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Board of Director's Board Meeting Minutes  
June 22, 2022 – 6:00 p.m.

Conducted via Videoconference & In-Person

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Ken Miller	President
Dan Rich	Vice President
Ted Costa	Director
Pam Tobin	Director via videoconference
Manuel Zamorano	Director

## G5 B>I 5 B'K 5 H9 F'8 =GHF=7 H'A5 B5 ; 9 A9 BH'5 B8 'GH5 : :

Paul Helliker	General Manager
Donna Silva	Director of Finance
Tony Barela	Director of Operations
Andrew Pierson	Director of Engineering Services
Devon Barrett	Customer Service Manager
Adam Larsen	Field Services Manager
Greg Zlotnick	Water Resources Manager
Greg Turner	Water Treatment Plant Manager
Teri Grant	Board Secretary/Administrative Assistant
Ryan Jones	General Counsel

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Shellie Anderson	Bryce Consulting
Sandra Harris	Customer
Craig Locke	Sacramento Suburban Water District
Aaron Davis	SJWD Employee
Mike Heasley	SJWD Employee
Kenny Jahn	SJWD Employee
Mike Spencer	SJWD Employee
Mark H	
Tom	

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

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The Board Secretary took a roll call of the Board. The following directors were present in-person: Ted Costa, Ken Miller, Dan Rich and Manuel Zamorano. The following director was present via teleconference: Pam Tobin (Vice President Rich and Director Tobin arrived shortly after roll call).

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There were no public comments.

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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.

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*Recommendation: Approve draft minutes*

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*Recommendation: For authorization and approval of Amendment No. 1 to Water Works Engineers, LLC for Design and Engineering Services During Construction for the Kokila Reservoir Replacement Project*

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*Recommendation: To authorize and approve Amendment #4 to the Annual Installation Services agreement with Flowline Contractors Inc. for FY 2022/23*

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*Recommendation: To authorize and approve Amendment #3 to the Annual Paving Services agreement with Sierra National Asphalt for FY 2022/23*

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*Recommendation: For authorization and approval to award a Professional Services Contract to JLR Environmental Consultants, LLC, for construction inspection services for the Eureka Road Pipeline Replacement Project*

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*Recommendation:* (1) Authorize the General Manager to sign Amendment No. 6 to the District's General Services Agreement (Agreement) with The Ferguson Group (TFG) effective July 1, 2022

(2) Authorize the General Manager to sign the proposed 5th Amendment to the MOA with the City of Folsom (City) whereby the City will reimburse the District for the City's share of the costs of the proposed amended Agreement, effective July 1, 2022

(3) Authorize the General Manager to sign the proposed 1st Amendment to the MOA with Carmichael Water District (CWD) whereby CWD will reimburse the District for CWD's share of the costs of the proposed amended Agreement, effective July 1, 2022

**Director Costa moved to approve the Consent Calendar. Vice President Rich seconded the motion and it motion carried with the following roll call vote:**

**Ayes: Directors Costa, Miller, Rich, Tobin and Zamorano**

**Noes: None**

**Abstain: None**

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GM Helliker informed the Board that the Sacramento Valley is at 41.2 inches of precipitation for this water year which is 79% of average for our region. He reviewed data on Folsom Reservoir, which included the current storage level at 111% of historical average, data on releases, temperature information and storage projections.

GM Helliker reviewed the State Water Board's data on the progress towards the Governor's 15% voluntary conservation request. He reviewed a chart that showed conservation targets in the region from agencies taking water from the American and Sacramento rivers. In addition, he reviewed the Days Per Week Watering for the region showing that the District is currently requesting 3 days per week watering. Vice President Rich was going to make a motion, with Director Costa seconding it, to confirm the 3-day per week watering; however, Legal Counsel Jones suggested that this item be placed on the July agenda as an action item. The Board discussed the water shortage contingency plan regarding the District's process when customers violate the watering parameters.

GM Helliker reviewed information on indoor water use standards and legislation, including the monthly reporting data from 403 urban agencies. He explained that the current indoor standard is 55 gallons per capita per day (R-GPCD) and showed that there are only 27% of the agencies in the state that are at or below that standard. He voiced concern regarding the proposed 42, 47, and 50 R-GPCD standards. He

informed the Board that the District met the 2020 SB X7-7 target, which was a 20% reduction. GM Helliker reported that the region is working hard on getting the 2030 standard amended out of SB 1157. In addition, he informed the Board that ACWA was successful in getting AB 2639 killed, a bill that would have required the Water Board to adopt the water quality control plan by the end of 2023 which would not have been feasible.

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Ms. Silva introduced Ms. Shellie Anderson from Bryce Consulting and reminded the Board that Ms. Anderson completed the recent Compensation Study for the District which was presented at the last Board meeting. Ms. Silva also reminded the Board of their decision to set the market position at 5% above market median on Total Cash.

Ms. Anderson informed the Board that she took the Board's desired market position and updated the District's Compensation Schedule accordingly. She explained that the schedule is a combination of the market data based on the direction of the Board and positioning ranges internally based on a 10% difference between levels in a classification series.

Vice President Rich inquired what Carmichael Water District's (CWD) market position was set to. Ms. Anderson informed the Board that CWD has not completed their compensation study since they are looking at their benefits and, therefore, she will be updating the data prior to finalizing their study.

Ms. Silva informed the Board that based solely on the positions that were surveyed during the compensation study, she had estimated that this market position would cost the District approximately \$62,000; however, after completing the internal alignments the cost is estimated at \$113,000. She explained that the main reason for this change is that there are 20 employees who will need to be given an immediate pay adjustment since their pay falls below the new range. In addition, she explained that given the fact that increases to compensation schedules during the past three years have been well within the CalPERS actuarial projections and financial plan projections, and the fact that the District's pension plan is fully-funded, this increased cost can be comfortably absorbed within both the wholesale and the retail operating budgets.

In response to Director Costa's question, Ms. Silva explained that not all employees will receive merit increases and any merit increases will be awarded next February. Director Costa voiced concern that adding a COLA after adjusting the salary ranges will place employees above the Board's desired market position. Ms. Silva informed the Board that discussion on the COLA will take place under the budget agenda item.

GM Helliker reminded the Board that they gave staff direction to implement a market target of 5% above market median on Total Cash, which they will need to take action on in order for the proposed compensation schedule to be implemented. He explained that once the new compensation schedule is approved, then the 20 employees whose salaries fall below their new salary range will be given an increase

to bring them to the bottom of their salary range, and the other employees have the potential to receive merit increases when they are eligible for a merit increase.

In response to Director Costa's questions, Ms. Silva explained that the COLA will be applied to all employees and to their salary range which is proposed to be 5% above market median on Total Cash

***Vice President Rich moved to approve the compensation schedule effective July 2, 2022. Director Tobin seconded the motion.***

Mr. Barela informed the Board that the feedback that he received from staff was that they appreciated the Board selecting option 4 - 5% above market median on Total Cash.

Mr. Turner reiterated Mr. Barela's comments and feels this puts the District in a better position for recruitment and retainment. In addition, he commented that the market position does not put money into employee's hands today, which is what the COLA will accomplish.

Director Tobin pointed out that employees are the District's greatest assets and the Board needs to reciprocate that kind of care in order to retain and value their service.

Director Costa reiterated his concern that the salary survey increased salaries and now the COLA, which will not be determined until the budget item is discussed, will increase the salaries possibly above the Board's desired market target.

The Board discussed the impact of the salary schedule change, merit increases and COLAs.

***The motion carried with the following roll call vote:***

**Ayes: Directors Costa, Miller, Rich, Tobin and Zamorano**  
**Noes: None**  
**Abstain: None**

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Ms. Silva conducted a presentation on the FY 2022-23 Proposed Wholesale and Retail Budget. A copy of the presentation will be attached to the meeting minutes. She announced that the FY 2021-22 budget received the GFOA Distinguished Budget Presentation Award. She reviewed the assumptions and informed the Board that the budget will be revised to reflect the items discussed in the meeting tonight.

Ms. Silva reviewed the budgets for the four District funds – Wholesale Operations, Wholesale Capital, Retail Operations, and Retail Capital. She explained that the District, as a whole, has \$57.6 million budgeted in revenue and \$63.2 million in expenses, and should be ending the year with \$31.3 million in reserves.

Ms. Silva reviewed the projected wholesale and retail water deliveries, water sales revenue, property tax revenue, and the proceeds from debt issuance for two large projects. She informed the Board that she intends to bring two resolutions of intent to issue bonds for the two large projects as a backup plan in case there are any issues with the SRF funding.

Ms. Silva then reviewed capital spending, and salaries and benefits. She reviewed the COLA information and explained that when the compensation study was completed some of the agencies had already applied their COLA and that data was represented in the study; therefore, the 9% COLA indicated by the March over March CPI is not recommended as it would place salaries above the desired market position of 5% above median on Total Cash. She informed the Board that six of the comparator agencies from the compensation study have COLAs that are scheduled to be awarded between now and January, with one that hasn't been board approved yet that is at 7.2%. In addition, she is uncertain of the COLAs being set by the other 8 comparator agencies since those have not been released yet. She informed the Board that staff recommends a 4.3% COLA which equates to the average of the six comparator agencies' COLAs.

Ms. Silva provided information on the cost of the COLA at 9% and 4.3%. The Board discussed inflation and the COLAs, and the possibility of setting a COLA now and then revisiting it at a later date. Director Zamorano suggested that the budget include a 3.8% COLA which would be the average of the six comparator agencies minus the 7.2% unapproved COLA, then revisit the COLA at a later date. GM Helliker suggested that the COLA should be revisited no later than six months from now.

Mr. Turner addressed the Board and asked them to consider the fact that a COLA is always in the arrears. He stated that prices have gone up and spending dollars have not matched that throughout the year. He mentioned that there are several employees who have not had a COLA for three plus years and asked the Board to take that into consideration.

Mr. Zlotnick addressed the Board and reiterated that the Board made a decision to set the market target at 5% above median on Total Cash, which is a separate issue than the COLA. He commented that a 4.3% COLA would maintain the Board's desired market target based on the information that Ms. Silva obtained. He suggested that the guiding principle should be maintaining the Board's desired market target.

Mr. Barela addressed the Board and mentioned that anyone within their range, after the new salary schedule is implemented, will not see a salary adjustment until February 2023 if they qualify for a merit increase; therefore, the COLA is the only adjustment that those employees would see at this time.

Ms. Silva requested that the Board provide direction for her to incorporate a specific COLA in the budget for their consideration at the July Board meeting. She informed the Board that the budget can accommodate any of the options and still maintain the

reserve levels. The Board discussed the COLA options and the consensus was to incorporate a 3.8% COLA in the budget then revisit the COLA within six months.

Ms. Silva reviewed the draft Operations Plan that will be included in the budget and explained that updating the Strategic Plan is an item in the Operations Plan for next year. In addition, she mentioned that the Quarterly Report Card, which shows the District's performance measures, is driven by the Operations Plan and will be included in the annual budget.

Ms. Silva reviewed the main drivers for expenditure increases for both Wholesale and Retail entities. She informed the Board that all of the capital projects are listed in the budget for both wholesale and retail. She informed the Board that, when she reports on the reserves in the future, there will be some reservations of the capital reserves for the retail capital facility fee and for the SRF agreement, which will be one year's debt service fees.

Ms. Silva informed the Board that she will modify the budget based on the feedback that she received from this workshop. She informed the Board that the public hearing on the budget is scheduled for July 27th and she will highlight the changes that were made, then the Board will consider adoption of the budget at that time.

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

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No report.

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Director Costa reported that the SGA Board has been asked to submit an evaluation of the Executive Director, therefore, he will be drafting his comments to submit. In addition, he reported that the 3x3 committee, consisting of RWA, SGA and SCGA, to look into matters regarding the merger of SCGA and SGA have met and have discussed governance even though they said that they would not discuss governance.

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No report.

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Director Tobin provided a written report which was included in the Board packet. She informed the Board that she will be attending the ACWA DC 2022 Water Conference in July.

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Director Tobin reported that JPIA has a vacancy on their board and they are deciding on how to fill the position, most likely by appointment.

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No report.

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No report.

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There were no other matters discussed.

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

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The committee meeting minutes will be attached to the original board minutes. Director Tobin voiced concern regarding the high amount of the legal bills that were reviewed at the committee meeting. She commented that the bills were over \$650,000. GM Helliker explained that there was additional work completed due to litigation that Stoel Rives was working on. She also pointed out that General Counsel has cost more than Stoel Rives. General Counsel Jones commented that his invoices have averaged \$5,000 per month which is less than Stoel Rives. In addition, she inquired about the September and October invoices from BKS that showed unpaid. GM Helliker explained that BKS was not under contract for

the services that they invoiced. Director Costa requested that review of the legal bills be placed on the July Board agenda.

## **IX. UPCOMING EVENTS**

### **1. ACWA DC 2022 Water Conference**

July 12-14, 2022  
Washington, DC

### **2. 2022 ACWA Fall Conference**

November 29 - December 2, 2022  
Indian Wells, CA

GM Helliker announced that there was no need for a Closed Session.

## **X. CLOSED SESSION**

- 1. Conference with legal counsel** – existing litigation (Government Code §54956.9(d)(1), (d)(4)) - California Natural Resources Agency v. Raimondo, Eastern District of California case no. 1:20-cv-00426 and Pacific Coast Fed'n of Fishermen's Assn. v. Raimondo, Eastern District of California case no. 1:20-cv-00430.
- 2. Conference with legal counsel** – existing litigation (Government Code §54956.9(d)(1), (d)(4)) - Center for Biological Diversity, et al. v. U.S. Bureau of Reclamation, Eastern District of California case no. 1:20-cv-00706.

## **XI. OPEN SESSION**

There was no reportable action since there was no Closed Session.

## **XII. ADJOURN**

The meeting was adjourned at 9:00 p.m.

ATTEST:

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KENNETH MILLER, President  
Board of Directors  
San Juan Water District

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TERI GRANT, Board Secretary

# AGENDA ITEM III-2

## STAFF REPORT

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To: Board of Directors  
From: Andrew Pierson, Director of Engineering Services  
Date: June 22, 2022  
Subject: Kokila Reservoir Replacement Project

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### RECOMMENDED ACTION

Staff requests a motion to approve Amendment No. 1 with Water Works Engineers, LLC (Water Works) for engineering services related to the Kokila Reservoir Replacement Project in the amount of \$127,223 and authorizing a total amendment budget of \$139,945 (includes 10% contingency), bringing the total authorized budget to \$420,135. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors under the Consent Calendar.

### BACKGROUND

During design of the new Kokila Tank, the District requested Water Works perform some additional tasks and changes to the design that extended the design schedule and increased cost which are summarized below:

1. The District requested Water Works' geotechnical consultant perform geophysical refraction surveys at selected locations around the existing reservoir to help estimate the rippability of the underlying Mehrten Formation. This additional task refined the engineering requirements for the site, and will benefit the potential bidders on cost refinement as well.
2. After Water Works completed site grading calculations based on initial information provided by the District, the District reevaluated the proposed tank base elevation, and concluded the tank floor needed to be raised approximately 7-ft to optimize the operation of the distribution system. This change necessitated re-grading of the site as well as revising some of the tank drawings that had already been prepared, but was necessary to optimize the largest diameter tank that would fit on site as well as maximize the usable storage.
3. The District requested Water Works provide a Water Pollution Control specification and draft a Storm Water Pollution Prevention Plan (SWPPP) which will be included in the bid documents.

Additionally, the amendment includes budget for engineering services during construction for the Kokila Reservoir Replacement Project which was not included in the original contract. Water Works will attend construction meetings, provide submittal review, respond to contractor's requests for information, and prepare record drawings using contractor provided as built drawings. The total budget for engineering services during construction is \$114,019 which includes a 10% contingency.

### FINANCIAL CONSIDERATIONS

Design services for the Project was budgeted at \$795,000 in the District's adopted FY 2021/2022 Retail Budget. The project is expected to be financed through the Drinking Water State Revolving Fund. This requested contract amendment is within the budgeted amount.

# STAFF REPORT

# AGENDA ITEM III-3

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To: Board of Directors  
From: Adam Larsen, Field Services Manager  
Date: June 22, 2022  
Subject: Authorization and Approval of Amendment #4, 2<sup>nd</sup> year renewal to the Annual Installation Services Contract for FY 2022/23

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## RECOMMENDED ACTION

Staff requests that authorization and approval of Amendment #4, 2<sup>nd</sup> year renewal to the Annual Installation Services agreement with Flowline Contractors Inc. for FY2022/23, net increase \$935,000 plus a 10% contingency for a total authorized budget of \$1,028,500. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors under the Consent Calendar.

## BACKGROUND

On June 24, 2020, the Board approved a contract with Flowline Contractors Inc. in the amount \$297,538. On October 28, 2020, the board approved Amendment #1, for \$277,462. On June 23, 2021, the Board approved Amendment #2 for \$67,021. The District's contract with Flowline included three optional, 1-year extensions/renewals. On July 1, 2021, the Board approved the first one-year renewal (Amendment #3) for \$818,000. Staff are requesting Board approval for the 2<sup>nd</sup> one-year renewal in the amount of \$935,000 for work starting July 1, 2022. Budgeted work includes installation services that support & supplement field services scheduled replacements; including but not limited to service laterals, hydrant upgrades and forecasted capital work. The contract period of performance will be extended an additional 365 days.

The following detail summarizes the current agreement and proposed additions:

Contract/Amendment	Date	Total	Duration	Completion Date
Original Contract	7/1/2020	\$297,538	365 Days	6/30/2021
Amendment 1	10/28/2020	\$277,462	0	6/30/2021
Amendment 2	6/23/2021	\$67,021	0	6/30/2021
Amendment 3 (1 <sup>st</sup> year renewal)	7/1/2021	\$818,000	365 Days	6/30/2022
<b>Amendment 4 (2<sup>nd</sup> year renewal)</b>	<b>7/1/2022</b>	<b>\$935,000</b>	<b>365 Days</b>	<b>6/30/2023</b>
Proposed Revised Contract		\$2,395,021	1095 Days	6/30/2023

Flowline Construction Inc.'s installation work has been great this past year and supportive of our scheduled requirements.

Staff is requesting Board authorization and approval for an authorized total budget of \$1,028,500 (includes contingency) for FY 2022/23 requirements starting July 1, 2022. The revised contract value will be \$2,395,021 after Board review and approval.

## FINANCIAL CONSIDERATIONS

This work is included in the FY2022/23 retail operations budget and CIP retail budget.

# AGENDA ITEM III-4

## STAFF REPORT

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To: Board of Directors  
From: Adam Larsen, Field Services Manager  
Date: June 22, 2022  
Subject: Authorization and Approval of Amendment #3, 2<sup>nd</sup> year renewal Paving Services Contract for FY 2022/23

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### RECOMMENDED ACTION

Staff requests approval of Amendment #3, for the 2<sup>nd</sup> year renewal to the District's Annual Paving Services Contract for FY2022/23 with Sierra National Asphalt (SNA) resulting in a net increase of \$180,000 plus a 10% contingency for a total of \$198,000. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors under the Consent Calendar.

### BACKGROUND

On June 24, 2020, the Board approved a contract with Sierra National Asphalt in the amount of \$128,250. The District's contract with Sierra National Asphalt included two optional, 1-year extension/renewals. On July 1, 2021, the Board approved the first one-year renewal (Amendment #1) for \$130,000. Staff is requesting Board approval for the 2<sup>nd</sup> year renewal in the amount of \$180,000 for work starting July 1, 2022. The contract period of performance is to be extended and additional 365 days.

The Following Detail summarizes the current agreement and proposed additions.

Contract/Amendment	Date	Total	Duration	Completion Date
Original Contract	7/1/2020	\$128,250	365 Days	6/30/2021
Amendment 1 (1st year renewal)	7/1/2021	\$130,000	365 Days	6/30/2022
Amendment 2 (Change Order)	5/17/2022	\$13,000		6/30/2022
<b>Amendment 3 (2nd year renewal)</b>	<b>7/1/2021</b>	<b>\$180,000</b>	<b>365 Days</b>	<b>6/30/2023</b>
Proposed Revised Contract		\$451,250	1095 Days	6/30/2023

Sierra National Asphalt's paving work has been exceptional this past year and supportive of our scheduled requirements.

Staff is requesting Board authorization and approval for an authorized total budget of \$198,000 (includes contingency) for FY 2022/23 requirements starting July 1, 2022. The revised contract value will be \$451,250 after Board review and approval.

### FINANCIAL CONSIDERATIONS

This work is included in the FY2022/23 retail operations budget and CIP retail budget.

# AGENDA ITEM III-5

## STAFF REPORT

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To: Board of Directors  
From: Andrew Pierson, Director of Engineering Services  
Date: June 22, 2022  
Subject: Eureka Road Pipeline Replacement Project

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### RECOMMENDED ACTION

Staff requests Board approval of a Professional Services Agreement with JLR Environmental Consultants, LLC (JLR) to provide construction inspection services for the Eureka Road Pipeline Replacement Project (Project) in the amount of \$104,680.00 with a total authorized budget of \$115,148.00 which includes a 10% contingency. This item was discussed at the Engineering Committee on June 13, 2022.

### BACKGROUND

The Project consist of replacing aging and leaking steel pipeline along Eureka Road with new 18-in ductile-iron pipeline that was recommended in the 2005 Retail Water Master Plan Update. The pipeline serves water within the Bacon Pressure Zone to the area along Eureka Road between Barton Road and Auburn Folsom Road. The construction contract for the project was bid on March 10, 2022 and was awarded to Flowline Contractors, Inc. (Flowline) on March 23, 2022. The Notice to Proceed has been issued to Flowline who is expected to begin construction in July 2022, dependent upon delivery of materials. Due to District construction inspection staff work load, outside construction inspection services will be needed for this Project.

### CURRENT STATUS

In order to receive reimbursement for these services through the Drinking Water State Revolving Fund (DWSRF), a Request for Proposals (RFP) was publically advertised on April 27, 2022 and distributed to firms in accordance with DWSRF requirements. Four (4) proposals were received on June 8, 2022. Each Technical Proposal was independently reviewed by members of a three person panel who ranked them on the basis of project-specific criteria such as; project understanding, work plan, originality & innovation, responsiveness to the RFP, and experience and qualifications. JLR's technical proposal was reviewed favorably by the panel, and they received the highest score under the "Experience" category. Subsequent to the technical ranking, the Cost Proposals were opened and reviewed. The following table summarizes the proposed costs from each firm.

Bidder	Bid Amount
JLR Environmental Services	\$104,680.00
ICM	\$120,190.00
Brown and Caldwell	\$167,650.00
Alpha CM	\$168,108.40

Based on the reviewer's evaluation it was determined that interviews would not be necessary, and that JLR is the recommended consultant to complete the project

### FINANCIAL CONSIDERATIONS

The Project is included in FY 2022/2023 Retail Budget. The Project is being funded through Drinking Water State Revolving Fund.

# AGENDA ITEM III-6

## STAFF REPORT - DRAFT

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To: Board of Directors

From: Paul Helliker, General Manager

Date: June 22, 2022

Subject: Extension of Federal Lobbying Services with The Ferguson Group and Amendments to MOAs with the City of Folsom (City) and the Carmichael Water District (CWD) for Reimbursement to the District

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### RECOMMENDED ACTIONS

- (1) Authorize the General Manager to sign Amendment No. 6 to the District's General Services Agreement (Agreement) with The Ferguson Group (TFG) effective July 1, 2022 (attached).
- (2) Authorize the General Manager to sign the proposed 5<sup>th</sup> Amendment to the MOA with the City whereby the City will reimburse the District for the City's share of the costs of the proposed amended Agreement, effective July 1, 2022. (attached).
- (3) Authorize the General Manager to sign the proposed 1<sup>st</sup> Amendment to the MOA with CWD whereby CWD will reimburse the District for CWD's share of the costs of the proposed amended Agreement, effective July 1, 2022. (attached).

### BACKGROUND

By this proposed Amendment No. 6 to the District's General Services Agreement with The Ferguson Group (TFG), the District will continue its relationship with TFG for Federal advocacy at the same retainer as last year of \$6,000/month (inclusive of expenses).

Approval of the 5<sup>th</sup> Amendment to the MOA with the City, and its reciprocal approval (expected at its 6/28 meeting), will result in the reimbursement by the City to the District of 50% of that retainer, i.e. \$3,000/month.

Approval of the 1<sup>st</sup> Amendment to the MOA with the CWD, and its reciprocal approval, will result in the reimbursement by CWD to the District of its TFG retainer fee which was incorporated into the District's Agreement with TFG last year with the Board's approval.

**AMENDMENT NO. 6 TO THE  
SAN JUAN WATER DISTRICT GENERAL SERVICES  
AGREEMENT WITH THE FERGUSON GROUP**

This Amendment No. 6 to that certain Agreement, effective as of September 1, 2018, between San Juan Water District ("District") and The Ferguson Group ("Vendor") concerning the performance of services for federal advocacy and associated activities is made effective as of July 1, 2022.

**RECITALS:**

- A. Effective September 1, 2018, District and Vendor entered into an agreement for federal advocacy services and associated activities in a San Juan Water District General Services Agreement and an included "Scope of Work and Business Services ("Agreement" - attached);
- B. District desires to extend the services provided by Vendor to the District and its partners City of Folsom and Carmichael Water District with total not to exceed retainer fees provided through June 30, 2023 of \$81,000.00, at \$6,750.00 per month;
- C. Vendor is willing to perform the services; and
- D. The parties desire to amend the Agreement on the terms and conditions set forth below.

**AGREEMENT:**

1. **Description of Extended Work.**

The work undertaken will be performed in accordance with the attached original Agreement and its included "Scope of Work and Business Services".

2. **Compensation.**

The total not to exceed amount of compensation pursuant to the Agreement for services through June 2023 shall not exceed \$81,000.00. All fees are inclusive of all expenses, including travel, telephone, and regular business costs, accrued by the Vendor during the period of the extension.

3. **Term of Agreement.**

This Amendment shall be considered effective as of July 1, 2022. The Agreement, together with this Amendment No. 6, shall expire on June 30, 2023, unless extended by further co-signed written amendment or terminated earlier pursuant to Section 3(b) of the Agreement. It is the intent of the District and Vendor that the Agreement continue in force and effect beyond the

expiration date above even if an extension has not yet been formalized by that date and no notice of desire to terminate has been given and received by the parties.

4. **Effect on Agreement.**

Except as specifically provided herein, the Agreement and its included “Scope of Work and Business Services”, and each of their terms and conditions, shall remain in full force and effect, are incorporated herein by this reference, and apply to the work described in Section 1 hereof.

SAN JUAN WATER DISTRICT

By: \_\_\_\_\_

Paul Helliker  
General Manager

Date: \_\_\_\_\_

THE FERGUSON GROUP, LLC

By: \_\_\_\_\_

W. Roger Gwinn  
Chief Executive Officer

Date: \_\_\_\_\_

**AMENDMENT No. 5 TO THE MEMORANDUM OF AGREEMENT  
REGARDING SHARING OF COSTS FOR LEGISLATIVE ADVOCACY SERVICES  
BETWEEN THE SAN JUAN WATER DISTRICT AND THE CITY OF FOLSOM**

This is the fifth Amendment to the Memorandum of Agreement Regarding Sharing of Costs for Legislative Advocacy Services (“MOA”) that is made between the San Juan Water District (“District”) and the City of Folsom (“Party”) as of July 1, 2022. The District and the City of Folsom are hereinafter collectively referred to as the “Parties.”

**RECITALS**

**WHEREAS**, the Parties entered into the MOA dated September 1, 2018, for the cost sharing of federal legislative advocacy services, by The Ferguson Group.

**WHEREAS**, this amendment will extend the amended MOA to and through June 30, 2022, at the not to exceed expenditure of \$72,000 (inclusive of regular business expenses).

**NOW, THEREFORE**, the Parties hereto agree as follows:

**AGREEMENT**

1. Section 3 of the MOA is amended to read that it “shall remain in full force and effect through June 30, 2023,” instead of June 30, 2019, while retaining all other language in the Section.
2. The previously amended Section 4 of the MOA is amended again, retaining all language except the following, to read:
  4. Ceiling Price: In no event shall the total cost of lobbying and support services procured pursuant to this MOA over the fiscal year beginning July 1, 2022 and ending June 30, 2023, exceed seventy-two thousand dollars to be paid by the Parties....”
3. All other terms and conditions in the MOA shall remain in full force and effect to the extent they are not in conflict with this Amendment.
4. The signatures of the Parties to this Amendment may be executed and acknowledged on separate pages or in counterparts which, when attached to this Amendment, shall constitute one complete Amendment.

IN WITNESS WHEREOF, the Parties execute this Amendment, effective as of July 1, 2022.

**SAN JUAN WATER DISTRICT**  
A Community Services District

BY: \_\_\_\_\_  
Paul Helliker, General Manager

**CITY OF FOLSOM**  
a Municipal Corporation

BY: \_\_\_\_\_  
Elaine Andersen, City Manager

**Funding Available:**

BY: \_\_\_\_\_  
Stacey Tamagni, Finance Director

**ORIGINAL APPROVED AS TO CONTENT:**

BY: \_\_\_\_\_  
Marcus Yasutake, Environmental &  
Water Resources Director

**ORIGINAL APPROVED AS TO FORM:**

BY: \_\_\_\_\_  
Steven Wang, City Attorney

**ATTEST:**

BY: \_\_\_\_\_  
Christa Freemantle, City Clerk

**AMENDMENT No. 1 TO THE MEMORANDUM OF AGREEMENT  
FOR REIMBURSEMENT OF PAYMENTS FOR  
FEDERAL LEGISLATIVE ADVOCACY SERVICES  
BETWEEN SAN JUAN WATER DISTRICT AND CARMICHAEL WATER DISTRICT**

This is the first Amendment to the Memorandum of Agreement for Reimbursement of Payments for Federal Legislative Advocacy Services (“MOA”) that was made between the San Juan Water District (“District”) and the Carmichael Water District (“CWD”) as of September 1, 2021. The District and the CWD are hereinafter collectively referred to as the “Parties.”

**RECITALS**

**WHEREAS**, the Parties entered into the MOA dated September 1, 2021, for the cost sharing of federal legislative advocacy services, by The Ferguson Group.

**WHEREAS**, this amendment will extend the amended MOA to and through June 30, 2023, at the not to exceed expenditure of \$9,000 (inclusive of regular business expenses), at \$750 per month.

**NOW, THEREFORE**, the Parties hereto agree as follows:

**AGREEMENT**

1. Section 3 of the MOA is amended to read that it “shall remain in full force and effect through June 30, 2023,” instead of June 30, 2022, while retaining all other language in the Section.
2. All other terms and conditions in the MOA shall remain in full force and effect to the extent they are not in conflict with this Amendment.
3. The signatures of the Parties to this Amendment may be executed and acknowledged on separate pages or in counterparts which, when attached to this Amendment, shall constitute one complete Amendment.

IN WITNESS WHEREOF, the Parties execute this Amendment, effective as of July 1, 2022.

SAN JUAN WATER DISTRICT

By: \_\_\_\_\_

Paul Helliker  
General Manager

Date: \_\_\_\_\_

CARMICHAEL WATER DISTRICT

By: \_\_\_\_\_

Cathy Lee  
General Manager

Date: \_\_\_\_\_

# AGENDA ITEM IV-2

## STAFF REPORT

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To: Board of Directors

From: Paul Helliker, General Manager  
Donna Silva, Director of Finance

Date: June 22, 2022

Subject: 2022 Compensation Study – Approval of Compensation Schedule

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### **RECOMMENDED ACTION**

Approve new District Compensation Schedule, effective July 2, 2022.

### **BACKGROUND**

Board policy #HR-6.5 “Employee Compensation” states that it is the intention of the District to recruit and retain talented, results-driven employees to support the District’s mission, values and goals.

A primary way to achieve this intention is to ensure that the District provides employee compensation (salaries and benefits) that recognizes and rewards good performance and which keeps the District competitive in the economic marketplace. The District periodically conducts compensation surveys, to determine how its compensation package compares to similar organizations (e.g., “the market”). One component of this analysis and decision is the target that the District establishes for the comparison of its compensation for employee positions to that of each of the organizations it surveys. In 2001, the Board set salary ranges at the 75<sup>th</sup> percentile of the range of compensation for comparable positions. In 2006, the Board set the compensation level for District positions to be 10% above the market average, and retained that position with the 2015 compensation study. Subsequent to the 2015 compensation study, the Board of Directors amended the Compensation Policy to state that the target position will be set by the Board after reviewing the survey results, but that it would not be set below market average.

For the 2019 compensation survey, the Board changed the comparison agencies, to include only agencies in the Sacramento region and nearby in the Bay Area (Vallejo and Fairfield), eliminating from comparison other agencies in the Bay Area that had been part of earlier compensation surveys. At the June 26, 2019 Board meeting, the Board also decided that the target market position was “market median” for total compensation (salary plus other cash benefits such as longevity pay plus District-paid benefits such as health insurance).

## STAFF REPORT

*Compensation Study – Approval of Compensation Schedule  
Paul Helliker and Donna Silva*

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The policy requires periodic compensation studies (approximately every four years or sooner, as deemed necessary or as directed by the Board). During the previous compensation study, two Board members suggested doing the study in two years to evaluate the impact of the move to market median. Last fall, the District hired Bryce Consulting to perform a new study. As in 2019, the study was done in conjunction with the Carmichael Water District, in order to realize cost savings since both Districts use similar comparator agencies.

The results of the compensation study were presented to the Board at its May 31, 2022, Board meeting. It showed that, on average, for the classifications included in the survey, the District is 3.74% above market median in terms of total compensation, 8.34% below market median in terms of total cash and 4.91% below market median in terms of base pay. Staff presented information on four different market position scenarios:

- Option #1: Status Quo
- Option #2: Market Median Total Cash
- Option #3: 10% over Market Median Total Compensation
- Option #4: 5% over Market Median Total Cash

After reviewing the results of the study, the Board provided direction to staff to bring to the Board for approval a compensation schedule that reflects Option #4: 5% over market median based on total cash.

### CURRENT STATUS

After receiving direction from the Board, staff prepared the attached compensation schedule for approval. The compensation study surveyed 33 positions. In setting salary levels, both market data and internal relationships were taken into consideration, so that the District's compensation plan is both competitive with the market and internally balanced. Classes that were surveyed, and had sufficient data were set to the labor market median plus 5% for total cash. Classes not surveyed or where insufficient data was collected were set to benchmarks using internal relationships guidelines typically utilized by local government agencies:

- Approximately 10% between entry and journey level classes in a series
- Approximately 10% between journey and advanced journey level classes.

Additionally, both Manager and Director positions were analyzed to yield internal alignment with each other and the General Manager. The end result is a compensation schedule that is within 1% of the market target for surveyed positions.

Based solely upon the positions surveyed in the compensation study, staff previously estimated that this option would result in increased costs of approximately \$62,000, compared to using the 2019 methodology ("status quo").

## STAFF REPORT

*Compensation Study – Approval of Compensation Schedule  
Paul Helliker and Donna Silva*

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After making the necessary adjustments to ensure internal consistency and the compensation differentials just noted, and applying the analysis to all District positions, the more accurate calculation of costs compared to the previous compensation schedules (and former market target) is projected to be \$113,000 per year. The main driver of the difference was the number of employees who would be given a pay adjustment when the new schedule goes into effect since their existing pay is below the bottom end of their respective ranges on the new schedule. Given the fact that increases to compensation schedules during the past three years have been well within the CalPERS actuarial projections and financial plan projections, and the fact that the District's pension plan is fully-funded, this increased cost can be comfortably absorbed within both the wholesale and the retail operating budgets.

Approval of the attached compensation schedule will result in the elimination of a second frozen compensation schedule for certain positions, and in small pay increases for 20 employees as their existing pay falls below the bottom of their respective salary ranges. The proposed compensation schedule does not include a cost of living adjustment.

**Attachments:**

San Juan Water District Compensation Schedule July 2, 2022

2022 Compensation Study Report, at the following link:

<https://www.sjwd.org/files/60f7d0440/2022+Compensation+Study+Report.pdf>

Compensation Study: Appendix A – Survey Results, at the following link:

<https://www.sjwd.org/files/30c7e539e/Appendix+A+-+San+Juan+Water+District.pdf>

Compensation Study: Appendix B – Benefit Tables, at the following link:

<https://www.sjwd.org/files/ad79bf832/Appendix+B+-+Benefit+tables.pdf>

Compensation Study: Appendix C – Salary Recommendations



## SAN JUAN WATER DISTRICT COMPENSATION SCHEDULE

EFFECTIVE: July 2, 2022

Non-Exempt Positions	Hourly Rate Range	
	Minimum	Maximum
Accountant	\$ 40.69	\$ 48.83
Accounting Technician I	\$ 28.16	\$ 33.79
Accounting Technician II	\$ 31.10	\$ 37.33
Accounting Technician III	\$ 34.36	\$ 41.23
Administrative Assistant - Board Secretary	\$ 42.34	\$ 50.81
Chief Operator	\$ 55.39	\$ 66.47
CMMS/GIS Coordinator	\$ 44.06	\$ 52.88
Construction Inspector I	\$ 35.05	\$ 42.06
Construction Inspector II	\$ 38.72	\$ 46.46
Construction Inspector III	\$ 42.77	\$ 51.32
Customer Service Technician I	\$ 26.00	\$ 31.21
Customer Service Technician II	\$ 28.72	\$ 34.47
Customer Service Technician III	\$ 31.73	\$ 38.08
Distribution Lead Worker	\$ 48.19	\$ 57.83
Distribution Operator I	\$ 31.10	\$ 37.33
Distribution Operator II	\$ 34.36	\$ 41.23
Distribution Operator III	\$ 37.95	\$ 45.54
Distribution Operator IV	\$ 41.92	\$ 50.31
Distribution Maintenance Temporary Helper	\$ 20.00	\$ 20.00
Electrical & Instrumentation Technician	\$ 47.71	\$ 57.26
Engineering Technician I	\$ 33.35	\$ 40.02
Engineering Technician II	\$ 36.84	\$ 44.21
Engineering Technician III	\$ 40.69	\$ 48.83
Information Technology Technician I	\$ 34.02	\$ 40.82
Information Technology Technician II	\$ 37.58	\$ 45.09
Maintenance Chief	\$ 52.71	\$ 63.25
Meter Maintenance Technician	\$ 34.36	\$ 41.23
Meter Technician	\$ 32.37	\$ 38.84
Pump Station Lead	\$ 52.71	\$ 63.25
Pump Station Operator	\$ 41.92	\$ 50.31
Pump Station Technician	\$ 45.85	\$ 55.02
Purchasing Agent	\$ 35.75	\$ 42.91
Senior Accountant	\$ 47.24	\$ 56.69
Utilities Coordinator	\$ 43.63	\$ 52.35
Utilities Maintenance Worker I	\$ 25.75	\$ 30.90
Utilities Maintenance Worker II	\$ 28.44	\$ 34.13
Utilities Mechanic I	\$ 34.70	\$ 41.64
Utilities Mechanic II	\$ 38.33	\$ 46.00
Water Efficiency Helper	\$ 24.74	\$ 29.69
Water Efficiency Lead Worker	\$ 36.84	\$ 44.21
Water Efficiency Technician I	\$ 30.19	\$ 36.23
Water Efficiency Technician II	\$ 33.35	\$ 40.02
Water Treatment Plant Operator I	\$ 33.02	\$ 39.62
Water Treatment Plant Operator II	\$ 36.47	\$ 43.77
Water Treatment Plant Operator III	\$ 40.29	\$ 48.35
Water Treatment Plant Operator IV	\$ 44.50	\$ 53.40

Exempt Positions (Annual Salaries based on 2080 Hours)	Annual Rate Range	
	Minimum	Maximum
Associate Engineer	\$ 116,376.00	\$ 139,651.20
Customer Service Manager	\$ 128,544.00	\$ 154,252.80
Director of Engineering Services	\$ 156,852.80	\$ 188,219.20
Director of Finance	\$ 156,852.80	\$ 188,219.20
Director of Operations	\$ 156,852.80	\$ 188,219.20
Field Services Manager	\$ 128,544.00	\$ 154,252.80
Information Technology Manager	\$ 128,544.00	\$ 154,252.80
Safety/Regulatory Compliance Specialist	\$ 108,534.40	\$ 130,249.60
Senior Engineer	\$ 128,544.00	\$ 154,252.80
Water Resources Manager	\$ 128,544.00	\$ 154,252.80
Water Treatment Plant Manager	\$ 143,416.00	\$ 172,099.20
General Manager (Contract)	\$ 208,000.00	\$ 208,000.00

## Appendix C

### Salary Recommendations

Appendix C  
Salary Recommendations

<b>Current Classification Title</b>	<b>Current Maximum Base</b>	<b>Current Total Cash</b>	<b>Labor Market Median (Total Cash)</b>	<b>% Above or Below Market (Total Cash)</b>	<b>Raw Rec</b>	<b>Recommended Range</b>	<b>Recommended Minimum</b>	<b>Recommended Max</b>	<b>\$ Difference</b>	<b>% Difference</b>	<b>Recommended Internal Relationship</b>
Meter Maintenance Technician	\$6,219	---	---	---	---	81	\$5,956	\$7,147	\$927	14.91%	Same as Water Distribution Operator II
Meter Technician	\$5,519	\$5,519	\$6,369	-15.40%	\$6,704	75	\$5,610	\$6,733	\$1,214	21.99%	Market
Water Efficiency Lead Worker	\$6,871	---	---	---	---	88	\$6,385	\$7,662	\$791	11.52%	10% above Water Efficiency Technician II
Water Efficiency Technician II	\$6,219	\$6,219	\$6,588	-5.93%	\$6,935	78	\$5,780	\$6,937	\$717	11.53%	Market
Water Efficiency Technician I	\$5,630	---	---	---	---	68	\$5,233	\$6,280	\$650	11.54%	10% below Water Efficiency Technician II
Water Efficiency Helper	\$4,614	---	---	---	---	48	\$4,289	\$5,146	\$532	11.53%	20% below Water Efficiency Technician I
<b>General Manager's Office</b>											
Water Resources Manager	\$11,076	\$11,076	\$14,025	-26.62%	\$14,763	140	\$10,712	\$12,855	\$1,779	16.06%	Same as Customer Services Manager, Field Services Manager and IT Manager
Administrative Assistant - Board Secretary	\$7,975	\$7,975	\$8,389	-5.19%	\$8,830	102	\$7,340	\$8,808	\$832	10.44%	Market
<b>Operations</b>											
Director of Operations	\$15,231	\$15,231	\$13,903	8.72%	\$14,634	160	\$13,071	\$15,685	\$455	2.98%	Same as Director of Engineering Services
Safety/Regulatory Compliance Specialist	\$9,542	\$9,542	\$10,267	-7.60%	\$10,808	123	\$9,045	\$10,854	\$1,312	13.75%	Market
CMMS/GIS Coordinator	\$7,589	\$7,589	\$8,709	-14.77%	\$9,167	106	\$7,638	\$9,165	\$1,577	20.78%	Market
Field Services Manager	\$11,357	\$11,357	\$11,122	2.07%	\$11,707	140	\$10,712	\$12,855	\$1,498	13.19%	Same as Customer Service Manager, Water Resources Manager and IT Manager
Pump Station Lead	\$9,261	---	---	---	---	124	\$9,136	\$10,963	\$1,702	18.37%	Same as Maintenance Chief
Utilities Coordinator	\$7,589	\$7,589	---	---	---	105	\$7,562	\$9,074	\$1,486	19.58%	4% above Distribution Operator IV
Pump Station Technician	\$8,384	---	---	---	---	110	\$7,948	\$9,537	\$1,153	13.75%	5% below Distribution Lead Worker
Pump Station Operator	\$7,589	---	---	---	---	101	\$7,267	\$8,720	\$1,132	14.91%	Same as Distribution Operator IV
Distribution Lead Worker	\$8,384	\$8,384	\$9,073	-8.22%	\$9,551	115	\$8,353	\$10,024	\$1,640	19.56%	Between Pump Station Lead and Pump Station Technician

