

**SAN JUAN WATER DISTRICT
BOARD MEETING AGENDA**
January 24, 2018
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 13, 2017 (W & R)
Recommendation: Approve draft minutes
2. Minutes of the Board of Directors Meeting, January 10, 2018 (W & R)
Recommendation: Approve draft minutes
3. Ratification of Action taken under Emergency Situation (R)
Recommendation: Approve contract with Central Valley Engineering & Asphalt, Inc. for the Tomlinson Dr. Grading and Paving Restoration Project in the amount of \$59,000 with a 10% contingency of \$5,900 not to exceed a total of \$64,900
4. 2018 Fees, Charges and Deposits
Information
5. 2018 Committee Assignments
President's appointment of committee assignments

IV. OLD BUSINESS

1. R3/Washington Update (W & R)
Information
2. Strategic Planning (W & R)
Review Draft Strategic Plan
3. Water Transfers (W)
Discuss
4. Water Resources Specialist Job Title & Description (W & R)
Action: *Consider motion to change the title of Water Resources Specialist to Water Resources Manager, change the job description, and change the salary range to \$100,000 - \$124,000*

V. NEW BUSINESS

1. Board Compensation Policy
Discuss and potentially approve amendments
2. RWA March 15 Symposium on Affordable and Accessible Water
Discuss and potentially approve sponsorship
3. SMUD SolarShares Contract (W & R)
Discussion

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. Legal Counsel's Report
 - 4.1 Legal Matters

VII. DIRECTORS' REPORTS

1. SGA
2. RWA
3. ACWA
 - 3.1 Local Government/Federal Affairs/Region 4 - Pam Tobin
 - 3.2 JPIA – Pam Tobin
 - 3.3 Energy Committee - Ted Costa
4. CVP Water Users Association
5. Other Reports, Correspondence, and Comments

VIII. COMMITTEE MEETINGS

1. Public Information – December 15, 2017
2. Water Supply & Reliability – January 9, 2018
3. Engineering Committee – January 16, 2018
4. Finance Committee – January 23, 2018

IX. UPCOMING EVENTS

1. 2018 ACWA DC Conference
February 27 - March 1, 2018
Washington, DC
2. 2018 ACWA Legislative Symposium
March 14, 2018
Sacramento, CA
3. 2018 Cap To Cap – Metro Chamber
April 14-18, 2018
Washington DC

X. ADJOURN

UPCOMING MEETING DATES

February 28, 2018
March 28, 2018

I declare under penalty of perjury that the foregoing agenda for the January 24, 2018 regular meeting of the Board of Directors of San Juan Water District was posted by January 19, 2018, on the outdoor bulletin boards at the District Office Building, 9935 Auburn Folsom Road, Granite Bay, California, and was freely accessible to the public.

Teri Grant, Board Secretary

AGENDA ITEM III-1

DRAFT

SAN JUAN WATER DISTRICT

San Juan Suburban Water District Financing Corporation
Annual Meeting Minutes and
Board of Director's Meeting Minutes
December 13, 2017 – 6:00 p.m.

BOARD OF DIRECTORS

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

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager
Donna Silva	Director of Finance
Tony Barela	Operations Manager
Rob Watson	Engineering Services Manager
Greg Zlotnick	Water Resources Specialist
Teri Grant	Board Secretary/Administrative Assistant
Joshua Horowitz	Legal Counsel

OTHER ATTENDEES

Tom Gray	Fair Oaks Water District
Misha Sarkovich	Fair Oaks Water District
Kim Silvers	Silvers HR, LLC

FINANCING CORPORATION AGENDA ITEMS

- I. Call to Order
- II. Public Comment
- III. Action Items
- IV. Future Meeting Date
- V. Adjourn

SAN JUAN SUBURBAN WATER DISTRICT FINANCING CORPORATION MINUTES

I. CALL TO ORDER

President Miller called the meeting of the San Juan Suburban Water District Financing Corporation to order at 6:00 p.m.

The annual meeting of the Board of Directors of the San Juan Suburban Water District Financing Corporation was duly noticed as provided by law to be held at 6:00 p.m. on December 13, 2017, at the office of the San Juan Water District, 9935 Auburn Folsom Road, Granite Bay, California.

II. PUBLIC COMMENT

There were no public comments.

III. ACTION ITEMS

1. Approve minutes of San Juan Suburban Water District Financing Corporation Meeting of December 14, 2016

Director Costa moved to approve the minutes of the San Juan Suburban Water District Financing Corporation Meeting of December 14, 2016. Director Tobin seconded the motion and it carried with 4 Aye votes and with Director Hanneman abstaining from the vote.

In response to Director Costa's question, the Board Secretary confirmed that the meeting minutes of the San Juan Suburban Water District Financing Corporation are complete and kept in the board meeting minute book which is located in her office.

2. Other Business

There were no other matters discussed.

IV. FUTURE MEETING DATE

The Board did not discuss the next meeting date.

V. ADJOURN

There being no further business to come before the Financing Corporation, the meeting was adjourned at 6:03 p.m.

MARTIN HANNEMAN, President
Board of Directors
San Juan Water District

ATTEST:

TERI GRANT, Board Secretary

SAN JUAN WATER DISTRICT

San Juan Suburban Water District Financing Corporation
Annual Meeting Minutes and
Board of Director's Meeting Minutes
December 13, 2017 – 6:00 p.m.

BOARD OF DIRECTORS

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

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager
Donna Silva	Director of Finance
Tony Barela	Operations Manager
Rob Watson	Engineering Services Manager
Greg Zlotnick	Water Resources Specialist
Teri Grant	Board Secretary/Administrative Assistant
Joshua Horowitz	Legal Counsel

OTHER ATTENDEES

Tom Gray	Fair Oaks Water District
Misha Sarkovich	Fair Oaks Water District
Kim Silvers	Silvers HR, LLC

BOARD AGENDA ITEMS

- VI. Public Forum**
- VII. Consent Calendar**
- VIII. Old Business**
- IX. New Business**
- X. Information Items**
- XI. Directors' Reports**
- XII. Committee Meetings**
- XIII. Upcoming Events**
- XIV. Adjourn**

SAN JUAN WATER DISTRICT MINUTES

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

I. PUBLIC FORUM

There were no public comments.

II. CONSENT CALENDAR

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

1. Minutes of the Board of Directors Meeting, November 8, 2017 (W & R)

Recommendation: Approve draft minutes

2. Water Resources Specialist Job Title & Description (W & R)

Recommendation: Change the title of Water Resources Specialist to Water Resources Manager, change the job description, and change the salary range to \$100,000 - \$124,000

At the request of Mr. Helliker, President Miller removed Consent Calendar item 2 and moved it to New Business item 4.

Director Hanneman moved to approve Consent Calendar Item 1. Vice President Rich seconded the motion and it carried with 5 Aye votes.

III. NEW BUSINESS

1. Pension Update (W & R)

Ms. Silva provided the Board with a brief update on pensions. A copy of the presentation will be attached to the meeting minutes. She reviewed the unfunded liability over time, salary increases over time and discussed issues regarding exiting the PERS system. She explained that the unfunded liability is calculated based on the cumulative sum of investment gains or losses, non-asset gains or losses, assumption changes on mortality rates, changes to the discount rate, interest charged to the District on the unfunded liability, less payments made by the District.

Ms. Silva explained that the District's unfunded liability as of June 30, 2017 is \$5,180,388; however, this amount does not take into consideration the 2016/17 investment gain, non-asset gain or loss, and the increase that will be coming from the next lowering of the discount rate to 7.25%. She commented that with the CalPERS investment portfolio earning an 11.2% return last year that she expects the unfunded liability to be reduced.

Ms. Silva informed the Board that the average salary increase from FY 2012-13 to FY 2016-17 ranged from 2.36% to 5.35%. In addition, she explained that the average salary increases fell within the CalPERS assumptions and therefore did not contribute to increasing the unfunded liability.

Ms. Silva informed the Board that leaving the CalPERS pension system would be very costly to the District, since approximately \$69 million would have to be paid to CalPERS, according to CalPERS. She explained that CalPERS recalculates the District's liability based on earning 1.5-2% interest on the District's plan assets. In addition, it would be difficult to find equivalent plans at affordable cost and a defined contribution (401k) would be difficult to claim as an equivalent plan.

2. Water Supply Agreements (W)

Mr. Helliker informed the Board that he has spoken with Citrus Heights Water District and Fair Oaks Water District regarding the water supply agreements. He provided the Board with a staff report which will be attached to the meeting minutes. He reported that he was asked by FOWD to form an Ad Hoc Committee to discuss modifications to the wholesale water supply contracts and he would like the Board to consider creating this Ad Hoc Committee. In addition, the committee could be tasked with discussing reimbursement for groundwater supplies. He commented that FOWD would like to discuss the concepts of the modification that they would like to pursue before specific language is drafted in a contract, such as a take or pay contract.

Mr. Misha Sarkovich, FOWD Director, addressed the Board and explained that in June his board met and discussed requesting that a 2x2 ad hoc committee be formed therefore a letter was sent to SJWD. A copy of the letter and the District's response letter was included as an attachment to the staff report. He requested that the Board create an ad hoc committee to discuss the contract principles. He expressed concern regarding the wholesale rate increases and the rate structure, then stated that the surface water charge, at approximately \$220 per acre foot, was not competitive with FOWD's groundwater costs of \$130 per acre foot. He is requesting a take or pay contract similar to the SSWD contract and not just a revision of the existing contract.

The Board discussed the request and asked that Mr. Sarkovich provide a draft take or pay contract for the Board to review. In response to Director Tobin's question, Mr. Helliker informed the Board that Citrus Heights Water District is working on draft language for contract changes, including defining groundwater use. Mr. Sarkovich agreed to provide the Board and General Manager a new draft water supply contract. President Miller deferred forming an ad hoc committee to the incoming 2018 SJWD Board President.

Mr. Sarkovich commented that in a new agreement SJWD would not have the ability to charge FOWD for a Phase II on the FO-40 pipeline. He informed the Board that FOWD does not utilize the FO-40 pipeline and relies on the CTP for surface water needs. He commented that FOWD was charged 92% based on capacity for the rehabilitation of the FO-40 pipeline and now they are not even using it.

President Miller reiterated that Mr. Sarkovich will provide the District with FOWD's proposal for a new contract for water delivery from SJWD and SJWD will review it and respond to the request.

Vice President Rich commented that he would like to see the groundwater reimbursement defined as well. Mr. Sarkovich would like to see that as a separate agreement. Mr. Helliker agreed that the groundwater issue could be completed and brought back to the Board for review in February. In addition, the FOWD proposed take or pay contract will be reviewed once it is received from FOWD, which Mr. Sarkovich stated will be started on in January.

3. Water Use Prohibition Regulations (R)

Mr. Helliker provided the Board with a staff report which will be attached to the meeting minutes. He explained that the State Water Resources Control Board issued a notice of proposed rulemaking which includes a list of water use prohibitions. The Board expressed concern that the Water Board would try to make the District enforce the prohibitions. He explained that the District already includes some of the prohibitions in the water conservation stages. He explained that the prohibitions are directed at the end-user and that the Water Board does not have the authority to enforce the prohibitions; however, the Water Board is asking for such authority in the conservation legislation that is pending (AB 1668/SB 606) and the District will oppose that legislation.

4. Water Resources Specialist Job Title & Description (W & R)

Mr. Helliker provided the Board with a staff report which will be attached to the meeting minutes. He explained that the position has gone through a couple of changes and he would like to revise the job description and title in order to accurately reflect the duties which are being completed by the employee at this time. Mr. Helliker explained that the position covers regional collaboration, representation at high-profile meetings, provides operations improvements, brought the water regulations reporting up to date, manages the water resource planning, and is responsible for managing the grant program and legislative program for the District. In addition, the salary range should be compared to a program manager level and changed appropriately. He reported that the Personnel Committee reviewed and recommends the changes to the job title, job description and salary range.

Vice President Rich moved to change the job title of Water Resources Specialist to Water Resources Manager, change the job description, and change the salary range to \$100,000 - \$124,000. President Miller seconded the motion.

The Board discussed the motion and would like to review this further at a Board Workshop in January. Director Tobin would like more information on how this effects OPEB and retirement. Director Hanneman would like to see how the position overlaps or precludes the District from having an Assistant General Manager.

President Miller withdrew the second and the motion failed.

IV. INFORMATION ITEMS

1. GENERAL MANAGER'S REPORT

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

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

1.2 Miscellaneous District Issues and Correspondence

Mr. Helliker reported that the Sacramento Valley water districts prepared an *Outline for Talking Points re SWRCB Bay-Delta Process* regarding the unimpaired flows proposal from the State Water Board. A copy of the document will be attached to the meeting minutes.

Mr. Helliker reported that a Water Forum letter is also going out regarding the supplemental environmental document proposal from the State Water Board. The letter focuses on the American River issues and the modified flow management standard as an alternative. He will forward the letter to the Board as soon as it is finalized.

Mr. Helliker informed the Board that the hearings for the next phase of the Waterfix will start up in January. The materials were submitted on November 29th for the hearings.

Mr. Helliker provided the Board with a handout regarding a summary of requested amendments to AB 1668/SB 606. A copy of the document will be attached to the meeting minutes. A couple of the issues are the outdoor water use standard and developing the budget data for each individual household.

Mr. Helliker reported that staff is working with Legal Counsel to put together a plan for water transfers. This will be discussed at the January Board meeting. In addition, he mentioned that staff is working with RWA to get the aquifer storage and recovery program going, which will require an environmental document and acknowledgement of the groundwater bank by the Bureau of Reclamation.

Mr. Helliker informed the Board that Mr. Greg Zlotnick and Mr. Josh Horowitz have been participating in meetings with DWR regarding water transfers. Mr. Horowitz reported that DWR's Legal Counsel is not willing to discuss the legal issues involved in transfers. The legal opinion which DWR's Legal Counsel was going to provide at their December meeting was not prepared and, therefore, the meeting was cancelled. DWR's Legal Counsel agreed to provide the legal opinion in January. Mr. Horowitz reported that the State Water Board's Legal Counsel agrees with San Juan's and EID's legal position on conserved water transfers. Mr. Horowitz

informed the Board that they will wait until the January meeting before taking further actions. Mr. Helliker reported that they are working with Tully & Young and El Dorado Irrigation District to define the mechanism for determining the amount of water available for transfers. In response to Director Costa's comments, Mr. Helliker informed the Board that a detailed report will be sent to the Board for their review at the January Board meeting regarding water transfers.

Mr. Helliker reported that there has been discussion of placing water taxes and public goods charges for infrastructure charges into the California Water Plan. Funds would be collected then distributed back to water agencies throughout the state for various infrastructure needs.

Mr. Helliker reported that the Public Information Committee is meeting December 15, 2017, and will be discussing the wholesale communications plan and a customer satisfaction survey. In addition, the Engineering Committee will be meeting in January to review the Facilities Plan, and then the Finance Committee will also review the information. He explained that the plan covers the entire district facilities including compliance with the Americans Disabilities Act, and electric and HVAC requirements. He also informed the Board that the Water Supply & Reliability Committee will be meeting in January to review the water transfers information prior to the Board meeting.

2. DIRECTOR OF FINANCE'S REPORT

2.1 Miscellaneous District Issues and Correspondence

Ms. Silva reminded the Board that Vice President Rich had inquired if a nexus study was ever completed on the Capital Facility Fees. She explained that she found that the District did complete a study which was included in the September 5, 2006, Retail Financial Plan & Water Rate Study and the August 20, 2007, Wholesale Financial Plan & Water Rate Study. She informed the Board that she will add an update to that study for the next financial plan.

Mr. Greg Zlotnick informed the Board that he attended a webinar on WIFIA (Water Infrastructure Finance and Innovation Act) and provided the Board with a handout which will be attached to the meeting minutes. He explained that the program runs annually and for 2017 there was a \$25 million appropriation fund which resulted in the possibility of \$2.3 billion in loans. The appropriation for 2018 has not been set yet, but it is expected to be the same amount. He believes that the announcement for letters of interest will come out in January with an April deadline for application submissions.

Mr. Zlotnick informed the Board that there is a two and a half year timeframe for the loan process and projects receiving a WIFIA loan must comply with all relevant federal laws and regulations. He explained that there is a \$100,000 application fee which is not due until the project is

invited to apply for the funding. In addition, there are other fees such as a \$250,000-\$500,000 credit processing fee which is assessed at financial close to reimburse the EPA for the cost of hiring engineering, financial, and legal experts. Ms. Silva commented that at a lower level interest rate, the financing costs associated with a WIFIA loan would be less than the financing costs on a typical revenue bond. She also mentioned that a WIFIA loan would only cover up to 49% of the funding for the project.

Ms. Silva informed the Board that staff is also looking at SRF (State Revolving Fund) Program financing as well. She explained that staff is just starting to look at all the options available for funding the future Hinkle Reservoir project.

3. OPERATION MANAGER'S REPORT

3.1 Miscellaneous District Issues and Correspondence

Mr. Barela informed the Board that Sacramento Suburban Water District discovered a leak on the 48" pipeline at C Bar C and Oak Avenue on December 9th. He explained that SSWD was unable to close their valve so District staff closed the CTP valve which serves SSWD's pipeline at that location. He explained that SSWD will be repairing their leak and their valve which will take approximately two months. Mr. Helliker commented that SSWD assured him that they will still be taking delivery of their full PCWA water supply.

4. LEGAL COUNSEL'S REPORT

4.1 Legal Matters

No report.

V. DIRECTORS' REPORTS

1. SGA

Director Tobin reported that SGA meets December 14, 2017.

2. RWA

Director Tobin reported that RWA Executive Committee met on December 6, 2017. She informed the Board that the Executive Committee will recommend acceptance of the financial audit report to the RWA Board. In addition, there was a strategic plan update and the 2018 board meeting schedule was reviewed. She informed the Board that the Executive Committee elections will be held in January.

3. ACWA

3.1 Local/Federal Government/Region 4 - Pam Tobin

Director Tobin provided written reports which will be attached to the meeting minutes. She reported that the Local Government Committee was provided an update on SCA 4 Hertzberg Issue, SB 623

Disadvantaged Communities Water Subsidy Tax, Little Hoover Special District Study and the 13 legislative bills that the committee is following.

Director Tobin reported that Federal Affairs Committee received an update from Tim Quinn on the Delta, Storage, and Groundwater Initiative, and an update from Cindy Tuck on state legislative issues. More information was included in Director Tobin's written report.

Director Tobin reported that she attended the November 17th ACWA Board meeting. She provided a written report which will be attached to the meeting minutes.

3.2 JPIA - Pam Tobin

Director Tobin informed the Board that she attended the JPIA meeting. She provided a written report which will be attached to the meeting minutes. She reported that they discussed membership numbers, the Actuary Reports, the Operating Budget, and the Pooled Programs. In addition, she reported that San Juan Water District received the President's Special Recognition Award for Liability, Property, and Workers' Compensation Programs. She reported that SJWD employee, Kendall Smith, received the H.R. LaBounty Safety Award.

3.3 Energy Committee - Ted Costa

Director Costa reported that the Energy Committee met at the ACWA Fall Conference. He informed the Board that there is new technology being used when banking water. He explained that if there is enough distance from the top of the ground and where the water level is, then turbines can be installed to generate energy from the water flows.

4. CVP WATER USERS ASSOCIATION

No report.

5. OTHER REPORTS, CORRESPONDENCE AND COMMENTS

5.1 2018 Board Officers

President Miller opened the floor for nominations for President and Vice President.

President Miller moved to elect Vice President Dan Rich for President. There was no second and the motion failed.

President Miller opened the floor for any other nominations.

President Miller opened the floor for nominations for Vice President.

In response to Vice President Rich's inquiry, Mr. Horowitz explained that the 2017 officers would remain in office until the Board takes action to replace the 2017 officers.

Director Costa moved to elect Director Marty Hanneman for President and Director Dan Rich for Vice President. Director Tobin seconded the motion.

Director Tobin commented that she feels that having Director Hanneman serve as President this year is a good idea since the Board has been divided and this will help unify the Board.

President Miller commented that the process that the Board has used over the past 30 years which covers the succession of Vice President to President and rotation of officers would no longer be applicable since this action would change that process. He commented that the current Vice President is fully capable to fulfill the President duties, and he feels this is a disservice to him and to the constituents that he represents.

In response to President Miller's question regarding the division of the Board, Director Tobin explained that the Board has been divided on the process of the hiring of the General Manager and the newly appointed Board member.

The motion carried with 4 Aye votes (Costa, Hanneman, Rich, Tobin) and President Miller abstained.

Vice President Rich commended President Miller for his year as Board President which included numerous changes which occurred under his direction.

5.2 2018 Board Meeting Schedule

Mr. Helliker provided the Board with a 2018 SJWD Meeting Calendar which will be attached to the meeting minutes. He reminded the Board that they voted to hold one meeting per month on the 4th Wednesday of each month. In addition, he mentioned that the November and December meetings would be held on the second Wednesday of the month in order to not conflict with the holidays.

Mr. Horowitz informed the Board that a resolution will need to be adopted in order to adjust the meeting schedule and amend the Board Rules. This will be placed on the January Board meeting.

Director Costa moved to cancel the January 10, 2018 Board meeting. Director Tobin seconded the motion and it carried unanimously.

VI. COMMITTEE MEETINGS

1. Personnel Committee – November 17, 2017

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

2. Finance Committee – December 11, 2017

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

VII. UPCOMING EVENTS

1. 2018 ACWA DC Conference

February 27 - March 1, 2018
Washington, DC

2. 2018 ACWA Legislative Symposium

March 14, 2018
Sacramento, CA

3. 2018 Cap To Cap – Metro Chamber

April 14-18, 2018
Washington DC

President Miller called for Closed Session at 8:23 pm.

CLOSED SESSION

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

President Miller returned to Open Session at 8:48 pm.

OPEN SESSION

There was no reported action during Closed Session.

VIII. ADJOURN

The meeting was adjourned at 8:48 p.m.

ATTEST:

MARTIN HANNEMAN, President
Board of Directors
San Juan Water District

TERI GRANT, Board Secretary

AGENDA ITEM III-2

DRAFT

SAN JUAN WATER DISTRICT

Board of Director's Meeting Minutes
January 10, 2018 – 6:00 p.m.

BOARD OF DIRECTORS

Marty Hanneman	President
Dan Rich	Vice President
Ted Costa	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
Teri Grant	Board Secretary/Administrative Assistant
Rob Watson	Engineering Services Manager
Greg Zlotnick	Water Resources Specialist

OTHER ATTENDEES

Ken Payne	Auburn Dam Council
Gary Estes	Protect American River Canyons (PARC)

AGENDA ITEMS

- I. **Public Forum**
- II. **Consent Calendar**
- III. **New Business**
- IV. **Old Business**
- V. **Adjourn**

President Hanneman called the meeting to order at 6:00 p.m. He requested that the Board Secretary take a roll call of the Board. The following directors were present: Ted Costa, Marty Hanneman, Ken Miller, Dan Rich and Pam Tobin.

I. **PUBLIC FORUM**

Mr. Ken Payne with the Auburn Dam Council addressed the Board to present new information since his last presentation to the Board. He referenced three documents –*The American River Common Features General Reevaluation Report* from the Army Corp of Engineers, the draft application to the California Water Commission for the Water Storage Investment Program which he said was not submitted and is used as a concept paper, and a draft Joint Powers Agreement for Auburn Dam Authority. A copy of the draft application and draft JPA will be attached to the meeting minutes. He offered to return to a Board meeting to discuss the JPA as an agenda item on a future Board meeting.

Mr. Gary Estes with Protect American River Canyons (PARC) addressed the Board and provided resolutions from the City of Auburn, the Auburn Area Recreation and Park District, the Auburn Chamber of Commerce, and the Placer County Board of Supervisors which express their support for preserving the Auburn Area Recreation Area as a river-based recreation area. A copy of the resolutions will be attached to the meeting minutes. He requested that the Board review both sides of the Auburn Dam issue before they make any decision.

II. CONSENT CALENDAR

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

1. Board Meeting Schedule Change

Recommendation: Adopt Resolution 18-01 changing the dates for its regular meetings and approving a conforming amendment to the Board Rules

Director Tobin moved to approve the Consent Calendar. Director Rich seconded the motion and it carried unanimously.

In response to Director Miller's question, Mr. Helliker informed the Board that staff prefers the 4th Wednesday of the month for the monthly meeting so that the General Manager's report and financial information can be compiled. In addition, Mr. Helliker informed the Board that a special meeting could be scheduled when needed.

III. NEW BUSINESS

1. RWA Executive Committee Election and Chair/Vice Chair Election

Mr. Helliker informed the Board that the election of the 2018 RWA Executive Committee and RWA Board of Director officers will be conducted on January 11, 2018. He explained that the Executive Committee will be elected then, from that nine member committee, the Chair and Vice Chair for the RWA Board of Directors will be elected.

IV. OLD BUSINESS

1. District Staffing (W & R)

President Hanneman informed the Board that he has heard different points of view on District's need for an Assistant General Manager (AGM); therefore, he is looking to see how the District is structured and receive feedback from the Board regarding the position. The Board Secretary provided the Board with a copy of the current District Organization Chart.

Mr. Helliker reviewed the staff report which was provided in the Board packet and which will be attached to the meeting minutes. He reviewed the history of staffing over the last couple of years. In addition, he reviewed the duties that the AGM position covered and explained how those duties are covered currently. He informed the Board that all the duties of the AGM position are being fulfilled.

Mr. Helliker informed the Board that the executive management team is taking on more responsibilities which is giving them opportunities to function at a higher level. He explained that he plans to give ample notice when he retires in order to have a transition period similar to the recent transition at Sacramento Suburban Water District. He plans to update the succession plan for the critical positions.

President Hanneman opened the floor for discussion. The Board provided their comments regarding the AGM position. Directors Rich, Miller and Costa voiced support in not filling the position. Director Miller commented that the General Manager should be the one to request that the position be filled when needed. Director Tobin voiced concern regarding the amount of work required of the General Manager and the Water Resources Specialist in the absence of the AGM position.

In response to Director Costa's comments, Mr. Barela explained that the Water Treatment Operator position was put into place to cover shortages and to eliminate the "excessive" overtime which it has. Mr. Helliker informed the Board that there were extensive discussions with SSWD to collaborate on the Safety & Regulatory position. In addition, once the Safety & Regulatory position is in place and has established a safety program for the District, then Mr. Barela can evaluate the opportunity to offer other agencies support in their safety programs. Mr. Helliker informed the Board that the management team will be evaluating the District's staffing needs and will bring more information to the Board once that is complete.

Mr. Helliker reviewed the management action list which was compiled by the previous AGM and updated by Mr. Helliker. He informed the Board that a number of the items were completed and the items marked in red are still pending and being worked on. A copy of the list will be attached to the meeting minutes. He stated there are five topic areas – Staffing, Policies & Ordinances, Water Transfers, Wholesale Water Supply Agreements, and the Facilities Plan. He explained that once the Strategic Plan is in place, then an operations plan will be developed for FY 2018-19. Additional items will be placed in the operations plan which are not in the management action list such as the performance metrics for the strategic plan, the meter replacement strategy, the water quality control plan, and the software upgrade for customer service billing.

Director Costa commented that the Board Secretary should be working with the Board President when compiling the agenda and should be reporting to the Board when fulfilling the Board Secretary duties. Mr. Helliker commented that the Board Rules state that any Board member can ask for an item to be placed

on the agenda and that the General Manager adds items that staff are preparing. Mr. Helliker suggested that the Board review the Board policy on agenda preparation and then determine if any changes need to be made. Director Tobin voiced concern that the minutes have changed over the last several months to a more narrative format and that the Board Secretary should report to the Board President not to the General Manager on matters of the Board. President Hanneman will work with the General Manager and the Board Secretary to review SJWD's ordinances and address Board comments.

Director Costa commented that a good HR employee would pay for their own position and suggested that when the General Manager evaluates staffing for the HR duties that he take this into consideration. President Hanneman referred the topic to the Personnel Committee. Mr. Helliker will bring the topic to the Personnel Committee once the evaluation is complete.

President Hanneman doesn't hear any need to spend \$250,000 for the AGM position and will revisit the topic if the General Manager so requests. In addition, he commented that he would like more information provided to the Board on succession planning.

V. ADJOURN

The meeting was adjourned at 7:25 p.m.

ATTEST:

MARTIN HANNEMAN, President
Board of Directors
San Juan Water District

TERI GRANT, Board Secretary

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

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: January 24, 2018
Subject: Emergency Project – Tomlinson Drive Hydrant and Roadway Repairs

RECOMMENDED ACTION

Ratify the expenditures associated with the Tomlinson Drive roadway restoration emergency project.

BACKGROUND

On December 24, 2017, a hydrant was hit by a vehicle on the SE corner of Tomlinson Drive and North Falls Drive. This accident resulted in a release of significant quantities of water which in turn lifted the pavement for approximately 320-LF of the 32-LF wide roadway; a substantial amount of roadway damage occurred. Beyond the hydrant piping damage, only street paving and sidewalk damage occurred. To date, there have not been any claims received from the residential properties in the area.

Field Operations personnel initially responded to the incident to ensure the proper shutdown of the hydrant, establish safety with respect to the damaged water facilities, and safeguard water service to our customers. SJWD's on-call contractor was then quickly tasked with repairing the damaged hydrant and associated underground piping. That piping and hydrant repair work was completed on a fast-track schedule. Only short outages of water service occurred during this event, and water service is now restored.

SJWD Operations and Engineering personnel subsequently worked with the City of Folsom personnel towards restoring the street and sidewalk damage. There was an urgent need to restore the paving and sidewalk before the rain caused additional damage, and to ensure public safety. For these reasons, staff found it necessary to contract with a paving contractor to repair the damaged subgrade below the pavement and to remove and replace the roadway paved surface. Staff obtained quotes from qualified contractors, and it was determined that the amount for the paving work was expected to exceed the General Manager's \$50,000 purchasing authority. Therefore, this paving contract work needed to be completed under the emergency procurement process.

In accordance with the Purchasing Policy, the General Manager contacted two Board Members to inform them of the emergency purchase need, and to obtain their consent prior to proceeding with authorizing expenses over the \$50,000 normal public works maximum purchasing authority.

FINANCIAL CONSIDERATIONS

It is Staff's intent to fully recover the costs associated with this restoration work through the insurance claim process.

STAFF REPORT

To: Board of Directors
From: Lisa Brown, Customer Service Manager
Date: January 24, 2018
Subject: 2018 Fees, Charges and Deposits

RECOMMENDED ACTION

This report is for information only.

BACKGROUND

On January 25, 2017, the Board approved Resolution 17-02 that authorized the General Manager to update the Schedule of Fees, Charges and Deposits (Schedule) at least annually to reflect actual costs including fully burdened labor costs. Fees and charges not based on labor may be adjusted using actual costs, if known, or the most recent November Consumer Price Index for Western Cities. The Resolution also stated that each January staff will provide the Board the updated Schedule as an informational item.

The Schedule has been updated for 2018 using fully burdened labor costs for 2018, actual equipment costs based on recent invoices and, when actual costs were not available, the November Consumer Price Index of 3.1%.

The Capital Facilities Fees became effective January 1, 2018, and have been provided to the Wholesale agencies for use. The remaining Schedule will become effective February 1, 2018.

CAPITAL FACILITIES FEES EFFECTIVE 1/1/2018

The capital facilities fees for a connection to the District water distribution system shall be determined in accordance with the following table and shall be adjusted annually based on the specified U.S. Bureau of Labor Statistics Consumer Price Index. The capital facilities fee will be charged for all new connections to the District water distribution system.

Meter Size	Retail	Wholesale	Combined
	Capital Facilities Fee	Capital Facilities Fee	Capital Facilities Fee
3/4-inch	\$ 15,726	\$ 412	\$ 16,138
Up to 1-inch	\$ 15,726	\$ 686	\$ 16,412
1 1/2-inch	\$ 31,452	\$ 1,374	\$ 32,826
2-inch	\$ 50,323	\$ 2,197	\$ 52,520
3-inch	\$ 100,648	\$ 4,392	\$ 105,040
4-inch	\$ 156,191	\$ 6,865	\$ 163,056
6-inch	\$ 314,525	\$ 17,160	\$ 331,685
8-inch	\$ 566,157	\$ 24,712	\$ 590,869
10-inch	\$ 912,141	\$ 39,813	\$ 951,954
12-inch	\$ 1,352,485	\$ 59,034	\$ 1,411,519

Alternative Retail Capital Facilities Fees
Capital Facilities Fee \$ 12,687/AF

The alternative retail capital facilities fee applies to only those customers who were allowed to pay capital facilities fees in 0.25 acre increments and entered into an Acreage Agreement. The rate assumes 3 acre feet per year per acre which is typical residential water consumption.

FEES, CHARGES, AND DEPOSITS EFFECTIVE 2/01/18

INSPECTION FEE

A \$590 inspection fee will be charged for each new residential connection or commercial connection requiring a one-inch meter, including the cost for the one-inch radio-read meter. Connections requiring a meter larger than one-inch will be charged a \$210 inspection fee, with the customer providing their own meter per District specifications.

RE-INSPECTION FEE

For new residential or commercial connections that require more than two standard inspections, an \$85 re-inspection fee will be charged for each additional inspection.

LATE FEE

A late fee of \$20 is added to accounts upon creation of a 48-hour door hanger notification of impending shut off for non-payment of water bill or other unpaid charges or fees associated with customer's property. When a door hanger cannot be delivered, a late fee will be added to accounts upon contact with the customer by phone or mail.

DISCONNECTION FEE

A disconnection fee of \$65 will be added to accounts where personnel has been dispatched to disconnect service or where service has been shut off, whether for non-payment of water bill or on customer request that service be discontinued.

AFTER-HOURS RECONNECTION FEE

A reconnection fee of \$195 will be added to accounts where service has been shut off, whether for non-payment of water bill or on customer request that service be discontinued, when reconnection is made after normal business hours.

RETURNED CHECK FEE

The returned check fee is \$35.00.

UNAUTHORIZED CONNECTION FEE

An unauthorized connection fee of \$250.00 will be charged for each unauthorized connection to a private or District pipeline or water system ancillary. If water facilities are damaged, the violator and/or property owner will be charged time and materials for the cost of repair.

LOCK REPLACEMENT FEE

A lock replacement fee of \$21 will be added to an account if an installed meter or service lock is damaged or removed.

METER SERVICE BOX CLEARING FEE

A charge of \$60 per hour (with a \$60 minimum fee) shall be charged to a customer's water account when the District must clear a customer's water meter service box of landscape material and/or debris if work had not been completed by the customer within a specified time period.

CHANGE OF SERVICE GRADE FEE

A change of service grade fee will be on a time and material basis. The District will provide the customer with an estimate of the total costs. The customer must provide a deposit in the amount of the estimate for the work to be performed on a time and material basis prior to any work being performed.

CHANGE OF SERVICE SIZE FEE

In addition to capital facilities and other fees that may be due, a change of service size, if approved, will be on a time and material basis. The District will provide the customer with an estimate of the total costs. The customer must pay any additional capital facilities fees plus provide a deposit in the amount of the estimate for the work to be performed on a time and material basis prior to any work being performed.

RELOCATE SERVICE FEE

The fee to relocate a service will be on a time and material basis. The District will provide the customer with an estimate of the total costs. The customer must provide a deposit in the amount of the estimate for the work to be performed on a time and material basis prior to any work being performed.

TAPPING FEE

The fee for a new tap will be on a time and material basis. The District will provide the customer with an estimate of the total costs. The customer must provide a deposit in the amount of the estimate for the work to be performed on a time and material basis prior to any work being performed.

METER TESTING FEE

Upon Customer request to test their meter, the customer must provide a deposit in the amount of \$160 to cover the cost of testing their meter. The deposit will be returned if the meter is found to register more than three percent error.

HYDRANT METER PERMIT AND RENTAL FEE

The fee for hydrant meter rental is \$5.00 per day. The hydrant permit fee is \$70 with water use billed at the current commercial metered consumption rate.

HYDRANT METER DEPOSIT

The deposit for a standard-sized hydrant meter with backflow prevention assembly is \$2,020.00 with the amount refunded according to Section 12000.03.2.E. The District will determine if special circumstances warrant the use of a smaller meter. The deposit for less than 2-inch hydrant meter with connector is \$1,220.00, with the amount refunded according to Section 12000.03.2.E.

CONSTRUCTION WATER - UNMETERED

Unmetered construction water will be charged a \$70 permit fee, with water use billed at the current commercial metered consumption rate, with a minimum charge of \$25.

To obtain a truckload permit, customers shall apply at the District office and pay a deposit based upon the expected duration of the job:

Duration	Deposit
1-2 weeks	\$150.00
3-4 weeks	\$250.00
5-6 weeks	\$500.00

WATER CONSERVATION PROGRESSIVE RECONNECT FEE

The water conservation reconnect fee shall be progressive by violation (failure to correct or eliminate water waste condition) as follows:

1 st Reconnect Fee	-	\$ 80.00
2 nd Reconnect Fee	-	\$160.00
3 rd Reconnect Fee	-	\$320.00
4 th Reconnect Fee	-	\$650.00

CROSS CONNECTION RETESTING FEE

There is no charge for initial cross connection testing performed during normal business hours. When a testing is required to be conducted after hours, a fee of \$225 will be added to the customer's account. A cross connection retesting fee of \$85 will be added to the customer's account where retesting is required during normal working hours due to a failed test.

DOCUMENT COPYING FEE

The fee for copies of documents shall be \$0.25 per page payable in advance.

ENGINEERING SERVICES FEES, CHARGES, AND DEPOSITS

The following fees and charges are for use when a fixed-rate or fee-based-rate is applicable to a given project. For non-fixed-rate (typically larger) projects the District may instead calculate specific project-related fees and charges in lieu of the following. The District reserves the right to review and modify the applicability and reasonableness of fees and charges.

FLOW/PRESSURE ANALYSIS FEE (NOTE 1)

A minimum flow and pressure analysis fee of \$450 (per each analysis) will be charged when receiving a request from a customer, developer, designer, engineering firm, or other interested party, asking for the available flow and/or pressure at a given location within the District's Retail Service Area distribution system. This fee recovers the cost of labor and materials associated with performing such tasks as system operational and as-built document and facilities research, hydraulic calculations, hydraulic modeling, and preparing summary letters and reports.

HYDRANT FLOW TEST FEE (NOTE 1)

A minimum hydrant flow test fee of \$545 (per hydrant, per test) will be charged when receiving a request from a customer, developer, designer, engineering firm, or other interested party, asking for the available flow at a given existing hydrant location within the District's distribution system. Hydrant flow testing may be performed as an option when modeling or other analysis methods are not available. This fee includes the preparation of a summary report to be provided to the requestor or a third party.

PLAN REVIEW MINIMUM FEE

A minimum plan review fee of \$440 will be charged for minimum plan review services associated with reviewing a relatively simple set of plans for conformance with the District's Design and Construction Standards and Specifications. Examples of the relatively simple types of design documents associated with this minimum fee are single residential construction, plumbing or landscaping plans. Other relatively simple types of documents that can qualify for this minimum fee will be established by the Engineering Services Manager on a case-by-case basis.

CONSTRUCTION INSPECTION MINIMUM FEE

A minimum construction inspection fee of \$365 will be charged for minimum period of construction inspection time associated with a relatively simple construction project. Examples of the relatively simple types of inspection occurrences associated with this minimum fee can include simple single service tap installations and single small fire service tap installations. Other relatively simple types of inspections that can qualify for this minimum fee will be established by the Engineering Services Manager on a case-by-case basis.

HYDROSTATIC TESTING FEE

A minimum hydrostatic testing fee of \$190 (per test) will be charged for services associated with the District's Construction Inspector, Field Operations personnel, other qualified District representative traveling to the project location to observe pressure gauges and other test equipment for conformance with the specific pressure testing requirements for the project. This fee does not include provision of any pumping and filling equipment, gauges, testing equipment or other materials or labor; this fee only includes the District's staff time associated with observation of a singular hydrostatic test and preparation of a test observation report for the project file and as needed for project approval.

BACTERIOLOGICAL TESTING FEE (NOTE 2)

A minimum bacteriological testing fee of \$230 (per test) will be charged for services associated with the District's Construction Inspector, Field Operations personnel, or other qualified District representative traveling to the project location to gather/collect a representative sample of the water contained within a pipeline or service line for the project and transport that sample to the laboratory for testing. This fee does not include provision of any sampling port/tap, testing equipment or other materials or labor; only the provision of the sample bottle, and the District's staff time associated with travel and sample collection, sample transport, laboratory analysis, and preparation of a test results report for the project file and as needed for project approval.

DEVELOPMENT PROJECT PLAN REVIEW MINIMUM DEPOSIT

When a minimum fee amount will not fully cover cost for service, a minimum deposit amount for plan and project review will be developed by the District's Engineering Department for each submitted project on a case-by-case basis.

DEVELOPMENT PROJECT CONSTRUCTION INSPECTION MINIMUM DEPOSIT

When a minimum fee amount will not fully cover cost for service, a minimum deposit amount for construction inspection will be developed by the District's Engineering Department for each submitted project on a case-by-case basis.

DEVELOPMENT PROJECT FACILITIES CONSTRUCTION/INSTALLATION MINIMUM DEPOSIT

A minimum deposit amount for the construction or installation, or repair of new or existing water system facilities to support a request for service will be developed by the District's Engineering Department and/or Field Operations Department for each submitted project on a case-by-case basis.

NOTES:

1. On January 1, 2011, the state approved Building Standards Commission adopted code for residential automatic fire sprinkler systems became effective. This state code requires new residential construction to include fire sprinkler systems and this requirement results in requests to the District for flow and pressure capacity information to be provided to regulatory entities.
2. Bacteriological testing is required under state of California water code.

The above fees and charges are established in some instances to assist developers and customers with providing documentation necessary to satisfy planning department, building department or fire department plan and design reviews as required by those jurisdictional entities for project approvals.

CAPITAL FACILITIES FEES	Retail			Wholesale			2017		2018		Difference*
	2017	2018	Difference	2017	2018	Difference	Total	Total	Difference		
3/4"	\$ 15,253.00	\$ 15,725.84	\$ 472.84	\$ 400.00	\$ 412.40	\$ 12.40	\$ 15,653.00	\$ 16,138	\$ 485.24	3.10%	
Up to 1"	\$ 15,253.00	\$ 15,725.84	\$ 472.84	\$ 665.00	\$ 685.62	\$ 20.62	\$ 15,918.00	\$ 16,412	\$ 494.00	3.10%	
1 1/2"	\$ 30,506.00	\$ 31,451.69	\$ 945.69	\$ 1,333.00	\$ 1,374.32	\$ 41.32	\$ 31,839.00	\$ 32,826	\$ 987.00	3.10%	
2"	\$ 48,810.00	\$ 50,323.11	\$ 1,513.11	\$ 2,131.00	\$ 2,197.06	\$ 66.06	\$ 50,941.00	\$ 52,520	\$ 1,579.17	3.10%	
3"	\$ 97,622.00	\$ 100,648.28	\$ 3,026.28	\$ 4,260.00	\$ 4,392.06	\$ 132.06	\$ 101,882.00	\$ 105,040	\$ 3,158.34	3.10%	
4"	\$ 151,495.00	\$ 156,191.35	\$ 4,696.35	\$ 6,659.00	\$ 6,856.43	\$ 197.43	\$ 158,154.00	\$ 163,056	\$ 4,902.00	3.10%	
6"	\$ 305,068.00	\$ 314,525.11	\$ 9,457.11	\$ 16,644.00	\$ 17,159.96	\$ 515.96	\$ 321,712.00	\$ 331,685	\$ 9,973.07	3.10%	
8"	\$ 549,134.00	\$ 566,157.15	\$ 17,023.15	\$ 23,969.00	\$ 24,712.04	\$ 743.04	\$ 573,103.00	\$ 590,869	\$ 17,766.19	3.10%	
10"	\$ 884,715.00	\$ 912,141.17	\$ 27,426.17	\$ 38,616.00	\$ 39,813.10	\$ 1,197.10	\$ 923,331.00	\$ 951,954	\$ 28,623.26	3.10%	
12"	\$ 1,311,819.00	\$ 1,352,485.39	\$ 40,666.39	\$ 57,259.00	\$ 59,034.03	\$ 1,775.03	\$ 1,369,078.00	\$ 1,411,519	\$ 42,441.42	3.10%	
ALTERNATIVE RETAIL CAPITAL FACILITIES FEES:	\$ 12,306.00	\$ 12,687.49	\$ 381.49				\$ 12,306.00	\$ 12,687	\$ 381.00	3.10%	

	2017	2018	Difference	% DIFFERENCE	*CPI Index
INSPECTION FEE	\$ 460.00	\$ 590.00	\$ 130.00	28.26%	Meter parts increased \$86, Construc Inspector promoted from II to III
LARGER THAN 1" METER	\$ 170.00	\$ 210.00	\$ 40.00	23.53%	Labor increase. Construc Inspector promoted from II to III
REINSPECTION FEE	\$ 85.00	\$ 85.00	\$ -	0.00%	
LATE FEE	\$ 20.00	\$ 20.00	\$ -	0.00%	
DISCONNECTION FEE	\$ 70.00	\$ 65.00	\$ (5.00)	-7.14%	Reduced from Dist Op IV to Dist Op III based on new hires
AFTER HOURS RECONNECTION FEE	\$ 150.00	\$ 195.00	\$ 45.00	30.00%	Reduced from Dist Op IV to Dist Op III based on new hires, increased to 2 hours per MOU
RETURNED CHECK FEE	\$ 35.00	\$ 35.00	\$ -	0.00%	
UNAUTHORIZED CONNECTION FEE	\$ 250.00	\$ 250.00	\$ -	0.00%	
LOCK REPLACEMENT FEE	\$ 20.00	\$ 21.00	\$ 1.00	5.00%	3.1% increased to \$20.62. Rounded up to \$21.
METER SERVICE BOX CLEARANCE FEE	\$ 60.00	\$ 60.00	\$ -	0.00%	
METER TESTING FEE	\$ 175.00	\$ 160.00	\$ (15.00)	-8.57%	Reduced from Dist Op IV to Dist Op III based on new hires.
HYDRANT METER PERMIT FEE	\$ 70.00	\$ 70.00	\$ -	0.00%	
HYDRANT METER RENTAL FEE	\$ 5.00	\$ 5.00	\$ -	0.00%	
HYDRANT METER DEPOSIT	\$ 1,770.00	\$ 2,020.00	\$ 250.00	14.12%	Cost of parts increased
HYDRANT METER DEPOSIT (LESS THAN 2")	\$ 600.00	\$ 1,220.00	\$ 620.00	103.33%	Understated costs in 2017. 2018 reflects current costs of required parts.
CONSTRUCTION WATER - UNMETERED	\$ 70.00	\$ 70.00	\$ -	0.00%	
TRUCKLOAD PERMIT					
1-2 weeks	\$ 150.00	\$ 150.00	\$ -	0.00%	
3-4 weeks	\$ 250.00	\$ 250.00	\$ -	0.00%	
5-6 weeks	\$ 500.00	\$ 500.00	\$ -	0.00%	
WATER CONSERVATION PROGRESSIVE RECONNECT FEE					
1st Reconnect Fee	\$ 70.00	\$ 80.00	\$ 10.00	14.29%	Updated to reflect Conservation Lead billable labor rate
2nd Reconnect Fee	\$ 140.00	\$ 160.00	\$ 20.00	14.29%	Doubled
3rd Reconnect Fee	\$ 280.00	\$ 320.00	\$ 40.00	14.29%	Doubled
4th Reconnect Fee	\$ 560.00	\$ 650.00	\$ 90.00	16.07%	Doubled
CROSS CONNECTION RETESTING FEE					
After hours fee	\$ 115.00	\$ 225.00	\$ 110.00	95.65%	Increased to 2 hour minimum based on MOU
Normal work hours fee	\$ 80.00	\$ 85.00	\$ 5.00	6.25%	Reflects 2018 billable labor rate
DOCUMENT COPYING FEE	\$ 0.25	\$ 0.25	\$ -	0.00%	
FLOW/PRESSURE ANALYSIS FEE	\$ 420.00	\$ 450.00	\$ 30.00	7.14%	Reflects 2018 billable labor rate
HYDRANT FLOW TEST FEE	\$ 520.00	\$ 545.00	\$ 25.00	4.81%	Reflects 2018 billable labor rate and promotion of Construc Inspec from II to III
PLAN REVIEW MINIMUM FEE	\$ 435.00	\$ 440.00	\$ 5.00	1.15%	Reflects 2018 billable labor rate
CONSTRUCTION INSPECTION MINIMUM FEE	\$ 350.00	\$ 365.00	\$ 15.00	4.29%	Reflects 2018 billable labor rate
HYDROSTATIC TESTING FEE	\$ 185.00	\$ 190.00	\$ 5.00	2.70%	Reflects 2018 billable labor rate
BACTERIOLOGICAL TESTING FEE	\$ 225.00	\$ 230.00	\$ 5.00	2.22%	Reflects 2018 billable labor rate

**SAN JUAN WATER DISTRICT
DIRECTOR COMMITTEE ASSIGNMENTS
2018**

INTERNAL COMMITTEE ASSIGNMENTS

<u>Committee</u>	<u>Chair</u>	<u>Member</u>	<u>Alternate</u>
Engineering	Dan Rich	Ted Costa	Marty Hanneman
Finance	Ken Miller	Marty Hanneman	Dan Rich
Legal Affairs	Ted Costa	Ken Miller	
Personnel	Marty Hanneman	Ted Costa	Pam Tobin
Public Information	Marty Hanneman	Pam Tobin	Ken Miller
Water Supply & Reliability	Pam Tobin	Dan Rich	Ted Costa

EXTERNAL COMMITTEE ASSIGNMENTS

<u>Committee</u>	<u>Assignment</u>	<u>Alternate</u>
ACWA Energy	Ted Costa	
ACWA Region 4/Federal Affairs/ Local Government	Pam Tobin	
ACWA JPIA	Pam Tobin	Ted Costa
CVP Water Users Assn.	Ted Costa	
RWA	Pam Tobin/Paul H.	Vacant/ Marty Hanneman
SGA (term ends 8/11/18)	Pam Tobin	Ken Miller

AGENDA ITEM IV-2

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: January 24, 2018
Subject: District Strategic Plan

RECOMMENDED ACTION

Discussion and possible approval of the strategic plan

BACKGROUND

Last year, the District launched a formal strategic planning process, and brought Ellen Cross, Strategy Driver, Inc. under contract to facilitate the development of the plan. Ellen interviewed each of the Directors and met with the District's management team on multiple occasions to review and update components of the plan and prepare a draft. On October 5, 2017, we held a Board workshop on the plan, which was also attended by some of our wholesale customer agency managers. At that workshop, the Board approved the revised mission and vision statements, and developed and approved goals for the District. The Board also reviewed input from themselves and management on potential objectives, and brainstormed a list of items for further refinement as objectives. The Board reviewed core values and provided direction for a final list of values.

Since that time, the management team has been working on shaping the input into a draft strategic plan. Ellen will review the status of the project and present the draft plan for Board discussion – focusing on the objectives and core values - and possible approval. Examples of performance metrics are given for one of the goals, and the management team expects to develop a final draft list of performance metrics for Board approval within the next two months.

STRATEGIC PLAN

2018-2022



SAN JUAN WATER DISTRICT
Granite Bay, California



DRAFT

TABLE OF CONTENTS

FOREWORD	2
STRATEGIC PLAN PARTICIPANTS	3
MISSION STATEMENT	4
VISION STATEMENT	4
DISTRICT OVERVIEW	5
SAN JUAN WATER DISTRICT TIMELINE.....	6
SAN JUAN WATER DISTRICT COLLABORATIONS	8
GOALS.....	9
CORE VALUES.....	21

FOREWORD

Welcome to the San Juan Water District's Strategic Plan. With its 150+ year history and now more than 60 years of operation as San Juan Water District, the District continues to provide reliable water supply for communities in Sacramento and Placer Counties. Meeting the needs of our customers for reliable, high quality water supplies in an ever-changing regulatory and hydrologic environment can be challenging and requires thoughtful planning, as elucidated in this Strategic Plan.

Our mission, vision and values are the foundation for our operations and articulate our dedication to high quality service and environmental protection. The Strategic Plan encompasses these elements and outlines the goals and objectives that we will pursue to meet our mission and achieve our vision. The Plan incorporates the principles of fiscal responsibility, customer service and operational excellence.

This plan is our roadmap for the next two to five years, and will guide our decisions on annual budgets and operating plans. The Board of Directors and District management and staff will implement these plans to ensure efficient and effective operations that meet our commitment to our retail and wholesale customers, and our goal of protecting our water rights and supplies for years to come.

Martin Hanneman
President, Board of Directors

Paul Helliker
General Manager

STRATEGIC PLAN PARTICIPANTS

Ted Costa, SJWD Director
Marty Hanneman, SJWD Director
Ken Miller, SJWD Director
Dan Rich, SJWD Director
Pam Tobin, SJWD Director
Paul Helliker, SJWD General Manager
Donna Silva, SJWD Finance Director
Tony Barela, SJWD Operations Manager
Rob Watson, SJWD Engineering Services Manager
Lisa Brown, SJWD Customer Service Manager
George Machado, SJWD Field Services Manager
Greg Turner, SJWD Water Treatment Plant Superintendent
Greg Zlotnick, SJWD Water Resources Specialist
Chris von Collenberg, SJWD IT Administrator
Teri Grant, SJWD Board Secretary/Administrative Assistant
Marcus Yasutake, City of Folsom
Tom Gray, Fair Oaks Water District
Sharon Wilcox, Orange Vale Water Company
Joe Duran, Orange Vale Water Company
John Wingerter, Orange Vale Water Company
Dan York, Sacramento Suburban Water District
Einar Maisch, Placer County Water Agency
Tom Gohring, Water Forum
Ellen Cross, Strategy Driver, Inc., Facilitator

MISSION STATEMENT

Our mission is to ensure the delivery of a reliable water supply of the highest quality at the lowest reasonable price.



VISION STATEMENT

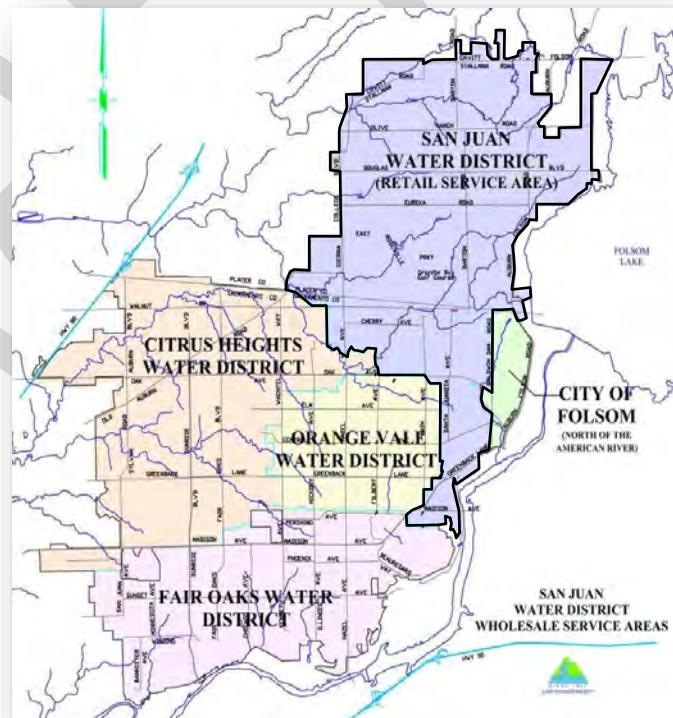
To be a recognized industry leader in the treatment and distribution of a reliable supply of safe and clean drinking water, while protecting and retaining the District's water rights and supply.

DISTRICT OVERVIEW

The San Juan Water District (District) initially began as the North Fork Ditch Company dating back to 1854 providing water to the area. The San Juan Water District, as in existence today, was formed as the result of petitions being presented to the Board of Supervisors of Sacramento and Placer Counties by Citrus Heights Water District, Fair Oaks Water District, Orange Vale Water Company and a group of homeowners in South Placer County. An election was then held within the boundaries of the sponsoring districts on February 10, 1954. At this election, voters approved the formation of the San Juan Water District by nearly a two-thirds majority and elected five Directors. The District is a community services district formed under Section 60000 et seq., Title 5, Division 3 of the California Government Code.

The District provides water on a wholesale and retail basis to an area of approximately 46 square miles for wholesale (which includes the District's retail area) and 17 square miles for retail in Sacramento and Placer Counties. The District provides water to San Juan Retail, Citrus Heights and Fair Oaks water districts, Orange Vale Water Company, the City of Folsom north of the American River, and to Sacramento Suburban Water District upon request and when available. The District serves a population of approximately 151,000 within its wholesale service area.

