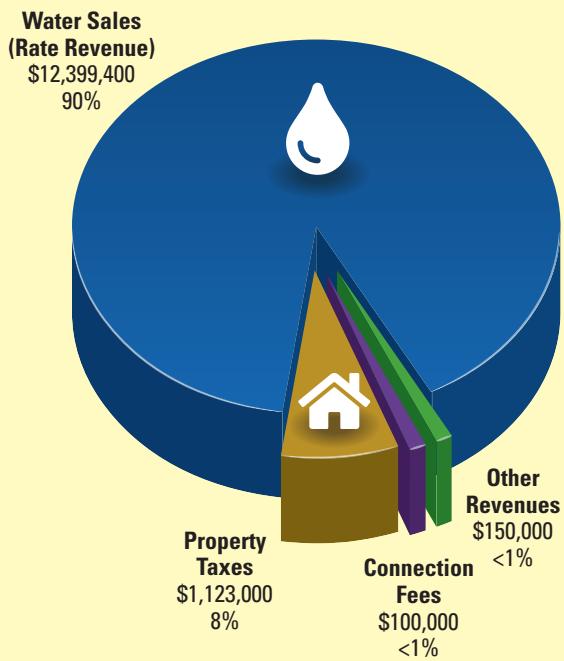
### USAGE CHARGE

is based on a uniform water rate multiplied by each customer's own water use.



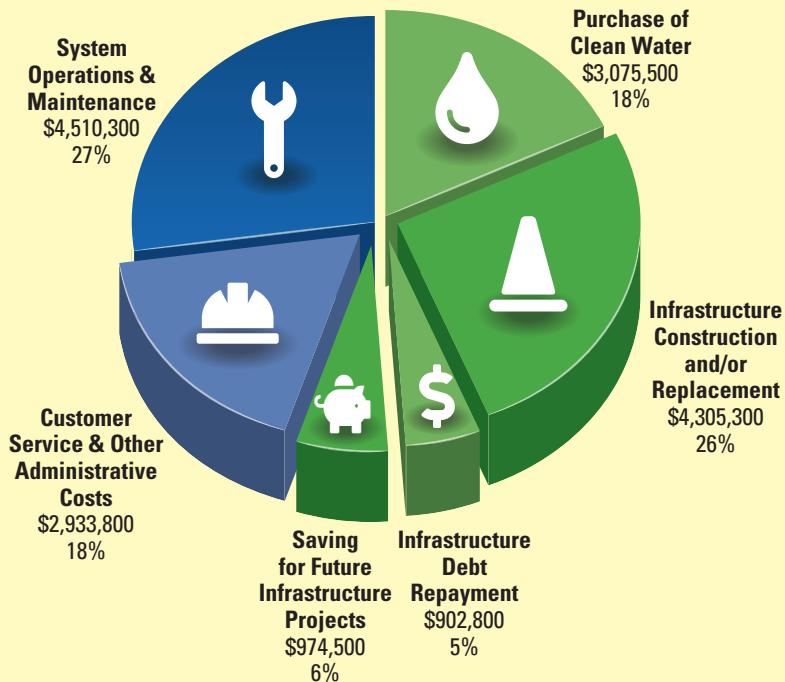
## REVENUE SOURCES

These are our 2019/20 fiscal year revenue sources.



## HOW YOUR RATES ARE ALLOCATED

Your rate dollars fund many items as shown in our 2019/20 expenses.



## WHAT YOUR RATES FUND



Maintaining, repairing and testing water quality in 210 miles of pipeline, 6 pump stations and hundreds of valves and fixtures



Providing metering, billing and administrative services for 10,708 business and residential accounts, including water use efficiency and regulations/legislation



Treating and delivering nearly 4 billion gallons per year of safe, reliable drinking water to over 31,000 customers



Major infrastructure projects, such as replacing the cover and liner of our 67 million gallon reservoir, replacing the lining of the 40" pipeline to Fair Oaks and more



Repaying \$14 million borrowed to fund infrastructure improvements



Saving money for future infrastructure replacement to avoid future debt

San Juan is legally prohibited from charging more than the actual cost of providing water service.

## WE'RE HERE TO HELP

It's important to us that you understand your water charges. For more information, please visit [sjwd.org/fees-and-rates](http://sjwd.org/fees-and-rates) or call us at (916) 791-0115.