Appendix C  
Salary Recommendations

<i>Current Classification Title</i>	<i>Current Maximum Base</i>	<i>Current Total Cash</i>	<i>Labor Market Median (Total Cash)</i>	<i>% Above or Below Market (Total Cash)</i>	<i>Raw Rec</i>	<i>Recommended Range</i>	<i>Recommended Minimum</i>	<i>Recommended Max</i>	<i>\$ Difference</i>	<i>% Difference</i>	<i>Recommended Internal Relationship</i>
Distribution Operator IV	\$7,589	---	---	---	---	101	\$7,267	\$8,720	\$1,132	14.91%	10% above Distribution Operator III
Distribution Operator III	\$6,871	---	---	---	---	91	\$6,579	\$7,894	\$1,023	14.90%	10% above Distribution Operator II
Distribution Operator II	\$6,219	\$6,219	\$6,786	-9.11%	\$7,143	81	\$5,956	\$7,147	\$927	14.91%	Market
Distribution Operator I	\$5,630	---	---	---	---	71	\$5,392	\$6,470	\$840	14.92%	10% below Distribution Operator II
Information Technology Manager	\$11,076	\$11,076	\$12,401	11.96%	\$13,054	140	\$10,712	\$12,855	\$1,779	16.06%	Same as Customer Service Manager, Water Resources Manager and Field Services Manager
Information Technology Technician II	\$6,408	\$6,408	\$7,440	-16.10%	\$7,832	90	\$6,514	\$7,816	\$1,408	21.97%	Market
Information Technology Technician I	\$5,801	---	---	---	---	80	\$5,897	\$7,076	\$1,274	21.97%	10% below Information Technology Technician II
Manager	\$11,643	\$11,643	\$13,670	-17.41%	\$14,390	151	\$11,951	\$14,342	\$2,699	23.18%	Market
Chief Operator	\$10,029	\$10,029	\$10,976	-9.44%	\$11,554	129	\$9,602	\$11,522	\$1,493	14.89%	Market
Water Treatment Plant Operator IV	\$7,589	---	---	---	---	107	\$7,714	\$9,257	\$1,668	21.98%	10% above Water Treatment Plant Operator III
Water Treatment Plant Operator III	\$6,871	\$6,871	\$7,971	-16.01%	\$8,390	97	\$6,983	\$8,380	\$1,509	21.96%	Market
Water Treatment Plant Operator II	\$6,219	\$6,219	\$6,786	-9.11%	\$7,143	87	\$6,322	\$7,586	\$1,367	21.98%	10% below Water Treatment Plant Operator III
Water Treatment Plant Operator I	\$5,630	---	---	---	---	77	\$5,723	\$6,868	\$1,238	21.99%	10% below Water Treatment Plant Operator II
Maintenance Chief	\$9,783	\$9,783	\$10,066	-2.89%	\$10,595	124	\$9,136	\$10,963	\$1,180	12.06%	5% below Chief Operator
Instrumentation Technician	\$9,261	\$9,261	\$8,677	6.31%	\$9,134	114	\$8,270	\$9,925	\$663	7.16%	10% below Maintenance Chief
Utilities Mechanic II	\$6,538	\$6,538	\$7,610	-16.39%	\$8,011	92	\$6,644	\$7,973	\$1,435	21.95%	Market
Utilities Mechanic I	\$5,918	---	---	---	---	82	\$6,015	\$7,218	\$1,301	21.98%	10% below Utilities Mechanic I
Utilities Maintenance Worker II	\$5,359	\$5,359	---	---	---	62	\$4,930	\$5,916	\$556	10.38%	20% below Utilities Mechanic I
Utilities Maintenance Worker I	\$4,850	---	---	---	---	52	\$4,463	\$5,355	\$505	10.42%	10% below Facilities Maintenance Worker II



# Fiscal Year 2022-2023

# Proposed Budget





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**San Juan Water District  
California**

For the Fiscal Year Beginning

**July 01, 2021**

*Christopher P. Morill*

Executive Director



# Budget Assumptions

- No increase to wholesale water rates
- Retail rate increase effective January 1, 2023 (7.6% increase on the volumetric rate and 8% increase on the fixed base rate)
- Overall wholesale water demand 17% greater than estimate for FY 2021-22. Comprised of:
  - 4.4% increase in sales to regular wholesale customers, specifically Citrus Heights Water District and Fair Oaks Water District
  - 2,994 acre feet sold outside of service area in a market rate groundwater substitution transfer (80% of maximum sale)
  - 2,600 acre feet sold to Sacramento Suburban Water District as part of the operations plan for the rehabilitation of the Hinkle Reservoir
  - 5% decline in retail water demand due to voluntary conservation messaging
- Property taxes increase 2%
- 5% increase in health care insurance costs
- Salary budget was prepared utilizing a new compensation schedule created with a market target of 5% above market median on a cash basis. Salary budget includes a 9% COLA, in line with the CPI for March over March West Cities B index. Staff will be seeking direction from the board this evening on this topic
- Incentive Award Program funded at \$60,000 total
- No additional payment to unfunded pension liability as District expects to be fully funded with next valuation report
- Property Insurance expected to increase by 25% due to California wildfires
- Liability insurance expected to increase by 55% due to claims experience and general industry cost increases

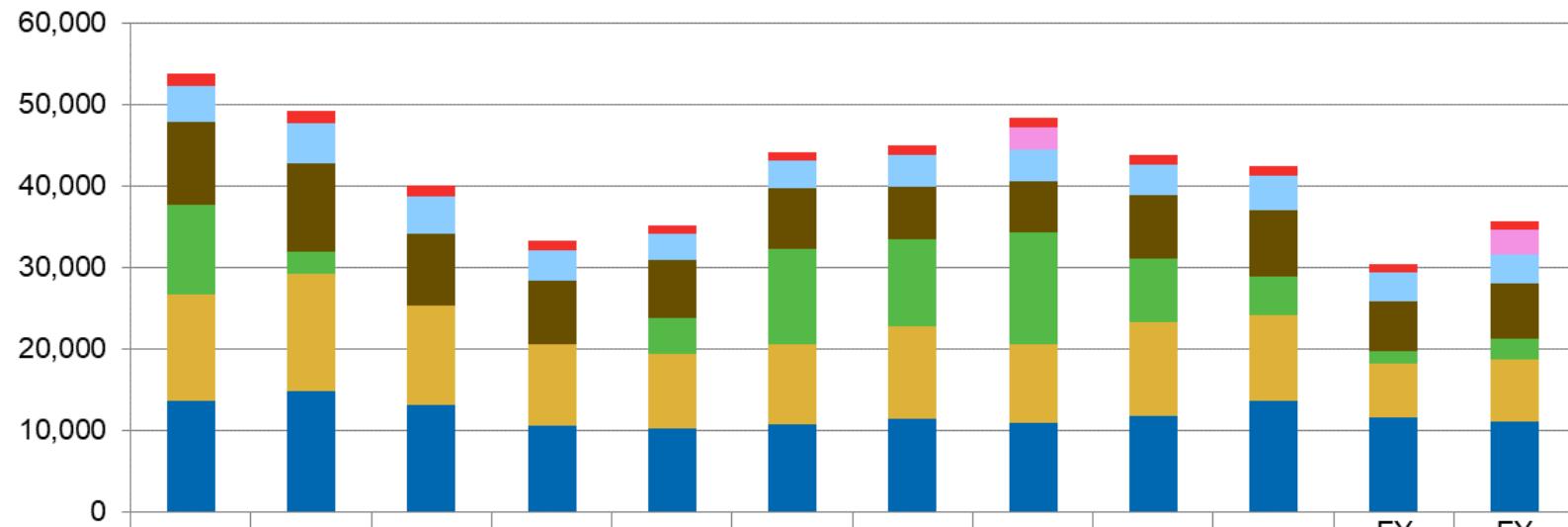
# San Juan Water District

## Fiscal Year 2022–23 Budget

### Estimated Revenues and Expenditures of Funds – Summary

	Wholesale Operations	Wholesale Capital Outlay	Retail Operations	Retail Capital Outlay	Total
Est. Beginning Available Reserves July 1, 2022	\$ 1,780,021	\$ 17,849,130	\$ 2,524,798	\$ 14,817,697	\$ 36,971,646
Revenues					
Proceeds from Issuance of Debt	\$ -	\$ 23,120,600	\$ -	\$ 4,000,000	\$ 27,120,600
Water Sales	11,003,900	-	15,114,200	-	26,118,100
Taxes & Assessments	-	1,273,000	-	1,273,000	2,546,000
Other Revenues	113,100	126,000	780,500	148,800	1,168,400
Connection Fees	-	200,000	-	500,000	700,000
Total Revenues	\$ 11,117,000	\$ 24,719,600	\$ 15,894,700	\$ 5,921,800	\$ 57,653,100
Expenses					
Capital Improvement Projects	\$ -	\$ 25,361,900	\$ -	\$ 13,472,100	\$ 38,834,000
Water Supply	1,816,700	-	3,134,800	-	4,951,500
Salaries & Benefits	4,098,900	-	5,942,200	-	10,041,100
Debt Service - Interest	686,300	-	406,500	-	1,092,800
Debt Service - Principal	851,300	-	510,900	-	1,362,200
Other Expenses	2,858,738	70,000	3,814,500	210,000	6,953,238
Total Expenses	\$ 10,311,900	\$ 25,431,900	\$ 13,808,900	\$ 13,682,100	\$ 63,234,838
Net Income	\$ 805,100	\$ (712,300)	\$ 2,085,800	\$ (7,760,300)	\$ (5,581,700)
Transfer In/(Out)	(433,100)	433,100	(1,861,100)	1,861,100	-
Ending Available Reserves Est.	\$ 2,152,021	\$ 17,569,930	\$ 2,749,498	\$ 8,918,497	\$ 31,389,946

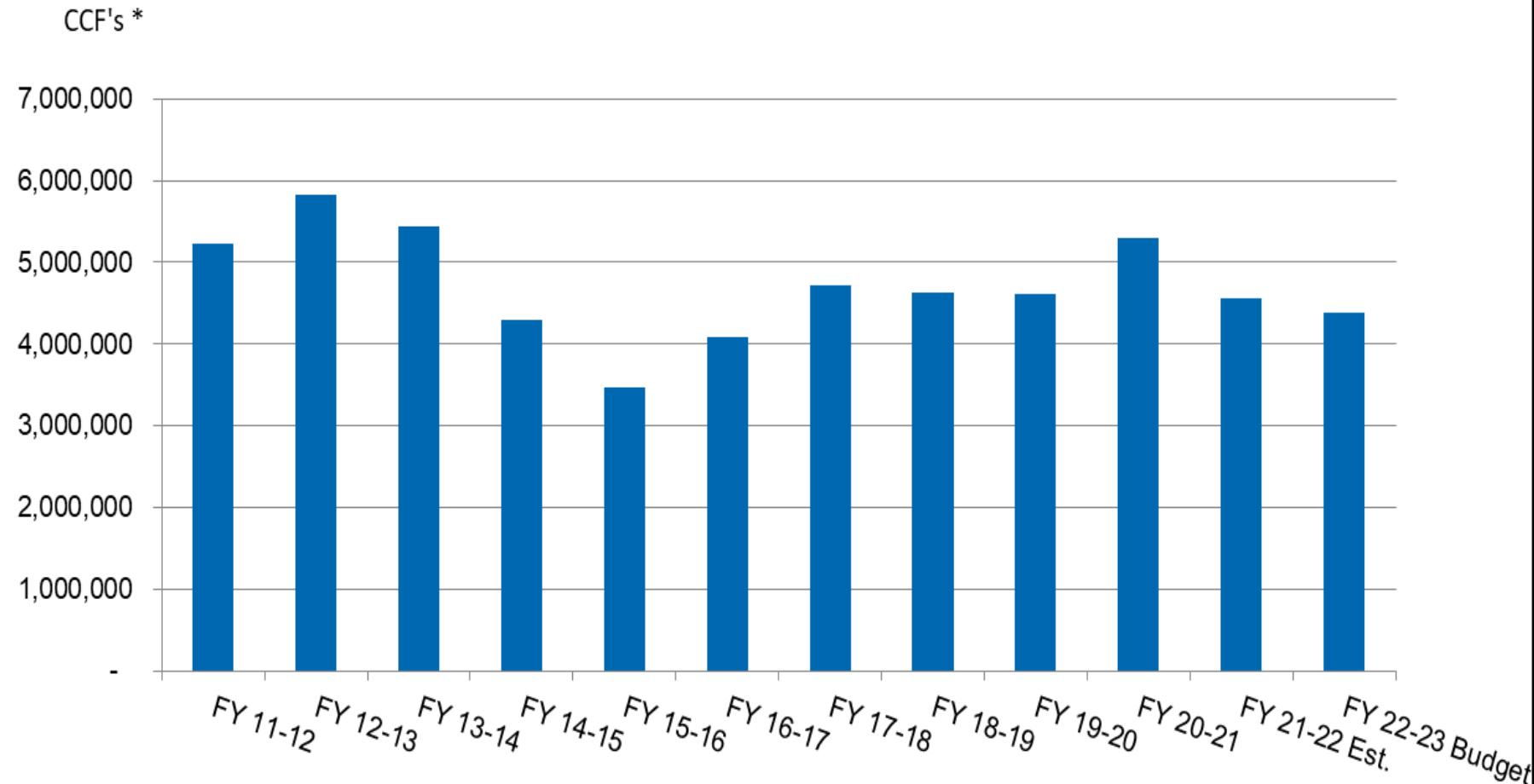
## WHOLESALE WATER DELIVERIES - ACRE FEET



	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22 Est.	FY 22-23 Bdgt
■ City of Folsom	1,469	1,507	1,299	1,187	963	1,062	1,132	1,080	1,194	1,239	1,025	1,130
■ Other (Transfer Customers)	-	-	-	-	-	-	-	2,808	-	-	-	2,994
■ Orangetown Water Company	4,506	5,023	4,586	3,671	3,190	3,473	3,950	3,822	3,790	4,141	3,623	3,600
■ Fair Oaks Water District	10,122	10,740	8,766	7,787	7,137	7,288	6,400	6,394	7,780	8,202	5,993	6,696
■ SSWD	11,016	2,673	-	-	4,468	11,808	10,769	13,605	7,815	4,782	1,619	2,600
■ Citrus Heights Water District	13,091	14,526	12,160	10,016	9,134	9,775	11,202	9,734	11,407	10,361	6,473	7,521
■ San Juan Retail Service Area	13,569	14,743	13,142	10,552	10,213	10,752	11,520	10,864	11,829	13,690	11,686	11,130



# Retail Water Deliveries (in CCF\*)



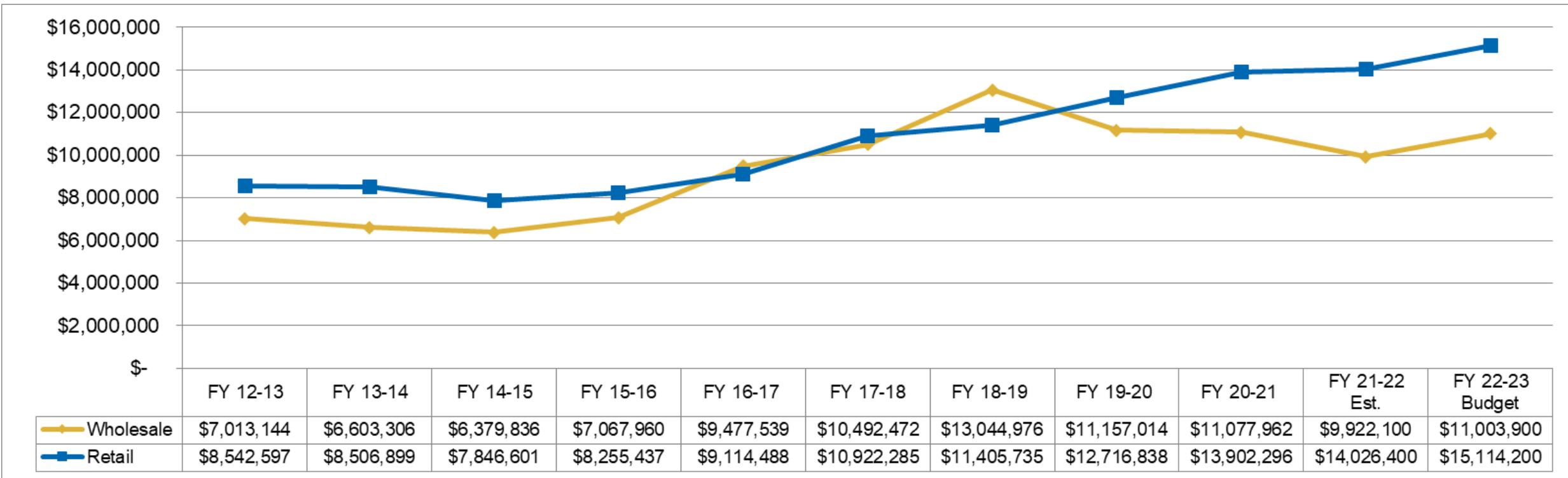
\* CCF = centrum cubic feet or "hundreds of cubic feet"

1 CCF = 7.48 gallons



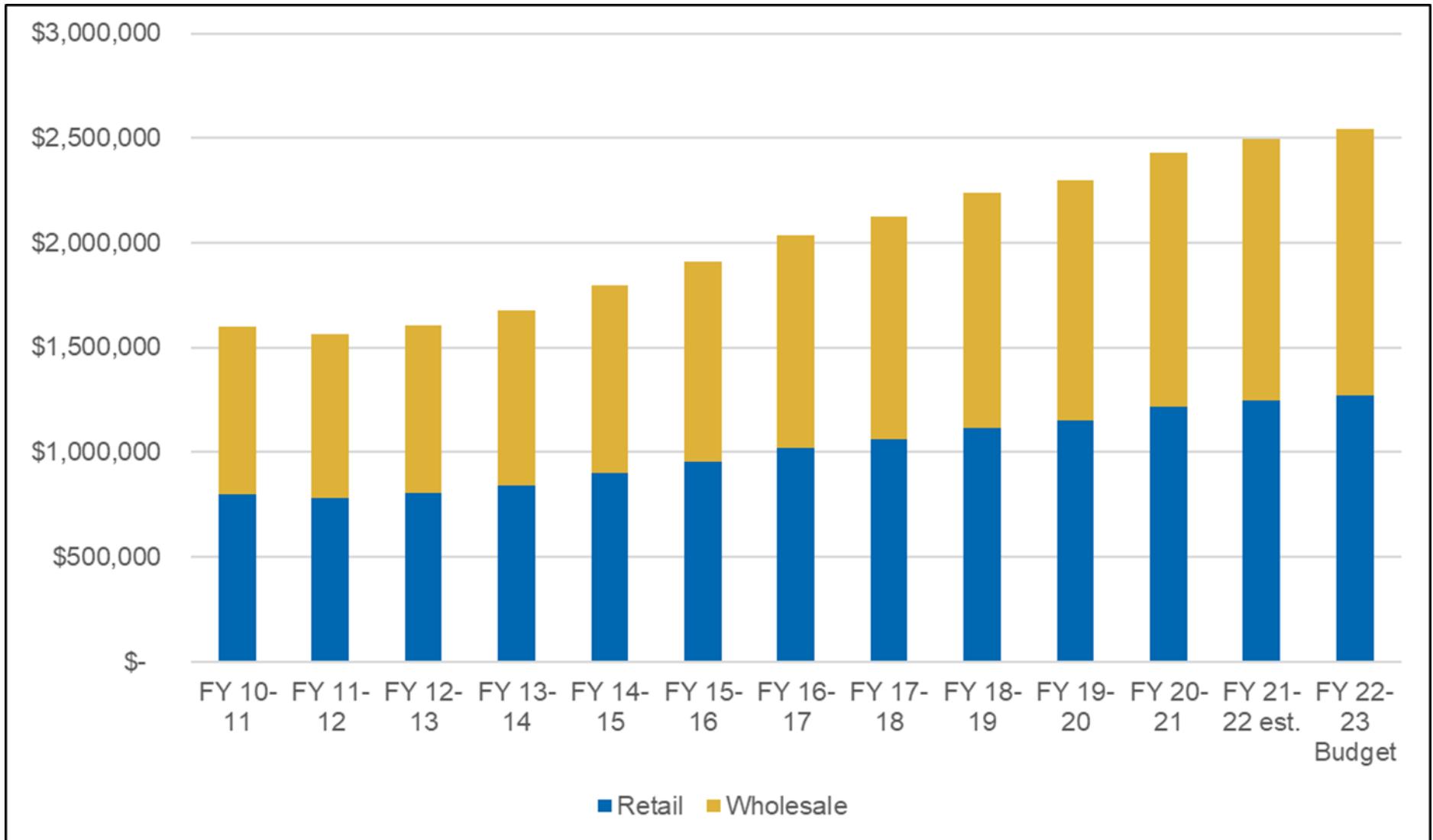


# Wholesale and Retail Water Sales Revenue



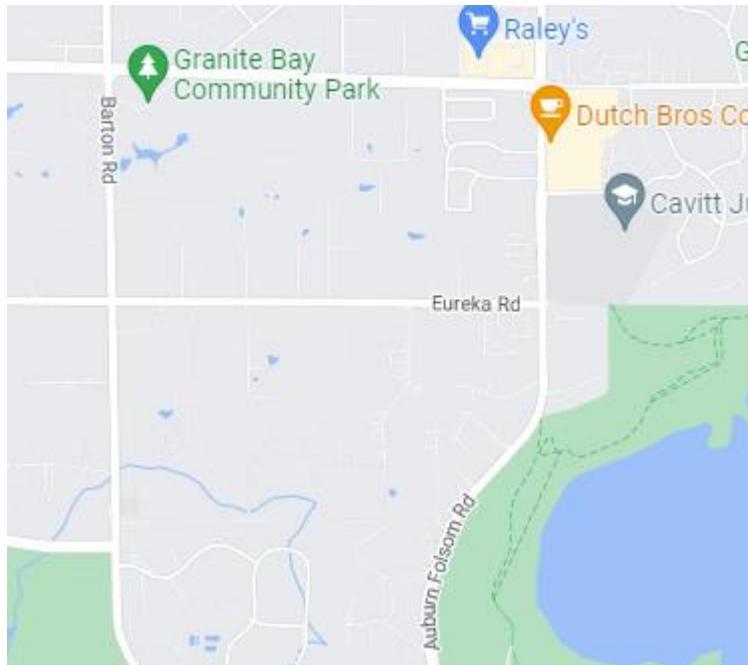


# Property Tax Revenues





# Proceeds from Debt Issuances



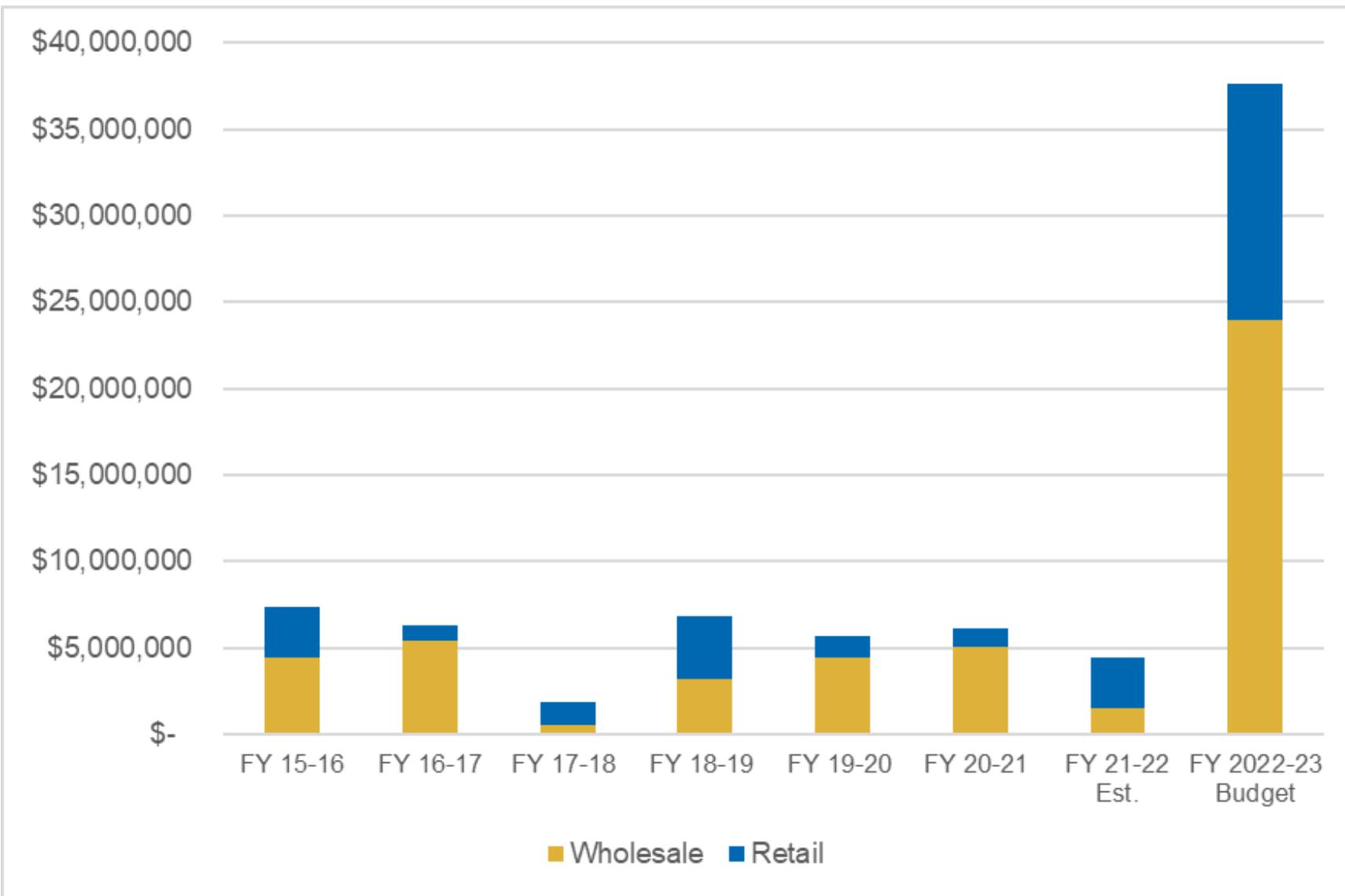
RETAIL: Replacement of the transmission pipeline in Eureka Road, between Auburn Folsom and Barton Roads - **\$4,000,000**



WHOLESALE: Replacement of the Hinkle Reservoir Cover and Liner **\$23,120,600**



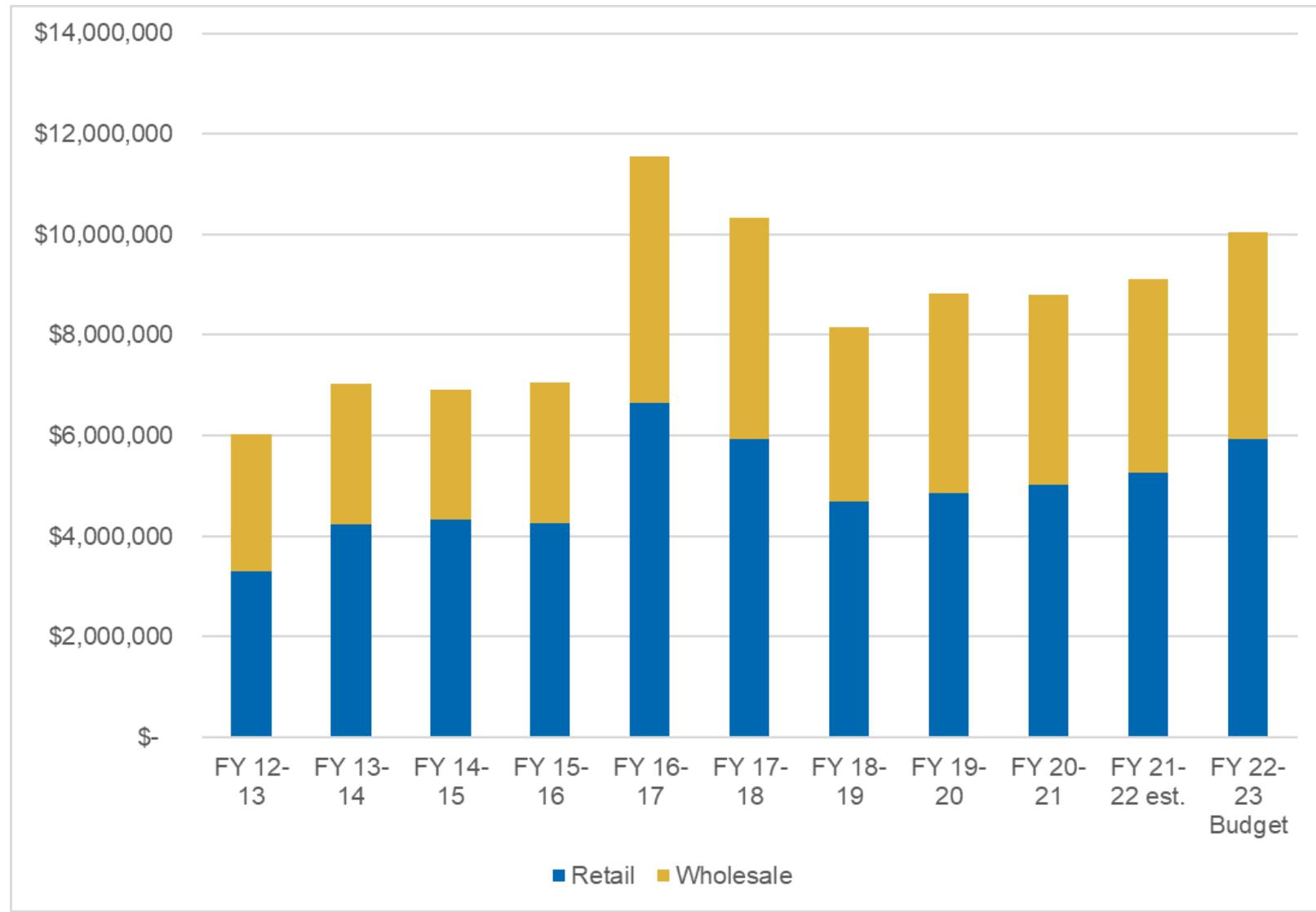
# Capital Spending





# Salaries and Benefits

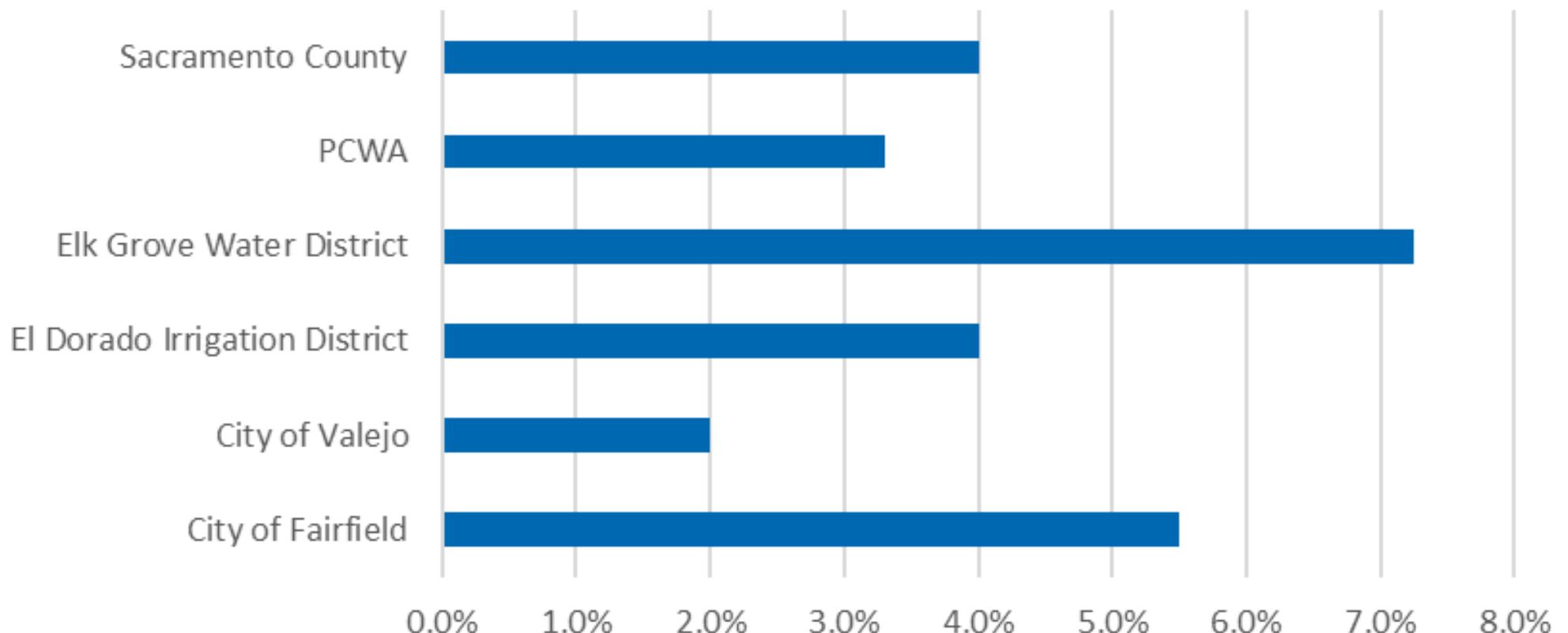
- 1 new position
- Comp Schedule
- 9% COLA
- 5% Benefits





# COLA Costs

Average COLA's - Comparator Agencies - 4.3%





# COLA Costs

				Amount Over CalPERS		
	Wholesale	Retail	Total	Assumption		
Current Budget - 9% COLA	\$ 225,600	\$ 333,200	\$ 558,800	\$ 282,800		
Average Planned COLA - 4.3% COLA	\$ 107,900	\$ 159,100	\$ 267,000	\$ 60,200		
Inflation Since Compensation Study - .82%	\$ 22,300	\$ 30,600	\$ 52,900	\$ (102,886)		

# San Juan Water District

Fiscal Year 2022–23 Budget

## ADMINISTRATION/WATER RESOURCES/IT

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Update the District's Strategic Plan	All	All	6/2023
Water Quality Control Plan – represent District interests and collaborate with regional and statewide partners to ensure the WQCP is reasonable and achievable	A	5	Ongoing
Delta conveyance – engage as necessary to protect District interests as new project developed, permits sought	A	5	Ongoing
Represent the District's interests in the implementation of groundwater banking and in the expansion of the regional groundwater bank	A	1, 2, 4	Ongoing
Monitor and respond to regulatory proposals from the SWRCB and DWR in the "Making Conservation a Way of Life" program (water loss regulations, indoor and outdoor efficiency standards, reporting, etc.); collaborate with ACWA, RWA and others around the state to ensure regulations are reasonable	A C D	1,5 2 5	Ongoing
Develop an agreement with PCWA to provide treatment and conveyance capacity for their West County water supply needs	A	5	Subject to PCWA timeline
If conditions warrant and allow, complete actions necessary to implement a groundwater substitution and/or conserved water transfer	A	5	6/2023
Prepare annual water rights reports to SWRCB and submit estimated schedule of deliveries of PCWA and CVP supplies to Reclamation	A	All	Post-14 > 2/2023 Pre-14 > 2/2023 Reclamation > 3/2023
Provide Monthly summary reports to Reclamation showing usage of water rights, PCWA, and CVP supplies, as well as treatment of SSWD's PCWA deliveries	A	All	The 10 <sup>th</sup> of the following month
2 <sup>nd</sup> Annual SJWD Employee Kids Day	E	3	7/2023
Complete Board Ordinance Updates	C	1	6/2023
Facilitate Records Inventory Process	C	1	6/2023



## WHOLESALE OPERATING - FISCAL YEAR 2022-23 BUDGET

### Wholesale Operations

<b>Est. Beginning Available Reserves July 1, 2022</b>	\$	<b>1,780,021</b>
Revenues		
Water Sales		11,003,900
Other Revenues		113,100
<b>Total Revenues</b>	<b>\$</b>	<b>11,117,000</b>
Expenses		
Salaries & Benefits		4,098,900
Water Supply		1,816,700
Other Expenses		2,953,700
Debt Service - Interest		686,300
Debt Service - Principal		851,300
<b>Total Expenses</b>	<b>\$</b>	<b>10,406,900</b>
Net Income		<b>710,100</b>
Transfer In/(Out)		(433,100)
<b>Est. Ending Available Reserves June 30, 2023</b>	<b>\$</b>	<b>2,057,021</b>



**FISCAL YEAR 2022-23 BUDGET BY DEPARTMENTS - WHOLESALE**  
**(excluding Salaries & Benefits)**



	<b>FY 2022-23</b>			
	<b>FY 2021-022</b>		<b>Proposed</b>	
	<b>Estimate</b>	<b>Budget</b>	<b>Difference</b>	
Administration and General	\$ 960,000	\$ 1,164,038	\$ 204,038	
Water Treatment Plant	1,337,400	1,593,800	256,400	
Water Supply	801,400	1,816,700	1,015,300	
Engineering	56,700	68,700	12,000	
Water Efficiency	29,700	30,700	1,000	
Non-Departmental	1,623,800	1,539,100	(84,700)	
Total	\$ 4,809,000	\$ 6,213,038	\$ 1,404,038	



## FISCAL YEAR 2022-23 BUDGET

<u>Retail Operations</u>	
<b>Est. Beginning Available Reserves July 1, 2022</b>	<b>\$ 2,524,798</b>
Revenues	
Water Sales	15,114,200
Other Revenues	<u>780,500</u>
<b>Total Revenues</b>	<b>\$ 15,894,700</b>
Expenses	
Salaries & Benefits	5,942,200
Treated Water	3,134,800
Other Expenses	3,814,500
Debt Service - Interest	406,500
Debt Service - Principal	<u>510,900</u>
<b>Total Expenses</b>	<b>\$ 13,808,900</b>
Net Income	<u>\$ 2,085,800</u>
Transfer In/(Out)	(1,861,100)
<b>Est. Ending Available Reserves June 30, 2023</b>	<b>\$ 2,749,498</b>



**FISCAL YEAR 2022-23 BUDGET BY DEPARTMENTS - RETAIL**  
**(excluding Salaries & Benefits)**



	<b>FY 2022-23</b>		
	<b>FY 2021-022</b>	<b>Proposed</b>	
	<b>Estimate</b>	<b>Budget</b>	<b>Difference</b>
Administration and General	\$ 556,000	\$ 631,400	\$ 75,400
Distribution System	2,073,800	2,521,700	447,900
Water Supply	3,236,200	3,134,800	(101,400)
Engineering	81,300	197,300	116,000
Water Efficiency	116,900	64,900	(52,000)
Customer Service	231,200	352,600	121,400
Non-Departmental	882,100	918,900	36,800
Total	\$ 7,177,500	\$ 7,821,600	\$ 644,100



## Wholesale Capital Outlay Fund Summary

	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22 Estimated	FY 2022-23 Proposed Budget
<b>Est. Beginning Available Reserves</b>	\$ 10,012,861	\$ 16,168,310	\$ 16,890,133	\$ 16,281,430	\$ 17,849,130
<b>Revenues</b>					
Proceeds from Issuance of Debt	\$ -	\$ -	\$ -	\$ -	\$ 23,120,600
Taxes & Assessments	1,118,187	1,164,350	1,215,739	1,248,000	1,273,000
Capital Contributions	2,601,290	232,052	68,658	-	-
Connection Fees	124,971	61,216	268,649	285,000	200,000
Other Revenues	272,000	419,417	88,090	103,100	126,000
<b>Total Revenues</b>	<b>\$ 4,116,448</b>	<b>\$ 1,877,035</b>	<b>\$ 1,641,135</b>	<b>\$ 1,636,100</b>	<b>\$ 24,719,600</b>
<b>Expenses</b>					
Reservoirs & Improvements	\$ 67,719	\$ 711,141	\$ 2,298,310	\$ 190,700	\$ 24,172,700
Water Treatment Plant Improvements	49,872	3,083,166	2,606,088	767,700	457,800
Land Improvements	10,674	19,370	34,704	15,000	327,500
Buildings & Improvements	10,734	1,912	11,306	29,100	291,400
Professional Services	-	-	-	298,200	70,000
Equipment and Furniture	38,229	44,433	32,796	88,900	55,500
Software	53,125	66,180	1,829	-	32,000
Land Acquisition	-	-	-	-	25,000
Mains/Pipelines & Improvements	2,922,588	104,246	-	-	-
Maintenance	32,701	369,229	13,080	3,200	-
Vehicles	-	-	30,637	110,700	-
Contributions to Others	(38,318)	-	-	-	-
<b>Total Expenses</b>	<b>\$ 3,147,324</b>	<b>\$ 4,399,677</b>	<b>\$ 5,028,752</b>	<b>\$ 1,503,500</b>	<b>\$ 25,431,900</b>
<b>Net Income</b>	<b>\$ 969,124</b>	<b>\$ (2,522,642)</b>	<b>\$ (3,387,617)</b>	<b>\$ 132,600</b>	<b>\$ (712,300)</b>
Transfer In	5,186,325	3,244,465	2,778,914	1,435,100	433,100.00
Transfer Out	-	-	-	-	-
<b>Est. Ending Available Reserves</b>	<b>\$ 16,168,310</b>	<b>\$ 16,890,133</b>	<b>\$ 16,281,430</b>	<b>\$ 17,849,130</b>	<b>\$ 17,136,830</b>



## *Reservoirs and Improvements*

### Hinkle Reservoir Cover and Liner Replacement

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 3,077,500
<b>Start Date:</b>	FY 2018-19	<b>Budgeted Spending FY 2022-23:</b>	\$ 23,895,400
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 26,972,900

Hinkle Reservoir is a 62 million gallon Hypalon lined and covered earthen reservoir. The water treatment plant is operated at a constant flowrate and the Hinkle Reservoir is used to store excess treated water, with the water level rising and falling with changes in demand and production. Regular maintenance has extended its life however it is now in need of replacement. This project will rehabilitate the inlet and outlet structures, repair ancillaries as needed, and replace the approximate 11 acres of cover, liner and interior baffle wall material. Construction was originally planned to commence in FY 2021-22, however due to the low level of water in Folsom Lake this project was pushed to FY 2022-23.

### Hinkle Reservoir Overflow Channel Lining (East of Auburn Folsom Road)

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 63,700
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2022-23:</b>	\$ 277,300
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 341,000

The Hinkle Reservoir will be removed from service in FY 2022-23 in order to replace the cover and liner. The District has installed temporary storage tanks to buffer the difference between plant production and customer demand. The tanks will hold much less water than the reservoir. As such there will be an increased need to handle overflow of the tanks. Because the existing channel is unlined, the force of the overflow would likely cause disruptive erosion to the overflow channel. This project will line the channel to minimize environmental disruption.

## *Water Treatment Plant Improvements*

### Lime Tower Coating

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 24,108
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2022-23:</b>	\$ 225,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 249,108

The lime tower stores and distributes lime into the treated water as it leaves the treatment plant. Lime is used in the treatment process to manage pH levels in the distribution system. The small amount of lime in the treated drinking water protects the District's entire distribution system from untimely corrosion. The lime tower is aged. The District commissioned a study in FY 2019-20 to determine its rehabilitation needs. The study recommends re-doing the interior and exterior coating and installing additional anchor bolts. Both the design and construction were to be done in Fiscal Year 2021-22 but were not. Therefore this project has been included in the Fiscal Year 2022-23 budget.



## Water Treatment Plant Improvements (con't)

### Backwash Hood Rehabilitation Assessment and Design (Two) and Rail Track Improvements

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 150,000
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 150,000

The final filtration of water occurs in the North and South basins which each have a series of filter cells along the bottom of the basin. Each basin has two backwash hoods that move across the basins to backwash (clean) the various filters. The backwash hoods suck water up through the filters and send the water back into the first treatment stage of the plant. Each basin currently has one new and old backwash hood. This project will assess the structural integrity of the two old hoods to determine if they can be rehabilitated, or need to be replaced (including the rail track upon which they move). The budget will fund both the assessment and the design of either the rehabilitation or the replacement. This project will not materially affect ongoing operating costs.

### Turbidimeter Replacements

<b>Project Status:</b>	In Progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 82,200
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2022-23:</b>	\$ 47,800
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 130,000

A turbidimeter is an instrument that measures water clarity. This project replaces 28 outdated turbidimeters at the Water Treatment Plant. This represents the bulk of the turbidimeters used in the water treatment process. This equipment lasts for approximately 7 years before becoming obsolete. The turbidimeters were purchased in FY 2021-22 and will be installed in FY 2022-23.

### New Gate for the Water Treatment Plant

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 35,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 35,000

Due to the sensitive and critical nature of the facility, the water treatment plant is protected by an electronic, access restricted gate. The gate has been malfunctioning and reached the end of its useful life. This project replaces the existing gate.

## Land Improvements

### Solar Site Access Culvert Replacement

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 76,300
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2022-23:</b>	\$ 327,500
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 403,800

Replace aged culvert on Baldwin Reservoir ditch for solar site access road. This project will reduce maintenance efforts and increase safety.



## *Buildings and Improvements*

### **Electrical Service Upgrade at Administration Building**

<b>Project Status:</b>	In Progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 21,100
<b>Start Date:</b>	FY 2020-21	<b>Budgeted Spending FY 2022-23:</b>	\$ 208,900
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 230,000

The electric panel for the Administration Building is antiquated and in need of replacement. During a recent test of the electric system, the main breaker failed and the District was unable to shut off power to the building. A temporary panel is being installed to remedy the failed main breaker, but the entire service panel needs to be replaced. This project will bring the panel up to current standards, and allow for future expansion of the building including the installation of electric vehicle charging stations.

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### **Clean Fleet Study and Improvements**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 70,000
<b>Estimated Completion:</b>	Undetermine	<b>Total Project Cost:</b>	\$ 70,000

California Air Resource Board (CARB) is responsible for implementing the Governor's Executive Order B-55-18 to achieve Carbon Neutrality by 2045 and the Zero emission Vehicles (ZEVs) goals set forth in Executive Order N-79-20. Included in this effort are new requirements under the Advanced Clean Fleets program related to vehicle purchases for public agencies like San Juan Water District. The proposed rules state that Starting January 1, 2024, 50 percent of the total number of vehicles added in each calendar year must be ZEVs, and Starting January 1, 2027, 100 percent of the total number of vehicles added to the fleet in each calendar year must be ZEVs. To be in compliance with this requirement, the District has to determine what new infrastructure is required for plugging in the new vehicles, the on-going cost for purchasing and maintaining the new vehicles and the supporting infrastructure, and then to construct the improvements. This coming year includes a detailed study and design of the site improvements needed for this new requirement. Given the ratio of District vehicles between wholesale and retail, wholesale will be paying for 25% of this study/design project. Installation of vehicle charging stations will increase electric utility expenses, however there will be an offsetting decline in vehicle fuel purchases. The net difference is unknown at this time.