The District's existing water supply consists of three separate raw water contracts. The first source of water is 33,000 acre-feet of pre-1914 water rights on the American River. The second source is a contract with the U.S. Bureau of Reclamation for 24,200 acre-feet of Central Valley Project water. The District completed the process of long-term water contract negotiations with the U. S. Bureau of Reclamation for Central Valley Project water resulting in a 40 year long-term contract that expires February 28, 2045, but can be renewed. The third water source is a contract with Placer County Water Agency for 25,000 acre-feet of water. All sources of surface water are either stored or flow through Folsom Lake and delivery is taken at Folsom Dam outlets, either by gravity or pumped by the U. S. Bureau Folsom Pumping Plant.



SAN JUAN WATER DISTRICT TIMELINE

- 1853: Notice of appropriation of 3,000 miner's inches (about 60 CFS) from North Fork American River for mining and agriculture posted at dam site by North Fork Ditch Company
- 1854: Construction of rock diversion dam on North Fork American River at Tamaroo Bar commenced; first water diversions
- 1889: Orange Vale Mutual Water Company signs a water supply contract with North Fork Ditch Company



- 1916: Hinkle Reservoir constructed on 15.4 acres of land purchased in 1902 from the Hinkle family
- 1917: Fair Oaks Irrigation District formed to irrigate 4,000 acres with water purchased from North Fork Ditch Company
- 1920: Citrus Heights Irrigation District formed to irrigate 3,157 acres with water purchased from North Fork Ditch Company
- 1949: Congress authorizes Folsom Dam to create one-million acre foot reservoir
- 1954: Settlement agreement between U.S. Bureau of Reclamation (Reclamation) and North Fork Ditch Company: providing for Reclamation to deliver 33,000 acre feet per year at a maximum rate of 75 CFS from Folsom Reservoir
- Feb. 10, 1954: Voters create San Juan Suburban Water District
- May 25, 1954: New San Juan Suburban Water District acquires North Fork Ditch Company's water system and water rights
- May 5, 1956: Folsom Dam dedicated

SAN JUAN WATER DISTRICT TIMELINE (con't)

- 1957: First water deliveries from Folsom Reservoir to Hinkle Reservoir
- 1962: San Juan enters into Central Valley Project (CVP) water service contract with Reclamation for additional supplies
- 1967: San Juan and Reclamation agree to reduce the CVP water service contract entitlement
- 1972: San Juan enters into contract with Placer County Water Agency for supplemental water supply
- 1979: Sydney N. Peterson water treatment plant constructed and begins operating, built with a portion of the \$4.2 million bonds issued in 1973



- 1992: Congress passes Central Valley Project Improvement Act, requiring water meters for San Juan customers
- 1996: San Juan enters into Warren Act Contract with U.S. Bureau of Reclamation for delivery of PCWA contract water
- 1997: Cooperative Transmission Pipeline completed and operational, providing significant increased benefits for transmission capacity and reliability for San Juan, its wholesale customer agencies and other regional partners
- 2000: Water Forum Agreement signed
- 2001: Regional Water Authority established
- 2011: Solar Facility Project completed
- 2017: Water Treatment Plant renovated after permit upgrade in 2013 to 150 MGD

SAN JUAN WATER DISTRICT COLLABORATIONS

“Through Orange Vale Water Company’s collaborative relationship with San Juan Water District, the Wholesale Metering Project was a huge success. The new meters provided greater accuracy in monitoring water supply and demand for our customers, enhancing overall customer confidence.” – Sharon Wilcox, General Manager, Orange Vale Water Company

“Sacramento Suburban Water District (SSWD) has enjoyed a long and successful relationship with San Juan Water District (SJWD). The districts have worked together on multiple fronts for many decades. With the construction of the Cooperative Transmission Pipeline (CTP) in 1996, and its extension, the Antelope Transmission Pipeline (ATP) the water transmission systems of both districts were connected. Since these transmission pipelines were built, SJWD has treated SSWD surface water and delivered it to SSWD as part of a successful SSWD conjunctive use program. In 2014 and 2015, a pump station on the CTP was constructed allowing SSWD’s groundwater supplies to be pumped into SJWD in extraordinary drought and emergency situations.” – Dan Bills, Finance Director, Sacramento Suburban Water District

“San Juan Water District was a founding member of the Regional Water Authority in 2001 and remains a valued partner to this day.” – John Woodling, Executive Director, Regional Water Authority

“Through our yearlong efforts, San Juan Water District and South Placer Fire Protection District managed a successful multi-agency effort to redefine how residential fire sprinkler systems are designed and installed to provide greater confidence in their life safety operation while reducing possible cross connection water quality concerns for all new developments.” – Chief Mike Ritter, South Placer Fire Protection District

GOALS

The District has adopted the following goals to guide its operations. Each of these goals tells us what we want to achieve and where we are going. The objectives that relate to each goal define what we need to accomplish in the near term. Each year, District staff prepare a budget and operational plan for approval by the Board, which allocate the resources and specify the tasks necessary to achieve these objectives. Finally, performance metrics define the quantifiable indicators which we will use to measure our progress in meeting these goals.

- ◆ **Ensure Water Supply Reliability**
- ◆ **Optimize Operations and Delivery for High Quality and Reliable Water**
- ◆ **Ensure Customer Service through Consistent Access and Timely Responsiveness**
- ◆ **Operate the District Sustainably and in a Financially Sound Manner while Maintaining a Fair Rate Structure**
- ◆ **Provide a Capable High Quality Work Force and Ensure a Safe Work Environment**

GOAL A: Ensure Water Supply Reliability

Ensure a high-quality water supply now and into the future that is reliable and sustainable, and that protects the District's water rights and contracts.

Strategic Objectives

1. Partner with RWA agencies and other water Districts in California to promote legislation and regulations that allow the District to accomplish its mission.
2. Develop and implement a water transfer plan, including groundwater banking and substitution transfers.
3. Re-initiate merger discussions with SSWD.
4. Plan for future droughts and climate change impacts, including implementing a robust emergency plan for Folsom operations.
5. Strategically protect water rights and other District supplies in proceedings such as those associated with the California WaterFix and the Bay-Delta Water Quality Control Plan, including promoting the Modified Flow Management Standard.
6. Update the Urban Water Management Plan, to assess supply and demand conditions and future needs.
7. Apply for federal and state grants for studies and projects to provide reliable water supplies.

Performance Metrics

Key Performance Indicator	FY2019 Target

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GOAL B: Optimize Operations and Delivery for High Quality and Reliable Water

Meet or surpass public and environmental requirements, operate the District's treatment and delivery systems in a sound and sustainable manner and maintain and improve the District's infrastructure to meet the needs of our customers.

Strategic Objectives

1. Update the infrastructure master plan(s) to prioritize & implement infrastructure rehabilitation/replacement and align with future rate study by 2018.
2. Update Operations & Maintenance Programs and enhance technology that focuses on Prioritized, Predictive and Preventative Maintenance.
3. Implement Capital Improvement Program.
4. Implement the Hinkle Reservoir Replacement Project. Coordinate with Wholesale Customer Agencies and regional partners for optimized operation during construction.
5. Complete a review and update Safety and Regulatory Compliance Program.
6. Collaborate with Wholesale Customer Agencies (WCAs) to optimize water reliability and operation for mutual benefit.
7. Meet or surpass State and Federal drinking water quality goals and standards and meet all regulatory reporting goals.
8. Maintain an active Emergency Preparedness Program to plan for and manage the District's functions during an emergency and allow for an efficient and effective recovery following an emergency.

Performance Metrics

Key Performance Indicator	FY2019 Target



GOAL C: Ensure Customer Service through Consistent Access and Timely Responsiveness

Provide excellent service to our retail area customers, and promote the wise and efficient use of water.

Strategic Objectives

1. Optimize availability of District information to promote transparency and customer education for common District functions and services (including rates, budget, capital projects, maintenance, value of water, etc.)
2. Implement a long-term efficiency program, which includes a robust customer engagement program that meets the State's regulatory requirements.
3. Provide accurate and timely billing for water service.
4. Ensure efficient migration of utility billing system to accounting and financial system.
5. Provide good customer service via a transparent and interactive service portal and timely response to requests.
6. Complete customer satisfaction survey every 5 years achieving a 85% good or excellent customer satisfaction rating for customer service.

Performance Metrics

Key Performance Indicator	FY2019 Target



GOAL D: Operate the District Sustainably and in a Financially Sound Manner while Maintaining a Fair Rate Structure

Manage the District's finances to meet funding needs and ensure that retail and wholesale water rates are fair and reasonable.

Strategic Objectives

1. Implement, monitor and report on the Five Year Financial Plan against actual financial performance, to determine if rates should be adjusted to maintain a fair rate structure.
2. Develop and manage annual operating and capital budgets in alignment with the Strategic Plan. Maintain reserves at or above Board policy levels.
3. Provide monthly reporting and semi-annual forecasting of budget to actual financial data to the public and the Board of Directors.
 - a. Proactively explore and implement strategies to control costs and maximize efficiency such as: minimize debt; if debt must be issued – seek favorable debt instruments and terms to reduce debt service costs; and reduce/eliminate Unfunded Pension Liability.
4. Seek revenue diversity and stability
5. Review operations to identify potential efficiencies or cost savings.

Performance Metrics

Key Performance Indicator	FY2019 Target
Implement, monitor and report on the Five Year Financial Plan against actual financial performance, to determine if pre-approved rate increases could be lowered and to ensure continued relevance of Financial Plan.	Present prior year actual vs. Financial Plan analysis to the Board of Directors in October of each year.
Develop and manage annual operating and capital budgets in alignment with the Strategic Plan.	<ul style="list-style-type: none"> • Incorporate Strategic Plan performance metrics into annual budget starting with budget for Fiscal Year 2018-19 • Operating expenditures as a percent of operating expense budget < or = 100% • Capital expenditures as a percent of capital budget: , or = 100% • Operating and capital revenues as a percent of budget: > or = 100%
Provide monthly reporting and semi-annual forecasting of budget to actual financial data to the public and the Board of Directors.	<ul style="list-style-type: none"> • Monthly reports showing budget to actual revenues and expenses included in Board Agenda packets each month • In depth mid-year budget review provided to Board of Directors by March 31st each year
Proactively explore and implement strategies to control costs and maximize efficiency.	<ul style="list-style-type: none"> • Minimize debt: % of capital program funded from debt: Target = 0 (FY 18-19 and 19-20) Debt Service Coverage Target = > or = 2 time coverage (1.15 required) • If debt must be issued – seek favorable debt instruments and terms to reduce debt service costs • Reduce/eliminate Unfunded Pension Liability • Include extra payment to CalPERS in budget to pay down unfunded liability - equal to excess reserves from actual performance over financial plan
Seek revenue diversity and stability	Continue to implement approved rate structure to ensure alignment of fixed costs with fixed revenues

GOAL E: Provide a Capable High Quality Work Force and Ensure a Safe Work Environment

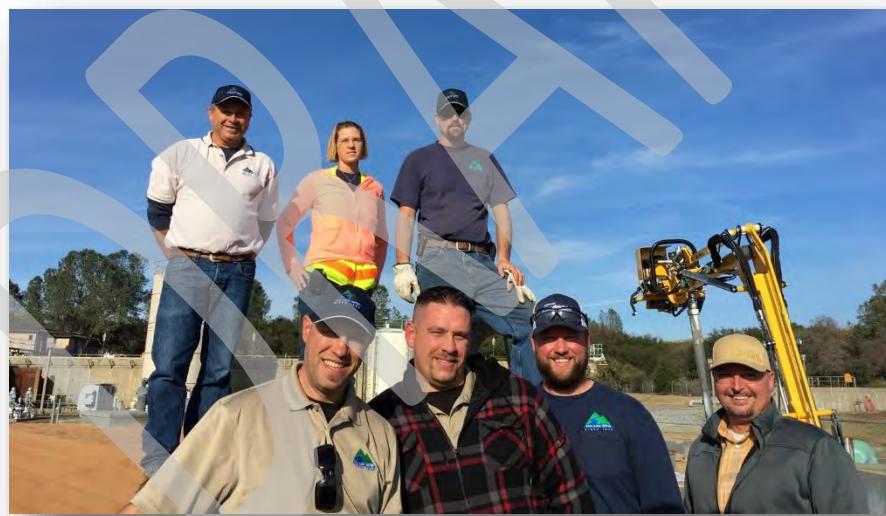
Create an environment that attracts, retains and engages a high performing diverse workforce in support of the District's mission and core values.

Strategic Objectives

1. Maintain a safe work environment, committed to regulatory and safety compliance, and supported by an aligned and high quality staff training program.
2. Continue to invest in the District's most important asset – its employees – by improving and enhancing a flexible staff training and development program to meet the dynamic workforce needs and mission demands.
3. Attract and retain a skilled, diverse and engaged staff that is focused on the District's mission, vision, core values and culture.
4. Continue to optimize the District's business systems to provide the best investment and cost benefit by appropriately integrating labor with technology to deliver on the District's set goals and objectives.
5. Ensure adequate staffing levels to implement strategic priorities.
6. Items on performance measures, recognizing employees

Performance Metrics

Key Performance Indicator	FY2019 Target



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CORE VALUES

Accountability – Provide excellent service to our customers and partners by acting promptly and responsively to meet their needs

Culture – Make the District an enjoyable and desirable place to work and maintain a competitive and engaged work force

Fiscal Responsibility – Use ratepayer dollars wisely and efficiently and ensure rates are fair and reasonable

Teamwork – Work safely and collaboratively to accomplish the District's mission

Innovation – Always seek creative approaches that efficiently and cost-effectively meet changing conditions

Integrity – Act honestly and openly and treat others with respect and courtesy

DRAFT

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STAFF REPORT

To: Board of Directors
From: Greg Zlotnick, Water Resources Specialist
Date: January 24, 2018
Subject: Water Transfers

RECOMMENDED ACTION

Discussion

BACKGROUND

The options paper describes various avenues open to the District with respect to transfers and banking opportunities. Staff is pursuing a number of pathways to facilitate implementation of a transfer in the near term and groundwater banking as soon as the technical work and regulatory approvals can be achieved. Staff has been and continues to be in conversation with many local agencies, including RWA, with regard to potentially becoming collaborators and partners in these efforts.

In addition to the issues outlined below, because the District would look to utilize its CVP water contract supplies to backfill the transfer of water right water, staff will be seeking concurrence from Reclamation that it recognizes the transfer of water right water as a beneficial use of that water. This is an important determination, as the daily full beneficial use of San Juan's water right water (at 75 cfs June 1 thru Nov 1, and 60 cfs at other times) is a condition precedent to Reclamation's delivery of the District's CVP contract supplies.

Potential buyers of transfer water include, but are not limited to, San Gorgonio Pass Water Agency, Santa Clara Valley Water District, Golden State Water Company (Rancho Cordova), and New Current Water.

Conserved Water Transfers: Staff continues to work through issues related to the quantification of transferable urban conserved water. As the Board is aware, along with District counsel, staff had been working to break through a difference of opinion with DWR related to these calculations. Notably, the SWRCB indicated it concurred with our conceptual approach. Recently DWR indicated it now concurs with our view as well that all conserved water may be transferrable. Since that threshold issue has been resolved we are now back to the position the District was in in 2015 working to come to agreement on calculating the amount of water that would be considered to have returned to the system through runoff, sewers, and groundwater percolation.

It is San Juan's position that the baseline usage of water supplies in the 1999-2008 timeframe (the baseline window for purposes of compliance with SB x7-7) is the usage against which usage in any transfer year would be compared. This amount is 54,600 acre-feet per year. Thus, as an example calculation of what would have been potential

transferrable water in 2016, the District used 33,575 acre-feet, so the *maximum water available* for a conserved water transfer in 2017 (prior to determining how much of that water would be considered to have returned to the system and hence not be transferrable) would have been 21,025 acre-feet.

Pre-14 water right water would be the most likely source of transfer water because a transfer of this type of water could be accomplished with the least amount of regulatory intervention, although a CEQA analysis would be required even for a 1 year transfer. The District would notify the SWRCB and convey its determination that there will be "no injury" to any other legal user of water and no unreasonable effects on the environment. That notice to the SWRCB could be subject to a court challenge. Other factors are the constraints on the amount of water that is transferable based upon our water rights limited daily diversion and the fact that the District does not possess any storage rights.

If the buyer is south of the Delta, then there could be a probable limitation on the amount of transferable water equivalent to the daily diversion amounts during the potential Delta pumping transfer window of July – September. By way of illustration, if maximum water right diversions of 75 cfs were being made during this entire period the total would be 13,661 acre-feet.

For post-14 water right water or CVP water, CEQA would not be required for a temporary 1 year transfer, but a formal public hearing before the SWRCB would be.

Groundwater Substitution Transfers: This transfer would entail partnering with a groundwater supplier to which we have been providing surface water (e.g., Fair Oaks Water District or Citrus Heights Water District) to develop a plan by which they would utilize more groundwater and the surface water that would have otherwise been delivered to them for their use would become transfer water.

A critical path to the pursuit of such a groundwater substitution transfer is collaboration with FOWD and CHWD on a determination of pumping capacity during the transfer window, as well as development of financial and management agreements detailing roles, expectations, payments and reimbursements, etc. These discussions are being initiated at this time and are related to the conversation regarding updating the WCA Agreements generally.

Undertaking a groundwater substitution transfer requires a significant amount of technical work based upon a detailed checklist in DWR's transfer guidelines, including the need for a monitoring and mitigation plan. Some of this work is underway or has been completed by FOWD and CHWD.

After a number of conversations with Carmichael WD, it came to light that they were apparently once served water from San Juan, so we are going to undertake an analysis to determine whether they may actually be a part of our legal "service area", which would affect various potential transfer options we could pursue with CWD.

WATER TRANSFERS: AN OPTIONS ASSESSMENT

San Juan Water District

The California Legislature¹ and Congress, through the Central Valley Project Improvement Act (CVPIA)², have passed legislation promoting water transfers to improve water management and increase flexibility in meeting urban, agricultural and environmental water demands throughout California. Unfortunately, despite this clear policy direction, obtaining approval to conduct water transfers remains a difficult, time consuming, costly, and complex challenge.

INTRODUCTION

The San Juan Water District (San Juan or District) is fortunate to have access to multiple sources of water. Moreover, most of these supplies are highly reliable, providing San Juan with enviable supply reliability for its service area as these supplies are paired with conscientious system maintenance. This reliability is a “priceless” District asset, the value of which should not be discounted or forgotten. In fact, San Juan generally has access to more water supplies than it has ever been able to use. Notably, this inability of the District to regularly use all of its available sources of supply has had a detrimental effect on the dry-year reliability of its CVP supplies. Transferring and/or banking water will help San Juan to address this problem by more fully utilizing its water to the benefit of its wholesale customers and potentially the broader Sacramento region as well.

With its portfolio of supplies, and as a result of prior and ongoing conservation efforts, San Juan has the ability to potentially transfer, on a temporary or long-term basis, some of these supplies while still reliably meeting its customers’ demands. However, while the District is in a good position to undertake transfers for the benefit of its ratepayers, and for recipients of the transferred water within and outside of the region, there are many limitations on these transfers, which will be addressed in this document.

¹ California Water Code §109: (a) The Legislature hereby finds and declares that the growing water needs of the state require the use of water in an efficient manner and that the efficient use of water requires certainty in the definition of property rights to the use of water and transferability of such rights. It is hereby declared to be the established policy of this state to facilitate the voluntary transfer of water and water rights where consistent with the public welfare of the place of export and the place of import.

(b) The Legislature hereby directs the Department of Water Resources, the State Water Resources Control Board, and all other appropriate state agencies to encourage voluntary transfers of water and water rights, including, but not limited to, providing technical assistance to persons to identify and implement water conservation measures which will make additional water available for transfer.

²CVPIA Section 3405. Water Transfers, Improved Water Management & Conservation

(a) Water Transfers.--In order to assist California urban areas, agricultural water users, and others in meeting their future water needs...all individuals or districts who receive Central Valley Project water under water service or repayment contracts, water rights settlement contracts or exchange contracts...are authorized to transfer all or a portion of the water subject to such contract to any other California water user or water agency, State or Federal agency, Indian Tribe, or private non-profit organization for project purposes or any purpose recognized as beneficial under applicable State law....

The District's recent Wholesale Water Management and Reliability Study (WWMRS) indicated that, partially based on the District's 2015 Urban Water Management Plan (UWMP) estimate of 2040 demands being approximately 60 thousand acre-feet (TAF), approximately 21.3 TAF/year of San Juan's 82.2 TAF/year of accessible surface water supplies may be available for other beneficial uses during Water Forum wet/average years. While this is hypothetically true, not all of that 21.3 TAF is marketable for sale through a traditional water transfer because of San Juan's inability to consistently put all of its supplies to beneficial use over the years³. Some of that amount may be possible to sell or transfer in an economically viable manner, but there are significant legal and institutional barriers that may make use of all of San Juan's water portfolio infeasible. Also, some portion of the District's supplies identified as available for "conjunctive use" may or may not be needed in the region or viably transferred elsewhere. Potential marketing opportunities during drier years may be more feasible, but limitations such as the imposition of the CVP's shortage criteria may limit the availability of what might otherwise be surplus supplies for transfers.

The practical context of pursuing a transfer is shaped by numerous technical and regulatory hurdles, as well as institutional and contractual constraints. While undertaking a transfer to generate revenue is desirable, increasing the use of District water assets (including water treatment capacity) to improve the dry-year supply reliability of both San Juan and other entities in the region while further enhancing the long-term security of the District's supply reliability should be the main focus for an urban water supplier, and regional leader, like San Juan.

This paper is intended to provide an overview of options the District might pursue and some of the numerous issues involved in carrying out a transfer. This document provides the background information and context for further development of specific action plans to conduct transfers utilizing San Juan's water supply assets. The overall goal of a water transfers program is to improve the District's water supply reliability and fiscal position, while collaborating on related beneficial projects and programs with our Wholesale Customer Agencies, as well as regional and individual agency partners locally and potentially in other areas of California.

POTENTIAL TRANSFER OPPORTUNITIES FOR SAN JUAN

Transfers can be conducted on either a temporary (annual) or long-term basis. The rules for these differ, as will be described below. The table and graphic on pages 4 and 5 describe the District's water sources, as well as their costs and some of the constraints on their transferability.

The following are examples of transfer arrangements staff is investigating.

- *Conserved Water* – San Juan would transfer either water right or CVP contract water that it has used in the past, but is not using during the transfer period as a result of the implementation of successful conservation measures.
- *In-Lieu (of) Groundwater* – San Juan would send surface water to a buyer for use instead of local groundwater, allowing increased aquifer recharge and recovery.

³ See table on page 17 showing baseline conserved water totals by source comparing average annual use from 1999-2008 to that of 2009-2016. This data provides the starting point for determining the amount of water available for conserved water transfers in the future.

- ◆ *Banked Groundwater* -- after providing surface water for in-lieu use, the amount of groundwater banked through conjunctive use of surface water is a potentially transferrable asset, subject to San Juan and a partner groundwater pumper agreeing to allocate costs and revenues if a transfer of the groundwater were to occur. The parties also must account for the water banked to establish the amount of transferrable supply available. San Juan's CVP contract allows for such banking of CVP water underground. However, to undertake such banking with CVP water, a Letter of Agreement (LOA) must be signed by the District and Reclamation under which Reclamation's administrative costs would be covered by San Juan, as well as describing in detail scheduling, monitoring and other requirements. It is worth noting that these guidelines are highly technical and data intensive, which translates into significant investments of staff time and District funds.
- ◆ *Groundwater Substitution* –San Juan or its Wholesale Customer Agencies use more groundwater to allow otherwise normally used surface water to be transferred to a buyer. This type of transfer is subject to the technical requirements stated in the current DWR “Transfers White Paper”, and the information must be reviewed and approved by the appropriate “project agency” (DWR and/or Reclamation) preferably by March 1 of the transfer year.

Executing water transfers is a high priority for staff, either as a traditional water sale or as an element of improving the District's and the region's dry year water supply reliability through an expanded conjunctive use capability. Staff is investigating all feasible options for transfers and will continue to update the Board as progress is achieved.

THE THRESHOLD REQUIREMENT

Before any transfer can be undertaken, San Juan must demonstrate: (1) that the water proposed to be transferred has previously been beneficially used by the District (except in the case of a CVP-CVP transfer); and, (2) implementation of the transfer will not result in an injury to any other legal user of water, and will not unreasonably affect fish, wildlife or other instream beneficial uses of the water. Except for the transfer of pre-14 water right water, for which the District would only be required to demonstrate that a transfer does not cause injury if another water user challenges the transfer, the determination of “no injury” for all other transfer proposals would be made by the State Water Resources Control Board (SWRCB). If their facilities are used to facilitate a transfer, the Department of Water Resources (DWR) and/or the Bureau of Reclamation (Reclamation) would also undertake a similar determination.

SWRCB determinations of the “no injury” question for past water transfers have generally been routine and confined to ensuring that transfers do not harm environmental values and are based on a reasonable calculation of the transferrable quantity of water. There is, however, a continuing controversy between DWR and water transfer sellers over the scope of the “no injury” rule. DWR (with Reclamation staff's support) has taken the extreme position known as the “one drop” rule, meaning that a transfer causes injury if the state or federal project are deprived of even one drop of water that they otherwise would receive in the “without transfer” condition. This position ignores water right priorities, previous conservation efforts by a seller, and prior use of the water proposed for transfer. In fact, judicial decisions interpreting the no injury rule state that junior

water right holders cannot stop senior water right holders from changing the place or purpose of use or point of diversion of their water to facilitate a water transfer absent a substantial and clear injury to the junior water right holders. The “one drop” position staked out by DWR is at odds with what the courts have articulated as the law; i.e. requiring a showing of “substantial” injury.

The critical criterion that must generally be satisfied with regard to determining “no injury” is the calculation of the “real water” available for transfer. Because San Juan, like other water right holders, diverts more than the amount that is actually “consumed” by its customers, with the excess returning to the downstream system either through direct runoff (including into storm sewers), through the sanitary sewer system, or through percolation to groundwater that eventually makes it back to a river, only the amount of water that is actually consumed and not returned to a stream is deemed available for transfer.

One reason that this criterion can be difficult to satisfy is that, unlike a water user’s gross diversion, the actual consumptive use is usually not measured. When it is measured, the means of measuring the difference between diversions and consumptive use generally cannot be determined with much exactness. However, it is possible using reasonable technical methodologies and data like the types of water use in the service area, sanitary sewer and storm drain flows, climate, and hydrogeology to calculate the amount of “real water” available for transfer with reasonable accuracy.

SOURCE WATER FOR TRANSFER

Transfer of Pre-14 Water Rights Water: This is the most flexible type of transfer the District can pursue, and involves the fewest regulatory hurdles. Yet, a transfer of San Juan’s pre-1914 supply is by no means without significant challenges. A transfer would be limited to the daily diversion limit under this right of 60 cfs (approximately 120 AF/day), but could be transferred anywhere in the state for any beneficial use. Though still subject to the “no injury” requirement, there is no need for San Juan to obtain SWRCB approval. Under this scenario it would be contemplated to most likely utilize CVP contract water to backfill supplies for use in San Juan’s service area, if no water is available to transfer after using the combination of San Juan’s water right and PCWA “take-or-pay” supply amounts to meet San Juan wholesale demand. PCWA water could be used as replacement water as well, but doing so would be more expensive than using CVP water. However, sufficient CVP water may not be available during drier years if Reclamation triggers contract shortage criteria and applies them to San Juan’s present “historic use” of CVP water to calculate the amount of CVP water deliverable to the District during that drought year. More generally, San Juan probably would not be able to use more CVP supply to make up for transferred amounts of pre-1914 water than the maximum amount the District has historically used in any one year because using more water than the historical maximum would be deemed a new use and would require a corresponding reduction in the amount of pre-1914 water transferred.

Transfer of Post-14 Water Rights Water: This water is the District’s additional diversion right of 15 cfs (approximately 30 AF/day) from June 1-November 1. Like the pre-14 right water, this water could be transferred anywhere in the state for any beneficial use. However, unlike the pre-14 right water, this transfer would be subject to the SWRCB’s approval of a petition filed by the

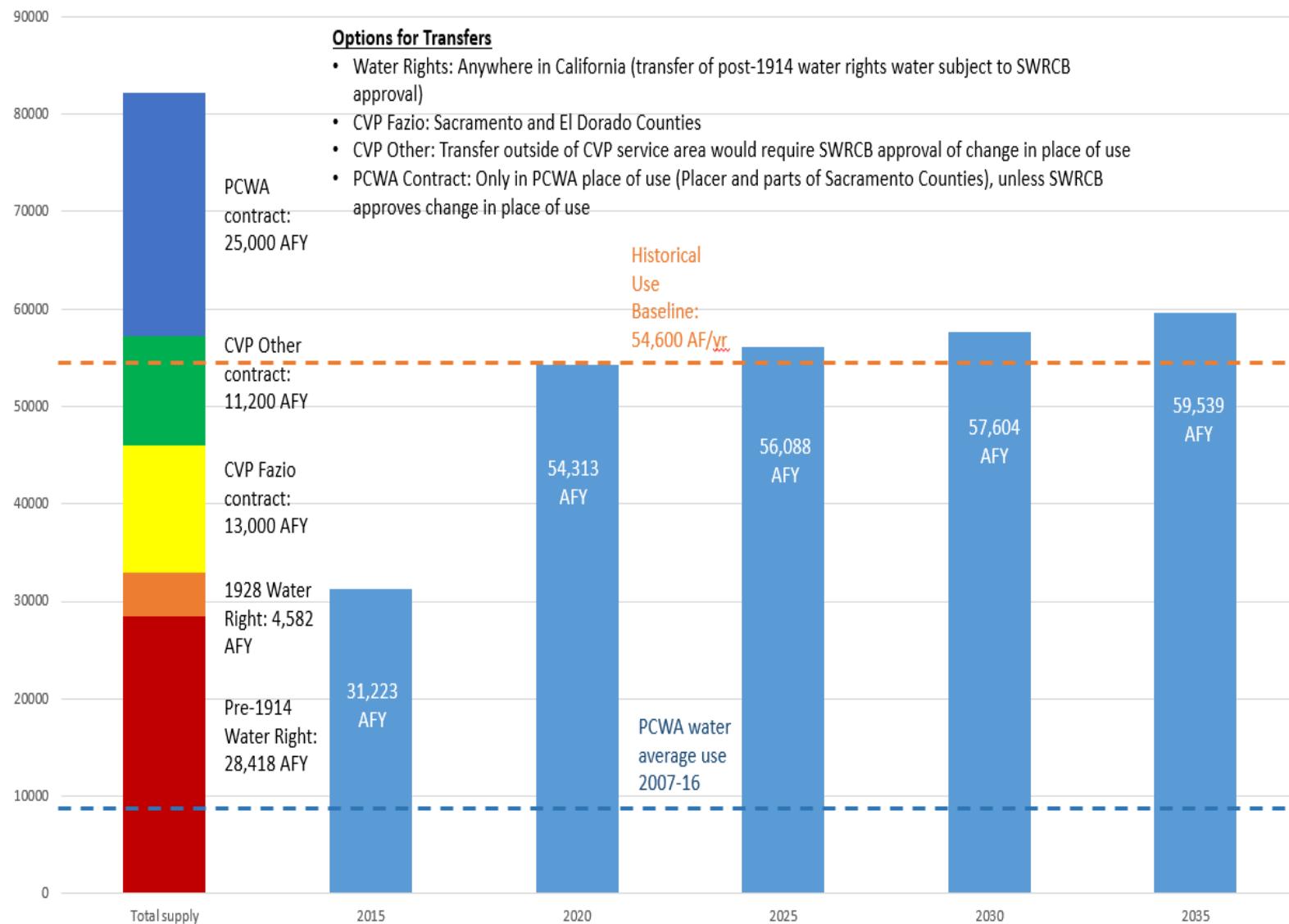
SJWD SOURCES OF WATER: COSTS AND CONSTRAINTS ON TRANSFERABILITY

	QUANTITY	COST TO SJWD	CAN BE TRANSFERRED TO	AGENCY APPROVALS *
Pre-14 Right	28,418 AF	\$0/af [relatively small pumping costs from Hinkle Wye to WTP ^]	Anywhere	None. “No injury” still applies.
Post-14 Right	4,582 AF	\$0/af [relatively small pumping costs from Hinkle Wye to WTP]	Anywhere	SWRCB
CVP Contract	13,000 AF [Fazio Water]	CVP Rate [\$21.22/af (2017) : \$25.86/af(est. 2018)] + CVPIA Restoration Fund charge[\$20.45 (2017) : \$20.94 (2018)] [pumping costs from Folsom Dam to WTP]	By statute, Fazio Water must be used in Sacramento or El Dorado Counties.	SWRCB and USBR
	11,200 AF	CVP Rate [\$21.22/af (2017) : \$25.86/af(est. 2018)] +CVPIA Restoration Fund charge [\$20.45/af(2017) : \$20.94/af(2018)] [pumping costs from Folsom Dam to WTP] Note: If transfer CVP water to urban non-CVP contractor, then per CVPIA an M&I surcharge [\$42.61/af (2017)] also applies. Does not apply to non-CVP agricultural user transferee.	Can be transferred anywhere. “Easiest” to CVP contractor, particularly in same basin.	
PCWA Contract	12,500 AF [4,000 AF Roseville component] {Access to additional 12,500 AF if available}	For use in SJWD Placer County retail service area, an average of CVP Rates without CVPIA Restoration Fund but + Warren Act charges. [\$23.71/af(2018) + \$30.68/af(2017) = \$54.39/af] For use in Placer County outside SJWD service area the higher of the rate above for use in SJWD's Placer County service area or <i>95% of what SJWD receives in payment</i> . For use in SJWD's Sacramento County service area > higher of 175% of charge for use in SJWD Placer County service area [\$125.86/af] or 150% of PCWA's CVP rate, including CVPIA Restoration fund charge [\$128.47/af]; includes Warren Act charges on both	Cannot be transferred outside of SJWD Service area in any county but Placer without written permission of PCWA; delivery to Sacramento County outside SJWD service area contemplated by the contract, but not required to be approved, at a negotiated price “adjustment”.	SWRCB [+ PCWA if transfer outside Placer County <u>and</u> outside SJWD service area]

*Use of SWP and/or CVP facilities requires DWR and/or USBR approvals as well. Even if DWR facilities not utilized, DWR will still likely scrutinize on their contractors' behalf and make an independent “no injury” assessment.

[^]Energy costs per acre-foot pumped would be calculated as part of pricing determination, but that information is unavailable at this time. In all cases, if water transferred via American River rather than through Folsom, then no direct pumping costs would accrue.

SJWD Water Supplies and Projected Wholesale Demand



District to implement the transfer. The minimum statutory timeline for SWRCB approval of a water transfer petition is illustrated in the table below.

SWRCB TIMELINE FOR DECISION FROM DATE OF PETITION SUBMITTAL	
ACTION	CUMULATIVE DURATION
SJWD Submits Petition to SWRCB	<i>Day 1</i>
SWRCB Posts Notice (10 days)	<i>Day 11</i>
Comment Period Ends (30 days from SWRCB Notice)	<i>Day 41</i>
SWRCB Decision (possibly 35 days from SWRCB Notice)	<i>Day 46</i>
20 Day Extension by SWRCB (discretionary based on comments received or other issues, environmental, etc.)	<i>Day 66</i>

Conserved Water Transfer: In San Juan's case, this type of transfer is a form of pre-1914 water rights transfer. A conserved water transfer is based on calculating how much water in a given transfer year has been conserved from a prior baseline. Notwithstanding Water Code §1011⁴, the issue of how to establish the appropriate baseline in an urban setting and determine what amount of water is available for a conservation transfer has not yet been resolved. In addition to determining the baseline from which the amount of conserved water is to be subtracted, as part of the "no injury" analysis the amount of water that was consumptively used (i.e., the gross amount delivered less what would have otherwise returned to the system) must also be accounted for and subtracted from the transferrable amount of water. For example, wastewater return flows and runoff to storm sewers, as well as applied outdoor water that percolates to groundwater and eventually back into a stream are categories of water that are not considered consumptive uses and are thus not part of the total conserved water available for transfer. Determining the volumes of these various components of the transfer water calculation is central to the technical and policy-level conversations now underway between staff, counsel, other local water agency representatives, DWR, Reclamation and the SWRCB. This issue of how to calculate the amount of water available for transfer, and determining the baseline from which that would be derived, was a key obstacle to accomplishing the District's proposed 2015 transfer with the Santa Clara Valley Water District.

⁴California Water Code §1011. (a) When any person entitled to the use of water under an appropriative right fails to use all or any part of the water because of water conservation efforts, any cessation or reduction in the use of the appropriated water shall be deemed equivalent to a reasonable beneficial use of water to the extent of the cessation or reduction in use....(b) Water, or the right to the use of water, the use of which has ceased or been reduced as the result of water conservation efforts as described in subdivision (a), may be sold, leased, exchanged, or otherwise transferred pursuant to any provision of law relating to the transfer of water or water rights, including, but not limited to, provisions of law governing any change in point of diversion, place of use, and purpose of use due to the transfer....

Staff has advocated that the appropriate baseline for calculating consumptively used water available for transfer was established by SBx7-7's passage in 2009, whereby the Legislature imposed a requirement upon water agencies to conserve 20% of their then current use by the year 2020. SBx7-7 permitted the calculation of baseline usage using a 10-year average of the previous decade's use. As a result, the District believes that the SBx7-7 baseline is an appropriate measure of water conservation for the period of 2009 to the present and that all such conserved water can be transferred under Water Code §1011. As shown on the graphic on page 5, that base amount of conserved water available for transfer in any given year – subject to adjustment for runoff, etc. – should be calculated by subtracting the use in the transfer year from San Juan's 10-year annual average delivery amount from 1999-2008, which equaled 54,600 AF. As an example, using this baseline: San Juan customers used 31,238 AF in 2015, so the consumptive use portion of the difference between the 54,600 AF baseline historic use and the 2015 use should represent what would have been the maximum amount of water available for a conservation transfer in the following year.

Transfer of CVP contract water: The District's CVP water service contract is for the delivery of a "supplemental supply" of water for San Juan. Under the terms of this contract, there are some constraints on San Juan's ability to transfer its CVP water to another agency. There is also a contractual limitation requiring San Juan to demonstrate the beneficial use of all of its daily diversion water right water supplies before it is allowed access to its CVP contract supply.

In addition, there are place of use limitations on the District's CVP water. For example, the 13,000 AF of Fazio water is limited by statute to use within Sacramento and El Dorado counties. Still, there is increased opportunity and flexibility in potentially transferring CVP water service contract supplies to another CVP contractor. Under section 3405(a)(1)(M) of the CVPIA, one CVP contractor can transfer unused entitlement under its CVP water supply contract to another CVP contractor for use within the same watershed of origin. If Reclamation permits a transfer of CVP water to a non-CVP contractor, there is an additional per acre-foot surcharge added to the cost of the water pursuant to the CVPIA in addition to all the other costs involved.

There may be additional opportunities to utilize the District's CVP contract water within the American River region to bolster conjunctive use and enhance water supply reliability, particularly to buffer drought. Under this scenario, San Juan might either move CVP water into local/regional groundwater basins or deliver it to agencies for use in-lieu of groundwater they would normally use, allowing their basins to recharge and increase storage levels.

Banking groundwater is a recognized beneficial use of CVP water. Prior to being able to implement such a project, however, Reclamation must "acknowledge" the groundwater bank that the District would utilize within the North American River Basin. Staff is investigating how best to accomplish an accelerated Reclamation approval of a new groundwater bank in the region and what would be required by and/or from other stakeholders to approve and implement a water bank. San Juan staff is working with and through the Sacramento Groundwater Authority (SGA) to obtain approvals from Reclamation and increased engagement by regional stakeholders. The graphic on the page 10 identifies the steps required to obtain Reclamation's "acknowledgment." At this time, we are working on Step 2.

Along with various specified informational requirements, CEQA and NEPA compliance would be required. The environmental analysis would entail performing a significant technical assessment, which would be focused on demonstrating that the proposed bank's operation would not result in unreasonable loss of water to the CVP. According to SGA staff, this could probably be accomplished within two years if financial resources were available to carry out the technical work. The updated groundwater model for use in the SGA's Sustainable Groundwater Management Act implementation effort, which its recent Proposition 1 grant application is intended to fund, could provide much of the data and analysis necessary to satisfy the requirements for Reclamation's acknowledgement of a regional groundwater bank.

As an alternative to maintaining the District's entire existing CVP contract entitlement, San Juan could reassess its long-term water demands (which at present levels seem to be fairly well and reliably covered by water rights water in combination with accessible PCWA water), and evaluate whether it would make sense to permanently assign or sell a portion of that entitlement. If the District's demand analysis demonstrates San Juan will unlikely ever to be able to use its entire CVP entitlement, there may be a fiscal benefit in such a permanent assignment or sale. The Fazio water (all or a portion of 13,000 AF) would have to be sold to an entity serving El Dorado or Sacramento Counties, such as El Dorado Irrigation District or SSWD. The balance of San Juan's 11,200 AF of CVP supply could be sold without that geographic limitation.

PCWA contract water: PCWA water can only be used or transferred to areas within PCWA's designated place of use for its water. This area was expanded last year to include all of San Juan's service area and some other areas in Sacramento County, including the SSWD service area. If the District desired to transfer PCWA water outside PCWA's permitted place of use, then SWRCB approval would be required. Regardless, the PCWA contract itself imposes much higher costs on this water if the District uses it in its Sacramento County service area. The contract also specifies that San Juan must pay PCWA a minimum of 95% of the sale proceeds if it transfers PCWA contract water to an entity outside San Juan's service area in Placer County. Moreover, should San Juan desire to use or sell PCWA contract water outside Placer County and outside the District's Sacramento County service area, a specific price negotiation with PCWA would be required. Finally, use of PCWA water delivered through Reclamation facilities, whether delivered through the District's water treatment plant or released through Folsom Reservoir directly, also requires the payment of Warren Act charges as it is non-CVP water delivered via CVP facilities. Nevertheless, PCWA water is a potentially viable replacement water supply to serve San Juan customers if water right water is successfully transferred.

REPLACEMENT WATER CONSIDERATIONS

While it is possible for San Juan to transfer portions of its CVP or PCWA contract supplies, the reality is that temporary transfers of the District's water rights water provide the most flexible opportunities to pursue, with the fewest regulatory hurdles to negotiate. However, in addition to assessing which water would be best to use as the source of the transfer, it is also important to determine which source would be best utilized to meet San Juan's delivery demands.

Steps Toward USBR-recognized Water Bank

Evaluate Opportunities/Needs (2 yrs)

- High level look at opportunities created by near and long-term improvements with initial look at potential partners (Regional Water Reliability Plan)

Development Analysis Tools (2 yrs)

- Update regional modeling tool to conduct technical analysis to further define opportunities and evaluate impacts

Complete Legal/Institutional Framework (3 yrs)

- Complete environmental analysis, establish governance, develop legal agreements, and engage with partners

The table on page 5 provides the different costs associated with San Juan's sources of supply. CVP water is less expensive than PCWA water. However, the constraints associated with the District's CVP contract might make it more advantageous to use the more expensive PCWA water as a substitute supply in San Juan's service area as part of a transfer arrangement. The additional water cost would still be recovered, but financial benefits of a transfer to San Juan would be reduced correspondingly. These calculations and analyses will occur on a case-by-case basis to optimize benefits to the District and its ratepayers, from both a water supply reliability and fiscal standpoint.

During drought periods, conjunctive use partnerships with San Juan's Wholesale Customer Agencies (WCAs) and SSWD would be expected to provide the capability for the District to utilize local groundwater resources as a partial substitute supply. The use of groundwater comes with its own challenges, however, including energy costs, operational coordination and negotiating an appropriate water rate to be charged back to San Juan for that groundwater. Discussions regarding the appropriate fiscal and management relationship between the District and the WCAs are being initiated at this time. Ultimately, access to such groundwater supplies enhances the options for transfers by San Juan and also helps bolster the District's overall dry year reliability.

AGENCY ROLES

SWRCB: No role if pre-1914 rights water, as the water right holder may change the point of diversion, purpose of use, or place of use without state approval, if no others are injured. The SWRCB must approve all transfers based on post-1914 appropriative rights. If San Juan proposes a transfer requiring SWRCB approval, it must file a petition with supporting technical information to commence the SWRCB's review. If third parties protest the petition, the SWRCB may hold a public hearing to receive evidence before deciding whether to approve or reject the transfer petition. Temporary (1-year) transfers are exempt from CEQA review, but long-term water right transfers are subject to CEQA requirements.

U.S. Bureau of Reclamation: The CVPIA contains provisions promoting water transfers. If the District seeks to transfer CVP water, Reclamation must approve the transfer. If a proposed transfer is between CVP contractors, the SWRCB's approval is necessary only if the point of diversion, purpose of use, or place of use under the CVP's water rights needs to be changed to accomplish the transfer. If the transfer involves CVP supplies or CVP facilities, some type of NEPA review is generally required as a condition of the transfer. Reclamation has prepared a number of programmatic NEPA documents to cover transfers, so additional review might not be required for certain transfers involving the CVP.

If the transfer involves the use of CVP facilities in moving non-CVP water, then there is a requirement to secure a Warren Act Contract through Reclamation's Central California Area Office. NEPA will be required as part of the Warren Act process, but typically a Finding of No Significant Impact (FONSI) is issued for temporary transfers.

As an example of the time involved in obtaining Reclamation approval and implementation of a water transfer triggering federal review, a PCWA transfer in 2014 that was covered by a FONSI still required 78 days to complete after the contract between PCWA and the buyer was signed. If San Juan desires to seek a long-term transfer, then the process can last 3-5 years to get regulatory permits because a new EIR (CEQA)/EIS (NEPA) is likely to be required. If the proposed transfer can secure coverage from the existing 2015 CVP EIS/EIR applicable to transfers from north of the Delta to south of the Delta CVP contractors, then the NEPA process for issuing the necessary Warren Act Contract might only take about 6 months. However, if it is necessary for Reclamation to also enter into an Endangered Species Act (ESA) Section 7 consultation specific to the proposed transfer, that time period would likely double to a year or more.

California Department of Water Resources: If using DWR facilities, DWR must approve the transfer. That approval includes DWR determining that there is available capacity in its Delta pumping facilities available to convey non-SWP water. In these cases, DWR essentially possesses concurrent jurisdiction with the SWRCB to make a determination of whether a proposed transfer would cause injury to the SWP and its contractors or any unreasonable harm to fish or wildlife.

The graphics on pages 14-16 illustrate: (1) the roles of the SWRCB, DWR and Reclamation in water transfers; (2) how Reclamation engages depending on whether CVP or non-CVP water is being transferred and how they engage on various types of transfers; and, (3) a flow chart showing the process for securing a Warren Act Contract when additional ESA coverage is not required. If new ESA coverage for the proposed transfer is required, the process becomes much more complex and time consuming.

ADDITIONAL CONSIDERATIONS FOR USE OF SPECIFIC FACILITIES

CVP & SWP South Delta Pumping Plants: For transfers to water users south of the Delta, the window to utilize the Jones CVP or the Banks SWP pumping plants generally is limited by DWR's and Reclamation's ESA permits to the period from July 1 to September 30. A transfer agreement with the project agency that will pump the water in a cross-Delta transfer is required. Even during this window, DWR's and Reclamation's ability to move transfer water is subject to their pumping plants having sufficient capacity in excess of the capacity necessary to move project water. Even if DWR or Reclamation agree to move non-project transfer water, both agencies always reserve the right to curtail pumping of transfer water if conditions change at the seller's sole risk. Also, conveyance of project water is given priority, so in years when there are many transfers any available excess capacity must be allocated among sellers, which can limit the amount of transfer water that any one seller may be able to move.

Folsom South Canal: It may be possible to use the Folsom South Canal (FSC), a CVP facility, to move water within the region south of the American River, as well as to agencies in the Bay Area via the East Bay Municipal Utility District's (EBMUD) aqueducts. Use of the FSC would require a Warren Act contract. As with the CVP and SWP pumps in the south delta, use of EBMUD's aqueducts are subject to operational and capacity constraints too. It is possible to move water to similar end users via the Freeport Project, a diversion off the Sacramento River owned and

operated by a Joint Powers Authority comprised of EBMUD, Sacramento County Water Agency, and representatives of the City of Sacramento, however, there are more significant regulatory, operational, and cost hurdles associated with doing so.

Los Vaqueros Reservoir: The Contra Costa Water District's (CCWD) Los Vaqueros Reservoir presents another potential avenue to pursue transfers to the Bay Area and potentially even to South of Delta agricultural water users. CCWD, in partnership with other agencies, is pursuing an expansion, as well as potential increased interties to other agencies that would allow for water to be delivered to Bay Area agencies, as well as possibly facilitating water swaps which could involve south of Delta agricultural users. The main issues under such a scenario would be operational and pumping constraints at CCWD's intakes.

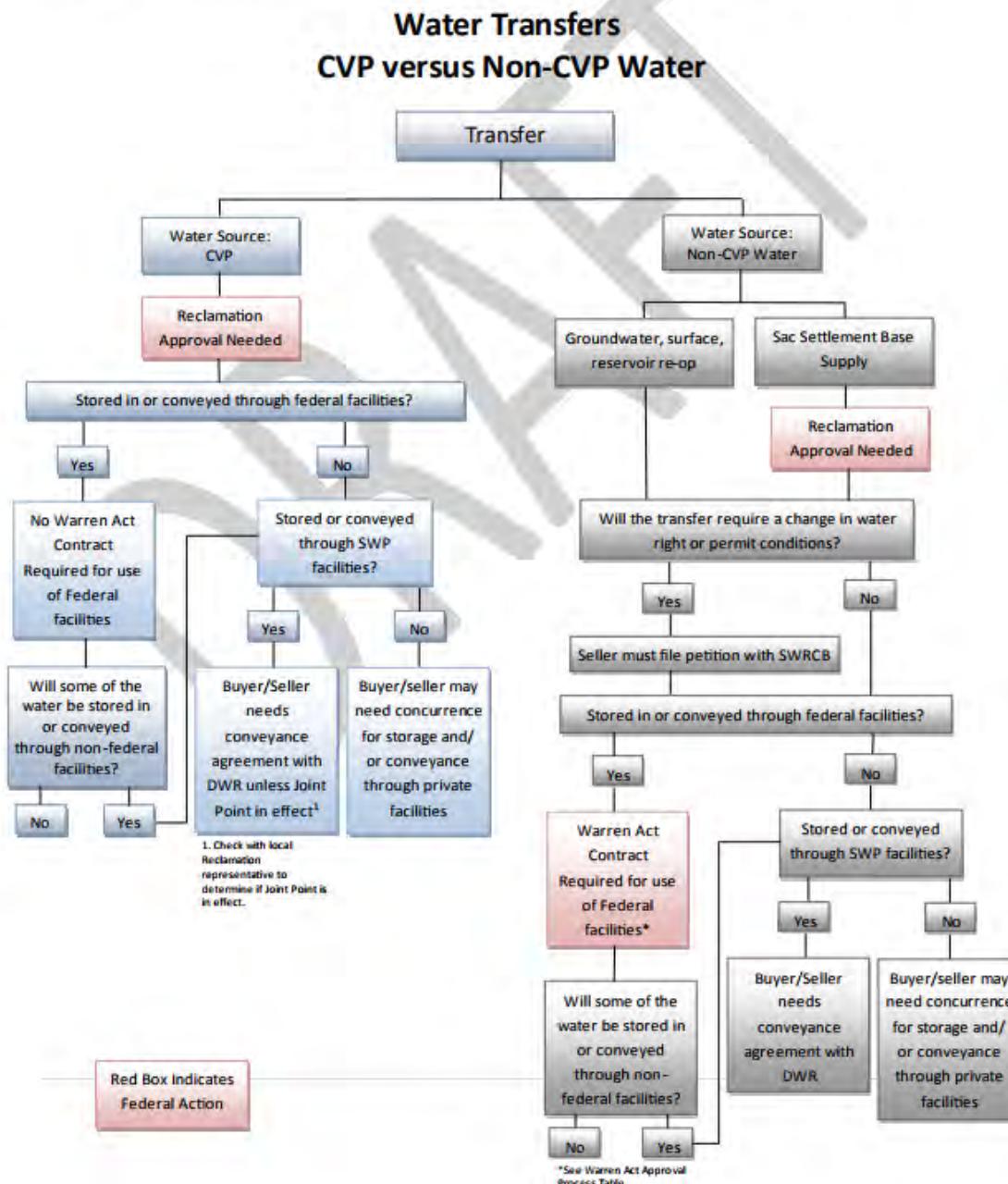


Agency Water Transfer Processes

AGENCY	DWR	Reclamation	SWRCB
How to start agency process?	<ul style="list-style-type: none"> Contact DWR with transfer proposal Agree to cost reimbursement 	<ul style="list-style-type: none"> Send letter of request for transfer with information on seller, buyer, type, amount, and timing of transfer Reclamation sends letter back with cost reimbursement requirements Agencies agree to move forward 	File petition for temporary water transfer (1 year or less) or for long-term transfer under the applicable provisions of the Water Code.
What technical information is required in submittal packages?*	Information as listed in Water Transfer Technical Information (crop shifting/cropland idling and groundwater substitution)	Information as listed in <ul style="list-style-type: none"> CVPIA Criteria Checklist for a complete written Transfer Proposal Water Transfer Technical Information (crop shifting/cropland idling and groundwater substitution) 	Information as required for the type of transfer being sought by the appropriate SWRCB form.
What regulatory compliance is required?	CEQA (DWR requires transferor to complete CEQA documentation)	NEPA and ESA	Temporary water transfers are exempt from CEQA. Long-term water transfers require CEQA compliance.
What is acceptance of transfer proposals based on?	<ul style="list-style-type: none"> Complete Submittal Package Determination of real water and Project operation considerations Water Code Section 1810 - use of a water conveyance facility is to be made without injuring any legal user of water and without unreasonably affecting fish, wildlife or other instream beneficial uses; the overall economy; or the environment of the transferor area CEQA 	<ul style="list-style-type: none"> Complete Submittal Package Determination of real water and Project operation considerations CVPIA section 3405(a) – No adverse impacts on CVP contractors, water supply or operations, fish and wildlife obligations, and groundwater conditions in the transferor area NEPA – No adverse environmental impacts 	Transfer shall not injure any legal user of the water and not unreasonably affect fish, wildlife or other instream beneficial uses.

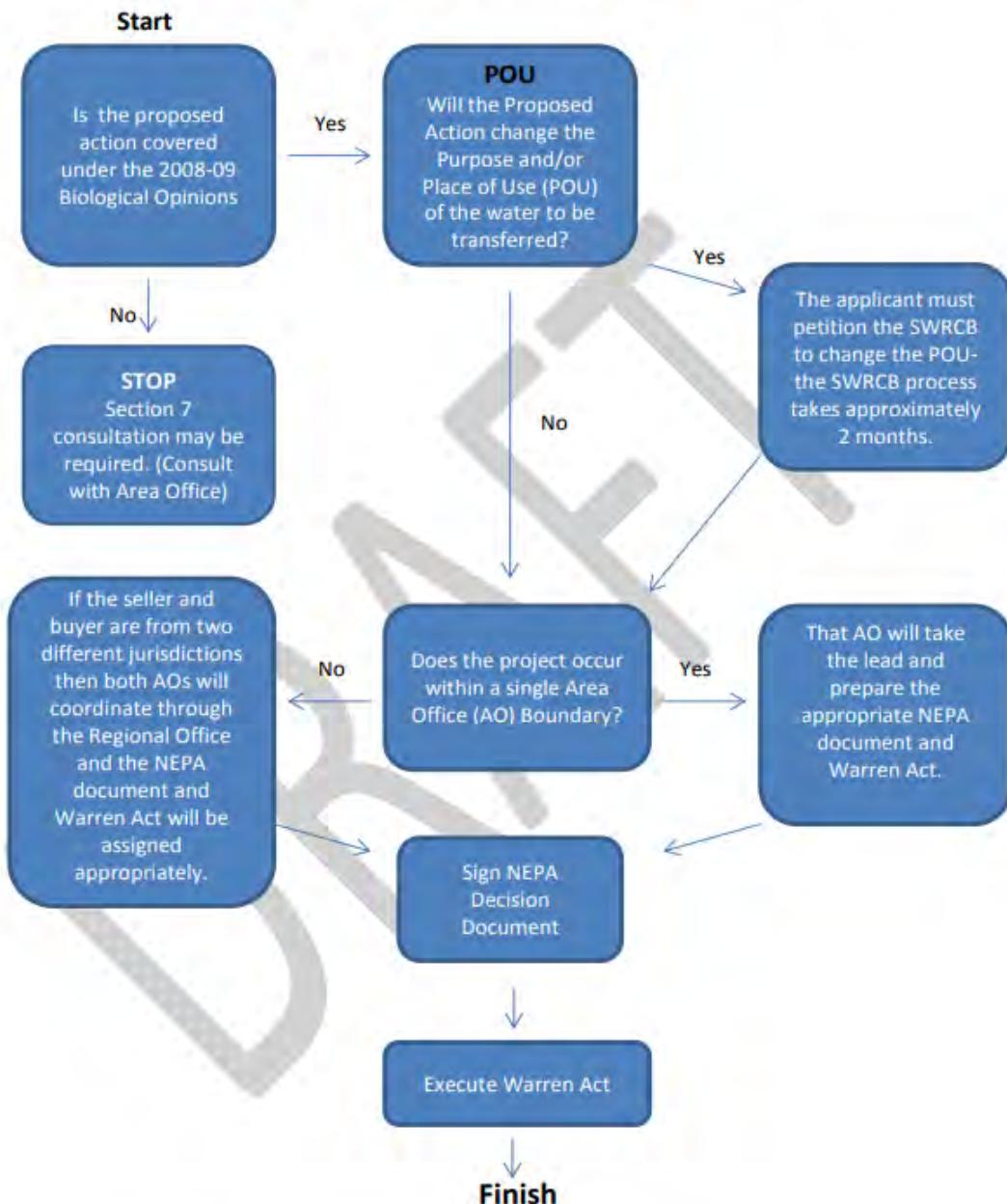
Determination of Federal and Other Actions: CVP versus non-CVP Water

The type of water (CVP versus non-CVP) a willing seller or willing buyer is transferring or acquiring through a transfer determines the federal action and the agreements and/or approvals needed for the transfer to occur. The decision trees presented in this section help willing sellers and willing buyers understand the determination of the federal action. The decision trees also outline other approvals, agreements, and documentation that may be necessary to accomplish the transfer.