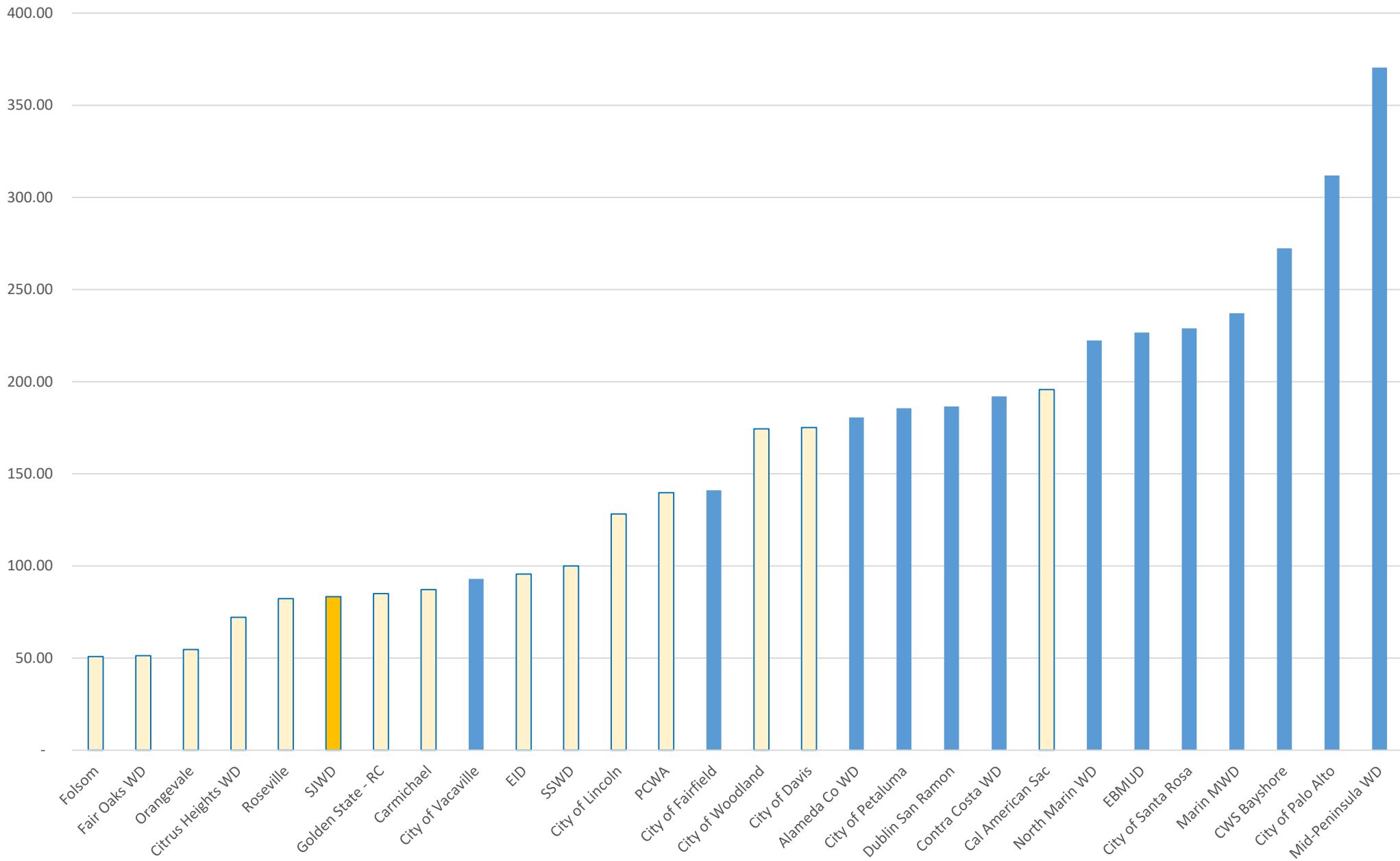
## Water Bills

- Yolo, Sacramento, Placer, El Dorado agencies