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### **ADA Plan Compliance Project – Administration Building Men's Restroom**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 7,500
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 7,500

The District performed an evaluation of the District's facilities related to the Americans Disabilities Act (ADA) in 2018 and completed the Accessibility Transition Plan in 2019. The District has been addressing the deficiency items listed in the report, including widening walkways, installing railing, and improving accessibility to the District's main office. One of the identified deficiency items is the men's restroom urinal. The current configuration of the urinal is too narrow for ADA compliance. The project includes widening the urinal to achieve compliance with ADA standards. The project costs are split evenly between the wholesale and retail divisions and will not affect ongoing operating costs.



## Buildings and Improvements (con't)

### Flagpole Replacement

Project Status:	Planned	Estimated Spending FY 2021-22 & Prior:	\$ -
Start Date:	FY 2022-23	Budgeted Spending FY 2022-23:	\$ 5,000
Estimated Completion:	FY 2022-23	Total Project Cost:	\$ 5,000

The District's flagpole has deteriorated and is in need of replacement so the flag of the United States of American can be safely flown, and safely raised and lowered in accordance with orders of the Governor of the State of California and/or the President of the United States of America. The total cost of the replacement is estimated to be \$10,000 but is shared evenly between the wholesale and retail divisions.

## Professional Services

### SCADA Cyber Security Study

Project Status:	Planned	Estimated Spending FY 2021-22 & Prior:	\$ -
Start Date:	FY 2022-23	Budgeted Spending FY 2022-23:	\$ 70,000
Estimated Completion:	FY 2022-23	Total Project Cost:	\$ 70,000

Supervisory control and data acquisition (SCADA) is a system of software and hardware elements that allows the District to control processes locally or at remote locations, such as turning on pumps, opening or closing valves, etc. This study will do a complete review of the security of the SCADA system from the servers to the network to the computers that control the machinery. The study will identify gaps where security is lacking and recommend and implement security and protocols. It will result in a cyber-security standard where any work on the SCADA side of the network would adhere to going forward. This project is split between wholesale (25%) and retail (75%).

## Equipment and Furniture

### Thickener Access Ladders (3)

Project Status:	Planned	Estimated Spending FY 2021-22 & Prior:	\$ -
Start Date:	FY 2022-23	Budgeted Spending FY 2022-23:	\$ 50,000
Estimated Completion:	FY 2022-23	Estimated Future Spending:	\$ 40,000
		Total Project Cost:	\$ 90,000

The District recently re-coated the interior of the clarifier tanks. Now that the re-coating is complete, the tanks' access ladders need to be replaced. This project funds the replacement of the 3 ladders. It was originally budgeted to be completed in Fiscal Year 2021-22 but has been delayed. Design is planned for FY 2022-23 with construction and completion schedule for Fiscal Year 2023-24.

### HACH PH/DO Meter

Project Status:	Planned	Estimated Spending FY 2021-22 & Prior:	\$ -
Start Date:	FY 2022-23	Budgeted Spending FY 2022-23:	\$ 5,500
Estimated Completion:	FY 2022-23	Total Project Cost:	\$ 5,500

This equipment is used to measure PH and dissolved oxygen in water. The existing meter is past its useful life and does not measure dissolved oxygen, just PH.



## Software

### Back-Up Plant Pumps – SCADA Integration

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 20,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 20,000

The District's Crown Point pump station provides pressurized drinking water to the retail service area and the entire District campus, including the water treatment plant. That water is critical for maintaining water treatment plant operations as it is used in various treatment processes such as the chemical feed system, and the belt press process. The back-up plant pumps exist to provide pumping capabilities if/when the Crown Point pump station is off line. Historically the back-up pumps have had to be turned on manually. By integrating those pumps into the District's SCADA system, the system will automatically switch the pumps on if Crown Point goes off line, either intentionally or unintentionally, greatly improving system reliability. Originally planned to be completed in Fiscal Year 2021-22, it has now been delayed until Fiscal Year 2022-23.

### Tyler Content Management and Output Director

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 12,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 12,000

The District uses a software called Tyler Technologies for its financial and utility billing processes. The module was included in the budget last fiscal year, even though the analysis of the benefits of the module had not been completed. With that analysis complete, the District has determined that the module will afford the Finance Department the ability to store records and documents electronically within the system, reducing filing and document retrieval time, as well as reducing the District's carbon footprint. The District executed the purchase agreement, but was unable to complete the installation due to staffing shortfalls. It is anticipated to be purchased, installed and implemented in Fiscal Year 2022-23.

## Land (Non-Depreciable)

### Land Acquisition (Property Boundary Adjustment South of Hinkle Reservoir and Center Channel)

<b>Project Status:</b>	In Progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2022-23:</b>	\$ 25,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 25,000

The District is working with U.S. Bureau of Reclamation (Reclamation) to address a couple property issues at the District's main site. The first is a piece of property referred to the Center Channel. This property is a 75-foot wide swath of land that traverses the District's main site and is owned by Reclamation. The second property is located at the south end of Hinkle Reservoir. This property includes the south slope of Hinkle Reservoir and a small section of property at the Southeast corner of Hinkle Reservoir. The project is to have these properties transferred to the District since they encompass portions of Hinkle Reservoir. The costs here include incidental costs for reimbursing Reclamation for their time and the cost for any consultant work necessary for the deed transfer. Acquisition of property title will not affect ongoing operating costs as they District has been maintaining these properties for years.



## Retail Capital Outlay Fund Summary

	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22 Estimate	FY 2022-23 Proposed Budget
<b>Est. Beginning Available Reserves</b>	\$ 6,921,926	\$ 5,419,939	\$ 8,027,850	\$ 11,778,997	\$ 14,817,697
Revenues					
Proceeds from Debt Issuance	-	-	43,197	-	4,000,000
Taxes & Assessments	1,118,187	1,164,350	1,215,738	1,248,000	1,273,000
Connection Fees	82,549	319,577	1,082,998	2,270,200	500,000
Other Revenues	161,996	157,483	37,929	74,900	148,800
<b>Total Revenues</b>	<b>\$ 1,362,732</b>	<b>\$ 1,641,411</b>	<b>\$ 2,379,862</b>	<b>\$ 3,593,100</b>	<b>\$ 5,921,800</b>
Expenses					
Mains/Pipelines & Improvements	\$ 3,004,752	\$ 382,645	\$ 428,467	\$ 1,908,100	\$ 7,407,100
Pump Stations & Improvements	194,811	359,840	467,098	242,600	5,296,600
Buildings & Improvements	271,185	1,912	2,514	42,300	446,400
Vehicles	-	49,036	170,561	289,200	276,000
Professional Services	-	253,120	26,614	-	210,000
Equipment and Furniture	59,872	55,541	-	76,800	34,000
Software	159,375	197,969	9,385	-	12,000
Reservoirs & Improvements	-	5,267	-	350,000	-
Land Improvements	-	10,638	-	-	-
<b>Total Expenses</b>	<b>\$ 3,689,996</b>	<b>\$ 1,315,967</b>	<b>\$ 1,104,640</b>	<b>\$ 2,909,000</b>	<b>\$ 13,682,100</b>
Net Income	\$ (2,327,264)	\$ 325,443	\$ 1,275,222	\$ 684,100	\$ (7,760,300)
Transfer In	825,277	2,282,468	2,475,925	2,354,600	1,861,100
Transfer Out	-	-	-	-	-
<b>Est. Ending Available Reserves</b>	<b>\$ 5,419,939</b>	<b>\$ 8,027,850</b>	<b>\$ 11,778,997</b>	<b>\$ 14,817,697</b>	<b>\$ 8,918,497</b>



## Mains/Pipelines and Improvements

### Replace Steel Transmission Line in Eureka Road from Barton to Auburn Folsom Road

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 130,700
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2022-23:</b>	\$ 3,869,300
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	<u>\$ 4,000,000</u>

This project will replace 3,925 linear feet of aged steel transmission pipeline in Eureka Road from Barton Road to Auburn Folsom Road. This aged pipeline replacement will ensure system redundancy by improving the backbone intertie between the Bacon and Lower Granite Bay Zones, allowing either zone to supply the other in the event of a pump station loss. The design and construction were originally planned to be completed in FY 20-21. The design work has been completed and construction contract has been issued, but construction will not be completed until Fiscal Year 2022-23. In order to reduce paving costs, and cause the least disruption to traffic, the project will be completed in conjunction with a road widening and resurfacing project being undertaken at the same location by Placer County. Therefore, the timing of the construction will be driven by Placer County. Due to the high cost of the project the District is seeking financing for the project from the State of California Drinking Water Revolving Loan fund at a below market interest rate.

### Replace up to 110 Service Laterals

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 572,100
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2022-23:</b>	\$ 1,420,000
<b>Estimated Completion:</b>	Unknown	<b>Total Project Cost to Date:</b>	<u>\$ 1,992,100</u>

A service lateral is the pipeline that runs from the main line, in or next to the road, to individual water meters. In 2020 it was determined that the District's service lateral failure rate is 35% worse than the national average. The District plans to replace at least 85 service laterals per year. This budget funds the replacement of up to 110 service laterals. Replacing the service laterals will save the District money as less time will be spent responding to leaks and less water will be lost.

### Replace 45 Air/Vacuum Relief Valves

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 840,000
<b>Estimated Completion:</b>	Ongoing	<b>Total Project Cost:</b>	<u>\$ 840,000</u>

An air release valve allows air to enter or leave pipelines as needed. Removing air pockets in a pipeline allows water to flow more freely. Allowing air to enter if there is a leak or break prevents the creation of a vacuum, which can cause a pipeline to collapse. California law requires the vent opening to be above grade, to minimize opportunities for water contamination. Most of the district's valves are in boxes in the street, blow grade. Approximately 75.0 valves need to be relocated to the side of the road and vented above ground. The District plans to replace 45 per year, over a 20 year period, commencing with Fiscal Year 2022-23.



## Mains/Pipelines and Improvements (con't)

### Meter Replacement Program

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 29,000
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 465,800
<b>Estimated Completion:</b>	On-going	<b>Total Project Cost:</b>	\$ 494,800

The District's meters were originally installed between 1997 and 2004. There are approximately 4,400 meters that are greater than 18 years old. With a typical meter life of 20-25 years it is time to start a replacement program. As of 2021 the District had 10,779 total meters. 736 of them were manual read meters, 7,987 were touch read meters and 2,056 were radio read (drive-by only). The plan is to replace 515 (5%) of the meters each year, which results in a 20 year replacement cycle and to replace all end-points over 5 years (converts all to radio read), which equate to 2,118 per year. Due to supply chain issues, the District was not able to reach its goal for Fiscal Year 2021-22. Therefore this budget funds the replacement of approximately 970 meters and 4,000 end-points. This encompasses routes 6, 7, 8 and 9.

### Wharf Hydrant Replacements

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 218,000
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2022-23:</b>	\$ 218,000
<b>Estimated Completion:</b>	FY 2031-32	<b>Total Project Cost to date:</b>	\$ 436,000

The District is systematically replacing both aged and wharf style fire hydrants. Wharf style hydrants have less water capacity and are more likely to break than a standard hydrant. The District has approximately 100 wharf style hydrants in its distribution system. The District intends to replace 10 per year over the next 10 years.

### Fire Hydrant Replacements

<b>Project Status:</b>	In-Progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	Ongoing	<b>Budgeted Spending FY 2020-21:</b>	\$ 157,000
<b>Estimated Completion:</b>	Ongoing	<b>Total Project Cost:</b>	\$ 157,000

The District is systematically replacing aged fire hydrants. This project will replace ten aged fire hydrants, at various locations, throughout the District.

### Water Main Installation Underneath the North Glenn Bridge

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	Unknown	<b>Budgeted Spending FY 2022-23:</b>	\$ 82,000
<b>Estimated Completion:</b>	Unknown	<b>Total Project Cost:</b>	\$ 82,000

This project involves the replacement of approximately 100-LF of previously existing 6-inch pipe with new 8-inch pipe. In June of 2015 Placer County requested that the District remove the old water main running under the existing storm drainage channel to facilitate removal of the old North Glen Pedestrian Bridge. When the bridge washed out in 2015 the 6-inch pipeline was damaged. The District's only option at that time was to cut and remove the damaged section of pipe and then cap the water main on opposite sides of the drainage channel at this location. The County has plans to replace the bridge, and at that time the District can replace the currently disconnected pipeline. This project will involve designing the replacement water main that will be installed under the new bridge on the downstream side. Construction timing is dependent upon the County's project schedule, but the District needs to be ready to move forward concurrently with the County's project. This will be a joint project with Placer County, and the County has agreed to allow the District to install the replacement pipeline on or under the County's bridge which will result in a lower cost than replacing the pipeline under the drainage channel. The County did not move forward with the project last year, so the District is budgeting for this again in Fiscal Year 2022-23.



## Mains/Pipelines and Improvements (con't)

### Eckerman 8 inch tie-in to "The Park" Subdivision

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2022-23:</b>	\$ 55,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 55,000

This project involves the installation of approximately 50 to 100 linear feet of 8-inch pipe to extend the existing southerly section of the Eckerman pipeline into the new piping that will be installed with the construction of "The Park" Subdivision. The costs are to be reimbursed by the developer of The Park subdivision project. This connection into The Park subdivision is needed to provide adequate supply for fire flow, and to facilitate source of supply redundancy. The project was originally budgeted in Fiscal Year 2021-22 but did not commence by years end as the developer has not yet completed design review.

## Pump Stations and Improvements

### Groundwater Production Facility

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 2,575,000
<b>Estimated Completion:</b>	FY 2023-24	<b>Estimated Future Costs:</b>	\$ 2,652,000
		<b>Total Project Cost:</b>	\$ 5,227,000

Included in the retail financial plan is \$5 million for SJWD to use in securing access to groundwater production capacity to provide water supplies to the District's retail service area. These supplies could be delivered via the Antelope Pump Station, which can send groundwater produced in the Sacramento Suburban Water District's North Service Area to Orangevale Water Company, the City of Folsom and the District's retail service area.

### Bacon Pump Station Generator Replacement(s)

<b>Project Status:</b>	In Progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 119,600
<b>Start Date:</b>	FY 2020-21	<b>Budgeted Spending FY 2022-23:</b>	\$ 2,122,300
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 2,241,900

The two existing emergency generators at the Bacon Pump Station have exceeded their useful life and need to be replaced. Two new generators and electrical controls will be installed at the station. The project includes a new 400 and a 600KW generator, slab foundations, a retaining wall, electrical conduits and electrical panel replacements. Additionally the existing generators shall be removed, including their foundation slabs, fuel cells, and electrical connections.

### Upper Granite Bay Pump Station Generator Replacement

<b>Project Status:</b>	In Progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 140,900
<b>Start Date:</b>	FY 2020-21	<b>Budgeted Spending FY 2022-23:</b>	\$ 274,800
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 415,700

The Upper Granite Bay Pump Station generator is old and needs to be replaced. With PG&E power outages increasing to reduce fire risk, it is critical that the District maintain generators in good working order.



## Pump Stations and Improvements (con't)

### Douglas Booster Pump Station Electrical Improvements

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 24,900
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2022-23:</b>	\$ 54,500
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 79,400

The Douglas Booster Pump Station provides back-up to the Upper and Lower Granite Bay Pump Stations. This project will upgrade the aged electrical and mechanical systems for the Douglas Booster Pump Station to bring it up to current code, add safety, and provide improved operational efficiency. It will include either one or two variable frequency drives, depending upon the configuration of the pump(s). Variable frequency drives reduce electricity costs and reduce wear and tear on the pumps, which increases their reliability and life. The improvements were originally budgeted for Fiscal Year 2021-22 but the District was not able to commence the work by year's end.

### Canyon Falls Village Pressure Reducing Station Replacement

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 61,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 61,000

This pump station is currently below grade which creates added costs and complexity in terms of operations and maintenance. This project bring the control valves above grade in an above ground enclosure. This will improve the safety environment for staff when performing maintenance and will reduce maintenance costs as confined space equipment and air quality testing will no longer be needed to perform basic and ongoing maintenance.

### Bacon Booster Pump Station – New Variable Frequency Drive and Components

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 60,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 60,000

This project will install a variable frequency drive on pump number five at the Bacon Booster Pump Station, along with other components to complement the generator replacement project described above. The existing motor drive for pump number five is either on or off and therefore the pump runs at full speed regardless of the system demands. Replacing the drive with a variable frequency drive will provide the District the ability to optimize the operation of the pump station based on the current demands on the distribution system.

### Bacon Pump Station – Replacement Motors for Pumps #3 and #4

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 50,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 50,000

This project will replace the motors on pumps #3 and #4 with new 200 horsepower inverter rated motors. The existing motors are aged and in need of replacement to ensure reliability and reduce future maintenance and repair costs. The project was originally budgeted for Fiscal Year 2021-22 but did not commence by the end of the year.



## Pump Stations and Improvements (con't)

### Pump Station Pressure Transmitters

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 38,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 38,000

This project entails the replacement of nine pressure transmitters at the Hinkle and Bacon Pump Stations. Some of the District's pressure transmitters have failed recently and the other transmitters have reached the end of their service life. This project will ultimately replace all of the pressure transmitters in three phases over multiple years, and will standardize the equipment, which reduces the inventory the District needs to carry.

### Bacon Pump Station Security Improvements

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 31,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 31,000

This project will design new security features for the pump station, predominately new fencing and security cameras.

### American River Canyon Booster Pump Station South – 4 Replacement Pumps

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 30,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 30,000

This project will replace 4 pumps that have aged and are in need of replacement to ensure continued reliability and reduce future maintenance and repair costs. The project was originally budgeted for Fiscal Year 2021-22 but did not commence by the end of the year.

## Buildings and Improvements

### Clean Fleet Study and Improvements

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 210,000
<b>Estimated Completion:</b>	Undetermined	<b>Total Project Cost:</b>	\$ 210,000

California Air Resource Board (CARB) is responsible for implementing the Governor's Executive Order B-55-18 to achieve Carbon Neutrality by 2045 and the Zero emission Vehicles (ZEVs) goals set forth in Executive Order N-79-20. Included in this effort are new requirements under the Advanced Clean Fleets program related to vehicle purchases for public agencies like San Juan Water District. The proposed rules state that Starting January 1, 2024, 50 percent of the total number of vehicles added in each calendar year must be ZEVs, and Starting January 1, 2027, 100 percent of the total number of vehicles added to the fleet in each calendar year must be ZEVs. To be in compliance with this requirement, the District has to determine what new infrastructure is required for plugging in the new vehicles, the on-going cost for purchasing and maintaining the new vehicles and the supporting infrastructure, and then to construct the improvements. This coming year includes a detailed study and design of the site improvements needed for this new requirement. Given the ratio of District vehicles between wholesale and retail, retail will be paying for 75% of this study/design project. Installation of vehicle charging stations will increase electric utility expenses, however there will be an offsetting decline in vehicle fuel purchases. The net difference is unknown at this time.



## Buildings and Improvements (con't)

### Electrical Service Upgrade at Administration Building

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 21,100
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2022-23:</b>	\$ 208,900
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 230,000

The electric panel for the Administration Building is antiquated and in need of replacement. During a recent test of the electric system, the main breaker failed and the District was unable to shut off power to the building. A temporary panel is being installed to remedy the failed main breaker, but the entire service panel needs to be replaced. This project will bring the panel up to current standards, and allow for future expansion of the building including the installation of electric vehicle charging stations. This project, shared evenly between the wholesale and retail divisions, commenced in Fiscal Year 2021-22 but will not be completed until the current fiscal year.

### Purchase of Connex Storage Container

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 15,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 15,000

The District's parts shelter was torn down in 2018. It was structurally unsound and it was more cost effective to replace, rather than improve the existing structure. The District budgeted to construct a movable 3-sided steel parts shelter in Fiscal Year 2021-22 however, the Board of Directors did not approve construction and directed the District hold off until the larger District facilities renovation happens, currently slated for Fiscal Year 2028-29. This storage facility is needed in the interim to house parts that would otherwise degrade quickly if left out in the elements.

### ADA Plan Compliance Project – Administration Building Men's Restroom

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 7,500
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 7,500

The District performed an evaluation of the District's facilities related to the Americans Disabilities Act (ADA) in 2018 and completed the Accessibility Transition Plan in 2019. The District has been addressing the deficiency items listed in the report, including widening walkways, installing railing, and improving accessibility to the District's main office. One of the identified deficiency items is the men's restroom urinal. The current configuration of the urinal is too narrow for ADA compliance. The project includes widening the urinal to achieve compliance with ADA standards. The project costs are split evenly between the wholesale and retail divisions and will not affect ongoing operating costs.

### Flagpole Replacement

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 5,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 5,000

The District's flagpole has deteriorated and is in need of replacement so the flag of the United States of America can be safely flown, and safely raised and lowered in accordance with orders of the Governor of the State of California and/or the President of the United States of America. The total cost of the replacement is estimated to be \$10,000 but is shared evenly between the wholesale and retail divisions.



## Vehicles

### Replace Field Services Vehicle #6 2008 F-650 Dump Truck

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 125,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 125,000

At 14 years old this dump truck only has 14,800 miles on it. However, it has proved unreliable and has developed engine problems that are going to create significant repair costs in the future. The District intends to replace this dump truck to avoid those future unnecessary repair costs and have a more reliable vehicle.

### Vehicle #8/15 Replacement – F-150 Distribution Lead Worker Truck

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 45,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 45,000

Over five years ago Field Services transferred Vehicle #8 to the Water Treatment Plant. Vehicle #8 had been one of two trucks used for the Distribution Lead Workers. When vehicle #8 was transferred to the Water Treatment Plant Field Services was left with one truck for the leads. They operated this way until Fiscal Year 2020-21 when they bought a new truck to replace Vehicle #15. Instead of selling the old vehicle #15 they kept it to restore the second truck for the Distribution Leads. The Field Services team has determined that they need to continue operating with two truck trucks for the leads and recommends replacing the old vehicle #15 with this F-150.

### Replace Vehicle #12 2011 F-250 Super Cab

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 45,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 45,000

The District intends to replace the existing 2011 F-250 Super Cab service truck with a new F-250. The District generally replaces vehicles every 10 years or 100,000 miles. The existing truck is 12 years old with 76,000 miles. Purchasing the new truck will increase vehicle reliability and decrease repair costs. The existing truck will be sold at auction.

### Replace 2007 Forklift (E#18)

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 44,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 44,000

This 2007 forklift has reached the end of its expected useful life. With 8701 hours of use It is still in fair operating condition and will be sold at auction. Replacing it now will prevent the occurrence of increased maintenance costs.

### Replace Bix Tex Tilt Mud Trailer

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 9,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 9,000

The District has been replacing one aged mud trailer per year. This trailer is from 1996 and has deteriorated to the point that it is only used when others are not available. Replacing this trailer will reduce the use of the other trailers enabling them all to reach their expected life.



## Vehicles (con't)

### Pump Truck Vehicle #37 Toolbox Improvement

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 8,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 8,000

This tool box improvement will allow the pump station team to carry more tools and equipment on the truck, reducing the frequency with which they need to return to the District campus for tools and supplies.

## Professional Services

### SCADA Cyber Security Study & Improvements

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 210,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 210,000

Supervisory control and data acquisition (SCADA) is a system of software and hardware elements that allows the District to control processes locally or at remote locations, such as turning on pumps, opening or closing valves, etc. This study will do a complete review of the security of the SCADA system from the servers to the network to the computers that control the machinery. The study will identify gaps where security is lacking and recommend and implement security and protocols. It will result in a cyber-security standard where any work on the SCADA side of the network would adhere to going forward. This project is split between wholesale (25%) and retail (75%). It was originally planned to be completed in Fiscal Year 2021-22 but did not commence prior to year-end.

## Equipment and Furniture

### Field Services Building – Sewer Lift Station – Tie In to SCADA

<b>Project Status:</b>	In Progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2020-21	<b>Budgeted Spending FY 2022-23:</b>	\$ 15,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 15,000

Parts have been purchased to make improvements to the Field Services Building's sewer lift station and the District anticipates using internal staff to install the improvements in the 2021-22 fiscal year. This project will fund the programming needed to tie the sewer lift station into the SCADA system.

### Leak Detection Equipment

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 10,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 10,000

A leak detector consists of speakers in a headset, worn by the operator, hooked up to a microphone that is on the ground. The microphone transmits the sound of leaking water to the wearer of the headset. The Field Services departments current leak detection equipment is old and in need of replacement.





## Equipment and Furniture (con't)

### Boring Machine Replacement

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 9,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 9,000

A boring machine tunnels underground, allowing staff to replace a service line without having to cut into the existing curb and gutter, or other surface pavement. Curb and gutter replaces costs \$1,500 at a minimum. The existing boring machine broke in fiscal year 2019-20 and is not cost effective to repair.

## Software

### Tyler Content Management and Output Director

<b>Project Status:</b>	Under Consideration	<b>Estimated Spending FY 2020-21&amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 12,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 12,000

The District uses a software called Tyler Technologies for its financial and utility billing processes. The module was included in the budget last fiscal year, even though the analysis of the benefits of the module had not been completed. With that analysis complete, the District has determined that the module will afford the Finance Department the ability to store records and documents electronically within the system, reducing filing and document retrieval time, as well as reducing the District's carbon footprint. The District executed the purchase agreement, but was unable to complete the installation due to staffing shortfalls. It is anticipated to be purchased, installed and implemented in Fiscal Year 2022-23.



# San Juan Water District

## Fiscal Year 2022–23 Budget

### Estimated Revenues and Expenditures of Funds – Summary

	Wholesale Operations	Wholesale Capital Outlay	Retail Operations	Retail Capital Outlay	Total
Est. Beginning Available Reserves July 1, 2022	\$ 1,780,021	\$ 17,849,130	\$ 2,524,798	\$ 14,817,697	\$ 36,971,646
Revenues					
Proceeds from Issuance of Debt	\$ -	\$ 23,120,600	\$ -	\$ 4,000,000	\$ 27,120,600
Water Sales	11,003,900	-	15,114,200	-	26,118,100
Taxes & Assessments	-	1,273,000	-	1,273,000	2,546,000
Other Revenues	113,100	126,000	780,500	148,800	1,168,400
Connection Fees	-	200,000	-	500,000	700,000
Total Revenues	\$ 11,117,000	\$ 24,719,600	\$ 15,894,700	\$ 5,921,800	\$ 57,653,100
Expenses					
Capital Improvement Projects	\$ -	\$ 25,361,900	\$ -	\$ 13,472,100	\$ 38,834,000
Water Supply	1,816,700	-	3,134,800	-	4,951,500
Salaries & Benefits	4,098,900	-	5,942,200	-	10,041,100
Debt Service - Interest	686,300	-	406,500	-	1,092,800
Debt Service - Principal	851,300	-	510,900	-	1,362,200
Other Expenses	2,858,738	70,000	3,814,500	210,000	6,953,238
Total Expenses	\$ 10,311,900	\$ 25,431,900	\$ 13,808,900	\$ 13,682,100	\$ 63,234,838
Net Income	\$ 805,100	\$ (712,300)	\$ 2,085,800	\$ (7,760,300)	\$ (5,581,700)
Transfer In/(Out)	(433,100)	433,100	(1,861,100)	1,861,100	-
Ending Available Reserves Est.	\$ 2,152,021	\$ 17,569,930	\$ 2,749,498	\$ 8,918,497	\$ 31,389,946



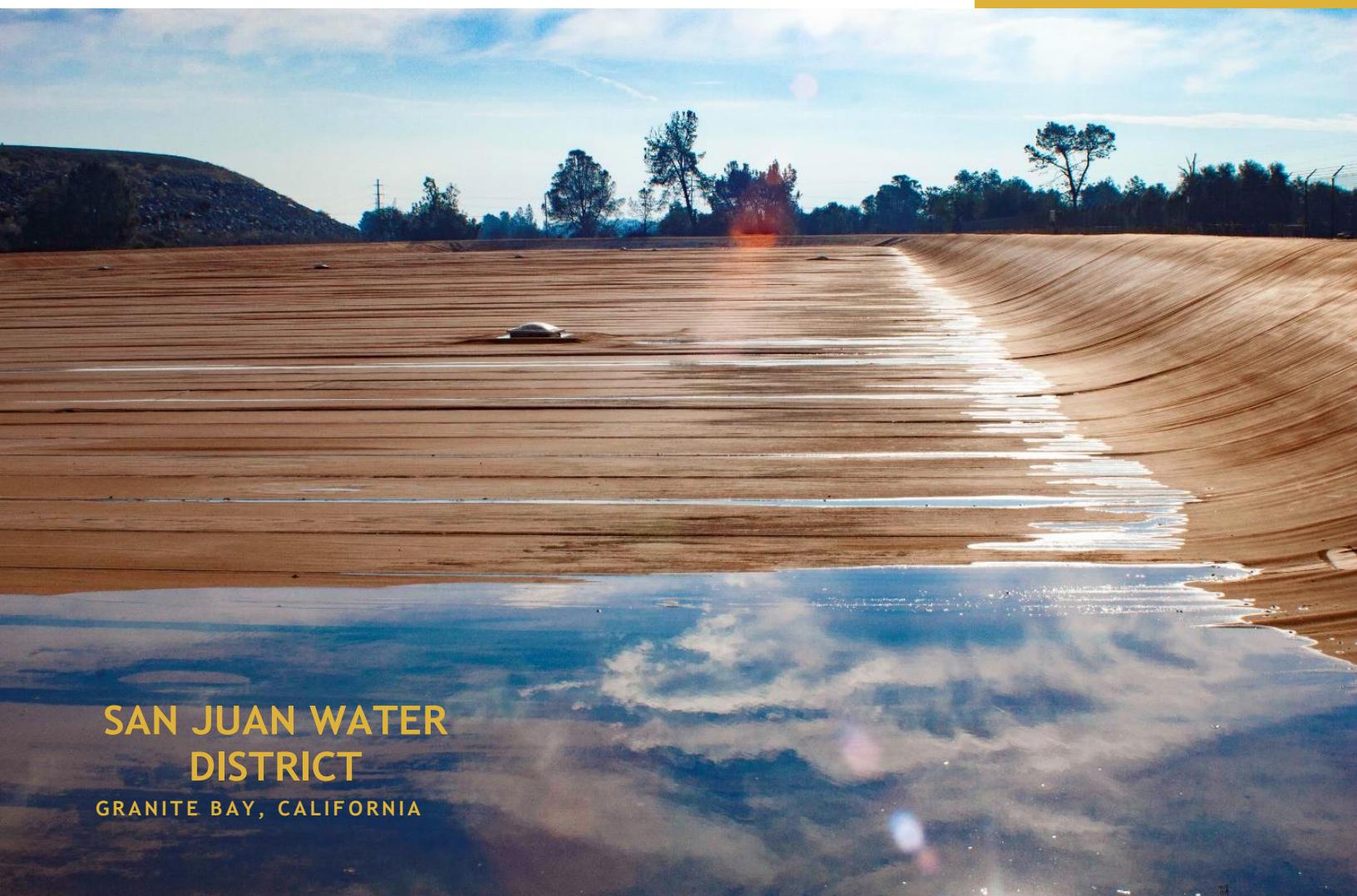
# Next Steps

- Apply any needed changes to the numbers and document after receiving direction from the Board
- Make draft budget available to the public
- Finalize Operations Plan
- Add Report Card on FY 21-22
- Add Transmittal Letter
- Publish notice of public hearing
- Hold Public Hearing on July 27<sup>th</sup> and hopefully adopt the budget

AGENDA ITEM V-1

# PROPOSED BUDGET

F I S C A L   Y E A R   2 0 2 2 - 2 3



SAN JUAN WATER  
DISTRICT

GRANITE BAY, CALIFORNIA

*Cover Photo: Hinkle Reservoir*, photo by tony Barela, Operations Manager

Hinkle Reservoir is a 62 million gallon Hypalon lined and covered earthen reservoir. The water treatment plant is operated at a constant flowrate and the Hinkle Reservoir is used to store excess treated water, with the water level rising and falling with changes in demand and production. Regular maintenance has extended its life; however, it is now in need of replacement. This project will rehabilitate the inlet and outlet structures, repair ancillaries as needed, and replace the approximate 11 acres of cover, liner and interior baffle wall material. Construction was originally planned to commence in FY 2021-22; however, due to the low level of water in Folsom Lake this project was pushed to FY 2022-23.

# **San Juan Water District**

## **Fiscal Year 2022-23 Budget**



Prepared by the Finance Department under Direction of  
the General Manager

## **Mission Statement:**

*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.*





**San Juan Water District**  
9935 Auburn Folsom Road  
Granite Bay, California 95746  
(916) 791-0115  
[www.sjwd.org](http://www.sjwd.org)

### **Elected Officials**

Kenneth H. Miller, President/Director  
Dan Rich, Vice-President/Director  
Edward J. "Ted" Costa, Director  
Pamela Tobin, Director  
Manuel Zamorano, Director

### **Appointed Officials**

Paul Helliker, General Manager

### **Management Team**

Tony Barela, Operations Manager  
Devon Barrett, Customer Services Manager  
Adam Larsen, Field Services Manager  
Andrew Pierson, Engineering Services Manager  
Donna Silva, Director of Finance/Treasurer  
Greg Turner, Water Treatment Plant Manager  
Chris von Collenberg, Information Technology Manager  
Greg Zlotnick, Water Resources Manager

# San Juan Water District

## Fiscal Year 2022-23 Budget

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# San Juan Water District

Fiscal Year 2022-23 Budget

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# **San Juan Water District**

Fiscal Year 2022-23 Budget

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**Insert Letter of Transmittal**

**Directors**

Edward J. "Ted" Costa  
Kenneth H. Miller  
Dan Rich  
Pamela Tobin  
Manuel Zamorano

**General Manager**  
Paul Helliker

# **San Juan Water District**

## Fiscal Year 2022-23 Budget

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Insert Letter of Transmittal

**San Juan Water District**

Fiscal Year 2022-23 Budget



**DISTRICT PROFILE**

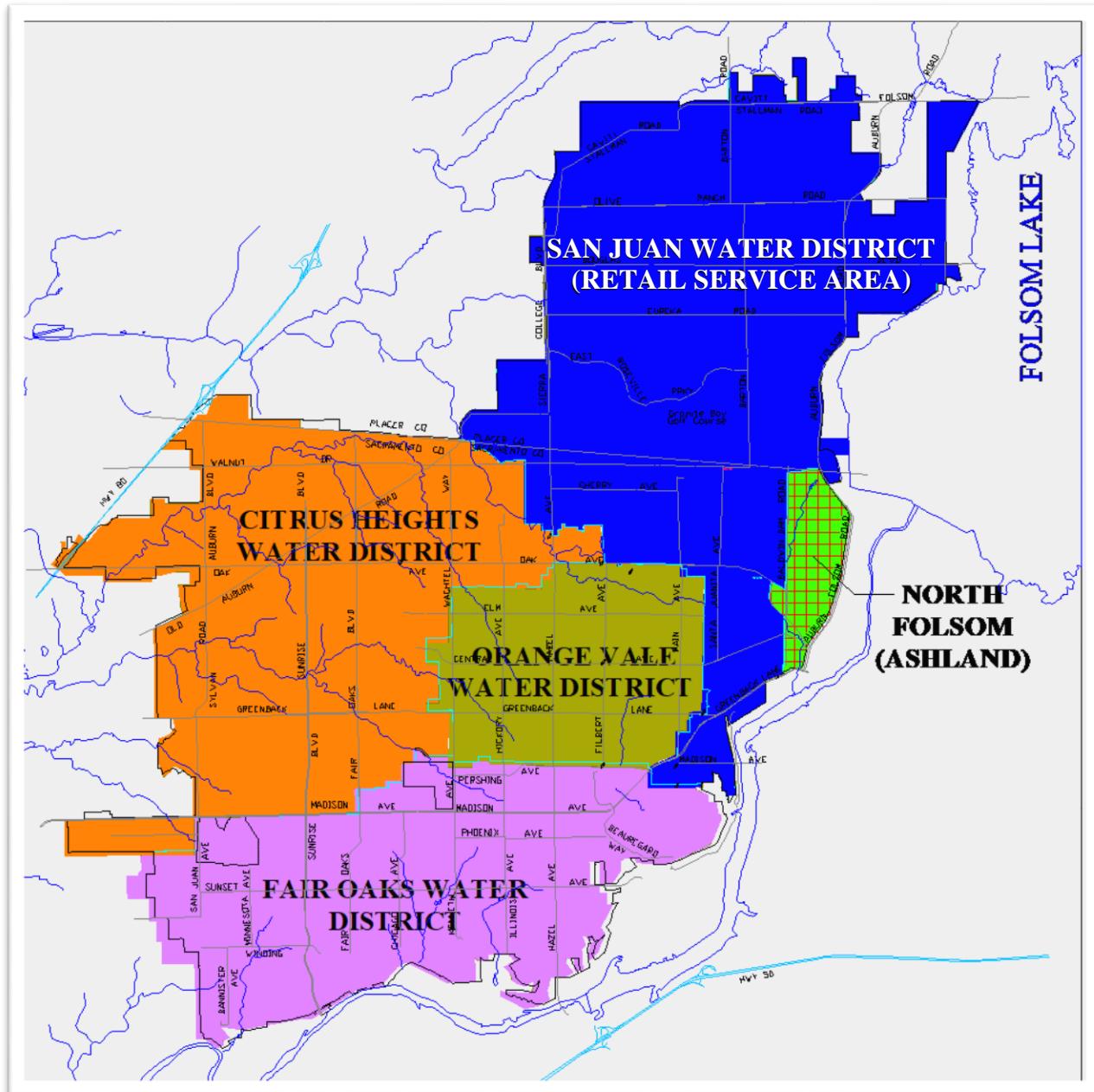
# **San Juan Water District**

Fiscal Year 2022-23 Budget

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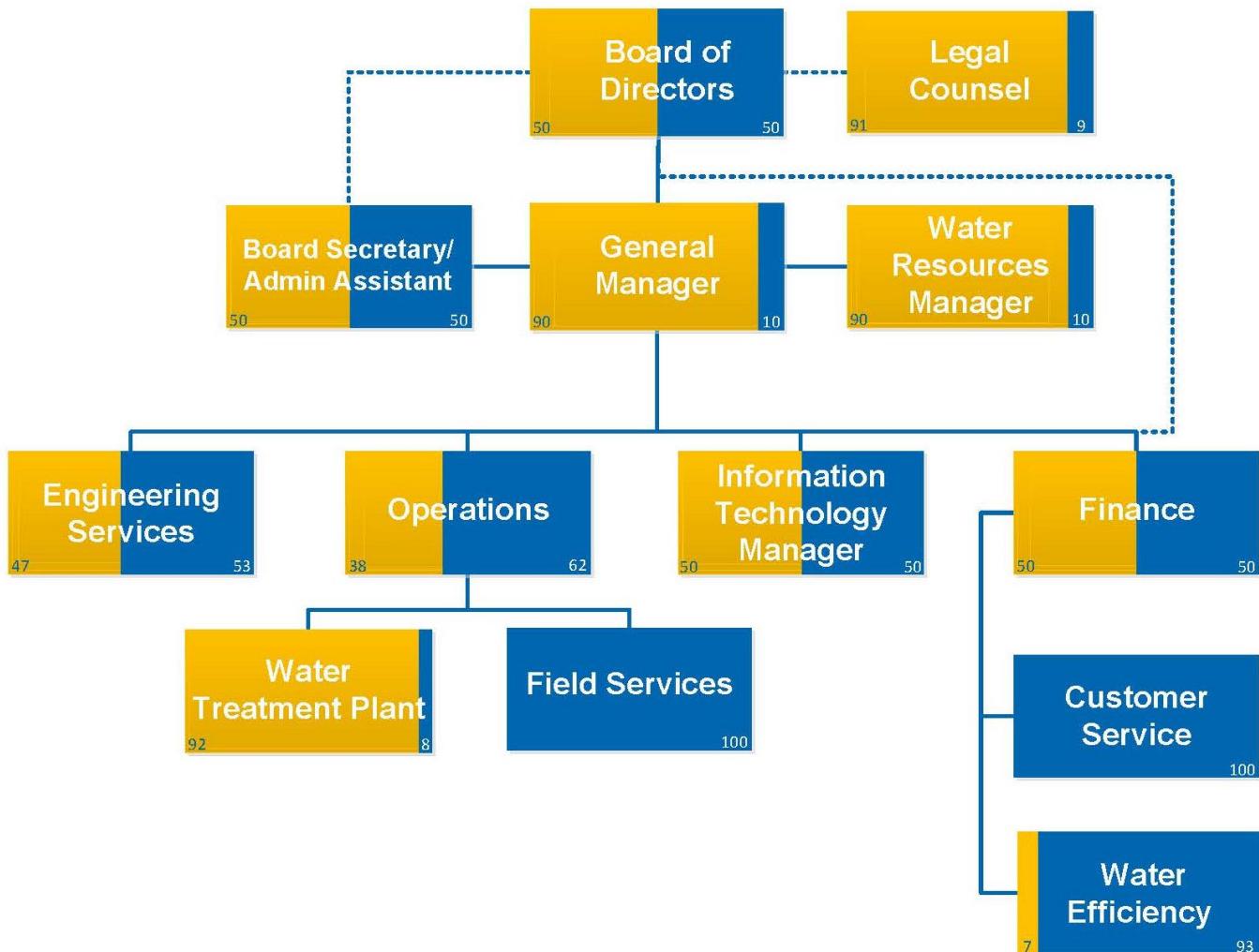
**Wholesale Service Area Map**  
(SJWD Retail Service Area – in blue)



# San Juan Water District

Fiscal Year 2022-23 Budget

## Organization Chart by Functional Area



### Allocation of Costs



**GFOA Budget Award**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**San Juan Water District  
California**

For the Fiscal Year Beginning

**July 01, 2021**

*Christopher P. Morill*

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to San Juan Water District for its annual budget for the fiscal year beginning July 1, 2020. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

# San Juan Water District

Fiscal Year 2022-23 Budget

## By The Numbers – Summary of District Information

Water System	
Total Water Supply Available	82,200 acre-feet
Treatment Plants	1
Treatment Plant Capacity	150 MGD
Reservoirs	2
Miles of Water Main	222
Storage Tanks	2
Booster Stations	9
Number of Booster Pumps	38
Number of Control Valve Stations	15
Number of Solar Facilities	1
Number of Pressure Zones – Retail Service Area	8
Number of Active Service Connections – Retail Service Area	10,700

Miscellaneous Statistical Information	
Size of Service Area	46 square miles
Size of Retail Service Area Only	17 square miles
Population of Service Area (per FY 2020-21 ACFR)	151,903
Population of Retail Service Area Only (per FY 2020-21 ACFR)	29,712
Number of Active Employees	49
Number of Bond Issues Outstanding	2
Wholesale Operating Budget	\$ 10,406,900
Wholesale Capital Budget	\$ 25,431,900
Retail Operating Budget	\$ 13,808,900
Retail Capital Budget	\$ 13,682,100



## **ABOUT THE DISTRICT**

# San Juan Water District

## Fiscal Year 2022-23 Budget

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## **ABOUT THE DISTRICT**

The San Juan Water District (District) initially began as the North Fork Ditch Company dating back to 1854 providing water to the area. The 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 including the District's current Placer County service area 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 17 square miles for retail and 46 square miles for wholesale (which includes the retail area) in Sacramento and Placer Counties.

The District's wholesale operations include: protecting access to reliable and sufficient water supplies; operating and maintaining a surface water treatment plant; operating and maintaining treated water storage; pumping and transmission facilities; delivering treated water to five retail agency customers (the District's retail division, Fair Oaks Water District, Citrus Heights Water District, Orange Vale Water Company and the City of Folsom (Ashland); and providing the administrative support necessary to successfully carry out those functions.

The District's retail operations consist of operating and maintaining storage, pumping, transmission and distribution facilities, which deliver water to approximately 10,700 retail service connections located in a portion of Northeast Sacramento County and the Granite Bay area of South Placer County, and providing the administrative, customer service, water efficiency, and engineering support necessary to successfully carry out those functions.

The District's existing water supply consists of three separate raw water contracts. The first source of water comes from a settlement contract with the U.S. Bureau of Reclamation (Reclamation) whereby it is required to deliver the District's pre-1914 and post-1914 water rights water from the American River, totaling 33,000 acre-feet, in perpetuity. The second source is a water repayment contract with Reclamation for 24,200 acre-feet of Central Valley Project water, also in perpetuity, subject to standard shortage policies. The third water source is a contract with Placer County Water Agency (PCWA) for up to 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 Reclamation's Folsom Pumping Plant. Total raw water delivery to the plant for the 2020-2021 fiscal year was 44,371 acre-feet (excluding pass through deliveries for SSWD) and is anticipated to be 35,166 acre-feet for Fiscal Year (FY) 2021-22 (inclusive of SJWD water sold to SSWD), and 42,625 for FY 2022-23 (excluding pass through deliveries for SSWD).

In response to the last drought and in preparation of future drought conditions, the District partnered with two nearby water districts, PCWA and SSWD, to construct inter-ties to allow

# San Juan Water District

## Fiscal Year 2022-23 Budget

water supplies to be shared and transferred if normally available supplies are reduced and/or inadequate to meet immediate demands for either district.

The District has long been a proponent and practitioner of cost effective water efficiency programs. The implementation of these programs has been highly successful and the District complies with best management practices that are required by the Sacramento Area Water Forum Agreement, California legislation SBx7-7 (2009), the California Department of Water Resources, and the Central Valley Project Improvement Act.