Warren Act Table Approval Process Table*

(Endangered Species Act (ESA) Consultation Complete)



*Typical process but subject to change depending on resources and complexity of proposed action.

All Warren Act water transfers must occur within the appropriate window as determined by Central Valley Operations.

Through Delta transfers must occur between July 1 and September 30 (pursuant to the CVP/State Water Project Operation Biological Opinions).

CONSERVED WATER BASELINES BY SOURCE

<u>Year</u>	<u>SJWD USE</u>	<u>PCWA Water</u>	<u>CVP</u>	<u>Rights Water</u>	<u>Temp/Sec 215 Sac PCWA</u>	<u>Balance</u>
1999	54,627.76	10,488.52	11,064.66	33,000.00		74.58
2000	53,379.54	10,698.21	9,665.06	33,000.00		16.27
2001	57,526.77	11,845.15	11,200.00	33,000.00	863.95	617.67
2002	52,795.33	12,899.08	5,788.67	33,000.00	1,107.58	0
2003	53,697.77	12,840.33	3,548.22	31,953.26	5,355.96	0
2004	57,854.32	13,561.90	8,689.62	33,000.00	2,538.84	63.96
2005	54,515.51	12,286.13	4,557.71	33,000.00	3,183.48	1,488.19
2006	54,600.00	11,095.09	10,463.73	33,000.00		41.18
2007	53,466.48	12,446.18	8,002.52	33,000.00		17.78
2008	53,535.05	12,793.56	7,733.12	33,000.00		8.37
AVERAGES						
1999-2008 AF	54,600	12,095	8,071	32,895	1,305	233
1999-2008 %	100%	22%	15%	60%	2%	0.5%
2009-2016 AF	40,144	8,172	1,200	30,746	0	26
(99/08) – (09/16)	14,456	3,923	6,871	2,149	1,305	207

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: January 24, 2018
Subject: Water Resources Specialist Position

RECOMMENDED ACTION

Staff recommends that the job description and salary range for the Water Resources Specialist be updated. The Personnel Committee considered this item on November 17, 2017 and voted unanimously for the Board to consider approval. This item was presented to the Board on December 13, 2017, and some members requested that it be continued to January, to allow them more time to review the materials.

BACKGROUND

The position description for the Water Resources Specialist was revised in 2013, to reduce the level of the responsibilities that the position had had when it was defined previously as the Water Resources Analyst. Since then, the previous incumbent in the position left the District and Greg Zlotnick was hired. Greg has brought greater skills and experience to the position than the District had had prior to his arrival, and he has been successful in many projects that have benefited the District, such as securing agreement on revisions to water supply contracts to save the District money, bringing the District into compliance with water rights regulatory reporting, finding potential buyers of transferred water and developing a plan for transfers generally, and more.

To reflect this new higher level of activity and responsibility that Greg has brought to the job, we are proposing to revise the job description accordingly. The proposed revision is attached in both marked-up and in clean formats, for review and approval by the Committee and the Board.

With respect to salary, the position was most recently reviewed in the 2015 compensation survey. The job description that was compared was the Water Resources Specialist version, and it was compared to water conservation coordinator and water management coordinator types of positions. The salary level range that was adopted at the time had a top salary of \$100,308, which, with subsequent COLAs is now the current range that became effective on July 1, which is \$88,701 - \$106,446.

The new job description adds a higher level of responsibility, including managing the District's water resources portfolio and regulatory compliance, managing water resources planning and reporting (Urban Water Management Plans and other plans) and managing the District's legislative and lobbying work. The position's responsibilities also include representing the District in Regional, State and National organizations. These new responsibilities will need to be analyzed in the compensation study planned for 2019, but in the meantime, they clearly merit a salary range higher than that associated with the Specialist job description. The proposed salary range of \$100,000 - \$124,000 is bracketed by the salary ranges of the Information Technology Administrator and the Customer Services Manager, and is the level recommended for this position.



San Juan Water District
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Manager, Water Resources Position Description

Status:	Exempt
Supervisor:	General Manager
Effective Date:	January 24, 2018

Supervision Received and Exercised

Receives general direction from the General Manager.

Primary Function

Coordinate, organize and implement a variety of water resources related functions including: engaging in and shaping external coalition and organizational relationships (e.g., CVP, SWP, ACWA, RWA, NWRA, etc.) to enhance, promote and secure District interests; monitoring state and federal water policy and regulatory developments pertinent to the District; overseeing state and federal legislative review, engagement and advocacy; water rights administration; managing water resources planning efforts (including UWMP, and CVP WMP preparation); managing grant opportunities; and providing highly responsible and complex administrative and policy support to the General Manager.

Essential Duties - Duties may include, but are not limited to, the following:

- Represents the District in collaborating with local, statewide and national partners and advises and makes recommendations to the General Manager and the Board on a variety of critical issues which could have an impact on the District's water supply and its customers.
- Provide leadership within the water resource management industry at the local, statewide and national levels through active participation in the committees, management, or conferences of coalitions and associations of which the District is a member or engages with to support and promote the District's interests.
- Reviews and develops District positions on pertinent state and federal legislation, policy and regulations. Manages the District's lobbyists and advocates for the District's positions as required.
- Manages water resources administration for the District, including the timely submittal of reports to the State and Federal agencies, including urban water management plans and water management plans. Develops and implements a water transfer program. Applies for and administers grants from various programs relevant to assigned duties, including budgets and reports. Works with federal lobbyist to identify potential opportunities for the District to secure grants, and collaborates with RWA on regional grant opportunities.

- As necessary, makes presentations to community groups and other interested audiences to promote and explain District programs and goals; may respond to inquiries from the news media, other agencies, and community groups on water resources issues when requested.
- Organizes, prepares and presents reports to the General Manager and the Board of Directors regarding significant and complex water resources issue, pending legislation and related program activities; prepares, oversees or provides input to the publication of educational and promotional materials related to water resources management.
- Manages the preparation and makes presentations of relevant studies, recommendations, and other materials for consideration at Board of Directors' meetings regarding the District's water supplies; leads, coordinates, or participates in the development and evaluation of alternative policy recommendations on a broad range of issues with other staff.
- Performs administrative duties including budget formulation and invoice sign-off, as appropriate.
- Periodic travel to represent the District at meetings, workshops, conferences and other events.
- Other duties as assigned

Minimum Qualifications

Knowledge of:

- Principles and practices of water resource management and conservation;
- Principles and practices of program management and administration;
- Pertinent local, State and Federal laws, ordinances and rules;
- Roles of public agency representatives and government officials associated with water planning and water rights;
- Practices of water rights analysis and legislative reform;
- Policy report and Board agenda memo writing;
- Principles and practices of budget administration.

Ability to:

- Plan, organize, implement and coordinate water resource and related programs involving coordination with multiple stakeholders;
- Exercise independent judgment in administering and interpreting policies and regulations;
- Communicate effectively orally in a variety of situations including outreach presentations, Board presentations, advisory committee meetings, workshops and conferences;
- Interpret and explain District policies and procedures;
- Research, analyze and interpret State and Federal legislation and the impacts on District operations and programs;
- Compile, analyze and evaluate technical data and complex regulations relating to assigned programs.
- Analyze complex administrative, management, and organizational effectiveness issues; planning, organizing and conducting complex studies to improve policies, processes, productivity, communications, and teamwork; persuading and negotiating with individuals and groups; making verbal presentations and preparing clear, complete and concise reports, correspondence, and technical documents.

- Coordinate diverse interests and talents of interdisciplinary teams assigned to a particular program or project; work cooperatively with, and successfully influence, the media, general public, community groups, representatives of local and regional governments, and state and federal legislators to enhance and protect District interests.

Experience and Education:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Completion of four years of college resulting in graduation with major course work in business or public administration, engineering or related field and five years of professional experience, preferably in water resource management.

License or Certificate:

Possession of, or the ability to obtain and maintain, a California Driver's License with a satisfactory driving record. Individuals who do not meet this requirement due to a physical disability will be considered on a case-by-case basis.

Physical Capabilities:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform functions.

<i>Physical Requirements</i>	<i>Rarely (0-12%)</i>	<i>Occasionally (12-33%)</i>	<i>Frequently (34-66%)</i>	<i>Regularly (67-100%)</i>
Seeing				✓
Hearing				✓
Standing/Walking		✓		
Climbing/Stooping/Kneeling	✓			
Lifting/Pulling/Pushing	✓			
Approximate Maximum Weight to Lift		20 Pounds		
Fingering/Grasping/Feeling				✓
Describe Working Conditions	90 Percent Indoors and 10 Percent Outdoors			



San Juan Water District
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Manager, Water Resources Policy Specialist Position Description

Status: Exempt

Supervisor: General Manager

Effective Date: May 11, 2016December 13, 2017

Supervision Received and Exercised

Receives general direction from the General Manager.

Primary Function

To coordinate, organize and implement a variety of water resources related functions including: engaging in and shaping external coalition and organizational relationships (e.g., CVP, SWP, ACWA, RWA, NWRA, etc.) to enhance, promote and secure District interests; monitoring state and federal water policy and regulatory developments pertinent to the District; overseeing state and federal legislative review, engagement and advocacy; water rights administration; supporting managing water resources planning efforts (including UWMP, and CVP WMP preparation); managing maintaining awareness of grant opportunities; in conjunction with RWA legislation review and the recommendation of modifications and/or District position, grant applications and administration; and to providing highly responsible and complex administrative and policy support to the Assistant General Manager and General Manager.

Essential Duties - Duties may include, but are not limited to, the following:

- Represents the District in collaborating with local, statewide and national partners and advises and makes recommendations to the General Manager and the Board on a variety of critical issues which could have an impact on the District's water supply and its customers.
- At the direction of and in collaboration with the General Manager, undertakes strategic engagement and develops solutions related to various District water supply and supply reliability issues involving highly visible interagency and coalition coordination.
- Provide leadership within the water resource management industry at the local, statewide and national levels through active participation in the committees, management, or conferences of coalitions and associations of which the District is a member or engages with to support and promote the District's interests.
- Engagement in the state and federal legislative processes; maintaining awareness of pertinent legislation; undertaking review and providing input to the process through Reviews and develops District positions on pertinent state and federal legislation, policy and regulations. Manages the District's lobbyists or association forums, e.g. ACWA, NWRA. Work with General Manager and, when appropriate, the management team to develop position and/or amendment recommendations; and, advocates for/defend the District's

positions as required.

Researches and reviews approved and pending legislation; determines impact on District functions and programs; prepares findings and recommendations to the Assistant General Manager and General Manager; defend the District's position as required.

- Manages water resources rights administration for the District, including the timely submittal of required annual reports to the State and Federal agencies SWRCB, including urban water management plans and water management plans. Develops and implements a water transfer program. Collects, compiles, and analyzes operational data; prepares and submits a variety of technical reports including those submitted to State and Federal agencies.
- Applies for and administers grants from various programs relevant to assigned duties, including budgets and reports. Works with federal lobbyist to identify potential opportunities for the District to secure grants, and collaborates with RWA on regional grant opportunities. Applies for and administers grants associated with assigned functions and programs; submits reimbursement requests; prepares required reports; and monitors and tracks program budgets.
- Works with the management team to develop an annual water use strategy to protect water rights while optimizing District water supply reliability and, when appropriate, water transfer capability. Reviews water sources and recommends use; coordinates with legal counsel as needed.
- Proactively establishes, coordinates, delegates, and maintains working relationships and communication processes to ensure effective outreach and coordination with other departments, water industry groups, and public agencies engaged in efforts to promote water rights, and related issues; participates in and sponsors research, workshops and other activities to increase community awareness and program support;

Actively participates on regional and state wide water committees; provides technical assistance.

Working with the management team, coordinates preparation of internal and externally mandated water supply planning documents, e.g. UWMP and CVP WMP.

- Makes presentations to community groups and other interested audiences to promote and explain District programs and goals; may respond to inquiries from the news media, other agencies, and community groups on water resources issues when requested.
- Organizes, prepares and presents reports to the General Manager and the Board of Directors regarding significant and complex water resources issue, pending legislation and related program activities; prepares, or oversees or provides input to the publication of educational and promotional materials about related to water resources management.
- Manages the preparation and makes presentations of study reports relevant studies, recommendations, and other materials for consideration at Board of Directors' meetings regarding the District's water supplies; leads, coordinates, or participates in the development and evaluation of alternative policy recommendations on a broad range of issues with other staff.
- Leads diverse, interdisciplinary work teams from multiple departments in completing sensitive projects involving broad public and community group interests; advises the

~~General Manager and the Board on a variety of critical issues which could have an impact on the District water supply and its customers; negotiates strategies and solutions on water rights, public affairs and other District issues involving highly visible interagency and community coordination.~~

- ~~Manages the District's program to provide leadership within the water resource management industry at both a statewide and national level by sponsoring changes in California and federal law, policy, and practices in these areas.~~

~~Manages the review and analysis of proposed legislation affecting District operations and policies; advises the General Manager, Board, and department managers of the probable impact; recommends strategies to ensure protection of District interests; advocates for the District position at local, state and federal levels.~~

- Performs administrative duties including budget formulation and invoice sign-off, as appropriate.
- ~~Coordinates the development, communication, implementation, and monitoring of new programs and processes with other department managers.~~
- ~~Must be willing to periodically Periodic travel to represent the District at meetings, workshops, conferences and other events.~~
- Other duties as assigned

Minimum Qualifications

Knowledge of:

- Principles and practices of water resource management and conservation;
- Principles and practices of program management and administration;
- Pertinent local, State and Federal laws, ordinances and rules;
- Roles of public agency representatives and government officials associated with water planning and water rights;
- Practices of water rights analysis and legislative reform;
- ~~Technical report~~Policy report and Board agenda memo writing;
- ~~Practices of grant administration;~~
- Principles and practices of budget administration.

Ability to:

- Plan, organize, implement and coordinate water resource and related programs involving coordination with multiple stakeholders;
- Exercise independent judgment in administering and interpreting policies and regulations;
- Communicate effectively orally in a variety of situations including outreach presentations, Board presentations, advisory committee meetings, workshops and conferences;
- Interpret and explain District policies and procedures;
- Research, analyze and interpret State and Federal legislation and the impacts on District operations and programs;
- Compile, analyze and evaluate technical data and complex regulations relating to assigned programs.
- Analyze complex administrative, management, and organizational effectiveness issues; planning, organizing and conducting complex studies to improve policies, processes,

productivity, communications, and teamwork; persuading and negotiating with individuals and groups; making verbal presentations and preparing clear, complete and concise reports, correspondence, and technical documents.

- Coordinate diverse interests and talents of interdisciplinary teams assigned to a particular program or project; work cooperatively with, and successfully influence, the media, general public, community groups, representatives of local and regional governments, and state and federal legislators to enhance and protect District interests.

Experience and Education:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Completion of four years of college resulting in graduation with major course work in business or public administration, engineering or related field and five years of professional experience, preferably in water resource management.

License or Certificate:

Possession of, or the ability to obtain and maintain, a California Driver's License with a satisfactory driving record. Individuals who do not meet this requirement due to a physical disability will be considered on a case-by-case basis.

Physical Capabilities:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform functions.

<i>Physical Requirements</i>	<i>Rarely (0-12%)</i>	<i>Occasionally (12-33%)</i>	<i>Frequently (34-66%)</i>	<i>Regularly (67-100%)</i>
Seeing				✓
Hearing				✓
Standing/Walking		✓		
Climbing/Stooping/Kneeling	✓			
Lifting/Pulling/Pushing	✓			
Approximate Maximum Weight to Lift		20 Pounds		
Fingering/Grasping/Feeling				✓
Describe Working Conditions	90 Percent Indoors and 10 Percent Outdoors			

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: January 24, 2018
Subject: Board Compensation Policy

RECOMMENDED ACTION

Review and discuss potential changes to the District's existing director compensation policy, Policy No. 2300.

BACKGROUND

Under Policy No. 2300, San Juan Water District Board members receive compensation for each day of service rendered to the District, up to a maximum of ten compensated days per month. This compensation applies to regular and special meetings of the San Juan Board and committees, meetings of joint powers agencies or associations in which the District is a member, attendance at conferences or seminars of interest to the District, meetings or office visits as requested by the General Manager, etc. However, as currently written, there is some ambiguity in the policy and to assist Board members and management in applying the policy, the General Manager and legal counsel believe that some revisions would be helpful.

Therefore, the Board may want to discuss and consider other types of meetings for which Directors should receive compensation. The 2017-18 budget currently includes funding to pay for an average of 8 days of compensation per member per month (which is based on a historical average.)

The current policy, No. 2300, is attached. Also attached is a more comprehensive policy used by the Sacramento Suburban Water District uses. This policy was prepared by District legal counsel.

SAN JUAN WATER DISTRICT POLICIES

POLICY TYPE: Board Policies
POLICY TITLE: Compensation and Reimbursement for Board and Committee Meetings
POLICY NUMBER: 2300
DATE ADOPTED: October 23, 2003
DATES AMENDED:

2300.00 Compensation and Reimbursement for Board and Committee Meetings

Members of the Board of Directors of the District will be entitled to receive \$125 per day for each day's attendance at meetings of the Board, or for each day's service rendered as a member of the Board by request of the Board, as provided for in this policy.

Applicable law provides that a Director can be compensated for up to 10 days per calendar month for each day's attendance at meetings of the Board, or for each day's service rendered as a Director. The District encourages Directors to take advantage of opportunities to be informed concerning matters of interest to the District, and to inform others of the activities and interests of the District. The General Manager will provide to the Board on a quarterly basis a list of meetings attended by each Director for which the Director was compensated under this policy. Directors will be compensated (for up to 10 days per calendar month) for attending the following types of meetings:

- Meetings of the Board of Directors of the District;
- Meetings of committees of the Board of Directors of the District;
- Meetings of joint powers authorities, associations and other organizations of which the District is a member or participant;
- Meetings of a County Board of Supervisors, Local Agency Formation Commission or a special district or legislative or regulatory body that has on its agenda a matter that is of interest to the District;
- Meetings or office visits as requested by the General Manager; and
- Conferences, seminars and other events dealing with matters of interest to the District.

When making any trips on official business of the Board, or in attending any conferences, Directors will be compensated for each day sessions are attended. If the conference is of sufficient distance that travel on the same day is unreasonable, then Directors will be compensated for up to one travel day before and one travel day after the meeting or conference.

Sacramento Suburban Water District

Directors' Compensation and Expense Reimbursement Policy

Adopted: July 21, 2003

Revised: May 15, 2006; May 19, 2008; May 17, 2010; June 20, 2011; July 15, 2013;
August 18, 2014; August 17, 2015, August 21, 2017

100.00 Purpose of the Policy

This document sets forth the policy of the Sacramento Suburban Water District concerning Directors' compensation and the payment of actual and necessary expenses incurred in the performance of official duties and is intended to comply with the requirements of Government Code sections 53232 through 53232.4.

200.00 Directors' Compensation

200.10 Amount of Compensation

Each member of the Board of Directors of the District will be entitled to receive \$100 per day for each day's attendance at meetings of the Board, or for each day's service rendered as a member of the Board by request of the Board, as provided in article 200.20.

200.20 Types of Service for Which Compensation Will Be Provided

Applicable law (Government Code section 53232.1) permits the District to compensate Directors for each day's attendance at meetings of the Board, or for each day's service rendered as a Director, subject to a written policy adopted in a public meeting. A Director can be compensated for up to 10 days per calendar month of service in accordance with the Board's adoption of Ordinance No. 02-01. (Water Code section 20202.) The District encourages Directors to take advantage of opportunities to be informed concerning matters of interest to the District, and to inform others of the activities and interests of the District. The General Manager or his or her designee will provide to the Board on a monthly basis a list of meetings attended by each Director for which the Director was compensated under this policy. Directors will be compensated (for up to 10 days per calendar month) for attending the following types of meetings:

- a. Meetings of the Board of Directors of the District and the Board of Directors of the Sacramento Suburban Water District Financing Corporation;
- b. Committee meetings of the Board, attended as a member of the committee;

- c. Other meetings necessary for the disposition of duties assigned to a Board committee, attended by a member of the committee;
- d. Meetings of other governmental entities, associations or duly-recognized committees on which the District is officially represented, attended by the liaison representative of the Board and/or the liaison representative alternate who has been appointed to represent the District on the governmental entity or committee (both liaison representative and liaison representative alternate should attend all meetings to be informed on the issues and therefore both will be compensated for attending those meetings);
- e. Conferences, seminars, workshops and other events held within the State of California that are sponsored by industry associations or nonprofit entities for the purpose of discussing relevant water issues, including days while attending the conference, seminar, workshop or event, but excluding days in transit to or from the conference, seminar, workshop or event (attendance at conferences, seminars, workshops and events held outside the State of California will be approved by the Board of Directors on a case-by-case basis);
- f. Educational training, seminars, and courses designed to improve Directors' understanding of District business and their obligations as public officials, including ethics training mandated under Government Code section 53235(a) and harassment prevention training under Government Code section 12950.1;
- g. Meetings, water industry events or office visits of a substantial duration concerning substantive District business as requested and approved for payment by the General Manager or the Board President; and
- h. In connection with business, educational and ceremonial meetings, functions and conferences for which the District has prepaid for a Director's attendance, the Director shall attend such events. If the Director is unable to attend the pre-paid event, the Director shall immediately notify the District. If the District cannot obtain a refund of fees paid, then the District shall bill the Director for reimbursement for all amounts paid, unless the Director's failure to attend the event arises from circumstances beyond the control of the Director.

300.00 Reimbursement of Directors' Expenses

300.10 Policy and General Rules

The District encourages Directors to attend conferences, seminars and other meetings that require their participation or provide an opportunity to be informed concerning matters of interest to the District. Each Director is entitled to reimbursement for the

amount of the reasonable and prudent expenditures (i.e., registration fees, travel, meals, lodging, and other actual and necessary expenses) incurred in the performance of his or her official duties. When a Director pre-pays expenses (e.g. registration, airfare, hotel), the Director may submit such items for expense reimbursement prior to the meeting occurrence as described in article 300.20.

A Director may use his or her personal funds for meeting registration. The District will reimburse the Director for the actual amount of the registration, if properly reported and documented in accordance with article 300.40. If requested, staff will register a Director for qualifying meetings as described in article 200.20.

The District's annual budget will set an appropriate level of funding for payment of Directors' expenses. A Director will not be entitled to receive in excess of \$ 4,000 per fiscal year for reimbursable expenses, exclusive of registration fees, unless the Board of Directors preapproves a Director's request to increase this amount for the applicable fiscal year. A maximum of five paid meeting days per conference will be allowed with the following exception: ancillary programs that are not a part of the main conference (e.g. ACWA/JPIA meetings). The General Manager or his or her designee will be responsible for ensuring that the budgeted amount is not exceeded without prior approval of the Board.

Any exceptions for expenses that do not come within the District's expense reimbursement policy must be approved by the Board in a public meeting in advance of the time when the expense will be incurred. (Government Code, §53232.2, subd. (f.) Any question concerning the propriety of a particular expense should be resolved by the Board before the expense is incurred.

300.20 Reimbursable Expenses

Directors' direct expenses for attendance at meetings and events authorized by this policy, including registration fees, reasonable travel, lodging, and meal costs, and other actual necessary expenses, will be paid by the District in accordance with the guidelines and per diem rates for an accountable expense reimbursement plan as defined in the United States Internal Revenue Service's Publication 463 ("Travel, Entertainment, Gift and Car Expenses") and Publication 1542 ("Per Diem Rates (For Travel Within the Continental United States") (collectively, the "IRS Publications"). A copy of the current IRS Publications can be obtained from the Finance Director.

The following expenses are authorized business-related expenditures:

- a. Personal Vehicle Mileage. A Director will be reimbursed for actual vehicle travel miles at the rate authorized under the IRS Publications for all meetings attended and services provided as defined in article 200.20, Director's Compensation, above. A Director will be considered to have accounted for personal vehicle expenses by indicating the actual miles traveled, the business purpose of the travel, and the date of travel on the

approved District expense reimbursement form and submitted in accordance with article 300.40. The District will not reimburse Directors for any other personal vehicle expenses.

- b. Hotel Expenses. A Director will be reimbursed for reasonable lodging expenses incurred in accordance with this Policy when a Director attends conferences, seminars or meetings, if the Director stays at the hotel or other lodging listed in the event's registration materials at the group rate obtained for the event. If a Director travels on District business for which no hotel is designated or is unable to book lodging at a specified conference rate, he or she may either (a) be reimbursed at the per diem hotel rate provided in the IRS Publications for the city in which the hotel is located; or (b) use the Director's personal funds to pay for hotel charges, in which case the District will reimburse the Director for actual charges, but only up to three times the maximum per diem hotel rate provided for in the IRS Publications for the event location.
- c. Meals. A Director may be reimbursed for the cost of meals while attending authorized conferences, seminars or meetings away from the District based on the per meal rate provided for in the IRS Publications. A Director may either (a) report meals at the IRS per diem rate or (b) use the Director's personal funds to pay for meals, in which case the District will reimburse the Director for actual charges, but only up to three times the maximum per diem meal rates provided for in the IRS Publications. If a Director is not traveling for a full day, defined as from 12:01 a.m. to 12:00 Midnight, the per diem meal/incidental allowance will be prorated according to the actual hours of travel unless a Director uses his or her personal funds to pay for meals, in which case the District will reimburse the Director for actual charges for meals incurred while traveling, but only up to three times the maximum meal rate provided for in the IRS Publications. If the District pre-pays the cost of one or more meals with a meeting, function or conference registration, a Director must attend the prepaid meals. If a Director fails to attend a pre-paid meal, a Director may not submit a claim for reimbursement for an alternative meal taken in lieu of the pre-paid meal.
- d. Incidental Allowance. Tips for meals will be reimbursed up to a maximum of 15% of the cost of the reimbursable portion of any meal in accordance with the tip shown on the receipt attached to an expense reporting form. The District will reimburse a Director for tips actually given to transportation drivers, baggage porters, bellhops and hotel housekeepers that are reasonable and customary for the area. A Director may be reimbursed for toll charges and parking fees up to the actual amount expended.
- e. Common Carrier Travel. When personal vehicle use for District business is impractical due to time and/or distance, a Director may use regularly-scheduled commercial carriers for travel. Consistent with scheduling needs

and the most-direct route, a Director traveling by plane, train, rental vehicle, bus, or taxi will travel by the least-expensive fare actually available for the date and time of the travel. When possible, travel should be planned in advance to permit use of advance fares. Long-term parking must be used at airports for travel exceeding 24 hours. The District will reimburse the Director for the actual amount of the fare and related, necessary expenses (e.g., baggage fees), if properly reported in accordance with article 300.30.

- f. Telephone/Fax/Cellular/Internet. A Director will be reimbursed for actual telephone, fax and reasonable internet expenses incurred for District business. Telephone bills should identify which calls were made for District business. For cellular calls when the Director has a particular number of minutes included in the Director's plan, the Director can identify the percentage of calls made for District business.

300.30 Types of Expenses for Which Reimbursement Will Not be Provided

Director expenses that are not deemed to be reimbursable business expenses may include, but are not limited to:

- a. Barber and/or beauty shop charges
- b. Fines for traffic or parking violations
- c. Expenses of any person accompanying a Director on a District-approved trip or event
- d. Personal telephone calls
- e. Fitness/Health Facility or Massages
- f. Alcoholic beverages
- g. Entertainment expenses (movies, sporting events, etc.)
- h. Non-Mileage vehicle expenses
- i. Charitable contributions

300.40 Expense Reporting Procedures

In order to be reimbursed for any expense authorized under this Policy, within 60 days of incurring the expense, a Director must fill out and sign a District-provided expense report form available from the Finance Department. The expense report form is designed to ensure that Directors' expense reimbursements comply with the requirements of Government Code section 53232.3 and the IRS Publications. Accordingly, the General Manager will review each expense report form, and sign it to indicate compliance with the requirements of this policy. In all cases when a Director seeks reimbursement for expenses incurred while attending a conference, seminar or other meeting, a copy of the conference registration form must either be attached to his or her expense report or on file at the District (e.g. copy attached to check request or purchasing card paperwork). In addition, a Director will be required to attach the following documentation to his or her expense reimbursement report as a condition of receiving reimbursement for an appropriately-incurred business expense:

- a. Personal Vehicle Mileage. To verify mileage, the General Manager or designee will document personal vehicle mileage, using tools such as Google or MapQuest, which will be attached to the Director's expense report.
- b. Lodging Expenses. If a Director wishes to be reimbursed for lodging expenses, he or she must attach to the expense report an itemized bill issued by the hotel and a copy of the credit card receipt or other proof of the Director's payment. Except when attending a conference, seminar or other meeting and using the available group rate booked for the event, the District will reimburse a Director only for the actual amount of the hotel expenses incurred up to a maximum amount equal to three times the applicable per diem rate shown in the IRS Publications.
- c. Meal Expenses. If a Director wishes to be reimbursed for meal expenses at the IRS per diem rate, he or she may fill out the expense report form and claim the expense without further documentation. If a Director pays for meals with his or her own funds, he or she must attach to the expense report an itemized bill, copy of a credit card receipt or other proof of the Director's payment. In such cases, the District will reimburse a Director only for the actual amount of the meal expense incurred up to a maximum amount of three times the applicable per diem rate shown in the IRS Publications.
- d. Common Carrier Travel. A Director must attach to his or her expense report the fare, coupon, or itemized bill from a travel agency, airline, rental vehicle, bus or train showing the actual amount expended for such travel. A boarding pass, conference badge, business receipt from the destination or other documentation indicating the travel occurred must be attached to the Director's expense report.
- e. Incidental Expenses. Whenever possible, a Director should obtain a receipt for incidental expenses such as tolls and parking fees. For incidental expenses where no receipt is available, such as tips and parking meter costs, a reimbursement request for such expenses may be claimed on the District approved expense report. Certification that such expenses were related to District business, reasonable, appropriate, and actually incurred by the Director is made when signing the District approved expense report form.

In all cases, the Director will remain responsible for filing an expense report and attaching the appropriate documentation obtained by the Director in conformance with paragraphs a. through e. above. Flat-rate advances or payments of expenses are prohibited under Government Code section 53232.2, except for per diem payments authorized in accordance with the IRS Publications.

A Director must substantiate all expenses on an expense report with the appropriate documentation attached within 60 days of incurring or paying the expense. An

expense report submitted after the 60 days will only be paid if approved by the Board at a regular meeting. Any mis- or late-reported expenses incurred by a Director will not meet the requirements of the IRS Publications and will be considered income to the affected Director. To comply with the applicable tax laws, the District will issue to a Director a Form W-2 including all mis- or late-reported expenses as income.

300.50 Disclosure

To comply with reporting requirements of Government Code section 53232.3, the District will prepare a list of the meetings attended by each Director for which the District provided compensation, and a list of the amount and purpose of each expense reimbursement paid by the District to each Director. This information will be included with the agenda materials for each regular monthly Board of Directors meeting. At the next regular Board meeting, Directors also must provide either an oral or written report of meetings and other authorized events attended for which they were compensated by the District. If multiple officials attended the same event, a joint report may be made.

All expenses are subject to verification that they comply with this Policy. Directors should keep in mind that some expenditures may be subject to reporting under the Political Reform Act and other laws. All District expenditures are public records subject to disclosure under the Public Records Act, except that the District will ensure that no Director personal information, such as credit card numbers and home addresses, is provided to the public in the event of a request for such records.

300.60 Penalties

Government Code Section 53232.4 defines the penalties for falsifying or misusing public funds. The penalties include: (1) loss of the violator's reimbursement privileges; (2) restitution of misused District funds; (3) civil penalties of up to \$1,000 per day for each day of violation and three times the value of the public resources misused; and (4) criminal prosecution and lifetime bar from holding public office. The Board will report any violation of this Policy to the appropriate authorities.

300.70 Payment of Compensation and Expenses

All reimbursable expenses as outlined in this policy will be paid within the next payroll cycle upon receipt of a completed expense reporting form approved by the General Manager or designee.

400.00 Policy Review

This Policy shall be reviewed at least biennially.

*Sponsorship Opportunities***Making Safe, Clean, Affordable and Accessible Water a Reality****Thursday, March 15, 2018****8:30 am – noon**Capitol Event Center at the MAY Building
1020 11th Street, Sacramento

Benefits	Table (\$500)	SOLD Coffee (\$750)	SOLD Speaker (\$1,000)	Session (\$1,250)	Presenting (\$2,000)
Company representatives identified as sponsors on their name badge	✓	✓	✓	✓	✓
Acknowledgement in the RWA Newsletter	✓	✓	✓	✓	✓
Listing on the RWA website with link to sponsor's website	✓	✓	✓	✓	✓
Verbal recognition at the event	✓	✓	✓	✓	✓
Recognition as a sponsor in the event program	✓	✓	✓	✓	✓
Logo placement in printed materials and on event signage		✓	✓	✓	✓
1 reserved table of 10	✓	✓			
2 VIP tickets for seating at the head table			✓		
Opportunity to introduce Mayor Darrell Steinberg at the event			✓		
Opportunity to provide materials to meeting participants				✓	✓
1 reserved table of 10 – front row				✓	✓
Opportunity to speak about your company/agency					✓



Hosted by the Regional Water Authority

For more information about sponsorships, contact Michelle Smira-Brattmiller at michelle@mmsstrategies.com or 916.479.3687



PLEASE JOIN US FOR A SYMPOSIUM ON Making Safe, Clean, Affordable and Accessible Water a Reality



Thursday, March 15, 2018

8:30 to 9:00 a.m.	Registration and continental breakfast
9:15 to 10:30 a.m.	Panel One
10:30 to 11:45 a.m.	Panel Two

Capitol Event Center
at the MAY Building
1020 11th St
Sacramento, CA 95814

Leaders from state government, local agencies and the non-profit sector will explore the challenges and potential solutions that can help make safe, clean, affordable and accessible water a reality in California.



Featuring Introductory Remarks By
**Sacramento Mayor
Darrell Steinberg**

PANEL DISCUSSIONS

Identifying the Challenges

Darrin Polhemus - Deputy Director, State Water Resources Control Board, Division of Drinking Water

Katie Porter - Staff Engineer, California Urban Water Agencies

Maria Herrera - Community Development Specialist, Self-Help Enterprises and Member of the California Water Commission

Denise England - Water Policy Manager, County of Tulare (*invited*)

Exploring Potential Solutions

Max Gomberg - Water Conservation and Climate Change Manager, State Water Resources Control Board

Paul D Jones II - General Manager, Eastern Municipal Water District

Cindy Tuck - Deputy Executive Director for Government Relations, Association of California Water Agencies

Laurel Firestone - Co-Founder and Co-Executive Director, Community Water Center

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Purchase tickets by March 9, 2018
at <https://wateraffordabilityevent.eventbrite.com>
Questions? Contact Cecilia Partridge,
Regional Water Authority, (916) 967-7692

STAFF REPORT

To: Board of Directors
 From: Tony Barela, PE
 Operations Manager
 Date: January 24, 2018
 Subject: SMUD Solar Shares Contract – Bacon Pump Station

RECOMMENDED ACTION

Discussion

BACKGROUND

The Bacon Pump Station Site (BPSS) is located just west of Baldwin Reservoir within Sacramento County. The BPSS consists of three distinct pump stations within one building, Bacon Pump Station, Sierra Pump Station and ARC North Pump Station. Each station serves its relative pressure zone which encompasses more than 50% of the entire retail service area. The BPSS receives electrical service from Sacramento Municipal Utility District (SMUD). This station is the District's highest consumer of power within SMUD territory.

SMUD recently implemented a Solarshares pilot program that would allow the District to utilize SMUD's existing solar facilities to reduce the overall cost of power to the BPSS. In accordance with SMUD's program, this rate adjustment would apply to approximately 54% of the total power produced at the BPSS (305 kW or 661,356 kWhs annually). The program locks the cost of power for 54% of the total consumption at the BPSS for 20 Years. Table 1 shows the power rates under the Solareshares program.

Table 1: Proposed SMUD Electrical Rates

Solarshares Consumption Rates (applies to approx. 50% of total Power)	
Electric Charge (fixed for term)	\$0.0950
Delivery Service Charge (escalates with standard commercial rates)	\$0.0154
Standard Rates (the remainder of the electricity used under this account is still subject to SMUD's standard rates rates):	
Winter Off-Peak Price	\$0.0820
Winter On-Peak Price	\$0.1032
Summer Off-Peak Price	\$0.1079
Summer On-Peak Price	\$0.1357
Summer Super-Peak Price	\$0.1986

Based on SMUD's evaluation of 2017 power consumption at the BPSS and assuming a 2% annual escalation of their standard rates, it's estimated that the District would save approximately \$222,804 over the 20 year contract period. The following table and bar graph display the anticipated rate of return for entering into the program. There is an anticipated \$457 cost for the first year in the program. After the first year, it is anticipated that the program will result in an annual savings over the remaining 19 years.

SMUD's estimated rate of return is based on an assumed 2% annual escalation of their standard rates over the life of the 20-year contract. SMUD's annual rate escalation has averaged 2.5% over the last 10-years, so the 2% estimation is a conservative estimate. If SMUD did not raise their rates at all (0%) over the 20-year life of the contract, the total risk or cost to the District would be approximately \$9,000.

Cost Diff	Cumulative
(\$457)	(\$457)
\$790	\$333
\$2,034	\$2,367
\$3,273	\$5,640
\$4,508	\$10,147
\$5,738	\$15,886
\$6,965	\$22,851
\$8,186	\$31,037
\$9,404	\$40,440
\$10,616	\$51,057
\$11,824	\$62,880
\$13,027	\$75,907
\$14,224	\$90,131
\$15,417	\$105,548
\$16,605	\$122,153
\$17,787	\$139,940
\$18,964	\$158,905
\$20,136	\$179,040
\$21,302	\$200,342
\$22,462	\$222,804

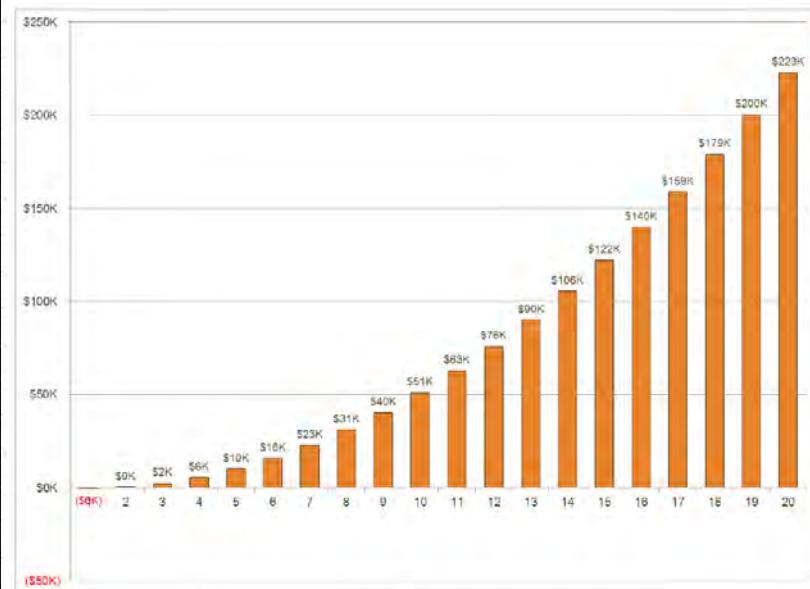


Table 2: SJWD's Estimated Solarshares Program Return

There is a significant early termination fee associated with the Solarshares program. If the District were to terminate the program early, the District would be subject to a fee equal to the number of kWhs remaining in the program multiplied by the rate identified in Table 3 multiplied by the remaining years in the contract. For example, if the District were to leave the contract after the tenth year (i.e. 10 years remaining), the District would be required to pay approximately \$344,700 for early termination of the contract ($661,356 \text{ kWh} \times 10 \text{ Years} \times \$0.05212/\text{kWh}$). The District does not currently have plans to make any significant changes to the BPSS that would impact the proposed contract.

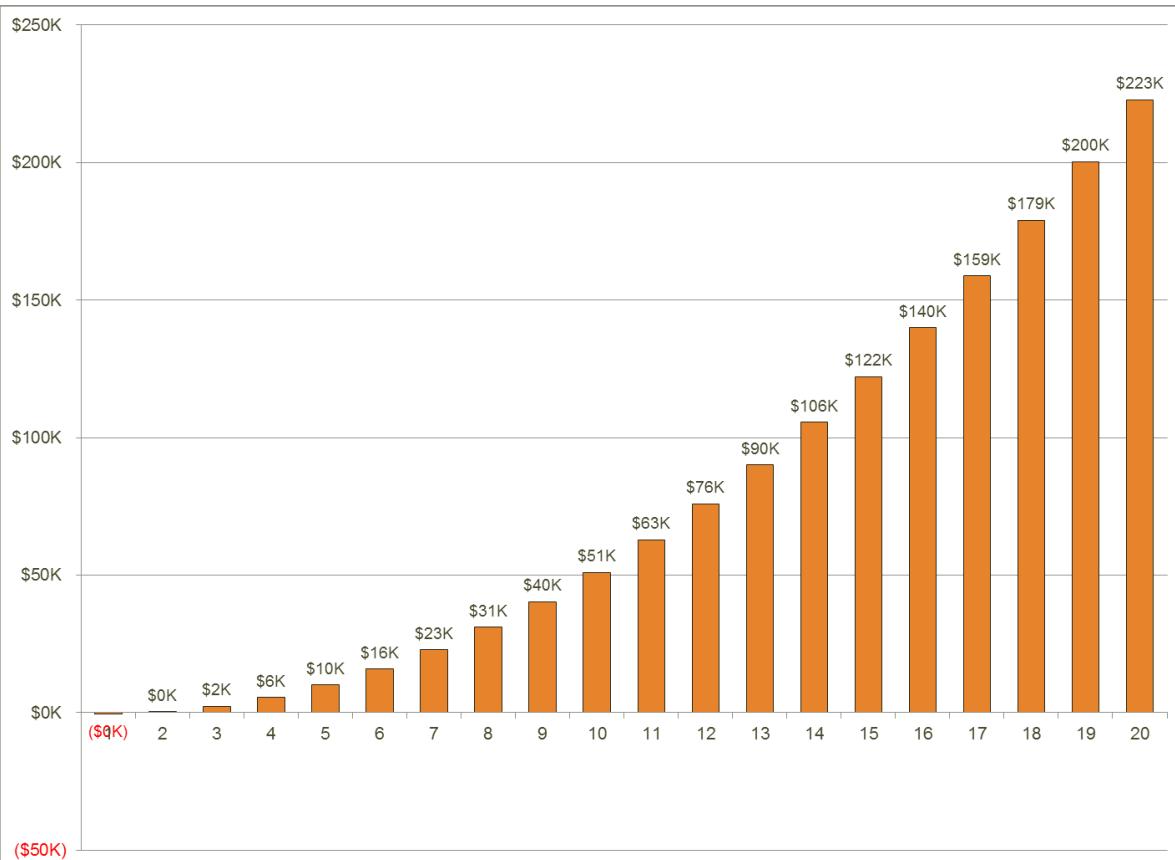
Table 3: Early Termination Fee Schedule

SolarShares Early Termination Fee Schedule Full Years Remaining	Early Termination Fee annual schedule (in the event of early termination multiply the total number of kWhs remaining in contract term)	District Cost to Terminate
20	\$0.04900	\$648,128.88
19	\$0.05093	\$639,974.36
18	\$0.05253	\$625,338.55
17	\$0.05385	\$605,438.35
16	\$0.05489	\$580,829.29
15	\$0.05040	\$499,985.14
14	\$0.05073	\$469,708.26
13	\$0.05107	\$439,080.86
12	\$0.05141	\$408,003.74
11	\$0.05177	\$376,622.40
10	\$0.05212	\$344,698.75
09	\$0.05249	\$312,431.19
08	\$0.05286	\$279,674.23
07	\$0.05324	\$246,474.15
06	\$0.05363	\$212,811.13
05	\$0.05403	\$178,665.32
04	\$0.05443	\$143,990.43
03	\$0.05484	\$108,806.29
02	\$0.05526	\$73,093.07
01	\$0.05569	\$36,830.92

Summary – Account 6237420, San Juan Water District – Bacon Site	
<i>Shares</i>	305 (305kW)
<i>Escalation Rate for savings/cost calculations:</i> <i>Note: SMUD's average annual escalation rate over the past 10 years is 2.5%</i>	2% per year on the Delivery Service Charge only (currently \$0.0154). The electric charge of \$.0950 remains firm throughout the term.
<i>Contract Term Length</i>	20
<i>Annual Generation</i>	661,356kWh (this is the amount of solar generation in kWh) – about 54% of 2017 account usage.
<i>Electric Charge (fixed for term)</i>	\$ 0.0950*
<i>DSC (escalates with standard commercial rates)</i>	\$ 0.0154*
<i>Standard rates for reference (the remainder of the electricity used under this account is still subject to SMUD's standard rates)</i>	
<i>Winter Off-Peak Price</i>	.0814
<i>Winter On-Peak Price</i>	.1028
<i>Summer Off-Peak Price</i>	.1033
<i>Summer On-Peak Price</i>	.1342
.1949	.1949
<i>Allocation Schedule (SMUD Rate Category)</i>	GUS_M
<i>Year 1 Cost</i>	\$457 – There are no “up front” or capital costs. The \$457 is the difference in the “54% SolarShares/46% standard rate cost” versus paying 100% standard rates without SolarShares.
<i>20 Year Cumulative</i>	\$222,804 savings if prices escalate at 2% as projected by this model. If prices only escalate 1% over 20 years, savings are \$108,151. If prices escalate by 0%, the 20 year cost to SJWD is ~\$9K.

*SolarShares pilot pricing is subject to change without notice.

Intentionally left blank. See below for more info.



Cost Diff	Cumulative
(\$457)	(\$457)
\$790	\$333
\$2,034	\$2,367
\$3,273	\$5,640
\$4,508	\$10,147
\$5,738	\$15,886
\$6,965	\$22,851
\$8,186	\$31,037
\$9,404	\$40,440
\$10,616	\$51,057
\$11,824	\$62,880
\$13,027	\$75,907
\$14,224	\$90,131
\$15,417	\$105,548
\$16,605	\$122,153
\$17,787	\$139,940
\$18,964	\$158,905
\$20,136	\$179,040
\$21,302	\$200,342
\$22,462	\$222,804

AGENDA ITEM VI-1.1

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: January 24, 2018
Subject: General Manager's Monthly Report (November)

RECOMMENDED ACTION

For information only, no action requested.

TREATMENT PLANT OPERATIONS

Water Production for November

Item	2017	2016	Difference
Monthly Production AF	4,806.28	3,056.87	57.2%
Daily Average MG	50.52	32.13	57.2%
Annual Production AF	42,903.53	40,497.32	5.9%

Water Turbidity

Item	November 2017	October 2017	Difference
Raw Water Turbidity NTU	2.50	2.5	89%
Treated Water Turbidity NTU	0.022	0.022	10%
Monthly Turbidity Percentage Reduction	99.13%	99.13%	

*Folsom Lake Reservoir Storage Level AF**

Item	2017	2016	Difference
Lake Volume AF	659,165	353,554	86%

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

* Total Reservoir Capacity: 977,000 AF

Other Items of Interest:

- None to report

SYSTEM OPERATIONS

Distribution Operations:

Item	November 2017	October 2017	Difference
Leaks and Repairs	6	7	-1
Mains Flushed	4	27	-36
Valves Exercised	11	43	-32
Back Flows Tested	0	6	-6
Customer Service Calls	34	43	-9

STAFF REPORT
General Manager's Monthly Report
Paul Helliker

Distribution System Water Quality:

Water Quality Samples Taken	# Failed Samples	Supporting Information
8 Lab	0	No additional information at this time.
8 In-House	0	

Other Items of Interest:

- None to report

CUSTOMER SERVICE ACTIVITIES

Billing Information for Month of November

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
5334	697	205	15

Conservation 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)
5	38	8	N/A

Other Activities

- The Tyler conversion process officially began on November 1st. The first data set was transferred before and after the November billing.
- Field Services took back the testing/repair functions for zero reads as conservation lost one staff member to field services. This work was assumed by Conservation on a temporary basis to assist Field Services while they were short staffed.

ENGINEERING - NEW URBAN DEVELOPMENTS (SJWD Retail Service Area)

Project Title	Description	Status	Issues
Ali Minor Subdivision	3-Lot Subdivision	Approved for Construction	
Barton Ranch	10-Lot Subdivision	In Design Review	
Chula Acres	4-Lot Minor Subdivision	In Design Review	
Colina Estates	10-Lot Subdivision	In Design Review	
Eureka at GB	28 Condominium Units	In Design Review	
GB Memory Care	Commercial Business	In Design Review	
Granite Rock Estates	16-Lot Subdivision	In Design Review	Annexation from PCWA in Progress
Greyhawk III	44 high-density, and 28 single family Lots	In Design Review	

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

Project Title	Description	Status	Issues
Ovation Senior Living	Commercial Business (114-Unit 2-story Assisted Living Facility)	In Design Review	
Placer County Retirement Residence	Commercial Business (145-Unit Multi-story Assisted Living Facility)	In Design Review	
Pond View	Commercial Business	Approved for Construction	
Quarry Ridge Prof. Office Park	Commercial Business (4 parcels to develop four general/medical office buildings)	In Design Review	
Rancho Del Oro	89 Lot Subdivision	Approved for Construction	On hold pending County Approvals
Rolling Greens	9 Lot Subdivision	Construction is complete	
Self Parcel Split (3600 & 3630 Allison Ave)	4 Lot Minor Subdivision (Laura Lane, off Allison Dr.)	In Construction	Waiting for contract and submittals.
The Park at Granite Bay	56 lot Subdivision	In Design Review	West side distribution system tie-in needed
The Residences at GB	4-Lot Minor Subdivision	In Design Review	
Ventura of GB	33-Lot Subdivision	In Design Review	
Whitehawk I	24-Lot Subdivision	In Design Review	
Whitehawk II	56-Lot Subdivision	In Design Review	

ENGINEERING - CAPITAL PROJECTS*Current Retail Projects*

Project Title	Description	Status	Issues
Douglas Blvd Main Replacement	Replacement of ±4,125-LF of old steel main with new 16-in and 12-in pipeline between Auburn Folsom Rd and Hidden Lakes Dr.	In Design	None
Dambacher Drive Services Replacement	Replacement of ±19 aged, corroded steel service taps with new bronze saddle taps to reduce potential for failures and leaks.	In Design	None
Main Ave Main Replacement	Replacement of ±900-LF and on Main Ave between Lake Natoma Dr and Twin Lakes Ave. The new 12-in pipe will be sliplined into the old existing 20-in and 16-in pipe.	In Construction (nearly complete)	None
Oak Ave Main Replacement	Replacement of ±1,465-LF of aged steel pipeline with new 12-in C900 pipeline between Filbert Ave and address 9219 Oak Ave. The new 12-in pipe will be sliplined into the old existing 24-in pipe.	Construction complete	None
ARC North/South PRS	Construction of a new Pressure Reducing Station (PRV) located at the intersection of American River Canyon Dr. and Oak Ave.	In Construction (nearly complete)	None
Cavitt Stallman PRS	Construction of a new Pressure Reducing Station (PRV) located, on Cavitt Stallman Rd west of Hidden Valley Place.	In Construction	None
Olive Ranch PRS	Construction of a new Pressure Reducing Station (PRV) located near the intersection of Ramsgate Dr. and Olive Ranch Rd.	In Construction	None

Retail CIP - Project Specifics

- None to Report

STAFF REPORT
General Manager's Monthly Report
Paul Helliker

Current Wholesale Projects

Project Title	Description	Status (% Complete)	Issues
WTP Improvements	Replacement of aged mechanical flocculators and sludge collection equipment, construction of a new settled water channel and a new overflow weir structure, electrical and piping improvements, and other miscellaneous work.	Construction is Complete	Performance of the Flocculation equipment remains to be proof tested prior to SJWD acceptance.
FO-40 T-Main Relining	Relining of the existing ±11,000 foot long steel pipeline.	In design phase	Project postponed to next year.
Hinkle Res. Cleaning & Repairs	Cleaning, maintenance, and repairs of the covers on the Hinkle and Kokila Reservoirs.	Contractor is under contract. Work to begin in Dec 2017.	None.
Alum Feed Pumps Replacement	Replace the alum feed system pumping equipment and install VFD's on the pumps to enhance control.	In Design	None
Lime System Improvements	Improvements for the WTP's lime system control and feeder system.	In Design	None
Hinkle Res. Monitoring Level Probes	Installation of level probes into the monitoring wells to provide consistent monitoring data for DSOD reporting.	In Design	None

Wholesale CIP - Project Specifics

- None to Report

SAFETY & REGULATORY TRAINING – NOVEMBER 2017

Training Course	Staff
Hearing Conservation Screening	FS/Treatment/Cons/Eng
Hearing Conservation Training	FS/Treatment/Cons/Eng
SOP/JHA Training	CS/Cons/FS/Treatment/Eng

FINANCE/BUDGET

See attached.