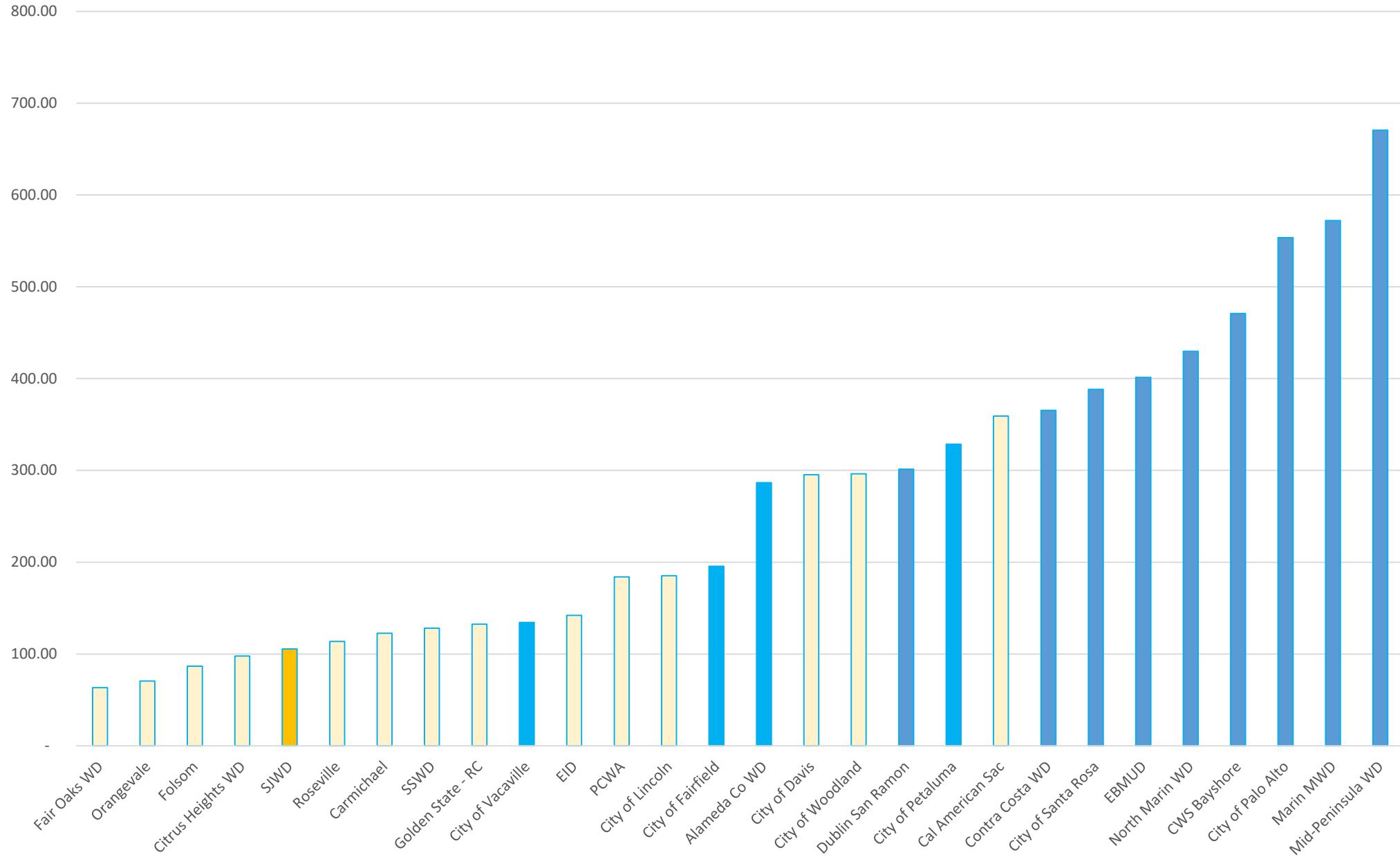
Sorted on 31 ccf/mo bill - SJWD 2018 annual average for SF residential