The District's water efficiency programs include:

- Water Awareness Poster Contest and Calendar – Since 1992, the District and its wholesale agency customers, Citrus Heights Water District, Fair Oaks Water District and Orange Vale Water Company, have promoted water awareness at the elementary school level through an annual water awareness poster contest.
- Rebate Program – The District provides rebates for the purchase of high-efficiency washing machines, and hot water on-demand recirculation systems as well as weather based irrigation timer rebates to both residential and non-residential customers.
- Free Programs – District staff provides free indoor and outdoor water audits, leak detection, and recommendations to improve irrigation system performance. Staff also creates landscape water budgets and irrigation schedules to improve efficiency. The District conducts and hosts a variety of workshops on drip systems and proper irrigation techniques, landscape design, soil health, tree maintenance, controller management and other water efficiency topics. A speakers' bureau is available to talk to groups about water efficiency programs and water supply and reliability issues.
- Water Efficient Landscape (WEL) Garden – Located behind the District's administrative office are gardens to inspire visitors to create a water efficient landscape that looks beautiful every season. The garden demonstrates efficient irrigation and non-water using materials to create a beautiful landscape.

The benefits of these programs include more cost-effective and efficient use of water and increased customer awareness on the importance of water efficiency to contribute to future reliability of water supplies.

The District's water treatment facility, the Sidney N. Peterson Water Treatment Plant (Plant), was constructed in three phases beginning in 1975 and completed in 1983. The Plant includes two flocculation-sedimentation basins, two filter basins, an operations building and a covered 62 million gallon storage reservoir. Major upgrades and improvements to the Plant have been made over the years, including increasing its maximum seasonal capacity (May 15<sup>th</sup> to September 30<sup>th</sup>) to 150 million gallons a day (mgd) from its original 100 mgd. Those past upgrades, and ongoing efforts to identify and implement projects and process improvements to increase efficiency, cost effectiveness, and productivity, all contribute to the District's success in reliably satisfying customer demands while continuing to meet or exceed all Federal and State regulatory requirements.

The Plant receives delivery of raw water directly from Folsom Dam outlets. The raw water undergoes an extensive water treatment process to ensure the highest quality of water for all customers. From the Plant, the water flows into the District's 62 million gallon Hinkle Reservoir for storage and distribution. The District maintains approximately 222 miles of transmission and distribution pipelines, which transport the high quality treated water to wholesale and retail customers.

### Budget Purpose, Process and Control

The District operates on a fiscal year that runs from July 1 through June 30. The District adopts an annual operating budget and an annual capital improvement budget to ensure the adequacy of resources to meet District needs and to accomplish the District's mission. California Government Code section 61110(c)(2)(f) requires the adoption of the final budget on or before September 1<sup>st</sup> of each year, however, the District strives to have an adopted budget by June 30<sup>th</sup>. As required by certain debt covenants, the annual operating budget is evaluated to ensure that net revenues, as defined by the various debt covenants, are equal to or exceed a minimum of 115 percent of the anticipated debt service for the budget year.

In March of 2018, the Board of Directors adopted a Strategic Plan which staff now uses as the guiding light in preparing an operations plan and annual budget. Using the goals in the Strategic Plan, as well as direction received throughout the year from the Board of Directors, the Department Managers prepare and submit draft budgets to the Finance Department. The Finance Department prepares the revenue budget, and reviews and compiles the various department budgets. A budget workshop is generally held in May of each year to present and discuss the draft budget with the Board of Directors and interested members of the public. Feedback from that meeting is used to adjust the draft budget, if necessary. A public hearing is then generally held in June after which the Board of Directors votes on budget adoption. This year, due to unusually high staff turnover, the budget workshop is being (or was) held in June, with the public hearing and budget adoption at the July 2022 Board meeting. The budget calendar specific to the preparation of the FY 2022-23 budget is presented below:

### Important Dates for Adoption and Review of FY 2022-23 Budget

DATE	FORUM	TOPIC/ACTION
May 31, 2022	Board Meeting	Discussion of assumptions to use in budget preparation.
June 22, 2022	Board Meeting	Review and discuss Draft FY 2022-23 Operating and Capital Budgets
July 27, 2022	Public Hearing	Receive public input on proposed budget
July 27, 2022	Board Meeting	Consider adoption of proposed budget.
March 22, 2023	Board Meeting	FY 2022-23 Mid-Year Budget Review

# San Juan Water District

## Fiscal Year 2022-23 Budget

### Important Dates for Adoption and Review of FY 2023-24 Budget (preliminary)

DATE	FORUM	TOPIC/ACTION
April 26, 2023	Board Meeting	Discussion of assumptions to use in budget preparation
May 24, 2023	Board Meeting	Review and discuss Draft FY 2023-24 Operating and Capital Budgets
June 28, 2023	Public Hearing	Receive public input on proposed budget
June 28, 2023	Board Meeting	Consider adoption of proposed budget
March 27, 2023	Board Meeting	FY 2023-24 Mid-Year Budget Review

Budget to actual financial data is monitored continuously throughout the year by management and is reported on a monthly and annual basis to the Board of Directors. Beginning in February of each year, staff performs a mid-year budget review. The mid-year budget review process is an in depth analysis of year to date budget to actual data, combined with a projection of financial activity through the end of the year. That is then compared to the adopted budget. If expenses, in total, are projected to be greater than the adopted budget, the board considers a budget amendment, or staff recommends budget cuts in order to ensure adherence to the adopted budget. The mid-year budget review is usually presented at the March Board meeting. The General Manager has the authority to move budget between specific lines within a fund, or between funds to correct posting errors. Transfers between funds, for purposes other than error correction, or to maintain required reserve levels, require approval from the Board of Directors.

### Budget Format

The budget is prepared on a modified accrual basis wherein revenues and expenses are reported when earned and incurred, respectively. The budget does not include amounts for depreciation, pension expense in accordance with GASB 68, retiree medical expenses in accordance with GASB 74/75, compensated absences expense accrual and the amortization of premium or discount on debt issuances, but does include an expenditure for debt principal and a revenue for any new debt issued. Therefore, the budget is not prepared in the same manner as the Comprehensive Annual Financial Report (ACFR). The program budget format is used versus a line item detail format to provide the most valuable information to the reader on all of the District's major areas of service (Administration, Customer Service, Distribution, Engineering, Water Efficiency, and Water Treatment Plant). Expenditure data is also presented in a functional format (Salaries & Benefits, Materials & Supplies, etc.) to provide readers with an alternate view.

For financial reporting purposes, the District operates a single enterprise fund. However, for management of the two divisions, wholesale and retail, the District utilizes four distinct funds, one each for Operations and one each for Capital Outlay.

In order to ensure funds are available to meet both operating and capital needs, the District (for both Wholesale and Retail Operations) established a financial planning process with development of a Master Plan that contains a review of current infrastructure, and that recommends projects for a twenty to thirty year period. The District then estimates current and future operating needs, and works with a rate consultant to develop a water rate study and financial plan.

The District's last Wholesale Financial Plan and Rate study, resulted in a five year rate plan. The last rate increase from that plan went into effect on January 1, 2021. In FY 2021-22 the District worked on updating the Wholesale Master Plan which will produce the next 10-Year Capital Improvement Program. With that in hand the District intends to conduct an Wholesale Financial Plan and Rate Study this fiscal year. The goal is to determine if further rate increases are needed over the next three years and if so, in what amount. The District is required to provide wholesale customers a 150-day notice of proposed rate changes so it is unlikely that rates will change in the current year, however, a rate increase commencing on March 1, 2023 is possible.

The District completed a Retail Financial Plan and Rate Study in Fiscal Year 2021-22, resulting in a 3-Year Rate Schedule. The new Retail Rate Schedule went into effect on February 1, 2022 and resulted three successive 8% effective rate increases. In the previous five year rate schedule, all rate increases were applied to the fixed base rate only, to bring stability to the rate structure and provide reliable funding to cover fixed operating costs. In the new rate schedule, this approach is taken for the first rate increase but the final two rate increases will apply to both the fixed and the volumetric rate as the District feels it has achieved equilibrium between rates and costs, to the greatest extent possible.

## **Financial Policies**

Key District Financial Policies include the Reserve Policy, the Debt Policy, the Investment Policy and the Procurement Policy.

### **Reserve Policy**

In accordance with Board Resolutions, Board Motions, and/or District Ordinances, certain reserve funds have been established and maintained as follows:

# San Juan Water District

## Fiscal Year 2022-23 Budget

### WHOLESALE RESERVES:

NAME	PURPOSE	AMOUNT/LEVEL
Operating	Established in 1998 to provide working capital for operations and unexpected needs.	20% of operating expenses
Capital Improvement Program	Established in 1998 to fund capital replacements, rehabilitation, upgrades and improvements.	Determined annually by Board of Directors. Budget includes revenues and transfers in at least equal to annual depreciation.

**Note:** the District recently executed a loan agreement with the California State Water Resources Control Board through their Drinking Water State Revolving Loan fund (SRF). The District intends to draw down on that loan during this fiscal year to pay for the rehabilitation of the Hinkle Reservoir. The loan document requires the establishment of reserve equal to one year's debt service. This reserve will be established and reported on once the final loan amount is known and borrowed.

### RETAIL RESERVES:

NAME	PURPOSE	AMOUNT/LEVEL
Operating	To provide working capital for retail operations, as well as readily available capital for unexpected needs and modest variations between expected and actual water demands.	20% of annual operating expenditures
Capital Improvement Program	To fund capital replacements, rehabilitation, upgrades and improvements.	Determined annually by Board of Directors. Budget includes revenues and transfers in at least equal to annual depreciation.

**Note:** In February 2022 the Board approved new Capital Facility Fees. These fees were established in part to advance fund certain expansionary capital projects. The District is required to determine the amount of capital facility fees received in advance of project construction and hold them in a reserve fund. The analysis and creation of that reserve fund was not done at the time of budget preparation, but will be created and reported on during the Fiscal Year 2022-23.

### Debt Policy

The Debt Policy, adopted in compliance with Government Code Section 8855(i), governs all debt undertaken or refinanced by the District. It describes the purposes for which Debt may be issued, the types of debt the District may issue, and the relationship of debt to the Capital Improvement Program and the Operating Budget.

### Investment Policy

In accordance with District Ordinance No. 3000.05, management responsibility for the investment program is delegated to the General Manager. The Director of Finance has been designated as the "Investment Officer" in charge of operational management.

Investments by the Investment Officer are limited to those instruments specifically described in the District's Investment Policy. The Investment Officer submits quarterly reports to the Board of Directors detailing all investment holdings. In order of importance, the following five fundamental criteria are followed in the investment program: 1) safety of principal; 2) limiting credit risk liquidity; 3) limiting interest rate risk; 4) liquidity and; 5) return on investment.

### **Procurement Policy**

The District's procurement policy creates uniform procedures for acquiring equipment, and goods and services for its operations. The primary purpose of this policy is to provide for the purchase of materials and trade services with the objective that they will be available at the proper time, in the proper place, in the proper quantity, in the proper quality, and at the best available price, consistent with the needs of the District.

### **Accounting System and Controls**

The District uses the Tyler Technologies financial accounting system to record its financial transactions. Management has established a system of internal controls that provides a reasonable basis for protecting the District's assets from loss, theft, and misuse, and that compiles sufficient reliable information for the preparation of the District's financial statements. At the end of the year, the District prepares an ACFR consisting of management's representations concerning the District's finances. An independent auditing firm audits this report and examines District internal controls and provides an opinion on the financial reporting and provides suggestions on ways to improve the internal control processes of the District.

### **Fund Structure and Descriptions**

Legally, San Juan Water District is a single enterprise fund. For purposes of rate setting, reserve segregation and managerial reporting, the District utilizes four distinct funds as follows:

#### **Enterprise Funds:**

- Wholesale Operating Fund
- Retail Operating Fund

#### **Capital Outlay Funds:**

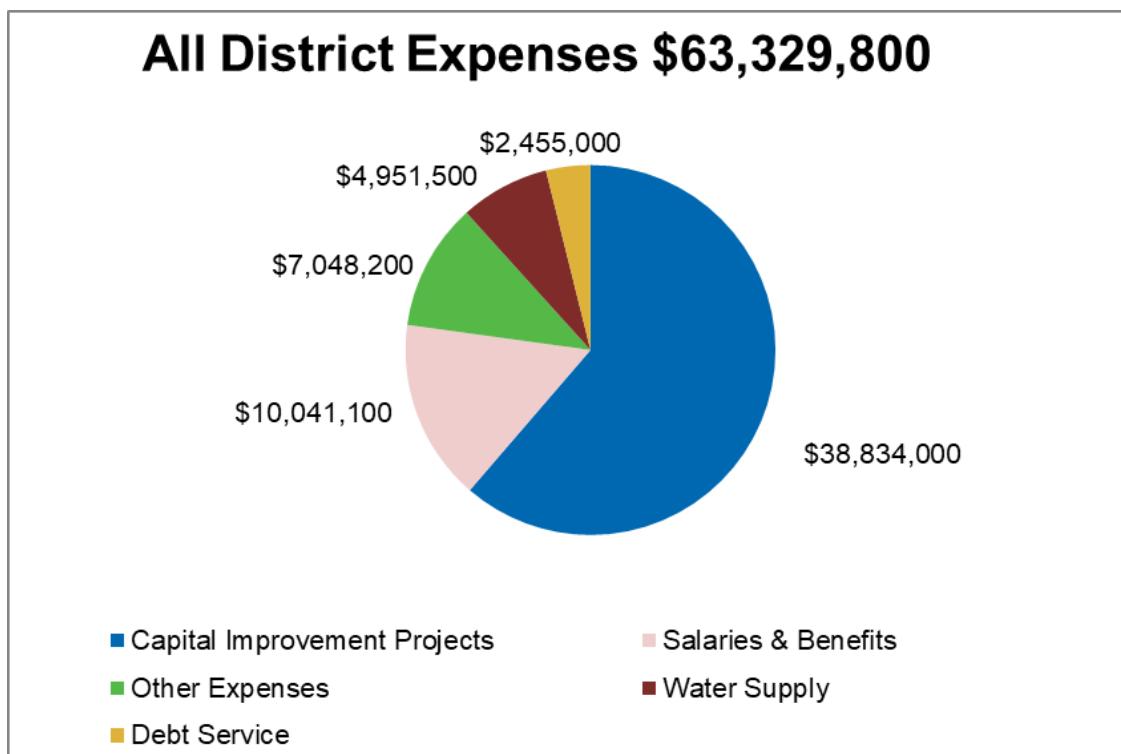
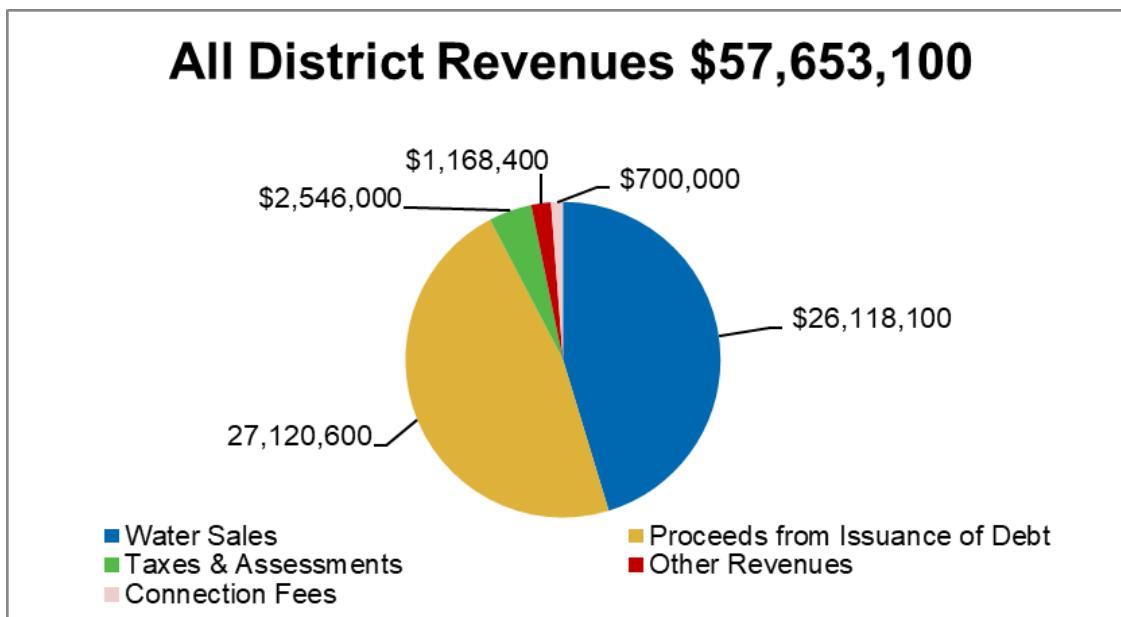
- Wholesale Capital Outlay Fund
- Retail Capital Outlay Fund

The funds are combined for purposes of formal financial reporting (audited financial statements). Budgets and descriptions for these funds can be found starting on page 42.

### Budget Assumptions

A budget is an estimate of revenues and expenditures for a set period of time. The creation of estimates involves a set of assumptions. It is important that the reader of this budget understands the assumptions used in preparing the revenue and expenditures estimates contained herein. Listed below are the primary assumptions used in the creation of this budget:

- No increase to wholesale water rates
- Retail rate increase effective January 1, 2023 (7.6% increase on the volumetric rate and 8% increase on the fixed base rate)
- Overall wholesale water demand within 17% greater than estimate for FY 2021-22. Comprised of:
  - 4.4% increase in sales to regular wholesale customers, specifically Citrus Heights Water District and Fair Oaks Water District
  - 2,994 acre feet sold outside of service area in a market rate groundwater substitution transfer (80% of maximum sale)
  - 2,600 acre feet sold to Sacramento Suburban Water District as part of the operations plan for the rehabilitation of the Hinkle Reservoir
  - 5% decline in retail water demand due to voluntary conservation messaging
- Property taxes increase 2%
- 5% increase in health care insurance costs
- Salary budget was prepared utilizing a new compensation schedule created with a market target of 5% above market median on a cash basis. Salary budget includes a 9% COLA, in line with the CPI for March over March West Cities B index.
- Incentive Award Program funded at \$60,000 total
- No additional payment to unfunded pension liability as District expects to be fully funded with next valuation report
- Property Insurance expected to increase by 25% due to California wildfires
- Liability insurance expected to increase by 55% due to claims experience and general industry cost increases

**Estimated Revenues and Expenditures of Funds – Summary**

# San Juan Water District

Fiscal Year 2022-23 Budget

## Estimated Revenues and Expenditures of Funds – Summary

	Wholesale Operations	Wholesale Capital Outlay	Retail Operations	Retail Capital Outlay	Total
Est. Beginning Available Reserves July 1, 2022	\$ 1,780,021	\$ 17,849,130	\$ 2,524,798	\$ 14,817,697	\$ 36,971,646
<b>Revenues</b>					
Proceeds from Issuance of Debt	-	23,120,600	-	4,000,000	27,120,600
Water Sales	\$ 11,003,900	\$ -	\$ 15,114,200	\$ -	\$ 26,118,100
Taxes & Assessments	-	1,273,000	-	1,273,000	2,546,000
Other Revenues	113,100	126,000	780,500	148,800	1,168,400
Connection Fees	-	200,000	-	500,000	700,000
<b>Total Revenues</b>	<b>\$ 11,117,000</b>	<b>\$ 24,719,600</b>	<b>\$ 15,894,700</b>	<b>\$ 5,921,800</b>	<b>\$ 57,653,100</b>
<b>Expenses</b>					
Capital Improvement Projects	\$ -	\$ 25,361,900	\$ -	\$ 13,472,100	\$ 38,834,000
Water Supply	1,816,700	-	3,134,800	-	4,951,500
Salaries & Benefits	4,098,900	-	5,942,200	-	10,041,100
Debt Service - Interest	686,300	-	406,500	-	1,092,800
Debt Service - Principal	851,300	-	510,900	-	1,362,200
Other Expenses	2,953,700	70,000	3,814,500	210,000	7,048,200
<b>Total Expenses</b>	<b>\$ 10,406,900</b>	<b>\$ 25,431,900</b>	<b>\$ 13,808,900</b>	<b>\$ 13,682,100</b>	<b>\$ 63,329,800</b>
<b>Net Income</b>	<b>\$ 710,100</b>	<b>\$ (712,300)</b>	<b>\$ 2,085,800</b>	<b>\$ (7,760,300)</b>	<b>\$ (5,676,700)</b>
Transfer In/(Out)	(433,100)	433,100	1,861,100	1,861,100	3,722,200
<b>Ending Available Reserves Est.</b>	<b>\$ 2,057,021</b>	<b>\$ 17,569,930</b>	<b>\$ 6,471,698</b>	<b>\$ 8,918,497</b>	<b>\$ 35,017,146</b>



# **San Juan Water District**

Fiscal Year 2022-23 Budget

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## MAJOR REVENUES AND EXPENDITURES

In order to assist in understanding the fiscal trends facing the District, and the assumptions utilized in preparing this budget, the following discussion and analysis of the District's major revenues and expenditures are presented.

### Water Sales

Revenue from the sale of water accounts for 85% of all District revenues, excluding the proceeds from the issuance of debt. Water revenues are driven by two primary factors, the amount of water sold and the rate per unit. The Board of Directors considers and adopts rates through separate processes for wholesale and retail. Wholesale customers are presented with a rate study and are given 150 days to provide comments to the Board of Directors on proposed rate changes. After the 150 day comment period, the Board of Directors review the comments and make a decision on rates for the upcoming calendar year.

Retail rate setting is subject to the provision of Proposition 218 wherein customers are provided information on proposed rate changes, and are invited to attend a public hearing on the proposed changes. Proposed rate changes can be denied if a majority of ratepayers submit votes opposing them. If a majority of rate payers do not vote "no", the Board of Directors vote on the proposed rate increase and set the effective date for any proposed and approved changes.

The District completed a Financial Plan and adopted a 3-Year Schedule for retail water rates in January 2022. A new rate study is will be undertaken this fiscal year for the wholesale division after completion of the Wholesale Master Plan.

Charts 1 and 2 show water deliveries and water revenues from FY 2011-12 to current.

WHOLESALE WATER DELIVERIES - ACRE FEET - Excluding SSWD

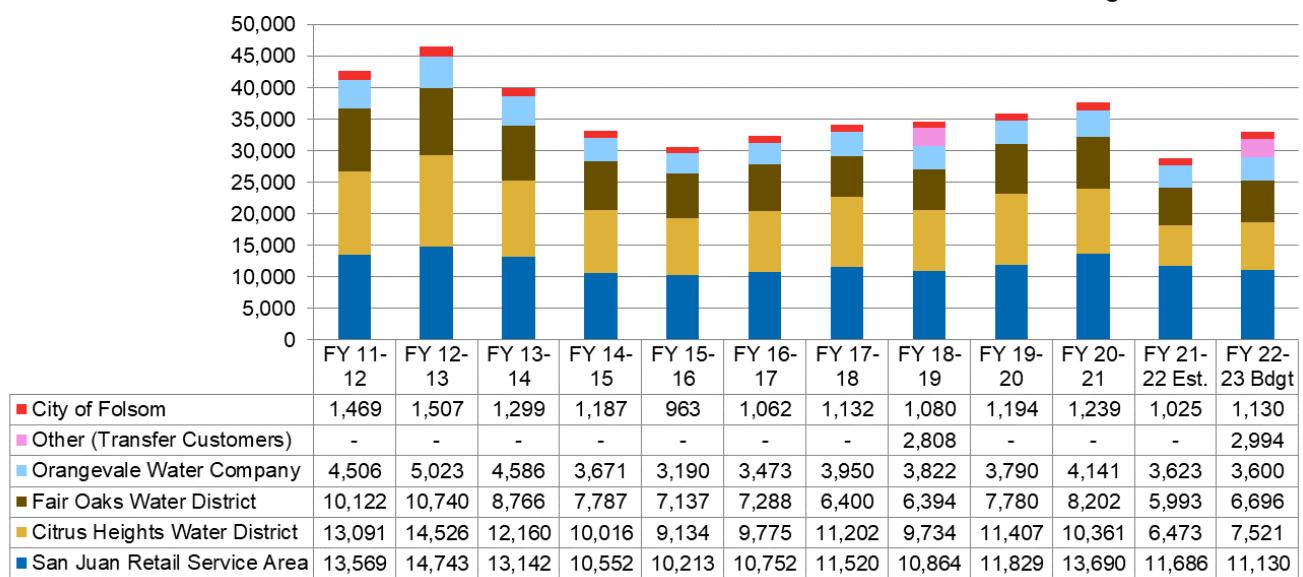


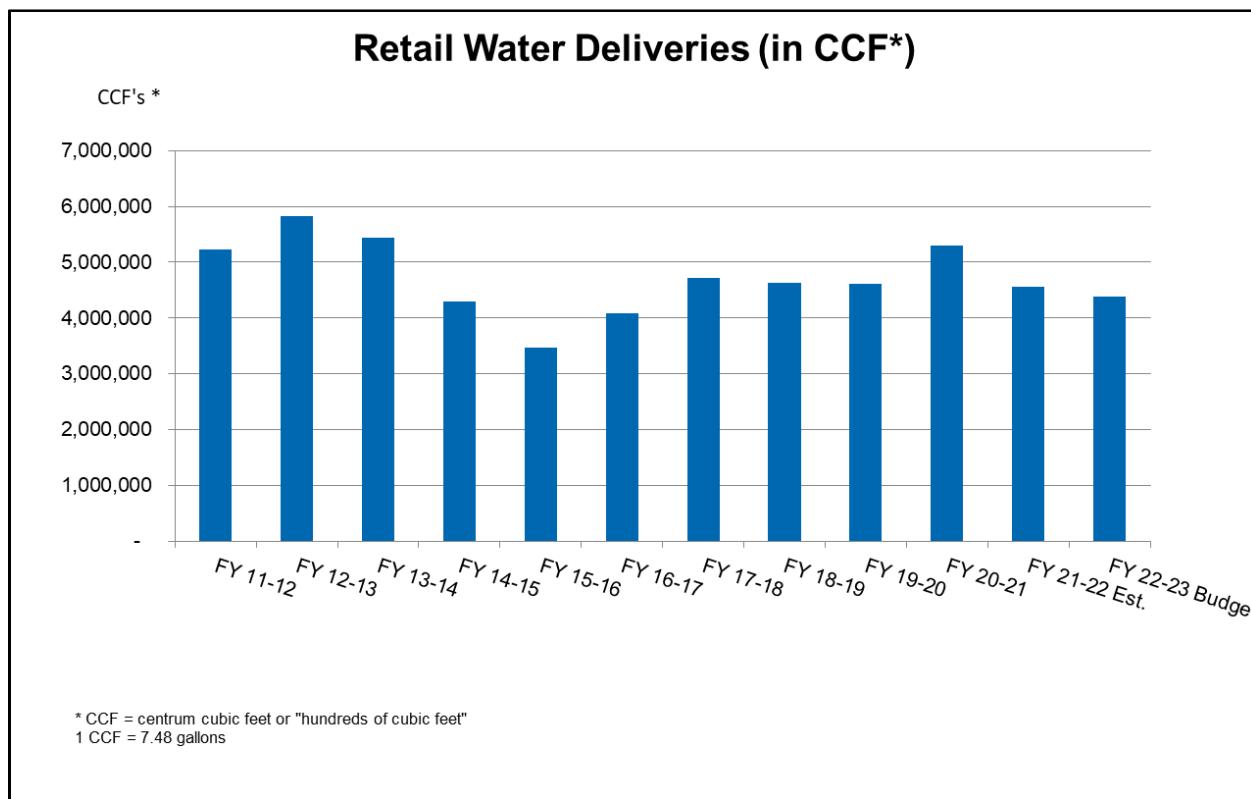
Chart 1

# San Juan Water District

## Fiscal Year 2022-23 Budget

The 2012-2016 drought resulted in a significant decline in water deliveries. Wholesale water deliveries began a steady decline in FY 2011-12, followed by retail two years later. Wholesale water deliveries reached their low in FY 2014-15 and retail reached its low in FY 2015-16. With the drought “officially” over, the District experienced an uptick in wholesale water demand in FY 2015-16 totaling 35,105 acre-feet. However, this increase was primarily attributed to 4,468 acre-feet of water treated for SSWD. SSWD has an agreement to periodically purchase raw water from PCWA (based upon water supply conditions). They have an agreement with the District to treat and deliver the water that they purchase from PCWA. In FY 2020-21 SSWD was unable to purchase raw water from PCWA. However, they entered into an agreement with the District wherein the District sold its own treated water to SSWD.

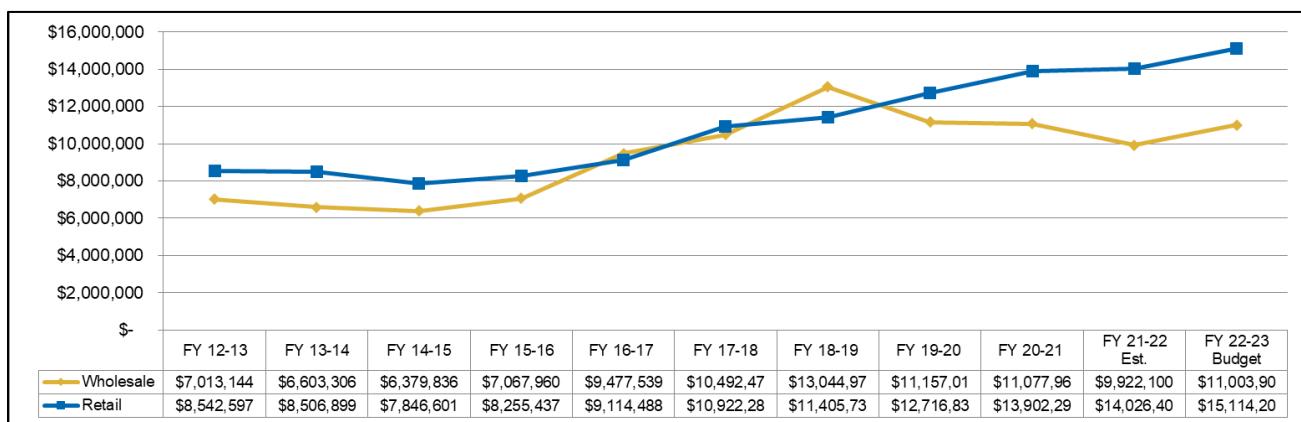
Absent the water treated for SSWD, wholesale demand did not begin to increase until FY 2016-17. Demand from the District’s regular wholesale customers slowly increased through FY 2018-19 but has been declining ever since, reaching an expected low of 30,419 acre feet in FY 2021-22. It is expected to increase by 17.2% this budget year due to increased surface water purchases from Citrus Heights Water District and Fair Oaks Water District, combined with a market based groundwater substitution transfer.



**Chart 2**

The end of the drought resulted in increased water demand in the retail service area. There was an 18% increase in FY 2016-17 retail water deliveries and a 15% increase in FY 2017-18. Water demand stabilized in FY 18-19 with a minor 2% decline. It remained stable in FY 2019-20 with just a ½ percent decline from the prior year. While the District planned for decreased water demand during the pandemic, the opposite occurred, with FY 2020-21 demand exceeding the prior year by 15%. The District is anticipating a 14% decline in FY 2021-22 due to weather patterns and conservation messaging. Demand is expected to increase by approximately 4% for the 2022-23 Fiscal Year, based on the historical 5 year water use.

### Water Sale Revenues (in millions\$)



**Chart 3**

Wholesale water sale revenues declined steadily from FY 2011-1 through FY 2014-15. Revenues increased steadily from FY 2015-16 through FY 2018-19 for a number of reasons:

- Increased demand from wholesale customers. Demand from the wholesale customers was a low 33,213 acre-feet in FY 2014-15 and peaked at 34,703 acre-feet in FY 2018-19.
- Treatment of SSWD water. When certain hydrology conditions are met, SSWD is able to purchase surface water from PCWA to augment their groundwater supplies. SSWD pays the District to treat this surface water on their behalf. After not taking surface water for two years, SSWD began taking this supply in FY 2015-16, causing a spike in District revenues.
- Increased rates. On January 11, 2017, the Board of Directors approved a 5-Year Rate Schedule, which allows for a 16% effective increase to go into effect on January 1, 2017, 9% per year for January 2018 through January 2020 and 5% in January 2021.

Wholesale water sale revenue declined in FY 2019-20, in spite of the rate increase and increased sales to the wholesale customer agencies, due to SSWD taking less PCWA water. In addition, wholesale water rates were reduced on July 1, 2019 to reflect savings incurred by refinancing a debt issuance in 2017. Wholesale water sale revenues held steady in FY 2020-21, in spite of a planned 5% effective rate increase on January 1, 2021.

# San Juan Water District

## Fiscal Year 2022-23 Budget

Due to hydrologic conditions, SSWD was not able to take its PCWA water. However, the two water districts entered into an agreement wherein SSWD is purchasing treated water directly from the District. While the District earns more money by selling its own water to the SSWD, as opposed to simply treating their PCWA water, the amount sold was 2,340 acre-feet less than what was treated in the prior year, resulting in a decline in revenues. Wholesale water sale revenues are expected to fall in Fiscal Year 2021-22 due a general decline in demand, most notably from Citrus Heights Water District and Fair Oaks Water District. However, that decline in demand is expected to reverse for the 2022-23 fiscal year. Even though rates are expected to remain unchanged, due to increased demand projections from the wholesale customer agencies, and a planned groundwater substitution transfer, wholesale water sale revenues are expected to increase by 10% over the prior year.

On the retail side, FY 2011-12 retail water use was relatively constant from the prior year, but due to a 2% rate increase, effective the prior January, revenues were slightly up.

In FY 2012-13, water use increased 11% and while there was no rate increase in the prior year, there was an inflation adjustment of 2% mid-way through the year, resulting in an increase in revenues.

In FY 2013-14, water use began a multi-year decline, but a mid-year 2% rate increase, combined with the prior year 2% increase resulted in revenues that were just slightly lower than the prior year.

In FY 2014-15, water use dropped significantly as a result of the drought and conservation mandates. The District restructured their rates and at the end of the fiscal year, in June 2015, implemented a retail drought surcharge. Revenues for FY 2014-15 fell 7.8% from the prior year.

In FY 2015-16, water use continued its sharp decline but due to the drought surcharge and a 15% rate increase in January 2016, revenues were restored to FY 2013-14 levels. The drought surcharge was removed April 1, 2016.

FY 2016-17 yielded a 10.4% increase in revenues, mostly from increased consumption from the end of the drought.

The Board of Directors approved a 5-Year Rate Schedule that resulted in an effective 8% rate increase on May 1, 2017, and a 9% rate increase on January 1, 2018. Those rate increases, combined with increased consumption produced a 19.9% increase in retail water sale revenues for FY 2017-18.

In FY 2018-19, there was an 8% effective rate increase on January 1, 2019, but consumption was down 8.46%, resulting in a revenue increase of 4.43%.

Water sale revenues increased 11.5% in FY 2019-20 due to the 8% effective rate increases on January 1, 2019 and 2020, and stable consumption (0.55% decline).

The last rate increase from the 5-year rate plan went into effect on January 1, 2021. This 6% effective increase was expected to be partially offset by a 10% decline in consumption, as a result of the COVID-19 pandemic, resulting in a revenue increase of 3.48%. However, the pandemic resulted in an increase, not a decrease in water sales and the FY 2020-21 retail water sales revenues increased by 9% from the prior year.

Retail water sales revenues are expected to hold relatively constant for fiscal year 2021-22, in spite of the February 2022 rate increase, due to lower than expected demand.

For the FY 2022-23 budget, the District assumes revenues will increase by 7.8% due to an approximate 4% increase in demand, combined with an 8% rate increase scheduled for January 2023.

# San Juan Water District

Fiscal Year 2022-23 Budget

## Property Tax

Representing about 8% of total District revenues, excluding the proceeds from the issuance of debt, Property Taxes are usually the second largest revenue source. Property Tax revenue is shared evenly between wholesale and retail and has been designated by the Board of Directors to be spent on capital projects, not operations.

### Property Tax Revenues

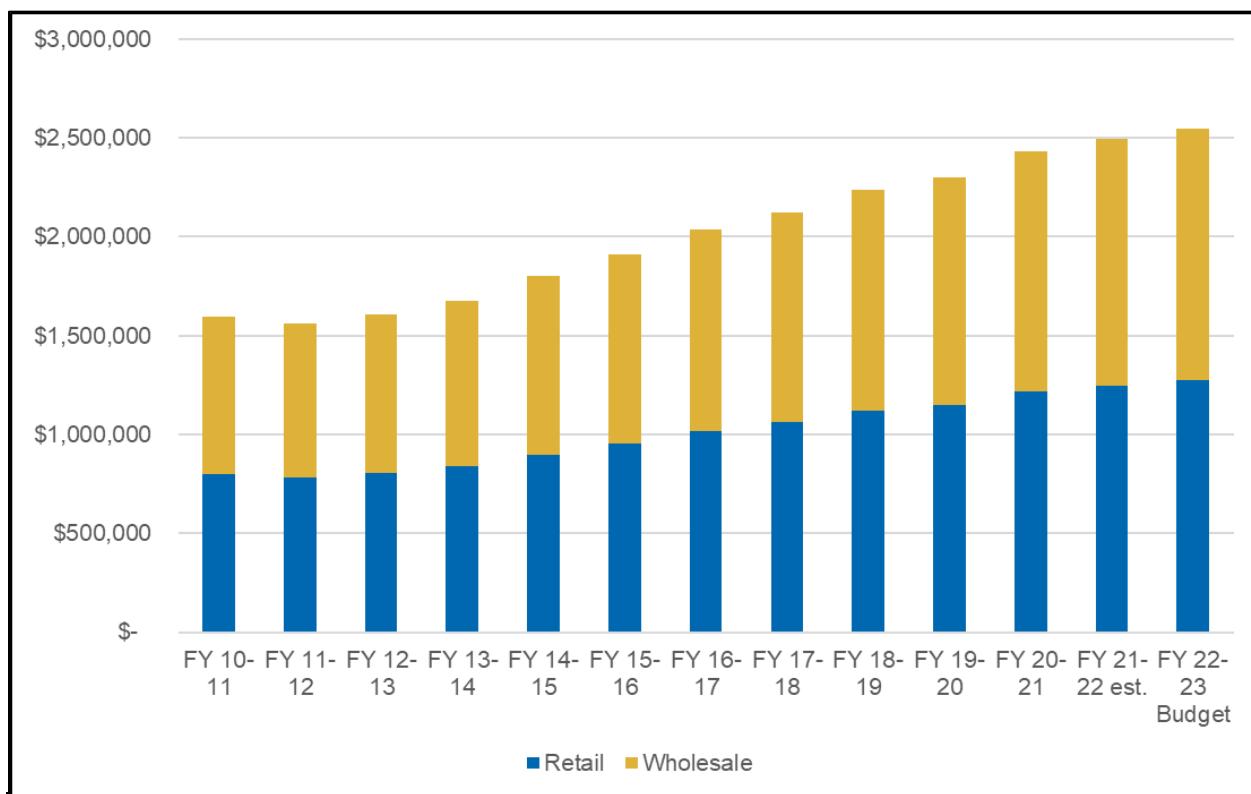


Chart 4

Property Tax revenues have been steadily increasing over the past eight years, a result of the rebound in the housing market after the Great Recession (see Chart 4). This budget anticipates a 2% increase in Property Tax revenues. Property taxes are set in January for the upcoming fiscal year, based on January property values. The pandemic does not appear to have had a negative effect on property values.

## Proceeds from the Issuance of New Debt

The San Juan Water District strives to be on a pay as you go basis for funding the capital program. This means the District needs to build up significant reserves so that cash is on hand when infrastructure needs to be replaced. The majority of the capital replacement program is funded with accumulated reserves. The existing reserves of the District are not currently sufficient to fund two large infrastructure projects:

Project	Total Project Cost	FY 2022-23 Debt Financing
Replacement of the Hinkle Reservoir Cover and Liner	\$ 24,331,100	\$ 23,120,600
Replacement of the transmission pipeline in Eureka Road, between Barton and Auburn Folsom Roads	\$ 4,000,000	\$ 4,000,000

Both projects will utilize the State of California's Drinking Water Revolving Loan Fund, which offers project financing at lower than market rate. The District secured a loan agreement at 1.2% interest and a repayment period of 30 years for the Hinkle Reservoir project. The loan application for the Eureka Road project is in progress.

The District may not take the full loan proceeds for the Hinkle Reservoir project as the Wholesale capital fund has strong reserves. How much debt to take will be analyzed in the upcoming Wholesale Financial Plan.

# San Juan Water District

## Fiscal Year 2022-23 Budget

### Salaries and Benefits

Aside from the Capital Improvement Program, Salaries and Benefits represent the largest expense of the District.

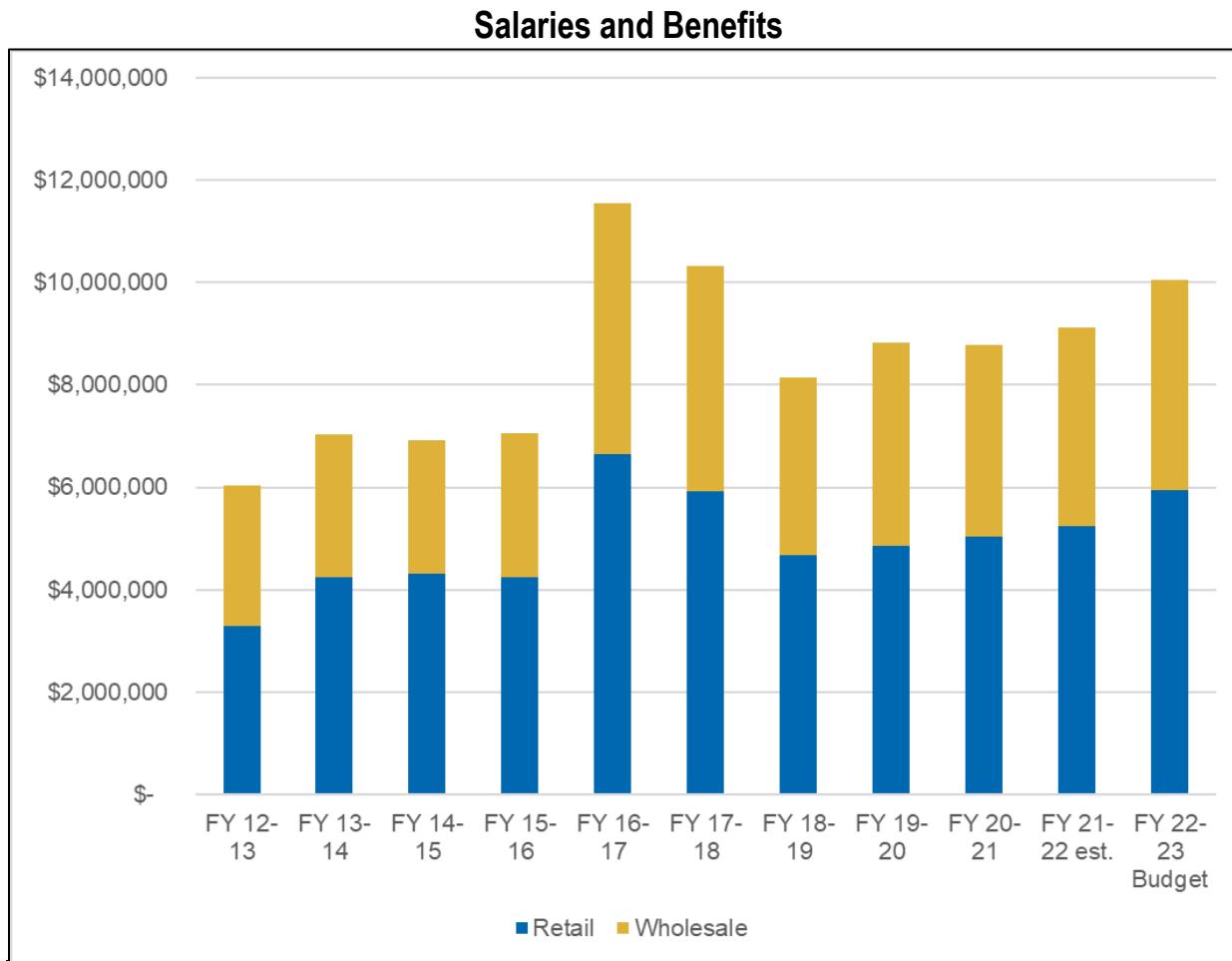


Chart 5

Chart 5 depicts a spike in Salary and Benefit costs in FY 2016-17, followed by a decline through FY 2018-19, then a jagged overall increase through FY 2021-22. The spike is due to the Board of Director's decision to pay down the District's unfunded pension liability. The District paid \$4,112,000 towards this liability in FY 2016-17 and remitted an additional \$2,787,800 in FY 2017-18, which is expected to materially eliminate the liability. Paying down the unfunded liability will save the District approximately \$8.8 million over the next 30 years.

Salaries and Benefits are expected to increase by 10.2% in FY 2022-23 or \$928,700 due to the following factors:

- One new position. The level of District staffing (number of employees) had remained relatively unchanged for many years, in spite of significant increases in

regulatory compliance work and an aging infrastructure. In FY 2016-17, the Board of Directors approved the addition of one Water Treatment Plant Operator, in FY 2017-18, the Board of Directors approved the addition of a Safety/Regulatory Compliance Coordinator, and in FY 2018-19, the Board of Directors approved the additional of a Customer Service Technician to improve internal controls and better serve our customers. In FY 2021-22 the Board approved the addition of a Meter Maintenance Technician to assist in the newly created meter replacement program. The district's meters were originally between 1997 and 2004. With an expected life cycle of 20-25 years the time has come for the District to implement a meter replacement program. This program will replace approximately 515 meters annual, resulting in a 20 year replacement cycle. The District now has 49 Full Time Equivalent (FTE) positions.