San Juan Water District, CA

Wholesale Operating Income Statement

Group Summary

For Fiscal: 2017-2018 Period Ending: 11/30/2017

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 010 - WHOLESALE					
Revenue					
41000 - Water Sales	10,385,100.00	10,385,100.00	0.00	4,622,893.56	5,762,206.44
43000 - Rebate	1,100.00	1,100.00	0.00	249.87	850.13
45000 - Other Operating Revenue	0.00	0.00	7,510.01	11,908.52	-11,908.52
49000 - Other Non-Operating Revenue	149,400.00	149,400.00	-3,315.98	8,791.41	140,608.59
Revenue Total:	10,535,600.00	10,535,600.00	4,194.03	4,643,843.36	5,891,756.64
Expense					
51000 - Salaries and Benefits	4,615,900.00	4,615,900.00	227,951.63	1,164,854.43	3,451,045.57
52000 - Debt Service Expense	939,800.00	939,800.00	0.00	84,898.84	854,901.16
53000 - Source of Supply	1,296,300.00	1,296,300.00	29,653.61	592,342.48	703,957.52
54000 - Professional Services	638,400.00	638,400.00	40,517.76	261,757.10	376,642.90
55000 - Maintenance	508,500.00	508,500.00	41,693.75	183,970.83	324,529.17
56000 - Utilities	79,400.00	79,400.00	1,648.91	82,222.78	-2,822.78
57000 - Materials and Supplies	569,500.00	569,500.00	33,677.13	225,638.37	343,861.63
58000 - Public Outreach	38,900.00	38,900.00	0.00	4,082.14	34,817.86
59000 - Other Operating Expenses	385,000.00	385,000.00	14,127.96	178,580.43	206,419.57
69000 - Other Non-Operating Expenses	2,800.00	2,800.00	0.00	387.20	2,412.80
69900 - Transfers Out	169,300.00	169,300.00	0.00	0.00	169,300.00
Expense Total:	9,243,800.00	9,243,800.00	389,270.75	2,778,734.60	6,465,065.40
Fund: 010 - WHOLESALE Surplus (Deficit):					
Total Surplus (Deficit):	1,291,800.00	1,291,800.00	-385,076.72	1,865,108.76	-573,308.76

Wholesale Operating Income Statement

For Fiscal: 2017-2018 Period Ending: 11/30/2017

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESALE	1,291,800.00	1,291,800.00	-385,076.72	1,865,108.76	-573,308.76
Total Surplus (Deficit):	1,291,800.00	1,291,800.00	-385,076.72	1,865,108.76	-410,686.42



San Juan Water District, CA

Wholesale Capital Income Statement

Group Summary

For Fiscal: 2017-2018 Period Ending: 11/30/2017

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 011 - Wholesale Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,090,000.00	1,090,000.00	0.00	11,855.74	1,078,144.26
44000 - Connection Fees	35,000.00	35,000.00	2,660.00	117,222.29	-82,222.29
44500 - Capital Contributions - Revenue	2,172,400.00	2,172,400.00	0.00	358,852.00	1,813,548.00
49000 - Other Non-Operating Revenue	60,000.00	60,000.00	-5,309.75	-1,358.53	61,358.53
49990 - Transfer In	169,300.00	169,300.00	0.00	0.00	169,300.00
Revenue Total:	3,526,700.00	3,526,700.00	-2,649.75	486,571.50	3,040,128.50
Expense					
55000 - Maintenance	2,253,500.00	2,253,500.00	0.00	80,895.81	2,172,604.19
61000 - Capital Outlay	1,018,600.00	1,018,600.00	4,905.79	58,019.21	960,580.79
Expense Total:	3,272,100.00	3,272,100.00	4,905.79	138,915.02	3,133,184.98
Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):					
Total Surplus (Deficit):	254,600.00	254,600.00	-7,555.54	347,656.48	-93,056.48
	254,600.00	254,600.00	-7,555.54	347,656.48	-93,056.48

Wholesale Capital Income Statement

For Fiscal: 2017-2018 Period Ending: 11/30/2017

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
011 - Wholesale Capital Outlay	254,600.00	254,600.00	-7,555.54	347,656.48	-93,056.48
Total Surplus (Deficit):	254,600.00	254,600.00	-7,555.54	347,656.48	175,813.35



San Juan Water District, CA

Project Activity Report

By Project Number

Report Dates: 07/01/2017 - 11/30/2017

Project Number	Project Name	Group	Type	Status
161100	Floc-Sed Basins & Settle Water Ch...	CIP - Asset	Administration	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1611004000	Capital	Capital 4000	11,633.60
		GL Account Number	GL Account Name	Activity
		011-700-61145	Capital Outlay - WTP & Improvements	11,633.60
				Total Expenses: 11,633.60
				161100 Total: 11,633.60
161502	ARC Flash Assessment and Improv...	CIP - Expense	Engineering	Complete
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1615025500	Services/Supplies	Services and Supplies - Non Capital 5500	126.00
		GL Account Number	GL Account Name	Activity
		011-700-57120	Maintenance - Facility	126.00
				Total Expenses: 126.00
				161502 Total: 126.00
171101	In-Plant Pump Station Improveme...	CIP - Expense	Water Treatment Pl...	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1711014000	Capital	Capital 4000	232.98
		GL Account Number	GL Account Name	Activity
		011-700-57120	Maintenance - Facility	456.72
		011-700-61145	Capital Outlay - WTP & Improvements	-223.74
				Total Expenses: 232.98
				171101 Total: 232.98
171105	Baldwin Reservoir Raw Water Sup...	Unplanned CIP	Water Treatment Pl...	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1711054000	Capital	Capital 4000	7,222.16
		GL Account Number	GL Account Name	Activity
		011-700-61150	Capital Outlay - Mains/Pipelines & Improveme	7,222.16
				Total Expenses: 7,222.16
				171105 Total: 7,222.16
171107	FO 40 Transmission Pipeline Re-Lin..	CIP - Expense	Water Treatment Pl...	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1711074000	Capital	Capital 4000	55,927.50
		GL Account Number	GL Account Name	Activity
		011-700-57120	Maintenance - Facility	55,927.50
				Total Expenses: 55,927.50
				171107 Total: 55,927.50
181105	Lime System Control & Feeder Sys...	CIP - Asset	Water Treatment Pl...	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1811054000	Capital	Capital 4000	484.51
		GL Account Number	GL Account Name	Activity

Project Activity Report

Report Dates: 07/01/2017 - 11/30/2017

Project Number	Project Name	Group	Type	Status
		011-700-61145	Capital Outlay - WTP & Improvements	484.51
			Total Expenses:	484.51
			181105 Total:	484.51
181110	Alum Feed Pumps Replacement	CIP - Asset	Water Treatment Pl... Active	
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1811104000	Capital	Capital 4000	18,907.52
	GL Account Number	GL Account Name	Activity	
	011-700-61145	Capital Outlay - WTP & Improvements		18,907.52
			Total Expenses:	18,907.52
			181110 Total:	18,907.52
181115	Flocculator Mix Motor Disconnect	CIP - Asset	Water Treatment Pl... Active	
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1811154000	Capital	Capital 4000	7,248.74
	GL Account Number	GL Account Name	Activity	
	011-700-61145	Capital Outlay - WTP & Improvements		7,248.74
			Total Expenses:	7,248.74
			181115 Total:	7,248.74
181120	Lime Grit Containment - Curbing ...	CIP - Asset	Water Treatment Pl... Active	
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1811204000	Capital	Capital 4000	3,723.77
	GL Account Number	GL Account Name	Activity	
	011-700-61145	Capital Outlay - WTP & Improvements		3,723.77
			Total Expenses:	3,723.77
			181120 Total:	3,723.77
181130	Hinkle Reservoir Monitoring Wells...	CIP - Asset	Engineering	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1811304000	Capital	Capital 4000	663.15
	GL Account Number	GL Account Name	Activity	
	011-700-61155	Capital Outlay - Reservoirs & Improvements		663.15
			Total Expenses:	663.15
			181130 Total:	663.15

Summary**Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<u>161100</u>	Floc-Sed Basins & Settle Water Chann...	0.00	11,633.60	-11,633.60
<u>161502</u>	ARC Flash Assessment and Improveme...	0.00	126.00	-126.00
<u>171101</u>	In-Plant Pump Station Improvements	0.00	232.98	-232.98
<u>171105</u>	Baldwin Reservoir Raw Water Supply I...	0.00	7,222.16	-7,222.16
<u>171107</u>	FO 40 Transmission Pipeline Re-Lining	0.00	55,927.50	-55,927.50
<u>181105</u>	Lime System Control & Feeder System	0.00	484.51	-484.51
<u>181110</u>	Alum Feed Pumps Replacement	0.00	18,907.52	-18,907.52
<u>181115</u>	Flocculator Mix Motor Disconnect	0.00	7,248.74	-7,248.74
<u>181120</u>	Lime Grit Containment - Curbing and C...	0.00	3,723.77	-3,723.77
<u>181130</u>	Hinkle Reservoir Monitoring Wells Lev...	0.00	663.15	-663.15
Project Totals:		0.00	106,169.93	-106,169.93

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	42,661.29	-42,661.29
CIP - Expense	0.00	56,286.48	-56,286.48
Unplanned CIP	0.00	7,222.16	-7,222.16
Group Totals:	0.00	106,169.93	-106,169.93

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Administration	0.00	11,633.60	-11,633.60
Engineering	0.00	789.15	-789.15
Water Treatment Plant	0.00	93,747.18	-93,747.18
Type Totals:	0.00	106,169.93	-106,169.93

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-700-57120	Maintenance - Facility	0.00	56,510.22	56,510.22
011-700-61145	Capital Outlay - WTP & Improv...	0.00	41,774.40	41,774.40
011-700-61150	Capital Outlay - Mains/Pipeline...	0.00	7,222.16	7,222.16
011-700-61155	Capital Outlay - Reservoirs & I...	0.00	663.15	663.15
GL Account Totals:		0.00	106,169.93	106,169.93



San Juan Water District, CA

Project Activity Report

By Project Number

Report Dates: 07/01/2017 - 11/30/2017

Project Number	Project Name	Group	Type	Status
171109	GIS Assessment and Implementati...	CIP - Asset	Engineering	Active
Expenses				
Account Key	Account Name	Category	Total Activity	
1711094000	Capital	Capital 4000	5,330.00	
GL Account Number	GL Account Name	GL Account Name	Activity	
011-700-61180	Capital	Capital Outlay - Software	2,132.00	
055-700-61180	Capital	Capital Outlay - Software	3,198.00	
Total Expenses:				5,330.00
171109 Total:				5,330.00

Summary**Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
171109	GIS Assessment and Implementation	0.00	5,330.00	-5,330.00
	Project Totals:	0.00	5,330.00	-5,330.00

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	5,330.00	-5,330.00
	Group Totals:	0.00	5,330.00

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	0.00	5,330.00	-5,330.00
	Type Totals:	0.00	5,330.00

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-700-61180	Capital Outlay - Software	0.00	2,132.00	2,132.00
055-700-61180	Capital Outlay - Software	0.00	3,198.00	3,198.00
	GL Account Totals:	0.00	5,330.00	5,330.00



San Juan Water District, CA

Retail Operating Income Statement

Group Summary

For Fiscal: 2017-2018 Period Ending: 11/30/2017

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 050 - RETAIL					
Revenue					
41000 - Water Sales	10,716,800.00	10,716,800.00	-1,132.10	4,443,015.51	6,273,784.49
44000 - Connection Fees	0.00	0.00	0.00	12,512.00	-12,512.00
45000 - Other Operating Revenue	427,100.00	427,100.00	9,386.29	106,642.98	320,457.02
49000 - Other Non-Operating Revenue	112,300.00	112,300.00	-2,659.31	41,511.31	70,788.69
49990 - Transfer In	1,394,700.00	1,394,700.00	0.00	0.00	1,394,700.00
Revenue Total:	12,650,900.00	12,650,900.00	5,594.88	4,603,681.80	8,047,218.20
Expense					
51000 - Salaries and Benefits	6,021,200.00	6,021,200.00	306,056.35	1,593,080.80	4,428,119.20
52000 - Debt Service Expense	522,300.00	522,300.00	0.00	47,219.82	475,080.18
53000 - Source of Supply	3,080,600.00	3,080,600.00	0.00	1,508,006.53	1,572,593.47
54000 - Professional Services	717,800.00	717,800.00	34,857.37	239,558.59	478,241.41
55000 - Maintenance	255,100.00	255,100.00	18,756.44	73,607.27	181,492.73
56000 - Utilities	254,200.00	254,200.00	13,924.85	167,475.05	86,724.95
57000 - Materials and Supplies	279,300.00	279,300.00	25,734.68	119,858.50	159,441.50
58000 - Public Outreach	163,100.00	163,100.00	0.00	19,139.52	143,960.48
59000 - Other Operating Expenses	535,800.00	535,800.00	25,319.72	218,104.87	317,695.13
69000 - Other Non-Operating Expenses	3,400.00	3,400.00	0.00	217.80	3,182.20
Expense Total:	11,832,800.00	11,832,800.00	424,649.41	3,986,268.75	7,846,531.25
Fund: 050 - RETAIL Surplus (Deficit):					
Total Surplus (Deficit):	818,100.00	818,100.00	-419,054.53	617,413.05	200,686.95

Retail Operating Income Statement

For Fiscal: 2017-2018 Period Ending: 11/30/2017

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
050 - RETAIL	818,100.00	818,100.00	-419,054.53	617,413.05	200,686.95
Total Surplus (Deficit):	818,100.00	818,100.00	-419,054.53	617,413.05	487,276.94



San Juan Water District, CA

Retail Capital Income Statement

Group Summary

For Fiscal: 2017-2018 Period Ending: 11/30/2017

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 055 - Retail Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,090,000.00	1,090,000.00	0.00	11,855.74	1,078,144.26
44000 - Connection Fees	450,000.00	450,000.00	0.00	80,234.00	369,766.00
44500 - Capital Contributions - Revenue	0.00	0.00	0.00	-3,750.00	3,750.00
49000 - Other Non-Operating Revenue	60,000.00	60,000.00	-4,417.01	15,062.25	44,937.75
Revenue Total:	1,600,000.00	1,600,000.00	-4,417.01	103,401.99	1,496,598.01
Expense					
54000 - Professional Services	66,000.00	66,000.00	0.00	0.00	66,000.00
55000 - Maintenance	155,000.00	155,000.00	0.00	9,875.54	145,124.46
61000 - Capital Outlay	5,428,000.00	5,428,000.00	146,871.32	767,721.65	4,660,278.35
69900 - Transfers Out	1,394,700.00	1,394,700.00	0.00	0.00	1,394,700.00
Expense Total:	7,043,700.00	7,043,700.00	146,871.32	777,597.19	6,266,102.81
Fund: 055 - Retail Capital Outlay Surplus (Deficit):					
Total Surplus (Deficit):	-5,443,700.00	-5,443,700.00	-151,288.33	-674,195.20	-4,769,504.80

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
055 - Retail Capital Outlay	-5,443,700.00	-5,443,700.00	-151,288.33	-674,195.20	-4,769,504.80
Total Surplus (Deficit):	-5,443,700.00	-5,443,700.00	-151,288.33	-674,195.20	-5,424,005.84



San Juan Water District, CA

Project Activity Report

By Project Number

Report Dates: 07/01/2017 - 11/30/2017

Project Number	Project Name	Group	Type	Status
121965	Oak Avenue - American River Can...	CIP - Asset	Engineering	Active
Expenses				
Account Key	Account Name	Category	Total Activity	
1219654000	Capital	Capital 4000	98,292.00	
GL Account Number		GL Account Name	Activity	
050-300-56310		Reg Compliance / Sampling / Inspection	12.00	
055-700-61135		Capital Outlay - Pump Stations & Improvemen	4,914.00	
055-700-61150		Capital Outlay - Mains/Pipelines & Improveme	93,366.00	
1219656000	Retention	Retention - Capital 6000	-4,914.00	
GL Account Number		GL Account Name	Activity	
055-20030		Retentions Payable	-4,914.00	
				Total Expenses: 93,378.00
				121965 Total: 93,378.00
165508	Los Lagos Tank Recoating	CIP - Asset	Engineering	Complete
Expenses				
Account Key	Account Name	Category	Total Activity	
1655086000	Retention - CAP	Retention - Capital 6000	17,811.40	
GL Account Number		GL Account Name	Activity	
055-20030		Retentions Payable	17,811.40	
				Total Expenses: 17,811.40
				165508 Total: 17,811.40
175107	5700-5708 & 5640-5682 Main Av...	CIP - Asset	Engineering	Active
Expenses				
Account Key	Account Name	Category	Total Activity	
1751074000	Capital	Capital 4000	245,806.70	
GL Account Number		GL Account Name	Activity	
055-700-61150		Capital Outlay - Mains/Pipelines & Improveme	245,806.70	
1751076000	Retention - CAP	Retention - Capital 6000	-12,058.10	
GL Account Number		GL Account Name	Activity	
055-20030		Retentions Payable	-12,058.10	
				Total Expenses: 233,748.60
				175107 Total: 233,748.60
175109	9151-9219 Oak Avenue Main Repl...	CIP - Asset	Engineering	Active
Expenses				
Account Key	Account Name	Category	Total Activity	
1751094000	Capital	Capital 4000	305,127.97	
GL Account Number		GL Account Name	Activity	
055-700-61150		Capital Outlay - Mains/Pipelines & Improveme	305,127.97	
1751096000	Retention - CAP	Retention - Capital 6000	-15,165.40	
GL Account Number		GL Account Name	Activity	
055-20030		Retentions Payable	-15,165.40	
				Total Expenses: 289,962.57
				175109 Total: 289,962.57
175111	Orangevale Avenue Bridge	CIP - Asset	Engineering	Active
Expenses				
Account Key	Account Name	Category	Total Activity	
1751114000	Capital	Capital 4000	-45,400.00	

Project Activity Report

Report Dates: 07/01/2017 - 11/30/2017

Project Number	Project Name	Group	Type	Status
		GL Account Number	GL Account Name	Activity
		055-700-61150	Capital Outlay - Mains/Pipelines & Improveme	-45,400.00
			Total Expenses:	-45,400.00
			175111 Total:	-45,400.00
175115	Bacon Pump Station Intrusion Ala... CIP - Asset		Field Services	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1751154000	Capital	Capital 4000	208.14
	GL Account Number	GL Account Name	Activity	
	055-700-61135	Capital Outlay - Pump Stations & Improvemen	Capital Outlay - Pump Stations & Improvemen	208.14
			Total Expenses:	208.14
			175115 Total:	208.14
175117	Bacon Pressure Zone - Olive Ranch.. CIP - Asset		Engineering	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1751174000	Capital	Capital 4000	65.49
	GL Account Number	GL Account Name	Activity	
	055-700-61135	Capital Outlay - Pump Stations & Improvemen	Capital Outlay - Pump Stations & Improvemen	65.49
			Total Expenses:	65.49
			175117 Total:	65.49
175119	Bacon Pressure Zone - Cavitt Stall... CIP - Asset		Engineering	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1751194000	Capital	Capital 4000	39,265.49
	GL Account Number	GL Account Name	Activity	
	055-700-61135	Capital Outlay - Pump Stations & Improvemen	Capital Outlay - Pump Stations & Improvemen	39,265.49
	1751196000	Retention - CAP	Retention - Capital 6000	-1,960.00
	GL Account Number	GL Account Name	Activity	
	055-20030	Retentions Payable	Retentions Payable	-1,960.00
			Total Expenses:	37,305.49
			175119 Total:	37,305.49
185135	Upper & Lower GB Pump Stn Low ... CIP - Asset		Engineering	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1851354000	Capital	Capital 4000	1,512.99
	GL Account Number	GL Account Name	Activity	
	055-700-61135	Capital Outlay - Pump Stations & Improvemen	Capital Outlay - Pump Stations & Improvemen	1,512.99
			Total Expenses:	1,512.99
			185135 Total:	1,512.99
185150	Utility Billing Software Replaceme... CIP - Asset		Information Techno...	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1851504000	Capital	Capital 4000	36,520.75
	GL Account Number	GL Account Name	Activity	
	055-700-61180	Capital Outlay - Software	Capital Outlay - Software	36,520.75
			Total Expenses:	36,520.75
			185150 Total:	36,520.75

Summary**Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<u>121965</u>	Oak Avenue - American River Canyon	0.00	93,378.00	-93,378.00
<u>165508</u>	Los Lagos Tank Recoating	0.00	17,811.40	-17,811.40
<u>175107</u>	5700-5708 & 5640-5682 Main Avenue	0.00	233,748.60	-233,748.60
<u>175109</u>	9151-9219 Oak Avenue Main Replacer	0.00	289,962.57	-289,962.57
<u>175111</u>	Orangetown Avenue Bridge	0.00	-45,400.00	45,400.00
<u>175115</u>	Bacon Pump Station Intrusion Alarm	0.00	208.14	-208.14
<u>175117</u>	Bacon Pressure Zone - Olive Ranch PR:	0.00	65.49	-65.49
<u>175119</u>	Bacon Pressure Zone - Cavitt Stallman	0.00	37,305.49	-37,305.49
<u>185135</u>	Upper & Lower GB Pump Stn Low Flow	0.00	1,512.99	-1,512.99
<u>185150</u>	Utility Billing Software Replacement	0.00	36,520.75	-36,520.75
Project Totals:		0.00	665,113.43	-665,113.43

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	665,113.43	-665,113.43
Group Totals:	0.00	665,113.43	-665,113.43

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	0.00	628,384.54	-628,384.54
Field Services	0.00	208.14	-208.14
Information Technology	0.00	36,520.75	-36,520.75
Type Totals:	0.00	665,113.43	-665,113.43

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	12.00	12.00
055-20030	Retentions Payable	0.00	-16,286.10	-16,286.10
055-700-61135	Capital Outlay - Pump Stations...	0.00	45,966.11	45,966.11
055-700-61150	Capital Outlay - Mains/Pipeline...	0.00	598,900.67	598,900.67
055-700-61180	Capital Outlay - Software	0.00	36,520.75	36,520.75
GL Account Totals:		0.00	665,113.43	665,113.43



San Juan Water District, CA

Project Activity Report

By Project Number

Report Dates: 07/01/2017 - 11/30/2017

Project Number	Project Name	Group	Type	Status
171109	GIS Assessment and Implementati...	CIP - Asset	Engineering	Active
Expenses				
Account Key	Account Name	Category	Total Activity	
1711094000	Capital	Capital 4000	5,330.00	
GL Account Number	GL Account Name	GL Account Name	Activity	
011-700-61180	Capital	Capital Outlay - Software	2,132.00	
055-700-61180	Capital	Capital Outlay - Software	3,198.00	
Total Expenses:				5,330.00
171109 Total:				5,330.00

Summary**Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
171109	GIS Assessment and Implementation	0.00	5,330.00	-5,330.00
	Project Totals:	0.00	5,330.00	-5,330.00

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	5,330.00	-5,330.00
	Group Totals:	0.00	5,330.00

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	0.00	5,330.00	-5,330.00
	Type Totals:	0.00	5,330.00

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-700-61180	Capital Outlay - Software	0.00	2,132.00	2,132.00
055-700-61180	Capital Outlay - Software	0.00	3,198.00	3,198.00
	GL Account Totals:	0.00	5,330.00	5,330.00



San Juan Water District, CA

Balance Sheet
Account Summary
As Of 11/30/2017

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
Asset					
Type: 1000 - Assets					
10010 - Cash and Investments	4,918,797.61	7,367,649.46	3,689,765.07	6,128,905.34	22,105,117.48
10510 - Accounts Receivable	909.72	0.85	951,052.51	0.05	951,963.13
11000 - Inventory	0.00	0.00	112,382.02	0.00	112,382.02
12000 - Prepaid Expense	29,920.00	0.00	29,920.00	0.00	59,840.00
14010 - Deferred Outflows	3,807,198.53	0.00	4,338,875.96	0.00	8,146,074.49
17010 - Capital Assets - Work in Progress	7,215,473.32	0.00	180,843.87	0.00	7,396,317.19
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	75,884.80	0.00	889,990.39
17200 - Capital Assets - Pump Stations & Improvements	7,047,178.00	0.00	5,527,475.04	0.00	12,574,653.04
17300 - Capital Assets - Buildings & Improvements	1,296,460.92	0.00	55,440.68	0.00	1,351,901.60
17350 - Capital Assets - Water Treatment Plant & Imp	28,346,992.84	0.00	16,000.00	0.00	28,362,992.84
17400 - Capital Assets - Mains/Pipelines & Improvements	29,233,857.10	0.00	42,354,004.73	0.00	71,587,861.83
17500 - Capital Assets - Reservoirs & Improvements	2,862,601.39	0.00	2,492,421.90	0.00	5,355,023.29
17700 - Capital Assets - Equipment & Furniture	13,612,154.78	0.00	1,041,601.61	0.00	14,653,756.39
17750 - Capital Assets - Vehicles	331,446.00	0.00	461,103.88	0.00	792,549.88
17800 - Capital Assets - Software	434,195.88	0.00	549,200.37	0.00	983,396.25
17850 - Capital Assets - Intangible	666,196.00	0.00	0.00	0.00	666,196.00
17900 - Less Accumulated Depreciation	-33,510,353.32	0.00	-26,750,260.74	0.00	-60,260,614.06
19015 - 2012 Premiums on Refunding Bonds	-617,056.22	0.00	-335,044.10	0.00	-952,100.32
Total Type 1000 - Assets:	66,588,290.14	7,367,650.31	34,956,939.60	6,128,905.39	115,041,785.44
Total Asset:	66,588,290.14	7,367,650.31	34,956,939.60	6,128,905.39	115,041,785.44
Liability					
Type: 2000 - Liabilities					
20010 - Accounts Payable	61,142.82	10,464.76	122,611.47	320,852.72	515,071.77
20100 - Retentions Payable	0.00	301,175.75	0.00	37,995.61	339,171.36
21200 - Salaries & Benefits Payable	29,048.52	0.00	45,233.88	0.00	74,282.40
21300 - Compensated Absences	261,729.13	0.00	418,831.09	0.00	680,560.22
21500 - Premium on Issuance of Bonds Series 2017	1,450,091.81	0.00	815,676.64	0.00	2,265,768.45
21600 - OPEB Liability	100,396.44	0.00	127,509.04	0.00	227,905.48
21700 - Pension Liability	3,346,571.73	0.00	4,621,456.27	0.00	7,968,028.00
22010 - Deferred Income	0.00	0.00	49,642.75	0.00	49,642.75
22050 - Deferred Inflows	260,874.00	0.00	360,252.00	0.00	621,126.00
24000 - Current Bonds Payables	301,366.50	0.00	163,633.50	0.00	465,000.00
24200 - 2012 Bonds Payable	6,397,287.73	0.00	3,473,546.61	0.00	9,870,834.34

Balance Sheet

As Of 11/30/2017

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
24250 - Bonds Payable 2017 Refunding	16,720,000.00	0.00	9,405,000.00	0.00	26,125,000.00
Total Type 2000 - Liabilities:	28,928,508.68	311,640.51	19,603,393.25	358,848.33	49,202,390.77
Total Liability:	28,928,508.68	311,640.51	19,603,393.25	358,848.33	49,202,390.77
Equity					
Type: 3000 - Equity					
30100 - Investment in Capital Assets	34,085,186.41	0.00	12,608,477.99	0.00	46,693,664.40
30500 - Designated Reserves	1,709,486.29	6,708,353.32	2,127,655.31	6,444,252.26	16,989,747.18
Total Type 3000 - Equity:	35,794,672.70	6,708,353.32	14,736,133.30	6,444,252.26	63,683,411.58
Total Total Beginning Equity:	35,794,672.70	6,708,353.32	14,736,133.30	6,444,252.26	63,683,411.58
Total Revenue	4,643,843.36	486,571.50	4,603,681.80	103,401.99	9,837,498.65
Total Expense	2,778,734.60	138,915.02	3,986,268.75	777,597.19	7,681,515.56
Revenues Over/Under Expenses	1,865,108.76	347,656.48	617,413.05	-674,195.20	2,155,983.09
Total Equity and Current Surplus (Deficit):	37,659,781.46	7,056,009.80	15,353,546.35	5,770,057.06	65,839,394.67
Total Liabilities, Equity and Current Surplus (Deficit):	66,588,290.14	7,367,650.31	34,956,939.60	6,128,905.39	115,041,785.44



San Juan Water District, CA

Check Report

By Check Number

Date Range: 11/01/2017 - 11/30/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
01073	Amarjeet Singh Garcha	11/06/2017	Regular	0.00	1,500.00	51974
01111	Applied Best Practices, LLC	11/06/2017	Regular	0.00	105.50	51975
01138	AT&T Mobility II LLC	11/06/2017	Regular	0.00	62.01	51976
01182	Bartkiewicz, Kronick & Shanahan	11/06/2017	Regular	0.00	19,689.35	51977
02613	Clark, Tom	11/06/2017	Regular	0.00	129.47	51978
03449	Crotalus Viridis Inc.	11/06/2017	Regular	0.00	500.00	51979
02410	Desjardin, Scott	11/06/2017	Regular	0.00	129.47	51980
01634	Folsom Lake Ford, Inc.	11/06/2017	Regular	0.00	150.00	51981
01068	Glenn C. Walker	11/06/2017	Regular	0.00	993.00	51982
01681	Golden State Flow Measurements, Inc.	11/06/2017	Regular	0.00	2,294.16	51983
03091	Granite Bay Ace Hardware	11/06/2017	Regular	0.00	112.74	51984
01982	Machado, George	11/06/2017	Regular	0.00	128.26	51985
02320	Nush, Robert	11/06/2017	Regular	0.00	129.47	51986
02131	Office Depot, Inc.	11/06/2017	Regular	0.00	415.63	51987
02150	Pace Supply Corp	11/06/2017	Regular	0.00	775.42	51988
03303	Paulson, Rachael	11/06/2017	Regular	0.00	228.16	51989
03026	PFM Asset Management	11/06/2017	Regular	0.00	3,894.42	51990
02293	RFI Enterprises, Inc	11/06/2017	Regular	0.00	497.50	51991
03267	Silva, Donna	11/06/2017	Regular	0.00	38.48	51992
03416	Smith, Kendall	11/06/2017	Regular	0.00	170.58	51993
01411	SureWest Telephone	11/06/2017	Regular	0.00	1,612.11	51994
02638	Tyler Technologies, Inc.	11/06/2017	Regular	0.00	9,123.75	51995
01112	ACS (US), Inc.	11/13/2017	Regular	0.00	1,997.50	51996
01041	Afman, Todd R	11/13/2017	Regular	0.00	762.51	51997
03590	Brown, Michael OR Rita	11/13/2017	Regular	0.00	175.00	51998
01372	City of Folsom	11/13/2017	Regular	0.00	34.72	51999
01423	County of Sacramento	11/13/2017	Regular	0.00	655.00	52000
03376	Del Paso Pipe & Steel Inc.	11/13/2017	Regular	0.00	153.72	52001
03548	Digital Deployment, Inc.	11/13/2017	Regular	0.00	800.00	52002
01554	Electrical Equipment Co	11/13/2017	Regular	0.00	2,796.50	52003
01634	Folsom Lake Ford, Inc.	11/13/2017	Regular	0.00	510.62	52004
01650	Furniture at Work, Inc	11/13/2017	Regular	0.00	4,106.53	52005
01681	Golden State Flow Measurements, Inc.	11/13/2017	Regular	0.00	9,277.98	52006
03091	Granite Bay Ace Hardware	11/13/2017	Regular	0.00	18.30	52007
01733	Harris Industrial Gases	11/13/2017	Regular	0.00	54.64	52008
01763	Holt of California	11/13/2017	Regular	0.00	1,421.06	52009
01796	Insomniac Productions Inc.	11/13/2017	Regular	0.00	16.09	52010
01803	International Mailing Equipment, Inc.	11/13/2017	Regular	0.00	211.03	52011
02584	Irrigation Association	11/13/2017	Regular	0.00	375.00	52012
01890	Johnson Petroleum Construction, Inc.	11/13/2017	Regular	0.00	676.71	52013
03098	On Scene Event Medical Services LLC	11/13/2017	Regular	0.00	595.00	52014
03591	Pearson, Roberta	11/13/2017	Regular	0.00	114.72	52015
02146	PG&E	11/13/2017	Regular	0.00	109,213.12	52016
02210	Placer County Water Agency	11/13/2017	Regular	0.00	21,228.43	52017
02283	Recology Auburn Placer	11/13/2017	Regular	0.00	640.70	52018
02223	Rexel Inc (Platt - Rancho Cordova)	11/13/2017	Regular	0.00	7,837.54	52019
02292	Rexel, Inc.	11/13/2017	Regular	0.00	6,052.38	52020
02293	RFI Enterprises, Inc	11/13/2017	Regular	0.00	48.40	52021
02328	Rocklin Industrial Co	11/13/2017	Regular	0.00	77.41	52022
02446	Sierra Chemical Co	11/13/2017	Regular	0.00	684.07	52023
03592	Smith, Tom	11/13/2017	Regular	0.00	207.24	52024
02540	Sutter Medical Foundation	11/13/2017	Regular	0.00	764.00	52025
02580	The Eidam Corporation	11/13/2017	Regular	0.00	5,222.50	52026
02651	United Parcel Service Inc	11/13/2017	Regular	0.00	127.65	52027

Check Report

Date Range: 11/01/2017 - 11/30/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02690	Verizon Wireless	11/13/2017	Regular	0.00	731.29	52028
01687	W. W. Grainger, Inc.	11/13/2017	Regular	0.00	395.68	52029
03445	Zlotnick, Greg	11/13/2017	Regular	0.00	159.99	52030
01026	American River Ace Hardware, Inc.	11/21/2017	Regular	0.00	67.87	52031
03595	Basiri, Raymond	11/21/2017	Regular	0.00	85.84	52032
01363	Cintas Corporation No. 2	11/21/2017	Regular	0.00	1,735.00	52033
01423	County of Sacramento	11/21/2017	Regular	0.00	327.50	52034
01494	Dewey Services Inc.	11/21/2017	Regular	0.00	85.00	52035
01634	Folsom Lake Ford, Inc.	11/21/2017	Regular	0.00	1,038.63	52036
03091	Granite Bay Ace Hardware	11/21/2017	Regular	0.00	7.71	52037
01706	Graymont Western US Inc.	11/21/2017	Regular	0.00	6,239.84	52038
01733	Harris Industrial Gases	11/21/2017	Regular	0.00	56.79	52039
01819	Joel Richard Eichman	11/21/2017	Regular	0.00	307.10	52040
03596	Keil, Robert OR Michelle	11/21/2017	Regular	0.00	7.78	52041
03521	Malm Construction	11/21/2017	Regular	0.00	3,661.91	52042
02024	MCI WORLD.COM	11/21/2017	Regular	0.00	129.63	52043
02131	Office Depot, Inc.	11/21/2017	Regular	0.00	472.66	52044
02146	PG&E	11/21/2017	Regular	0.00	10.00	52045
03532	Quincy Engineering Inc	11/21/2017	Regular	0.00	18,601.25	52046
02223	Rexel Inc (Platt - Rancho Cordova)	11/21/2017	Regular	0.00	817.63	52047
02357	Sacramento Municipal Utility District (SMUD)	11/21/2017	Regular	0.00	20,239.49	52048
03337	Simon, Marlene	11/21/2017	Regular	0.00	250.00	52049
03416	Smith, Kendall	11/21/2017	Regular	0.00	80.00	52050
03309	Sorum, Mark	11/21/2017	Regular	0.00	2,500.00	52051
02463	The New AnswerNet	11/21/2017	Regular	0.00	289.60	52052
02622	Total Compensation Systems, Inc.	11/21/2017	Regular	0.00	1,620.00	52053
02667	US Bank Corporate Payments Sys (CalCard)	11/21/2017	Regular	0.00	26,043.50	52054
	Void	11/21/2017	Regular	0.00	0.00	52055
	Void	11/21/2017	Regular	0.00	0.00	52056
	Void	11/21/2017	Regular	0.00	0.00	52057
	Void	11/21/2017	Regular	0.00	0.00	52058
	Void	11/21/2017	Regular	0.00	0.00	52059
	Void	11/21/2017	Regular	0.00	0.00	52060
	Void	11/21/2017	Regular	0.00	0.00	52061
	Void	11/21/2017	Regular	0.00	0.00	52062
02719	Water Information Sharing and Analysis Center (WISAC)	11/21/2017	Regular	0.00	1,999.00	52063
02743	Wienhoff & Associates, Inc.	11/21/2017	Regular	0.00	770.00	52064
03387	WageWorks, Inc	11/06/2017	EFT	0.00	290.00	405136
01357	Cheyenne Livestock & Products Inc	11/06/2017	EFT	0.00	2,745.00	405137
01589	Eurofins Eaton Analytical, Inc	11/06/2017	EFT	0.00	195.00	405138
01611	Ferguson Enterprises, Inc	11/06/2017	EFT	0.00	1,314.89	405139
03237	GM Construction & Developers, Inc	11/06/2017	EFT	0.00	13,570.00	405140
01736	MailFinance Inc	11/06/2017	EFT	0.00	97.46	405141
02275	Ramos Oil Recyclers, Inc.	11/06/2017	EFT	0.00	500.10	405142
02308	River City Staffing, Inc.	11/06/2017	EFT	0.00	941.33	405143
02162	Tobin, Pamela	11/06/2017	EFT	0.00	45.48	405144
03221	Chemtrade Chemicals Corporation	11/13/2017	EFT	0.00	8,046.31	405145
01521	DataProse, LLC	11/13/2017	EFT	0.00	20,417.01	405146
01486	Department of Energy	11/13/2017	EFT	0.00	1,164.88	405147
01574	Endress + Hauser, Inc.	11/13/2017	EFT	0.00	2,348.33	405148
01589	Eurofins Eaton Analytical, Inc	11/13/2017	EFT	0.00	393.00	405149
01626	Flo-Line Technology, Inc.	11/13/2017	EFT	0.00	807.20	405150
03593	Hanneman, Martin W	11/13/2017	EFT	0.00	8.56	405151
02027	Mcmaster-Carr Supply Company	11/13/2017	EFT	0.00	161.73	405152
03450	Mouser Electronics, Inc.	11/13/2017	EFT	0.00	550.33	405153
02308	River City Staffing, Inc.	11/13/2017	EFT	0.00	978.00	405154
02564	Telstar Instruments	11/13/2017	EFT	0.00	5,184.00	405155
03387	WageWorks, Inc	11/17/2017	EFT	0.00	290.00	405156
01232	Brower Mechanical, Inc.	11/21/2017	EFT	0.00	590.00	405157
01486	Department of Energy	11/21/2017	EFT	0.00	3,495.37	405158
01589	Eurofins Eaton Analytical, Inc	11/21/2017	EFT	0.00	725.00	405159

Check Report

Date Range: 11/01/2017 - 11/30/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01938	Kyle Yates, Inc.	11/21/2017	EFT	0.00	50.00	405160
02158	Pacific Storage Company	11/21/2017	EFT	0.00	26.33	405161
02286	Regional Water Authority	11/21/2017	EFT	0.00	630.00	405162
02308	River City Staffing, Inc.	11/21/2017	EFT	0.00	1,760.40	405163
02466	Silvers HR, LLC	11/21/2017	EFT	0.00	2,300.00	405164
01328	Association of California Water Agencies / Joint Po	11/30/2017	EFT	0.00	6,951.36	405165
03077	VALIC	11/03/2017	Bank Draft	0.00	4,231.76	000725695
03077	VALIC	11/17/2017	Bank Draft	0.00	4,231.76	0007278296
03078	CalPERS Health	11/02/2017	Bank Draft	0.00	1,117.25	1000956613
03078	CalPERS Health	11/02/2017	Bank Draft	0.00	40,110.90	1000956613
03078	CalPERS Health	11/02/2017	Bank Draft	0.00	36,845.26	1000956613
03078	CalPERS Health	11/02/2017	Bank Draft	0.00	37,713.42	1000956613
03078	CalPERS Health	11/02/2017	Bank Draft	0.00	1,117.25	1000956613
03130	CalPERS Retirement	11/03/2017	Bank Draft	0.00	30,529.21	1000957672
01366	Citistreet/CalPERS 457	11/03/2017	Bank Draft	0.00	3,343.97	1000957676
03130	CalPERS Retirement	11/17/2017	Bank Draft	0.00	30,567.90	1000966295
01366	Citistreet/CalPERS 457	11/17/2017	Bank Draft	0.00	3,300.45	1000966301
03080	California State Disbursement Unit	11/16/2017	Bank Draft	0.00	750.92	NDUWLTJ6658
03080	California State Disbursement Unit	11/02/2017	Bank Draft	0.00	750.92	QQF5WT16657
03080	California State Disbursement Unit	11/30/2017	Bank Draft	0.00	750.92	VP5WXSW6658
03163	Economic Development Department	11/17/2017	Bank Draft	0.00	7,369.12	1-680-050-240
03163	Economic Development Department	11/03/2017	Bank Draft	0.00	188.94	2-058-973-248
03163	Economic Development Department	11/03/2017	Bank Draft	0.00	7,426.20	2-058-973-248
03164	Internal Revenue Service	11/03/2017	Bank Draft	0.00	44,924.25	2707707234263
03164	Internal Revenue Service	11/03/2017	Bank Draft	0.00	834.29	2707707234263
03164	Internal Revenue Service	11/17/2017	Bank Draft	0.00	43,056.86	2707721405492

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	112	83	0.00	308,266.24
Manual Checks	0	0	0.00	0.00
Voided Checks	0	8	0.00	0.00
Bank Drafts	20	20	0.00	299,161.55
EFT's	61	30	0.00	76,577.07
	193	141	0.00	684,004.86

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	112	83	0.00	308,266.24
Manual Checks	0	0	0.00	0.00
Voided Checks	0	8	0.00	0.00
Bank Drafts	20	20	0.00	299,161.55
EFT's	61	30	0.00	76,577.07
	193	141	0.00	684,004.86

Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	11/2017	684,004.86
			684,004.86



San Juan Water District, CA

Detail vs Budget Report

Account Detail

Date Range: 07/01/2017 - 11/30/2017

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining	
010 - WHOLESALE Expense									
<u>010-010-50310</u> Payroll Taxes - Government and Deductions									
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - SS Payroll...			-21.32		
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - MC Payrol...			-4.99		
07/14/2017	PYPKT00565	PYPKT00565 - 2017-07-14...		PYPKT00565 - 2017-07-07 Payroll Process - ...			52.61		
07/28/2017	PYPKT00573	PYPKT00573 - 2017-07-28...		PYPKT00573 - 2017-07-21 Payroll Process - ...			52.60		
08/11/2017	PYPKT00582	PYPKT00582 - 2017-08-11...		PYPKT00582 - 2017-08-04 Payroll Process - ...			43.04		
08/25/2017	PYPKT00586	PYPKT00586 - 2017-08-25...		PYPKT00586 - 2017-08-18 Payroll Process - ...			23.91		
09/08/2017	PYPKT00594	PYPKT00594 - 2017-09-08...		PYPKT00594 - 2017-09-01 Payroll Process - ...			71.73		
09/22/2017	PYPKT00599	PYPKT00599 - 2017-09-22...		PYPKT00599 - 2017-09-15 Payroll Process - ...			23.91		
10/20/2017	PYPKT00614	PYPKT00614 - 2017-10-20...		PYPKT00614 - 2017-10-13 Payroll Process - ...			157.80		
11/03/2017	PYPKT00618	PYPKT00618 - 2017-11-03...		PYPKT00618 - 2017-10-27 Payroll Process - ...			38.25		
11/17/2017	PYPKT00622	PYPKT00622 - 2017-11-17...		PYPKT00622 - 2017-11-10 Payroll Process - ...			57.39		
<u>010-010-50440</u> Workers Compensation									
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
09/30/2017	APPKT01673	07-01-17 to 09-30-17	405106	Workers Comp Program 07-01-17 to 09-30-17	01898 - Association of California Water Agencies..		21.28	178.72	89.36 %
<u>010-010-52050</u> Materials and Supplies - Office and Printing									
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
09/22/2017	APPKT01667	09-22-2017	51960	Calendar- K.Miller-Acco Brands Direct - 4563...	02667 - US Bank Corporate Payments Sys (CaCa...		10.02		
10/23/2017	APPKT01705	10-23-2017	52054	Name Plate M. Hanneman- Classic Impres-4...	02667 - US Bank Corporate Payments Sys (CaCa...		7.48		
11/03/2017	APPKT01720	976972770001	52116	Folders	02131 - Office Depot, Inc.		16.07		
<u>010-010-52110</u> Training - Meetings, Education & Training									
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount		
07/17/2017	APPKT01567	Exp Reimb 07-2017	51593	Exp Reimb 07-2017-Supplies for P. Tobin B-D...	03303 - Paulson, Rachael		10.09		
07/31/2017	APPKT01626	Mileage & Parking 07-2017	405072	Mileage&Prkng07-2017-CapitolHearingRubin...	02162 - Tobin, Pamela		20.66		
08/22/2017	APPKT01627	08-22-2017	51747	Region 3&4 Mtng P. Tobin-AssocOfCalif-Gran...	02667 - US Bank Corporate Payments Sys (CaCa...		30.00		
08/22/2017	APPKT01627	08-22-2017	51747	Refund B.Walters-Southwest - Grant 4563	02667 - US Bank Corporate Payments Sys (CaCa...		-140.98		
08/23/2017	GLPKT03411	JN03375		Clear Dave Peterson Vendor #01466 EFT Pa...			-9.80		
08/23/2017	GLPKT03514	JN03461		Clear Dave Peterson Vendor #01466 EFT Pa...			9.80		
08/31/2017	APPKT01626	Exp Reimb 08-2017	405072	Exp Reimb 08-2017-Lunch w/M. Hanneman ...	02162 - Tobin, Pamela		27.52		
09/13/2017	CLPKT00302	R160635		Ted Costa Payment for P. Tobin birthday cak...			-10.00		

Detail vs Budget Report

Date Range: 07/01/2017 - 11/30/2017

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010-010-52110	Training - Meetings, Education & Training - Continued	0.00	12,300.00	0.00	2,948.08	2,948.08	9,351.92	76.03 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Conf.-K. Miller-Assoc Of Calif-4563 Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		349.50	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Conf.-P. Tobin-Assoc Of Calif-4563 Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		349.50	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Air Fare&EarlyChk -D.RichSouthwest...	02667 - US Bank Corporate Payments Sys (CalCa...		148.98	
09/22/2017	APPKT01667	09-22-2017	51960	Refreshments-Board Wrksp-Raley's-4563 Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		8.62	
09/30/2017	APPKT01679	Exp Reimb 09-2017	405125	Mileage&Meal Reimbursement 09-2017	02162 - Tobin, Pamela		50.28	
10/23/2017	APPKT01705	10-23-2017	52054	Lunch Boad Workshop - Mr Pickles - 4563Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		126.06	
10/23/2017	APPKT01705	10-23-2017	52054	ACWA Fall Conf D. Riich-ACWA-4563Grant	02667 - US Bank Corporate Payments Sys (CalCa...		349.50	
10/23/2017	APPKT01705	10-23-2017	52054	Refreshments Board Workshop- Raleys - 456...	02667 - US Bank Corporate Payments Sys (CalCa...		4.49	
10/23/2017	APPKT01705	10-23-2017	52054	ACWA Fall Conf M. Hanneman- ACWA - 456...	02667 - US Bank Corporate Payments Sys (CalCa...		335.00	
10/23/2017	APPKT01705	10-23-2017	52054	ACWA Event P.Tobin- Brownpapertickets 45...	02667 - US Bank Corporate Payments Sys (CalCa...		22.50	
10/31/2017	APPKT01694	Mileage Reimb 10-2017	405144	Mileage-M. Emerson Mtng& RWA	02162 - Tobin, Pamela		22.74	
10/31/2017	APPKT01707	Exp Reimb 10-2017	405151	Mileage-RWA Meeting	03593 - Hanneman, Martin W		4.28	
11/13/2017	CLPKT00324	R160677		Martin Hanneman Cost Recvr Split - Whsle...			-35.00	
11/13/2017	APPKT01715	17th Annual Holiday Social	405162	Holiday Social Reservations 2017-PH,GZ,PT,...	02286 - Regional Water Authority		210.00	
11/22/2017	APPKT01733	11-22-2017	52208	ACWA Fall Conf P. Tobin - Swa*Earlybrd - 45...	02667 - US Bank Corporate Payments Sys (CalCa...		7.50	
11/22/2017	APPKT01733	11-22-2017	52208	ACWA Fall Conf P. Tobin - Swa*Earlybrd - 45...	02667 - US Bank Corporate Payments Sys (CalCa...		7.50	
11/22/2017	APPKT01733	11-22-2017	52208	ACWA Fall Conf T. Costa - ACWA - 4563Grant	02667 - US Bank Corporate Payments Sys (CalCa...		349.50	
11/30/2017	APPKT01736	Exp Reimb 11-2017	405195	Mileage&ExpenseReimb-ACWA Fall Confere...	02162 - Tobin, Pamela		170.13	
11/30/2017	APPKT01736	Exp Reimb-11-2017	405186	ACWA Fall Conference-Uber Transportation	03593 - Hanneman, Martin W		67.47	
11/30/2017	APPKT01736	Mileage Reimb 11-2017	52153	Mileage-ACWA Fall Conferemce	01916 - Miller, Ken		234.33	
11/30/2017	APPKT01737	Mileage Reimb 11-2017	52171	ACWA Fall Conference-Mileage Reimburs...	02556 - Costa, Ted		227.91	
010-010-53210	Public Notices		0.00	0.00	0.00	834.92	834.92	-834.92 0.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
08/27/2017	APPKT01650	339375 08-27-17	405092	Notice of Vacancy-Board Application Req 8/...	02367 - McClatchy Newspapers, Inc.		683.64	
08/29/2017	APPKT01674	339375 08-29-17	405113	Public Notice-Ordinance No2100&4100 Purc...	02367 - McClatchy Newspapers, Inc.		151.28	
010-010-54120	Professional Services - Other		6,335.62	12,500.00	0.00	6,164.38	6,164.38	0.00 0.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
08/31/2017	POPKT01936	414	51820	Strategic Planning for District August	03554 - Strategy Driver, Inc.		3,388.75	
09/30/2017	POPKT01948	418	51843	Strategic Planning for District-September	03554 - Strategy Driver, Inc.		2,775.63	
010-010-58110	Director - Stipend		0.00	31,300.00	0.00	5,908.25	5,908.25	25,391.75 81.12 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - PYEXP Sal...			-343.75	
07/14/2017	PYPKT00565	PYPKT00565 - 2017-07-14...		PYPKT00565 - 2017-07-07 Payroll Process - ...			687.50	
07/28/2017	PYPKT00573	PYPKT00573 - 2017-07-28...		PYPKT00573 - 2017-07-21 Payroll Process - ...			687.50	
08/11/2017	PYPKT00582	PYPKT00582 - 2017-08-11...		PYPKT00582 - 2017-08-04 Payroll Process - ...			562.50	
08/23/2017	GLPKT03411	JN03375		Clear Dave Peterson Vendor #01466 EFT Pa...			-560.50	
08/23/2017	GLPKT03514	JN03461		Clear Dave Peterson Vendor #01466 EFT Pa...			560.50	

Detail vs Budget Report

Date Range: 07/01/2017 - 11/30/2017

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010-010-58110	Director - Stipend - Continued	0.00	31,300.00	0.00	5,908.25	5,908.25	25,391.75	81.12 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount
08/23/2017	GLPKT03514	JN03462		Clear Dave Peterson Vendor #01466 EFT Pa...				-560.50
08/25/2017	PYPKT00586	PYPKT00586 - 2017-08-25...		PYPKT00586 - 2017-08-18 Payroll Process - ...				312.50
09/08/2017	PYPKT00594	PYPKT00594 - 2017-09-08...		PYPKT00594 - 2017-09-01 Payroll Process - ...				937.50
09/22/2017	PYPKT00599	PYPKT00599 - 2017-09-22...		PYPKT00599 - 2017-09-15 Payroll Process - ...				312.50
10/20/2017	PYPKT00614	PYPKT00614 - 2017-10-20...		PYPKT00614 - 2017-10-13 Payroll Process - ...				2,062.50
11/03/2017	PYPKT00618	PYPKT00618 - 2017-11-03...		PYPKT00618 - 2017-10-27 Payroll Process - ...				500.00
11/17/2017	PYPKT00622	PYPKT00622 - 2017-11-17...		PYPKT00622 - 2017-11-10 Payroll Process - ...				750.00
Expense Totals:				6,335.62	58,900.00	0.00	16,405.41	16,405.41
010 - WHOLESALE Totals:				6,335.62	58,900.00	0.00	16,405.41	16,405.41
								61.39 %
050 - RETAIL Expense								
050-010-50310	Payroll Taxes - Government and Deductions	0.00	2,400.00	0.00	494.79	494.79	1,905.21	79.38 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - SS Payroll...				-21.31
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - MC Payrol...				-4.98
07/14/2017	PYPKT00565	PYPKT00565 - 2017-07-14...		PYPKT00565 - 2017-07-07 Payroll Process - ...				52.58
07/28/2017	PYPKT00573	PYPKT00573 - 2017-07-28...		PYPKT00573 - 2017-07-21 Payroll Process - ...				52.59
08/11/2017	PYPKT00582	PYPKT00582 - 2017-08-11...		PYPKT00582 - 2017-08-04 Payroll Process - ...				43.02
08/25/2017	PYPKT00586	PYPKT00586 - 2017-08-25...		PYPKT00586 - 2017-08-18 Payroll Process - ...				23.90
09/08/2017	PYPKT00594	PYPKT00594 - 2017-09-08...		PYPKT00594 - 2017-09-01 Payroll Process - ...				71.71
09/22/2017	PYPKT00599	PYPKT00599 - 2017-09-22...		PYPKT00599 - 2017-09-15 Payroll Process - ...				23.90
10/20/2017	PYPKT00614	PYPKT00614 - 2017-10-20...		PYPKT00614 - 2017-10-13 Payroll Process - ...				157.77
11/03/2017	PYPKT00618	PYPKT00618 - 2017-11-03...		PYPKT00618 - 2017-10-27 Payroll Process - ...				38.25
11/17/2017	PYPKT00622	PYPKT00622 - 2017-11-17...		PYPKT00622 - 2017-11-10 Payroll Process - ...				57.36
050-010-50440	Workers Compensation	0.00	200.00	0.00	21.28	21.28	178.72	89.36 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount
09/30/2017	APPKT01673	07-01-17 to 09-30-17	405106	Workers Comp Program 07-01-17 to 09-30-17	01898 - Association of California Water Agencies..			21.28
050-010-52050	Materials and Supplies - Office and Printing	0.00	200.00	0.00	33.56	33.56	166.44	83.22 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount
09/22/2017	APPKT01667	09-22-2017	51960	Calendar- K.Miller-Acco Brands Direct - 4563...	02667 - US Bank Corporate Payments Sys (CalCa...			10.01
10/23/2017	APPKT01705	10-23-2017	52054	Name Plate M. Hanneman- Classic Impres-4...	02667 - US Bank Corporate Payments Sys (CalCa...			7.48
11/03/2017	APPKT01720	976972770001	52116	Folders	02131 - Office Depot, Inc.			16.07
050-010-52110	Training - Meetings, Education & Training	0.00	12,300.00	0.00	3,171.35	3,171.35	9,128.65	74.22 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount
07/17/2017	APPKT01567	Exp Reimb 07-2017	51593	Exp Reimb 07-2017-Supplies for P. Tobin B-D...	03303 - Paulson, Rachael			10.09