Agency	Effective date	Monthly charge (1" meter)	Per ccf charge	Per ccf charge	Per ccf charge	Per ccf charge	Other Monthly Charges	Monthly bill @ 20 ccf	Monthly bill @ 31 ccf	Monthly bill @ 40 ccf	Monthly bill @ 55 ccf	Monthly bill @ 80 ccf
Folsom	1/1/2013	15.00	1.08	1.30	1.60			36.60	50.90	62.60	86.60	126.60
Fair Oaks WD	1/1/2019	35.81	0.50					45.81	51.31	55.81	63.31	75.81
Orangevale	1/1/2016	34.19	0.66					47.39	54.65	60.59	70.49	86.99
Citrus Heights WD	1/1/2019	39.09	1.07					60.44	72.18	81.79	97.80	124.48
Roseville	7/1/2019	42.07	1.30					68.07	82.37	94.07	113.57	146.07
SJWD	1/1/2019	54.90	0.92					73.30	83.42	91.70	105.50	128.50
Golden State - RC	7/1/2019	23.93	1.97					63.35	85.03	102.77	132.34	181.61
Carmichael	1/1/2019	41.61	1.47					71.01	87.18	100.41	122.46	159.21
City of Vacaville	1/1/2019	39.65	1.72					74.05	92.97	108.45	134.25	177.25
EID	1/1/2019	45.16	1.50	1.81	2.12			75.74	95.63	111.90	142.15	195.18
SSWD	1/1/2019	9.94	0.94	1.17			56.15	87.19	100.06	110.59	128.14	157.39
City of Lincoln	10/1/2018	54.81	2.37					102.21	128.28	149.61	185.16	244.41
PCWA	1/1/2019	40.97	1.52	1.72	1.84		45.90	119.59	139.83	156.39	183.99	229.99
City of Fairfield	7/1/2019	70.80	2.27					116.20	141.17	161.60	195.65	252.40
City of Woodland	1/1/2019	49.95	3.57	4.30	5.28			127.19	174.49	217.11	296.31	428.31
City of Davis	1/1/2019	19.86	5.01					120.06	175.17	220.26	295.41	420.66
Alameda Co WD	3/1/2019	43.65	4.42					132.03	180.63	220.41	286.69	397.17
City of Petaluma	7/1/2019	22.44	3.95	4.41	5.04	5.96		120.04	185.60	239.24	328.64	477.64
Dublin San Ramon	1/1/2019	38.38	4.78					133.98	186.56	229.58	301.28	420.78
Contra Costa WD	2/1/2019	49.82	4.59				4.22	141.57	192.03	233.32	365.44	585.63
Cal American Sac	3/31/2019	37.10	3.52	4.47	6.59			120.84	195.72	256.98	359.09	529.27
North Marin WD	6/1/2019	34.15	5.42	8.64	15.05			142.55	222.46	300.22	429.82	684.28
EBMUD	7/1/2019	39.62	4.00	5.51	7.27			146.79	226.76	292.19	401.24	582.99
City of Santa Rosa	7/1/2019	29.39	5.71	6.64				155.98	229.02	288.78	388.38	554.38
Marin MWD	7/1/2019	36.45	4.19	7.26	12.25	19.68	8.15	149.89	237.23	347.48	572.10	1,083.78
CWS Bayshore	1/1/2019	39.26	5.88	6.38	8.05			181.52	272.46	346.86	470.87	677.55
City of Palo Alto	7/1/2019	20.25	6.66	10.07				201.19	311.96	402.59	553.64	805.39
Mid-Peninsula WD	7/1/2019	42.00	5.86	8.69	10.60	12.50		233.06	370.56	483.06	670.56	983.06

Monthly Bill at 31 ccf (\$)



Monthly bill @ 55 ccf (\$)



# AGENDA ITEM VIII-2

## DRAFT

### Engineering Committee Meeting Minutes San Juan Water District January 14, 2020 4:00 p.m.

**Committee Members:** Dan Rich, Chair (Absent)  
Ted Costa, Director

**District Staff:** Tony Barela, Operations Manager  
Rob Watson, Engineering Services Manager  
Andrew Pierson, Interim Engineering Services Manager  
Adam Larsen, Interim Field Services Manager  
Teri Grant, Board Secretary/Administrative Assistant

**Topics:** Committee Charter Review (W & R)  
WTP 48-inch Hinkle Bypass Pipeline Cleaning Project (W)  
WTP Thickener Concrete Repair and Coating Project (W)  
Other Engineering Matters  
Public Comment

#### 1. Committee Charter Review (W & R)

This item will be discussed when the full committee is present.

#### 2. WTP 48-inch Hinkle Bypass Pipeline Cleaning Project (W)

Mr. Pierson provided the committee with a staff report which will be attached to the meeting minutes.

The Engineering Committee recommends placing this on the Consent Calendar for the Board to consider awarding a construction contract for the construction of the WTP 48-inch Hinkle Bypass Pipeline Cleaning Project to T&S Construction Co., Inc. for the amount of \$53,988 with a construction contingency of \$5,400 (10%) for an authorized total construction budget of \$59,388.

#### 3. WTP Thickener Concrete Repair and Coating Project (W)

Mr. Pierson provided the committee with a staff report which will be attached to the meeting minutes.

The Engineering Committee recommends placing this on the Consent Calendar for the Board to consider awarding a construction contract for the construction of the WTP Thickener Concrete Repair and Coating Project to Jeffco Painting & Coating, Inc. for the amount of \$330,510 with a construction contingency of \$33,051 (10%) for an authorized total construction budget of \$363,561.

#### 4. Other Engineering Matters

Mr. Barela informed the committee that the Hinkle Liner Replacement Project is moving along smoothly and he plans to give a monthly update.

#### 5. Public Comment

There were no public comments.

The meeting was adjourned at 4:08 p.m.