- Revised salary schedule. The Compensation Policy, amended by the Board of Directors in September of 2017, requires a compensation study be performed at least once every four years. The purpose of the study is to ensure the District is offering a fair and competitive compensation package to its employees. During the 2019 Compensation Study process the Board of Directors changed their target market position for total compensation from "10% above market average", to "market median". As a result, the majority of District employees pay was frozen. The District completed another compensation study in the Spring of 2022 and the Board decided to adjust the market target to 5% above market median total cash. This will result in 20 employees getting a pay increase to bring them to the bottom of the new range and will "unfreeze" pay for all employees that were still on the previously frozen salary schedule.
- Cost of Living Adjustment: the District's practice is to award a cost of living adjustment each July, based on the previous March over March Consumer Price Index for West Cities B. The March index showed a 9% increase, therefore this budget incorporates a 9% cost of living adjustment to salaries effective July 2022.
- Increase of 5% in health benefit costs.

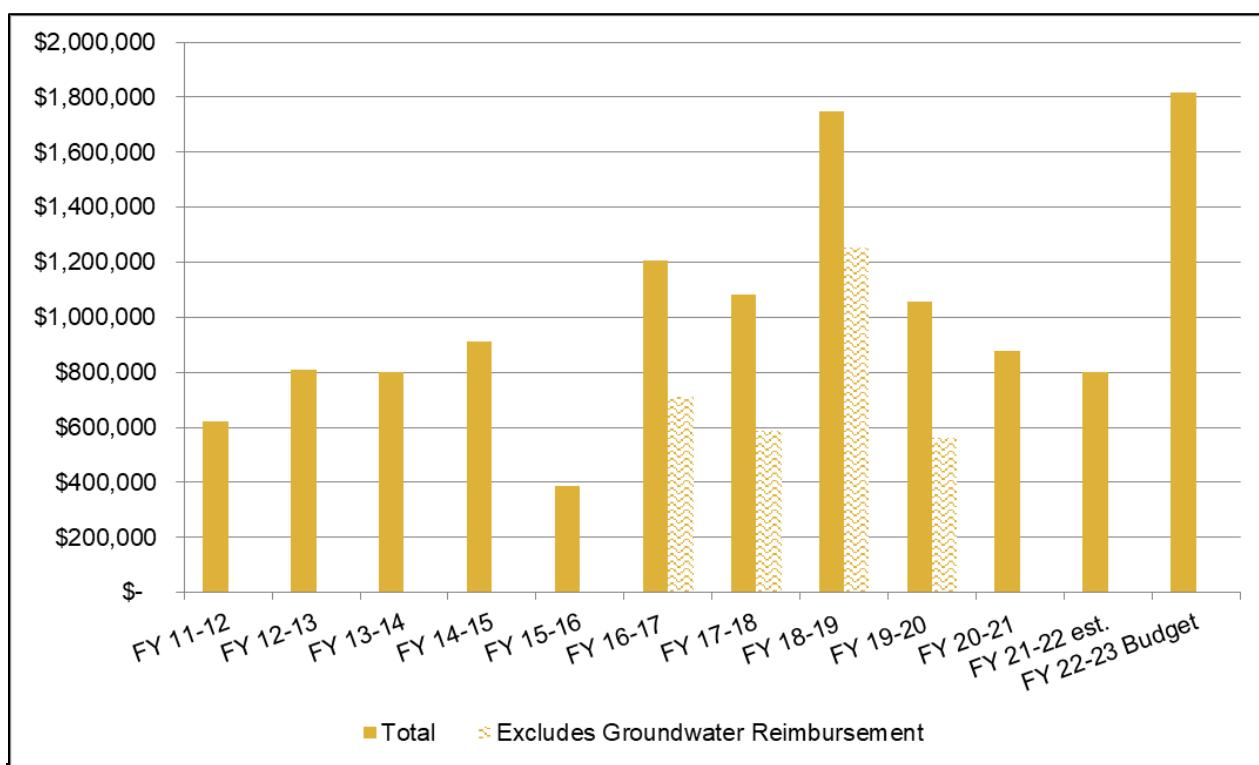
# San Juan Water District

## Fiscal Year 2022-23 Budget

### Water Supply Costs

The District's existing water supply consists of three separate raw water contracts. The first source of water is 33,000 acre-feet of water rights on the American River. The second source is a contract with Reclamation for 24,200 acre-feet of Central Valley Project water. The third water source is a contract with PCWA for up to 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 Reclamation's Folsom Pumping Plant. Total water deliveries for FY 2019-20 were 36,292 acre-feet and are anticipated to be 37,229 acre-feet for FY 2020-21, and 34,134 for FY 2021-22, excluding pass through deliveries for SSWD.

**Wholesale Water Supply Cost**



**Chart 6**

As illustrated in Chart 6, water supply costs increased significantly in FY 2016-17 and again in FY 2018-19.

The FY 2016-17 costs increased for two primary reasons. First, in 2008 a surface water shortage and reimbursement agreement to provide groundwater supplies during times of surface water shortage was prepared, and referenced in the signed 2008 Wholesale Water Supply Agreements. The District, in its capacity as the wholesale supplier, determined that there was a potential need for groundwater pumping between 2009 and 2013, and asked both the Citrus Heights Water District and Fair Oaks Water District to

maintain their readiness to supply groundwater. In 2014, due to a potential shortage in surface water supplies caused by a third year of drought, the District requested groundwater to be pumped. From 2009 to 2014, both districts maintained their readiness to supply groundwater, as requested, but did not submit invoices for the incremental cost until the District asked them to actually pump groundwater in 2014. At that time, the District was provided with a bill in the approximate amount of \$4 million. The District disputed the amount, and the cost was settled in FY 2016-17 at \$1,981,440, to be repaid over a 4-year period ending in FY 2019-20. The light grey bar on Chart 6 shows water supply costs for fiscal years 2016-17 through 2019-20 without the payment towards the groundwater reimbursement.

After removing the effect of the groundwater reimbursement, FY 2016-17 water supply cost still show an increase over the prior year. The agreement with PCWA required the District to pay for 25,000 acre-feet of water, regardless of how much water the District actually took. However, in periods of drought, the District is allowed to pay for the greater of 10,000 acre-feet or the actual amount delivered. With the drought officially over in FY 2016-17, the reduced demand allowance ended and the cost of the PCWA contract rose accordingly.

Water supply costs decreased in FY 2017-18, in spite of increased demand. This was due to a reduction in the cost of water purchased from PCWA. Per the contract between the District and PCWA, the cost of PCWA water is calculated as the average of the District's Central Valley Project rate and the Central Valley Project rate for the City of Roseville and PCWA. In addition, the District must pay Warren Act contract charges on the PCWA water it receives. Central Valley Project water rates and Warren Act charges are set annually by Reclamation. Due to an abundance of water supplies, Reclamation reduced the Central Valley Project rate by 35% for 2017, causing a like decrease in the District's PCWA water rate. Additionally, in December of 2017, the District negotiated an amendment to the contract with PCWA wherein the take or pay amount was reduced from 25,000 acre-feet to 12,500 acre-feet. The District still has the option to take up to 25,000 acre-feet, but is only required to pay for 12,500 acre-feet regardless of whether it takes the water or not. This cut the PCWA water supply cost to half of what it would have been otherwise.

The spike in costs in FY 2018-19 is a result of a groundwater substitution transfer. In FY 2018-19 the District sold 2,808 acre-feet of surface water to the Dudley Ridge Water District and the Kern County Water Agency. Both the Citrus Heights Water District and the Fair Oaks Water District used their groundwater instead of purchasing the District's surface water. The District compensated them for the cost of the groundwater out of the transfer proceeds. The transaction yielded net revenues but increased the water supply cost in the process.

Water supply costs for FY 2019-20 were in line with FY 2017-18 with no groundwater substitution transfer and no substantial change in water demand.

# San Juan Water District

## Fiscal Year 2022-23 Budget

The groundwater reimbursement payments to Citrus Heights and Fair Oaks Water Districts were completed in FY 2019-20, reducing annual costs by \$495,400. Thus, supply costs for FY 2020-201 decreased.

Water Supply costs for FY 2021-22 are expected to be 8% lower than the prior year as the District is purchasing less water from PCWA thereby reducing the wheeling charges.

The District anticipates paying approximately \$1 million in FY 2022-23 pay for the environmental review necessary to renew the District's Warrant Act (or wheeling) agreement with the U.S. Bureau of Reclamation.

## Capital Spending

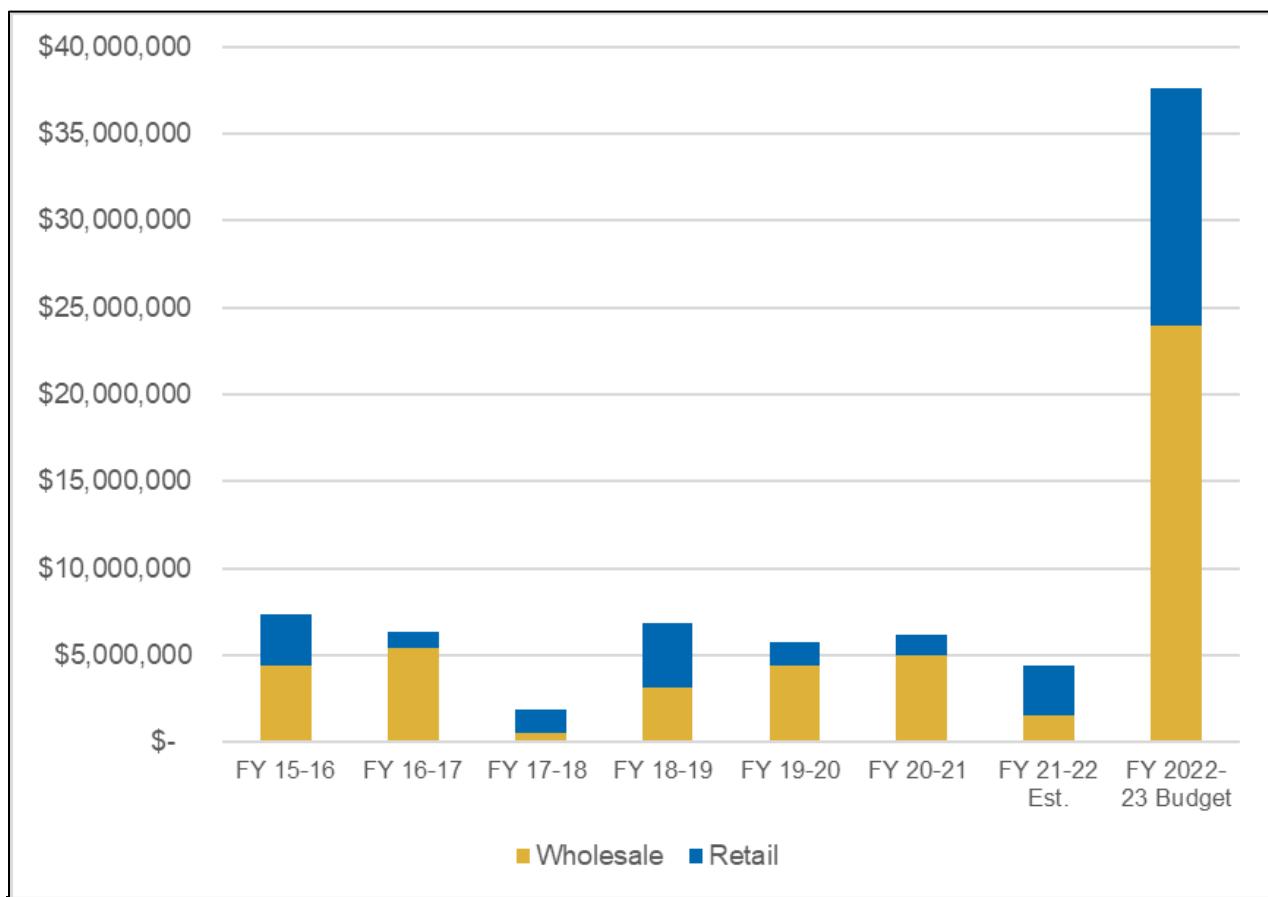


Chart 7

Capital spending has fluctuated from \$7.3 million in FY 2015-16 to a low of \$1.8 million in FY 2017-18 then increasing to an eight year planned high of \$37.6 million.

The FY 2022-23 capital spending budget consists predominately of wholesale's Hinkle Reservoir Rehabilitation project. Total project costs are in excess of \$24 million. More information on the project can be found on page 58. The retail division plans to spend \$13.7 million on capital projects in FY 2022-23, the largest project being the replacement of transmission pipeline in Eureka Road, between Barton Road and Auburn Folsom Road. This project will also utilize financing from the California State Drinking Water Revolving Loan Fund.

A complete list of projects planned for FY 2022-23 can be found starting on page 58 of this document.

## Reserve Summary

### Wholesale and Retail Operating and Capital Reserves Combined

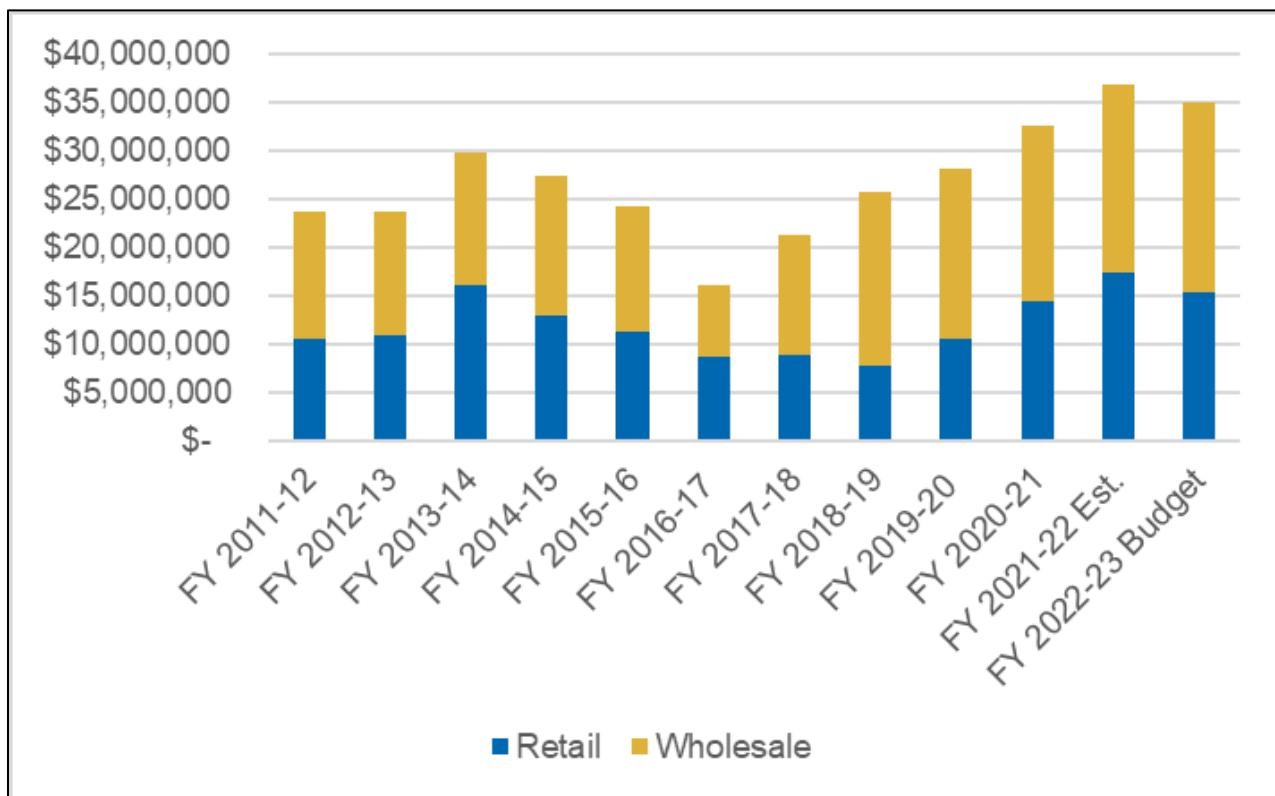


Chart 8

The combination of the Great Recession, followed by the drought, resulted in the need to defer maintenance and capital projects and utilize reserves to augment operations and

# San Juan Water District

## Fiscal Year 2022-23 Budget

critical capital projects. This is illustrated in Chart 8 by the sharp decline in District reserve balances between FY 2013-14 and 2017-18.

The District has taken several actions to improve its financial condition now and into the future, as described below:

- *Paid off Unfunded Pension Liability:* The Board authorized two large payments intended to pay off the District's unfunded pension liability. The District was paying 7.5% interest on this liability, but only earning approximately 1.5% on its reserves. In May 2017, the District remitted \$4,112,000, and in April 2018 the District paid \$2,787,800. By drawing down reserves to pay down this debt, the District will save approximately \$8.8 million through FY 2036-37, with annual savings of approximately \$350,000. These savings can be used to fund critical infrastructure needs which will help reduce upward pressure on rates. Through these efforts the District was able to achieve a funded rate of approximately 95%, one of the highest funded rates in the State of California. With the pension plans FY 2020-21 investment return of 21.3%, the District anticipates it's next valuation will show that the pension plans are now fully funded. While this status is fluid, changing annually based on the performance of the CalPERS portfolio and subject to changing assumptions about future interest and mortality rates, it still signifies strong financial stewardship by the Board of Directors.
- *Debt Refinanced:* In May of 2017, the Board of Directors approved an advance refunding of the District's Series 2009A Certificates of Participation. This refinancing will save the District approximately \$11.2 million through FY 2038-39. The 2012 Refunding Bonds were refunded on February 1, 2022, resulting in total interest savings of approximately \$1.75 million through FY 2032-33.
- *Utilization of California State Water Resources Control Board's revolving loan fund program (SRF):* The SRF grants low interest rate loans for drinking water capital improvement projects. While the process of obtaining the loan is long (up to two years or more), the low interest rate generates significant savings. For example. The District just secured an SRF loan for the Hinkle Reservoir project at 1.2% interest. If the District were to finance this project through a traditional bond issuance, the interest rate would be closer to 4%, increasing debt service costs by at least \$12 million over 30 years. The District intends to utilize the SRF program whenever possible.
- *Renegotiated Contract with PCWA:* In December of 2017, the District negotiated an amendment to its contract with PCWA wherein the take or pay amount was reduced from 25,000 acre-feet to 12,500 acre-feet. The District still has the option to take up to 25,000 acre-feet, but is only required to pay for 12,500 acre-feet regardless of whether it takes the water or not. This cut the PCWA water supply cost in half, providing savings of approximately \$275,000 per year, starting in FY 2018-19.
- *Renegotiated Contracts with City of Roseville (City):* Under two separate contracts, the District is obligated to provide up to 4,000 acre-feet annually to the City from the District's PCWA take or pay contract. The amendments require the City to compensate the District for maintaining the availability of 4,000 acre-feet

per year water supply for the City. This will generate annual revenues of approximately \$90,000 beginning in FY 2018-19.

- *5-Year Rate Schedule:* The District completed a Five Year Financial Plan and implemented a five year rate structure in 2017 that was designed to replenish reserves while ensuring that the District can continue its mission to deliver a reliable water supply of the highest quality at reasonable and equitable costs.
- *Groundwater Substitution Transfers:* The District has been working for many years to create a legal path for the sale of excess water supplies. Selling excess water supplies benefits all customers of the District as it generates additional revenues that can be used to maintain and/or improve infrastructure, reduce or eliminate the need for future debt which will reduce future upward pressure on water rates. The first groundwater transfer was completed in FY 2018-19 paving the way for more transfers in the future. The District is currently negotiating its second groundwater substitution transfer, to occur in FY 2022-23. It is estimated to generate net revenues in excess of \$700,000.
- *Water Transfers:* The Sacramento Suburban Water District (SSWD) has an agreement with PCWA to purchase surface water in years where the unimpaired flow into Folsom Lake exceeds a certain level. The District treats the raw PCWA water diverted from Folsom Lake for the SSWD. While these revenues are not guaranteed on an annual basis, they have significantly contributed to wholesale reserves. In August of 2020, the District entered into a pilot agreement with the Sacramento Suburban Water District (SSWD) in August 2020 to sell them up to 4,000 acre feet of the District's water, in addition to treating any PCWA they may take. This program was successful for both agencies. Another agreement was entered into in February 2021 for the sale of up to 6,000 acre feet of District water to SSWD, from March 1, 2020 through February 2022. The District currently estimates that it will have sold 1,619 acre feet to SSWD, generating additional revenues of \$495,600 for the 2021-22 fiscal year.
- *Salary Schedule Reduction:* The District has historically chosen to maintain salaries schedules that, when combined with benefits, put the District's total compensation at 10% above average amongst the selected comparator agencies. In FY 2019-20 the Board of Directors reduced this target down to market median. Current employees were not subject to pay decreases, but their ability to receive future pay increases is substantially reduced. All new hires will be hired into the new Compensation Schedule, which can be found on the District's website. Existing employees remain on their original pay scale until such time as the new schedule is greater than their existing scale. The old pay scale is not able to receive cost of living adjustments, as it is frozen until all employees migrate to the new pay scale, at which time it will become obsolete. Given a number of factors, particularly the current tight labor market, the Board gave direction to staff to prepare a new salary schedule that is 5% above market median total cash. While this will increase costs, there were significant savings in the three years prior and the District needs the increased salaries for retention and attraction of highly qualified employees.

# **San Juan Water District**

Fiscal Year 2022-23 Budget

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# San Juan Water District

Fiscal Year 2022-23 Budget

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## **OPERATING FUNDS**

The Wholesale and Retail Operating Funds account for the operations of the District. Department operating costs are shared and split between wholesale and retail based upon the proportionate benefit received by each, which can differ from person to person, department to department and expense to expense. The major projects for the budget years are discussed in detail in the Operations Plan, which can be found on page 49.

The District is comprised of the following functional areas, or departments:

### **Administration and General**

The functional area of Administration and General is a combination of the following departments: Board of Directors, Executive, Finance, Administration, Human Resources, and Information Technology. Overall District costs related to general operations, legal, insurance, and office expenses are recorded in this category.

### **Customer Service**

The Customer Service Department is responsible for the billing and collection of water service revenue from the District's retail customers and is the initial point of contact for customer inquiries. This includes the establishment of new water service, modifications to existing service, payments, delinquency cutoffs, and meter reading.

### **Distribution (Field Services)**

This Department operates and maintains wholesale and retail water transmission and distribution pipelines ranging in size from 6" to 96" in diameter and totaling over 217 miles in length, including water meters, air release values and other appurtenances. The Department also maintains and operates six pump stations and three reservoirs ranging from 0.05 to 4.56 million gallons within the retail system. The Department responds to emergency repairs, works directly with customers, and monitors and maintains water quality standards in the system to meet all federal and state drinking standards.

### **Engineering Services**

This Department is responsible for planning, designing and managing capital improvement projects, assisting with operational improvements, and assisting with maintenance activities which contain an engineering component.

### **Water Efficiency**

The Water Efficiency Department is responsible for creating and implementing programs and services that reduce water use to meet federal, state and local commitments.

### **Water Treatment**

This Department maintains and operates the Plant. The Plant is staffed and operated continuously, 24 hours per day, 7 days per week and 365 days per year. The Department also maintains the Hinkle Reservoir, a 62 million gallon floating cover reservoir, where treated water is stored prior to distribution. The Plant supplies potable water to the Citrus Heights Water District, Fair Oaks Water District, Orange Vale Water Company, Ashland, Sacramento Suburban Water District, and the District's retail service area.

# San Juan Water District

## Fiscal Year 2022-23 Budget

### Wholesale Operating Fund

The Wholesale Operating Fund is used to account for the operating revenues and expenses of the wholesale division. This includes the acquisition of raw water, operation and maintenance of the Plant, and the related administrative support to conduct wholesale water activities. This fund holds and is used to report on all wholesale operating reserves. Details on projects funded for the year can be found in the District's Operations Plan, located at page 49.

### FISCAL YEAR 2022-23 BUDGET

#### Wholesale Operations

<b>Est. Beginning Available Reserves July 1, 2022</b>	\$	<b>1,780,021</b>
Revenues		
Water Sales		11,003,900
Other Revenues		113,100
Total Revenues	\$	<u>11,117,000</u>
Expenses		
Salaries & Benefits		4,098,900
Water Supply		1,816,700
Other Expenses		2,953,700
Debt Service - Interest		686,300
Debt Service - Principal		851,300
Total Expenses	\$	<u>10,406,900</u>
Net Income	\$	<u>710,100</u>
Transfer In/(Out)		(433,100)
<b>Est. Ending Available Reserves June 30, 2023</b>	\$	<b>2,057,021</b>

# San Juan Water District

Fiscal Year 2022-23 Budget

## WHOLESALE OPERATING FUND SUMMARY

	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22 Estimate	FY 2022-23 Proposed Budget
<b>Est. Beginning Available Reserves</b>	<b>\$ 2,390,365</b>	<b>\$ 1,784,360</b>	<b>\$ 1,733,755</b>	<b>\$ 1,834,921</b>	<b>\$ 1,780,021</b>
<b>Revenues</b>					
Water Sales	13,044,976	11,157,014	11,077,962	9,922,100	11,003,900
Other Revenues	356,641	294,047	139,064	126,000	113,100
Total Revenues	\$ 13,401,617	\$ 11,451,061	\$ 11,217,026	\$ 10,048,100	\$ 11,117,000
<b>Expenses</b>					
Administration and General					
Salaries & Benefits	\$ 1,297,958	\$ 1,347,397	\$ 1,466,215	\$ 1,570,400	\$ 1,653,100
Professional Services	544,709	418,729	425,766	505,300	614,700
Maintenance and Repair	10,268	11,298	13,948	19,300	19,400
Materials and Supplies	28,136	68,164	21,305	34,000	31,200
Other Expenses	335,696	391,591	507,632	401,400	593,700
Total Administration and General	2,216,767	2,237,179	2,434,864	2,530,400	2,912,100
Water Treatment Plant					
Salaries & Benefits	1,827,697	1,914,002	1,917,977	1,901,200	2,023,200
Professional Services	69,133	95,835	29,030	124,400	142,000
Maintenance and Repair	251,209	303,572	239,695	362,100	374,900
Materials and Supplies	499,656	489,061	455,985	581,800	749,600
Other Expenses	219,673	214,613	232,403	269,100	327,300
Total Water Treatment Plant	2,867,367	3,017,082	2,875,089	3,238,600	3,617,000
Water Supply					
Placer County Water Agency	403,495	413,785	680,925	655,700	635,400
Purchase of Treated Water (Groundwater)	1,197,360	495,360	-	-	-
Pumping to Treatment Plant	95,556	93,687	96,506	95,000	100,000
Pre - 1914 Water Rights Water	22,527	26,274	27,799	30,600	33,500
Central Valley Project Water	2,661	-	-	-	-
Other	27,977	28,794	74,064	20,100	1,047,800
Total Water Supply	1,749,576	1,057,900	879,294	801,400	1,816,700
Engineering					
Salaries & Benefits	340,166	341,241	341,700	350,500	380,900
Professional Services	48,489	10,859	130,133	42,800	42,500
Maintenance and Repair	2,317	2,433	2,108	4,500	2,300
Materials and Supplies	1,083	1,295	1,666	3,600	8,600
Other Expenses	4,893	3,706	10,347	5,800	15,300
Total Engineering	396,948	359,535	485,954	407,200	449,600
Water Efficiency					
Salaries & Benefits	-	-	34,874	36,800	41,700
Professional Services	250	500	-	2,000	6,000
Maintenance and Repair	15,179	12,425	10,734	17,000	19,000
Materials and Supplies	-	-	-	600	600
Other Expenses	3,829	3,825	114	10,100	5,100
Total Water Efficiency	19,259	16,750	45,722	66,500	72,400
Non-Departmental					
Debt Service - Principal	675,929	698,450	717,893	762,900	851,300
Debt Service - Interest	893,979	868,865	896,614	792,700	686,300
Other	1,474	1,441	1,517	68,200	1,500
Total Non-Departmental	1,571,381	1,568,756	1,616,024	1,623,800	1,539,100
<b>Total Expenses</b>	<b>\$ 8,821,298</b>	<b>\$ 8,257,201</b>	<b>\$ 8,336,947</b>	<b>\$ 8,667,900</b>	<b>\$ 10,406,900</b>
<b>Transfers (To)/From:</b>					
Year End Transfer (To)/From Capital Outlay Fund	(5,186,325)	(3,244,465)	(2,778,914)	(1,435,100)	(433,100)
<b>Est. Ending Available Reserves</b>	<b>\$ 1,784,360</b>	<b>\$ 1,733,755</b>	<b>\$ 1,834,921</b>	<b>\$ 1,780,021</b>	<b>\$ 2,057,021</b>

# San Juan Water District

## Fiscal Year 2022-23 Budget

### Retail Operating Fund

The Retail Operating Fund is used to account for the operating revenues and expenses of the retail service area. This includes the payment to the wholesale fund for the cost of treated water, as well as the distribution of the treated water to all customers in the District's retail service area, including related administrative support. This fund holds and is used to report on all retail operating reserves. Details on projects funded for the year can be found in the District's Operations Plan, located on page 49.

### FISCAL YEAR 2022-23 BUDGET

#### Retail Operations

<b>Est. Beginning Available Reserves July 1, 2022</b>	<b>\$ 2,524,798</b>
<b>Revenues</b>	
Water Sales	15,114,200
Other Revenues	780,500
<b>Total Revenues</b>	<b>\$ 15,894,700</b>
<b>Expenses</b>	
Salaries & Benefits	5,942,200
Treated Water	3,134,800
Other Expenses	3,814,500
Debt Service - Interest	406,500
Debt Service - Principal	510,900
<b>Total Expenses</b>	<b>\$ 13,808,900</b>
<b>Net Income</b>	<b>\$ 2,085,800</b>
<b>Transfer In/(Out)</b>	<b>1,861,100</b>
<b>Est. Ending Available Reserves June 30, 2023</b>	<b>\$ 6,471,698</b>

# San Juan Water District

Fiscal Year 2022-23 Budget

## RETAIL OPERATING FUND SUMMARY

	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22 Estimate	FY 2022-23 Proposed Budget
<b>Est. Beginning Available Reserves</b>	<b>\$ 1,973,484</b>	<b>\$ 2,358,680</b>	<b>\$ 2,525,341</b>	<b>\$ 2,691,098</b>	<b>\$ 2,524,798</b>
Revenues					
Water Sales	11,405,735	12,716,838	13,902,296	14,026,400	15,114,200
Other Revenues	521,986	635,438	620,108	592,900	780,500
Total Revenues	<u>\$ 11,927,721</u>	<u>\$ 13,352,276</u>	<u>\$ 14,522,404</u>	<u>\$ 14,619,300</u>	<u>\$ 15,894,700</u>
Expenses					
<b>Administration and General</b>					
Salaries & Benefits	\$ 1,039,897	\$ 1,105,749	\$ 1,229,681	\$ 1,340,200	\$ 1,271,700
Professional Services	278,762	179,110	239,323	230,700	223,200
Maintenance and Repair	10,624	10,962	13,948	19,100	19,200
Materials and Supplies	30,943	66,296	25,406	29,000	20,900
Other Expenses	223,311	276,858	281,896	277,200	368,100
Total Administration and General	<u>1,583,536</u>	<u>1,638,974</u>	<u>1,790,255</u>	<u>1,896,200</u>	<u>1,903,100</u>
<b>Distribution System</b>					
Salaries & Benefits	2,423,557	2,410,049	2,462,426	2,583,400	3,047,900
Professional Services	88,195	109,821	155,208	100,900	116,800
Maintenance and Repair	391,218	357,439	672,168	994,800	1,204,000
Materials and Supplies	350,814	365,388	434,814	448,400	568,400
Other Expenses	397,977	428,572	492,481	529,700	632,500
Total Distribution System	<u>3,651,761</u>	<u>3,671,270</u>	<u>4,217,097</u>	<u>4,657,200</u>	<u>5,569,600</u>
<b>Water Supply</b>					
Purchase Water from Wholesale	3,027,505	3,100,315	3,306,939	3,236,200	3,134,800
Total Water Supply	<u>3,027,505</u>	<u>3,100,315</u>	<u>3,306,939</u>	<u>3,236,200</u>	<u>3,134,800</u>
<b>Engineering</b>					
Salaries & Benefits	378,133	389,268	389,241	396,900	413,500
Professional Services	75,246	9,379	55,302	60,800	162,500
Maintenance and Repair	2,402	2,824	2,108	4,900	2,700
Materials and Supplies	1,455	1,563	1,964	7,100	14,800
Other Expenses	6,358	8,338	5,434	8,500	17,300
Total Engineering	<u>463,594</u>	<u>411,372</u>	<u>454,050</u>	<u>478,200</u>	<u>610,800</u>
<b>Water Efficiency</b>					
Salaries & Benefits	373,540	390,022	413,969	410,300	463,300
Professional Services	7,981	2,500	28,121	53,400	3,000
Maintenance and Repair	1,779	1,515	322	2,000	500
Materials and Supplies	1,570	1,494	325	10,000	8,300
Other Expenses	37,637	40,347	39,317	51,500	53,100
Total Water Efficiency	<u>422,506</u>	<u>435,878</u>	<u>482,054</u>	<u>527,200</u>	<u>528,200</u>
<b>Customer Service</b>					
Salaries & Benefits	464,958	559,789	534,818	522,700	599,200
Professional Services	105,723	67,918	20,413	30,100	137,100
Maintenance and Repair	4,178	2,851	6,209	3,800	2,100
Materials and Supplies	30,214	30,852	31,817	30,400	34,000
Other Expenses	90,057	112,190	133,080	166,900	179,400
Total Customer Service	<u>695,131</u>	<u>773,601</u>	<u>726,336</u>	<u>753,900</u>	<u>951,800</u>
<b>Non-Departmental</b>					
Debt Service - Principal	374,072	386,550	404,307	422,100	510,900
Debt Service - Interest	531,093	483,747	498,199	422,600	406,500
Other	(31,949)	1,441	1,487	37,400	1,500
Total Non-Departmental	<u>873,215</u>	<u>871,737</u>	<u>903,992</u>	<u>882,100</u>	<u>918,900</u>
<b>Total Expenses</b>	<u>\$ 10,717,248</u>	<u>\$ 10,903,147</u>	<u>\$ 11,880,722</u>	<u>\$ 12,431,000</u>	<u>\$ 13,617,200</u>
<b>Transfers (To)/From:</b>					
Year End Transfer (To)/From Capital Outlay Fund	(825,277)	(2,282,468)	(2,475,925)	(2,354,600)	(1,861,100)
<b>Est. Ending Available Reserves</b>	<b>\$ 2,358,680</b>	<b>\$ 2,525,341</b>	<b>\$ 2,691,098</b>	<b>\$ 2,524,798</b>	<b>\$ 2,941,198</b>

# **San Juan Water District**

Fiscal Year 2022-23 Budget

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# **San Juan Water District**

Fiscal Year 2022-23 Budget

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## FOREWORD

The following tables compose the Operations Plan for the San Juan Water District for Fiscal Year 2022-23. It defines the major actions that we plan to undertake during this coming fiscal year, to achieve the goals and strategic objectives laid out in the District's Strategic Plan. The Strategic Plan encompasses our mission, vision and values, and outlines the goals and objectives that we will pursue to meet our mission and achieve our vision. The Strategic Plan incorporates the principles of fiscal responsibility, customer service and operational excellence. It can be viewed on the District's website at: <https://www.sjwd.org/strategic-operations-plans>

The Operations Plan, starting on the next page, is organized in sections that correspond to the District's different functional groups. The actions are not in priority order, but the Goals and Strategic Objectives in the Strategic Plan that are related to these actions are noted. A target date for accomplishing the action is also listed, and District staff will be reporting regularly on the status of completing each action.

# San Juan Water District

## Fiscal Year 2022-23 Budget

### ADMINISTRATION/WATER RESOURCES/IT

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Update the District's Strategic Plan	All	All	6/2023
Water Quality Control Plan – represent District interests and collaborate with regional and statewide partners to ensure the WQCP is reasonable and achievable	A	5	Ongoing
Delta conveyance – engage as necessary to protect District interests as new project developed, permits sought	A	5	Ongoing
Represent the District's interests in the implementation of groundwater banking and in the expansion of the regional groundwater bank	A	1, 2, 4	Ongoing
Monitor and respond to regulatory proposals from the SWRCB and DWR in the "Making Conservation a Way of Life" program (water loss regulations, indoor and outdoor efficiency standards, reporting, etc.); collaborate with ACWA, RWA and others around the state to ensure regulations are reasonable	A C D	1,5 2 5	Ongoing
Develop an agreement with PCWA to provide treatment and conveyance capacity for their West County water supply needs	A	5	Subject to PCWA timeline
If conditions warrant and allow, complete actions necessary to implement a groundwater substitution and/or conserved water transfer	A	5	6/2023
Prepare annual water rights reports to SWRCB and submit estimated schedule of deliveries of PCWA and CVP supplies to Reclamation	A	All	Post-14 > 2/2023 Pre-14 > 2/2023 Reclamation > 3/2023
Provide Monthly summary reports to Reclamation showing usage of water rights, PCWA, and CVP supplies, as well as treatment of SSWD's PCWA deliveries	A	All	The 10 <sup>th</sup> of the following month
2 <sup>nd</sup> Annual SJWD Employee Kids Day	E	3	7/2023
Complete Board Ordinance Updates	C	1	6/2023
Facilitate Records Inventory Process	C	1	6/2023

## CUSTOMER SERVICE

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Cross train customer service staff to be proficient in customer service related functions to build redundancy to accommodate vacations, illnesses and staff turnover	C	3	6/2023
Work with Field Service and Water Efficiency staff to diagnose customer meter problems and repair promptly	C	2,3	6/2023
Work with Field Service staff to update utility billing databases for the meter replacement rollout to ensure accurate customer billing	C	3	6/2023
Improve customer messaging with better utilization of our email communication software and more timely updates on the District website	C	1,5,7	12/2022

## DISTRIBUTION (Field Services)

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Complete the 2023 CO-OP Maintenance Program: <ul style="list-style-type: none"> <li>Inspect and maintain all of the appurtenances on the Cooperative Transmission Mainlines</li> <li>Exercise all mainline valves on the Cooperative Transmission Mainlines</li> </ul>	B	2	6/2023
Complete the 2022 Cross Connection Control Program: <ul style="list-style-type: none"> <li>Test 100% of the District Backflows</li> <li>Re-Test 100% of the failed backflows</li> <li>Repair or replace all failed backflows</li> </ul>	B	2	12/2022
Complete the 2023 Leak Detection Program: <ul style="list-style-type: none"> <li>Complete the next phase of the Districts Leak Detection Program</li> <li>Repair all leaks found during the inspection in a timely manner</li> </ul>	B	2	6/2023
Complete the 2022 Air/Vacuum Relief Valve Program <ul style="list-style-type: none"> <li>Inspect and maintain 160 ARVs</li> <li>Upgrade 20-failed ARVs to the Districts standards</li> </ul>	B	2	12/2022
Complete the 2023 Dead End Flushing Program: <ul style="list-style-type: none"> <li>Inspect, maintain, and flush all of the Districts 501 dead end sites</li> <li>Repair or replace all broken blow off valves</li> </ul>	B	2	6/2023
Complete the 2023 Valve Exercise Program: <ul style="list-style-type: none"> <li>Inspect, maintain, and exercise 1,000 mainline valves</li> <li>Repair or replace all broken mainline valves</li> </ul>	B	2	6/2023

# San Juan Water District

## Fiscal Year 2022-23 Budget

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Complete the 2023 Hydrant Maintenance Program: <ul style="list-style-type: none"> <li>Inspect, maintain, and exercise 300 fire hydrants</li> <li>Repair or upgrade all broken fire hydrants</li> </ul>	B	2	6/2023
Implement the new District Meter Replacement and Testing Program: <ul style="list-style-type: none"> <li>Test and replace or repair as needed all large meters (3" and above)</li> <li>Test and replace or repair as needed 27 intermediate meters (1.5" to 2.5")</li> <li>Upgrade 515 residential meters (1" and below)</li> <li>Test 371 residential meters (1" and below)</li> <li>Install 2,100 Radio Read End Points</li> </ul>	B	2	6/2023

## ENGINEERING SERVICES

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Complete construction of the Hinkle Reservoir Liner and Cover Replacement Project	B	1, 3	5/2023
Complete construction of the Eureka Road Pipeline Replacement Project	B	3	1/2023
Complete the design and construction of the Administration Building Electrical Service Upgrade Project	B	3	6/2023
Complete design and construction of the Service Lines and Air Release Valves Replacement Programs	B	3	6/2022
Complete design and construction of the Lime Tower Improvements Project	B	3	6/2023

## FINANCE and HUMAN RESOURCES

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Complete a Cost Allocation Study	D	1	12/2022
Complete funding agreement for State Revolving Loan Funds for Kokila Reservoir Project	D	3 a.	6/2023
Complete funding agreement for State Revolving Loan Funds for Eureka Road Transmission Pipeline Replacement Project	D	3 a.	12/2022
Complete Wholesale Financial Plan and Rate Study	D	1	12/2022

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Update Personnel Manual	E	3	12/2023
Complete improvements to the Administration Building back deck to improve outdoor meeting space	E	3	12/2023
Fill any open positions within six months	E	5	6/2023
Complete annual performance evaluations by the end of February	E	6	2/2023
Complete revisions to Treatment Plant Shift Operators MOU	E	6	6/2023

## WATER EFFICIENCY

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Provide 6 educational customer workshops (wholesale)	C	2,7	6/2023
Implement rebate incentive programs and provide on-site assistance to 100 customers to support State mandated water use reductions requirements	C	1,2,5	6/2023
Conduct a student art calendar contest to be distributed to all wholesale agencies	C	2,7	5/2023
Test and replace inoperable meter reading equipment upon failure and send failed meter information to Field Services for replacement.	C	3,5	6/2023
Engage retail and wholesale customers to increase participation in the usage reductions needed for the Hinkle replacement project	C	1,5,7	4/2023

## WATER TREATMENT

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Complete Hinkle Reservoir Liner Replacement	B	2	5/2023
Purchase and Add 34 Tons of Anthracite Filter Media	B	2	6/2023
Complete Chlorine Maintenance Training	B	2	11/2022
Replace 28 Online Water Turbidity Meters	B	2	12/2022

# **San Juan Water District**

Fiscal Year 2022-23 Budget

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# **San Juan Water District**

Fiscal Year 2022-23 Budget

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**Wholesale Capital Outlay Fund**

This fund was created in FY 2015-16 to receive and separately account for revenues that are designated by the Board of Directors to be utilized solely for wholesale capital expenditures and to account for the acquisition of wholesale capital assets, including large scale maintenance of capital assets and improvements made to such assets. Capital reserves were transferred out of operating into this new fund upon fund creation. This fund now holds and is used to report on all wholesale capital reserves. Details on the capital projects can be found starting on page 58.

**FISCAL YEAR 2022-23 BUDGET****Wholesale Capital Outlay**

<b>Est. Beginning Available Reserves July 1, 2022</b>	<b>\$ 17,849,130</b>
<b>Revenues</b>	
Proceeds from Issuance of Debt	23,120,600
Taxes & Assessments	1,273,000
Connection Fees	200,000
Other Revenues	126,000
<b>Total Revenues</b>	<b>\$ 24,719,600</b>
<b>Expenses</b>	
Capital Improvement Projects	25,361,900
Professional Services	70,000
<b>Total Expenses</b>	<b>\$ 25,431,900</b>
<b>Net Income</b>	<b>\$ (712,300)</b>
<b>Transfer In/(Out)</b>	<b>433,100</b>
<b>Est. Ending Available Reserves June 30, 2023</b>	<b>\$ 17,569,930</b>

# San Juan Water District

Fiscal Year 2022-23 Budget

## WHOLESALE CAPITAL OUTLAY FUND SUMMARY

	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22 Estimated	FY 2022-23 Proposed Budget
<b>Est. Beginning Available Reserves</b>	\$ 10,012,861	\$ 16,168,310	\$ 16,890,133	\$ 16,281,430	\$ 17,849,130
Revenues					
Proceeds from Issuance of Debt	\$ -	\$ -	\$ -	\$ -	\$ 23,120,600
Taxes & Assessments	1,118,187	1,164,350	1,215,739	1,248,000	1,273,000
Capital Contributions	2,601,290	232,052	68,658	-	-
Connection Fees	124,971	61,216	268,649	285,000	200,000
Other Revenues	272,000	419,417	88,090	103,100	126,000
<b>Total Revenues</b>	<b>\$ 4,116,448</b>	<b>\$ 1,877,035</b>	<b>\$ 1,641,135</b>	<b>\$ 1,636,100</b>	<b>\$ 24,719,600</b>
Expenses					
Reservoirs & Improvements	\$ 67,719	\$ 711,141	\$ 2,298,310	\$ 190,700	\$ 24,172,700
Water Treatment Plant Improvements	49,872	3,083,166	2,606,088	767,700	457,800
Land Improvements	10,674	19,370	34,704	15,000	327,500
Buildings & Improvements	10,734	1,912	11,306	29,100	291,400
Professional Services	-	-	-	298,200	70,000
Equipment and Furniture	38,229	44,433	32,796	88,900	55,500
Software	53,125	66,180	1,829	-	32,000
Land Acquisition	-	-	-	-	25,000
Mains/Pipelines & Improvements	2,922,588	104,246	-	-	-
Maintenance	32,701	369,229	13,080	3,200	-
Vehicles	-	-	30,637	110,700	-
Contributions to Others	(38,318)	-	-	-	-
<b>Total Expenses</b>	<b>\$ 3,147,324</b>	<b>\$ 4,399,677</b>	<b>\$ 5,028,752</b>	<b>\$ 1,503,500</b>	<b>\$ 25,431,900</b>
Net Income	\$ 969,124	\$ (2,522,642)	\$ (3,387,617)	\$ 132,600	\$ (712,300)
Transfer In	5,186,325	3,244,465	2,778,914	1,435,100	433,100.00
Transfer Out	-	-	-	-	-
<b>Est. Ending Available Reserves</b>	<b>\$ 16,168,310</b>	<b>\$ 16,890,133</b>	<b>\$ 16,281,430</b>	<b>\$ 17,849,130</b>	<b>\$ 17,136,830</b>

## WHOLESALE CAPITAL PROJECTS FY 2022-23

### *Reservoirs and Improvements*

#### **Hinkle Reservoir Cover and Liner Replacement**

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 3,077,500
<b>Start Date:</b>	FY 2018-19	<b>Budgeted Spending FY 2022-23:</b>	\$ 23,895,400
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 26,972,900

Hinkle Reservoir is a 62 million gallon Hypalon lined and covered earthen reservoir. The water treatment plant is operated at a constant flowrate and the Hinkle Reservoir is used to store excess treated water, with the water level rising and falling with changes in demand and production. Regular maintenance has extended its life however it is now in need of replacement. This project will rehabilitate the inlet and outlet structures, repair ancillaries as needed, and replace the approximate 11 acres of cover, liner and interior baffle wall material. Construction was originally planned to commence in FY 2021-22, however due to the low level of water in Folsom Lake this project was pushed to FY 2022-23.