Detail vs Budget Report

Date Range: 07/01/2017 - 11/30/2017

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining	
050-010-52110	Training - Meetings, Education & Training - Continued	0.00	12,300.00	0.00	3,171.35	3,171.35	9,128.65	74.22 %	
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount	
07/31/2017	APPKT01626	Mileage & Parking 07-2017	405072	Mileage&Prkng07-2017-CapitolHearingRub... 02162 - Tobin, Pamela				20.65	
08/22/2017	APPKT01627	08-22-2017	51747	Refund B.Walters-Southwest - Grant 4563 02667 - US Bank Corporate Payments Sys (CalCa...				-140.98	
08/22/2017	APPKT01627	08-22-2017	51747	Region 3&4 Mtng P. Tobin-AssocOfCalif-Gran.. 02667 - US Bank Corporate Payments Sys (CalCa...				30.00	
08/23/2017	GLPKT03411	JN03375		Clear Dave Peterson Vendor #01466 EFT Pa...				-9.80	
08/23/2017	GLPKT03514	JN03461		Clear Dave Peterson Vendor #01466 EFT Pa...				9.80	
08/31/2017	APPKT01626	Exp Reimb 08-2017	405072	Exp Reimb 08-2017-Lunch w/M. Hanneman ... 02162 - Tobin, Pamela				27.52	
09/13/2017	CLPKT00302	R160635		Ted Costa Payment for P. Tobin birthday cak...				-10.00	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Conf.-P. Tobin-Assoc Of Calif-4563 Gr... 02667 - US Bank Corporate Payments Sys (CalCa...				349.50	
09/22/2017	APPKT01667	09-22-2017	51960	Refreshments-Board Wrksp-Raley's-4563 Gr... 02667 - US Bank Corporate Payments Sys (CalCa...				8.63	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Air Fare&EarlyChk -D.RichSouthwest-... 02667 - US Bank Corporate Payments Sys (CalCa...				148.97	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Conf.-K. Miller-Assoc Of Calif-4563 Gr... 02667 - US Bank Corporate Payments Sys (CalCa...				349.50	
09/30/2017	APPKT01679	Exp Reimb 09-2017	405125	Mileage&Meal Reimbursement 09-2017 02162 - Tobin, Pamela				50.27	
10/23/2017	APPKT01705	10-23-2017	52054	Refreshments Board Workshop- Raleys - 456... 02667 - US Bank Corporate Payments Sys (CalCa...				4.49	
10/23/2017	APPKT01705	10-23-2017	52054	ACWA Event P.Tobin- Brownpapertickets 45... 02667 - US Bank Corporate Payments Sys (CalCa...				22.50	
10/23/2017	APPKT01705	10-23-2017	52054	Lunch Boad Workshop - Mr Pickles - 4563Gr... 02667 - US Bank Corporate Payments Sys (CalCa...				126.07	
10/23/2017	APPKT01705	10-23-2017	52054	ACWA Fall Conf D. Riich-ACWA-4563Grant 02667 - US Bank Corporate Payments Sys (CalCa...				349.50	
10/23/2017	APPKT01705	10-23-2017	52054	ACWA Fall Conf M. Hanneman- ACWA - 456... 02667 - US Bank Corporate Payments Sys (CalCa...				335.00	
10/30/2017	APPKT01694	Mileage Reimb 10-2017	405144	Mileage-M. Emerson Mtng& RWA 02162 - Tobin, Pamela				22.74	
10/31/2017	APPKT01707	Exp Reimb 10-2017	405151	Mileage-RWA Meeting 03593 - Hanneman, Martin W				4.28	
11/13/2017	CLPKT00324	R160677		Martin Hanneman Cost Recvr Split - Whsle...				-35.00	
11/13/2017	APPKT01715	17th Annual Holiday Social	405162	Holiday Social Reservations 2017-PH,GZ,PT,... 02286 - Regional Water Authority				210.00	
11/22/2017	APPKT01733	11-22-2017	52208	ACWA Fall Conf P. Tobin - Swa*Earlybrd - 45... 02667 - US Bank Corporate Payments Sys (CalCa...				7.50	
11/22/2017	APPKT01733	11-22-2017	52208	ACWA Fall Conf T. Costa - ACWA - 4563Grant 02667 - US Bank Corporate Payments Sys (CalCa...				349.50	
11/22/2017	APPKT01733	11-22-2017	52208	ACWA Fall Conf P. Tobin - Swa*Earlybrd - 45... 02667 - US Bank Corporate Payments Sys (CalCa...				7.50	
11/30/2017	APPKT01736	Exp Reimb 11-2017	405195	Mileage&ExpenseReimb-ACWA Fall Confere... 02162 - Tobin, Pamela				170.13	
11/30/2017	APPKT01736	Exp Reimb 11-2017 #1	52166	Exp Reimb 11/30/17-Mileage Var Mtng-,Exp... 03445 - Zlotnick, Greg				223.28	
11/30/2017	APPKT01736	Exp Reimb-11-2017	405186	ACWA Fall Conference-Uber Transportation 03593 - Hanneman, Martin W				67.47	
11/30/2017	APPKT01736	Mileage Reimb 11-2017	52153	Mileage-ACWA Fall Conferemce 01916 - Miller, Ken				234.33	
11/30/2017	APPKT01737	Mileage Reimb 11-2017	52171	ACWA Fall Conference-Mileage Reimbursem... 02556 - Costa, Ted				227.91	
050-010-53210	Public Notices		0.00	0.00	0.00	834.92	834.92	-834.92	0.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount	
08/27/2017	APPKT01650	339375 08-27-17	405092	Notice of Vacancy-Board Application Req 8/...	02367 - McClatchy Newspapers, Inc.				683.64
08/29/2017	APPKT01674	339375 08-29-17	405113	Public Notice-Ordinance No2100&4100 Purc...	02367 - McClatchy Newspapers, Inc.				151.28
050-010-54120	Professional Services - Other		6,335.63	12,500.00	0.00	6,164.37	6,164.37	0.00	0.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount	
08/31/2017	POPKT01936	414	51820	Strategic Planning for District August	03554 - Strategy Driver, Inc.				3,388.75
09/30/2017	POPKT01948	418	51843	Strategic Planning for District-September	03554 - Strategy Driver, Inc.				2,775.62

Detail vs Budget Report

Date Range: 07/01/2017 - 11/30/2017

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
050-010-58110	Director - Stipend	0.00	31,300.00	0.00	5,908.25	5,908.25	25,391.75	81.12 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - PYEXP Sal...				-343.75
07/14/2017	PYPKT00565	PYPKT00565 - 2017-07-14...		PYPKT00565 - 2017-07-07 Payroll Process - ...				687.50
07/28/2017	PYPKT00573	PYPKT00573 - 2017-07-28...		PYPKT00573 - 2017-07-21 Payroll Process - ...				687.50
08/11/2017	PYPKT00582	PYPKT00582 - 2017-08-11...		PYPKT00582 - 2017-08-04 Payroll Process - ...				562.50
08/23/2017	GLPKT03411	JN03375		Clear Dave Peterson Vendor #01466 EFT Pa...				-560.50
08/23/2017	GLPKT03514	JN03461		Clear Dave Peterson Vendor #01466 EFT Pa...				560.50
08/23/2017	GLPKT03514	JN03462		Clear Dave Peterson Vendor #01466 EFT Pa...				-560.50
08/25/2017	PYPKT00586	PYPKT00586 - 2017-08-25...		PYPKT00586 - 2017-08-18 Payroll Process - ...				312.50
09/08/2017	PYPKT00594	PYPKT00594 - 2017-09-08...		PYPKT00594 - 2017-09-01 Payroll Process - ...				937.50
09/22/2017	PYPKT00599	PYPKT00599 - 2017-09-22...		PYPKT00599 - 2017-09-15 Payroll Process - ...				312.50
10/20/2017	PYPKT00614	PYPKT00614 - 2017-10-20...		PYPKT00614 - 2017-10-13 Payroll Process - ...				2,062.50
11/03/2017	PYPKT00618	PYPKT00618 - 2017-11-03...		PYPKT00618 - 2017-10-27 Payroll Process - ...				500.00
11/17/2017	PYPKT00622	PYPKT00622 - 2017-11-17...		PYPKT00622 - 2017-11-10 Payroll Process - ...				750.00
Expense Totals:				6,335.63	58,900.00	0.00	16,628.52	16,628.52
050 - RETAIL Totals:				6,335.63	58,900.00	0.00	16,628.52	16,628.52
Report Total:				12,671.25	117,800.00	0.00	33,033.93	33,033.93
							72,094.82	61.20 %

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010 - WHOLESALE	6,335.62	58,900.00	0.00	16,405.41	16,405.41	36,158.97	61.39 %
050 - RETAIL	6,335.63	58,900.00	0.00	16,628.52	16,628.52	35,935.85	61.01 %
Report Total:	12,671.25	117,800.00	0.00	33,033.93	33,033.93	72,094.82	61.20 %



San Juan Water District, CA

Vendor History Report

By Vendor Name

Posting Date Range 07/01/2017 - 11/30/2017

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				
Vendor Set: 01 - Vendor Set 01											
02556 - Costa, Ted	Mileage Reimb 11-2017 ACWA Fall Conference-Mileage Reimbursement	11/30/2017		52171		455.82	0.00	0.00	0.00	455.82	455.82
	ACWA Fall Conference-M	0.00	0.00	455.82	010-010-52110	12/18/2017	455.82	0.00	0.00	455.82	455.82
					050-010-52110	Training - Meetings, Education & Trai	227.91				
						Training - Meetings, Education & Trai	227.91				
01916 - Miller, Ken	Mileage Reimb 11-2017 Mileage-ACWA Fall Conference	11/30/2017		52153		468.66	0.00	0.00	0.00	468.66	468.66
	Mileage-ACWA Fall Confe	0.00	0.00	468.66	010-010-52110	12/12/2017	468.66	0.00	0.00	468.66	468.66
					050-010-52110	Training - Meetings, Education & Trai	234.33				
						Training - Meetings, Education & Trai	234.33				
02162 - Tobin, Pamela	Exp Reimb 08-2017 Exp Reimb 08-2017-Lunch w/M. Hanneman	88/31/2017		405072		582.64	0.00	0.00	0.00	582.64	582.64
	Exp Reimb 08-2017-Lunc	0.00	0.00	55.04	010-010-52110	9/14/2017	55.04	0.00	0.00	55.04	55.04
					050-010-52110	Training - Meetings, Education & Trai	27.52				
						Training - Meetings, Education & Trai	27.52				
Exp Reimb 09-2017	Mileage&Meal Reimbursement 09-2017	9/30/2017		405125		100.55	0.00	0.00	0.00	100.55	100.55
	Mileage&Meal Reimb	0.00	0.00	100.55	010-010-52110	Training - Meetings, Education & Trai	50.28				
					050-010-52110	Training - Meetings, Education & Trai	50.27				
Exp Reimb 11-2017	Mileage&ExpenseReimb-ACWA Fall Conference	11/30/2017		405195		340.26	0.00	0.00	0.00	340.26	340.26
	Mileage&ExpenseReimb-	0.00	0.00	340.26	010-010-52110	12/12/2017	340.26	0.00	0.00	340.26	340.26
					050-010-52110	Training - Meetings, Education & Trai	170.13				
						Training - Meetings, Education & Trai	170.13				
Mileage & Parking 07-2017	Mileage&Prkng07-2017-CapitolHearingRubio	7/31/2017		405072		41.31	0.00	0.00	0.00	41.31	41.31
	Mileage&Prkng07-2017-C	0.00	0.00	41.31	010-010-52110	9/14/2017	41.31	0.00	0.00	41.31	41.31
					050-010-52110	Training - Meetings, Education & Trai	20.66				
						Training - Meetings, Education & Trai	20.65				
Mileage Reimb 10-2017	Mileage Reimbursement 10-2017	10/30/2017		405144		45.48	0.00	0.00	0.00	45.48	45.48
	Mileage-M. Emerson Mtr	0.00	0.00	45.48	010-010-52110	11/6/2017	45.48	0.00	0.00	45.48	45.48
					050-010-52110	Training - Meetings, Education & Trai	22.74				
						Training - Meetings, Education & Trai	22.74				
Vendors: (3) Total 01 - Vendor Set 01:						1,507.12	0.00	0.00	0.00	1,507.12	1,507.12
Vendors: (3) Report Total:						1,507.12	0.00	0.00	0.00	1,507.12	1,507.12



Payroll Set: 01-San Juan Water District

Employee Number	Employee Name	Pay Code	# of Payments	Units	Pay Amount
<u>0690</u>	Costa,Ted	Reg - Regular Hours	4	21.00	2,625.00
			0690 - Costa Total:	21.00	2,625.00
<u>1028</u>	Hanneman,Martin W	Reg - Regular Hours	1	3.00	375.00
			1028 - Hanneman Total:	3.00	375.00
<u>0670</u>	Miller,Ken	Reg - Regular Hours	5	33.00	4,125.00
			0670 - Miller Total:	33.00	4,125.00
<u>1003</u>	Rich,Daniel T	Reg - Regular Hours	2	14.00	1,750.00
			1003 - Rich Total:	14.00	1,750.00
<u>0650</u>	Tobin,Pamela	Reg - Regular Hours	5	38.00	4,750.00
			0650 - Tobin Total:	38.00	4,750.00
				Report Total:	109.00
					13,625.00



Payroll Set: 01-San Juan Water District

Account	Account Description	Units	Pay Amount
<u>010-010-58110</u>	Director - Stipend	54.50	6,812.50
		010 - WHOLESALE Total:	54.50 6,812.50
<u>050-010-58110</u>	Director - Stipend	54.50	6,812.50
		050 - RETAIL Total:	54.50 6,812.50
		Report Total:	109.00 13,625.00

**Pay Code Report**

Pay Code Summary

7/1/2017 - 11/30/2017

Payroll Set: 01-San Juan Water District

Pay Code	Description	# of Payments	Units	Pay Amount
Reg	Regular Hours	17	109.00	13,625.00
		Report Total:	109.00	13,625.00

2017/18 Actual Deliveries and Revenue - By Wholesale Customer Agency

	July - November 2017						
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance	Revenue Variance	
San Juan Retail	7,400.19	\$ 1,320,617	6,946.35	\$ 1,283,792	(453.84)	-6.1%	\$ (36,825) -2.8%
Citrus Heights Water District	5,790.36	\$ 1,226,110	6,189.36	\$ 1,258,485	399.00	6.9%	\$ 32,375 2.6%
Fair Oaks Water District	5,142.73	\$ 958,646	3,389.73	\$ 816,408	(1,753.00)	-34.1%	\$ (142,238) -14.8%
Orange Vale Water Co.	2,342.05	\$ 434,284	2,255.52	\$ 427,263	(86.53)	-3.7%	\$ (7,021) -1.6%
City of Folsom	587.05	\$ 118,495	647.87	\$ 123,430	60.82	10.4%	\$ 4,935 4.2%
Granite Bay Golf Course	214.07	\$ 8,424	215.55	\$ 8,482	1.48	0.7%	\$ 58 0.7%
Sac Suburban Water District	5,600.00	\$ 997,360	6,842.21	\$ 1,107,891	1,242.21	22.2%	\$ 110,531 11.1%
TOTAL	27,076.45	\$ 5,063,935	26,486.59	\$ 5,025,749	(589.86)	-2.2%	\$ (38,186) -0.8%

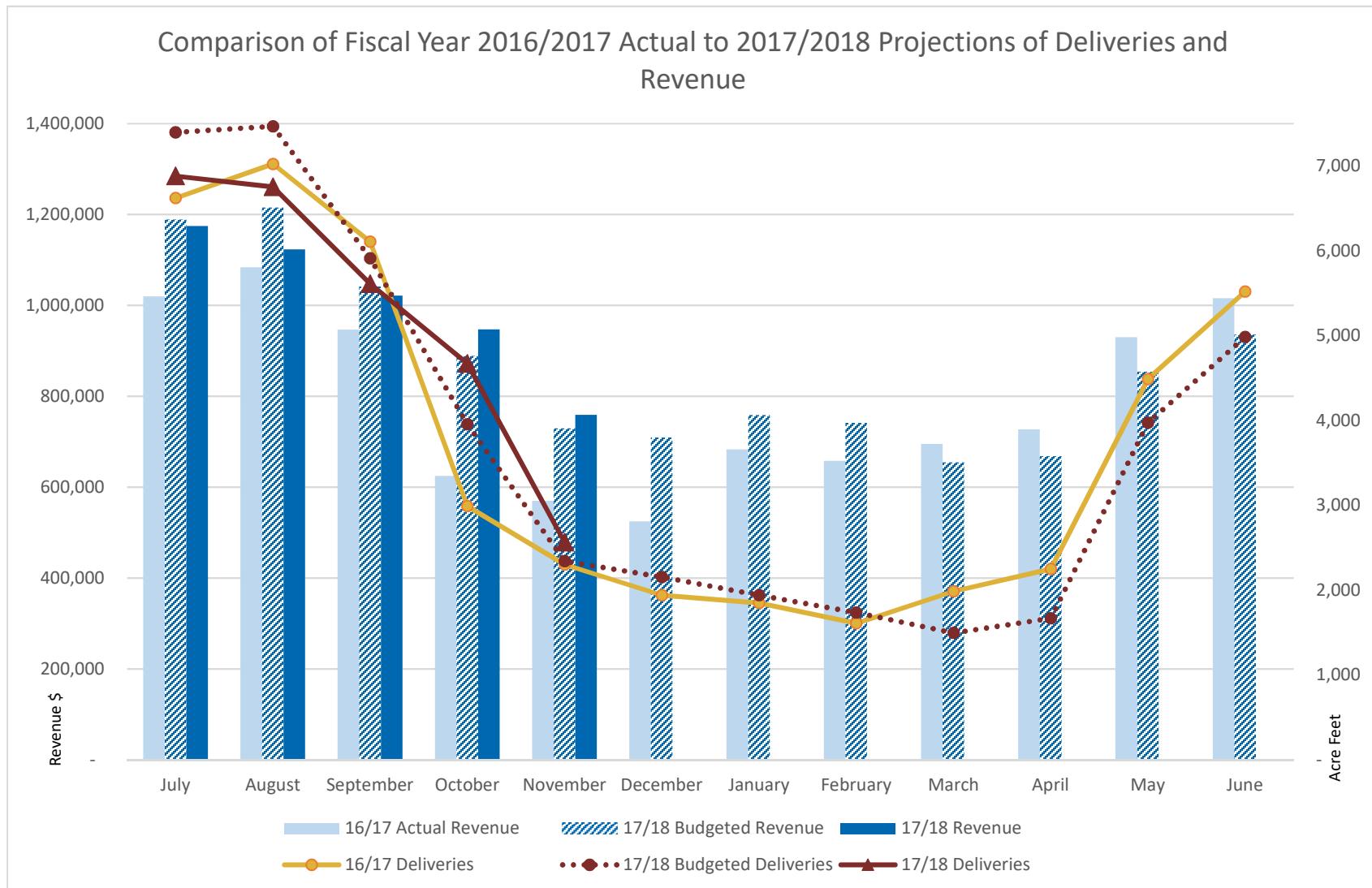
Budgeted Deliveries	27,076.45
Actual Deliveries	<u>26,486.59</u>
Difference	(589.86)
	-2.2%

Budgeted Water Sale Revenue	\$ 5,063,935
Actual Water Sale Revenue	\$ 5,025,749
Difference	\$ (38,186)
	-0.8%

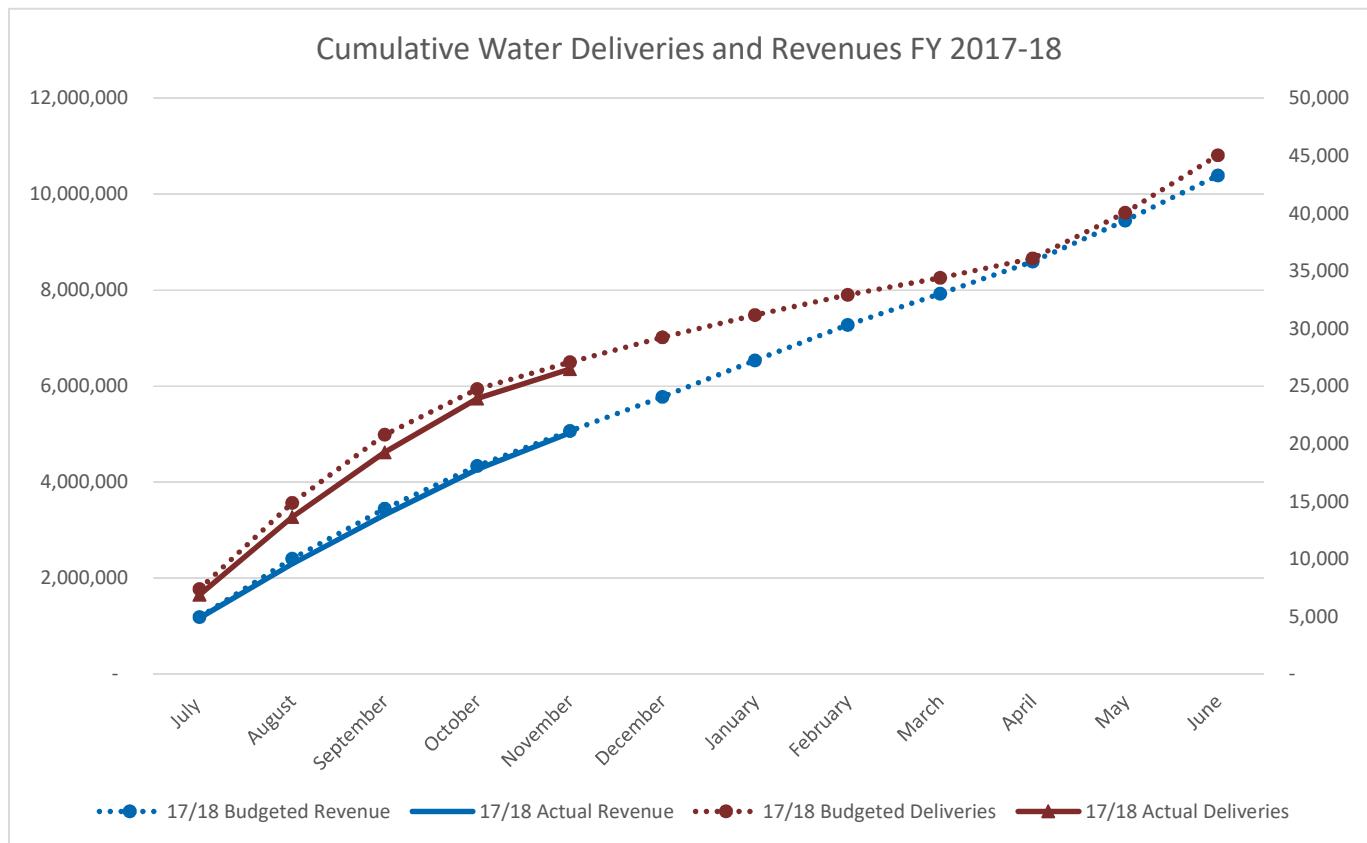
Conclusion:

Total deliveries over the first five months of the fiscal year were slightly below expectations by 589.86 acre feet, or -2.2%, resulting in a revenue shortfall of \$38,186. The variance is due primarily to lower than budgeted deliveries for the Fair Oaks Water District, with less than anticipated deliveries to the Retail Service Area and Orange Vale as well. These lower than anticipated deliveries were mostly offset by higher than anticipated deliveries to SSWD, CHWD and Folsom.

Due to the change in the rate structure, the 2.2% decline in deliveries produces revenues that are just .8% lower than the budget for the period. Water delivery and revenue continues to improve through the winter months. The July-August deliveries were 8.3% below budget. September deliveries improved this to 7.4% below budget and October deliveries improved this to 3.3% below budget.



		Deliveries	Revenues
FY 17-18 Budget		45,030	\$ 10,384,580
FY 16/17		44,697	\$ 9,477,538
Difference		333	\$ 907,042 10%
		0.7%	



AGENDA ITEM VI-1.1

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: January 24, 2018
Subject: General Manager's Monthly Report (December)

RECOMMENDED ACTION

For information only, no action requested.

TREATMENT PLANT OPERATIONS

Water Production for December

Item	2017	2016	Difference
Monthly Production AF	1,654.27	1,991.87	-16.9%
Daily Average MG	17.39	20.94	-16.9%
Annual Production AF	47,184.99	44,849.36	5.2%

Water Turbidity

Item	December 2017	November 2017	Difference
Raw Water Turbidity NTU	2.84	3.35	-15%
Treated Water Turbidity NTU	0.022	0.020	10%
Monthly Turbidity Percentage Reduction	99.22%	99.39%	

*Folsom Lake Reservoir Storage Level AF**

Item	2017	2016	Difference
Lake Volume AF	615,892	400,101	54%

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

* Total Reservoir Capacity: 977,000 AF

Other Items of Interest:

- Replaced all chlorine system pressure and vacuum switches and gas seals.
- Performed filter media inspections and anthracite additions.
- Performed annual Hinkle Outlet valve exercise per Division of Safety of Dams requirements.

STAFF REPORT

General Manager's Monthly Report

Paul Helliker

SYSTEM OPERATIONS*Distribution Operations:*

Item	December 2017	November 2017	Difference
Leaks and Repairs	6	6	-1
MainsFlushed	8	4	-36
Valves Exercised	23	11	-15
Back Flows Tested	0	0	-21
Customer Service Calls	25	34	-12

Distribution System Water Quality:

Water Quality Samples Taken	# Failed Samples	Supporting Information
2 Lab	0	No additional information at this time.
15 In-House	0	

Other Items of Interest:

- None to report

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
4964	779	228	11

Conservation 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	86	3	N/A

Other Activities

- A large milestone was met when Customer Service completed, on time, a comprehensive assessment/analysis of current and proposed utility billing practices required by Tyler to move forward with the conversion.

ENGINEERING - NEW URBAN DEVELOPMENTS (SJWD Retail Service Area)

Project Title	Description	Status	Issues
Ali Minor Subdivision	3-Lot Subdivision	Approved for Construction	
Barton Ranch	10-Lot Subdivision	In Design Review	
Chula Acres	4-Lot Minor Subdivision	Design has been approved	
Colina Estates	10-Lot Subdivision	In Design Review	
Eureka at GB	28 Condominium Units	In Design Review	

STAFF REPORT*General Manager's Monthly Report*

Paul Helliker

Project Title	Description	Status	Issues
GB Memory Care	Commercial Business	In Design Review	
Granite Rock Estates	16-Lot Subdivision	In Design Review	Annexation from PCWA in Progress
Greyhawk III	44 high-density, and 28 single family Lots	In Design Review	
Ovation Senior Living	Commercial Business (114-Unit 2-story Assisted Living Facility)	In Design Review	
Placer County Retirement Residence	Commercial Business (145-Unit Multi-story Assisted Living Facility)	In Design Review	
Pond View	Commercial Business	Approved for Construction	
Quarry Ridge Prof. Office Park	Commercial Business (4 parcels to develop four general/medical office buildings)	In Design Review	
Rancho Del Oro	89 Lot Subdivision	Approved for Construction	On hold pending County Approvals
Rolling Greens	9 Lot Subdivision	Construction is complete	Closing out
Self Parcel Split (3600 & 3630 Allison Ave)	4 Lot Minor Subdivision (Laura Lane, off Allison Dr.)	In Construction	Waiting for contract and submittals.
The Park at Granite Bay	56 lot Subdivision	In Design Review	Two west side distribution system tie-ins needed
The Residences at GB	4-Lot Minor Subdivision	In Design Review	
Ventura of GB	33-Lot Subdivision	In Design Review	
Whitehawk I	24-Lot Subdivision	In Design Review	
Whitehawk II	56-Lot Subdivision	In Design Review	

ENGINEERING - CAPITAL PROJECTS*Current Retail Projects*

Project Title	Description	Status	Issues
Douglas Blvd Main Replacement	Replacement of ±4,125-LF of old steel main with new 16-in and 12-in pipeline between Auburn Folsom Rd and Hidden Lakes Dr.	In Design	None
Dambacher Drive Services Replacement	Replacement of ±19 aged, corroded steel service taps with new bronze saddle taps to reduce potential for failures and leaks.	In Design	None
Main Ave Main Replacement	Replacement of ±900-LF and on Main Ave between Lake Natoma Dr and Twin Lakes Ave. The new 12-in pipe will be sliplined into the old existing 20-in and 16-in pipe.	Construction Complete	Pavement slurry seal to be done in spring when the weather permits.
Oak Ave Main Replacement	Replacement of ±1,465-LF of aged steel pipeline with new 12-in C900 pipeline between Filbert Ave and address 9219 Oak Ave. The new 12-in pipe will be sliplined into the old existing 24-in pipe.	Construction Complete	None
ARC North/South PRS	Construction of a new Pressure Reducing Station (PRV) located at the intersection of American River Canyon Dr. and Oak Ave.	Construction Complete	None
Cavitt Stallman PRS	Construction of a new Pressure Reducing Station (PRV) located, on Cavitt Stallman Rd west of Hidden Valley Place.	Construction Complete	None
Olive Ranch PRS	Construction of a new Pressure Reducing Station (PRV) located near the intersection of Ramsgate Dr. and Olive Ranch Rd.	Construction Complete	None

Retail CIP - Project Specifics

- None to Report

STAFF REPORT
General Manager's Monthly Report
Paul Helliker

Current Wholesale Projects

Project Title	Description	Status (% Complete)	Issues
WTP Improvements	Replacement of aged mechanical flocculators and sludge collection equipment, construction of a new settled water channel and a new overflow weir structure, electrical and piping improvements, and other miscellaneous work.	Construction is Complete	None. (In closeout.)
FO-40 T-Main Relining	Relining of the existing ±11,000 foot long steel pipeline.	In design phase	Project postponed to FY 18/19.
Hinkle Res. Cleaning & Repairs	Cleaning, maintenance, and repairs of the covers on the Hinkle and Kokila Reservoirs.	Contractor is under contract. Work to begin in Jan 2018.	None.
Alum Feed Pumps Replacement	Replace the alum feed system pumping equipment and install VFD's on the pumps to enhance control.	In Design	None
Lime System Improvements	Improvements for the WTP's lime system control and feeder system.	In Design	None
Hinkle Res. Monitoring Level Probes	Installation of level probes into the monitoring wells to provide consistent monitoring data for DSOD reporting.	In Design	None

Wholesale CIP - Project Specifics

- None to Report

SAFETY & REGULATORY TRAINING –DECEMBER 2017

Training Course	Staff
Confined Space Rescue Training	FS/Treatment/Cons/Eng
MSDSonline User Training	All Staff
Risk Management Plan Review	Treatment
PSM - Process Safety Management	Treatment

FINANCE/BUDGET

See attached.



San Juan Water District, CA

Wholesale Operating Income Statement

Group Summary

For Fiscal: 2017-2018 Period Ending: 12/31/2017

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 010 - WHOLESALE					
Revenue					
41000 - Water Sales	10,385,100.00	10,385,100.00	0.00	4,622,893.56	5,762,206.44
43000 - Rebate	1,100.00	1,100.00	384.24	634.11	465.89
45000 - Other Operating Revenue	0.00	0.00	0.00	11,908.52	-11,908.52
49000 - Other Non-Operating Revenue	149,400.00	149,400.00	18,194.04	26,985.45	122,414.55
Revenue Total:	10,535,600.00	10,535,600.00	18,578.28	4,662,421.64	5,873,179.36
Expense					
51000 - Salaries and Benefits	4,615,900.00	4,615,900.00	330,540.99	1,495,395.42	3,120,504.58
52000 - Debt Service Expense	939,800.00	939,800.00	0.00	84,898.84	854,901.16
53000 - Source of Supply	1,296,300.00	1,296,300.00	4,265.88	596,608.36	699,691.64
54000 - Professional Services	638,400.00	638,400.00	4,434.92	266,192.02	372,207.98
55000 - Maintenance	508,500.00	508,500.00	6,808.16	190,778.99	317,721.01
56000 - Utilities	79,400.00	79,400.00	38.73	82,261.51	-2,861.51
57000 - Materials and Supplies	569,500.00	569,500.00	987.28	226,625.65	342,874.35
58000 - Public Outreach	38,900.00	38,900.00	2,291.55	6,373.69	32,526.31
59000 - Other Operating Expenses	385,000.00	385,000.00	2,243.33	180,823.76	204,176.24
69000 - Other Non-Operating Expenses	2,800.00	2,800.00	0.00	387.20	2,412.80
69900 - Transfers Out	169,300.00	169,300.00	0.00	0.00	169,300.00
Expense Total:	9,243,800.00	9,243,800.00	351,610.84	3,130,345.44	6,113,454.56
Fund: 010 - WHOLESALE Surplus (Deficit):					
Total Surplus (Deficit):	1,291,800.00	1,291,800.00	-333,032.56	1,532,076.20	-240,276.20

Wholesale Operating Income Statement

For Fiscal: 2017-2018 Period Ending: 12/31/2017

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESALE	1,291,800.00	1,291,800.00	-333,032.56	1,532,076.20	-240,276.20
Total Surplus (Deficit):	1,291,800.00	1,291,800.00	-333,032.56	1,532,076.20	-76,421.80



San Juan Water District, CA

Wholesale Capital Income Statement

Group Summary

For Fiscal: 2017-2018 Period Ending: 12/31/2017

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 011 - Wholesale Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,090,000.00	1,090,000.00	0.00	11,855.74	1,078,144.26
44000 - Connection Fees	35,000.00	35,000.00	2,116.04	119,338.33	-84,338.33
44500 - Capital Contributions - Revenue	2,172,400.00	2,172,400.00	0.00	358,852.00	1,813,548.00
49000 - Other Non-Operating Revenue	60,000.00	60,000.00	0.00	-1,358.53	61,358.53
49990 - Transfer In	169,300.00	169,300.00	0.00	0.00	169,300.00
Revenue Total:	3,526,700.00	3,526,700.00	2,116.04	488,687.54	3,038,012.46
Expense					
55000 - Maintenance	2,253,500.00	2,253,500.00	27.47	80,923.28	2,172,576.72
61000 - Capital Outlay	1,018,600.00	1,018,600.00	0.00	58,019.21	960,580.79
Expense Total:	3,272,100.00	3,272,100.00	27.47	138,942.49	3,133,157.51
Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):					
Total Surplus (Deficit):	254,600.00	254,600.00	2,088.57	349,745.05	-95,145.05
	254,600.00	254,600.00	2,088.57	349,745.05	-95,145.05

Wholesale Capital Income Statement

For Fiscal: 2017-2018 Period Ending: 12/31/2017

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
011 - Wholesale Capital Outlay	254,600.00	254,600.00	2,088.57	349,745.05	-95,145.05
Total Surplus (Deficit):	254,600.00	254,600.00	2,088.57	349,745.05	173,724.78



San Juan Water District, CA

Project Activity Report

By Project Number

Report Dates: 07/01/2017 - 12/31/2017

Project Number	Project Name	Group	Type	Status
161100	Floc-Sed Basins & Settle Water Ch...	CIP - Asset	Administration	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1611004000	Capital	Capital 4000	11,633.60
		GL Account Number	GL Account Name	Activity
		011-700-61145	Capital Outlay - WTP & Improvements	11,633.60
				Total Expenses: 11,633.60
				161100 Total: 11,633.60
161502	ARC Flash Assessment and Improv...	CIP - Expense	Engineering	Complete
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1615025500	Services/Supplies	Services and Supplies - Non Capital 5500	126.00
		GL Account Number	GL Account Name	Activity
		011-700-57120	Maintenance - Facility	126.00
				Total Expenses: 126.00
				161502 Total: 126.00
171101	In-Plant Pump Station Improveme...	CIP - Expense	Water Treatment Pl...	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1711014000	Capital	Capital 4000	232.98
		GL Account Number	GL Account Name	Activity
		011-700-57120	Maintenance - Facility	456.72
		011-700-61145	Capital Outlay - WTP & Improvements	-223.74
				Total Expenses: 232.98
				171101 Total: 232.98
171105	Baldwin Reservoir Raw Water Sup...	Unplanned CIP	Water Treatment Pl...	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1711054000	Capital	Capital 4000	7,222.16
		GL Account Number	GL Account Name	Activity
		011-700-61150	Capital Outlay - Mains/Pipelines & Improveme	7,222.16
				Total Expenses: 7,222.16
				171105 Total: 7,222.16
171107	FO 40 Transmission Pipeline Re-Lin..	CIP - Expense	Water Treatment Pl...	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1711074000	Capital	Capital 4000	55,927.50
		GL Account Number	GL Account Name	Activity
		011-700-57120	Maintenance - Facility	55,927.50
				Total Expenses: 55,927.50
				171107 Total: 55,927.50
181105	Lime System Control & Feeder Sys...	CIP - Asset	Water Treatment Pl...	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1811054000	Capital	Capital 4000	484.51
		GL Account Number	GL Account Name	Activity

Project Activity Report

Report Dates: 07/01/2017 - 12/31/2017

Project Number	Project Name	Group	Type	Status
		011-700-61145	Capital Outlay - WTP & Improvements	484.51
			Total Expenses:	484.51
			181105 Total:	484.51
181110	Alum Feed Pumps Replacement	CIP - Asset	Water Treatment Pl... Active	
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1811104000	Capital	Capital 4000	18,907.52
	GL Account Number	GL Account Name	Activity	
	011-700-61145	Capital Outlay - WTP & Improvements		18,907.52
			Total Expenses:	18,907.52
			181110 Total:	18,907.52
181115	Flocculator Mix Motor Disconnect	CIP - Asset	Water Treatment Pl... Active	
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1811154000	Capital	Capital 4000	7,248.74
	GL Account Number	GL Account Name	Activity	
	011-700-61145	Capital Outlay - WTP & Improvements		7,248.74
			Total Expenses:	7,248.74
			181115 Total:	7,248.74
181120	Lime Grit Containment - Curbing ...	CIP - Asset	Water Treatment Pl... Active	
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1811204000	Capital	Capital 4000	3,723.77
	GL Account Number	GL Account Name	Activity	
	011-700-61145	Capital Outlay - WTP & Improvements		3,723.77
			Total Expenses:	3,723.77
			181120 Total:	3,723.77
181130	Hinkle Reservoir Monitoring Wells...	CIP - Asset	Engineering	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1811304000	Capital	Capital 4000	663.15
	GL Account Number	GL Account Name	Activity	
	011-700-61155	Capital Outlay - Reservoirs & Improvements		663.15
			Total Expenses:	663.15
			181130 Total:	663.15

Summary**Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<u>161100</u>	Floc-Sed Basins & Settle Water Chann...	0.00	11,633.60	-11,633.60
<u>161502</u>	ARC Flash Assessment and Improveme...	0.00	126.00	-126.00
<u>171101</u>	In-Plant Pump Station Improvements	0.00	232.98	-232.98
<u>171105</u>	Baldwin Reservoir Raw Water Supply I...	0.00	7,222.16	-7,222.16
<u>171107</u>	FO 40 Transmission Pipeline Re-Lining	0.00	55,927.50	-55,927.50
<u>181105</u>	Lime System Control & Feeder System	0.00	484.51	-484.51
<u>181110</u>	Alum Feed Pumps Replacement	0.00	18,907.52	-18,907.52
<u>181115</u>	Flocculator Mix Motor Disconnect	0.00	7,248.74	-7,248.74
<u>181120</u>	Lime Grit Containment - Curbing and C...	0.00	3,723.77	-3,723.77
<u>181130</u>	Hinkle Reservoir Monitoring Wells Lev...	0.00	663.15	-663.15
Project Totals:		0.00	106,169.93	-106,169.93

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	42,661.29	-42,661.29
CIP - Expense	0.00	56,286.48	-56,286.48
Unplanned CIP	0.00	7,222.16	-7,222.16
Group Totals:	0.00	106,169.93	-106,169.93

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Administration	0.00	11,633.60	-11,633.60
Engineering	0.00	789.15	-789.15
Water Treatment Plant	0.00	93,747.18	-93,747.18
Type Totals:	0.00	106,169.93	-106,169.93

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-700-57120	Maintenance - Facility	0.00	56,510.22	56,510.22
011-700-61145	Capital Outlay - WTP & Improv...	0.00	41,774.40	41,774.40
011-700-61150	Capital Outlay - Mains/Pipeline...	0.00	7,222.16	7,222.16
011-700-61155	Capital Outlay - Reservoirs & I...	0.00	663.15	663.15
GL Account Totals:		0.00	106,169.93	106,169.93



San Juan Water District, CA

Project Activity Report

By Project Number

Report Dates: 07/01/2017 - 12/31/2017

Project Number	Project Name	Group	Type	Status
171109	GIS Assessment and Implementati...	CIP - Asset	Engineering	Active
Expenses				
Account Key	Account Name	Category	Total Activity	
1711094000	Capital	Capital 4000	5,330.00	
GL Account Number	GL Account Name	GL Account Name	Activity	
011-700-61180	Capital	Capital Outlay - Software	2,132.00	
055-700-61180	Capital	Capital Outlay - Software	3,198.00	
Total Expenses:				5,330.00
171109 Total:				5,330.00

Summary**Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
171109	GIS Assessment and Implementation	0.00	5,330.00	-5,330.00
	Project Totals:	0.00	5,330.00	-5,330.00

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	5,330.00	-5,330.00
	Group Totals:	0.00	5,330.00

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	0.00	5,330.00	-5,330.00
	Type Totals:	0.00	5,330.00

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-700-61180	Capital Outlay - Software	0.00	2,132.00	2,132.00
055-700-61180	Capital Outlay - Software	0.00	3,198.00	3,198.00
	GL Account Totals:	0.00	5,330.00	5,330.00



San Juan Water District, CA

Retail Operating Income Statement

Group Summary

For Fiscal: 2017-2018 Period Ending: 12/31/2017

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 050 - RETAIL					
Revenue					
41000 - Water Sales	10,716,800.00	10,716,800.00	-808.32	4,442,207.19	6,274,592.81
44000 - Connection Fees	0.00	0.00	0.00	12,512.00	-12,512.00
45000 - Other Operating Revenue	427,100.00	427,100.00	5,613.09	112,256.07	314,843.93
49000 - Other Non-Operating Revenue	112,300.00	112,300.00	0.00	41,511.31	70,788.69
49990 - Transfer In	1,394,700.00	1,394,700.00	0.00	0.00	1,394,700.00
Revenue Total:	12,650,900.00	12,650,900.00	4,804.77	4,608,486.57	8,042,413.43
Expense					
51000 - Salaries and Benefits	6,021,200.00	6,021,200.00	429,696.76	2,022,777.56	3,998,422.44
52000 - Debt Service Expense	522,300.00	522,300.00	0.00	47,219.82	475,080.18
53000 - Source of Supply	3,080,600.00	3,080,600.00	0.00	1,508,006.53	1,572,593.47
54000 - Professional Services	717,800.00	717,800.00	4,712.21	244,270.80	473,529.20
55000 - Maintenance	255,100.00	255,100.00	1,145.41	74,752.68	180,347.32
56000 - Utilities	254,200.00	254,200.00	1,788.41	169,263.46	84,936.54
57000 - Materials and Supplies	279,300.00	279,300.00	16,673.30	136,531.80	142,768.20
58000 - Public Outreach	163,100.00	163,100.00	2,799.95	21,939.47	141,160.53
59000 - Other Operating Expenses	535,800.00	535,800.00	2,201.10	220,305.97	315,494.03
69000 - Other Non-Operating Expenses	3,400.00	3,400.00	0.00	217.80	3,182.20
Expense Total:	11,832,800.00	11,832,800.00	459,017.14	4,445,285.89	7,387,514.11
Fund: 050 - RETAIL Surplus (Deficit):					
Total Surplus (Deficit):	818,100.00	818,100.00	-454,212.37	163,200.68	654,899.32

Retail Operating Income Statement

For Fiscal: 2017-2018 Period Ending: 12/31/2017

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
050 - RETAIL	818,100.00	818,100.00	-454,212.37	163,200.68	654,899.32
Total Surplus (Deficit):	818,100.00	818,100.00	-454,212.37	163,200.68	942,291.74



San Juan Water District, CA

Retail Capital Income Statement

Group Summary

For Fiscal: 2017-2018 Period Ending: 12/31/2017

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 055 - Retail Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,090,000.00	1,090,000.00	0.00	11,855.74	1,078,144.26
44000 - Connection Fees	450,000.00	450,000.00	33,351.64	113,585.64	336,414.36
44500 - Capital Contributions - Revenue	0.00	0.00	0.00	-3,750.00	3,750.00
49000 - Other Non-Operating Revenue	60,000.00	60,000.00	0.00	15,062.25	44,937.75
Revenue Total:	1,600,000.00	1,600,000.00	33,351.64	136,753.63	1,463,246.37
Expense					
54000 - Professional Services	66,000.00	66,000.00	0.00	0.00	66,000.00
55000 - Maintenance	155,000.00	155,000.00	27.47	9,903.01	145,096.99
61000 - Capital Outlay	5,428,000.00	5,428,000.00	12.00	767,733.65	4,660,266.35
69900 - Transfers Out	1,394,700.00	1,394,700.00	0.00	0.00	1,394,700.00
Expense Total:	7,043,700.00	7,043,700.00	39.47	777,636.66	6,266,063.34
Fund: 055 - Retail Capital Outlay Surplus (Deficit):					
Total Surplus (Deficit):	-5,443,700.00	-5,443,700.00	33,312.17	-640,883.03	-4,802,816.97
	-5,443,700.00	-5,443,700.00	33,312.17	-640,883.03	-4,802,816.97

Retail Capital Income Statement

For Fiscal: 2017-2018 Period Ending: 12/31/2017

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
055 - Retail Capital Outlay	-5,443,700.00	-5,443,700.00	33,312.17	-640,883.03	-4,802,816.97
Total Surplus (Deficit):	-5,443,700.00	-5,443,700.00	33,312.17	-640,883.03	-5,457,318.01



San Juan Water District, CA

Project Activity Report

By Project Number

Report Dates: 07/01/2017 - 12/31/2017

Project Number	Project Name	Group	Type	Status
121965	Oak Avenue - American River Can...	CIP - Asset	Engineering	Active
Expenses				
Account Key	Account Name	Category	Total Activity	
1219654000	Capital	Capital 4000	98,292.00	
GL Account Number		GL Account Name	Activity	
050-300-56310		Reg Compliance / Sampling / Inspection	12.00	
055-700-61135		Capital Outlay - Pump Stations & Improvemen	4,914.00	
055-700-61150		Capital Outlay - Mains/Pipelines & Improveme	93,366.00	
1219656000	Retention	Retention - Capital 6000	-4,914.00	
	GL Account Number	GL Account Name	Activity	
	055-20030	Retentions Payable	-4,914.00	
			Total Expenses:	93,378.00
			121965 Total:	93,378.00
165508	Los Lagos Tank Recoating	CIP - Asset	Engineering	Complete
Expenses				
Account Key	Account Name	Category	Total Activity	
1655086000	Retention - CAP	Retention - Capital 6000	17,811.40	
GL Account Number		GL Account Name	Activity	
055-20030		Retentions Payable	17,811.40	
			Total Expenses:	17,811.40
			165508 Total:	17,811.40
175107	5700-5708 & 5640-5682 Main Av...	CIP - Asset	Engineering	Active
Expenses				
Account Key	Account Name	Category	Total Activity	
1751074000	Capital	Capital 4000	245,806.70	
GL Account Number		GL Account Name	Activity	
055-700-61150		Capital Outlay - Mains/Pipelines & Improveme	245,806.70	
1751076000	Retention - CAP	Retention - Capital 6000	-12,058.10	
	GL Account Number	GL Account Name	Activity	
	055-20030	Retentions Payable	-12,058.10	
			Total Expenses:	233,748.60
			175107 Total:	233,748.60
175109	9151-9219 Oak Avenue Main Repl...	CIP - Asset	Engineering	Active
Expenses				
Account Key	Account Name	Category	Total Activity	
1751094000	Capital	Capital 4000	305,127.97	
GL Account Number		GL Account Name	Activity	
055-700-61150		Capital Outlay - Mains/Pipelines & Improveme	305,127.97	
1751096000	Retention - CAP	Retention - Capital 6000	-15,165.40	
	GL Account Number	GL Account Name	Activity	
	055-20030	Retentions Payable	-15,165.40	
			Total Expenses:	289,962.57
			175109 Total:	289,962.57
175111	Orangevale Avenue Bridge	CIP - Asset	Engineering	Active
Expenses				
Account Key	Account Name	Category	Total Activity	
1751114000	Capital	Capital 4000	-45,400.00	

Project Activity Report

Report Dates: 07/01/2017 - 12/31/2017

Project Number	Project Name	Group	Type	Status
		GL Account Number	GL Account Name	Activity
		055-700-61150	Capital Outlay - Mains/Pipelines & Improveme	-45,400.00
			Total Expenses:	-45,400.00
			175111 Total:	-45,400.00
175115	Bacon Pump Station Intrusion Ala... CIP - Asset		Field Services	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1751154000	Capital	Capital 4000	208.14
	GL Account Number	GL Account Name	Activity	
	055-700-61135	Capital Outlay - Pump Stations & Improvemen	Capital Outlay - Pump Stations & Improvemen	208.14
			Total Expenses:	208.14
			175115 Total:	208.14
175117	Bacon Pressure Zone - Olive Ranch.. CIP - Asset		Engineering	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1751174000	Capital	Capital 4000	65.49
	GL Account Number	GL Account Name	Activity	
	055-700-61135	Capital Outlay - Pump Stations & Improvemen	Capital Outlay - Pump Stations & Improvemen	65.49
			Total Expenses:	65.49
			175117 Total:	65.49
175119	Bacon Pressure Zone - Cavitt Stall... CIP - Asset		Engineering	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1751194000	Capital	Capital 4000	39,277.49
	GL Account Number	GL Account Name	Activity	
	055-700-61135	Capital Outlay - Pump Stations & Improvemen	Capital Outlay - Pump Stations & Improvemen	39,277.49
	1751196000	Retention - CAP	Retention - Capital 6000	-1,960.00
	GL Account Number	GL Account Name	Activity	
	055-20030	Retentions Payable	Retentions Payable	-1,960.00
			Total Expenses:	37,317.49
			175119 Total:	37,317.49
185135	Upper & Lower GB Pump Stn Low ... CIP - Asset		Engineering	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1851354000	Capital	Capital 4000	1,512.99
	GL Account Number	GL Account Name	Activity	
	055-700-61135	Capital Outlay - Pump Stations & Improvemen	Capital Outlay - Pump Stations & Improvemen	1,512.99
			Total Expenses:	1,512.99
			185135 Total:	1,512.99
185150	Utility Billing Software Replaceme... CIP - Asset		Information Techno...	Active
	Expenses			
	Account Key	Account Name	Category	Total Activity
	1851504000	Capital	Capital 4000	36,520.75
	GL Account Number	GL Account Name	Activity	
	055-700-61180	Capital Outlay - Software	Capital Outlay - Software	36,520.75
			Total Expenses:	36,520.75
			185150 Total:	36,520.75

Summary**Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<u>121965</u>	Oak Avenue - American River Canyon	0.00	93,378.00	-93,378.00
<u>165508</u>	Los Lagos Tank Recoating	0.00	17,811.40	-17,811.40
<u>175107</u>	5700-5708 & 5640-5682 Main Avenue	0.00	233,748.60	-233,748.60
<u>175109</u>	9151-9219 Oak Avenue Main Replacer	0.00	289,962.57	-289,962.57
<u>175111</u>	Orangetown Avenue Bridge	0.00	-45,400.00	45,400.00
<u>175115</u>	Bacon Pump Station Intrusion Alarm	0.00	208.14	-208.14
<u>175117</u>	Bacon Pressure Zone - Olive Ranch PR:	0.00	65.49	-65.49
<u>175119</u>	Bacon Pressure Zone - Cavitt Stallman	0.00	37,317.49	-37,317.49
<u>185135</u>	Upper & Lower GB Pump Stn Low Flow	0.00	1,512.99	-1,512.99
<u>185150</u>	Utility Billing Software Replacement	0.00	36,520.75	-36,520.75
Project Totals:		0.00	665,125.43	-665,125.43

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	665,125.43	-665,125.43
Group Totals:	0.00	665,125.43	-665,125.43

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	0.00	628,396.54	-628,396.54
Field Services	0.00	208.14	-208.14
Information Technology	0.00	36,520.75	-36,520.75
Type Totals:	0.00	665,125.43	-665,125.43

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	12.00	12.00
055-20030	Retentions Payable	0.00	-16,286.10	-16,286.10
055-700-61135	Capital Outlay - Pump Stations...	0.00	45,978.11	45,978.11
055-700-61150	Capital Outlay - Mains/Pipeline...	0.00	598,900.67	598,900.67
055-700-61180	Capital Outlay - Software	0.00	36,520.75	36,520.75
GL Account Totals:		0.00	665,125.43	665,125.43



San Juan Water District, CA

Project Activity Report

By Project Number

Report Dates: 07/01/2017 - 12/31/2017

Project Number	Project Name	Group	Type	Status
171109	GIS Assessment and Implementati...	CIP - Asset	Engineering	Active
Expenses				
Account Key	Account Name	Category	Total Activity	
1711094000	Capital	Capital 4000	5,330.00	
GL Account Number	GL Account Name	GL Account Name	Activity	
011-700-61180	Capital	Capital Outlay - Software	2,132.00	
055-700-61180	Capital	Capital Outlay - Software	3,198.00	
Total Expenses:				5,330.00
171109 Total:				5,330.00

Summary**Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
171109	GIS Assessment and Implementation	0.00	5,330.00	-5,330.00
	Project Totals:	0.00	5,330.00	-5,330.00

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	5,330.00	-5,330.00
	Group Totals:	0.00	5,330.00

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	0.00	5,330.00	-5,330.00
	Type Totals:	0.00	5,330.00

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-700-61180	Capital Outlay - Software	0.00	2,132.00	2,132.00
055-700-61180	Capital Outlay - Software	0.00	3,198.00	3,198.00
	GL Account Totals:	0.00	5,330.00	5,330.00



San Juan Water District, CA

Balance Sheet
Account Summary
As Of 12/31/2017

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
Asset					
Type: 1000 - Assets					
10010 - Cash and Investments	4,449,761.76	7,359,300.74	3,976,847.38	5,842,905.25	21,628,815.13
10510 - Accounts Receivable	-6,600.29	0.85	108,886.90	0.05	102,287.51
11000 - Inventory	0.00	0.00	112,550.01	0.00	112,550.01
12000 - Prepaid Expense	29,920.00	0.00	29,920.00	0.00	59,840.00
14010 - Deferred Outflows	3,807,198.53	0.00	4,338,875.96	0.00	8,146,074.49
17010 - Capital Assets - Work in Progress	7,215,473.32	0.00	180,843.87	0.00	7,396,317.19
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	75,884.80	0.00	889,990.39
17200 - Capital Assets - Pump Stations & Improvements	7,047,178.00	0.00	5,527,475.04	0.00	12,574,653.04
17300 - Capital Assets - Buildings & Improvements	1,296,460.92	0.00	55,440.68	0.00	1,351,901.60
17350 - Capital Assets - Water Treatment Plant & Imp	28,346,992.84	0.00	16,000.00	0.00	28,362,992.84
17400 - Capital Assets - Mains/Pipelines & Improvements	29,233,857.10	0.00	42,354,004.73	0.00	71,587,861.83
17500 - Capital Assets - Reservoirs & Improvements	2,862,601.39	0.00	2,492,421.90	0.00	5,355,023.29
17700 - Capital Assets - Equipment & Furniture	13,612,154.78	0.00	1,041,601.61	0.00	14,653,756.39
17750 - Capital Assets - Vehicles	331,446.00	0.00	461,103.88	0.00	792,549.88
17800 - Capital Assets - Software	434,195.88	0.00	549,200.37	0.00	983,396.25
17850 - Capital Assets - Intangible	666,196.00	0.00	0.00	0.00	666,196.00
17900 - Less Accumulated Depreciation	-33,510,353.32	0.00	-26,750,260.74	0.00	-60,260,614.06
19015 - 2012 Premiums on Refunding Bonds	-617,056.22	0.00	-335,044.10	0.00	-952,100.32
Total Type 1000 - Assets:	66,111,744.28	7,359,301.59	34,402,024.29	5,842,905.30	113,715,975.46
Total Asset:	66,111,744.28	7,359,301.59	34,402,024.29	5,842,905.30	113,715,975.46
Liability					
Type: 2000 - Liabilities					
20010 - Accounts Payable	-82,682.61	27.47	16,167.42	1,540.46	-64,947.26
20100 - Retentions Payable	0.00	301,175.75	0.00	37,995.61	339,171.36
21200 - Salaries & Benefits Payable	29,360.65	0.00	45,474.99	0.00	74,835.64
21300 - Compensated Absences	261,729.13	0.00	418,831.09	0.00	680,560.22
21500 - Premium on Issuance of Bonds Series 2017	1,450,091.81	0.00	815,676.64	0.00	2,265,768.45
21600 - OPEB Liability	100,396.44	0.00	127,509.04	0.00	227,905.48
21700 - Pension Liability	3,346,571.73	0.00	4,621,456.27	0.00	7,968,028.00
22010 - Deferred Income	0.00	0.00	55,142.75	0.00	55,142.75
22050 - Deferred Inflows	260,874.00	0.00	360,252.00	0.00	621,126.00
24000 - Current Bonds Payables	301,366.50	0.00	163,633.50	0.00	465,000.00
24200 - 2012 Bonds Payable	6,397,287.73	0.00	3,473,546.61	0.00	9,870,834.34

Balance Sheet

As Of 12/31/2017

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
24250 - Bonds Payable 2017 Refunding	16,720,000.00	0.00	9,405,000.00	0.00	26,125,000.00
Total Type 2000 - Liabilities:	28,784,995.38	301,203.22	19,502,690.31	39,536.07	48,628,424.98
Total Liability:	28,784,995.38	301,203.22	19,502,690.31	39,536.07	48,628,424.98
Equity					
Type: 3000 - Equity					
30100 - Investment in Capital Assets	34,085,186.41	0.00	12,608,477.99	0.00	46,693,664.40
30500 - Designated Reserves	1,709,486.29	6,708,353.32	2,127,655.31	6,444,252.26	16,989,747.18
Total Type 3000 - Equity:	35,794,672.70	6,708,353.32	14,736,133.30	6,444,252.26	63,683,411.58
Total Total Beginning Equity:	35,794,672.70	6,708,353.32	14,736,133.30	6,444,252.26	63,683,411.58
Total Revenue	4,662,421.64	488,687.54	4,608,486.57	136,753.63	9,896,349.38
Total Expense	3,130,345.44	138,942.49	4,445,285.89	777,636.66	8,492,210.48
Revenues Over/Under Expenses	1,532,076.20	349,745.05	163,200.68	-640,883.03	1,404,138.90
Total Equity and Current Surplus (Deficit):	37,326,748.90	7,058,098.37	14,899,333.98	5,803,369.23	65,087,550.48
Total Liabilities, Equity and Current Surplus (Deficit):	66,111,744.28	7,359,301.59	34,402,024.29	5,842,905.30	113,715,975.46