#### **Hinkle Reservoir Overflow Channel Lining (East of Auburn Folsom Road)**

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 63,700
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2022-23:</b>	\$ 277,300
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 341,000

The Hinkle Reservoir will be removed from service in FY 2022-23 in order to replace the cover and liner. The District has installed temporary storage tanks to buffer the difference between plant production and customer demand. The tanks will hold much less water than the reservoir. As such there will be an increased need to handle overflow of the tanks. Because the existing channel is unlined, the force of the overflow would likely cause disruptive erosion to the overflow channel. This project will line the channel to minimize environmental disruption.

### *Water Treatment Plant Improvements*

#### **Lime Tower Coating**

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 24,108
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2022-23:</b>	\$ 225,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 249,108

The lime tower stores and distributes lime into the treated water as it leaves the treatment plant. Lime is used in the treatment process to manage pH levels in the distribution system. The small amount of lime in the treated drinking water protects the District's entire distribution system from untimely corrosion. The lime tower is aged. The District commissioned a study in FY 2019-20 to determine its rehabilitation needs. The study recommends re-doing the interior and exterior coating and installing additional anchor bolts. Both the design and construction were to be done in Fiscal Year 2021-22 but were not. Therefore this project has been included in the Fiscal Year 2022-23 budget.

# San Juan Water District

## Fiscal Year 2022-23 Budget

### Water Treatment Plant Improvements (con't)

#### Backwash Hood Rehabilitation Assessment and Design (Two) and Rail Track Improvements

Project Status:	Planned	Estimated Spending FY 2021-22 & Prior:	
Start Date:	FY 2022-23	Budgeted Spending FY 2022-23:	\$ 150,000
Estimated Completion:	FY 2022-23	Total Project Cost:	\$ 150,000

The final filtration of water occurs in the North and South basins which each have a series of filter cells along the bottom of the basin. Each basin has two backwash hoods that move across the basins to backwash (clean) the various filters. The backwash hoods suck water up through the filters and send the water back into the first treatment stage of the plant. Each basin currently has one new and old backwash hood. This project will assess the structural integrity of the two old hoods to determine if they can be rehabilitated, or need to be replaced (including the rail track upon which they move). The budget will fund both the assessment and the design of either the rehabilitation or the replacement. This project will not materially affect ongoing operating costs.

#### Turbidimeter Replacements

Project Status:	In Progress	Estimated Spending FY 2021-22 & Prior:	\$ 82,200
Start Date:	FY 2021-22	Budgeted Spending FY 2022-23:	\$ 47,800
Estimated Completion:	FY 2022-23	Total Project Cost:	\$ 130,000

A turbidimeter is an instrument that measures water clarity. This project replaces 28 outdated turbidimeters at the Water Treatment Plant. This represents the bulk of the turbidimeters used in the water treatment process. This equipment lasts for approximately 7 years before becoming obsolete. The turbidimeters were purchased in FY 2021-22 and will be installed in FY 2022-23.

#### New Gate for the Water Treatment Plant

Project Status:	Planned	Estimated Spending FY 2021-22 & Prior:	\$ -
Start Date:	FY 2022-23	Budgeted Spending FY 2022-23:	\$ 35,000
Estimated Completion:	FY 2022-23	Total Project Cost:	\$ 35,000

Due to the sensitive and critical nature of the facility, the water treatment plant is protected by an electronic, access restricted gate. The gate has been malfunctioning and reached the end of its useful life. This project replaces the existing gate.

### Land Improvements

#### Solar Site Access Culvert Replacement

Project Status:	In progress	Estimated Spending FY 2021-22 & Prior:	\$ 76,300
Start Date:	FY 2019-20	Budgeted Spending FY 2022-23:	\$ 327,500
Estimated Completion:	FY 2022-23	Total Project Cost:	\$ 403,800

Replace aged culvert on Baldwin Reservoir ditch for solar site access road. This project will reduce maintenance efforts and increase safety.

***Buildings and Improvements*****Electrical Service Upgrade at Administration Building**

<b>Project Status:</b>	In Progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 21,100
<b>Start Date:</b>	FY 2020-21	<b>Budgeted Spending FY 2022-23:</b>	\$ 208,900
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 230,000

The electric panel for the Administration Building is antiquated and in need of replacement. During a recent test of the electric system, the main breaker failed and the District was unable to shut off power to the building. A temporary panel is being installed to remedy the failed main breaker, but the entire service panel needs to be replaced. This project will bring the panel up to current standards, and allow for future expansion of the building including the installation of electric vehicle charging stations.

**Clean Fleet Study and Improvements**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 70,000
<b>Estimated Completion:</b>	Undetermine	<b>Total Project Cost:</b>	\$ 70,000

California Air Resource Board (CARB) is responsible for implementing the Governor's Executive Order B-55-18 to achieve Carbon Neutrality by 2045 and the Zero emission Vehicles (ZEVs) goals set forth in Executive Order N-79-20. Included in this effort are new requirements under the Advanced Clean Fleets program related to vehicle purchases for public agencies like San Juan Water District. The proposed rules state that Starting January 1, 2024, 50 percent of the total number of vehicles added in each calendar year must be ZEVs, and Starting January 1, 2027, 100 percent of the total number of vehicles added to the fleet in each calendar year must be ZEVs. To be in compliance with this requirement, the District has to determine what new infrastructure is required for plugging in the new vehicles, the on-going cost for purchasing and maintaining the new vehicles and the supporting infrastructure, and then to construct the improvements. This coming year includes a detailed study and design of the site improvements needed for this new requirement. Given the ratio of District vehicles between wholesale and retail, wholesale will be paying for 25% of this study/design project. Installation of vehicle charging stations will increase electric utility expenses, however there will be an offsetting decline in vehicle fuel purchases. The net difference is unknown at this time.

**ADA Plan Compliance Project – Administration Building Men's Restroom**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 7,500
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 7,500

The District performed an evaluation of the District's facilities related to the Americans Disabilities Act (ADA) in 2018 and completed the Accessibility Transition Plan in 2019. The District has been addressing the deficiency items listed in the report, including widening walkways, installing railing, and improving accessibility to the District's main office. One of the identified deficiency items is the men's restroom urinal. The current configuration of the urinal is too narrow for ADA compliance. The project includes widening the urinal to achieve compliance with ADA standards. The project costs are split evenly between the wholesale and retail divisions and will not affect ongoing operating costs.

# San Juan Water District

## Fiscal Year 2022-23 Budget

### Buildings and Improvements (con't)

#### Flagpole Replacement

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 5,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 5,000

The District's flagpole has deteriorated and is in need of replacement so the flag of the United States of American can be safely flown, and safely raised and lowered in accordance with orders of the Governor of the State of California and/or the President of the United States of America. The total cost of the replacement is estimated to be \$10,000 but is shared evenly between the wholesale and retail divisions.

### Professional Services

#### SCADA Cyber Security Study

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 70,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 70,000

Supervisory control and data acquisition (SCADA) is a system of software and hardware elements that allows the District to control processes locally or at remote locations, such as turning on pumps, opening or closing valves, etc. This study will do a complete review of the security of the SCADA system from the servers to the network to the computers that control the machinery. The study will identify gaps where security is lacking and recommend and implement security and protocols. It will result in a cyber-security standard where any work on the SCADA side of the network would adhere to going forward. This project is split between wholesale (25%) and retail (75%).

### Equipment and Furniture

#### Thickener Access Ladders (3)

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 50,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Estimated Future Spending:</b>	\$ 40,000
		<b>Total Project Cost:</b>	\$ 90,000

The District recently re-coated the interior of the clarifier tanks. Now that the re-coating is complete, the tanks' access ladders need to be replaced. This project funds the replacement of the 3 ladders. It was originally budgeted to be completed in Fiscal Year 2021-22 but has been delayed. Design is planned for FY 2022-23 with construction and completion schedule for Fiscal Year 2023-24.

#### HACH PH/DO Meter

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 5,500
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 5,500

This equipment is used to measure PH and dissolved oxygen in water. The existing meter is past its useful life and does not measure dissolved oxygen, just PH.

## Software

### **Back-Up Plant Pumps – SCADA Integration**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 20,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 20,000

The District's Crown Point pump station provides pressurized drinking water to the retail service area and the entire District campus, including the water treatment plant. That water is critical for maintaining water treatment plant operations as it is used in various treatment processes such as the chemical feed system, and the belt press process. The back-up plant pumps exist to provide pumping capabilities if/when the Crown Point pump station is off line. Historically the back-up pumps have had to be turned on manually. By integrating those pumps into the District's SCADA system, the system will automatically switch the pumps on if Crown Point goes off line, either intentionally or unintentionally, greatly improving system reliability. Originally planned to be completed in Fiscal Year 2021-22, it has now been delayed until Fiscal Year 2022-23.

### **Tyler Content Management and Output Director**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 12,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 12,000

The District uses a software called Tyler Technologies for its financial and utility billing processes. The module was included in the budget last fiscal year, even though the analysis of the benefits of the module had not been completed. With that analysis complete, the District has determined that the module will afford the Finance Department the ability to store records and documents electronically within the system, reducing filing and document retrieval time, as well as reducing the District's carbon footprint. The District executed the purchase agreement, but was unable to complete the installation due to staffing shortfalls. It is anticipated to be purchased, installed and implemented in Fiscal Year 2022-23.

## Land (Non-Depreciable)

### **Land Acquisition (Property Boundary Adjustment South of Hinkle Reservoir and Center Channel)**

<b>Project Status:</b>	In Progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2022-23:</b>	\$ 25,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 25,000

The District is working with U.S. Bureau of Reclamation (Reclamation) to address a couple property issues at the District's main site. The first is a piece of property referred to the Center Channel. This property is a 75-foot wide swath of land that traverses the District's main site and is owned by Reclamation. The second property is located at the south end of Hinkle Reservoir. This property includes the south slope of Hinkle Reservoir and a small section of property at the Southeast corner of Hinkle Reservoir. The project is to have these properties transferred to the District since they encompass portions of Hinkle Reservoir. The costs here include incidental costs for reimbursing Reclamation for their time and the cost for any consultant work necessary for the deed transfer. Acquisition of property title will not affect ongoing operating costs as the District has been maintaining these properties for years.

# San Juan Water District

## Fiscal Year 2022-23 Budget

### Retail Capital Outlay Fund

This fund was created in FY 2015-16 to receive and separately account for revenues that are designated by the Board of Directors to be utilized solely for retail capital expenditures and to account for the acquisition of retail capital assets, including large scale maintenance of capital assets and improvements made to such assets. Capital reserves were transferred out of operating into this new fund upon fund creation. This fund now holds and is used to report on all retail capital reserves. Details on the projects can be found starting on page 65.

### FISCAL YEAR 2022-23 BUDGET

#### Retail Capital Outlay

<b>Est. Beginning Available Reserves July 1, 2022</b>	<b>\$ 14,817,697</b>
<b>Revenues</b>	
Proceeds from Issuance of Debt	4,000,000
Taxes & Assessments	1,273,000
Connection Fees	500,000
Other Revenues	148,800
Total Revenues	<u>\$ 5,921,800</u>
<b>Expenses</b>	
Capital Improvement Projects	13,472,100
Professional Services	210,000
Total Expenses	<u>\$ 13,682,100</u>
Net Income	<u>\$ (7,760,300)</u>
Transfer In/(Out)	1,861,100.0
<b>Est. Ending Available Reserves June 30, 2023</b>	<b>\$ 8,918,497</b>

## RETAIL CAPITAL OUTLAY FUND SUMMARY

	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22 Estimate	FY 2022-23 Proposed Budget
<b>Est. Beginning Available Reserves</b>	\$ 6,921,926	\$ 5,419,939	\$ 8,027,850	\$ 11,778,997	\$ 14,817,697
Revenues					
Proceeds from Debt Issuance	-	-	43,197	-	4,000,000
Taxes & Assessments	1,118,187	1,164,350	1,215,738	1,248,000	1,273,000
Connection Fees	82,549	319,577	1,082,998	2,270,200	500,000
Other Revenues	161,996	157,483	37,929	74,900	148,800
<b>Total Revenues</b>	<b>\$ 1,362,732</b>	<b>\$ 1,641,411</b>	<b>\$ 2,379,862</b>	<b>\$ 3,593,100</b>	<b>\$ 5,921,800</b>
Expenses					
Mains/Pipelines & Improvements	\$ 3,004,752	\$ 382,645	\$ 428,467	\$ 1,908,100	\$ 7,407,100
Pump Stations & Improvements	194,811	359,840	467,098	242,600	5,296,600
Buildings & Improvements	271,185	1,912	2,514	42,300	446,400
Vehicles	-	49,036	170,561	289,200	276,000
Professional Services	-	253,120	26,614	-	210,000
Equipment and Furniture	59,872	55,541	-	76,800	34,000
Software	159,375	197,969	9,385	-	12,000
Reservoirs & Improvements	-	5,267	-	350,000	-
Land Improvements	-	10,638	-	-	-
<b>Total Expenses</b>	<b>\$ 3,689,996</b>	<b>\$ 1,315,967</b>	<b>\$ 1,104,640</b>	<b>\$ 2,909,000</b>	<b>\$ 13,682,100</b>
Net Income	\$ (2,327,264)	\$ 325,443	\$ 1,275,222	\$ 684,100	\$ (7,760,300)
Transfer In	825,277	2,282,468	2,475,925	2,354,600	1,861,100
Transfer Out	-	-	-	-	-
<b>Est. Ending Available Reserves</b>	<b>\$ 5,419,939</b>	<b>\$ 8,027,850</b>	<b>\$ 11,778,997</b>	<b>\$ 14,817,697</b>	<b>\$ 8,918,497</b>

# San Juan Water District

## Fiscal Year 2022-23 Budget

### RETAIL CAPITAL PROJECTS FY 2022-23

#### *Mains/Pipelines and Improvements*

##### Replace Steel Transmission Line in Eureka Road from Barton to Auburn Folsom Road

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 130,700
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2022-23:</b>	\$ 3,869,300
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 4,000,000

This project will replace 3,925 linear feet of aged steel transmission pipeline in Eureka Road from Barton Road to Auburn Folsom Road. This aged pipeline replacement will ensure system redundancy by improving the backbone intertie between the Bacon and Lower Granite Bay Zones, allowing either zone to supply the other in the event of a pump station loss. The design and construction were originally planned to be completed in FY 20-21. The design work has been completed and construction contract has been issued, but construction will not be completed until Fiscal Year 2022-23. In order to reduce paving costs, and cause the least disruption to traffic, the project will be completed in conjunction with a road widening and resurfacing project being undertaken at the same location by Placer County. Therefore, the timing of the construction will be driven by Placer County. Due to the high cost of the project the District is seeking financing for the project from the State of California Drinking Water Revolving Loan fund at a below market interest rate.

##### Replace up to 110 Service Laterals

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 572,100
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2022-23:</b>	\$ 1,420,000
<b>Estimated Completion:</b>	Unknown	<b>Total Project Cost to Date:</b>	\$ 1,992,100

A service lateral is the pipeline that runs from the main line, in or next to the road, to individual water meters. In 2020 it was determined that the District's service lateral failure rate is 35% worse than the national average. The District plans to replace at least 85 service laterals per year. This budget funds the replacement of up to 110 service laterals. Replacing the service laterals will save the District money as less time will be spent responding to leaks and less water will be lost.

##### Replace 45 Air/Vacuum Relief Valves

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 840,000
<b>Estimated Completion:</b>	Ongoing	<b>Total Project Cost:</b>	\$ 840,000

An air release valve allows air to enter or leave pipelines as needed. Removing air pockets in a pipeline allows water to flow more freely. Allowing air to enter if there is a leak or break prevents the creation of a vacuum, which can cause a pipeline to collapse. California law requires the vent opening to be above grade, to minimize opportunities for water contamination. Most of the district's valves are in boxes in the street, blow grade. Approximately 75.0 valves need to be relocated to the side of the road and vented above ground. The District plans to replace 45 per year, over a 20 year period, commencing with Fiscal Year 2022-23.

**Mains/Pipelines and Improvements (con't)****Meter Replacement Program**

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 29,000
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 465,800
<b>Estimated Completion:</b>	On-going	<b>Total Project Cost:</b>	\$ 494,800

The District's meters were originally installed between 1997 and 2004. There are approximately 4,400 meters that are greater than 18 years old. With a typical meter life of 20-25 years it is time to start a replacement program. As of 2021 the District had 10,779 total meters. 736 of them were manual read meters, 7,987 were touch read meters and 2,056 were radio read (drive-by only). The plan is to replace 515 (5%) of the meters each year, which results in a 20 year replacement cycle and to replace all end-points over 5 years (converts all to radio read), which equate to 2,118 per year. Due to supply chain issues, the District was not able to reach its goal for Fiscal Year 2021-22. Therefore this budget funds the replacement of approximately 970 meters and 4,000 end-points. This encompasses routes 6, 7, 8 and 9.

**Wharf Hydrant Replacements**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 218,000
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2022-23:</b>	\$ 218,000
<b>Estimated Completion:</b>	FY 2031-32	<b>Total Project Cost to date:</b>	\$ 436,000

The District is systematically replacing both aged and wharf style fire hydrants. Wharf style hydrants have less water capacity and are more likely to break than a standard hydrant. The District has approximately 100 wharf style hydrants in its distribution system. The District intends to replace 10 per year over the next 10 years.

**Fire Hydrant Replacements**

<b>Project Status:</b>	In-Progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	Ongoing	<b>Budgeted Spending FY 2020-21:</b>	\$ 157,000
<b>Estimated Completion:</b>	Ongoing	<b>Total Project Cost:</b>	\$ 157,000

The District is systematically replacing aged fire hydrants. This project will replace ten aged fire hydrants, at various locations, throughout the District.

**Water Main Installation Underneath the North Glenn Bridge**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	Unknown	<b>Budgeted Spending FY 2022-23:</b>	\$ 82,000
<b>Estimated Completion:</b>	Unknown	<b>Total Project Cost:</b>	\$ 82,000

This project involves the replacement of approximately 100-LF of previously existing 6-inch pipe with new 8-inch pipe. In June of 2015 Placer County requested that the District remove the old water main running under the existing storm drainage channel to facilitate removal of the old North Glen Pedestrian Bridge. When the bridge washed out in 2015 the 6-inch pipeline was damaged. The District's only option at that time was to cut and remove the damaged section of pipe and then cap the water main on opposite sides of the drainage channel at this location. The County has plans to replace the bridge, and at that time the District can replace the currently disconnected pipeline. This project will involve designing the replacement water main that will be installed under the new bridge on the downstream side. Construction timing is dependent upon the County's project schedule, but the District needs to be ready to move forward concurrently with the County's project. This will be a joint project with Placer County, and the County has agreed to allow the District to install the replacement pipeline on or under the County's bridge which will result in a lower cost than replacing the pipeline under the drainage channel. The County did not move forward with the project last year, so the District is budgeting for this again in Fiscal Year 2022-23.

# San Juan Water District

## Fiscal Year 2022-23 Budget

### Mains/Pipelines and Improvements (con't)

#### Eckerman 8 inch tie-in to "The Park" Subdivision

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2022-23:</b>	\$ 55,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 55,000

This project involves the installation of approximately 50 to 100 linear feet of 8-inch pipe to extend the existing southerly section of the Eckerman pipeline into the new piping that will be installed with the construction of "The Park" Subdivision. The costs are to be reimbursed by the developer of The Park subdivision project. This connection into The Park subdivision is needed to provide adequate supply for fire flow, and to facilitate source of supply redundancy. The project was originally budgeted in Fiscal Year 2021-22 but did not commence by years end as the developer has not yet completed design review.

### Pump Stations and Improvements

#### Groundwater Production Facility

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 2,575,000
<b>Estimated Completion:</b>	FY 2023-24	<b>Estimated Future Costs:</b>	\$ 2,652,000
		<b>Total Project Cost:</b>	\$ 5,227,000

Included in the retail financial plan is \$5 million for SJWD to use in securing access to groundwater production capacity to provide water supplies to the District's retail service area. These supplies could be delivered via the Antelope Pump Station, which can send groundwater produced in the Sacramento Suburban Water District's North Service Area to Orangevale Water Company, the City of Folsom and the District's retail service area.

#### Bacon Pump Station Generator Replacement(s)

<b>Project Status:</b>	In Progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 119,600
<b>Start Date:</b>	FY 2020-21	<b>Budgeted Spending FY 2022-23:</b>	\$ 2,122,300
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 2,241,900

The two existing emergency generators at the Bacon Pump Station have exceeded their useful life and need to be replaced. Two new generators and electrical controls will be installed at the station. The project includes a new 400 and a 600KW generator, slab foundations, a retaining wall, electrical conduits and electrical panel replacements. Additionally the existing generators shall be removed, including their foundation slabs, fuel cells, and electrical connections.

#### Upper Granite Bay Pump Station Generator Replacement

<b>Project Status:</b>	In Progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 140,900
<b>Start Date:</b>	FY 2020-21	<b>Budgeted Spending FY 2022-23:</b>	\$ 274,800
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 415,700

The Upper Granite Bay Pump Station generator is old and needs to be replaced. With PG&E power outages increasing to reduce fire risk, it is critical that the District maintain generators in good working order.

### Pump Stations and Improvements (con't)

#### Douglas Booster Pump Station Electrical Improvements

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 24,900
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2022-23:</b>	\$ 54,500
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 79,400

The Douglas Booster Pump Station provides back-up to the Upper and Lower Granite Bay Pump Stations. This project will upgrade the aged electrical and mechanical systems for the Douglas Booster Pump Station to bring it up to current code, add safety, and provide improved operational efficiency. It will include either one or two variable frequency drives, depending upon the configuration of the pump(s). Variable frequency drives reduce electricity costs and reduce wear and tear on the pumps, which increases their reliability and life. The improvements were originally budgeted for Fiscal Year 2021-22 but the District was not able to commence the work by year's end.

#### Canyon Falls Village Pressure Reducing Station Replacement

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 61,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 61,000

This pump station is currently below grade which creates added costs and complexity in terms of operations and maintenance. This project bring the control valves above grade in an above ground enclosure. This will improve the safety environment for staff when performing maintenance and will reduce maintenance costs as confined space equipment and air quality testing will no longer be needed to perform basic and ongoing maintenance.

#### Bacon Booster Pump Station – New Variable Frequency Drive and Components

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 60,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 60,000

This project will install a variable frequency drive on pump number five at the Bacon Booster Pump Station, along with other components to complement the generator replacement project described above. The existing motor drive for pump number five is either on or off and therefore the pump runs at full speed regardless of the system demands. Replacing the drive with a variable frequency drive will provide the District the ability to optimize the operation of the pump station based on the current demands on the distribution system.

#### Bacon Pump Station – Replacement Motors for Pumps #3 and #4

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 50,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 50,000

This project will replace the motors on pumps #3 and #4 with new 200 horsepower inverter rated motors. The existing motors are aged and in need of replacement to ensure reliability and reduce future maintenance and repair costs. The project was originally budgeted for Fiscal Year 2021-22 but did not commence by the end of the year.

# San Juan Water District

## Fiscal Year 2022-23 Budget

### Pump Stations and Improvements (con't)

#### Pump Station Pressure Transmitters

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -	-
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 38,000	
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 38,000	

This project entails the replacement of nine pressure transmitters at the Hinkle and Bacon Pump Stations. Some of the District's pressure transmitters have failed recently and the other transmitters have reached the end of their service life. This project will ultimately replace all of the pressure transmitters in three phases over multiple years, and will standardize the equipment, which reduces the inventory the District needs to carry.

#### Bacon Pump Station Security Improvements

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -	-
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 31,000	
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 31,000	

This project will design new security features for the pump station, predominately new fencing and security cameras.

#### American River Canyon Booster Pump Station South – 4 Replacement Pumps

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -	-
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 30,000	
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 30,000	

This project will replace 4 pumps that have aged and are in need of replacement to ensure continued reliability and reduce future maintenance and repair costs. The project was originally budgeted for Fiscal Year 2021-22 but did not commence by the end of the year.

### Buildings and Improvements

#### Clean Fleet Study and Improvements

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2022-23 &amp; Prior:</b>	\$ -	-
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 210,000	
<b>Estimated Completion:</b>	Undetermined	<b>Total Project Cost:</b>	\$ 210,000	

California Air Resource Board (CARB) is responsible for implementing the Governor's Executive Order B-55-18 to achieve Carbon Neutrality by 2045 and the Zero emission Vehicles (ZEVs) goals set forth in Executive Order N-79-20. Included in this effort are new requirements under the Advanced Clean Fleets program related to vehicle purchases for public agencies like San Juan Water District. The proposed rules state that Starting January 1, 2024, 50 percent of the total number of vehicles added in each calendar year must be ZEVs, and Starting January 1, 2027, 100 percent of the total number of vehicles added to the fleet in each calendar year must be ZEVs. To be in compliance with this requirement, the District has to determine what new infrastructure is required for plugging in the new vehicles, the on-going cost for purchasing and maintaining the new vehicles and the supporting infrastructure, and then to construct the improvements. This coming year includes a detailed study and design of the site improvements needed for this new requirement. Given the ratio of District vehicles between wholesale and retail, retail will be paying for 75% of this study/design project. Installation of vehicle charging stations will increase electric utility expenses, however there will be an offsetting decline in vehicle fuel purchases. The net difference is unknown at this time.

***Buildings and Improvements (con't)*****Electrical Service Upgrade at Administration Building**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ 21,100
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2022-23:</b>	\$ 208,900
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 230,000

The electric panel for the Administration Building is antiquated and in need of replacement. During a recent test of the electric system, the main breaker failed and the District was unable to shut off power to the building. A temporary panel is being installed to remedy the failed main breaker, but the entire service panel needs to be replaced. This project will bring the panel up to current standards, and allow for future expansion of the building including the installation of electric vehicle charging stations. This project, shared evenly between the wholesale and retail divisions, commenced in Fiscal Year 2021-22 but will not be completed until the current fiscal year.

**Purchase of Connex Storage Container**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 15,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 15,000

The District's parts shelter was torn down in 2018. It was structurally unsound and it was more cost effective to replace, rather than improve the existing structure. The District budgeted to construct a movable 3-sided steel parts shelter in Fiscal Year 2021-22 however, the Board of Directors did not approve construction and directed the District hold off until the larger District facilities renovation happens, currently slated for Fiscal Year 2028-29. This storage facility is needed in the interim to house parts that would otherwise degrade quickly if left out in the elements.

**ADA Plan Compliance Project – Administration Building Men's Restroom**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 7,500
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 7,500

The District performed an evaluation of the District's facilities related to the Americans Disabilities Act (ADA) in 2018 and completed the Accessibility Transition Plan in 2019. The District has been addressing the deficiency items listed in the report, including widening walkways, installing railing, and improving accessibility to the District's main office. One of the identified deficiency items is the men's restroom urinal. The current configuration of the urinal is too narrow for ADA compliance. The project includes widening the urinal to achieve compliance with ADA standards. The project costs are split evenly between the wholesale and retail divisions and will not affect ongoing operating costs.

**Flagpole Replacement**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 5,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 5,000

The District's flagpole has deteriorated and is in need of replacement so the flag of the United States of America can be safely flown, and safely raised and lowered in accordance with orders of the Governor of the State of California and/or the President of the United States of America. The total cost of the replacement is estimated to be \$10,000 but is shared evenly between the wholesale and retail divisions.

# San Juan Water District

## Fiscal Year 2022-23 Budget

### Vehicles

#### Replace Field Services Vehicle #6 2008 F-650 Dump Truck

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 125,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 125,000

At 14 years old this dump truck only has 14,800 miles on it. However, it has proved unreliable and has developed engine problems that are going to create significant repair costs in the future. The District intends to replace this dump truck to avoid those future unnecessary repair costs and have a more reliable vehicle.

#### Vehicle #8/15 Replacement – F-150 Distribution Lead Worker Truck

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 45,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 45,000

Over five years ago Field Services transferred Vehicle #8 to the Water Treatment Plant. Vehicle #8 had been one of two trucks used for the Distribution Lead Workers. When vehicle #8 was transferred to the Water Treatment Plant Field Services was left with one truck for the leads. They operated this way until Fiscal Year 2020-21 when they bought a new truck to replace Vehicle #15. Instead of selling the old vehicle #15 they kept it to restore the second truck for the Distribution Leads. The Field Services team has determined that they need to continue operating with two truck trucks for the leads and recommends replacing the old vehicle #15 with this F-150.

#### Replace Vehicle #12 2011 F-250 Super Cab

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 45,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 45,000

The District intends to replace the existing 2011 F-250 Super Cab service truck with a new F-250. The District generally replaces vehicles every 10 years or 100,000 miles. The existing truck is 12 years old with 76,000 miles. Purchasing the new truck will increase vehicle reliability and decrease repair costs. The existing truck will be sold at auction.

#### Replace 2007 Forklift (E#18)

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 44,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 44,000

This 2007 forklift has reached the end of its expected useful life. With 8701 hours of use It is still in fair operating condition and will be sold at auction. Replacing it now will prevent the occurrence of increased maintenance costs.

#### Replace Bix Tex Tilt Mud Trailer

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 9,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 9,000

The District has been replacing one aged mud trailer per year. This trailer is from 1996 and has deteriorated to the point that it is only used when others are not available. Replacing this trailer will reduce the use of the other trailers enabling them all to reach their expected life.

**Vehicles (con't)****Pump Truck Vehicle #37 Toolbox Improvement**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -	-
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 8,000	
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 8,000	

This tool box improvement will allow the pump station team to carry more tools and equipment on the truck, reducing the frequency with which they need to return to the District campus for tools and supplies.

**Professional Services****SCADA Cyber Security Study & Improvements**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -	-
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 210,000	
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 210,000	

Supervisory control and data acquisition (SCADA) is a system of software and hardware elements that allows the District to control processes locally or at remote locations, such as turning on pumps, opening or closing valves, etc. This study will do a complete review of the security of the SCADA system from the servers to the network to the computers that control the machinery. The study will identify gaps where security is lacking and recommend and implement security and protocols. It will result in a cyber-security standard where any work on the SCADA side of the network would adhere to going forward. This project is split between wholesale (25%) and retail (75%). It was originally planned to be completed in Fiscal Year 2021-22 but did not commence prior to year-end.

**Equipment and Furniture****Field Services Building – Sewer Lift Station – Tie In to SCADA**

<b>Project Status:</b>	In Progress	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -	-
<b>Start Date:</b>	FY 2020-21	<b>Budgeted Spending FY 2022-23:</b>	\$ 15,000	
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 15,000	

Parts have been purchased to make improvements to the Field Services Building's sewer lift station and the District anticipates using internal staff to install the improvements in the 2021-22 fiscal year. This project will fund the programming needed to tie the sewer lift station into the SCADA system.

**Leak Detection Equipment**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -	-
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 10,000	
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 10,000	

A leak detector consists of speakers in a headset, worn by the operator, hooked up to a microphone that is on the ground. The microphone transmits the sound of leaking water to the wearer of the headset. The Field Services departments current leak detection equipment is old and in need of replacement.

# San Juan Water District

## Fiscal Year 2022-23 Budget

### Equipment and Furniture (con't)

#### Boring Machine Replacement

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2021-22 &amp; Prior:</b>	\$ -	-
<b>Start Date:</b>	FY 2022-23	<b>Budgeted Spending FY 2022-23:</b>	\$ 9,000	
<b>Estimated Completion:</b>	FY 2022-23	<b>Total Project Cost:</b>	\$ 9,000	

A boring machine tunnels underground, allowing staff to replace a service line without having to cut into the existing curb and gutter, or other surface pavement. Curb and gutter replaces costs \$1,500 at a minimum. The existing boring machine broke in fiscal year 2019-20 and is not cost effective to repair.

### Software

#### Tyler Content Management and Output Director

<b>Project Status:</b>	Under Consideration	<b>Estimated Spending FY 2020-21&amp; Prior:</b>	\$ -	-
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 12,000	
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 12,000	

The District uses a software called Tyler Technologies for its financial and utility billing processes. The module was included in the budget last fiscal year, even though the analysis of the benefits of the module had not been completed. With that analysis complete, the District has determined that the module will afford the Finance Department the ability to store records and documents electronically within the system, reducing filing and document retrieval time, as well as reducing the District's carbon footprint. The District executed the purchase agreement, but was unable to complete the installation due to staffing shortfalls. It is anticipated to be purchased, installed and implemented in Fiscal Year 2022-23.



# **San Juan Water District**

Fiscal Year 2022-23 Budget

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**Transfers In and Transfers Out**

Transfers In and Transfers Out represent accounting methods to move resources (usually cash) from one fund to another. Transfers in represent resources being brought into that fund. Whereas, transfers out represent resources being taken from that fund.

**Transfer In To:**

Wholesale Capital Fund	\$ 433,100
Retail Capital Fund	\$ 1,861,100

**Transfer Out From:**

Wholesale Operating Fund	\$ 433,100
Retail Operating Fund	\$ 1,861,100

**Total Transfers In****\$ 2,294,200****Total Transfers Out****\$ 2,294,200**

# San Juan Water District

Fiscal Year 2022-23 Budget

## Debt Service Schedules

### 2022 Refunding Loan Debt Service Schedule - Fiscal Year Basis

Fiscal Year	Principal		Interest		Total		Combined Debt Service
	Wholesale	Retail	Wholesale	Retail	Wholesale	Retail	
2023	458,345	248,869	86,124	46,763	544,469	295,632	840,101
2024	502,298	272,733	78,653	42,706	580,951	315,439	896,390
2025	511,499	277,729	70,465	38,261	581,964	315,990	897,954
2026	520,492	282,612	62,128	33,734	582,620	316,346	898,966
2027	526,513	285,884	53,644	29,127	580,157	315,011	895,168
2028	534,681	290,317	45,062	24,467	579,743	314,784	894,527
2029	544,865	295,846	36,346	19,735	581,211	315,581	896,792
2030	550,981	299,167	27,465	14,913	578,446	314,080	892,526
2031	562,065	305,185	18,484	10,036	580,549	315,221	895,770
2032	571,920	310,536	9,322	5,062	581,242	315,598	896,840
Outstanding	\$ 5,283,659	<u>\$ 2,868,878</u>	\$ 487,693	<u>\$ 264,804</u>	\$ 5,771,352	\$ 3,133,682	\$ 8,905,034

**Refunding Revenue Bonds, Series 2017**  
**Debt Service Schedule - Fiscal Year Basis**

Fiscal Year	Principal		Interest		Total		Combined Debt Service
	Wholesale	Retail	Wholesale	Retail	Wholesale	Retail	
2022	403,200	226,800	597,576	336,137	1,000,776	562,937	1,563,713
2023	419,200	235,800	582,055	327,406	1,001,255	563,206	1,564,460
2024	435,200	244,800	564,429	317,492	999,629	562,292	1,561,921
2025	454,400	255,600	542,269	305,027	996,669	560,627	1,557,296
2026	476,800	268,200	519,083	291,984	995,883	560,184	1,556,067
2027	502,400	282,600	494,709	278,274	997,109	560,874	1,557,983
2028	528,000	297,000	469,056	263,844	997,056	560,844	1,557,900
2029	553,600	311,400	442,123	248,694	995,723	560,094	1,555,817
2030	585,600	329,400	413,776	232,749	999,376	562,149	1,561,525
2031	611,200	343,800	383,963	215,979	995,163	559,779	1,554,942
2032	643,200	361,800	352,736	198,414	995,936	560,214	1,556,150
2033	675,200	379,800	325,536	183,114	1,000,736	562,914	1,563,650
2034	1,318,400	741,600	291,747	164,107	1,610,147	905,707	2,515,854
2035	1,369,600	770,400	238,157	133,964	1,607,757	904,364	2,512,121
2036	1,424,000	801,000	182,467	102,637	1,606,467	903,637	2,510,104
2037	1,481,600	833,400	129,177	72,662	1,610,777	906,062	2,516,839
2038	1,529,600	860,400	80,375	45,211	1,609,975	905,611	2,515,585
2039	1,580,800	889,200	29,969	16,858	1,610,769	906,058	2,516,827
Outstanding	\$14,992,000	\$ 8,433,000	\$6,639,202	\$ 3,734,551	\$21,631,202	\$12,167,551	\$33,798,753
Paid 2017-2021	\$ 1,728,000	\$ 972,000	\$2,561,541	\$ 1,440,866	\$ 4,289,541	\$ 2,412,866	\$ 6,702,407
Total	\$16,720,000	\$ 9,405,000	\$9,200,743	\$ 5,175,417	\$25,920,743	\$14,580,417	\$40,501,160
	combined	\$26,125,000	combined	\$14,376,160			

# San Juan Water District

## Fiscal Year 2022-23 Budget

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### Labor Allocation

As mentioned previously, many employees are shared by wholesale and retail to maximize efficiency and eliminate the need for redundant positions. The table on the next page shows all District positions and their respective cost sharing between wholesale and retail based on their assigned duties.

# San Juan Water District

## Fiscal Year 2022-23 Budget

Dept.	Position Title	Budgeted	Budgeted	# Budgeted	Budgeted in Fiscal Year 2022-2023			
		in FY20-21	in FY21-22		Wholesale Allocation	Retail Allocation	Wholesale FTE	Retail FTE
<b>Executive</b>								
General Manager	1.00	1.00	1.00	90%	10%	0.90	0.10	
Water Resources Manager	1.00	1.00	1.00	90%	10%	0.90	0.10	
Information Technology Manager	1.00	1.00	1.00	50%	50%	0.50	0.50	
Board Secretary/Administrative Assistant	1.00	1.00	1.00	50%	50%	0.50	0.50	
Total Executive	4.00	4.00	4.00			2.80	1.20	
<b>Finance and Administrative Services</b>								
Director of Finance	1.00	1.00	1.00	50%	50%	0.50	0.50	
Senior Accountant <sup>1</sup>	1.00	1.00	1.00	50%	50%	0.50	0.50	
Accountant	1.00	1.00	1.00	50%	50%	0.50	0.50	
Purchasing Agent	1.00	1.00	1.00	50%	50%	0.50	0.50	
Accounting Technician II	1.00	1.00	1.00	50%	50%	0.50	0.50	
Total Finance and Administrative Services	5.00	5.00	5.00			2.50	2.50	
<b>Customer Service</b>								
Customer Service Manager	0.50	0.50	0.50	0%	100%	-	0.50	
Meter Technician	1.00	1.00	1.00	0%	100%	-	1.00	
Customer Service Technician I - III	3.00	3.00	3.00	0%	100%	-	3.00	
Total Customer Service	4.50	4.50	4.50			-	4.50	
<b>Engineering Service</b>								
Engineering Services Manager	1.00	1.00	1.00	50%	50%	0.50	0.50	
Associate/Senior Engineer	1.00	1.00	1.00	50%	50%	0.50	0.50	
Engineering Technician III	1.00	1.00	1.00	40%	60%	0.40	0.60	
Construction Inspector III	1.00	1.00	1.00	50%	50%	0.50	0.50	
Total Engineering Service	4.00	4.00	4.00			1.90	2.10	
<b>Field Services (Distribution System)</b>								
Field Services Manager	1.00	1.00	1.00	0%	100%	-	1.00	
Pump Station Lead	1.00	1.00	1.00	0%	100%	-	1.00	
Distribution Lead Worker	2.00	2.00	2.00	0%	100%	-	2.00	
Distribution Operator II - IV <sup>2</sup>	7.00	6.00	6.00	0%	100%	-	6.00	
Pump Station Technician/Mechanic	1.00	1.00	1.00	0%	100%	-	1.00	
Pump Station Operator <sup>2</sup>	-	1.00	1.00	0%	100%	-	1.00	
Utilities Coordinator	1.00	1.00	1.00	0%	100%	-	1.00	
Meter Maintenance Technician <sup>3</sup>	-	1.00	1.00	0%	100%	-	1.00	
Distribution Maint. Helper - PT/Temporary <sup>6</sup>	-	-	0.92	0%	100%	-	0.92	
Total Field Services (Distribution System)	13.00	14.00	14.92			-	14.92	
<b>Operations</b>								
Operations Manager	1.00	1.00	1.00	40%	60%	0.40	0.60	
Safety-Regulatory Compliance Coordinator	1.00	1.00	1.00	50%	50%	0.50	0.50	
CMMS/GIS Coordinator	1.00	1.00	1.00	25%	75%	0.25	0.75	
Total Operations	3.00	3.00	3.00			1.15	1.85	
<b>Water Efficiency</b>								
Customer Service Manager	0.50	0.50	0.50	0%	100%	-	0.50	
Water Efficiency Lead	1.00	1.00	1.00	25%	75%	0.25	0.75	
Water Efficiency Technician I - II	2.00	2.00	2.00	0%	100%	-	2.00	
Total Water Efficiency	3.50	3.50	3.50			0.25	3.25	
<b>Water Treatment Plant</b>								
Water Treatment Plant Manager	1.00	1.00	1.00	100%	0%	1.00	-	
Maintenance Chief	1.00	1.00	1.00	80%	20%	0.80	0.20	
Chief Operator	1.00	1.00	1.00	100%	0%	1.00	-	
Water Treatment Plant Operator IV	2.00	2.00	2.00	100%	0%	2.00	-	
Water Treatment Plant Operator III	2.00	2.00	2.00	100%	0%	2.00	-	
Water Treatment Plant Operator II	1.00	1.00	1.00	100%	0%	1.00	-	
Electrical & Instrumentation Technician	1.00	1.00	1.00	60%	40%	0.60	0.40	
Utilities Mechanic I - II <sup>4</sup>	1.00	1.00	1.00	100%	0%	1.00	-	
Utilities Maintenance Worker I - II <sup>5</sup>	1.00	1.00	1.00	80%	20%	0.80	0.20	
Total Water Treatment Plant	11.00	11.00	11.00			10.20	0.80	
<b>Total Funded Full Time Equivalents (FTE)</b>	<b>48.00</b>	<b>49.00</b>	<b>49.92</b>			<b>18.80</b>	<b>31.12</b>	

<sup>1</sup> Finance and Administrative Services Analyst position was changed to Senior Accountant in April 2022.

<sup>2</sup> One Distribution Operator IV position was changed to a Pump Station Operator in December 2021.

<sup>3</sup> The Board of Directors approved the new Meter Maintenance Technician in January 2022.

<sup>4</sup> The Facilities Maintenance Worker I - II was renamed to a Utilities Mechanic I - II in January 2022.

<sup>5</sup> The Board of Directors approved the name change from Facilities Maintenance Helper to Utilities Maintenance Worker I - II in January 2022.

<sup>6</sup> Converting use of Temp Agency assistance to direct hire temporary worker for cost savings

# San Juan Water District

Fiscal Year 2022-23 Budget



## SAN JUAN WATER DISTRICT COMPENSATION SCHEDULE

EFFECTIVE: July 2, 2022

Non-Exempt Positions	Hourly Rate Range	
	Minimum	Maximum
Accountant	\$ 40.69	\$ 48.83
Accounting Technician I	\$ 28.16	\$ 33.79
Accounting Technician II	\$ 31.10	\$ 37.33
Accounting Technician III	\$ 34.36	\$ 41.23
Administrative Assistant - Board Secretary	\$ 42.34	\$ 50.81
Chief Operator	\$ 55.39	\$ 66.47
CMMS/GIS Coordinator	\$ 44.06	\$ 52.88
Construction Inspector I	\$ 35.05	\$ 42.06
Construction Inspector II	\$ 38.72	\$ 46.46
Construction Inspector III	\$ 42.77	\$ 51.32
Customer Service Technician I	\$ 26.00	\$ 31.21
Customer Service Technician II	\$ 28.72	\$ 34.47
Customer Service Technician III	\$ 31.73	\$ 38.08
Distribution Lead Worker	\$ 48.19	\$ 57.83
Distribution Operator I	\$ 31.10	\$ 37.33
Distribution Operator II	\$ 34.36	\$ 41.23
Distribution Operator III	\$ 37.95	\$ 45.54
Distribution Operator IV	\$ 41.92	\$ 50.31
Distribution Maintenance Temporary Helper	\$ 20.00	\$ 20.00
Electrical & Instrumentation Technician	\$ 47.71	\$ 57.26
Engineering Technician I	\$ 33.35	\$ 40.02
Engineering Technician II	\$ 36.84	\$ 44.21
Engineering Technician III	\$ 40.69	\$ 48.83
Information Technology Technician I	\$ 34.02	\$ 40.82
Information Technology Technician II	\$ 37.58	\$ 45.09
Maintenance Chief	\$ 52.71	\$ 63.25
Meter Maintenance Technician	\$ 34.36	\$ 41.23
Meter Technician	\$ 32.37	\$ 38.84
Pump Station Lead	\$ 52.71	\$ 63.25
Pump Station Operator	\$ 41.92	\$ 50.31
Pump Station Technician	\$ 45.85	\$ 55.02
Purchasing Agent	\$ 35.75	\$ 42.91
Senior Accountant	\$ 47.24	\$ 56.69
Utilities Coordinator	\$ 43.63	\$ 52.35
Utilities Maintenance Worker I	\$ 25.75	\$ 30.90
Utilities Maintenance Worker II	\$ 28.44	\$ 34.13
Utilities Mechanic I	\$ 34.70	\$ 41.64
Utilities Mechanic II	\$ 38.33	\$ 46.00
Water Efficiency Helper	\$ 24.74	\$ 29.69
Water Efficiency Lead Worker	\$ 36.84	\$ 44.21
Water Efficiency Technician I	\$ 30.19	\$ 36.23
Water Efficiency Technician II	\$ 33.35	\$ 40.02
Water Treatment Plant Operator I	\$ 33.02	\$ 39.62
Water Treatment Plant Operator II	\$ 36.47	\$ 43.77
Water Treatment Plant Operator III	\$ 40.29	\$ 48.35
Water Treatment Plant Operator IV	\$ 44.50	\$ 53.40

Exempt Positions (Annual Salaries based on 2080 Hours)	Annual Rate Range	
	Minimum	Maximum
Associate Engineer	\$ 116,376.00	\$ 139,651.20
Customer Service Manager	\$ 128,544.00	\$ 154,252.80
Director of Engineering Services	\$ 156,852.80	\$ 188,219.20
Director of Finance	\$ 156,852.80	\$ 188,219.20
Director of Operations	\$ 156,852.80	\$ 188,219.20
Field Services Manager	\$ 128,544.00	\$ 154,252.80
Information Technology Manager	\$ 128,544.00	\$ 154,252.80
Safety/Regulatory Compliance Specialist	\$ 108,534.40	\$ 130,249.60
Senior Engineer	\$ 128,544.00	\$ 154,252.80
Water Resources Manager	\$ 128,544.00	\$ 154,252.80
Water Treatment Plant Manager	\$ 143,416.00	\$ 172,099.20
General Manager (Contract)	\$ 208,000.00	\$ 208,000.00

**INSERT BOARD RESOLUTION**

# San Juan Water District

## Fiscal Year 2022-23 Budget

### Glossary of Terms

The budget contains specialized and technical terminology and acronyms that are unique to public finance and budgeting. To assist the reader in understanding these terms and acronyms, a budget glossary has been included herein.

Term	Definition
Acre-Foot	The volume of water that will cover one acre to a depth of one foot. One acre-foot of water equates to 325,828.8 gallons.
Allocation	A distribution of funds or costs from one account or appropriation to one or more accounts or appropriations.
Ashland	City of Folsom, north of the American River.
Assets	Resources owned or held by SJWD which have monetary value.
Audit	An investigation, done by an independent certified public accounting firm to provide an opinion on whether or not the financial statements of the SJWD are prepared in conformance with generally accepted accounting principles for government entities within the United of States of America, and are free of material errors or misstatements.
Authorized	Given the force of law (e.g., by statute). For some action or quantity to be authorized, it must be possible to identify the enabling source and date of authorization.
Beginning/Ending Fund Balance	Appropriated resources available in a fund from the prior/current year after payment of the prior/current year's expenses. This is not necessarily cash on hand.
Best Management Practices (BMPs)	Proven and reliable water efficiency technologies and programs that address residential, commercial, industrial, and landscape water uses.
Bond	A written promise to pay a sum of money with a specific interest rate, at a specific time. In the budget document, these payments are identified as a debt service.
Budget	A plan of financial operation embodying an estimate of proposed expenditures for a given period of time and the proposed means of financing them.
Transmittal Letter	A general discussion of the proposed budget as presented in writing by the General Manager to the Board of Directors and Rate payers. The message contains an explanation of principal budget items and summaries found in the prepared budget relative to the current year adopted budget.
Capital Budget	The portion of the annual budget that appropriates funds for the purchase of capital equipment items and capital improvements.
Capital Improvements Program (CIP)	A long-range plan of the District for the construction, rehabilitation and replacement of the District-owned infrastructure.
Capital Outlay	A character of expenditure of funds to acquire land, plan and construct new buildings, expand or modify existing buildings, and/or purchase equipment related to such construction.

Term	Definition
Central Valley Project (CVP)	California water project owned by the United States and managed by the Bureau of Reclamation for diversion, storage, carriage, distribution and beneficial use of waters of the Sacramento River, the American River, the Trinity River, and the San Joaquin River and their tributaries. The CVP is composed of some 20 reservoirs with a combined capacity of more than 11 million acre-feet, 11 power plants, and more than 500 miles of major canals and aqueducts. The CVP delivers about 7 million acre-feet of water annually for agricultural, urban, and wildlife use.
COLA	Cost of Living Adjustment – an increase to base wages designed to keep an employee's pay even with inflation.
Debt Service	The District's obligation to pay the principal and interest of bonds and other debt instruments according to a predetermined payment schedule.
Delta	The Delta is the largest estuary on the west coast and the hub of California's water system. It is formed by California's two largest rivers, the Sacramento and San Joaquin. The Delta has increasingly become a center of controversy as federal, state, and local governments and private entities have sought to make use of its resources.
Department	An operational and budgetary unit designated by the General Manager to define and organize District operations.
Depreciation	The process of matching the cost of a fixed asset (property, equipment, software, etc.) to the time periods over which it is used. As an example, if a piece of equipment has an estimated useful life of ten years and a purchase price of \$5,000; each year is charged \$500 of depreciation over the equipment's ten year life, and the value of the asset is reduced accordingly.
Division	A major administrative unit of the District which has overall management responsibility for an operation of a group of related operations within a functional area.
Estimated Revenues	The budgeted, projected revenues expected to be realized during the budget (fiscal) year to finance all or part of the planned expenditures.
Expenditure	The actual payment for goods and services.
Expenses	The incurrence of liabilities or the consumption of assets arising from the delivery or production of goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operation.
Fiscal Year (FY)	The time period designated by the District signifying the beginning and ending period for recording financial transactions. The District has specified July 1 to June 30 as its fiscal year.
Full Time Equivalent (FTE)	The amount of time a position has been budgeted for in terms of the amount of time a regular, full-time employee normally works in a year (2,080 hours).

# San Juan Water District

## Fiscal Year 2022-23 Budget

Term	Definition
Fund	A set of accounting books with a self-balancing group of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances and changes therein are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.
Fund Balance	For accounting purposes, the excess of a fund's assets over its liabilities. For budgeting purposes, the accumulated excesses of a fund's resources over its expenditures.
Generally Accepted Accounting Principles (GAAP)	The accounting principles, rules, conventions, and procedures that are used for accounting and financial reporting. GAAP for governments are set by the Governmental Accounting Standards Board (GASB), the accounting and financial reporting standards setting body for state and local governments.
Grants	Contributions of gifts or cash or other assets from another government to be used or expended for a specific purpose, activity or facility, with no obligation to repay (in contrast to a loan, although the award may stipulate repayment of funds under certain circumstances).
Great Recession	A term that represents the sharp decline in economic activity during the late 2000's, which is considered to most significant downturn since the Great Depression. The term "Great Recession" applies to both the U.S. recession, officially lasting from December 2007 to June 2009, and the ensuing global recession in 2009. The economic slump began when the U.S. housing market went from boom to bust, and large amounts of mortgage-backed securities and derivatives lost significant value.
Infrastructure	Facilities that support the continuance and growth of a community. Examples include roads, water lines, sewers, public buildings, parks and airports.
Line Item	The description of an object of expenditure, i.e. salaries, supplies, professional services and other operational costs.
Operating Budget	The normal, ongoing costs incurred to operate the District, specifically excluding the capital program budget.
Operating Expenses	Expenditures for materials, supplies and services which are ordinarily consumed within a fiscal year and which are not included in the program inventories or capital budget.
Ordinance	A formal legislative enactment by the Board of Directors. It is the full force and effect of law within the District boundaries unless pre-empted by a higher form of law.
Program	A group of related activities performed by one or more organizational units for the purpose of accomplishing a District responsibility.
Reclamation	United States Bureau of Reclamation
Resolution	A special order of the Board of Directors, which has a lower legal standing than an ordinance.

# San Juan Water District

Fiscal Year 2022-23 Budget

Term	Definition
Resources	Total amounts available for appropriation including estimated revenues, fund transfers and beginning fund balances.
Reserve	An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriations.
Reimbursements	An amount received as a payment for the cost of services performed/to be performed, or of other expenditures made for, or on behalf of, another entity. Reimbursements represent the recovery of an expenditure.
Revenue	Moneys that the District receives as income. It includes such items as water sales, fees for services, contributions, interest income and other miscellaneous receipts. Estimated revenues are those expected to be collected during the fiscal year.
Transfer In/(Out)	Movement of resources between two funds. Example: An inter-fund transfer would include the transfer of money from the operations fund to the capital fund to set money aside for future capital infrastructure replacements or improvements.
WEL Garden	A demonstration Water Efficient Landscape Garden located behind the Administration Building of the San Juan Water District.
WTP	The Sidney N. Peterson Water Treatment Plant of the San Juan Water District.

# San Juan Water District

## Fiscal Year 2022-23 Budget

### Acronyms

Acronyms, as may be used in this document, are familiar terms to those in government but not to those who do not work in that setting. While we tried to avoid their use, they do appear occasionally throughout the budget document. The list below explains acronyms that may appear in this document.

Acronym	Definition
ACFR	Annual Comprehensive Financial Report
AF	Acre-feet or Acre-foot
AFR	Auburn Folsom Road
BMPs	Best Management Practices
CCF	100 cubic feet (centum cubic feet), equivalent to 748 gallons
CIP	Capital Improvements Program
CSD	Community Services District
CVP	Central Valley Project
CalPERS	California Public Employees Retirement System
CHWD	Citrus Heights Water District
COLA	Cost of Living Adjustment
FOWD	Fair Oaks Water District
GIS	Geographic Information Services
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
HVAC	Heating, Ventilation, and Air Conditioning
IT	Information Technology
LF	Linear Foot/Feet
MGD	Million gallons a day
OVWC	Orange Vale Water Company
PCWA	Placer County Water Agency
PERS	Public Employees Retirement System
SCADA	Supervisory Control and Data Acquisition
SSWD	Sacramento Suburban Water District
VFD	Variable Frequency Drive
WCA's	Wholesale Customer Agencies
WEL	Water Efficient Landscape
WTP	Water Treatment Plant

# STAFF REPORT

# AGENDA ITEM VI-1.1

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To: Board of Directors  
From: Paul Helliker, General Manager  
Date: June 22 2022  
Subject: General Manager's Monthly Report (May)

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## RECOMMENDED ACTION

For information only, no action requested.

## TREATMENT PLANT OPERATIONS

### *Water Production*

Item	2022	2021	Difference
Monthly Production AF	864,156	864,156	864,156
Daily Average MG	864,156	864,156	864,156
Annual Production AF	864,156	864,156	864,156

### *Water Turbidity*

Item	May 2022	April 2022	Difference
Raw Water Turbidity NTU	1.31	2.41	-46%
Treated Water Turbidity NTU	0.026	0.023	12%
Monthly Turbidity Percentage Reduction	0.00%	99.06%	

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

Item	2022	2021	Difference
Lake Volume AF	864,156	360,850	139%

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

\* Total Reservoir Capacity: 977,000 AF

### *Other Items of Interest:*

- Complete cellular integration project – District's remote site communications now communicating with increased bandwidth and reliable incoming data
- Repair progressive cavity sludge pump stator
- Communicate and request with DDW, the District's right to conditionally flow 75 mgd/basin = 150 mgd
- Complete high rate flow testing on the District's temporary tanks to assure reliable operations during upcoming Hinkle Liner/Cover Replacement Project

## SYSTEM OPERATIONS

### Distribution Operations:

Item	May 2022	April 2022	Difference
Leaks and Repairs	11	9	+2
Mains Flushed	0	0	-25
Valves Exercised	0	0	0
Hydrants Maintenance	0	0	0
Back Flows Tested	71	113	-42
Customer Service Calls	48	50	-2

### Distribution System Water Quality:

Water Quality Samples Taken	# Failed Samples	Supporting Information
53 Lab 22 In-House	1 0	Procedures were followed and additional samples were taken. All additional samples came back negative.

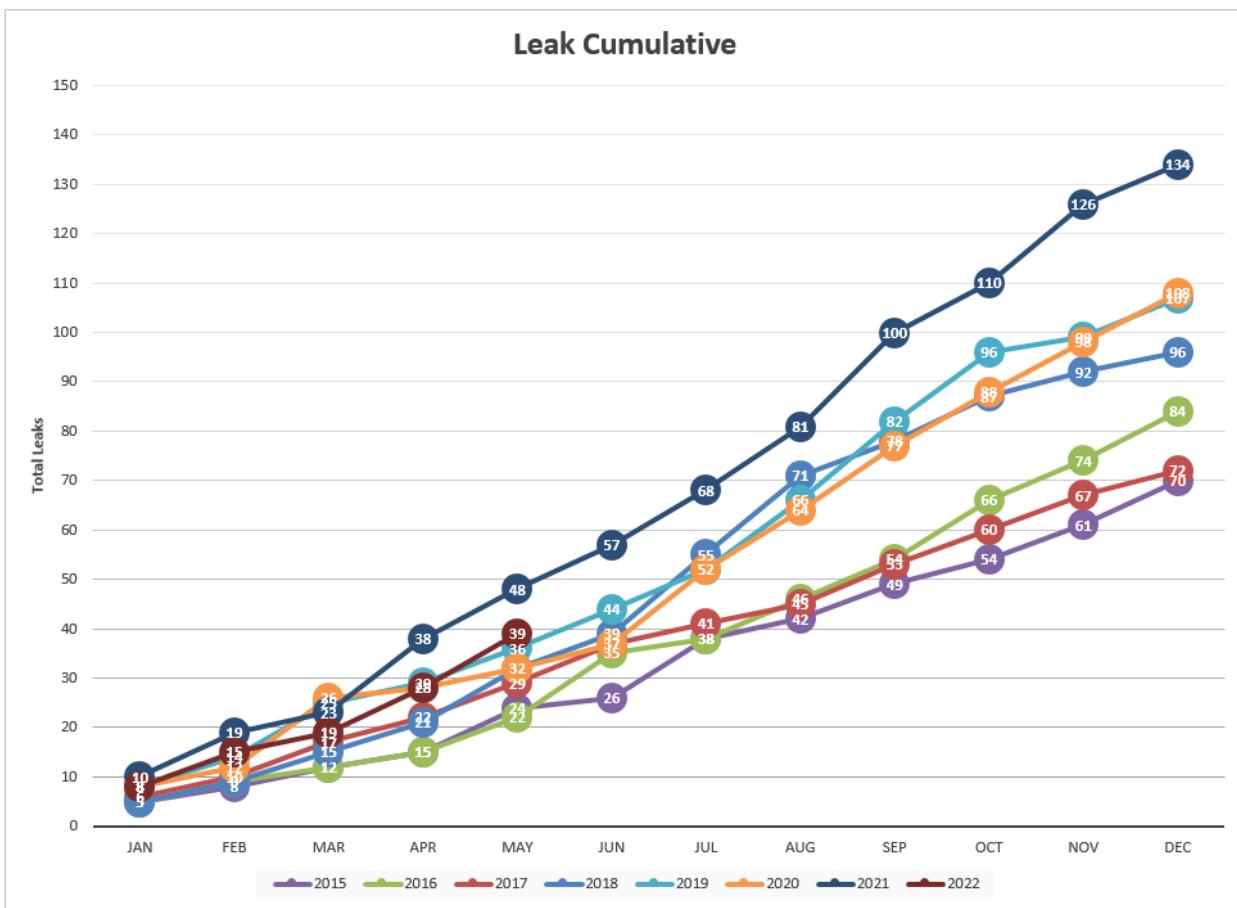


Figure 1: Annual Distribution System Leaks

### Other Items of Interest:

- None

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

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
5353	436	161	10

*Water Efficiency Activities for March*

Water Waste Complaints Received	Number of Customers Contacted for High Usage (potential leaks)	Number of Rebates Processed	Number of Meters Tested/Repaired (non-reads)
13	179	3	40

*Other Activities*

- Our Water Efficiency team co-hosted the Mulch Mayhem event with Placer County Water Agency and the City of Lincoln. Two of our team members pitched in to give away 274 yards of mulch.

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

Paul Helliker

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

Project Title	Description	Status	Issues / Notes
Chula Acres	4-Lot Minor Subdivision (8149 Excelsior Ave)	In Construction	Water main installed. Construction in process.
GB Memory Care	Commercial Business (6400 Douglas Blvd)	In Design Review	Planning to begin construction in 2022
Premier Soleil (formerly Granite Bay Townhomes)	52-Lot Subdivision (Douglas, east of Auburn Folsom)	Construction complete	In project close-out
Greenside Parcel Split (5640 Macargo)	Minor parcel split of 2.0-Ac parcel into 3 lots	Approved for Construction	Design approved
Placer County Retirement Residence (3905 Old Auburn)	Commercial Business (145-Unit Multi-story Assisted Living Facility; 3865 Old Auburn Rd)	In Construction	Construction started October 2021
Pond View	Commercial Business (5620 5630 5640 Douglas Blvd)	Approved for Construction	Planning to begin construction in 2022
The Park at Granite Bay	56 lot Subdivision (SCB south of Annabelle)	Approved for Construction	Mass grading done. Planning to begin construction in 2022
The Residences at GB	4-Lot Minor Subdivision (NW Cor. Barton & E Rsvl Pkwy)	In Design Review	Project on hold
Ventura of GB	33-Lot High Density Subdivision (6832 Eureka Rd)	In Construction	Initially will only have one source of supply connection, planning for a future 2 <sup>nd</sup> connection
Whitehawk II	56-Lot Subdivision (Douglas, west of Barton)	In Construction	Construction started January 2022
Rancho Del Oro Estates	89-Lot Subdivision (Olive Ranch Rd, east of Cavitt Stallman)	In Construction	Construction started June 2020
Canyon Terrace Apartments	Apartment Complex (7 new buildings; 1600 Canyon Terrace Lane)	Approved for Construction	Planning to begin construction in 2022
Sierra College Self Storage (8455 Sierra College Blvd)	New 4-building self-storage facility	Approved for Construction	Planning to begin construction in 2022

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

Paul Helliker

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

Project Title	Description	Status	Issues / Notes
Eureka Rd Transmission Main Replacement	Replace approximately 3,925 LF of aged steel transmission pipeline.	In Construction	Construction to start in FY 21/22
SCADA Radio Replacements – North Phase	Replace outdated 900 MHz radios with 173 MHz equipment	In Construction	Radio router issues have now been resolved
Spahn Ranch Rd. Main Extension	Install new pipeline; provides looped distribution network	In Design	Construction in FY 24/25
Kokila Reservoir Replacement	Replace existing hypalon lined and covered reservoir with a new concrete tank.	In Design	Applying for SRF funding. Construction in FY 23/24
Canyon Falls Village PRS Replacement	Rehabilitation of an existing Pressure Reducing Station (PRV) located near the intersection of Canyon Falls Drive and Santa Juanita Ave.	East PRS is now completed, doing design for West PRS	Construction in FY 22/23
Upper Granite Bay Pump Station Generator Replacement	Replacing generator at Upper Granite Bay Pump Station	In Construction	Construction in FY 21/22
Bacon Pump Station Generator Replacement	Replacing generators at Bacon Pump Station	In Bid	Construction in FY 22/23
Field Services 3-sided Parts Shelter	Construction of a 3-sided material storage shelter	On hold	Planning to rebid project in FY23/24

**STAFF REPORT**

General Manager's Monthly Report

Paul Helliker

**Status Update for Current Wholesale Projects**

Project Title	Description	Status (% Complete)	Issues/ Notes
WTP Filters Improvements	R&R Filter Materials, nozzles, and resurface spalled filter floor and wall areas	Complete	In project close-out
Hinkle Liner & Cover Repl'mt	Replace both the hypalon cover and liner.	In Construction	Applying for SRF funding. Construction in FY 22/23
Lime System Improvements	Improvements for the WTP's lime system control and feeder system	In Design	
Baldwin Chnl Lining and Solar Field Culvert Replacement Project	Lining the Baldwin Ditch on the main campus to minimize costs for maintenance within the ditch and the replacement of the Solar Field Culvert to provide emergency discharge capacity to Baldwin Reservoir	In Construction	Construction in FY 22/23
Wholesale Master Plan	Update of the 2005/07 Wholesale Master Plan	In Design	Plan scheduled to be completed by June 2022

**SAFETY & REGULATORY TRAINING – May 2022**

Training Course	Staff
Fire Prevention Safety	All Staff
Fire Prevention Plan	All Staff
Fire Extinguisher Awareness	All Staff

**FINANCE/BUDGET**

See attached



San Juan Water District, CA

# Wholesale Operating Income Statement

## Group Summary

For Fiscal: 2021-2022 Period Ending: 05/31/2022

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 010 - WHOLESALE</b>					
<b>Revenue</b>					
41000 - Water Sales	10,043,600.00	9,802,000.00	0.00	9,483,860.34	318,139.66
43000 - Rebate	1,500.00	1,500.00	0.00	1,056.00	444.00
45000 - Other Operating Revenue	29,800.00	29,800.00	1.19	35,497.80	-5,697.80
49000 - Other Non-Operating Revenue	109,800.00	109,800.00	12,800.43	49,179.25	60,620.75
Revenue Total:	<b>10,184,700.00</b>	<b>9,943,100.00</b>	<b>12,801.62</b>	<b>9,569,593.39</b>	<b>373,506.61</b>
<b>Expense</b>					
51000 - Salaries and Benefits	4,184,300.00	4,184,300.00	263,724.70	3,169,534.39	1,014,765.61
52000 - Debt Service Expense	756,800.00	756,800.00	0.00	511,678.25	245,121.75
53000 - Source of Supply	912,700.00	912,700.00	9,667.69	380,330.85	532,369.15
54000 - Professional Services	609,400.00	609,400.00	-142.49	491,376.47	118,023.53
55000 - Maintenance	555,400.00	555,400.00	11,412.29	343,005.95	212,394.05
56000 - Utilities	179,700.00	179,700.00	0.00	163,003.14	16,696.86
57000 - Materials and Supplies	616,600.00	616,600.00	58,085.69	461,383.58	155,216.42
58000 - Public Outreach	52,400.00	52,400.00	0.00	8,936.60	43,463.40
59000 - Other Operating Expenses	478,900.00	478,900.00	8,400.63	367,397.96	111,502.04
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	14,435.00	-12,935.00
69900 - Transfers Out	968,000.00	726,400.00	0.00	0.00	726,400.00
Expense Total:	<b>9,315,700.00</b>	<b>9,074,100.00</b>	<b>351,148.51</b>	<b>5,911,082.19</b>	<b>3,163,017.81</b>
<b>Fund: 010 - WHOLESALE Surplus (Deficit):</b>					
Total Surplus (Deficit):	<b>869,000.00</b>	<b>869,000.00</b>	<b>-338,346.89</b>	<b>3,658,511.20</b>	<b>-2,789,511.20</b>

**Wholesale Operating Income Statement**

For Fiscal: 2021-2022 Period Ending: 05/31/2022

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESALE	869,000.00	869,000.00	-338,346.89	3,658,511.20	-2,789,511.20
<b>Total Surplus (Deficit):</b>	<b>869,000.00</b>	<b>869,000.00</b>	<b>-338,346.89</b>	<b>3,658,511.20</b>	



San Juan Water District, CA

# Wholesale Capital Income Statement

## Group Summary

For Fiscal: 2021-2022 Period Ending: 05/31/2022

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 011 - Wholesale Capital Outlay</b>					
<b>Revenue</b>					
42000 - Taxes & Assessments	1,248,000.00	1,248,000.00	520,408.18	1,225,885.95	22,114.05
44000 - Connection Fees	75,000.00	75,000.00	69,029.00	313,605.10	-238,605.10
49000 - Other Non-Operating Revenue	150,000.00	150,000.00	0.00	-123,878.03	273,878.03
49990 - Transfer In	968,000.00	726,400.00	0.00	0.00	726,400.00
Revenue Total:	<b>2,441,000.00</b>	<b>2,199,400.00</b>	<b>589,437.18</b>	<b>1,415,613.02</b>	<b>783,786.98</b>
<b>Expense</b>					
55000 - Maintenance	343,200.00	343,200.00	0.00	234,227.50	108,972.50
61000 - Capital Outlay	1,546,800.00	1,683,300.00	37,896.12	856,886.37	826,413.63
Expense Total:	<b>1,890,000.00</b>	<b>2,026,500.00</b>	<b>37,896.12</b>	<b>1,091,113.87</b>	<b>935,386.13</b>
<b>Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):</b>					
Total Surplus (Deficit):	<b>551,000.00</b>	<b>172,900.00</b>	<b>551,541.06</b>	<b>324,499.15</b>	<b>-151,599.15</b>
	<b>551,000.00</b>	<b>172,900.00</b>	<b>551,541.06</b>	<b>324,499.15</b>	

**Wholesale Capital Income Statement**

For Fiscal: 2021-2022 Period Ending: 05/31/2022

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
011 - Wholesale Capital Outlay	551,000.00	172,900.00	551,541.06	324,499.15	-151,599.15
<b>Total Surplus (Deficit):</b>	<b>551,000.00</b>	<b>172,900.00</b>	<b>551,541.06</b>	<b>324,499.15</b>	



San Juan Water District, CA

# Retail Operating Income Statement

## Group Summary

For Fiscal: 2021-2022 Period Ending: 05/31/2022

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 050 - RETAIL</b>					
<b>Revenue</b>					
41000 - Water Sales	13,816,000.00	13,816,000.00	1,221,124.90	10,363,927.22	3,452,072.78
44500 - Capital Contributions - Revenue	0.00	0.00	0.00	-0.14	0.14
45000 - Other Operating Revenue	466,500.00	466,500.00	28,608.97	338,020.25	128,479.75
49000 - Other Non-Operating Revenue	154,200.00	154,200.00	12,800.42	104,423.97	49,776.03
Revenue Total:	<b>14,436,700.00</b>	<b>14,436,700.00</b>	<b>1,262,534.29</b>	<b>10,806,371.30</b>	<b>3,630,328.70</b>
<b>Expense</b>					
41000 - Water Sales	0.00	0.00	661.47	3,634.15	-3,634.15
51000 - Salaries and Benefits	5,406,500.00	5,406,500.00	372,508.61	4,388,805.42	1,017,694.58
52000 - Debt Service Expense	480,300.00	480,300.00	0.00	284,710.66	195,589.34
53000 - Source of Supply	3,314,300.00	3,265,700.00	0.00	3,002,317.87	263,382.13
54000 - Professional Services	1,499,800.00	1,499,800.00	11,144.36	739,860.56	759,939.44
55000 - Maintenance	349,300.00	349,300.00	15,829.77	220,728.73	128,571.27
56000 - Utilities	416,100.00	416,100.00	0.00	287,443.65	128,656.35
57000 - Materials and Supplies	782,900.00	782,900.00	42,331.88	390,323.69	392,576.31
58000 - Public Outreach	113,000.00	113,000.00	0.00	50,792.86	62,207.14
59000 - Other Operating Expenses	669,700.00	669,700.00	30,684.08	501,007.72	168,692.28
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	8,514.92	-7,014.92
69900 - Transfers Out	757,200.00	803,900.00	0.00	0.00	803,900.00
Expense Total:	<b>13,790,600.00</b>	<b>13,788,700.00</b>	<b>473,160.17</b>	<b>9,878,140.23</b>	<b>3,910,559.77</b>
<b>Fund: 050 - RETAIL Surplus (Deficit):</b>	<b>646,100.00</b>	<b>648,000.00</b>	<b>789,374.12</b>	<b>928,231.07</b>	<b>-280,231.07</b>
<b>Total Surplus (Deficit):</b>	<b>646,100.00</b>	<b>648,000.00</b>	<b>789,374.12</b>	<b>928,231.07</b>	

**Retail Operating Income Statement**

For Fiscal: 2021-2022 Period Ending: 05/31/2022

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
050 - RETAIL	646,100.00	648,000.00	789,374.12	928,231.07	-280,231.07
<b>Total Surplus (Deficit):</b>	<b>646,100.00</b>	<b>648,000.00</b>	<b>789,374.12</b>	<b>928,231.07</b>	



San Juan Water District, CA

# Retail Capital Income Statement

## Group Summary

For Fiscal: 2021-2022 Period Ending: 05/31/2022

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 055 - Retail Capital Outlay</b>					
<b>Revenue</b>					
42000 - Taxes & Assessments	1,248,000.00	1,248,000.00	520,408.18	1,225,886.16	22,113.84
44000 - Connection Fees	50,000.00	50,000.00	839,618.00	2,270,246.02	-2,220,246.02
49000 - Other Non-Operating Revenue	83,200.00	83,200.00	0.00	-88,173.71	171,373.71
49990 - Transfer In	757,200.00	803,900.00	0.00	0.00	803,900.00
Revenue Total:	<b>2,138,400.00</b>	<b>2,185,100.00</b>	<b>1,360,026.18</b>	<b>3,407,958.47</b>	<b>-1,222,858.47</b>
<b>Expense</b>					
54000 - Professional Services	210,000.00	210,000.00	0.00	0.00	210,000.00
61000 - Capital Outlay	8,374,300.00	8,374,300.00	2,425.35	2,473,026.17	5,901,273.83
Expense Total:	<b>8,584,300.00</b>	<b>8,584,300.00</b>	<b>2,425.35</b>	<b>2,473,026.17</b>	<b>6,111,273.83</b>
<b>Fund: 055 - Retail Capital Outlay Surplus (Deficit):</b>					
Total Surplus (Deficit):	<b>-6,445,900.00</b>	<b>-6,399,200.00</b>	<b>1,357,600.83</b>	<b>934,932.30</b>	<b>-7,334,132.30</b>
	<b>-6,445,900.00</b>	<b>-6,399,200.00</b>	<b>1,357,600.83</b>	<b>934,932.30</b>	

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
055 - Retail Capital Outlay	-6,445,900.00	-6,399,200.00	1,357,600.83	934,932.30	-7,334,132.30
<b>Total Surplus (Deficit):</b>	<b>-6,445,900.00</b>	<b>-6,399,200.00</b>	<b>1,357,600.83</b>	<b>934,932.30</b>	

**Summary****Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<a href="#">185135</a>	U&L GB Pump Stn Low Flow Pumps wi	-10,273.16	54,676.25	-64,949.41
<a href="#">185180</a>	Cavitt Stallman Main - Mystery Crk &	15,406.50	362,162.60	-346,756.10
<a href="#">191235</a>	Solar Site Access Culvert Replacement	0.00	1,626.79	-1,626.79
<a href="#">191255</a>	WTP Filter Basins Rehab Project	-162,711.33	468,586.24	-631,297.57
<a href="#">191275</a>	Clarifier Wall Lining & Leakage Repairs	0.00	3,176.75	-3,176.75
<a href="#">191280</a>	Hinkle Reservoir Cover	0.00	44,148.35	-44,148.35
<a href="#">195225</a>	Kokila SJWD/PCWA Intertie	-5,066.13	443,050.58	-448,116.71
<a href="#">195240</a>	Woodminister 18 Service Replacemen	7,434.56	166,406.00	-158,971.44
<a href="#">195255</a>	Bacon Pump Station Security Improve	5,066.13	0.00	5,066.13
<a href="#">195265</a>	Douglas Booster Pump Station Electric	0.00	357.58	-357.58
<a href="#">201111</a>	Hinkle Reservoir Overflow Channel Lin	0.00	2,701.62	-2,701.62
<a href="#">201144</a>	Hinkle Reservoir Temporary Tanks anc	-52,203.95	55,455.55	-107,659.50
<a href="#">201162</a>	SCADA Radio Replacements- South Ph	0.00	22,896.12	-22,896.12
<a href="#">205111</a>	Margo Ln Services Replacements (8 Sh	7,589.84	165,473.30	-157,883.46
<a href="#">205114</a>	AFR 6 inch Main Extension Replaceme	8,130.60	178,715.75	-170,585.15
<a href="#">215105</a>	Eureka Road 18" T-main Design	0.00	125,692.63	-125,692.63
<a href="#">215114</a>	Bacon Pump Station Generator Repla	0.00	68,043.36	-68,043.36
<a href="#">215117</a>	Upper Granite Bay Pump Station Gene	4,812.23	120,007.89	-115,195.66
<a href="#">215120</a>	Kokila Reservoir (Replace Hypalon witl	0.00	189,546.20	-189,546.20
<a href="#">221139</a>	Turbidimeters Replacement (28)	0.00	83,102.73	-83,102.73
<a href="#">225123</a>	Hydrant Replacements FY 2021-2022	0.00	65,926.00	-65,926.00
<a href="#">225133</a>	Field Services 3-Sided Parts Shelter	0.00	26,228.86	-26,228.86
<a href="#">225162</a>	Sierra #1 and #4 VFD Replacement	0.00	47,121.52	-47,121.52
<b>Project Totals:</b>		<b>-181,814.71</b>	<b>2,695,102.67</b>	<b>-2,876,917.38</b>

**Group Summary**

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	-181,814.71	2,691,925.92	-2,873,740.63
CIP - Expense	0.00	3,176.75	-3,176.75
<b>Group Totals:</b>	<b>-181,814.71</b>	<b>2,695,102.67</b>	<b>-2,876,917.38</b>

**Type Summary**

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	-19,103.38	1,955,185.43	-1,974,288.81
Field Services	0.00	139,276.38	-139,276.38
Water Treatment Plant	-162,711.33	600,640.86	-763,352.19
<b>Type Totals:</b>	<b>-181,814.71</b>	<b>2,695,102.67</b>	<b>-2,876,917.38</b>

**GL Account Summary**

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
		0.00	51,160.69	51,160.69
011-20030	Retentions Payable	214,915.28	0.00	214,915.28
011-700-57120	Maintenance - Facility	0.00	3,176.75	3,176.75
011-700-61110	Capital Outlay - Land Non Dep...	0.00	22,896.12	22,896.12
011-700-61120	Capital Outlay - Improvements...	0.00	1,626.79	1,626.79
011-700-61145	Capital Outlay - WTP & Improv...	0.00	551,688.97	551,688.97
011-700-61155	Capital Outlay - Reservoirs & I...	0.00	102,305.52	102,305.52
050-20030	Retentions Payable	-7,274.30	0.00	-7,274.30
050-300-50010	Salaries and Wages	0.00	2,154.74	2,154.74
055-20030	Retentions Payable	-25,826.27	0.00	-25,826.27
055-700-61135	Capital Outlay - Pump Stations...	0.00	289,833.13	289,833.13
055-700-61140	Capital Outlay - Buildings & Im...	0.00	26,228.86	26,228.86
055-700-61150	Capital Outlay - Mains/Pipeline...	0.00	1,454,484.90	1,454,484.90

**GL Account Summary**

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
055-700-61155	Capital Outlay - Reservoirs & I...	0.00	189,546.20	189,546.20
	<b>GL Account Totals:</b>	<b>181,814.71</b>	<b>2,695,102.67</b>	<b>2,876,917.38</b>



San Juan Water District, CA

**Balance Sheet**  
**Account Summary**  
As Of 05/31/2022

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
<b>Asset</b>					
<b>Type: 1000 - Assets</b>					
10010 - Cash and Investments	3,524,537.71	17,037,749.32	3,867,351.16	12,754,420.08	37,184,058.27
10510 - Accounts Receivable	1,900,004.12	0.01	394,228.65	-0.01	2,294,232.77
11000 - Inventory	4,720.31	0.00	227,471.29	28,350.73	260,542.33
12000 - Prepaid Expense	64,551.17	0.00	13,260.40	0.00	77,811.57
14010 - Deferred Outflows	2,397,243.03	0.00	2,408,775.55	0.00	4,806,018.58
17010 - Capital Assets - Work in Progress	8,687,115.48	0.00	871,592.42	0.00	9,558,707.90
17150 - Capital Assets - Land Non-depreciable	98,212.00	0.00	166,272.00	0.00	264,484.00
17160 - Capital Assets - Improvements Other Than Buildings	824,743.09	0.00	94,608.30	0.00	919,351.39
17200 - Capital Assets - Pump Stations & Improvements	7,047,178.00	0.00	6,345,246.76	0.00	13,392,424.76
17300 - Capital Assets - Buildings & Improvements	1,279,892.05	0.00	275,982.16	0.00	1,555,874.21
17350 - Capital Assets - Water Treatment Plant & Imp	35,721,515.04	0.00	16,000.00	0.00	35,737,515.04
17400 - Capital Assets - Mains/Pipelines & Improvements	28,195,288.95	0.00	46,485,787.92	0.00	74,681,076.87
17500 - Capital Assets - Reservoirs & Improvements	2,923,447.50	0.00	2,492,421.90	0.00	5,415,869.40
17700 - Capital Assets - Equipment & Furniture	13,701,788.65	0.00	1,120,712.36	0.00	14,822,501.01
17750 - Capital Assets - Vehicles	312,488.26	0.00	680,799.24	0.00	993,287.50
17800 - Capital Assets - Software	252,082.02	0.00	588,798.30	0.00	840,880.32
17850 - Capital Assets - Intangible	666,196.00	0.00	0.00	0.00	666,196.00
17900 - Less Accumulated Depreciation	-41,462,480.52	0.00	-30,651,966.16	0.00	-72,114,446.68
<b>Total Type 1000 - Assets:</b>		<b>66,138,522.86</b>	<b>17,037,749.33</b>	<b>35,397,342.25</b>	<b>12,782,770.80</b>
<b>Total Asset:</b>		<b>66,138,522.86</b>	<b>17,037,749.33</b>	<b>35,397,342.25</b>	<b>12,782,770.80</b>
<b>Liability</b>					
<b>Type: 1000 - Assets</b>					
10510 - Accounts Receivable	0.00	0.00	121,733.37	0.00	121,733.37
<b>Total Type 1000 - Assets:</b>		<b>0.00</b>	<b>0.00</b>	<b>121,733.37</b>	<b>0.00</b>
<b>Type: 2000 - Liabilities</b>					
20010 - Accounts Payable	126,505.55	412,855.18	102,259.09	32,743.57	674,363.39
20100 - Retentions Payable	0.00	18,965.06	7,274.30	36,099.44	62,338.80
20150 - Customer Deposits	2,152.54	0.00	0.00	0.00	2,152.54
21200 - Salaries & Benefits Payable	30,553.98	0.00	61,122.98	0.00	91,676.96
21250 - Payroll Taxes Payable	0.01	0.00	-0.01	0.00	0.00
21300 - Compensated Absences	431,555.36	0.00	550,922.63	0.00	982,477.99
21500 - Premium on Issuance of Bonds Series 2017	1,556,168.70	0.00	868,025.18	0.00	2,424,193.88
21600 - OPEB Liability	1,304,245.49	0.00	1,681,681.61	0.00	2,985,927.10

## Balance Sheet

As Of 05/31/2022

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
21700 - Pension Liability	1,428,545.00	0.00	1,893,652.00	0.00	3,322,197.00
22010 - Deferred Income	0.00	0.00	220,389.59	0.00	220,389.59
22050 - Deferred Inflows	851,929.18	0.00	1,135,692.82	0.00	1,987,622.00
24200 - 2012 Bonds Payable	5,217,205.00	0.00	2,832,795.00	0.00	8,050,000.00
24250 - Bonds Payable 2017 Refunding	14,588,800.00	0.00	8,206,200.00	0.00	22,795,000.00
<b>Total Type 2000 - Liabilities:</b>	<b>25,537,660.81</b>	<b>431,820.24</b>	<b>17,560,015.19</b>	<b>68,843.01</b>	<b>43,598,339.25</b>
<b>Total Liability:</b>	<b>25,537,660.81</b>	<b>431,820.24</b>	<b>17,681,748.56</b>	<b>68,843.01</b>	<b>43,720,072.62</b>
<b>Equity</b>					
<b>Type: 3000 - Equity</b>					
30100 - Investment in Capital Assets	37,134,927.67	0.00	16,724,765.17	0.00	53,859,692.84
30500 - Designated Reserves	-192,576.82	16,281,429.94	62,597.45	11,778,995.49	27,930,446.06
<b>Total Type 3000 - Equity:</b>	<b>36,942,350.85</b>	<b>16,281,429.94</b>	<b>16,787,362.62</b>	<b>11,778,995.49</b>	<b>81,790,138.90</b>
<b>Total Total Beginning Equity:</b>	<b>36,942,350.85</b>	<b>16,281,429.94</b>	<b>16,787,362.62</b>	<b>11,778,995.49</b>	<b>81,790,138.90</b>
Total Revenue	9,569,593.39	1,415,613.02	10,806,371.30	3,407,958.47	25,199,536.18
Total Expense	5,911,082.19	1,091,113.87	9,878,140.23	2,473,026.17	19,353,362.46
Revenues Over/Under Expenses	3,658,511.20	324,499.15	928,231.07	934,932.30	5,846,173.72
<b>Total Equity and Current Surplus (Deficit):</b>	<b>40,600,862.05</b>	<b>16,605,929.09</b>	<b>17,715,593.69</b>	<b>12,713,927.79</b>	<b>87,636,312.62</b>
<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b>66,138,522.86</b>	<b>17,037,749.33</b>	<b>35,397,342.25</b>	<b>12,782,770.80</b>	<b>131,356,385.24</b>



San Juan Water District, CA

# Check Report

By Vendor Name

Date Range: 05/01/2022 - 05/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	Bank Code: APBNK-APBNK					
	**Void**	05/10/2022	Regular	0.00	0.00	57913
	**Void**	05/17/2022	Regular	0.00	0.00	57939
	**Void**	05/10/2022	EFT	0.00	0.00	407932
	**Void**	05/17/2022	EFT	0.00	0.00	407952
03845	All Pro Backflow, Inc.	05/10/2022	Regular	0.00	3,915.00	57901
03406	Alpha Analytical Laboratories Inc.	05/02/2022	Regular	0.00	846.00	57881
03406	Alpha Analytical Laboratories Inc.	05/10/2022	Regular	0.00	730.00	57902
03406	Alpha Analytical Laboratories Inc.	05/17/2022	Regular	0.00	846.00	57927
03406	Alpha Analytical Laboratories Inc.	05/24/2022	Regular	0.00	495.00	57944
01073	Amarjeet Singh Garcha	05/10/2022	Regular	0.00	1,500.00	57903
01039	American Family Life Assurance Company of Colu	05/04/2022	Bank Draft	0.00	298.71	Q3869 05-04-20
01039	American Family Life Assurance Company of Colu	05/04/2022	Bank Draft	0.00	298.71	Q3869 05-04-20
01039	American Family Life Assurance Company of Colu	05/31/2022	Bank Draft	0.00	298.71	Q3869 05-31-20
01039	American Family Life Assurance Company of Colu	05/31/2022	Bank Draft	0.00	298.71	Q3869 05-31-20
01026	American River Ace Hardware, Inc.	05/02/2022	Regular	0.00	43.56	57882
01026	American River Ace Hardware, Inc.	05/10/2022	Regular	0.00	198.78	57904
03838	Aria Service Group	05/24/2022	EFT	0.00	1,382.00	407966
01328	Association of California Water Agencies / Joint Po	05/10/2022	EFT	0.00	7,397.88	407931
01898	Association of California Water Agencies / JPIA	05/17/2022	EFT	0.00	16,710.03	407951
03739	Azteca Systems Holdings, LLC	05/24/2022	Regular	0.00	100.00	57945
01167	Badger Meter, Inc.	05/03/2022	EFT	0.00	9,278.75	407930
01167	Badger Meter, Inc.	05/17/2022	EFT	0.00	14,006.85	407953
03853	Brower Mechanical CA LLC	05/24/2022	EFT	0.00	1,535.00	407967
03786	Burton, Thomas E	05/02/2022	Regular	0.00	6,090.00	57883
03080	California State Disbursement Unit	05/13/2022	Bank Draft	0.00	1,358.76	0000000003975
03080	California State Disbursement Unit	05/27/2022	Bank Draft	0.00	1,358.76	PAY000000000003
03078	CalPERS Health	05/09/2022	Bank Draft	0.00	52,263.39	1002105457
03078	CalPERS Health	05/09/2022	Bank Draft	0.00	44,094.94	1002105457
03078	CalPERS Health	05/09/2022	Bank Draft	0.00	50,556.59	1002105457
03130	CalPERS Retirement	05/03/2022	Bank Draft	0.00	34,806.73	1002100954
03130	CalPERS Retirement	05/03/2022	Bank Draft	0.00	-8,698.74	1002100955
03130	CalPERS Retirement	05/03/2022	Bank Draft	0.00	987.74	1002100955
03130	CalPERS Retirement	05/16/2022	Bank Draft	0.00	33,983.35	1002108968
03130	CalPERS Retirement	05/16/2022	Bank Draft	0.00	965.02	1002108969
03130	CalPERS Retirement	05/27/2022	Bank Draft	0.00	33,623.31	1002117873
03116	Cater, Justen	05/24/2022	Regular	0.00	1,009.23	57946
03530	Certex USA, Inc.	05/17/2022	EFT	0.00	1,299.91	407954
03221	Chemtrade Chemicals Corporation	05/10/2022	EFT	0.00	11,459.95	407933
03221	Chemtrade Chemicals Corporation	05/24/2022	EFT	0.00	11,393.59	407968
01366	Citistreet/CalPERS 457	05/03/2022	Bank Draft	0.00	6,049.46	1002100957
01366	Citistreet/CalPERS 457	05/16/2022	Bank Draft	0.00	2,325.28	1002108967
01366	Citistreet/CalPERS 457	05/16/2022	Bank Draft	0.00	14,650.39	1002108967
01366	Citistreet/CalPERS 457	05/16/2022	Bank Draft	0.00	5,216.50	1002108967
01366	Citistreet/CalPERS 457	05/27/2022	Bank Draft	0.00	5,372.71	1002117876
01372	City of Folsom	05/02/2022	Regular	0.00	65.90	57884
01372	City of Folsom	05/17/2022	Regular	0.00	67.30	57928
01378	Clark Pest Control of Stockton	05/10/2022	Regular	0.00	95.00	57905
01378	Clark Pest Control of Stockton	05/24/2022	Regular	0.00	2,425.00	57947
02613	Clark, Tom	05/24/2022	Regular	0.00	60.00	57948
01423	County of Sacramento	05/02/2022	Regular	0.00	110.00	57885
01521	DataProse, LLC	05/10/2022	EFT	0.00	3,454.39	407934
03863	Doerhoff, Claudia & Neil	05/02/2022	Regular	0.00	55,085.00	57886
01509	Domenichelli & Associates, Inc.	05/10/2022	EFT	0.00	2,170.00	407935
03848	E Source Companies LLC	05/17/2022	EFT	0.00	15,980.00	407955