San Juan Water District, CA

Check Report

By Check Number

Date Range: 12/01/2017 - 12/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
01112	ACS (US), Inc.	12/04/2017	Regular	0.00	3,696.00	52065
01073	Amarjeet Singh Garcha	12/04/2017	Regular	0.00	5,200.00	52066
03597	A-Tach Construction	12/04/2017	Regular	0.00	804.08	52067
01182	Bartkiewicz, Kronick & Shanahan	12/04/2017	Regular	0.00	16,570.84	52068
01289	California Special Districts Association	12/04/2017	Regular	0.00	6,842.00	52069
03059	Center For Hearing Health Inc	12/04/2017	Regular	0.00	825.00	52070
01373	City of Roseville	12/04/2017	Regular	0.00	3,032.10	52071
01375	City of Sacramento	12/04/2017	Regular	0.00	3,623.50	52072
01378	Clark Pest Control of Stockton	12/04/2017	Regular	0.00	611.00	52073
03172	Cosens, Eric	12/04/2017	Regular	0.00	100.00	52074
	Void	12/04/2017	Regular	0.00	0.00	52075
	Void	12/04/2017	Regular	0.00	0.00	52076
	Void	12/04/2017	Regular	0.00	0.00	52077
	Void	12/04/2017	Regular	0.00	0.00	52078
	Void	12/04/2017	Regular	0.00	0.00	52079
	Void	12/04/2017	Regular	0.00	0.00	52080
	Void	12/04/2017	Regular	0.00	0.00	52081
	Void	12/04/2017	Regular	0.00	0.00	52082
	Void	12/04/2017	Regular	0.00	0.00	52083
	Void	12/04/2017	Regular	0.00	0.00	52084
	Void	12/04/2017	Regular	0.00	0.00	52085
	Void	12/04/2017	Regular	0.00	0.00	52086
	Void	12/04/2017	Regular	0.00	0.00	52087
	Void	12/04/2017	Regular	0.00	0.00	52088
	Void	12/04/2017	Regular	0.00	0.00	52089
	Void	12/04/2017	Regular	0.00	0.00	52090
	Void	12/04/2017	Regular	0.00	0.00	52091
	Void	12/04/2017	Regular	0.00	0.00	52092
	Void	12/04/2017	Regular	0.00	0.00	52093
	Void	12/04/2017	Regular	0.00	0.00	52094
	Void	12/04/2017	Regular	0.00	0.00	52095
	Void	12/04/2017	Regular	0.00	0.00	52096
	Void	12/04/2017	Regular	0.00	0.00	52097
	Void	12/04/2017	Regular	0.00	0.00	52098
	Void	12/04/2017	Regular	0.00	0.00	52099
	Void	12/04/2017	Regular	0.00	0.00	52100
	Void	12/04/2017	Regular	0.00	0.00	52101
	Void	12/04/2017	Regular	0.00	0.00	52102
	Void	12/04/2017	Regular	0.00	0.00	52103
	Void	12/04/2017	Regular	0.00	0.00	52104
	Void	12/04/2017	Regular	0.00	0.00	52105
	Void	12/04/2017	Regular	0.00	0.00	52106
01423	County of Sacramento	12/04/2017	Regular	0.00	1,485.50	52107
03548	Digital Deployment, Inc.	12/04/2017	Regular	0.00	400.00	52108
01554	Electrical Equipment Co	12/04/2017	Regular	0.00	3,153.19	52109
01634	Folsom Lake Ford, Inc.	12/04/2017	Regular	0.00	600.25	52110
03089	Fulton, Jonathan	12/04/2017	Regular	0.00	250.00	52111
03091	Granite Bay Ace Hardware	12/04/2017	Regular	0.00	223.34	52112
02567	Grant, Teri	12/04/2017	Regular	0.00	75.82	52113
01733	Harris Industrial Gases	12/04/2017	Regular	0.00	27.34	52114
02015	Mayer, Chris	12/04/2017	Regular	0.00	225.00	52115
02131	Office Depot, Inc.	12/04/2017	Regular	0.00	1,563.97	52116
	Void	12/04/2017	Regular	0.00	0.00	52117
03178	Paul, Scott	12/04/2017	Regular	0.00	125.00	52118

Check Report

Date Range: 12/01/2017 - 12/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03303	Paulson, Rachael	12/04/2017	Regular	0.00	487.29	52119
03026	PFM Asset Management	12/04/2017	Regular	0.00	925.22	52120
02146	PG&E	12/04/2017	Regular	0.00	1,894.20	52121
02276	Potter, Randy	12/04/2017	Regular	0.00	175.00	52122
02281	Ray A Morgan Company Inc	12/04/2017	Regular	0.00	65.18	52123
02223	Rexel Inc (Platt - Rancho Cordova)	12/04/2017	Regular	0.00	2,270.89	52124
02292	Rexel, Inc.	12/04/2017	Regular	0.00	1,041.66	52125
	Void	12/04/2017	Regular	0.00	0.00	52126
02302	Riebes Auto Parts, LLC	12/04/2017	Regular	0.00	18.61	52127
02328	Rocklin Windustrial Co	12/04/2017	Regular	0.00	785.28	52128
02446	Sierra Chemical Co	12/04/2017	Regular	0.00	7,524.77	52129
03309	Sorum, Mark	12/04/2017	Regular	0.00	800.00	52130
03421	Standard Pacific Homes	12/04/2017	Regular	0.00	862.13	52131
02507	State Board of Equalization	12/04/2017	Regular	0.00	464.80	52132
02334	Strohmaier, Rose	12/04/2017	Regular	0.00	18.87	52133
02651	United Parcel Service Inc	12/04/2017	Regular	0.00	71.98	52134
03284	Vavrinek, Trine, Day & Co, LLP	12/04/2017	Regular	0.00	997.50	52135
02700	Viking Shred LLC	12/04/2017	Regular	0.00	50.00	52136
01359	von Collenberg, Chris	12/04/2017	Regular	0.00	125.00	52137
01687	W. W. Grainger, Inc.	12/04/2017	Regular	0.00	494.97	52138
02293	RFI Enterprises, Inc	12/04/2017	Regular	0.00	335.00	52139
02334	Strohmaier, Rose	12/04/2017	Regular	0.00	175.00	52140
01041	Afman, Todd R	12/12/2017	Regular	0.00	290.90	52141
01138	AT&T Mobility II LLC	12/12/2017	Regular	0.00	62.01	52142
01283	California Municipal Statistics Inc	12/12/2017	Regular	0.00	975.00	52143
01378	Clark Pest Control of Stockton	12/12/2017	Regular	0.00	656.00	52144
03601	Cranford, Michelle	12/12/2017	Regular	0.00	49.80	52145
03449	Crotalus Viridis Inc.	12/12/2017	Regular	0.00	250.00	52146
01634	Folsom Lake Ford, Inc.	12/12/2017	Regular	0.00	59.95	52147
01681	Golden State Flow Measurements, Inc.	12/12/2017	Regular	0.00	9,461.46	52148
03091	Granite Bay Ace Hardware	12/12/2017	Regular	0.00	155.77	52149
01733	Harris Industrial Gases	12/12/2017	Regular	0.00	136.69	52150
03235	HD Supply Construction Supply LTD	12/12/2017	Regular	0.00	127.62	52151
03383	Inferrera Construction Management Group, Inc.	12/12/2017	Regular	0.00	6,310.85	52152
01916	Miller, Ken	12/12/2017	Regular	0.00	468.66	52153
02131	Office Depot, Inc.	12/12/2017	Regular	0.00	365.54	52154
02154	Pacific EcoRisk, Inc	12/12/2017	Regular	0.00	575.92	52155
03602	RCP Construction Inc.	12/12/2017	Regular	0.00	553.60	52156
02223	Rexel Inc (Platt - Rancho Cordova)	12/12/2017	Regular	0.00	855.02	52157
02292	Rexel, Inc.	12/12/2017	Regular	0.00	205.12	52158
02302	Riebes Auto Parts, LLC	12/12/2017	Regular	0.00	65.92	52159
02328	Rocklin Windustrial Co	12/12/2017	Regular	0.00	125.87	52160
03603	Saykally, David M	12/12/2017	Regular	0.00	173.27	52161
02452	Sierra National Construction, Inc.	12/12/2017	Regular	0.00	16,965.84	52162
02507	State Board of Equalization	12/12/2017	Regular	0.00	20,787.64	52163
01411	SureWest Telephone	12/12/2017	Regular	0.00	1,611.94	52164
02638	Tyler Technologies, Inc.	12/12/2017	Regular	0.00	19,770.63	52165
03445	Zlotnick, Greg	12/12/2017	Regular	0.00	2,232.83	52166
01041	Afman, Todd R	12/18/2017	Regular	0.00	155.98	52167
03594	Borges & Mahoney, Inc.	12/18/2017	Regular	0.00	512.62	52168
01234	Bryce Consulting, Inc.	12/18/2017	Regular	0.00	1,179.25	52169
01372	City of Folsom	12/18/2017	Regular	0.00	29.12	52170
02556	Costa, Ted	12/18/2017	Regular	0.00	455.82	52171
01494	Dewey Services Inc.	12/18/2017	Regular	0.00	85.00	52172
01659	Gary Webb Trucking	12/18/2017	Regular	0.00	799.50	52173
01068	Glenn C. Walker	12/18/2017	Regular	0.00	993.00	52174
01681	Golden State Flow Measurements, Inc.	12/18/2017	Regular	0.00	7,211.30	52175
03091	Granite Bay Ace Hardware	12/18/2017	Regular	0.00	32.79	52176
03502	Helliker, Paul	12/18/2017	Regular	0.00	70.40	52177
02024	MCI WORLDCOM	12/18/2017	Regular	0.00	96.08	52178
03300	Meyers Fozi, LLP	12/18/2017	Regular	0.00	875.00	52179

Check Report

Date Range: 12/01/2017 - 12/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02022	Morgan, Daren P.	12/18/2017	Regular	0.00	93.93	52180
03239	NorCal RotoCo, Inc.	12/18/2017	Regular	0.00	245.00	52181
02121	Northern Tool & Equipment Co. Inc.	12/18/2017	Regular	0.00	87.77	52182
02131	Office Depot, Inc.	12/18/2017	Regular	0.00	77.94	52183
02150	Pace Supply Corp	12/18/2017	Regular	0.00	633.70	52184
02283	Recology Auburn Placer	12/18/2017	Regular	0.00	640.70	52185
02283	Recology Auburn Placer	12/18/2017	Regular	0.00	35.00	52186
02293	RFI Enterprises, Inc	12/18/2017	Regular	0.00	48.40	52187
02540	Sutter Medical Foundation	12/18/2017	Regular	0.00	202.00	52188
02580	The Eidam Corporation	12/18/2017	Regular	0.00	5,091.50	52189
02463	The New AnswerNet	12/18/2017	Regular	0.00	270.00	52190
03284	Vavrinek, Trine, Day & Co, LLP	12/18/2017	Regular	0.00	1,425.00	52191
02690	Verizon Wireless	12/18/2017	Regular	0.00	762.04	52192
01373	City of Roseville	12/22/2017	Regular	0.00	3,017.20	52193
01609	Federal Express Corporation	12/22/2017	Regular	0.00	48.70	52194
03091	Granite Bay Ace Hardware	12/22/2017	Regular	0.00	34.12	52195
03235	HD Supply Construction Supply LTD	12/22/2017	Regular	0.00	55.76	52196
02093	NDS Solutions, Inc	12/22/2017	Regular	0.00	6,668.26	52197
02131	Office Depot, Inc.	12/22/2017	Regular	0.00	505.06	52198
02150	Pace Supply Corp	12/22/2017	Regular	0.00	789.77	52199
	Void	12/22/2017	Regular	0.00	0.00	52200
02146	PG&E	12/22/2017	Regular	0.00	10.00	52201
02223	Rexel Inc (Platt - Rancho Cordova)	12/22/2017	Regular	0.00	666.30	52202
02302	Riebes Auto Parts, LLC	12/22/2017	Regular	0.00	8.61	52203
02357	Sacramento Municipal Utility District (SMUD)	12/22/2017	Regular	0.00	12,210.24	52204
02514	State Water Resources Control Board - SWRCB	12/22/2017	Regular	0.00	2,062.00	52205
02638	Tyler Technologies, Inc.	12/22/2017	Regular	0.00	500.00	52206
02651	United Parcel Service Inc	12/22/2017	Regular	0.00	103.20	52207
02667	US Bank Corporate Payments Sys (CalCard)	12/22/2017	Regular	0.00	15,864.03	52208
	Void	12/22/2017	Regular	0.00	0.00	52209
	Void	12/22/2017	Regular	0.00	0.00	52210
	Void	12/22/2017	Regular	0.00	0.00	52211
	Void	12/22/2017	Regular	0.00	0.00	52212
	Void	12/22/2017	Regular	0.00	0.00	52213
	Void	12/22/2017	Regular	0.00	0.00	52214
	Void	12/22/2017	Regular	0.00	0.00	52215
	Void	12/22/2017	Regular	0.00	0.00	52216
	Void	12/22/2017	Regular	0.00	0.00	52217
	Void	12/22/2017	Regular	0.00	0.00	52218
02766	Youngdahl Consulting Group, Inc.	12/22/2017	Regular	0.00	1,066.00	52219
03387	WageWorks, Inc	12/01/2017	EFT	0.00	290.00	405167
03221	Chemtrade Chemicals Corporation	12/04/2017	EFT	0.00	12,009.47	405168
01589	Eurofins Eaton Analytical, Inc	12/04/2017	EFT	0.00	438.00	405169
01611	Ferguson Enterprises, Inc	12/04/2017	EFT	0.00	276.71	405170
01917	Kennedy/Jenks Consultants, Inc.	12/04/2017	EFT	0.00	968.75	405171
01736	MailFinance Inc	12/04/2017	EFT	0.00	489.23	405172
02027	Mcmaster-Carr Supply Company	12/04/2017	EFT	0.00	1,096.98	405173
01472	Mel Dawson, Inc.	12/04/2017	EFT	0.00	4,249.56	405174
03589	Precision Digital Corporation	12/04/2017	EFT	0.00	5,579.33	405175
02308	River City Staffing, Inc.	12/04/2017	EFT	0.00	953.55	405176
02564	Telstar Instruments	12/04/2017	EFT	0.00	3,139.29	405177
02706	Vortex Industries, Inc.	12/04/2017	EFT	0.00	279.00	405178
01354	Chemtrac, Inc.	12/12/2017	EFT	0.00	676.20	405179
01521	DataProse, LLC	12/12/2017	EFT	0.00	10,691.21	405180
01486	Department of Energy	12/12/2017	EFT	0.00	1,164.88	405181
01532	E&M Electric & Machinery, Inc.	12/12/2017	EFT	0.00	24,358.00	405182
01589	Eurofins Eaton Analytical, Inc	12/12/2017	EFT	0.00	333.00	405183
01604	Fastenal Company	12/12/2017	EFT	0.00	183.10	405184
03583	Hamilton-Pacific, Inc.	12/12/2017	EFT	0.00	4,152.00	405185
03593	Hanneman, Martin W	12/12/2017	EFT	0.00	134.94	405186
01790	Industrial Safety Supply Corp of California	12/12/2017	EFT	0.00	1,289.07	405187

Check Report

Date Range: 12/01/2017 - 12/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01935	Konecranes, Inc	12/12/2017	EFT	0.00	2,082.75	405188
02027	Mcmaster-Carr Supply Company	12/12/2017	EFT	0.00	128.07	405189
01472	Mel Dawson, Inc.	12/12/2017	EFT	0.00	1,799.57	405190
02091	Navajo Pipelines, Inc.	12/12/2017	EFT	0.00	136,386.75	405191
03377	RDO Construction Equipment Co.	12/12/2017	EFT	0.00	574.27	405192
02308	River City Staffing, Inc.	12/12/2017	EFT	0.00	586.80	405193
03180	SAC ICE LLC	12/12/2017	EFT	0.00	140.73	405194
02162	Tobin, Pamela	12/12/2017	EFT	0.00	340.26	405195
03387	WageWorks, Inc	12/15/2017	EFT	0.00	290.00	405196
03573	Architectural Nexus, Inc.	12/18/2017	EFT	0.00	15,000.00	405197
03221	Chemtrade Chemicals Corporation	12/18/2017	EFT	0.00	4,115.25	405198
01486	Department of Energy	12/18/2017	EFT	0.00	512.79	405199
01589	Eurofins Eaton Analytical, Inc	12/18/2017	EFT	0.00	402.00	405200
01611	Ferguson Enterprises, Inc	12/18/2017	EFT	0.00	530.89	405201
01790	Industrial Safety Supply Corp of California	12/18/2017	EFT	0.00	10,509.45	405202
01895	Joseph G Pollard Co, Inc	12/18/2017	EFT	0.00	387.24	405203
02091	Navajo Pipelines, Inc.	12/18/2017	EFT	0.00	179,722.15	405204
02158	Pacific Storage Company	12/18/2017	EFT	0.00	25.48	405205
02308	River City Staffing, Inc.	12/18/2017	EFT	0.00	978.00	405206
03385	S.J. Electro Systems, Inc	12/18/2017	EFT	0.00	766.37	405207
02674	Utility Services Associates, LLC	12/18/2017	EFT	0.00	2,418.00	405208
02730	Western Area Power Administration	12/18/2017	EFT	0.00	3,090.00	405209
01328	Association of California Water Agencies / Joint P	12/19/2017	EFT	0.00	7,154.71	405210
	Void	12/19/2017	EFT	0.00	0.00	405211
02308	River City Staffing, Inc.	12/22/2017	EFT	0.00	965.78	405212
03077	VALIC	12/01/2017	Bank Draft	0.00	4,235.43	0007292056
03077	VALIC	12/15/2017	Bank Draft	0.00	4,231.76	0007306605
03077	VALIC	12/29/2017	Bank Draft	0.00	4,232.13	0007321487
01641	Sun Life Assurance Company of Canada	12/30/2017	Bank Draft	0.00	9,233.74	100425266
01641	Sun Life Assurance Company of Canada	12/30/2017	Bank Draft	0.00	9,218.17	100425266
01641	Sun Life Assurance Company of Canada	12/30/2017	Bank Draft	0.00	9,218.17	100425266
01366	Citistreet/CalPERS 457	12/01/2017	Bank Draft	0.00	2,657.79	1000974327
03130	CalPERS Retirement	12/01/2017	Bank Draft	0.00	30,175.09	1000974340
03078	CalPERS Health	12/04/2017	Bank Draft	0.00	38,003.60	1000974615
03078	CalPERS Health	12/04/2017	Bank Draft	0.00	37,496.38	1000974615
03078	CalPERS Health	12/04/2017	Bank Draft	0.00	-201.54	1000974615
03078	CalPERS Health	12/04/2017	Bank Draft	0.00	130.77	1000974615
03078	CalPERS Health	12/04/2017	Bank Draft	0.00	247.48	1000974615
03078	CalPERS Health	12/04/2017	Bank Draft	0.00	37,496.38	1000974615
03130	CalPERS Retirement	12/15/2017	Bank Draft	0.00	29,999.22	1000982650
01366	Citistreet/CalPERS 457	12/15/2017	Bank Draft	0.00	2,562.75	1000982654
01366	Citistreet/CalPERS 457	12/29/2017	Bank Draft	0.00	2,606.68	1000990402
03130	CalPERS Retirement	12/29/2017	Bank Draft	0.00	30,111.25	1000990405
03080	California State Disbursement Unit	12/15/2017	Bank Draft	0.00	750.92	JT27C466657
03080	California State Disbursement Unit	12/28/2017	Bank Draft	0.00	750.92	MSH796W6657
03163	Economic Development Department	12/29/2017	Bank Draft	0.00	7,089.20	0-793-368-640
03163	Economic Development Department	12/01/2017	Bank Draft	0.00	1.36	1-361-881-152
03163	Economic Development Department	12/01/2017	Bank Draft	0.00	7,184.14	1-361-881-152
03163	Economic Development Department	12/18/2017	Bank Draft	0.00	7,067.51	1-394-989-120
03078	CalPERS Health	12/01/2017	Bank Draft	0.00	201.54	DO NOT UPDATI
03078	CalPERS Health	12/01/2017	Bank Draft	0.00	-0.11	DO NOT UPDATI
01039	American Family Life Assurance Company of Colu	12/18/2017	Bank Draft	0.00	120.43	Q3869 12-18-17
01039	American Family Life Assurance Company of Colu	12/18/2017	Bank Draft	0.00	364.84	Q3869 12-18-17
01039	American Family Life Assurance Company of Colu	12/18/2017	Bank Draft	0.00	120.43	Q3869 12-18-17
01039	American Family Life Assurance Company of Colu	12/18/2017	Bank Draft	0.00	364.84	Q3869 12-18-17
01039	American Family Life Assurance Company of Colu	12/18/2017	Bank Draft	0.00	-40.56	Q3869 12-18-17
01039	American Family Life Assurance Company of Colu	12/29/2017	Bank Draft	0.00	120.43	Q3869 12-29-17
01039	American Family Life Assurance Company of Colu	12/29/2017	Bank Draft	0.00	40.56	Q3869 12-29-17
01039	American Family Life Assurance Company of Colu	12/29/2017	Bank Draft	0.00	364.84	Q3869 12-29-17
01039	American Family Life Assurance Company of Colu	12/29/2017	Bank Draft	0.00	19.03	Q3869 12-29-17
01039	American Family Life Assurance Company of Colu	12/29/2017	Bank Draft	0.00	364.84	Q3869 12-29-17

Check Report

Date Range: 12/01/2017 - 12/31/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01039	American Family Life Assurance Company of Colu	12/29/2017	Bank Draft	0.00	364.84	Q3869 12-29-17
01039	American Family Life Assurance Company of Colu	12/29/2017	Bank Draft	0.00	120.43	Q3869 12-29-17
03164	Internal Revenue Service	12/01/2017	Bank Draft	0.00	41,262.58	2707735131112
03164	Internal Revenue Service	12/01/2017	Bank Draft	0.00	130.57	2707735131112
03164	Internal Revenue Service	12/18/2017	Bank Draft	0.00	41,545.66	2707752749692
03164	Internal Revenue Service	12/29/2017	Bank Draft	0.00	40,117.83	2707763318424

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	164	110	0.00	218,029.22
Manual Checks	0	0	0.00	0.00
Voided Checks	0	45	0.00	0.00
Bank Drafts	42	42	0.00	400,082.32
EFT's	78	46	0.00	441,659.58
	284	243	0.00	1,059,771.12

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	164	110	0.00	218,029.22
Manual Checks	0	0	0.00	0.00
Voided Checks	0	45	0.00	0.00
Bank Drafts	42	42	0.00	400,082.32
EFT's	78	46	0.00	441,659.58
	284	243	0.00	1,059,771.12

Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	12/2017	1,059,771.12 1,059,771.12



San Juan Water District, CA

Detail vs Budget Report

Account Detail

Date Range: 07/01/2017 - 12/31/2017

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010 - WHOLESALE Expense								
010-010-50310	Payroll Taxes - Government and Deductions	0.00	2,400.00	0.00	734.02	734.02	1,665.98	69.42 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - SS Payroll...			-21.32	
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - MC Payrol...			-4.99	
07/14/2017	PYPKT00565	PYPKT00565 - 2017-07-14...		PYPKT00565 - 2017-07-07 Payroll Process - ...			52.61	
07/28/2017	PYPKT00573	PYPKT00573 - 2017-07-28...		PYPKT00573 - 2017-07-21 Payroll Process - ...			52.60	
08/11/2017	PYPKT00582	PYPKT00582 - 2017-08-11...		PYPKT00582 - 2017-08-04 Payroll Process - ...			43.04	
08/25/2017	PYPKT00586	PYPKT00586 - 2017-08-25...		PYPKT00586 - 2017-08-18 Payroll Process - ...			23.91	
09/08/2017	PYPKT00594	PYPKT00594 - 2017-09-08...		PYPKT00594 - 2017-09-01 Payroll Process - ...			71.73	
09/22/2017	PYPKT00599	PYPKT00599 - 2017-09-22...		PYPKT00599 - 2017-09-15 Payroll Process - ...			23.91	
10/20/2017	PYPKT00614	PYPKT00614 - 2017-10-20...		PYPKT00614 - 2017-10-13 Payroll Process - ...			157.80	
11/03/2017	PYPKT00618	PYPKT00618 - 2017-11-03...		PYPKT00618 - 2017-10-27 Payroll Process - ...			38.25	
11/17/2017	PYPKT00622	PYPKT00622 - 2017-11-17...		PYPKT00622 - 2017-11-10 Payroll Process - ...			57.39	
12/15/2017	PYPKT00629	PYPKT00629 - 2017-12-15...		PYPKT00629 - 2017-12-08 Payroll Process - ...			176.93	
12/29/2017	PYPKT00631	PYPKT00631 - 2017-12-29...		PYPKT00631 - 2017-12-22 Payroll Process - ...			62.16	
010-010-50440	Workers Compensation	0.00	200.00	0.00	159.41	159.41	40.59	20.30 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
09/30/2017	APPKT01673	07-01-17 to 09-30-17	405106	Workers Comp Program 07-01-17 to 09-30-17	01898 - Association of California Water Agencies..		21.28	
12/31/2017	APPKT01765	10-01-17 to 12-31-17	405222	Workers Comp Program 10-01-17 to 12-31-17	01898 - Association of California Water Agencies..		138.13	
010-010-52050	Materials and Supplies - Office and Printing	0.00	200.00	0.00	38.33	38.33	161.67	80.84 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
09/22/2017	APPKT01667	09-22-2017	51960	Calendar- K.Miller-Acco Brands Direct - 4563...	02667 - US Bank Corporate Payments Sys (CalCa...		10.02	
10/23/2017	APPKT01705	10-23-2017	52054	Name Plate M. Hanneman- Classic Impres-4...	02667 - US Bank Corporate Payments Sys (CalCa...		7.48	
11/03/2017	APPKT01720	976972770001	52116	Folders	02131 - Office Depot, Inc.		16.07	
12/01/2017	APPKT01747	985695679001	52198	Document Cover	02131 - Office Depot, Inc.		4.76	
010-010-52110	Training - Meetings, Education & Training	0.00	12,300.00	0.00	2,913.22	2,913.22	9,386.78	76.32 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
07/17/2017	APPKT01567	Exp Reimb 07-2017	51593	Exp Reimb 07-2017-Supplies for P. Tobin B-D...	03303 - Paulson, Rachael		10.09	
07/31/2017	APPKT01626	Mileage & Parking 07-2017	405072	Mileage&Prkng07-2017-CapitolHearingRubi...	02162 - Tobin, Pamela		20.66	
08/22/2017	APPKT01627	08-22-2017	51747	Region 3&4 Mtng P. Tobin-AssocOfCalif-Gran..	02667 - US Bank Corporate Payments Sys (CalCa...		30.00	
08/22/2017	APPKT01627	08-22-2017	51747	Refund B.Walters-Southwest - Grant 4563	02667 - US Bank Corporate Payments Sys (CalCa...		-140.98	

Detail vs Budget Report

Date Range: 07/01/2017 - 12/31/2017

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010-010-52110	Training - Meetings, Education & Training - Continued	0.00	12,300.00	0.00	2,913.22	2,913.22	9,386.78	76.32 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
08/23/2017	GLPKT03411	JN03375		Clear Dave Peterson Vendor #01466 EFT Pa...			-9.80	
08/23/2017	GLPKT03514	JN03461		Clear Dave Peterson Vendor #01466 EFT Pa...			9.80	
08/31/2017	APPKT01626	Exp Reimb 08-2017	405072	Exp Reimb 08-2017-Lunch w/M. Hanneman ...	02162 - Tobin, Pamela		27.52	
09/13/2017	CLPKT00302	R160635		Ted Costa Payment for P. Tobin birthday cak...			-10.00	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Conf.-K. Miller-Assoc Of Calif-4563 Gr...	02667 - US Bank Corporate Payments Sys (Ca...		349.50	
09/22/2017	APPKT01667	09-22-2017	51960	Refreshments-Board Wrksp-Raley's-4563 Gr...	02667 - US Bank Corporate Payments Sys (Ca...		8.62	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Air Fare&EarlyChk -D.RichSouthwest...	02667 - US Bank Corporate Payments Sys (Ca...		148.98	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Conf.-P. Tobin-Assoc Of Calif-4563 Gr...	02667 - US Bank Corporate Payments Sys (Ca...		349.50	
09/30/2017	APPKT01679	Exp Reimb 09-2017	405125	Mileage&Meal Reimbursement 09-2017	02162 - Tobin, Pamela		50.28	
10/23/2017	APPKT01705	10-23-2017	52054	ACWA Event P.Tobin- Brownpapertickets 45...	02667 - US Bank Corporate Payments Sys (Ca...		22.50	
10/23/2017	APPKT01705	10-23-2017	52054	Refreshments Board Workshop- Raleys - 456...	02667 - US Bank Corporate Payments Sys (Ca...		4.49	
10/23/2017	APPKT01705	10-23-2017	52054	ACWA Fall Conf D. Riich-ACWA-4563Grant	02667 - US Bank Corporate Payments Sys (Ca...		349.50	
10/23/2017	APPKT01705	10-23-2017	52054	ACWA Fall Conf M. Hanneman- ACWA - 456...	02667 - US Bank Corporate Payments Sys (Ca...		335.00	
10/23/2017	APPKT01705	10-23-2017	52054	Lunch Boad Workshop - Mr Pickles - 4563Gr...	02667 - US Bank Corporate Payments Sys (Ca...		126.06	
10/30/2017	APPKT01694	Mileage Reimb 10-2017	405144	Mileage-M. Emerson Mtng& RWA	02162 - Tobin, Pamela		22.74	
10/31/2017	APPKT01707	Exp Reimb 10-2017	405151	Mileage-RWA Meeting	03593 - Hanneman, Martin W		4.28	
11/13/2017	CLPKT00324	R160677		Martin Hanneman Cost Recvr Split - Whlsle...			-35.00	
11/13/2017	APPKT01715	17th Annual Holiday Social	405162	Holiday Social Reservations 2017-PH,GZ,PT,...	02286 - Regional Water Authority		210.00	
11/22/2017	APPKT01733	11-22-2017	52208	ACWA Fall Conf T. Costa - ACWA - 4563Grant	02667 - US Bank Corporate Payments Sys (Ca...		349.50	
11/22/2017	APPKT01733	11-22-2017	52208	ACWA Fall Conf P. Tobin - Swa*Earlybrd - 45...	02667 - US Bank Corporate Payments Sys (Ca...		7.50	
11/22/2017	APPKT01733	11-22-2017	52208	ACWA Fall Conf P. Tobin - Swa*Earlybrd - 45...	02667 - US Bank Corporate Payments Sys (Ca...		7.50	
11/30/2017	APPKT01736	Exp Reimb 11-2017	405195	Mileage&ExpenseReimb-ACWA Fall Confere...	02162 - Tobin, Pamela		170.13	
11/30/2017	APPKT01736	Exp Reimb-11-2017	405186	ACWA Fall Conference-Uber Transportation	03593 - Hanneman, Martin W		67.47	
11/30/2017	APPKT01736	Mileage Reimb 11-2017	52153	Mileage-ACWA Fall Conferemce	01916 - Miller, Ken		234.33	
11/30/2017	APPKT01737	Mileage Reimb 11-2017	52171	ACWA Fall Conference-Mileage Reimbursem...	02556 - Costa, Ted		227.91	
12/04/2017	APPKT01759	Exp Reimb 11-2017	52240	ACWA Fall Conference-Uber Expense Reimb	03092 - Rich, Dan		35.14	
12/13/2017	CLPKT00335	R160689		Pamela Tobin Cost Recover Split - whl/rtl - ...			-35.00	
12/13/2017	CLPKT00335	R160690		Edward Costa Cost Recover Split - Whls/Rtl - ...			-35.00	
010-010-53210	Public Notices		0.00	0.00	0.00	834.92	834.92	0.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
08/27/2017	APPKT01650	339375 08-27-17	405092	Notice of Vacancy-Board Application Req 8/...	02367 - McClatchy Newspapers, Inc.		683.64	
08/29/2017	APPKT01674	339375 08-29-17	405113	Public Notice-Ordinance No2100&4100 Purc...	02367 - McClatchy Newspapers, Inc.		151.28	
010-010-54120	Professional Services - Other		6,335.62	12,500.00	0.00	6,164.38	6,164.38	0.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
08/31/2017	POPKT01936	414	51820	Strategic Planning for District August	03554 - Strategy Driver, Inc.		3,388.75	
09/30/2017	POPKT01948	418	51843	Strategic Planning for District-September	03554 - Strategy Driver, Inc.		2,775.63	

Detail vs Budget Report

Date Range: 07/01/2017 - 12/31/2017

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010-010-58110	Director - Stipend	0.00	31,300.00	0.00	9,033.25	9,033.25	22,266.75	71.14 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - PYEXP Sal...				-343.75
07/14/2017	PYPKT00565	PYPKT00565 - 2017-07-14...		PYPKT00565 - 2017-07-07 Payroll Process - ...				687.50
07/28/2017	PYPKT00573	PYPKT00573 - 2017-07-28...		PYPKT00573 - 2017-07-21 Payroll Process - ...				687.50
08/11/2017	PYPKT00582	PYPKT00582 - 2017-08-11...		PYPKT00582 - 2017-08-04 Payroll Process - ...				562.50
08/23/2017	GLPKT03411	JN03375		Clear Dave Peterson Vendor #01466 EFT Pa...				-560.50
08/23/2017	GLPKT03514	JN03461		Clear Dave Peterson Vendor #01466 EFT Pa...				560.50
08/23/2017	GLPKT03514	JN03462		Clear Dave Peterson Vendor #01466 EFT Pa...				-560.50
08/25/2017	PYPKT00586	PYPKT00586 - 2017-08-25...		PYPKT00586 - 2017-08-18 Payroll Process - ...				312.50
09/08/2017	PYPKT00594	PYPKT00594 - 2017-09-08...		PYPKT00594 - 2017-09-01 Payroll Process - ...				937.50
09/22/2017	PYPKT00599	PYPKT00599 - 2017-09-22...		PYPKT00599 - 2017-09-15 Payroll Process - ...				312.50
10/20/2017	PYPKT00614	PYPKT00614 - 2017-10-20...		PYPKT00614 - 2017-10-13 Payroll Process - ...				2,062.50
11/03/2017	PYPKT00618	PYPKT00618 - 2017-11-03...		PYPKT00618 - 2017-10-27 Payroll Process - ...				500.00
11/17/2017	PYPKT00622	PYPKT00622 - 2017-11-17...		PYPKT00622 - 2017-11-10 Payroll Process - ...				750.00
12/15/2017	PYPKT00629	PYPKT00629 - 2017-12-15...		PYPKT00629 - 2017-12-08 Payroll Process - ...				2,312.50
12/29/2017	PYPKT00631	PYPKT00631 - 2017-12-29...		PYPKT00631 - 2017-12-22 Payroll Process - ...				812.50
Expense Totals:				6,335.62	58,900.00	0.00	19,877.53	19,877.53
010 - WHOLESALE Totals:				6,335.62	58,900.00	0.00	19,877.53	19,877.53
								32,686.85
								55.50 %

050 - RETAIL
Expense

050-010-50310	Payroll Taxes - Government and Deductions	0.00	2,400.00	0.00	733.83	733.83	1,666.17	69.42 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - SS Payroll...				-21.31
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - MC Payrol...				-4.98
07/14/2017	PYPKT00565	PYPKT00565 - 2017-07-14...		PYPKT00565 - 2017-07-07 Payroll Process - ...				52.58
07/28/2017	PYPKT00573	PYPKT00573 - 2017-07-28...		PYPKT00573 - 2017-07-21 Payroll Process - ...				52.59
08/11/2017	PYPKT00582	PYPKT00582 - 2017-08-11...		PYPKT00582 - 2017-08-04 Payroll Process - ...				43.02
08/25/2017	PYPKT00586	PYPKT00586 - 2017-08-25...		PYPKT00586 - 2017-08-18 Payroll Process - ...				23.90
09/08/2017	PYPKT00594	PYPKT00594 - 2017-09-08...		PYPKT00594 - 2017-09-01 Payroll Process - ...				71.71
09/22/2017	PYPKT00599	PYPKT00599 - 2017-09-22...		PYPKT00599 - 2017-09-15 Payroll Process - ...				23.90
10/20/2017	PYPKT00614	PYPKT00614 - 2017-10-20...		PYPKT00614 - 2017-10-13 Payroll Process - ...				157.77
11/03/2017	PYPKT00618	PYPKT00618 - 2017-11-03...		PYPKT00618 - 2017-10-27 Payroll Process - ...				38.25
11/17/2017	PYPKT00622	PYPKT00622 - 2017-11-17...		PYPKT00622 - 2017-11-10 Payroll Process - ...				57.36
12/15/2017	PYPKT00629	PYPKT00629 - 2017-12-15...		PYPKT00629 - 2017-12-08 Payroll Process - ...				176.89
12/29/2017	PYPKT00631	PYPKT00631 - 2017-12-29...		PYPKT00631 - 2017-12-22 Payroll Process - ...				62.15
050-010-50440	Workers Compensation	0.00	200.00	0.00	159.37	159.37	40.63	20.32 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount
09/30/2017	APPKT01673	07-01-17 to 09-30-17	405106	Workers Comp Program 07-01-17 to 09-30-17	01898 - Association of California Water Agencies..			21.28

Detail vs Budget Report

Date Range: 07/01/2017 - 12/31/2017

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
050-010-50440	Workers Compensation - Continued	0.00	200.00	0.00	159.37	159.37	40.63	20.32 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
12/31/2017	APPKT01765	10-01-17 to 12-31-17	405222	Workers Comp Program 10-01-17 to 12-31-17	01898 - Association of California Water Agencies..		138.09	
050-010-52050	Materials and Supplies - Office and Printing	0.00	200.00	0.00	38.32	38.32	161.68	80.84 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
09/22/2017	APPKT01667	09-22-2017	51960	Calendar- K.Miller-Acco Brands Direct - 4563...	02667 - US Bank Corporate Payments Sys (CalCa...		10.01	
10/23/2017	APPKT01705	10-23-2017	52054	Name Plate M. Hanneman- Classic Impres-4...	02667 - US Bank Corporate Payments Sys (CalCa...		7.48	
11/03/2017	APPKT01720	976972770001	52116	Folders	02131 - Office Depot, Inc.		16.07	
12/01/2017	APPKT01747	985695679001	52198	Document Cover	02131 - Office Depot, Inc.		4.76	
050-010-52110	Training - Meetings, Education & Training	0.00	12,300.00	0.00	3,136.48	3,136.48	9,163.52	74.50 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
07/17/2017	APPKT01567	Exp Reimb 07-2017	51593	Exp Reimb 07-2017-Supplies for P. Tobin B-D...	03303 - Paulson, Rachael		10.09	
07/31/2017	APPKT01626	Mileage & Parking 07-2017	405072	Mileage&Prkng07-2017-CapitolHearingRubi...	02162 - Tobin, Pamela		20.65	
08/22/2017	APPKT01627	08-22-2017	51747	Refund B.Walters-Southwest - Grant 4563	02667 - US Bank Corporate Payments Sys (CalCa...		-140.98	
08/22/2017	APPKT01627	08-22-2017	51747	Region 3&4 Mtng P. Tobin-AssocOfCalif-Gran..	02667 - US Bank Corporate Payments Sys (CalCa...		30.00	
08/23/2017	GLPKT03411	JN03375		Clear Dave Peterson Vendor #01466 EFT Pa...			-9.80	
08/23/2017	GLPKT03514	JN03461		Clear Dave Peterson Vendor #01466 EFT Pa...			9.80	
08/31/2017	APPKT01626	Exp Reimb 08-2017	405072	Exp Reimb 08-2017-Lunch w/M. Hanneman ...	02162 - Tobin, Pamela		27.52	
09/13/2017	CLPKT00302	R160635		Ted Costa Payment for P. Tobin birthday cak...			-10.00	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Conf.-P. Tobin-Assoc Of Calif-4563 Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		349.50	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Conf.-K. Miller-Assoc Of Calif-4563 Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		349.50	
09/22/2017	APPKT01667	09-22-2017	51960	ACWA Air Fare&EarlyChk -D.RichSouthwest-...	02667 - US Bank Corporate Payments Sys (CalCa...		148.97	
09/22/2017	APPKT01667	09-22-2017	51960	Refreshments-Board Wrksp-Raleys-4563 Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		8.63	
09/30/2017	APPKT01679	Exp Reimb 09-2017	405125	Mileage&Meal Reimbursement 09-2017	02162 - Tobin, Pamela		50.27	
10/23/2017	APPKT01705	10-23-2017	52054	ACWA Fall Conf M. Hanneman- ACWA - 456...	02667 - US Bank Corporate Payments Sys (CalCa...		335.00	
10/23/2017	APPKT01705	10-23-2017	52054	ACWA Fall Conf D. Riich-ACWA-4563Grant	02667 - US Bank Corporate Payments Sys (CalCa...		349.50	
10/23/2017	APPKT01705	10-23-2017	52054	Lunch Boad Workshop - Mr Pickles - 4563Gr...	02667 - US Bank Corporate Payments Sys (CalCa...		126.07	
10/23/2017	APPKT01705	10-23-2017	52054	ACWA Event P.Tobin- Brownpapertickets 45...	02667 - US Bank Corporate Payments Sys (CalCa...		22.50	
10/23/2017	APPKT01705	10-23-2017	52054	Refreshments Board Workshop- Raleys - 456...	02667 - US Bank Corporate Payments Sys (CalCa...		4.49	
10/30/2017	APPKT01694	Mileage Reimb 10-2017	405144	Mileage-M. Emerson Mtng& RWA	02162 - Tobin, Pamela		22.74	
10/31/2017	APPKT01707	Exp Reimb 10-2017	405151	Mileage-RWA Meeting	03593 - Hanneman, Martin W		4.28	
11/13/2017	CLPKT00324	R160677		Martin Hanneman Cost Recvr Split - Whsle...			-35.00	
11/13/2017	APPKT01715	17th Annual Holiday Social	405162	Holiday Social Reservations 2017-PH,GZ,PT,...	02286 - Regional Water Authority		210.00	
11/22/2017	APPKT01733	11-22-2017	52208	ACWA Fall Conf P. Tobin - Swa*Earlybrd - 45...	02667 - US Bank Corporate Payments Sys (CalCa...		7.50	
11/22/2017	APPKT01733	11-22-2017	52208	ACWA Fall Conf P. Tobin - Swa*Earlybrd - 45...	02667 - US Bank Corporate Payments Sys (CalCa...		7.50	
11/22/2017	APPKT01733	11-22-2017	52208	ACWA Fall Conf T. Costa - ACWA - 4563Grant	02667 - US Bank Corporate Payments Sys (CalCa...		349.50	
11/30/2017	APPKT01736	Exp Reimb 11-2017	405195	Mileage&ExpenseReimb-ACWA Fall Confere...	02162 - Tobin, Pamela		170.13	
11/30/2017	APPKT01736	Exp Reimb 11-2017 #1	52166	Exp Reimb 11/30/17-Mileage Var Mtng-,Exp...	03445 - Zlotnick, Greg		223.28	
11/30/2017	APPKT01736	Exp Reimb-11-2017	405186	ACWA Fall Conference-Uber Transportation	03593 - Hanneman, Martin W		67.47	
11/30/2017	APPKT01736	Mileage Reimb 11-2017	52153	Mileage-ACWA Fall Conferemce	01916 - Miller, Ken		234.33	
11/30/2017	APPKT01737	Mileage Reimb 11-2017	52171	ACWA Fall Conference-Mileage Reimbursem...	02556 - Costa, Ted		227.91	

Detail vs Budget Report

Date Range: 07/01/2017 - 12/31/2017

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
050-010-52110	Training - Meetings, Education & Training - Continued	0.00	12,300.00	0.00	3,136.48	3,136.48	9,163.52	74.50 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount
12/04/2017	APPKT01759	Exp Reimb 11-2017	52240	ACWA Fall Conference-Uber Expense Reimb	03092 - Rich, Dan			35.13
12/13/2017	CLPKT00335	R160689		Pamela Tobin Cost Recover Split - whl/rtl - ...				-35.00
12/13/2017	CLPKT00335	R160690		Edward Costa Cost Recover Split - Whlsl/Rtl -...				-35.00
050-010-53210	Public Notices	0.00	0.00	0.00	834.92	834.92	-834.92	0.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount
08/27/2017	APPKT01650	339375 08-27-17	405092	Notice of Vacancy-Board Application Req 8/...	02367 - McClatchy Newspapers, Inc.			683.64
08/29/2017	APPKT01674	339375 08-29-17	405113	Public Notice-Ordinance No2100&4100 Purc...	02367 - McClatchy Newspapers, Inc.			151.28
050-010-54120	Professional Services - Other	6,335.63	12,500.00	0.00	6,164.37	6,164.37	0.00	0.00 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount
08/31/2017	POPKT01936	414	51820	Strategic Planning for District August	03554 - Strategy Driver, Inc.			3,388.75
09/30/2017	POPKT01948	418	51843	Strategic Planning for District-September	03554 - Strategy Driver, Inc.			2,775.62
050-010-58110	Director - Stipend	0.00	31,300.00	0.00	9,033.25	9,033.25	22,266.75	71.14 %
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account	Amount
07/01/2017	GLPKT03351	JN03326		Accrue 06-30-17 Payroll Expense - PYEXP Sal...				-343.75
07/14/2017	PYPKT00565	PYPKT00565 - 2017-07-14...		PYPKT00565 - 2017-07-07 Payroll Process - ...				687.50
07/28/2017	PYPKT00573	PYPKT00573 - 2017-07-28...		PYPKT00573 - 2017-07-21 Payroll Process - ...				687.50
08/11/2017	PYPKT00582	PYPKT00582 - 2017-08-11...		PYPKT00582 - 2017-08-04 Payroll Process - ...				562.50
08/23/2017	GLPKT03411	JN03375		Clear Dave Peterson Vendor #01466 EFT Pa...				-560.50
08/23/2017	GLPKT03514	JN03461		Clear Dave Peterson Vendor #01466 EFT Pa...				560.50
08/23/2017	GLPKT03514	JN03462		Clear Dave Peterson Vendor #01466 EFT Pa...				-560.50
08/25/2017	PYPKT00586	PYPKT00586 - 2017-08-25...		PYPKT00586 - 2017-08-18 Payroll Process - ...				312.50
09/08/2017	PYPKT00594	PYPKT00594 - 2017-09-08...		PYPKT00594 - 2017-09-01 Payroll Process - ...				937.50
09/22/2017	PYPKT00599	PYPKT00599 - 2017-09-22...		PYPKT00599 - 2017-09-15 Payroll Process - ...				312.50
10/20/2017	PYPKT00614	PYPKT00614 - 2017-10-20...		PYPKT00614 - 2017-10-13 Payroll Process - ...				2,062.50
11/03/2017	PYPKT00618	PYPKT00618 - 2017-11-03...		PYPKT00618 - 2017-10-27 Payroll Process - ...				500.00
11/17/2017	PYPKT00622	PYPKT00622 - 2017-11-17...		PYPKT00622 - 2017-11-10 Payroll Process - ...				750.00
12/15/2017	PYPKT00629	PYPKT00629 - 2017-12-15...		PYPKT00629 - 2017-12-08 Payroll Process - ...				2,312.50
12/29/2017	PYPKT00631	PYPKT00631 - 2017-12-29...		PYPKT00631 - 2017-12-22 Payroll Process - ...				812.50
Expense Totals:				6,335.63	58,900.00	0.00	20,100.54	20,100.54
050 - RETAIL Totals:				6,335.63	58,900.00	0.00	20,100.54	20,100.54
Report Total:				12,671.25	117,800.00	0.00	39,978.07	39,978.07
							65,150.68	55.31 %

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
010 - WHOLESALE	6,335.62	58,900.00	0.00	19,877.53	19,877.53	32,686.85	55.50 %
050 - RETAIL	6,335.63	58,900.00	0.00	20,100.54	20,100.54	32,463.83	55.12 %
Report Total:	12,671.25	117,800.00	0.00	39,978.07	39,978.07	65,150.68	55.31 %



San Juan Water District, CA

Vendor History Report

By Vendor Name

Posting Date Range 07/01/2017 - 12/31/2017

Payment Date Range -

Payable Number Item Description	Description Units	Post Date Price	1099 Amount	Payment Number Account Number	Payment Date Account Name	Amount Dist Amount	Shipping	Tax	Discount	Net	Payment
Vendor Set: 01 - Vendor Set 01											
02556 - Costa, Ted						455.82	0.00	0.00	0.00	455.82	455.82
Mileage Reimb 11-2017	ACWA Fall Conference-Mileage Reimbursement	11/30/2017	52171		12/18/2017	455.82	0.00	0.00	0.00	455.82	455.82
ACWA Fall Conference-M	0.00	0.00	455.82	010-010-52110	Training - Meetings, Education & Trai	227.91					
				050-010-52110	Training - Meetings, Education & Trai	227.91					
01916 - Miller, Ken						468.66	0.00	0.00	0.00	468.66	468.66
Mileage Reimb 11-2017	Mileage-ACWA Fall Conference	11/30/2017	52153		12/12/2017	468.66	0.00	0.00	0.00	468.66	468.66
Mileage-ACWA Fall Conf	0.00	0.00	468.66	010-010-52110	Training - Meetings, Education & Trai	234.33					
				050-010-52110	Training - Meetings, Education & Trai	234.33					
03092 - Rich, Dan						70.27	0.00	0.00	0.00	70.27	70.27
Exp Reimb 11-2017	ACWA Fall Conference-Uber Expense Reimb	12/4/2017	52240		1/5/2018	70.27	0.00	0.00	0.00	70.27	70.27
ACWA Fall Conference-UT	0.00	0.00	70.27	010-010-52110	Training - Meetings, Education & Trai	35.14					
				050-010-52110	Training - Meetings, Education & Trai	35.13					
02162 - Tobin, Pamela						582.64	0.00	0.00	0.00	582.64	582.64
Exp Reimb 08-2017	Exp Reimb 08-2017-Lunch w/M. Hanneman	88/31/2017	405072		9/14/2017	55.04	0.00	0.00	0.00	55.04	55.04
Exp Reimb 08-2017-Lunc	0.00	0.00	55.04	010-010-52110	Training - Meetings, Education & Trai	27.52					
				050-010-52110	Training - Meetings, Education & Trai	27.52					
Exp Reimb 09-2017	Mileage&Meal Reimbursement 09-2017	9/30/2017	405125		10/20/2017	100.55	0.00	0.00	0.00	100.55	100.55
Mileage&Meal Reimb	0.00	0.00	100.55	010-010-52110	Training - Meetings, Education & Trai	50.28					
				050-010-52110	Training - Meetings, Education & Trai	50.27					
Exp Reimb 11-2017	Mileage&ExpenseReimb-ACWA Fall Conference	11/30/2017	405195		12/12/2017	340.26	0.00	0.00	0.00	340.26	340.26
Mileage&ExpenseReimb-	0.00	0.00	340.26	010-010-52110	Training - Meetings, Education & Trai	170.13					
				050-010-52110	Training - Meetings, Education & Trai	170.13					
Mileage & Parking 07-2017	Mileage&Prkng07-2017-CapitolHearingRubio	7/31/2017	405072		9/14/2017	41.31	0.00	0.00	0.00	41.31	41.31
Mileage&Prkng07-2017-C	0.00	0.00	41.31	010-010-52110	Training - Meetings, Education & Trai	20.66					
				050-010-52110	Training - Meetings, Education & Trai	20.65					
Mileage Reimb 10-2017	Mileage Reimbursement 10-2017	10/30/2017	405144		11/6/2017	45.48	0.00	0.00	0.00	45.48	45.48
Mileage-M. Emerson Mtr	0.00	0.00	45.48	010-010-52110	Training - Meetings, Education & Trai	22.74					
				050-010-52110	Training - Meetings, Education & Trai	22.74					
Vendors: (4) Total 01 - Vendor Set 01: 1,577.39											
Vendors: (4) Report Total: 1,577.39											



Payroll Set: 01-San Juan Water District

Employee Number	Employee Name	Pay Code	# of Payments	Units	Pay Amount
<u>0690</u>	Costa,Ted	Reg - Regular Hours	5	36.00	4,500.00
			0690 - Costa Total:	36.00	4,500.00
<u>1028</u>	Hanneman,Martin W	Reg - Regular Hours	2	7.00	875.00
			1028 - Hanneman Total:	7.00	875.00
<u>0670</u>	Miller,Ken	Reg - Regular Hours	6	41.00	5,125.00
			0670 - Miller Total:	41.00	5,125.00
<u>1003</u>	Rich,Daniel T	Reg - Regular Hours	3	27.00	3,375.00
			1003 - Rich Total:	27.00	3,375.00
<u>0650</u>	Tobin,Pamela	Reg - Regular Hours	6	48.00	6,000.00
			0650 - Tobin Total:	48.00	6,000.00
				Report Total:	159.00
					19,875.00



Payroll Set: 01-San Juan Water District

Account	Account Description	Units	Pay Amount
<u>010-010-58110</u>	Director - Stipend	79.50	9,937.50
		010 - WHOLESALE Total:	79.50 9,937.50
<u>050-010-58110</u>	Director - Stipend	79.50	9,937.50
		050 - RETAIL Total:	79.50 9,937.50
		Report Total:	159.00 19,875.00

**Pay Code Report**

Pay Code Summary

7/1/2017 - 12/31/2017

Payroll Set: 01-San Juan Water District

Pay Code	Description	# of Payments	Units	Pay Amount
Reg	Regular Hours	22	159.00	19,875.00
		Report Total:	159.00	19,875.00

2017/18 Actual Deliveries and Revenue - By Wholesale Customer Agency

	July - December 2017						
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance	Revenue Variance	
San Juan Retail	7,762.36	\$ 1,494,036	7,323.54	\$ 1,458,430	(438.82)	-5.7%	\$ (35,606) -2.4%
Citrus Heights Water District	6,302.11	\$ 1,418,889	6,719.46	\$ 1,452,753	417.35	6.6%	\$ 33,864 2.4%
Fair Oaks Water District	5,522.30	\$ 1,097,718	3,567.75	\$ 939,125	(1,954.55)	-35.4%	\$ (158,592) -14.4%
Orange Vale Water Co.	2,501.87	\$ 496,102	2,418.05	\$ 489,301	(83.82)	-3.4%	\$ (6,801) -1.4%
City of Folsom	630.62	\$ 136,202	693.83	\$ 141,331	63.21	10.0%	\$ 5,129 3.8%
Granite Bay Golf Course	214.07	\$ 8,424	215.55	\$ 8,482	1.48	0.7%	\$ 58 0.7%
Sac Suburban Water District	6,300.00	\$ 1,122,030	7,143.91	\$ 1,156,742	843.91	13.4%	\$ 34,712 3.1%
TOTAL	29,233.32	\$ 5,773,400	28,082.09	\$ 5,646,164	(1,151.23)	-3.9%	\$ (127,236) -2.2%

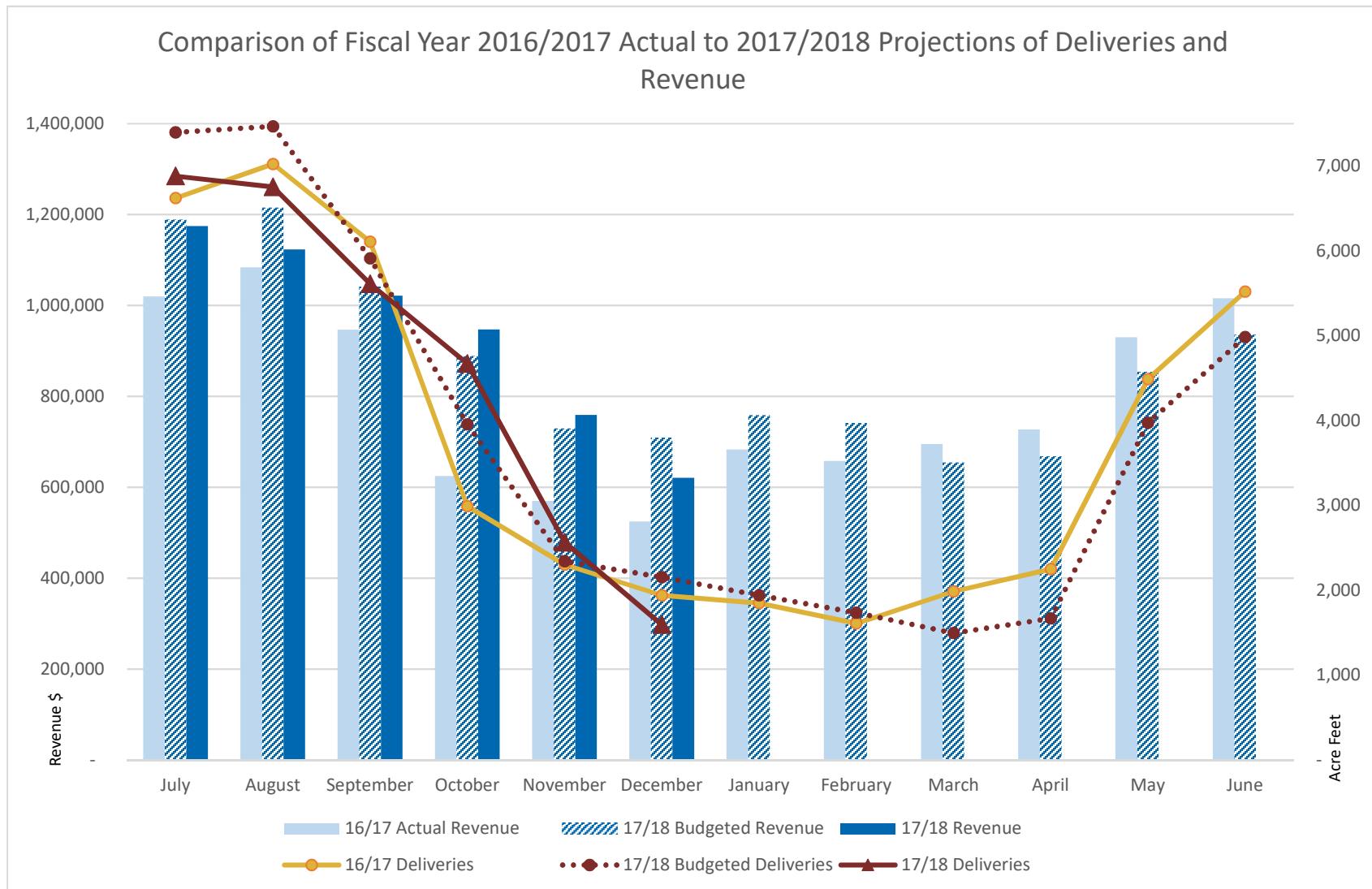
Budgeted Deliveries	29,233.32
Actual Deliveries	<u>28,082.09</u>
Difference	(1,151.23)
	-3.9%

Budgeted Water Sale Revenue	\$ 5,773,400
Actual Water Sale Revenue	\$ 5,646,164
Difference	\$ (127,236)
	-2.2%

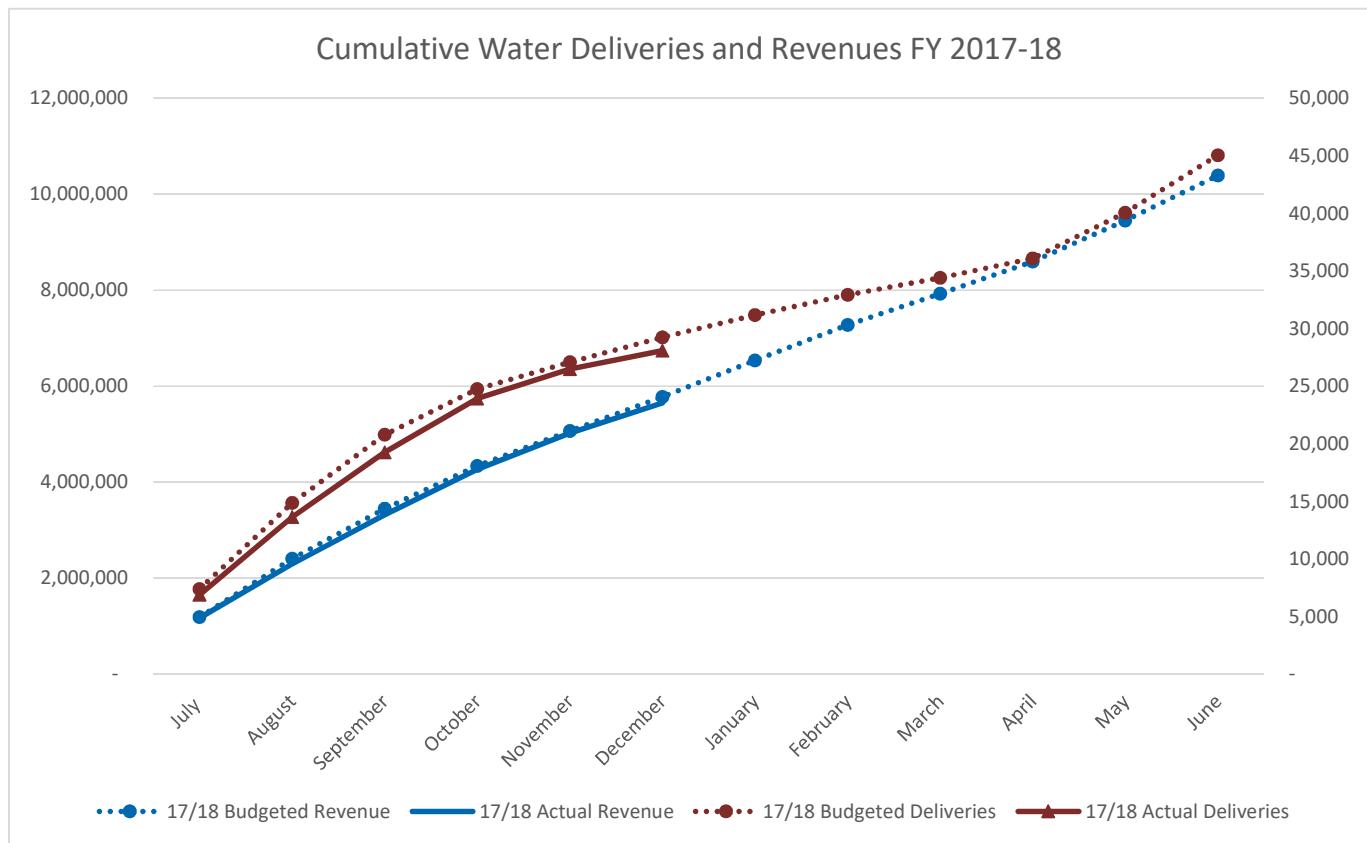
Conclusion:

December deliveries were lower than both the budget and the prior year. Total deliveries over the first half of the fiscal year were below expectations by 1,151.23 acre feet, or -3.9%, resulting in a revenue shortfall of \$127,236. The variance is due primarily to lower than budgeted deliveries for the Fair Oaks Water District, with less than anticipated deliveries to the Retail Service Area and Orange Vale as well. These lower than anticipated deliveries were mostly offset by higher than anticipated deliveries to SSWD, CHWD and Folsom.

Due to the change in the rate structure, the 3.9% decline in deliveries produces revenues that are just 2.2% lower than the budget for the period.



	Deliveries	Revenues
FY 17-18 Budget	45,030	\$ 10,384,580
FY 16/17	44,697	\$ 9,477,538
Difference	333	\$ 907,042
	0.7%	10%



AGENDA ITEM VI-1.2

UPDATE: PCWA “Entitlement” Contract Amendments

The Placer County Water Agency (PCWA) approved our proposed contract amendment related to the amount of San Juan’s PCWA entitlement, including the “take-or-pay” portion, in November. The City of Roseville approved our proposed contract amendment related to its access to 4,000 AF of San Juan’s PCWA entitlement in December. San Juan Wholesale will realize the budget savings summarized below in fiscal 2017/18 and *the first two quarters¹* of fiscal 2018/19² as a result³.

FISCAL 2017/18

SJWD’s fiscal 2017/18 PCWA water cost <u>without</u> K amendments:	\$545,625
SJWD’s fiscal 2017/18 PCWA water cost <u>with</u> K amendments:	\$397,437
SJWD’s fiscal 2017/18 PCWA water cost savings:	\$148,188

FISCAL 2018/2019

SJWD’s <i>1st and 2nd Qtr</i> FY 2018/19 PCWA water cost <u>without</u> K amendments:	\$296,375
SJWD’s <i>1st and 2nd Qtr</i> FY 2018/19 PCWA water cost <u>with</u> K amendments:	\$100,767
SJWD’s <i>1st and 2nd Qtr</i> FY 2018/19 PCWA water cost savings:	\$195,608

¹ Because the 2019 CVP water rates are not now known, savings for the 3rd and 4th quarters of fiscal 2018/19 cannot be calculated at this time. However, it would be expected to be a fairly similar amount, ±10-20%.

² Assuming SJWD does not use more than 4,250 AF of PCWA water in the 1st and 2nd Qtrs. of FY 18/19.

³ The cumulative savings for calendar 2018 is \$343,796.

AGENDA ITEM VI-1.2

Teri Grant

Subject: FW: Adjustments to some of San Juan Water District's CVP Account Schedules

For Board Packet...

----- Original Message -----

Subject: Re: FW: Adjustments to some of San Juan Water District's CVP Account Schedules

From: "Reynoso, Jesus" <jreynoso@usbr.gov>

To: Greg Zlotnick <gzlotnick@sjwd.org>

CC:

Hi Greg -

Based on our discussion, we were to visit the revenue that has been over applied to construction. We calculated construction using 4000 acre feet for out years and the over application would be \$572,841.60. At this point we can apply \$40,681.30 to deficit and \$3,629.77 to ARRA. The remainder will have to be reviewed to determine if a refund can be made as we have to look at your various contracts and reconcile them with payments to determine what the refundable amount is. We have someone internally working on that with a goal completion date of 30 days from today. We can touch base in about two weeks to see where she is at on the project.

From: Greg Zlotnick
Sent: Friday, December 22, 2017 10:50 AM
To: Jesus Reynoso <jreynoso@usbr.gov>
Cc: Georgiana Gregory <ggregory@usbr.gov>
Subject: Adjustments to some of San Juan Water District's CVP Account Schedules

Hi Jesus:

Thanks for taking the time to chat this morning and your patience with my lack of familiarity with Reclamation's accounting complexities.

Here is where I think we ended up.

Schedule A-2B (M&I Allocated Construction Costs) as of 9/30/16 had a credit balance of \$712,014.

Schedule A-6 (O&M Maintenance Deficit) as of 9/30/16 had a deficit balance of \$44,159.

The Annual ARRA (American Recovery and Reinvestment Act) Cost and Repayment schedule as of 9/30/16 had a deficit of \$3,630.

The Folsom D&R Annual Accounting schedule as of 9/30/16 had a Water Payment charge credit of \$4,052, and a TPUD (Trinity Public Utility District) payment deficit of \$540.

Per our conversation:

PLEASE CONFIRM OR CORRECT.

Reclamation will cover our TPUD deficit with funds from our Water Payment credit balance on the D&R schedule and provide San Juan with a refund check for the remainder of approximately \$3,512, hopefully in the mid-February 2018 timeframe.

Reclamation will cover our ARRA and Schedule A-6 deficits from the Schedule A-2B credit balance. Because we will be paying the A-6 balance in its entirety, you indicated that that charge will be closer to \$40K rather than the \$44K on the current schedule. Consequently, this will leave a remaining credit balance in the Schedule A-2B account of approximately \$668,374 (\$712,014 - \$40,000 - \$3,630).

Consistent with Reclamation policy, you will calculate an appropriate future allocated construction repayment cost assessment based on an estimated future San Juan CVP water usage of 4,000 af/yr (which may go up or down in reality with no financial impact other a recalibration of the balance), to leave a credit balance in San Juan's schedule A-2B account of approximately \$200,000 – \$250,000.

This will result in the issuance of a second refund check to San Juan, also in mid-February 2018 timeframe hopefully, of approximately \$418,374 – \$468,374.

Thanks again, and I hope you have a wonderful holiday and Happy New Year.

Greg

GREG ZLOTNICK

Water Resources & Strategic Affairs
San Juan Water District | sjwd.org

Direct: 916-791-6933 | Cell: 408-209-2844

Main: 916-791-0115 | gslotnick@sjwd.org



AGENDA ITEM VI-1.2



PLACER COUNTY WATER AGENCY
SINCE 1957
BOARD OF DIRECTORS
Gray Allen, District 1
Primo Santini, District 2
Mike Lee, District 3
Robert Dugan, District 4
Joshua Alpine, District 5
Einar Maisch, General Manager
BUSINESS CENTER
144 Ferguson Road
MAIL
P.O. Box 6570
Auburn, CA 95604
PHONE
(530) 823-4850
(800) 464-0030
WWW.PCWA.NET

December 20, 2017

Paul Helliker
General Manager
9935 Auburn Folsom Road
Granite Bay, CA 95746

SUBJECT: Termination of 2017 Professional Services Agreement with Hermocillo-Azevedo Strategic Communications LLC

Dear Paul Helliker:

After a very successful year of coordinated outreach and education with our partners, Placer County Water Agency has terminated the Professional Services Agreement with Hermocillo-Azevedo Strategic Communications LLC effective October 31, 2017.

Therefore, as per Cost Share Agreement for Water Public Affairs Planning and Communication, Section 12 "Upon expiration or termination of this Agreement, any surplus Funds will be returned to the Parties in proportion to the contributions made by them except for any Funds obligated to pay for Joint Effort related expenses incurred prior to the date of termination". Please find the enclosed check in the amount of \$14,573.38.

Please feel free to contact me for additional information.

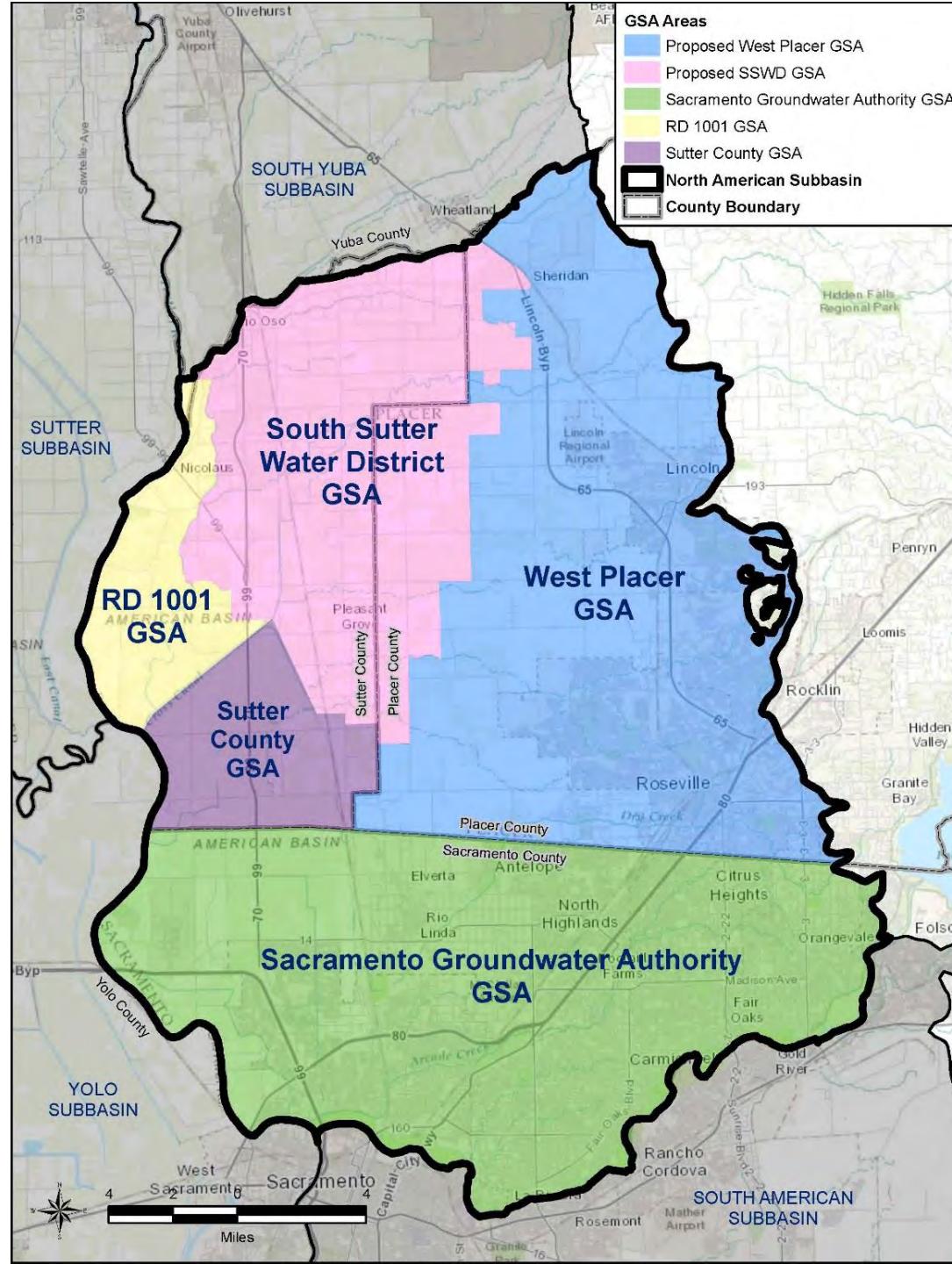
Sincerely,

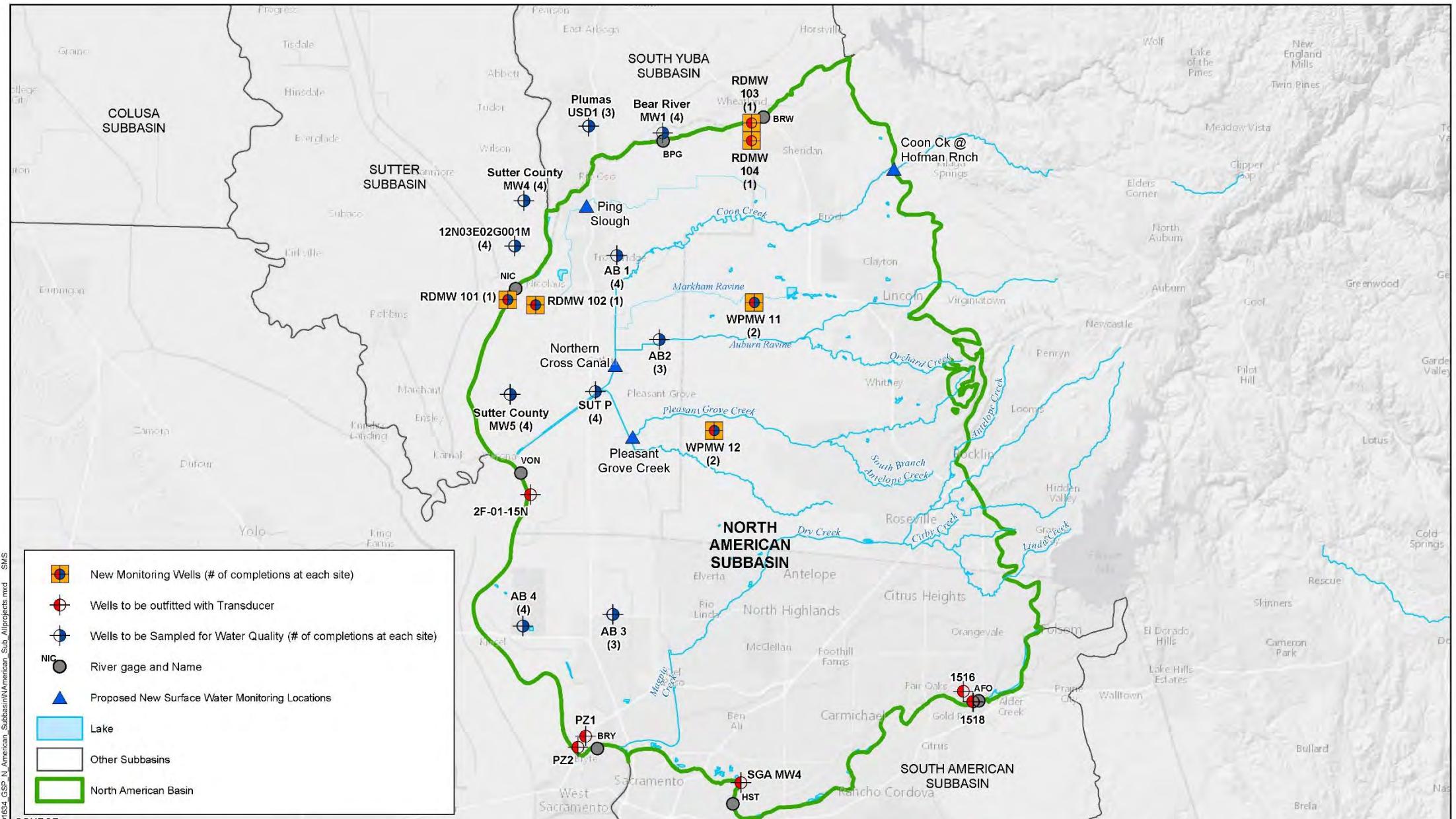
PLACER COUNTY WATER AGENCY

Andrew Fecko
Director of Strategic Affairs

Enclosure

AGENDA ITEM VII-1





4-Nov-2017 Z:\Projects\1701634 GSP_N_American Subbasin\North American Subbasin.mxd
SMS

SOURCE:

42,000

21,000

0

42,000 Feet



North American Subbasin



NORTH AMERICAN SUBBASIN GROUNDWATER SUSTAINABILITY PLAN DEVELOPMENT

NOVEMBER 2017

FIGURE A3-1

Overall Project Budget

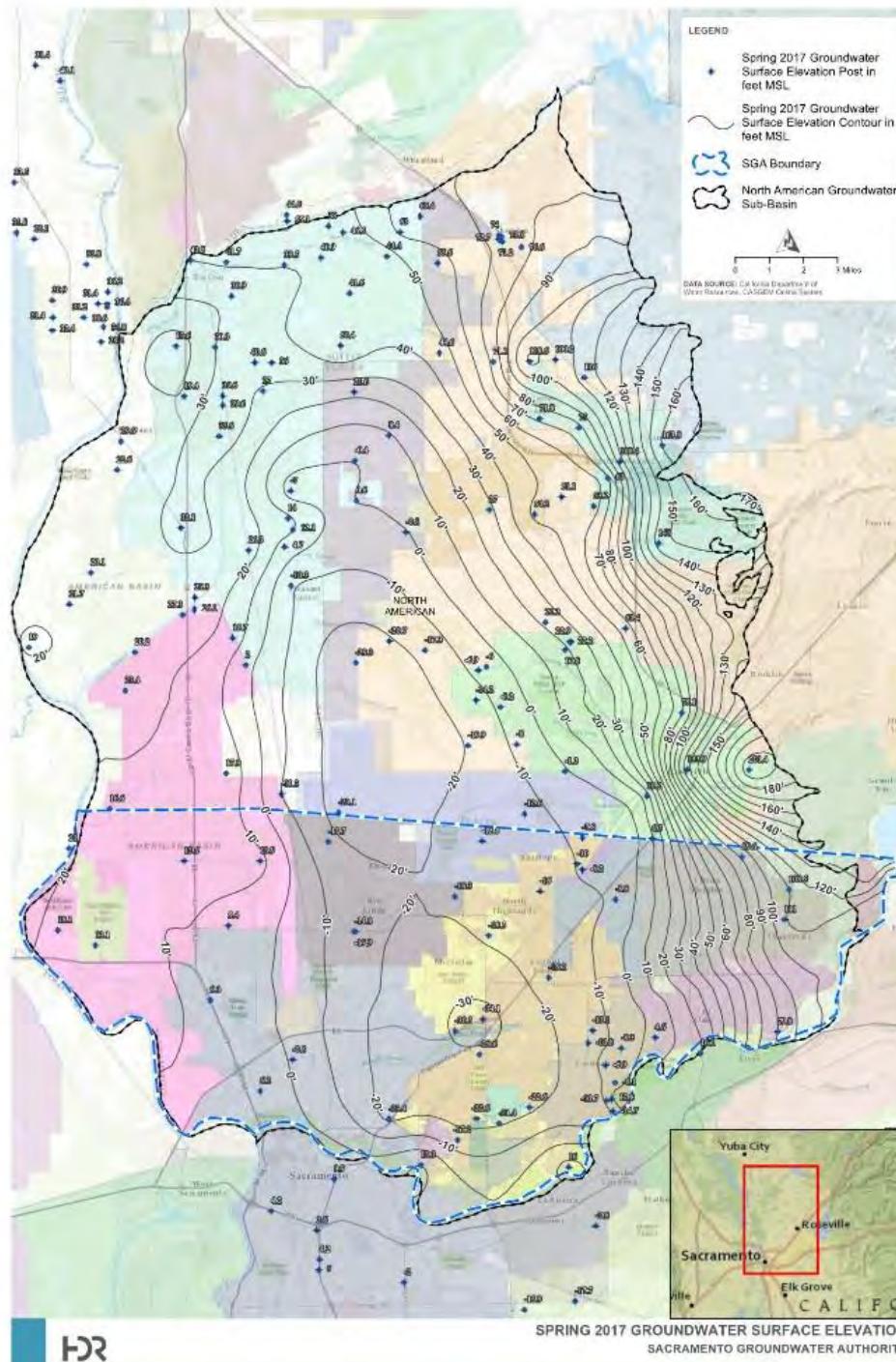
Task	Total Cost	Local Cost Share	Grant Share
1 Project Administration	\$ 65,010	\$ 65,010	\$ -
2 Identification of Available and Needed Information and Tools	\$ 24,993	\$ 24,993	\$ -
3 Water Data Needs	\$ 566,229	\$ 283,115	\$ 283,114
4 Groundwater Management Tool Needs	\$ 719,676	\$ 226,747	\$ 492,929
5 GSP Development	\$ 436,467	\$ 218,234	\$ 218,233
6 Public Notification and Communications	\$ 126,790	\$ 126,790	\$ -
7 GSA Coordination	\$ 107,498	\$ 107,498	\$ -
Grand Total	\$2,046,663	\$1,052,387	\$ 994,276

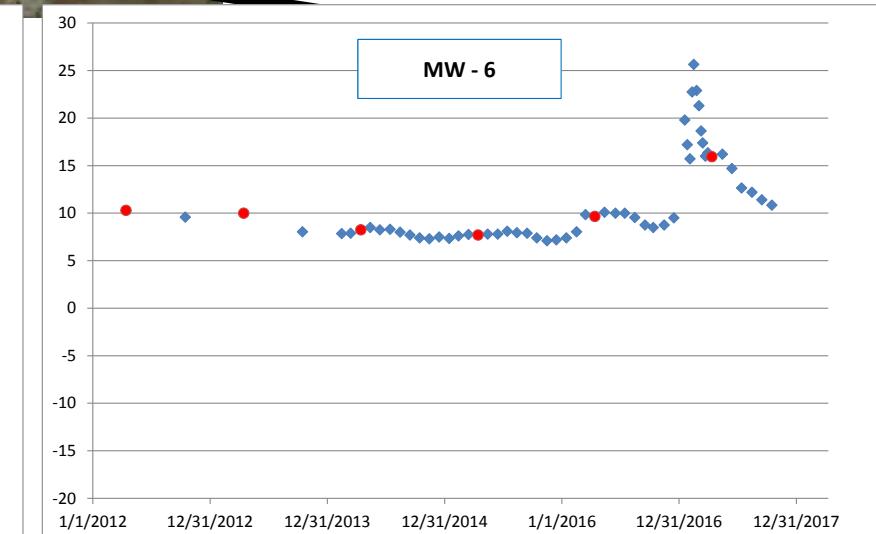
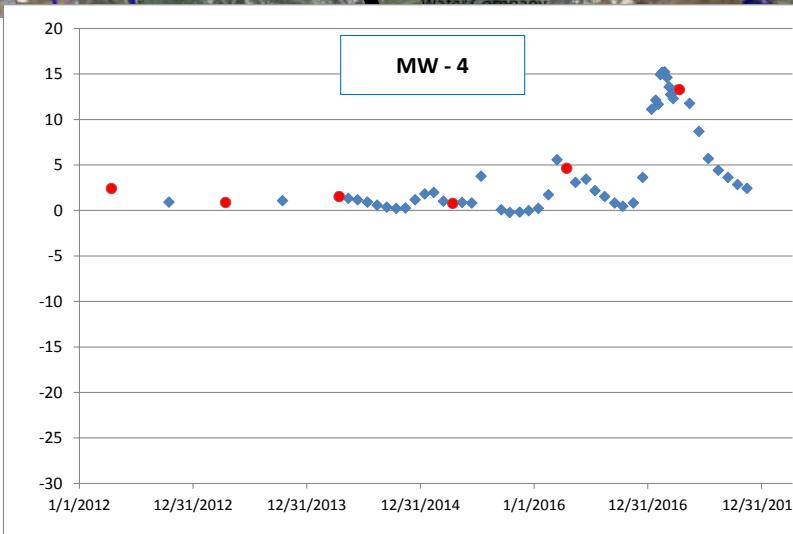
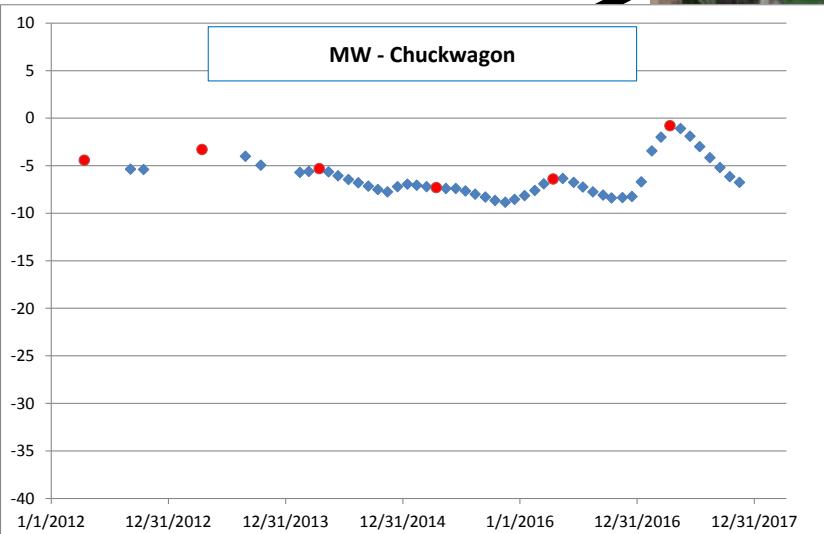
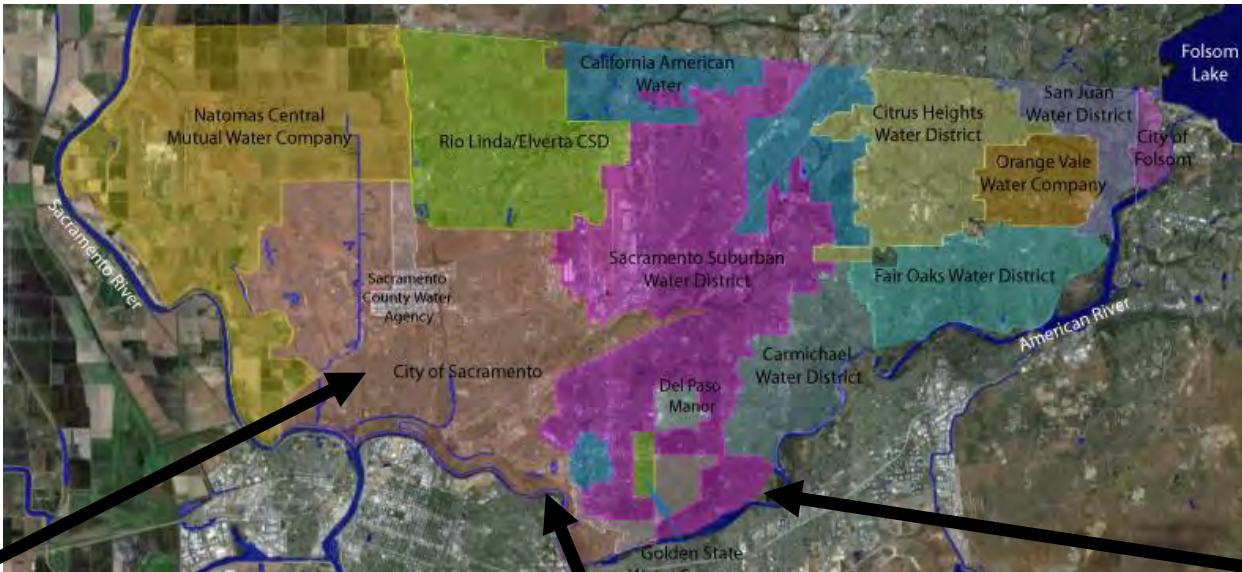
Direct Contributions for Local Cost Share

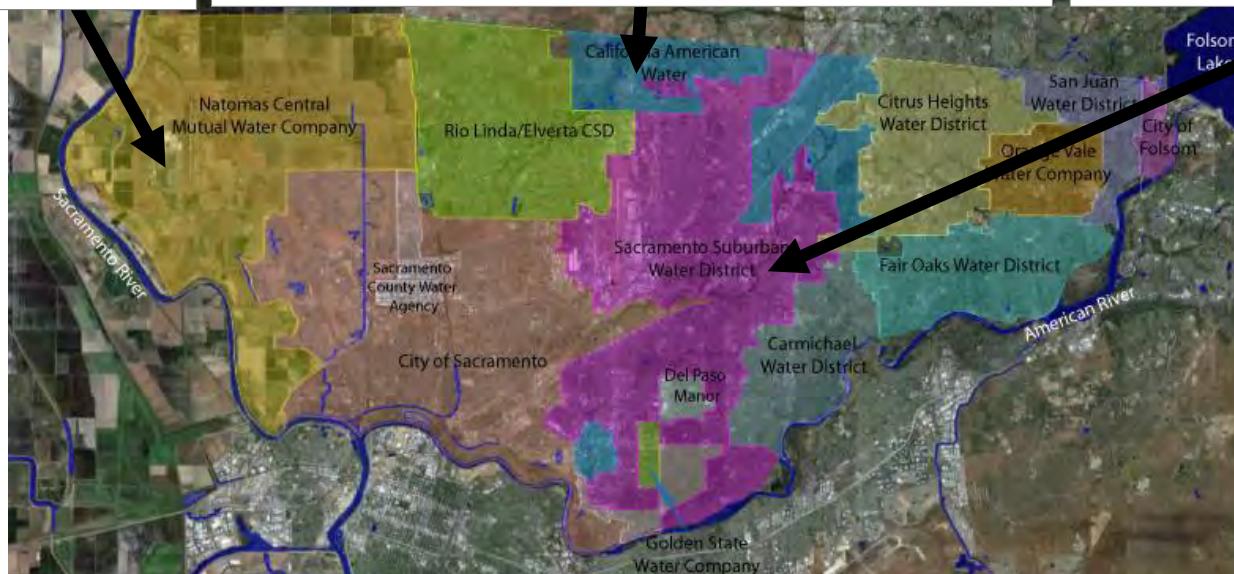
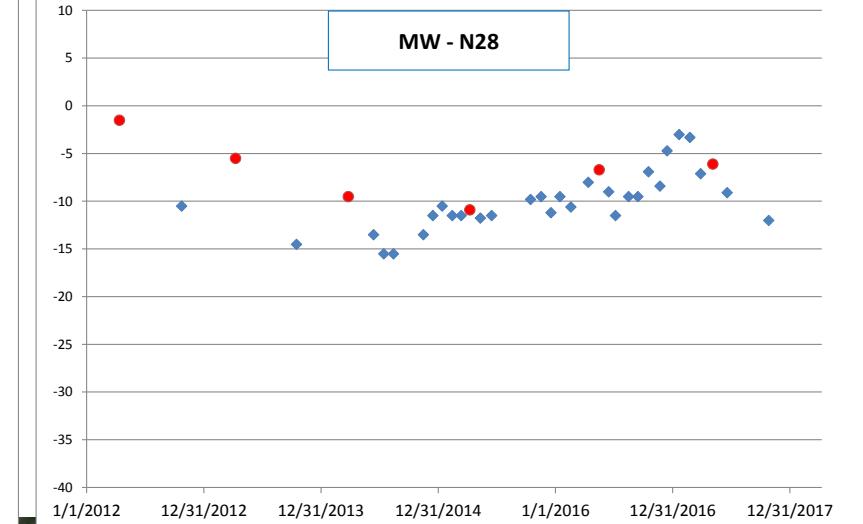
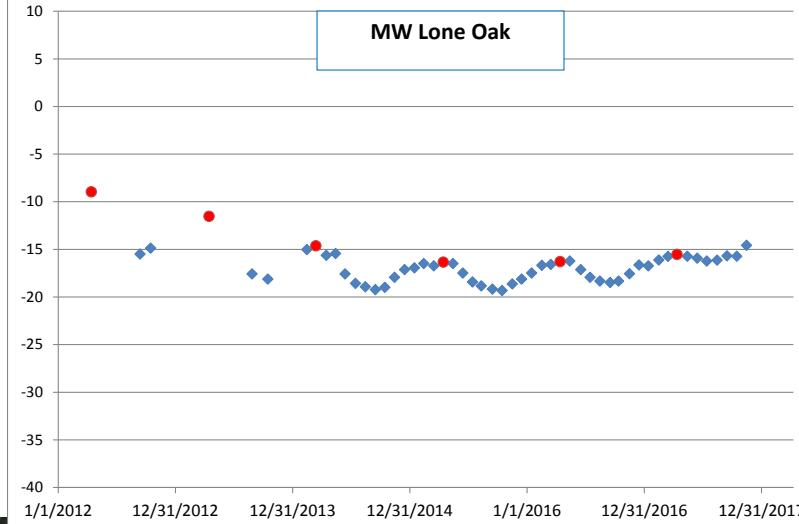
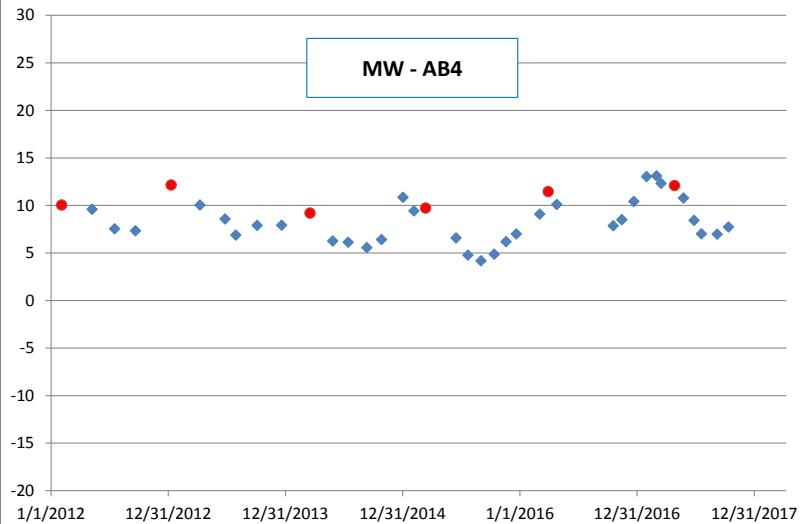
GSA	Percent of Area	Draft Contribution (as of 10/12/17)	Contribution Submitted in Application
SGA	36.2	\$262,175	\$262,682
West Placer	33.4	\$242,511	\$242,980
South Sutter WD	19.4	\$140,749	\$141,021
RD1001	5.2	\$37,453	\$37,525
Sutter County	5.8	\$42,112	\$42,194
Total	100	\$725,000	\$726,402

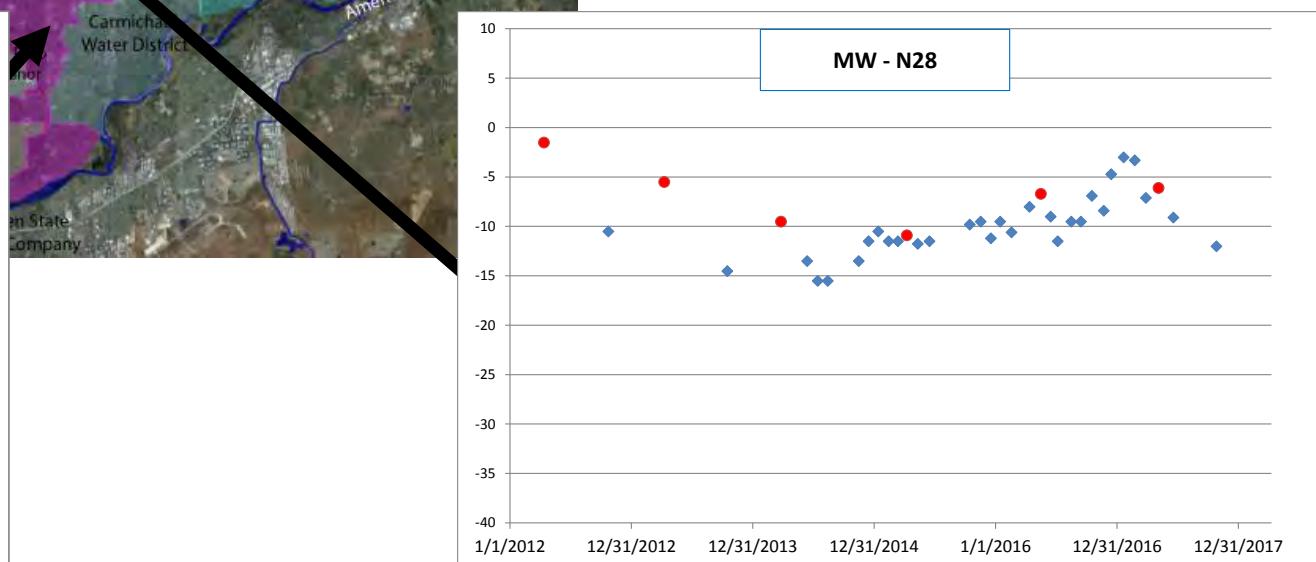
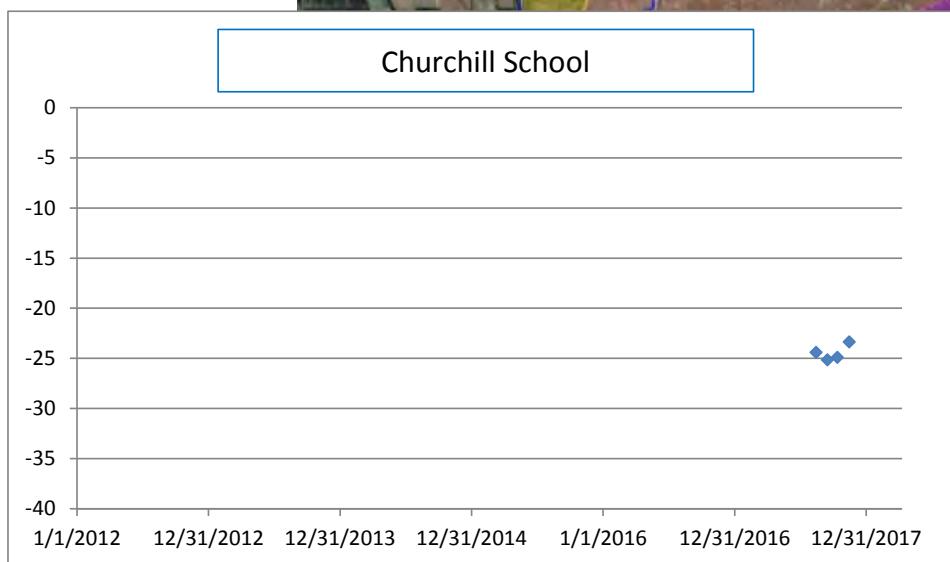
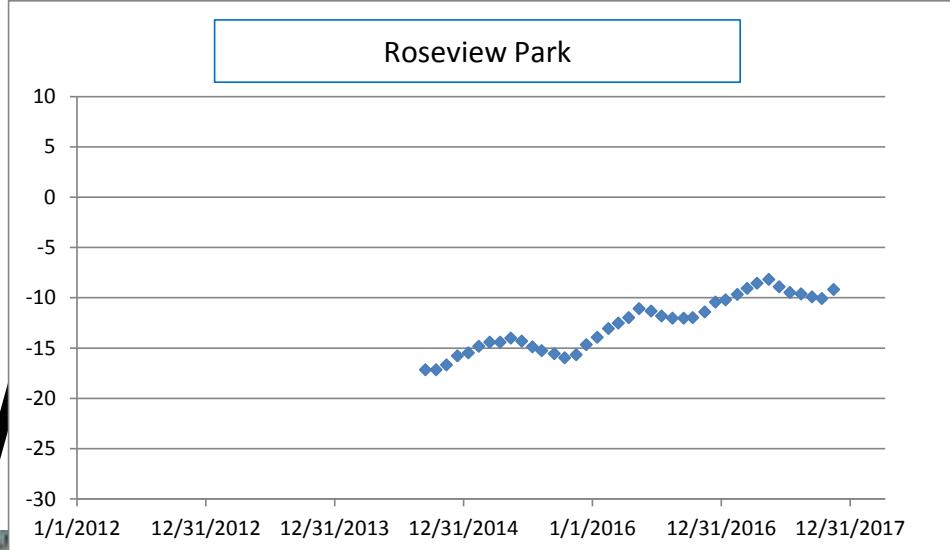
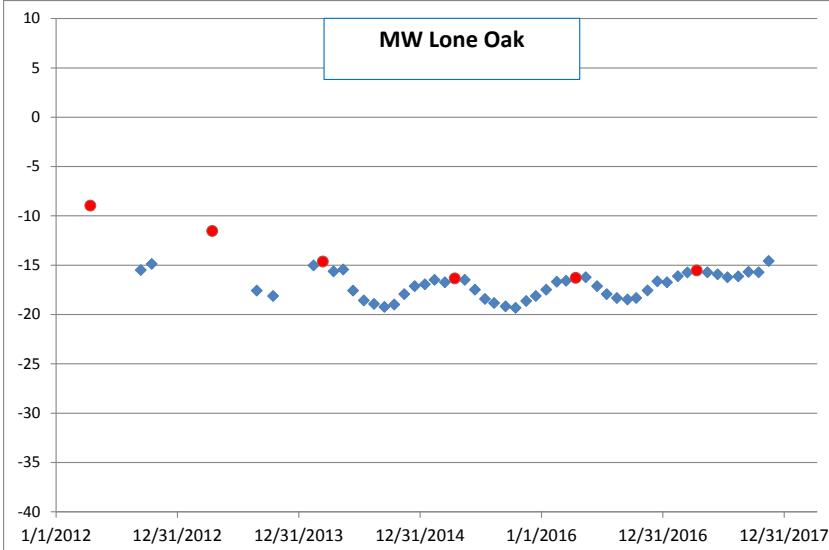
Current Status

- DWR received 78 applications requesting \$86.3 million
- There is \$86.4 million in grant funding available
- Draft recommendations expected in January 2018, possibly as late as February
- North American Subbasin (NASb) Groundwater Sustainability Agencies (GSA) continue to meet monthly
- NASb GSAs want to have consulting support for some tasks by May 2018
- Staff expects to bring discussion of consulting procurement process to Board in February 2018









Update on Implementation of the Sustainable Groundwater Management Act

December 14, 2017

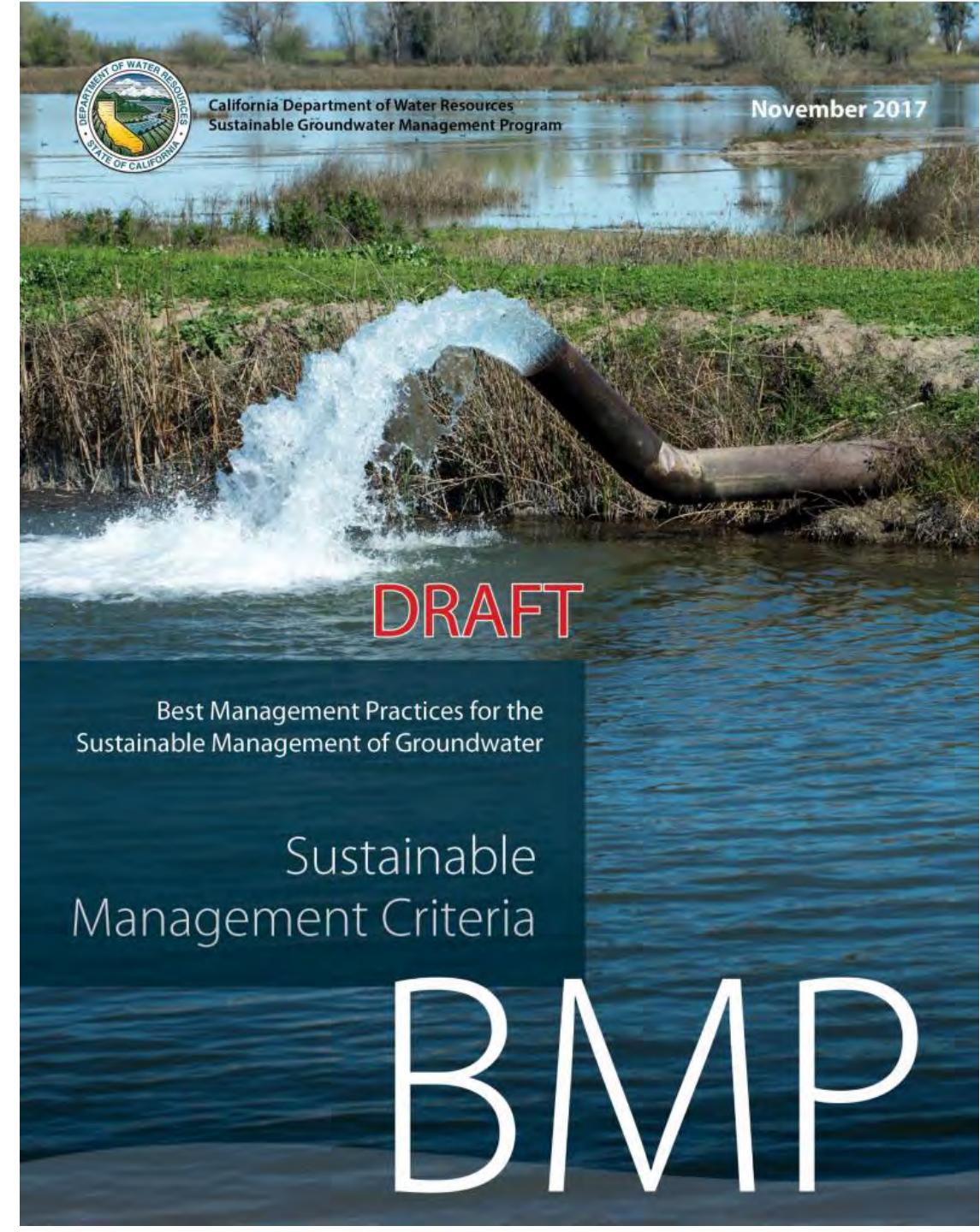
Overview

- Best Management Practices
 - Sustainable Management Criteria
- SGM Grants
 - 86.3 million in funding available.
 - 78 applications were submitted requesting \$86.4M
 - DWR anticipates announcing the draft awards in January 2018.”

Best Management Practices

- In addition to enacting regulations, the Sustainable Groundwater Management Act gave DWR the authority to develop BMPs
- **BMP 1: Monitoring Protocols, Standards, and Sites**
- **BMP 2: Monitoring Networks and Identification of Data Gaps**
- **BMP 3: Hydrogeologic Conceptual Model**
- **BMP 4: Water Budget**
- **BMP 5: Modeling**

BMP 6



California Department of Water Resources
Sustainable Groundwater Management Program

November 2017

Undesirable Results

- Significant and unreasonable
- Occurring throughout the basin
 - Chronic lowering of groundwater levels
 - Reduction of groundwater storage
 - Seawater intrusion
 - Degraded water quality including migration of plumes
 - Land subsidence
 - Depletions of interconnected surface water

Terminology

- Sustainability indicators
- Minimum Thresholds
- Interim Milestones
- Measurable Objectives

Terminology

- Sustainability indicators
- Minimum Thresholds
- Interim Milestones
- Measurable Objectives

DRAFT Sustainable Management Criteria Best Management Practice



Figure 14. Relationship between Minimum Thresholds, Measurable Objectives, Interim Milestones (IM), and Margin of Operational Flexibility for a Representative Monitoring Site



Well...

Any Questions?

AGENDA ITEM VII-2

EXHIBIT A RWA POLICY 400.2

MONTHLY SALARY SCHEDULE OF RWA POSITIONS

Recommended Salary Ranges per Compensation Study

January 1, 2018

Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Manager of Technical Services	\$12,275	\$12,766	\$13,257	\$13,747	\$14,238	\$14,729
Principal Project Manager	\$10,041	\$10,443	\$10,844	\$11,246	\$11,647	\$12,049
Senior Project Manager	\$8,442	\$8,781	\$9,117	\$9,455	\$9,792	\$10,130
Associate Project Manager	\$5,990	\$6,230	\$6,470	\$6,709	\$6,950	\$7,189
Finance & Administrative Services Manager I	\$7,516	\$7,816	\$8,117	\$8,417	\$8,718	\$9,019
Executive Assistant	\$5,030	\$5,232	\$5,433	\$5,634	\$5,835	\$6,037
Project Research Assistant	\$4,501	\$4,680	\$4,861	\$5,041	\$5,221	\$5,401

There is no range for the Executive Director position. The Executive Director's compensation is \$19,503 per month.

Exhibit A will be updated annually based on the November Consumer Price Index and/or when a new salary survey is completed. (2018 ranges include COLA per November 2017 CPI Index of 2.7%)

JANUARY 11, 2018

TO: REGIONAL WATER AUTHORITY BOARD OF DIRECTORS

FROM: JOHN WOODLING

RE: EXECUTIVE DIRECTOR'S REPORT

- a. **Legislative and Regulatory Update** – RWA staff provided testimony at a State Water Resources Control Board workshop and submitted written comments in response to the Board's draft "Permanent Prohibitions Against Wasteful and Unreasonable Water Uses." RWA's comments emphasized the effectiveness of locally-driven approaches to advancing water use efficiency and provided specific comments on the proposed prohibitions. The 2018 legislative session begins on January 3.
- b. **Grants Update** – Staff submitted a grant application to the Department of Water Resources through the Sacramento Groundwater Authority to develop a Groundwater Sustainability Plan for the North American Subbasin, which includes northern Sacramento County, western Placer County, and southeastern Sutter County. Staff is currently managing five grants totaling \$30.5 million. A copy of the grants table is enclosed.
- c. **Water Efficiency Update** – The first of five 2018 snow surveys was conducted on January 3rd. The survey showed below average results both locally at Phillips Station and statewide with snow water equivalents of 0.4 inches or 3% of average for this date and 2.6 inches or 24% of average, respectively. There is discussion among state agencies, the media, and other stakeholders about the possibility of the state returning to drought conditions in 2018. However, it is too early to make definitive conclusions about the water year based on this first survey. Currently Folsom Lake storage is at 55% of total capacity and 113% of historical average (as of January 3, 2018). As of December 2017, 154 reservoirs throughout the state had above average storage equating to 24.1 million acre feet or 110% of the 21.9 million acre feet average for the end of the year.

In November 2017, the region saved 27.6% compared to 2013 or approximately 2.9 billion gallons. The 2017 year to date savings (January through November) is 19.4% or 30.8 billion gallons. The region's November residential gallons per capita per day (R-GPCD) was 83. Year to date and November 2017 statewide savings and R-GPCD data are not available at this time.

- d. **Association of California Water Agencies Update** – Mr. Roscoe won the emissary award at the ACWA Fall Conference. Adam W. Robin accepted a joint award that was presented to RWA and Irvine Ranch for outreach and messaging around water efficiency. Mr. Robin moderated a panel presented by the Legal Affairs Committee on the water rights implications of conservation mandates. RWA has good ACWA representation in the upcoming term with Pam Tobin as the Chair and Mark Emmerson as Vice Chair of Region 4, and Josh Alpine is Chair of Region 3. Mr. Woodling will

Regional Water Authority Status of Grant Awards
January, 2018

	Prop 84 2011 Implementation Grant	Prop 84 Drought Grant	DWR Water Energy Grant	Prop 84 2015 Implementation Grant	Prop 1 Planning Grant	Total
Awarding Agency	DWR	DWR	DWR	DWR	DWR	
Award/Effective Date	8/16/2011	1/17/2014	12/22/2015	1/13/2016	8/8/2017	
Completion Date	6/30/2019	6/30/2018	5/31/2018	6/30/2018	12/31/2018	
Grant Award Amount	\$16,030,766	\$9,765,000	\$2,500,000	\$1,757,000	\$500,000	\$30,552,766
Reimbursement Requests Currently Being Reviewed	\$0	\$1,403,696	\$243,234	\$249,778	\$0	\$1,896,708
Reimbursements Received During Previous Quarter	\$2,182,725	\$673,646	\$938,910	\$16,567	\$0	\$3,811,847
Reimbursements Paid to Date	\$9,682,690	\$5,392,083	\$1,682,424	\$256,996	\$0	\$17,014,193
Grant Award Outstanding	\$6,348,076	\$2,969,221	\$574,342	\$1,250,226	\$500,000	\$11,641,865



Investments, Restricted Cash and Designated Funds, Undesignated Funds and Cash Report

	Unaudited December 31, 2017	Audited June 30, 2017
For the month ending:		
Local Agency Investment Fund (LAIF)	\$2,662,009	\$2,150,450
General Checking Account	\$67,094	\$120,901
 Total Cash and Investments	 \$2,729,103	 \$2,271,351
 Less: Restricted Cash and Designations¹		
Water Efficiency Program (WEP) ²	\$683,280	\$779,760
Prop 84 Project Management ²	\$78,842	\$86,572
Prop 84 3 Project Management ²	\$19,168	\$20,949
Proposition 50 Grant Management ²	\$11,414	\$11,415
Lobbying Subscription Program ²	\$9,806	\$81,806
2014 Drought Program Management	\$27,594	\$37,199
Regional Reliability Plan ²	\$90,251	\$86,143
SRCSD Water Suppliers ²	\$1,567	\$0
Membership Dues Stabilization	\$137,200 ⁴	\$123,900
Subscription Program Stabilization	\$27,300 ⁴	\$28,400
Pension Plan Accounting Change	\$45,000 ⁴	\$42,000
Powerhouse Science Center	\$160,631 ⁴	\$146,759
Strategic Plan Fund	\$101,048 ⁷	\$199,748
 Total Designated Funds, excluding operating fund	 \$1,393,101	 \$1,644,651
 Total Available Cash for Operating Funds		
Operating Fund ³	\$582,200 ⁶	\$505,400
Undesignated Funds ⁵	\$753,802	\$121,300
 Total Designated and Undesignated Funds	 \$2,729,103	 \$2,271,351

¹ Designated funds represents amounts set aside for program specific purposes.

² The cash for this designated fund is restricted as to its use for these specific programs based upon contractual agreements with the participating member agencies.

³ Per Policy 500.1, the Operating Fund is available to pay ongoing RWA operations and administration expenses.

⁴ The designated amounts reflect the June 30, 2018 projected year end balance from the FY2018 budget plus/minus any year end accounting adjustments.

⁵ Per Policy 500.1, Funds in excess of the maximum target designated balances may be used to offset future membership dues and subject to an annual review by the Board.

⁶ The operating fund at June 30, 2018 is estimated to be at 4 months.

⁷ Hiring of strategic planning staff occurred in December 2016. Adjusted to reflect projected available remaining funds at 06.30.18.

REGIONAL WATER AUTHORITY

Income Statement

Year-to-Date Performance, December 2017

	<i>6 Months Ended December 31, 2017</i>	<i>Annual Budget</i>	<i>Unused</i>
REVENUES			
Annual Assessments	863,538.00	863,500.00	(38.00)
Affiliate Members Annual	7,875.00	9,000.00	1,125.00
Associate Membership Annual	51,300.00	51,300.00	0.00
Powerhouse Science Center - Members	73,649.00	60,000.00	(13,649.00)
Powerhouse Science Center - Others	0.00	5,000.00	5,000.00
SGA Service Agreement Fees	228,251.95	595,100.00	366,848.05
Holiday Social Revenue	6,440.00	8,000.00	1,560.00
Miscellaneous Revenue	90.00	0.00	(90.00)
Cash Discounts	125.48	0.00	(125.48)
Interest on S/T Investments	6,861.66	7,000.00	138.34
TOTAL REVENUES	1,238,131.09	1,598,900.00	360,768.91
TOTAL REVENUE	1,238,131.09	1,598,900.00	360,768.91
GROSS PROFIT	1,238,131.09	1,598,900.00	360,768.91
OPERATING EXPENDITURES			
Staff Expenses			
General Salaries	406,669.39	867,200.00	460,530.61
Benefits/Taxes	175,483.65	437,300.00	261,816.35
Travel / Meals	10,084.61	25,000.00	14,915.39
Professional Development	0.00	5,000.00	5,000.00
TOTAL Staff Expenses	592,237.65	1,334,500.00	742,262.35
Office Expenses			
Rent & Utilities	10,403.10	25,000.00	14,596.90
Insurance	25,728.83	25,800.00	71.17
Office Maintenance	0.00	500.00	500.00
Telephone	5,046.94	12,000.00	6,953.06
Dues and Subscription	2,203.76	11,000.00	8,796.24
Printing & Supplies	6,786.71	27,200.00	20,413.29
Postage	1,909.47	3,100.00	1,190.53
Meetings	2,700.26	14,000.00	11,299.74
Computer Equipment/Support	3,607.00	12,600.00	8,993.00
TOTAL Office Expenses	58,386.07	131,200.00	72,813.93



Regional Water Authority
BUILDING ALLIANCES IN NORTHERN CALIFORNIA

Per California Government Code 6505.5 (e), RWA reports the following unaudited information:

For the period ending December 2018

Cash in checking account:	\$	67,094
LAIF Balance	\$	2,662,009

For the period of October 1 to December 2017

Total cash receipts for the period:	\$	6,773,224
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Total cash disbursements for the period:	\$	6,857,937
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Director Tobin's report dated 1/17/2017

ACWA

ACWA Scholarship Program Revamped for 2018

Now Accepting Applications through March 1

Each year, ACWA awards a number of scholarships to qualified graduate and undergraduate students majoring in water resources-related fields. For the upcoming 2018-'19 academic year, ACWA will offer a brand-new scholarship and has launched a new online application system. The association also has updated its Scholarships Toolkit to help members promote available opportunities.

For more information on ACWA's scholarships, please visit ACWA's [website](#).

New Scholarship Opportunity

For the upcoming 2018-'19 academic year, ACWA will grant the first awards under its new scholarship program – the Ted and Nancy Way Scholarship for the Next Generation of Water Leaders.

In 2017, Ted Way, a long-time water leader and former ACWA Water Quality Committee member, approached ACWA about establishing an endowment to fund two \$5,000 scholarships each year. The scholarship will be administered by ACWA and is intended to further the ACWA Board of Directors' initiative to develop and engage the next generation of water leaders.

New Online Application System

To assist students in applying for ACWA scholarship opportunities, the association has launched a new online application system. The online system encourages students to apply for available funds by offering a simplified application, review and awards process. The system also is expected to assist ACWA staff and ACWA's Communications Committee's Award and Scholarship Subcommittee in administering the scholarship program more

efficiency.

The new system can be accessed directly at acwa.awardspring.com.

New Toolkit

To assist ACWA members in promoting available scholarship opportunities in their communities, the association has updated its Scholarships Toolkit for the 2018-'19 academic year.

Items in the toolkit include:

Scholarship guidelines: Members are encouraged to share these guidelines with their local UC and CSU colleges, with students, and the public before the March 1 deadline.

- [ACWA Scholarship](#)
- [Clair A. Hill Scholarship](#)
- [Ted and Nancy Way Scholarship for the Next Generation of Water Leaders](#)
- [Stephen K. Hall Water Law and Policy Scholarship](#)

Sample newsletter or website story: This sample story is available to help members promote available ACWA scholarship's in their newsletter or on their website.

Sample Social Media posts and graphics: These sample posts and graphics are available to help members share information about ACWA's scholarship's on their Twitter and Facebook accounts.

Website "Widget": Those that wish to promote ACWA scholarship opportunities may post this graphic on their agency's website and link it to the ACWA Scholarships page at www.acwa.com/about/scholarships.

The complete toolkit is available to members on ACWA's website.

Applications Being Accepted for New Agriculture Committee Through Feb. 2

Other 2018-'19 Committee Appointments Announced

ACWA members interested in participating in the association's new Agriculture Committee can submit a consideration form through Feb. 2.

The formation of ACWA's 13th standing committee was approved by the membership at the 2017 Fall Conference and Exhibition in Anaheim. The Agriculture Committee will make recommendations to the ACWA Board of Directors, State Legislative Committee, Federal Affairs Committee or other committees, when appropriate, regarding agricultural issues affecting the interests of ACWA and its members.

ACWA's committees are structured to include member representation from all 10 Regions, bringing together diverse voices on technical and policy matters. The Agriculture Committee is an unlimited committee, meaning it is not restricted in size.

ACWA President Brent Hasty recently announced the other 2018-'19 committee appointments with the Board of Directors ratifying the committee chair and vice chair positions at the beginning of the month.

Committee appointments are made by the president upon recommendations from the region chairs and vice chairs, taking into consideration the regional composition and other guidelines. To view the 2018-'19 committee rosters, please check the website for further information.

Committee members are appointed for two-year terms that begin on Jan. 1 of even-numbered years.

ACWA DC2018: Annual Washington, D.C. Conference is Feb 27-Mar 1st, 2018

ACWA's Federal Affairs Committee

Committee Chair Dave Eggerton and Vice Chair Patrick O'Dowd invite you to participate in the Committee's first meeting of the term on January 31, 2018 from 10 am to 1pm in ACWA's Sacramento Office.

This meeting will include orientation materials for new members as well as regular federal legislative and regulatory items.

As members of ACWA's Federal Affairs Committee Greg Zlotnick and I are attending our 2018 DC conference being held at the St. Regis Hotel Feb. 27-March 1. House Majority Leader Kevin McCarthy is already a confirmed speaker. Additionally, we will be participating in **ACWA's lobby day starting** at 8:30am on February 27th.

The groups will be split into Groups:

- Comprehensive Water Solutions
 - WIIN implementation (State-Federal Partnership, Water Transfers), California Water Action Plan, Endangered Species Act, Headwaters/Forest Management
- Water Supply
 - Water Storage, Bureau of Reclamation and USGS Budget, Farm Bill, Water Transfers, Water Recycling and Desal, Colorado River.
- Water Infrastructure
 - Army Corps/WRDA, Water Infrastructure Financing, Clean Water Act, Water/Energy Conservation, and Safe Drinking Water Act

ACWA Board of Directors' Workshop/Meeting: February 1 & 2, 2018

Completed ACWA's 2018-2019 committee appointments

The appointments were made using recommendations from the region chairs and vice chairs and taking into consideration the committee composition and guidelines. Here is the link to all committeees. <https://www.acwa.com/wp-content/uploads/2017/12/2018-2019-Committee-Appointments-3.pdf?cldee=cGV0cHlyc0BzdXJld2VzdC5uZXQ%3d&recipientid=contact-ac4917025c4ae41193f700155dd02250-6ffc33a11f614d9289fdb56c3cba3fea&esid=da418851-3be7-e711-8104-e0071b6a4021>

ACWA Presents Emissary Award to Rob Roscoe

by Heather Engel

Nov 29, 2017

- News Releases

Anaheim, CA – The Association of California Water Agencies (ACWA) today presented its 12th annual Emissary Award to Robert S. Roscoe, a distinguished California water manager and longtime ACWA leader. Presented at ACWA’s 2017 Fall Conference & Exhibition in Anaheim, the award recognizes individuals who have made remarkable contributions to California water through voluntary service to ACWA.

“Rob Roscoe has generously applied his time and expertise to forwarding California water issues through years of dedicated service to ACWA,” said ACWA President Kathleen Tiegs. “His contributions to ACWA’s task forces, committees, and Board of Directors have helped to develop and move forward vital solutions to issues ranging from groundwater sustainability to long term water conservation.”

In addition to his service on committees, region boards and the ACWA Board of Directors, Roscoe has worked to develop ACWA policy initiatives of statewide importance that are outlined in widely distributed policy documents such as “Recommendations for Improving Water Transfers and Access to Water Markets in California” and “Groundwater Management in California: A Framework.”

Roscoe has been a civil engineer in public service for his entire career. He also served as an engineer for water and wastewater districts in the Sierra foothills, the Bay Area, north coast, and Southern California. Most recently, he served as general manager of Sacramento Suburban Water District for 14 years.

Upcoming Events

ACWA State Legislative Symposium

March 14, 2018

Sacramento, CA

2018 Spring Conference & Exhibition

May 8-11, 2018

Sacramento, CA

Water Statesperson

The “**Water Statesperson of the Year**” award recipient is selected for outstanding achievements in building alliances in the RWA service area. The awardee(s) can be from any profession or employment, and need not be an RWA member/participant. This award is intended to recognize specific “timely achievements” during the award year. This award was established in 2001.

2017



Jim Peifer, Senior Engineer for the City of Sacramento; and Andy Fecko, Director of Resource Development for the Placer County Water Agency, received the Water Statesperson of the Year Award.

The “**Distinguished Service Award**” is awarded for services and/or leadership rendered to the region’s water community over a period of years. The award recipient(s) can be from any profession or employment, and not necessarily but preferably, from an RWA member agency. This award was established in 2002.

2017



Rob Roscoe, General Manager for the Sacramento Suburban Water District received the Distinguished Service Award.

RWA Board Meeting January 11, 2018

Richardson and Company completed the financial audit for the fiscal year ending June 30, 2017. Executive Committee reviewed the full audit report and it was passed by the RWA board.

2017 Election of Executive Committee and Chair and Vice-Chair:

Chair ~ Marcus Yasutake (Folsom)

Vice-Chair ~ Paul Schubert (Golden State)

Executive Committee Member ~ Pam Tobin (San Juan WD)

Executive Committee Member ~ Ron Greenwood (Carmichael WD)

Executive Committee Member ~ Jim Peifer (2017 past Chair)

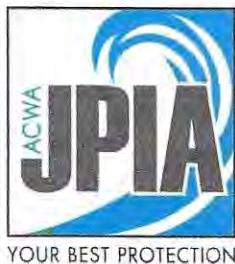
Executive Committee Member ~ Kerry Schmitz (Sac County)

Executive Committee Member ~ Dan York (Sac Suburban WD & New GM)

Executive Committee Member ~ Debra Sedwick (Del Paso Manor WD)

Executive Committee Member ~ Robert Dugan (PCWA)

AGENDA ITEM VII-3.2



December 20, 2017

Mr. John Woodling, Executive Director
Regional Water Authority
Sacramento Groundwater Authority
5620 Birdcage Street, Suite #180
Citrus Heights, California 95610-7691

Re: Liability, Property, and Workers' Compensation Programs Risk Assessments

Dear Mr. Woodling:

It was good to meet with Nancy Marrier, Finance and Administrative Services Manager on December 12, 2017. The purpose was to review District operations, review any new claims, and assess risk exposures.

Earlier this month, I received a communication of the ACWA JPIA's review and content suggestions to RWA's employee handbook. I would like to extend my appreciation to RWA in having this handbook reviewed. Our review is a no-cost service provided by your JPIA membership. Maintaining up-to-date policies is a JPIA Commitment to Excellence (C2E) Program, *Employment Practices* loss reduction menu "best practice," to reduce claims with employment practices.

Nancy and I looked at the JPIA's "Opportunity Review" of the District's employment practices program. From our review, the District is following all best practices associated with this loss reduction focus menu. I have enclosed our completed Opportunity Review for your records. The JPIA wishes to extend our thanks to Regional Water Authority and Sacramento Groundwater Authority for signing on to our C2E Program.

On March 6, 2017, Nancy requested ergonomic workstation evaluations for three staff members. During this risk assessment visit, I inquired about the status of those workstation evaluations. Nancy indicated that RWA purchased new chairs for staff, and all seemed pleased with their new equipment. As shared during my March visit, performing these evaluations and providing staff with appropriate ergonomic equipment is a JPIA C2E *Ergonomic Program* best practice.

Mr. John Woodling, Executive Director
Regional Water Authority
Sacramento Groundwater Authority
December 20, 2017
Page 2

For members in the JPIA's Workers' Compensation Program, there is a standard for staff to attend Ergonomics training. The reduction of ergonomically-related musculoskeletal pain and injury is a key focus of the JPIA's Commitment to Excellence Program. Ergonomics-related musculoskeletal injuries are recognized as the most frequent and costly claims experienced by members in the JPIA's Workers' Compensation Program. With that in mind, in spring 2016, the Risk Management Committee recommended and the Executive Committee approved the JPIA provision that all members in the Workers' Compensation Program, would have all employees attend ergonomics training as part of their new employee orientation, and at least every four years thereafter. Training options include instructor led classes or Target Solutions.

I reviewed staff training records and shared with Nancy that the JPIA has a *C2E Vehicle Program* standard of attending Defensive Driver (DDC) training every four years. The JPIA's Executive Committee established this training specification for all members in our Liability Program, with the intent to reduce vehicle related losses. DDC training increases a driver's awareness of the real and significant risks faced while operating District and personal vehicles. Staff can take this course with a JPIA instructor or online via Target Solutions.

Thank you again for your time, assistance, and participation in the pooled programs. Should you have any questions or need assistance, please contact me at (800) 231.5742, Ext. 3137, or via email at rflint@acwajpia.com.

Sincerely,



Robin Flint, ARM, CSP, CEAS I
Senior Risk Management Advisor

1220:tl

Enc: JPIA Employment Practices Opportunity Review
c: Nancy Marrier, Finance and Administrative Services Manager
JPIA Member Services
JPIA Risk Management Committee
Pam Tobin, JPIA Board Member

AGENDA ITEM VIII-1

DRAFT

Public Information Committee Meeting Minutes San Juan Water District December 15, 2017 1:00 p.m.

Committee Members: Pam Tobin (Chair)
Marty Hanneman, Member

District Staff & Consultants: Paul Helliker, General Manager
Lisa Brown, Customer Service Manager
Teri Grant, Board Secretary/Administrative Assistant
Lucy Eidam-Crocker, Crocker & Crocker
Megan Luevano, Crocker & Crocker

Topics: Wholesale Outreach Project – Update from Crocker & Crocker (W)
Customer Satisfaction Survey Update (R)
Other Public Information Matters
Public Comment

1. Wholesale Outreach Project – Update from Crocker & Crocker (W)

Ms. Eidam-Crocker reviewed the Retail Research Report with the committee. A copy of the report will be attached to the meeting minutes. She explained that she interviewed the wholesale customer agencies (retail agencies) and compiled their responses into the report. The responses from the agencies about ongoing collaboration with the District were generally positive, including the wholesale outreach mailer that was distributed in October 2016. The agencies expressed interest in joint communication efforts with the District in the future.

The committee discussed developing an annual newsletter that would be distributed to all customers in the wholesale and retail service area, and will discuss this at the next Public Information Committee meeting. In addition, the committee discussed the use of the retail agencies' logos in the newsletter. It was also mentioned that the retail agencies would like their logos on the WEL Garden sign when the sign is updated. Director Tobin informed the committee that Marcus Yasutake, City of Folsom, might be interested in working with the District on the WEL Garden. Ms. Brown will contact him to discuss this opportunity.

The committee discussed the open house that is proposed to be planned for Fall 2018. Ms. Brown will be contacting the retail agencies to seek their interest in participating in the event. Mr. Helliker suggested that we hire an event planner, since customer service and conservation staff are in the middle of a software transition. Director Hanneman suggested that a proposal for such services be solicited from Crocker & Crocker, as well. In addition, Director Tobin mentioned that she needs to plan an ACWA Region 4 event and will consider proposing something similar to the legislative event in which the District participated a couple years ago, which included a tour of the water treatment plant and Folsom Dam. Mr. Helliker mentioned that a tour of the

spillway might be of interest since the Bureau is about to complete and begin operations under the new operation control plan.

2. Customer Satisfaction Survey Update (R)

Ms. Eidam-Crocker informed the committee that RFPs for the customer satisfaction survey were sent out and two companies were considered. The District has contracted with FM3 for development and implementation of the telephone survey. Director Hanneman inquired if the survey could be placed on the District's website. Ms. Brown explained that the survey could be placed on the website but that FM3 will only calculate results from the telephone survey to maintain statistical validity. Any additional feedback from customers completing the survey on the website could be used by staff to supplement the results provided by FM3.

3. Other Public Information Matters

Ms. Eidam-Crocker provided the committee with a sample of the pictures that were taken of various staff. Director Tobin suggested that department pictures be placed on the website. In addition, Ms. Eidam-Crocker provided a sample of the WaterGram. Director Tobin commented that the wording in the WaterGrams need to use more layman terms and provide more information that is discussed at Board meetings.

Mr. Helliker informed the committee that he will provide a brief update regarding SJWD at the Fair Oaks Water District's Prop. 218 hearing on December 18th.

Ms. Brown informed the committee that she just received a news release from FOWD regarding a tree planting event that they are holding on December 16th.

4. Public Comment

There was no public comment.

The meeting adjourned at 2:15 pm.

San Juan Water District
Retail Research Report
December 12, 2017



Introduction

As San Juan Water District embarks on finalizing its five-year strategic plan, the District is developing a wholesale public outreach plan to fit within this framework. With a goal to work in a collaborative manner and in partnership with the retail agencies, San Juan recently engaged Crocker & Crocker to conduct stakeholder interviews with each retail agency general manager.

Lucy Eidam Crocker met with each general manager to uncover insights about their public outreach activities, agency priorities and how San Juan can collaborate and work best with each moving forward. Stakeholder participants included:

- City of Folsom, Marcus Yasutake
- Citrus Heights Water District, Hilary Straus, Susan Sohal and Chris Castruita
- Fair Oaks Water District, Tom Gray
- Orange Vale Water Company, Sharon Wilcox

The following report summarizes key findings and high-level recommendations.

Agency/Customer Communications & Outreach Collaboration

Overall, the retail agencies feel San Juan's communications with them is adequate. They were quick to point out that whenever they need information or an update, San Juan's General Manager Paul Helliker is quick to provide it. Some mentioned that the executive committee meetings are no longer being held and thought that was a good idea as long as they continue to proactively hear important updates about San Juan's activities and how it affects their district and customers.

Overall, the retail agencies want to see and support enhanced communications from San Juan to their customers—with the caveat they see the copy prior to distribution. They see the value of their customers understanding they are part of San Juan Water District.

Many asked for continued content for their own outreach materials like newsletters, bill inserts and websites. They mentioned content like Hinkle's upgrades, wholesale rate increases/how they are being spent and advocacy efforts.

Several mentioned they think San Juan should develop an annual or semi-annual newsletter to all their customers about San Juan's activities and how they impact their customers. A few thought speaking engagements would be fine and others felt joint events, e-blasts and or/web content on San Juan's page to enhance their own efforts would be helpful.

They would like content to be clear who San Juan is in relation to their customers and the services San Juan provides them. Some recommended that items sent by San Juan include the retail logos on them to assist with the tie in with the “family” of agencies.

Some of the past activities that San Juan conducted that received positive feedback included the recent information about the wholesale rate increase, the wholesale newsletter and the For the Sake of the Lake news conference and follow-on public affairs activities (this included the participating retail agency logos on outreach activities).

In new or ongoing communications from San Juan to their customers, they would like to have the following information addressed:

- Water projects in their service area (or customers/constituents in San Juan's service area that may be Folsom residents, for example)
- Wholesale rate increases
- Federal and state advocacy updates
- Federal and state legislation/bills
- Hinkle—need, progress, funding, financing
- Water treatment plant projects
- Federal contracts
- Capital improvement projects in retail service areas
- How San Juan is managing its water portfolio and why it needs its excess water supplies

Citrus Heights is open to joint community events with San Juan but would like them in their own service area. City of Folsom is also, depending on the topic, and potentially holding them at San Juan's WEL Garden. At some point, Folsom may develop its own WEL garden.

Fair Oaks is also interested in joint programs and thought programs like Protect Our Folsom Water were very strong. They also used the content for the wholesale rate increases. Fair Oaks would also like San Juan to consider developing and distributing a Prop 218 mailer to its wholesale service area the next time it increases rates. That would allow San Juan to tell its own story to all its customers. Fair Oaks is aware it is not required by law.

Fair Oaks wants its own and San Juan's website to be a useful resource for customers and the public. For example, since the state required water efficiency during the drought, it would be helpful if San Juan had provided periodic suggestions for web-based content for items that would outline how that as well as other topics that San Juan is working on that affects the district and their customers.

The agencies want to see the copy prior to distribution to customers in their service area. Citrus Heights Water District and Orange Vale would like to review communications materials to be distributed in their service area. Fair Oaks seemed to be ambivalent about whether they needed to see the materials for approval but want to be cc'd prior to distribution.

Other

- The City of Folsom Environmental and Water Resources Director would like to be cc'd on communications about activities taking place in the American River Canyon. Although Folsom does not serve that area, those customers are City of Folsom residents and they would like know what water projects are taking place in case they get questions.
- Add retail logos to WEL Garden sign (this was also brought up several years ago in this report when Crocker & Crocker interviewed the retail GMs).

Target Stakeholders Retail Agency Service Areas

Most of the retail agencies feel positively about San Juan leadership speaking to or reaching out to stakeholder groups in their service area as long as they are kept abreast of the activities and invited to attend and/or review the copy prior to it taking place. This may include e-blasts or other communications.

The following stakeholders were mentioned during the interview process:

Citrus Heights Water District

- REACH (Residents Empowerment Association of Citrus Heights)
- Senior clubs,
- Service clubs: Rotary, Kiwanis
- Chamber of Commerce
- Leadership Citrus Heights
- Orangevale CPAC
- Sunrise Marketplace (to a lesser extent)

Fair Oaks Water District

- Fair Oaks Cemetery District
- Fair Oaks Rotary
- Fair Oaks Chamber of Commerce

Orange Vale Water Company

- Orangevale Chamber of Commerce
- Orangevale Recreation and Parks District
- Community center
- Grange
- Veteran's Hall

Topics each Retail Agency will Address in Next Few Years

Citrus Heights Water District

- 2030 CIP program
- Water metering transition
- Groundwater program

Fair Oaks Water District

- Rate increases
- Aging CIPs

Orange Vale Water Company

- Replacing 1,350 feet of pipeline every year (aging pipelines)
- May pursue yearly rate increase (slight increases to keep up with pace)

Retail Agency Outreach Resources

Citrus Heights Water District

- Speaking engagements to neighborhood associations and *Orangevale > CPAC*
- Newsletter (semiannual—they believe it's most effective tool)
- Facebook
- Nextdoor
- Bill inserts
- E-blasts—*some emails gathered so far*
- 20,000 customers, few thousand emails in place gathered
- Community advisory committee
- Online marketing – Bee, Citrus Heights Sentinel, Messenger (effective)
- Workshops (weeknight classes are effective)

City of Folsom

- City newsletter
- Electronic newsletter
- Bill inserts
- Facebook
- City website
- Water conservation
- Social media

Fair Oaks Water District

- Website
- No e-blast system yet (gathering emails)

Orange Vale Water Company

- Utility bills (monthly; put in info as needed; used the wholesale rate information in utility bills that was developed by San Juan—want this kind of activity to continue)
- Website
- Message on bills

Other

- One agency brought up concerns about why San Juan is not funding its programs as pay/go and the cost of financing programs through bonds.
- Another thought that it would be beneficial for San Juan to develop a proactive communications process for wholesale that would outline upcoming activities to ensure that activities that affect retail agencies and their customers are handled by outside professionals.
- Another agency brought up that they are not concerned by consolidation and San Juan should be able to conduct its business as it wishes.

High-Level Recommendations

Below are several high-level recommendations resulting from insights gleaned through the stakeholder interviews. Crocker & Crocker will integrate the recommendations on a more detailed level in the wholesale outreach plan.

- Support and enhance communications with retail agency customers to raise awareness about San Juan's role and how the retail agencies and their customers are connected to San Juan
 - Plan to address specific outreach activities such as providing content for use in each retail agency's existing communications activities (websites, bill inserts, newsletters, etc.)
 - Topics of interest include Hinkle upgrades, wholesale rate increases/how spent, advocacy efforts, legislative updates, water treatment plant projects, CIPs, federal contracts and water supply management
- Develop an annual or semi-annual newsletter for distribution to retail agency customers
- Add retail agency logos to outreach materials distributed to the retail agency's customers
- Provide opportunity for retail agency members to review copy/outreach materials in advance of distribution to their customers
 - Determine one point of contact at each agency to serve as the point person for content review
- Keep retail agencies informed of any speaking engagements conducted in their service area
- Evaluate opportunities to partner with retail agencies on events and/or speaking engagements in their service areas as well as other outreach activities

AGENDA ITEM VIII-2 DRAFT

Water Supply & Reliability Committee Meeting Minutes San Juan Water District January 9, 2018 9:30 a.m.

Committee Members: Pam Tobin, Chair
Dan Rich, Director

District Staff: Paul Helliker, General Manager
Greg Zlotnick, Water Resources Specialist
Teri Grant, Board Secretary/Administrative Assistant
Joshua Horowitz, Legal Counsel

Topics: Water Transfers (W)
Other Matters
Public Comment

1. Water Transfers (W)

Mr. Helliker provided the committee with a staff report which was prepared by Greg Zlotnick, Water Resources Specialist. A copy of the staff report will be attached to the meeting minutes. Mr. Helliker explained that water transfers were discussed with the Board during the strategic planning session. In addition, Mr. Helliker informed the committee that the *Water Transfers: An Options Assessment* document, which was an attachment to the staff report, was developed to provide details of water supplies and the regulatory and institutional context within which water transfers are being pursued.

Mr. Zlotnick reviewed the findings of the report with the committee. He explained that the District has excess water versus its current demands. The historical water use has been 54,600 acre feet (AF) per year and in 2016 the District's use was 33,575 – a difference of 21,025 AF. He explained that conserved water transfers are not a straight calculation on which to determine the amount available to transfer; therefore, the 21,025 AF would not entirely be available to transfer. He explained that the next step is to develop technical information which calculates the net available water for transfer based on a determination of what was consumptively used and did not return to the system.

The committee discussed an upcoming meeting with DWR, conserved water transfers, conjunctive use, groundwater substitution transfers, groundwater banking, CEQA/NEQA requirements, and short-term and long-term water transfers. Mr. Horowitz explained that the District can only transfer water that was previously shown to be put to beneficial use.

Mr. Helliker informed the committee that over the next week there are meetings with Santa Clara Valley Water District, Fair Oaks Water District, Carmichael Water District and Sacramento Suburban Water District regarding possible water transfer opportunities and potential for pursuing collaborative efforts. He will review the

information provided to the committee and an update on the outcome of those meetings at the January 24th Board meeting.

2. Other Matters

Mr. Helliker informed the committee that there was a water line break at American River Canyon requiring emergency repair. The cost to replace the 300 linear feet of pavement is above his authorization level. The lowest bid on the project came in at \$59,000. He explained that District policy allows for two Board members to provide him with the authorization to proceed in an emergency. Directors Rich and Tobin agreed that the emergency repair was needed and authorized the General Manager to proceed with the repairs. Mr. Helliker will request ratification of the committee's action for the expenditure at the January 24th Board meeting.

3. Public Comment

There were no public comments.

The meeting adjourned at 10:30 am.

AGENDA ITEM VIII-3

DRAFT

Engineering Committee Meeting Minutes San Juan Water District January 6, 2018 4:00 p.m.

Committee Members: Dan Rich, Chair
Ted Costa, Director

District Staff: Paul Helliker, General Manager
Tony Barela, Operations Manager
Rob Watson, Engineering Services Manager
Teri Grant, Board Secretary/Administrative Assistant

Members of the Public: Damien Waples, SMUD

Topics: SMUD SolarShares Contract (W & R)
Meter Replacement Program Planning Study (R)
Other Engineering Matters
Public Comment

1. SMUD SolarShares Contract (W & R)

Mr. Barela introduced Mr. Damien Waples from SMUD and informed the committee that staff is looking at power options for the Bacon Pump Station. Mr. Waples conducted a brief presentation on SMUD's SolarShare program. Mr. Waples explained that SMUD builds and maintains the solar facility offsite which is considered community solar.

Mr. Waples explained that the District could buy into this community solar for \$405 the first year and lock the District into an electric charge of \$.0950 per kWh for the term of the contract which would be 20 years. He explained that there is also a \$.0154 per kWh delivery service charge which is subject to change at the standard commercial rate. He informed the committee that only 50% of the energy needs to the Bacon Pump Station would be covered under this agreement. He informed the committee that the expected savings to the District over the 20 year term is approximately \$197,000. He explained that the savings is based on the expectation of SMUD increasing their rates at 2% per year – if that rate increase is different, then the cost savings would mirror the change.

Mr. Barela informed the committee that Legal Counsel reviewed the contract and had no issues with the contract. A copy of the draft contract will be attached to the meeting minutes. In response to Director Costa's question, Mr. Waples explained that there is an early termination fee based on the remaining years in the contract multiplied by the penalty fee of approximately \$.05 per kWh. Mr. Helliker explained that this could potentially be a \$260,000 penalty if the District cancelled half way through the contract. Mr. Barela commented that there are no plans to change the Bacon Pump Station.

Mr. Barela informed the committee that when Honeywell completed their assessment of energy use at the District last year, they did not recommend that the District expand the existing solar facility.

The Engineering Committee recommends that staff bring this item to the January 24th Board meeting for review

2. Meter Replacement Program Planning Study (R)

Mr. Helliker informed the committee that staff has been meeting with Citrus Heights Water District, Orange Vale Water Company and Sacramento Suburban Water District regarding the Meter Replacement Program Planning Study. He believes that only CHWD is interested at this time to move forward with the study.

Mr. Barela informed the committee that most meters were installed in the District's retail service area starting in 1997 and installation was completed by 2004. There were a few meters installed prior to 1997. In addition, between 2004 and 2017 some meters were replaced with touch read meters. At this time, there are 10,690 meters installed in the retail service area, with 4,180 meters older than 15 years. He explained that the typical meter life is between 15-20 years. He reported that the current practice is to replace approximately 1% of the meters per year.

Mr. Barela informed the committee that CHWD initiated the study and, in an effort to help reduce costs, offered to conduct the study jointly with neighboring water agencies. He explained that Phase 1 is Individual Agency Assessment; Phase 2 is Next Generation Program Options; Phase 3 is Implementation Strategy; Phase 4 is Long Term Planning; and Phase 5 is the Final Report. He explained that the next step is to determine the participants, then enter into a cost share agreement for the study before the RFP can be completed and issued. Mr. Helliker will be meeting with CHWD to discuss the cost share agreement. He stated that CHWD is planning to conduct extensive public outreach to cover over issues besides the meter replacements.

Mr. Barela explained that meter information for each connection is maintained in the CIS and CMMS systems at the District. Mr. Barela informed the committee that the plan will be to have all the meters the same brand so that the District can access the same information from all the meters. Mr. Helliker informed the Board that there is approximately \$60,000 in the budget for meters this fiscal year.

Director Costa commented that priorities such as the Hinkle Reservoir need to be considered prior to implementing a meter replacement program. Mr. Barela explained that staff is preparing the plan for meter replacement with the knowledge that the meters will need to be replaced at some point in the future. Director Rich suggested that customers be surveyed regarding AMI meters.

For information only; no action requested.

3. Other Engineering Matters

Mr. Helliker informed the committee that staff is still working on the facilities plan and will bring that to the next Engineering Committee meeting.

4. Public Comment

There were no public comments.

The meeting was adjourned at 5:35 p.m.



COMMERCIAL SOLARSHARES® PROGRAM – SOLARSHARES® AGREEMENT

This SolarShares® Agreement (“SSA”), entered into and made effective on the 31st day of December, 2017 (“Agreement Date”), by and between San Juan Water District (“Customer”), and the Sacramento Municipal Utility District (“SMUD”) – each a “Party” and, collectively, the “Parties” – states the nature and extent of the agreement between the Parties.

RECITALS

This SSA is entered into with reference to the following facts:

- A. WHEREAS, SMUD is an electric utility serving customer load in Sacramento County and small adjoining portions of Placer and Yolo Counties that owns and operates an electric power system; and
- B. WHEREAS, Customer is a commercial customer of SMUD; and
- C. WHEREAS, SMUD and Customer wish to develop a strategic partnership to facilitate renewable power for Customer’s facilities; and
- D. WHEREAS, SMUD has an innovative SolarShares® program whereby a portion of its solar power will be allocated to meet the electricity needs of Customer’s facilities; and
- E. WHEREAS, Customer wishes to purchase solar power from SMUD’s commercial SolarShares® program.

NOW, THEREFORE, in consideration of the above-mentioned recitals and the covenants herein, the Parties mutually agree as follows:

AGREEMENT

1. Purpose. The purpose of this SSA and the intent of the Parties, is for SMUD to sell Customer, and Customer to purchase from SMUD, solar power under SMUD's Commercial SolarShares® Program to be allocated to Customer Account Number(s) listed in Exhibit A, attached and incorporated herein. This SSA is required as a condition of taking service under SMUD's Commercial SolarShares® Program Pilot Schedule CSS, attached and incorporated herein as Exhibit B. In addition to this SSA, Customer is subject to the terms and conditions of Pilot Schedule CSS. In the event of any conflict or inconsistency between this SSA and the Pilot Schedule CSS, this SSA shall control.
2. SolarShares® Allocation. Under its Commercial SolarShares® Program, SMUD will allocate to Customer a kilowatt hour (kWh) portion of solar energy from photovoltaic energy facilities in the amount of 533,568kWh/year, hereinafter referred to as "SolarShares® Allocation." The SolarShares® Allocation is distributed to Customer according to the production periods in Exhibit C, attached and incorporated herein, subject to fluctuations in each period. These periods may adjust in the future with changes to the standard retail rate adopted by SMUD's Board of Directors from time to time. If SMUD's Board of Directors changes these periods, SMUD will issue a new Exhibit C, which shall then become part of this SSA without formal amendment.
3. Renewable Energy Credits. The SolarShares® Allocation includes the Renewable Energy Credits (RECs) associated with the production of the solar energy, and Customer may make all claims to renewable and environmental attributes in the RECs, including that Customer uses solar power. The RECs associated with SolarShares® production will be retired by SMUD on Customer's behalf.
4. Price. SMUD shall sell and Customer shall purchase the SolarShares® Allocation effective on the first available billing period of the Customer Account Number(s) up to ninety (90) calendar days after the Agreement Date. Customer's SolarShares® Allocation is subject to the following pricing:
 - A. SolarShares® Price – the price for the SolarShares® Allocation under this SSA consists of the pricing components below, referred to collectively as "SolarShares® Price."

i. Energy Cost Component - \$.0950 /kWh (fixed)

- This Energy Cost Component replaces Customer's energy-only charges under its applicable standard SMUD rate, attached and incorporated herein as Exhibit E. SMUD will calculate this component on a time-of-use basis depending on when Customer's kWh usage at its facilities occurs, and apply the generation according to Exhibit C which is attached and incorporated herein. The Energy Cost Component is fixed and will not adjust in the future. The Energy Cost Component includes the RECs associated with SolarShares® production pursuant to Section 3.

ii. Delivery Service Charge (DSC) (variable)

- The initial price of the DSC is \$0.0154/kWh. This non-bypassable DSC is based on the delivery costs normally included in the customer's standard SMUD rate. This represents the cost to recover fixed charges not recovered in the System Infrastructure Fixed Charge. These charges are not fixed and may adjust with changes to the standard retail rate adopted by SMUD's Board of Directors from time-to-time.

- B. SMUD's Standard Rates (Non-SolarShares® energy) - For energy that Customer uses that exceeds the Customer's SolarShares® Allocation, the price for the other components of SMUD's electric service shall apply to customers under the applicable SMUD retail rate schedule (see Exhibit E). The additional rate components are referred to collectively as "SMUD's Standard Rates" and are subject to changes adopted by SMUD's Board of Directors from time-to-time. These charges may include:

- i. Electricity Usage Charges
- ii. System Infrastructure Fixed Charge
- iii. Site Infrastructure Charge
- iv. Summer Super Peak Demand Charge
- v. Power Factor Adjustment or Waiver Price
- vi. Campus Meter Charges (customers under Campus Bill option) Data Service Meter Rental (customers under Campus Bill option)

5. Billing. SMUD shall apply the SolarShares® Price to the monthly bills for Customer's Account Number(s) listed in Exhibit A. As outlined in section 4 above, the SolarShares® billing will start within ninety (90) calendar days after the Agreement Date.

6. **SMUD's Rates, Rules and Regulations.** As a customer of SMUD, and except as otherwise addressed in this SSA, Customer is subject to SMUD's Rates, Rules and Regulations and nothing in this SSA shall change, amend or affect the rights, conditions and obligations established in SMUD's Rates, Rules and Regulations, which are amended from time to time.

 - A. In the event that an account rate category is amended for a participating account and the amended rate category does not qualify for the same SolarShares® participation level, SMUD will inform Customer of the availability of SolarShares® at the new rate for the affected account. Transitioning the rate and any SolarShares® allocation may take up to ninety (90) days.
 - B. In the event of any inconsistency or conflict between this SSA and SMUD's Rates, Rules and Regulations, the terms and provisions of this SSA, shall control.
7. **Resizing and Transferring.** During the Term of this SSA, SMUD may, at its sole discretion, resize Customer's SolarShares® Allocation according to the guidelines below. Customer's resizing shall not affect or change the Term under section 9 and the Energy Cost Component under section 4(A)(i).:

 - A. **Downsizing:** Subject to the limitations in section 8 below, if the Customer carries a negative balance for three consecutive months as a result of over-generation, then an evaluation of Customer's SolarShares® participation will be performed that may result in a recalculation of the allocation. SMUD may reduce the SolarShares® Allocation proportionate to the over-generation.
 - B. **Upsizing:** Subject to the limitations in section 8 below, upon request by Customer to SMUD to increase its SolarShares® Allocation, SMUD may upsize the allocation. Upsizing is contingent upon availability of SolarShares® product, other customer subscriptions, and Customer usage.
 - C. **Transferring:** Transferring of SolarShares® participation from Customer Account Number(s) listed in Exhibit A to a new Customer Account(s) will only be allowed under the following conditions:
 - i. Customer notifies SMUD with at least ninety (90) calendar days notice that it will close the existing Customer Account Number(s) in Exhibit A with the intent to open a new Customer account at another location inside SMUD electrical service boundaries
 - ii. If the Customer's newly established electrical service account does not meet the same load demand as the previously closed account, SMUD may, at its sole discretion modify the SolarShares allocation kWh.

- iii. The new Customer account must open within 12 months of the closure of the Customer Account Number(s) listed in Exhibit A.
8. **Behind-the-meter Generation.** During the Term of this SSA, if Customer elects to install behind-the-meter generation for the Customer Account Number(s) listed in Exhibit A, or relocates to a facility that has behind-the-meter generation, Customer is subject to the following provisions:
- A. Resizing adjustments, as provided in section 7 above, are not available to Customer Account Number(s) listed in Exhibit A that install behind-the-meter generation, or relocates to a facility that has behind-the-meter generation.
 - B. Behind-the-meter generation shall be credited by SMUD as primary and SolarShares® generation credits shall be secondary.
 - i. **Primary** = Behind-the-meter kWh generation shall be credited first, before SolarShares® kWh generation credit.
 - ii. **Secondary** = SolarShares® kWh generation shall be credited second, after behind-the-meter generation.
 - C. SolarShares® kWh over-generation shall be credited at the applicable time-of-use (TOU) wholesale rate as listed on SMUD's website (www.smud.org) when the SolarShares® kWh Allocation and behind-the-meter generation are in excess of Customer usage, resulting in negative electrical usage. The wholesale rate is updated annually and posted on the website.
 - D. Behind-the-meter generation shall be sized per SMUD's applicable Net Energy Metering (NEM) rules and guidelines.
 - E. In no event will SMUD adjust the SolarShares® Allocation for the Customer Account Number(s) listed in Exhibit A when behind-the-meter generation is installed (or relocates to a facility with behind-the-meter generation) that applies to the account(s). The SolarShares® Allocation shall remain in full for the Term of this SSA regardless of behind-the-meter kWh generation or onsite electrical load changes.
9. **Term and Termination.**
- A. The SSA shall commence on the Agreement Date, and expire 20 years after the SolarShares® Agreement Date (Term). Customer may terminate for convenience at any time during the Term with at least a ninety (90) calendar day advance notice to SMUD. Early termination by Customer on an individual account basis will result in an early termination fee per account according to the schedule outlined in Exhibit D, attached and incorporated herein. The early termination fee is calculated based on the SolarShares® Annual Production of kWhs in Exhibit C, multiplied by the termination multiplier corresponding to the number of full years remaining under the SSA.
 - i. In the event a Customer closes an Account Number(s) in Exhibit A, SMUD will reasonably attempt to redistribute the

kWh's from the closed account to the other account(s) listed on Exhibit A provided the reallocation does not cause a singular account to carry a negative balance for 3 consecutive months causing the remaining account(s) in Exhibit A to over-generate per section 7A. The reallocation of kWhs is subject to the sole discretion of SMUD and in certain circumstances all kWhs will not be redistributed. If all kWhs are not redistributed, Customer is subject to the termination fee applied on the remaining non-redistributed kWhs for the closed account.

- B. Notwithstanding subsection A above, Customer is not subject to the early termination fee as outlined above if at least one of the following conditions is satisfied:
- i. Customer becomes bankrupt or insolvent, and demonstrates such occurrence to SMUD's satisfaction;
 - ii. Customer closes Account Number(s) in Exhibit A with SMUD and does not open new SMUD account number(s) for a period of at least twelve (12) consecutive months; or
 - iii. Customer closes Account Number(s) listed in Exhibit A and at the sole discretion of SMUD, SMUD is able to reallocate the kWhs from the closed account to the remaining accounts listed in Exhibit A without a singular account carrying a negative balance for three (3) consecutive months causing the account(s) to over-generate.
10. Economic Performance. Customer financial outcomes due to participation in the SolarShares® program may differ from those anticipated by Customer, as Customer on-site usage patterns, behind-the-meter generation (if applicable), and SMUD's Standard Rates may vary over time. SMUD disclaims, and Customer waives, any warranty with respect to any cost savings from the SolarShares® Allocation and Customer's participation in the SolarShares® program.
11. Limitation of Liability. In no event shall one Party be liable to the other Party for any indirect, special, consequential or incidental damages, regardless of whether the Party has been informed of the possibility of such damages or is negligent, and whether or not such damages were reasonably foreseeable. The foregoing limitation on liability shall not apply in the case of a breach of this Agreement by a Party due to its willful default or gross negligence.
12. Relationship of the Parties. This SSA does not constitute, create nor give effect to a partnership, joint venture, or any agency between the Parties.
13. Applicable Law. Each Party shall comply with all applicable federal, state and local laws, regulations or ordinances in effect or hereafter adopted. This SSA shall be governed by and construed and interpreted in

accordance with the substantive laws of the State of California, and federal rules and regulations as applicable.

14. Assignment. This SSA, or any interest herein, shall not be transferred or assigned – in whole or in part-by either Party without the prior written consent of the other.
15. Changes. No modification or amendment to this SSA shall be binding upon the Parties unless made in writing and signed by a duly authorized official of both Parties.
16. Severability. In the event any portion of this SSA is deemed invalid or unenforceable for any reason by a court of competent jurisdiction, the remaining portions of this SSA shall remain in full force and effect.
17. Ambiguities. This SSA is a product of negotiation and the Parties have agreed to each term of it, and as such, ambiguities, if any, in the terms of this SSA shall not be construed against any Party.
18. Counterparts/Electronic Delivery. This SSA may be signed in counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. This SSA may be executed and delivered by facsimile or electronic transmission and the Parties agree that such facsimile or electronic (e.g., .pdf) execution and delivery shall have the same force and effect as delivery of an original document with original signatures, and that each Party may use such facsimile or electronic signatures as evidence of the execution and delivery of this SSA by the Parties to the same extent that an original signature could be used.
19. Entire Agreement. This SSA constitutes the entire understanding between the Parties with regard to SolarShares®. Each Party covenants that there is no agreement between itself and any other person, firm, or corporation which would impair the full force and effect of this SSA.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the dates indicated below.

SACRAMENTO MUNICIPAL UTILITY DISTRICT

By: _____

Name:

Title:

Date: _____

San Juan Water District

By: _____

Name:

Title:

Date: _____

Exhibit A

A.1. Account Numbers and kWh Allocation

Customer Account Number included in SSA	Annual Allocation in kWh
6237420	533,568

A.2 Effective Date

Upon issuance of a new Exhibit A, the Parties will insert a new effective date for this Exhibit A, which will replace the prior Exhibit A.

Month, Day, Year

A.3 Changes to Exhibit A. The Parties, upon mutual agreement, may revise this Exhibit A as appropriate to add or remove Accounts and/or change annual kWh allocation, and issue a new Exhibit A which shall then become part of the SSA to reflect the addition or removal of City Accounts. No formal amendment of the SSA is required to update this Exhibit A.

Signature of Customer

Signature of SMUD

Exhibit B

I. Applicability

The Large Commercial SolarShares® Program applies to general service customers with monthly maximum demand of at least 21 kW for three consecutive months as defined in rate schedules GS-TOU3, GS-TOU2, and GS-TOU1. Campus billed customers are eligible for this SolarShares® program.

This schedule CSS will terminate December 31, 2017 or when a permanent SolarShares® rate schedule is available. Customers that subscribe prior to termination will continue in the program under the terms and conditions of their SolarShares® Agreement (SSA).

Service under this schedule is on a first come, first served basis, depending on the availability of SolarShares® generation.

II. Commercial SolarShares® Price

The price for this SolarShares® program will consist of three components:

A. SolarShares® Energy Cost Component – for energy produced and used by the SolarShares® program

This energy cost component has different pricing options available based on the SSA term and the customer's rate category. This component will not be adjusted for the duration of the contract. The renewable energy credits (RECs) associated with the SolarShares® generation will be retired on the customers' behalf.

Energy Cost Component (SolarShares® Electricity Charge)		
Contract Term	Rate Categories: GSS_T; GUS_S; GUP_S; GUS_M; GUP_M; GUT_M; GUS_L	Rate Categories: GUP_L; GUT_L
Five Years	\$0.1150/kWh	\$0.1100/kWh
Ten Years	\$0.1050/kWh	\$0.1000/kWh
Twenty Years	\$0.0950/kWh	\$0.0900/kWh

SolarShares® energy will be allocated based on the time-of-use period pricing values of the expected energy production of the solar arrays for the program, which is based on an estimated annual generation profile. The monthly and annual SolarShares® energy production will remain fixed for the duration of the contract term, unless subject to resizing under Section III.

B. SolarShares® Delivery Service Charge Component – for the non-bypassable fixed cost components of the SolarShares® generation

This non-bypassable delivery service charge is based on the delivery costs normally included in the customer's standard rate. These charges are not fixed and may adjust with changes to the standard retail rate adopted by SMUD's Board of Directors from time to time. These charges may include the following elements:

- Generation capacity
- Ancillary services
- Delivery services (transmission and distribution)
- Public goods
- Fixed distribution facilities recovered in energy
- Power factor adjustments
- Program administration

The initial pricing is \$0.0154/kWh in 2017.

C. Standard Retail Rate – for energy used that exceeds the customer’s SolarShares® purchase (non- SolarShares® energy)

The price for the other components of SMUD’s electric service shall apply to customers under the applicable SMUD rate schedule. The additional rate components are referred to collectively as “SMUD’s Standard Rates” and are subject to changes adopted by SMUD’s Board of Directors from time to time. These charges include, but are not limited to:

- Electricity Usage Charges
- System Infrastructure Fixed Charge
- Site Infrastructure Charge
- Summer Super Peak Demand Charge
- Power Factor Adjustment or Waiver
- Campus Meter Charges (customers under Campus Bill option)
- Data Service Meter Rental (customers under Campus Bill option)

III. SolarShares® Sizing

The sizing of the SolarShares® allocation will be based on the customer’s usage to avoid over-sizing. SolarShares® kWh Credited is intended to supply customer’s own electric usage only. SolarShares® allocation may be re-sized in the future to account for over generation or if usage patterns change.

IV. Billing

The following is the description of the line items related to the SolarShares® program:

- SolarShares® kWh Credited – represents the number of cumulative kWh generated from the SolarShares® program.
- SolarShares® Credit – represents the cumulative time-of-use pricing value of the kWh generated from the SolarShares® program generation and is applied as a credit to the standard rate charges.
- SolarShares® Electricity Charge – represents the fixed SolarShares® energy cost multiplied by the total kWh of SolarShares® supplied.
- SolarShares® Delivery Service Charge – represents non-bypassable cost multiplied by the total SolarShares® kWh supplied.

In the event that a participant’s SolarShares® generation exceeds the energy usage during the same billing period, the excess generation will create a monetary credit that shall be applied against all other charges on the same monthly bill. If there is a remaining credit after application to the monthly bill, the credit balance will be carried over to the next monthly bill as a credit.

If a credit balance persists for three consecutive months, SMUD, at its sole discretion, may downsize the participant’s SolarShares® participation level, effective the following billing period.

V. Term and Termination

The customer shall execute a SSA with SMUD for the purchase of the SolarShares® generation. The SSA contract term period shall be for five, ten, or twenty years, at customer’s option. Early termination will result in an exit fee.

As a customer of SMUD, and except as otherwise addressed in the SolarShares® Pilot SSA, the SolarShares® program participant is subject to SMUD's Rates, Rules and Regulations (and which are amended from time to time) and nothing in the SolarShares® SSA shall change, amend or affect the rights, conditions and obligations established in SMUD's Rates, Rules and Regulations.

VI. Electricity Usage Surcharges

The SolarShares® kWh generated from the SolarShares® program participation will have no effect on electricity usage surcharges.

Refer to the following rate schedules for details on these surcharges.

- A. **Solar Surcharge.** Refer to Rate Schedule 1-SB1.
- B. **Hydro Generation Adjustment (HGA).** Refer to Rate Schedule 1-HGA.

VII. Conditions of Service

A. General Eligibility Requirements

The following rate categories are eligible for participation: GSS_T, GUS_S, GUP_S, GUS_M, GUP_M, GUT_M, GUS_L, GUP_L, and GUT_L. This schedule is not available to customers on the net energy metering (NEM) rate. Participants shall not install any solar system for net energy metering during the term of the contract.

B. Duration

Upon conclusion of the contract term, the customer will continue to receive electric service under its standard applicable rate category.

Exhibit C

C.1. SolarShares® Annual Production

The SolarShares® kWhs listed below in each time period may vary from the actual kWh amount allocated in the respective time-of-use periods due to variability in billing cycles (e.g. weekends and holidays) over the term of the Agreement. The allocations listed per period below are best estimates based on Customer's recent annual usage activity.

Billing Period		SolarShares® kWhs: Account # 6237420				
Start Date	End Date	Winter Off	Winter On	Summer Off	Summer On	Summer Super
12/12/2015	01/13/2016	15,586	8,201	0	0	0
01/14/2016	02/12/2016	14,968	9,653	0	0	0
02/13/2016	03/15/2016	24,149	14,088	0	0	0
03/16/2016	04/13/2016	24,832	21,006	0	0	0
04/14/2016	05/12/2016	30,897	25,215	0	0	0
05/13/2016	06/13/2016	22,682	14,952	16,079	3,674	7,544
06/14/2016	07/13/2016	0	0	35,863	8,713	19,629
07/14/2016	08/11/2016	0	0	31,557	8,337	18,077
08/12/2016	09/12/2016	0	0	34,755	8,146	16,074
09/13/2016	10/11/2016	10,856	5,518	13,968	4,653	7,817
10/12/2016	11/09/2016	18,326	14,024	0	0	0
11/10/2016	12/12/2016	16,056	7,673	0	0	0

C.2 Effective Date

Upon issuance of a new Exhibit C, SMUD will insert a new effective date for this Exhibit C, which will replace the prior Exhibit C.

Month, Day, Year

Exhibit D

SolarShares® Early Termination Fee Schedule

Full Years Remaining	Early Termination Fee annual schedule (in the event of early termination multiply the total number of kWhs remaining in contract term)
20	\$0.04900
19	\$0.05093
18	\$0.05253
17	\$0.05385
16	\$0.05489
15	\$0.05040
14	\$0.05073
13	\$0.05107
12	\$0.05141
11	\$0.05177
10	\$0.05212
09	\$0.05249
08	\$0.05286
07	\$0.05324
06	\$0.05363
05	\$0.05403
04	\$0.05443
03	\$0.05484
02	\$0.05526
01	\$0.05569

Formula: (SolarShares® Allocation remaining kWh) x (\$0.0XXXX in year of termination) x (full years remaining under contract term) = Early Termination Fee

Exhibit E

Firm Service Rates	Voltage Level Rate Category	Large C&I Subtransmission GUS_S
Winter Season - October 1 through May 31		
System Infrastructure Fixed Charge - per month per meter		\$ 106.85
Site infrastructure Charge (\$ per 12 month max kW or contract capacity)		\$ 3.76
Electric Usage Charge		
On-Peak \$/kWh		\$ 0.1032
Off-Peak \$/kWh		\$ 0.0820
Summer Season - June 1 through September 30		
System Infrastructure Fixed Charge - per month per meter		\$ 106.85
Site infrastructure Charge (\$ per 12 month max kW or contract capacity)		\$ 3.76
Summer Super-Peak Demand Charge		\$ 7.57
Electric Usage Charge		
Super-Peak \$/kWh		\$ 0.1986
On-Peak \$/kWh		\$ 0.1357
Off-Peak \$/kWh		\$ 0.1079