## Check Report

Date Range: 05/01/2022 - 05/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03163	Economic Development Department	05/09/2022	Bank Draft	0.00	1,445.87	0-390-992-224
03163	Economic Development Department	05/09/2022	Bank Draft	0.00	27.36	0-390-992-224
03163	Economic Development Department	05/16/2022	Bank Draft	0.00	8,380.44	1-702-480-224
03163	Economic Development Department	05/27/2022	Bank Draft	0.00	489.61	1-970-071-904
03163	Economic Development Department	05/27/2022	Bank Draft	0.00	8,518.85	1-970-071-904
03776	EETS Inc.	05/24/2022	EFT	0.00	1,987.50	407969
03749	Eide Bailly LLP	05/10/2022	EFT	0.00	875.00	407936
01554	Electrical Equipment Co	05/10/2022	Regular	0.00	1,291.76	57906
01569	Employee Relations, Inc.	05/17/2022	Regular	0.00	69.37	57929
01609	Federal Express Corporation	05/17/2022	Regular	0.00	324.46	57930
01611	Ferguson Enterprises, Inc	05/17/2022	EFT	0.00	396.40	407956
03702	Flowline Contractors, Inc.	05/24/2022	Regular	0.00	43,575.00	57949
03702	Flowline Contractors, Inc.	05/02/2022	EFT	0.00	45,325.00	407920
03702	Flowline Contractors, Inc.	05/10/2022	EFT	0.00	30,358.53	407937
01655	G3 Engineering, Inc.	05/17/2022	Regular	0.00	739.53	57931
03870	Genuine Parts Company	05/24/2022	Regular	0.00	1,031.14	57950
03091	Granite Bay Ace Hardware	05/02/2022	Regular	0.00	385.81	57887
03091	Granite Bay Ace Hardware	05/10/2022	Regular	0.00	198.86	57907
01706	Graymont Western US Inc.	05/10/2022	EFT	0.00	6,838.10	407938
01721	Hach Company	05/10/2022	EFT	0.00	379.46	407939
03687	HD Supply Facilities Maintenance Ltd.	05/10/2022	EFT	0.00	3,127.31	407940
01741	HDR Engineering, Inc.	05/17/2022	EFT	0.00	728.25	407957
01748	Herc Rentals Inc.	05/02/2022	EFT	0.00	4,899.09	407921
01748	Herc Rentals Inc.	05/17/2022	EFT	0.00	459.75	407958
03862	Huggins, Allen	05/24/2022	Regular	0.00	5,717.00	57951
03164	Internal Revenue Service	05/06/2022	Bank Draft	0.00	938.60	2702526556052
03164	Internal Revenue Service	05/06/2022	Bank Draft	0.00	8,497.70	2702526556052
03164	Internal Revenue Service	05/13/2022	Bank Draft	0.00	48,347.67	2702533823681
03164	Internal Revenue Service	05/13/2022	Bank Draft	0.00	98.55	2702533823681
03164	Internal Revenue Service	05/27/2022	Bank Draft	0.00	98.55	2702547009279
03164	Internal Revenue Service	05/27/2022	Bank Draft	0.00	48,494.37	2702547009279
03164	Internal Revenue Service	05/27/2022	Bank Draft	0.00	56.31	2702547009279
03164	Internal Revenue Service	05/27/2022	Bank Draft	0.00	2,333.74	2702547009279
01857	Jifco, Inc.	05/10/2022	Regular	0.00	10,988.84	57908
03684	K. P. Martin Inc	05/24/2022	Regular	0.00	1,863.40	57952
01917	Kennedy/Jenks Consultants, Inc.	05/10/2022	EFT	0.00	4,985.38	407941
01917	Kennedy/Jenks Consultants, Inc.	05/24/2022	EFT	0.00	15,102.22	407970
03772	Larsson, Thomas	05/17/2022	Regular	0.00	2,960.00	57932
03755	Local Government Commission	05/24/2022	EFT	0.00	750.00	407971
02024	MCI WORLDCOM	05/10/2022	Regular	0.00	53.60	57909
02024	MCI WORLDCOM	05/24/2022	Regular	0.00	51.60	57953
02027	Mcmaster-Carr Supply Company	05/02/2022	EFT	0.00	878.71	407922
02027	Mcmaster-Carr Supply Company	05/10/2022	EFT	0.00	735.31	407942
02027	Mcmaster-Carr Supply Company	05/17/2022	EFT	0.00	2,395.01	407959
02027	Mcmaster-Carr Supply Company	05/24/2022	EFT	0.00	69.74	407972
01472	Mel Dawson, Inc.	05/17/2022	EFT	0.00	9,489.27	407960
03859	Merritt, Robert	05/17/2022	Regular	0.00	570.00	57933
02069	Motion Industries	05/17/2022	EFT	0.00	1,575.34	407961
02093	NDS Solutions, Inc	05/02/2022	Regular	0.00	2,729.69	57888
02463	New AnswerNet Inc.	05/10/2022	EFT	0.00	560.00	407943
03869	New Pig Corporation	05/24/2022	Regular	0.00	344.98	57954
03239	NorCal RotoCo, Inc.	05/24/2022	Regular	0.00	1,500.00	57955
03402	Normac, Inc	05/17/2022	Regular	0.00	46.64	57934
02131	Office Depot, Inc.	05/02/2022	Regular	0.00	131.60	57889
02131	Office Depot, Inc.	05/24/2022	Regular	0.00	776.91	57956
02148	Pac Machine Company, Inc.	05/10/2022	Regular	0.00	1,870.91	57910
02150	Pace Supply Corp	05/02/2022	Regular	0.00	3,703.85	57890
02150	Pace Supply Corp	05/10/2022	Regular	0.00	10,270.78	57911
02150	Pace Supply Corp	05/11/2022	Regular	0.00	2,820.91	57926
02150	Pace Supply Corp	05/17/2022	Regular	0.00	690.70	57935
02150	Pace Supply Corp	05/24/2022	Regular	0.00	2,327.23	57957

## Check Report

Date Range: 05/01/2022 - 05/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02146	PG&E	05/10/2022	Regular	0.00	4,495.07	57912
02146	PG&E	05/17/2022	Regular	0.00	10.00	57936
02206	Placer County Clerk-Recorder-Registrar	05/24/2022	Regular	0.00	2,598.00	57958
02216	Placer County Public Works	05/10/2022	Regular	0.00	2,960.04	57914
02210	Placer County Water Agency	05/10/2022	Regular	0.00	88,937.50	57915
02225	Polydyne, Inc	05/10/2022	EFT	0.00	4,276.06	407944
03850	Proud, Scott	05/10/2022	Regular	0.00	12,590.00	57916
02281	Ray A Morgan Company Inc	05/17/2022	Regular	0.00	348.68	57937
03377	RDO Construction Equipment Co.	05/17/2022	EFT	0.00	8,944.94	407962
02283	Recology Auburn Placer	05/17/2022	Regular	0.00	2,913.58	57938
02293	RFI Enterprises, Inc	05/24/2022	Regular	0.00	52.88	57959
02328	Rocklin Industrial Co	05/02/2022	Regular	0.00	108.07	57891
02328	Rocklin Industrial Co	05/10/2022	Regular	0.00	5,783.46	57917
03385	S J Electro Systems Inc	05/02/2022	EFT	0.00	1,339.00	407923
02357	Sacramento Municipal Utility District (SMUD)	05/17/2022	Regular	0.00	15,883.59	57940
01391	Sinnock, Cody	05/02/2022	Regular	0.00	70.25	57892
03375	Sorensen, Elishia	05/10/2022	Regular	0.00	60.64	57918
02504	Starr Consulting	05/10/2022	EFT	0.00	2,030.00	407945
02504	Starr Consulting	05/17/2022	EFT	0.00	1,400.00	407963
01492	State of California, Department of Water Resources	05/02/2022	Regular	0.00	5,548.00	57893
01641	Sun Life Assurance Company of Canada	05/09/2022	Bank Draft	0.00	10,493.76	759073
01411	SureWest Telephone	05/10/2022	Regular	0.00	3,592.93	57919
02572	Thatcher Company of California, Inc.	05/02/2022	EFT	0.00	18,630.00	407924
02572	Thatcher Company of California, Inc.	05/10/2022	EFT	0.00	7,110.00	407946
02581	The Ferguson Group, LLC	05/02/2022	EFT	0.00	6,000.00	407925
03840	The Permanente Medical Group, Inc.	05/02/2022	Regular	0.00	458.00	57894
03840	The Permanente Medical Group, Inc.	05/24/2022	Regular	0.00	174.00	57960
03799	Thrikettle Corporation	05/02/2022	Regular	0.00	24,007.91	57895
03799	Thrikettle Corporation	05/10/2022	Regular	0.00	4,430.50	57920
03799	Thrikettle Corporation	05/17/2022	Regular	0.00	19,324.31	57941
03799	Thrikettle Corporation	05/24/2022	Regular	0.00	1,362.08	57961
02622	Total Compensation Systems, Inc.	05/17/2022	Regular	0.00	1,710.00	57942
02624	Trace Analytics LLC	05/10/2022	Regular	0.00	683.11	57921
03763	Trucksmart	05/02/2022	Regular	0.00	2,776.28	57896
03644	Tully & Young, Inc.	05/10/2022	Regular	0.00	1,035.00	57922
02638	Tyler Technologies, Inc.	05/10/2022	Regular	0.00	8,561.25	57923
03846	U.S. Bancorp Asset Management, Inc.	05/10/2022	EFT	0.00	1,000.10	407947
03856	Unifilt Corporation	05/24/2022	EFT	0.00	9,342.61	407973
02651	United Parcel Service Inc	05/02/2022	Regular	0.00	91.96	57897
02651	United Parcel Service Inc	05/17/2022	Regular	0.00	91.14	57943
03298	United Rentals (North America), Inc.	05/10/2022	EFT	0.00	1,708.29	407948
03077	VALIC	05/02/2022	Bank Draft	0.00	2,952.51	223686
03077	VALIC	05/14/2022	Bank Draft	0.00	2,938.00	225073
03077	VALIC	05/28/2022	Bank Draft	0.00	2,945.26	226657
03079	Van Dusen, Darren	05/02/2022	Regular	0.00	70.25	57898
03864	Viridian Way LLC	05/02/2022	Regular	0.00	43,346.07	57899
02706	Vortex Industries, Inc.	05/02/2022	EFT	0.00	337.00	407926
01687	W. W. Grainger, Inc.	05/10/2022	Regular	0.00	1,589.06	57924
02710	WageWorks, Inc	05/02/2022	EFT	0.00	98.00	407928
03387	WageWorks, Inc	05/02/2022	EFT	0.00	232.88	407927
03387	WageWorks, Inc	05/10/2022	EFT	0.00	40.00	407949
03387	WageWorks, Inc	05/17/2022	EFT	0.00	192.88	407964
01068	Walker, Glenn C.	05/02/2022	Regular	0.00	1,354.01	57900
01486	WAPA - Department of Energy	05/10/2022	EFT	0.00	1,520.69	407950
02716	WATER EDUCATION FOUNDATION	05/24/2022	Regular	0.00	10,500.00	57962
03791	Water Systems Consulting, Inc.	05/17/2022	EFT	0.00	12,027.50	407965
03791	Water Systems Consulting, Inc.	05/24/2022	EFT	0.00	2,500.00	407974
02730	Western Area Power Administration	05/02/2022	EFT	0.00	8,137.00	407929

**Check Report**

Date Range: 05/01/2022 - 05/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02743	Wienhoff & Associates, Inc.	05/10/2022	Regular	0.00	15.00	57925

**Bank Code APBNK Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	153	80	0.00	438,248.96
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	37	37	0.00	427,166.18
EFT's	82	55	0.00	314,850.67
	<b>272</b>	<b>174</b>	<b>0.00</b>	<b>1,180,265.81</b>

## All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	153	80	0.00	438,248.96
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	37	37	0.00	427,166.18
EFT's	82	55	0.00	314,850.67
	<b>272</b>	<b>174</b>	<b>0.00</b>	<b>1,180,265.81</b>

## Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	5/2022	<b>1,180,265.81</b>



San Juan Water District, CA

# Vendor History Report

## By Vendor Name

Posting Date Range 07/01/2021 - 05/31/2022

Payment Date Range -

Payable Number Item Description	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
	Units	Price	Amount	Account Number	Account Name		Dist Amount				
<b>Vendor Set: 01 - Vendor Set 01</b>											
<b>02556 - Costa, Ted</b>	Mileage Reimbursement 12-2021		12/31/2021	407782		<b>459.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>459.20</b>	<b>459.20</b>
Exp Reimb 12-2021	Mileage Reimbursement	0.00	0.00	459.20	010-010-52110	1/21/2022	459.20	0.00	0.00	459.20	459.20
				050-010-52110	Training - Meetings, Education & Trai	229.60					
					Training - Meetings, Education & Trai	229.60					
<b>01916 - Miller, Ken</b>	ACWA Confr Mileage and Parking		5/5/2022	408015		<b>142.49</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>142.49</b>	<b>142.49</b>
Exp Reimb 05-2022	ACWA Confr Mileage anc	0.00	0.00	142.49	010-010-52110	6/14/2022	142.49	0.00	0.00	142.49	142.49
				050-010-52110	Training - Meetings, Education & Trai	71.24					
					Training - Meetings, Education & Trai	71.25					
<b>03092 - Rich, Dan</b>	Mileage Dec & Expense Reimb 12-2021-ACW.12/31/2021			407787		<b>1,213.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,213.25</b>	<b>1,213.25</b>
Exp Reimb 12-2021	Mileage Dec & Expense R	0.00	0.00	1,213.25	010-010-52110	1/21/2022	1,213.25	0.00	0.00	1,213.25	1,213.25
				050-010-52110	Training - Meetings, Education & Trai	606.62					
					Training - Meetings, Education & Trai	606.63					
<b>02162 - Tobin, Pamela</b>	Mileage Reimbursement-Lunch Mtng Ryan Jc7/31/2021			407538		<b>156.14</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>156.14</b>	<b>156.14</b>
Exp Reimb 08-2021	Mileage Reimbursement-	0.00	0.00	41.18	010-010-52110	8/24/2021	41.18	0.00	0.00	41.18	41.18
				050-010-52110	Training - Meetings, Education & Trai	20.59					
					Training - Meetings, Education & Trai	20.59					
Exp Reimb 10-2021	Mileage & Exp Reimb-Various Mtngs & Wate		10/31/2021	407688		<b>108.24</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>108.24</b>	<b>108.24</b>
Exp Reimb 10-2021	Mileage & Exp Reimb-Var	0.00	0.00	108.24	010-010-52110						
				050-010-52110	Training - Meetings, Education & Trai	54.12					
					Training - Meetings, Education & Trai	54.12					
Exp Reimb 12-2021	Mileage Reimbursement 12-2021		12/9/2021	407788		<b>6.72</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6.72</b>	<b>6.72</b>
Mileage Reimbursement	0.00	0.00	6.72	010-010-52110	1/21/2022	6.72	0.00	0.00	0.00	6.72	6.72
				050-010-52110	Training - Meetings, Education & Trai	3.36					
					Training - Meetings, Education & Trai	3.36					
<b>Vendors: (4) Total 01 - Vendor Set 01:</b>						<b>1,971.08</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,971.08</b>	<b>1,971.08</b>
<b>Vendors: (4) Report Total:</b>						<b>1,971.08</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,971.08</b>	<b>1,971.08</b>



Payroll Set: 01-San Juan Water District

<b>Employee Number</b>	<b>Employee Name</b>	<b>Pay Code</b>	<b># of Payments</b>	<b>Units</b>	<b>Pay Amount</b>
<u>0690</u>	Costa, Ted	Reg - Regular Hours	11	68.00	8,500.00
			<b>0690 - Costa Total:</b>	<b>68.00</b>	<b>8,500.00</b>
<u>1028</u>	Hanneman, Martin	Reg - Regular Hours	7	30.00	3,750.00
			<b>1028 - Hanneman Total:</b>	<b>30.00</b>	<b>3,750.00</b>
<u>0670</u>	Miller, Ken	Reg - Regular Hours	10	35.00	4,375.00
			<b>0670 - Miller Total:</b>	<b>35.00</b>	<b>4,375.00</b>
<u>1003</u>	Rich, Daniel	Reg - Regular Hours	10	42.00	5,250.00
			<b>1003 - Rich Total:</b>	<b>42.00</b>	<b>5,250.00</b>
<u>0650</u>	Tobin, Pamela	Reg - Regular Hours	11	110.00	13,750.00
			<b>0650 - Tobin Total:</b>	<b>110.00</b>	<b>13,750.00</b>
<u>1039</u>	Zamorano, Manuel	Reg - Regular Hours	3	8.00	1,000.00
			<b>1039 - Zamorano Total:</b>	<b>8.00</b>	<b>1,000.00</b>
				<b>Report Total:</b>	<b>293.00</b>
					<b>36,625.00</b>



# Pay Code Report

## Account Summary

7/1/2021 - 5/31/2022

Payroll Set: 01-San Juan Water District

Account	Account Description	Units	Pay Amount
<a href="#"><u>010-010-58110</u></a>	Director - Stipend	146.50	18,312.50
		<b>010 - WHOLESALE Total:</b>	<b>146.50</b>
<a href="#"><u>050-010-58110</u></a>	Director - Stipend	146.50	18,312.50
		<b>050 - RETAIL Total:</b>	<b>146.50</b>
		<b>Report Total:</b>	<b>293.00</b>
			<b>36,625.00</b>

**Pay Code Report**

Pay Code Summary

7/1/2021 - 5/31/2022

Payroll Set: 01-San Juan Water District

Pay Code	Description	# of Payments	Units	Pay Amount
Reg - Regular Hours	Regular Hours	52	293.00	36,625.00
		Report Total:	<b>293.00</b>	<b>36,625.00</b>

## 2021/22 Actual Deliveries and Revenue - By Wholesale Customer Agency

	July 2021 - May 2022						
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance		Revenue Variance
San Juan Retail	10,575	\$ 2,826,404	10,690	\$ 2,835,744	115	1.1%	\$ 9,339 0.3%
Citrus Heights Water District	8,618	\$ 2,576,179	6,564	\$ 2,409,474	(2,055)	-23.8%	\$ (166,705) -6.5%
Fair Oaks Water District	5,916	\$ 1,801,661	5,945	\$ 1,804,008	29	0.5%	\$ 2,347 0.1%
Orange Vale Water Co.	3,401	\$ 931,822	3,398	\$ 931,550	(3)	-0.1%	\$ (272) 0.0%
City of Folsom	1,008	\$ 277,805	969	\$ 274,651	(39)	-3.9%	\$ (3,153) -1.1%
Granite Bay Golf Course	254	\$ 8,977	266	\$ 9,396	12	4.7%	\$ 419 4.7%
Sac Suburban Water District	-	\$ -	3,001	\$ 926,230	3,001		\$ 926,230
<b>TOTAL</b>	<b>29,772</b>	<b>\$ 8,422,848</b>	<b>30,832</b>	<b>\$ 9,191,053</b>	<b>1,060</b>	<b>3.6%</b>	<b>\$ 768,205 9.1%</b>

Budgeted Deliveries	29,771.73
Actual Deliveries	<u>30,831.62</u>
Difference	1,059.89
	3.6%

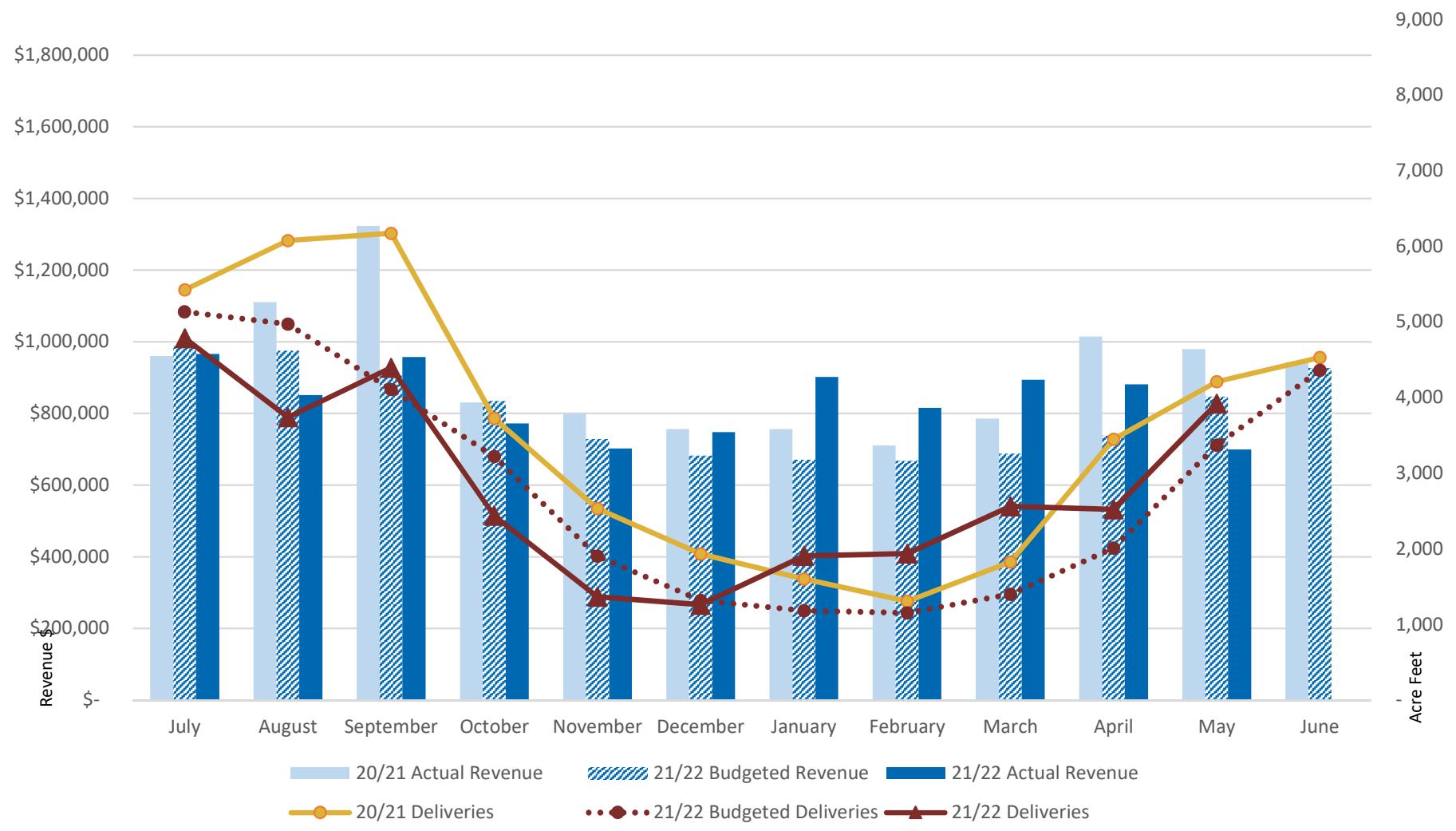
Budgeted Water Sale Revenue	\$ 8,422,848
Actual Water Sale Revenue	<u>\$ 9,191,053</u>
Difference	\$ 768,205
	9.1%

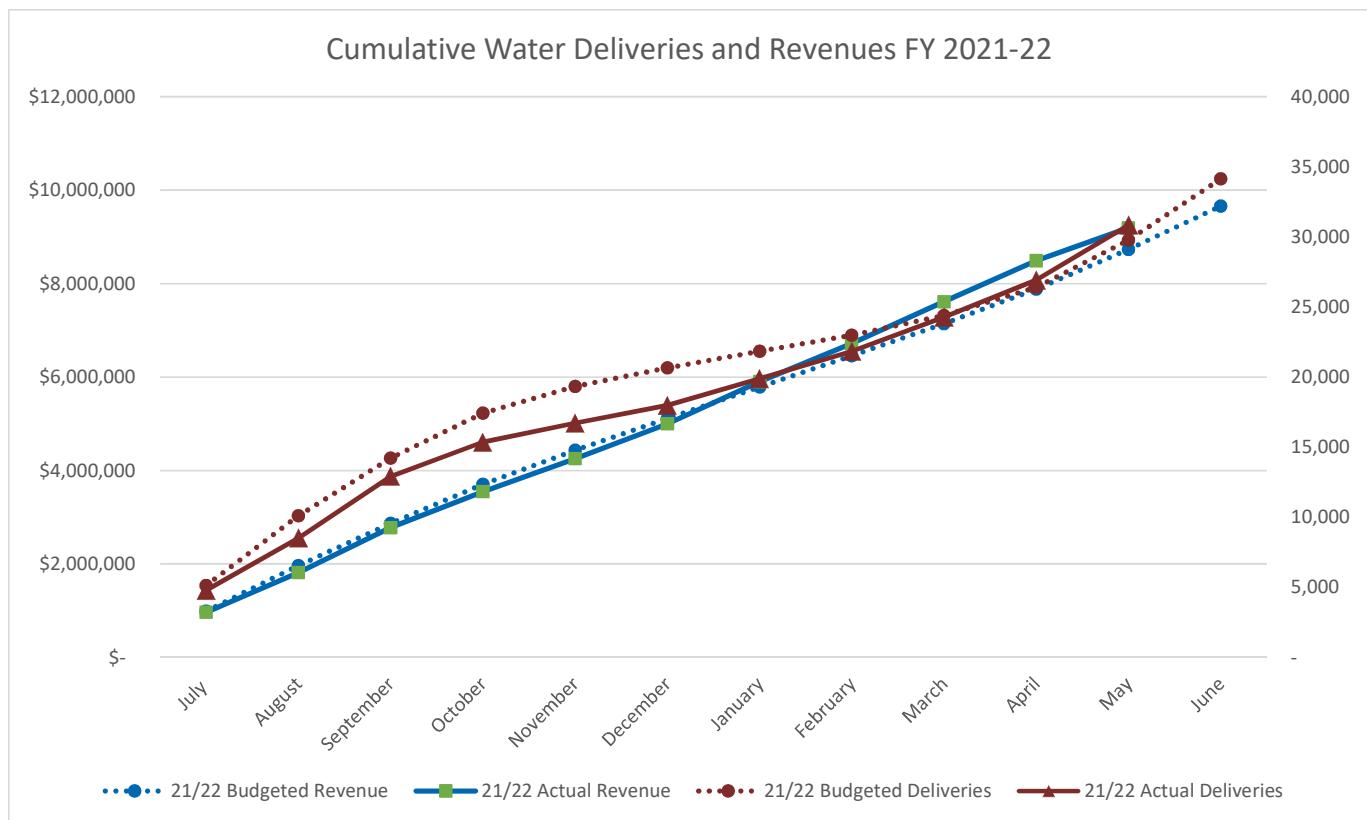
**Conclusion:**

Actual deliveries for the first half of the fiscal year were less than anticipated (with the exception of September). January through May deliveries have been higher than anticipated, leaving total deliveries through May 3.6% greater than expectations. As shown in the numbers above, the main drivers of the variances are due to lower demands from the CHWD, offset by sales to SSWD that weren't anticipated in the budget. Unbudgeted sales to SSWD have more than offset the reduced demand from the CHWD. Excluding SSWD and CWD, deliveries for July - May are down by 2,676 acre feet, an 8% decline from the same period last year. The budget anticipated a 7.5% decline in deliveries for the entire year.

Because the majority of revenues come from the quarterly service charge, and because of the revenues from the sales to SSWD, revenues are actually 9.1% greater than anticipated in the budget for this time of year.

## Comparison of Fiscal Year 2020/2021 Actuals to 2021/2022 Projections and Actuals of Deliveries and Revenue





### Closed session

Only discussed schedule for performance review  
Postponed the open session item concerning Exec Dir salary

### Policies

No proposed changes to the 300 series (operational policies not including HR and financial policies)

### Legislation

SB 222 – will likely move, Ryan Ojakian will keep RWA members apprised of changes

SB 1157 – still recommends OUA

AB 2201 – change to support

Ab 2895 – move to neutral

Committee approved

### Committees

Dan York plans to add policy 200.2 (authority of the Executive Committee) to the list of policies to be reviewed.

Space issues – Peifer says they are short two spaces. Suggest that they need to establish a satellite office. The lease expires at the current office building in August 2023, but could be extended.

Peifer meeting with chair of purchasing committee tomorrow. Right size the meter collaborative, which may be implemented via this group.

Federal affairs – Peifer says he thinks the committee is working fairly well. The level of effort should be evaluated.

Water quality committee – met at Fairbairn for a quarterly lunch.

### Board Agenda

Firenze argued that the CPI adjustment contemplated in the employment agreement be maintained on the Board agenda, but remove the conference with labor negotiators.

Counsel recommended leaving all items on the agenda, and remove them later if they are not appropriate. Committee moved the teleconference item to the top of the agenda, and approved the agenda.

### Ex Dir Report

Water Bank – meeting with Reclamation tomorrow on water bank project.

Peifer met yesterday with other executive directors of regional groups and discussed climate change activities, to promote state and federal investment in the region.

Peifer going to NWRA – as chair of Fed Affairs

Delta Counties coalition meeting on Friday

Dual-mode meeting system won't be available until the end of July

### Director Comments

West Sac mentioned their shortage plan actions

Yuba City asked about coalitions and drought next year – Peifer mentioned North State Water Coalition – Yuba mentioned conversation with Assemblymember Bennett (Santa Barbara) about trust-building

PCWA – mentioned forestry projects and wood products consortium

SSWD – discussed preventive maintenance program with Roseville

## DIRECTOR TOBIN'S REPORT

# AGENDA ITEM VII-3

June 22, 2022

### ACWA:

- EPA opened a comment period on a proposed waiver concerning the application of BABA requirements to Clean Water State Revolving Fund and Drinking Water State Revolving Fund (SRF)-funded projects that have submitted engineering plans and specifications prior to May 14, 2022, the effective date of BABA requirements. **Comments are due June 29.** More information is available on EPA's website, <https://www.epa.gov/cwsrf/build-america-buy-america-baba-waivers-open-public-comment> ACWA will submit a high-level letter in support of the proposed waiver.
- Calls for cutback of Colorado River supply by Bureau of Reclamation Commissioner is of immediate importance. According to this L.A.Times article, 'The needed cuts, she said, amount to between 2 million acre-feet and 4 million acre-feet next year.' Complete article available to Times subscribers at:<https://www.latimes.com/environment/story/2022-06-14/big-water-cutbacks-ordered-amid-colorado-river-shortage>
- United Water Conservation District's GM Mauricio Guardado request member agencies to submit letters due June 14<sup>th</sup> to encourage opposition to (AB 2201) which adds another layer of bureaucratic oversight to well permitting in California. UWCD believes that Groundwater Sustainability Agencies (GSAs) (who are overseen by the Department of Water Resources) and local enforcing agencies (LEA) including cities, counties or water agencies, who already have the authority to adopt local well ordinances that meet, *or in numerous cases even exceed*, DWR Well Standards, provide the local management of well permitting necessary, as was the intention of the Sustainable Groundwater Management Act.

## **Proposed 2022-23 Wildfire Resilience Package- Support**

The Honorable Richard Bloom, and The Honorable Bob Wieckowski

On behalf of the California Forest Watershed Alliance (CAFWA), we are writing to offer our strong support for the Wildfire Resilience Package proposed by the Senate, which includes \$6.6 billion in total investments over a five-year period.

While we applaud the leadership of the Governor and the Legislature for adopting last year's historic \$1.5 billion in fire prevention and forest resiliency package and appreciate the Governor for proposing a new \$1.2 billion investment over two years, we believe the Senate proposal better demonstrates the appropriate level of urgency necessary to address the myriad of challenges facing California's forests, including the crisis of megafires.

### **Other Topics:**

- Reclamation Kicks off 120th Anniversary with B.F. Sisk Dam Groundbreaking at San Luis Reservoir
- \$1.36 Million Comprehensive Drinking Water Project Kicks Off in Wheatland by Yuba Water Agency
- **Water Agencies Call on State to Address Long-Term Water Supply Crisis** by Western Municipal Water District
- MSWD Breaks Ground on New Regional Water Reclamation Facility - Local business leaders, members of the public, and elected officials gathered to celebrate the start of the construction of Mission Springs Water District
- District Water Aids Wildlife and Habitat at Federal Refuges - The Glenn-Colusa Irrigation District (GCID) Board of Directors approved the sale of surplus water to the U.S. Bureau .
- EPA Announces \$6.5 Billion in New WIFIA Funding
- \$193 Million in Grant Funding Now Available for Water Infrastructure and Resilience Projects The Department of Water Resources (DWR) has released the Grant Program Guidelines and Proposal Solicitation Package for approximately \$193 million in grants.

### **ACWA-JPIA**

Conference was held in Sacramento May 2, 2022. For more information click the link:  
<https://www.acwajpia.com/governance/#boardarchives>

# ACWA UPDATE ON PRIORITY ISSUES

A high-level look at recent ACWA activity and initiatives.



JUNE 2022

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## AB 2639 (Bay-Delta Plan Deadlines and Water Rights) Fails to Pass Out of Assembly

AB 2639, which would have had profound negative impacts on water management in California, failed to pass out of the Assembly on May 26, effectively stopping the bill. The bill, authored by Bill Quirk (D-Hayward), would have created unworkable deadlines for updating and implementing the San Francisco Bay/Sacramento-San Joaquin Delta Estuary Water Quality Control Plan (Bay-Delta Plan or Plan). ACWA staff led the oppose-unless-amended coalition against the bill. More than 30 ACWA member agencies signed onto [coalition letters](#) and [floor alerts](#), as well as contacted local legislators through letters and phone calls to express their concerns with the bill. Other statewide associations also participated in the coalition, including the California Chamber of Commerce, California Farm Bureau, California Municipal Utilities Association and Western Growers. The final floor alert is available on [ACWA's website](#).

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### STAFF CONTACT

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## Drought Update

The State Water Resources Control Board on May 24 adopted a drought-related emergency conservation regulation that is expected to go into effect by June 16. The regulation requires urban water suppliers to implement, at a minimum, all demand reduction actions identified in Level 2 of their locally adopted Water Shortage Contingency Plans. It also prohibits the irrigation of non-functional turf with potable water in the commercial, industrial, and institutional sector. The ban on irrigation would include non-residential grass areas that are considered ornamental and not otherwise used for recreation or other community purposes. More information on the emergency regulation and the adopted text is available at [waterboards.ca.gov](#). ACWA staff testified during the State Water Board meeting and submitted a comment letter in response to the draft regulation. The letter is available at [acwa.com/resources](#).

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## SB 1157 (Hertzberg) - Proposed Indoor Water Use Efficiency Standards

Under existing state law, the standard for residential water use will be 52.5 gallons per capita daily (GPCD) starting Jan. 1, 2025 and 50 GPCD starting Jan. 1, 2030. SB 1157 proposes new more stringent standards of 47 GPCD starting Jan. 1, 2025 and 42 GPCD starting Jan. 1, 2030. ACWA's State Legislative Committee took an oppose-unless-amended position on this bill, directing ACWA staff to advocate for amendments delaying the implementation of a 2030 standard and requiring the Department of Water Resources to complete additional quantitative analysis of an appropriate standard for 2030 and beyond. ACWA continues to coordinate closely with other statewide associations and agencies who have adopted the same position and amendment request. An [oppose-unless-amended coalition letter](#) was submitted May 10. ACWA continues to advocate for these changes and oppose the bill until the changes are accepted. ACWA plans to testify at the Assembly Water, Parks, and Wildlife Committee on June 14 when the bill is scheduled to be heard.

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### STAFF CONTACT

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## ACWA-Sponsored AB 2142 (Gabriel) - California Income Tax Exclusion for Turf Replacement

ACWA is co-sponsoring AB 2142 with the California Water Efficiency Partnership and WaterNow Alliance. The bill would reinstate the California personal tax exemption for turf replacement rebates to help incentivize participation in water efficiency programs. The exemption would be for taxable years 2022 through 2026. The bill passed the Assembly with no "no" votes and was referred to the Senate Governance and Finance Committee. A hearing date has not yet been scheduled. ACWA submitted a [coalition letter](#) in support of the bill on June 8.

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### STAFF CONTACT

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## Proposed State Budget for 2022-'23 Fiscal Year

Gov. Gavin Newsom last month unveiled his revised proposed state budget for the 2022-'23 Fiscal Year. His proposed \$300.7 billion budget includes several priorities of interest to ACWA members, including funding for drought, climate change, forest management and more. Building upon last year's three-year, \$5.2 billion allocation to support drought response and long-term water sustainability, the Governor's revised budget includes an additional \$2 billion for drought response and water resilience. This is part of the governor's larger \$47.1 billion multi-year climate package. Details on some of the highlights of the budget proposal that address ACWA priority issue areas are available at [acwa.com/newsroom](http://acwa.com/newsroom). ACWA continues to advocate for dam safety funding in the state budget process (among other categories). This category has been completely overlooked in prior state budgets. The Legislature is now proposing \$100 million for dam safety. The Legislature has until June 15 to pass a state budget.

### STAFF CONTACT

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## Federal Updates - Infrastructure Funding and Water Use Efficiency

Senators Dianne Feinstein (D-Calif.), Kelly (D-Ariz.) and Krysten Sinema (D-Ariz.) on May 17 introduced the Support to Rehydrate the Environment, Agriculture, and Municipalities Act (STREAM Act), a bill that would increase water supply and modernize infrastructure in California and throughout the West. ACWA on May 16 submitted a letter in support of the proposed STREAM Act, which would provide funding for groundwater and storage projects, water recycling, desalination, habitat restoration and drinking water assistance for disadvantaged communities. The full letter is available at [acwa.com/resources](http://acwa.com/resources).

On May 19, U.S. Senator Alex Padilla (D-Calif.) and Representative Jerry McNerney (D-Calif.) introduced the Water Efficiency, Conservation and Sustainability Act Of 2022 to incentivize water-efficiency upgrades and to establish programs to identify and repair leaks. ACWA submitted a letter in support of the legislation on May 19. The full letter is available at [acwa.com/resources](http://acwa.com/resources).

### STAFF CONTACT

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## AB 1931 (L. Rivas) - Lead Service Line Replacements

ACWA has an oppose position on AB 1931, which would establish extensive requirements for lead service line replacements, including on the customer side of the meter. ACWA opposes the bill because the Biden Administration is in the process of strengthening the new federal requirements for lead service line replacements, and AB 1931 could result in conflicting or duplicative and different requirements for what is already a complex program. The bill also has certain detailed requirements that would be overly burdensome without resulting in commensurate public health benefits. An ACWA position letter is available on [ACWA's website](http://ACWA's website) and a state water associations floor alert that ACWA led the development of is available on the [website](http://website).

### STAFF CONTACT

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## COVID-19 Water Debt Relief: Low-Income Household Water Assistance Program (LIHWAP)

The California Department of Community Services and Development (CSD) has been tasked with distributing \$116 million in federal funding for this program. The CSD has been hosting informational webinars for water purveyors to provide an overview of LIHWAP and details on how agencies can receive funding to credit low-income customers' past-due accounts. Water systems planning to apply for funding must [first enroll](#) with CSD's third-party funds disbursement partner, HORNE, in order to receive payments. Enrollment is still open. More information and resources are available online at [csd.ca.gov/pages/LIHWAP.aspx](http://csd.ca.gov/pages/LIHWAP.aspx). In addition, Governor Newsom's proposed budget includes \$200 million for the LIHWAP program and the Senate Democrats' budget proposal includes \$40 million for LIHWAP.

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## ACWA 501(c)(3) Foundation

Early this year, the ACWA Board of Directors approved the formation of a Task Force to guide the creation of a new nonprofit foundation to advance ACWA's efforts to promote diversity, equity and inclusion within the water industry. Task Force members continue to explore how the ACWA Foundation will be structured, financed and supported. Conceptually, the foundation would provide a structure for ACWA to pursue research, education/training, and investment in the next generation of leaders through scholarships that can be supported with tax-deductible financial contributions. The foundation could also be a catalyst for leadership training, coaching and mentorships.

### STAFF CONTACT

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## Save Our Water Campaign

The statewide Save Our Water campaign has created a number of new customizable communications tools for water agencies to help their customers reduce water usage during the summer months. The new toolkit items include social media posts and graphics that emphasize the importance of saving water outdoors by sharing tips and information on mulch, drip irrigation, leaks and the importance of trees. The advertising portion of the campaign is also fully up and running with radio ads, billboards, paid social media and a presence at several county fairs and other large events. The toolkit items are available at [www.saveourwater.com](http://www.saveourwater.com); Toolkit items designed specifically for ACWA members are also available at [acwa.com/resources/membertools](http://acwa.com/resources/membertools).

## STAFF CONTACT

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## Upcoming Events - Visit [www.acwa.com/events](http://www.acwa.com/events) for more

- ACWA Region 9 Program – June 24
- ACWA Region 1 Program and Tour – July 7-8
- ACWA DC2022: Washington D.C. Water Conference – July 12-14
- ACWA Quarterly Committee Forum – July 26-27

# AGENDA ITEM VIII-1

DRAFT

## Engineering Committee Meeting Minutes San Juan Water District June 13, 2022 4:30 p.m.

**Committee Members:** Dan Rich, Chair  
Manuel Zamorano, Member

**District Staff:** Paul Helliker, General Manager  
Tony Barela, Operations Manager  
Andrew Pierson, Engineering Services Manager  
Adam Larsen, Field Services Manager  
Mark Hargrove, Senior Engineer  
Teri Grant, Board Secretary/Administrative Assistant

**Topics:** Kokila Reservoir Replacement Project (R)  
Annual Installation Services Agreement Amendment with Flowline Contractors Inc. (R)  
Annual Paving Services Agreement Amendment with Sierra National Asphalt (R)  
Other Engineering Matters  
Public Comment

### 1. Kokila Reservoir Replacement Project (R)

Mr. Pierson provided the committee with a staff report, which will be attached to the meeting minutes. He explained that the amendment to the contract is so that the contractor can perform some additional tasks and changes to the design that extended the design schedule and increased cost. He reviewed the staff report which summarized the need for the changes.

The Engineering Committee recommends consideration of a motion under the Consent Calendar to authorize and approve Amendment No. 1 to Water Works Engineers, LLC for Design and Engineering Services During Construction for the Kokila Reservoir Replacement Project.

### 2. Annual Installation Services Agreement Amendment with Flowline Contractors Inc. (R)

Mr. Larsen provided the committee with a staff report, which will be attached to the meeting minutes. He explained that Amendment #4 is the 2<sup>nd</sup> year renewal to the Annual Installation Services agreement with Flowline Contractors Inc. for FY2022/23. GM Helliker suggested that staff provide an update similar to the State of the System presentation that Mr. Barela conducted in the past.

The Engineering Committee recommends consideration of a motion under the Consent Calendar to authorize and approve Amendment #4 to the Annual Installation Services agreement with Flowline Contractors Inc. for FY 2022/23.

### **3. Annual Paving Services Agreement Amendment with Sierra National Asphalt (R)**

Mr. Larsen provided the committee with a staff report, which will be attached to the meeting minutes. He explained that Amendment #3 is the 2<sup>nd</sup> year renewal to the District's Annual Paving Services Contract for FY2022/23 with Sierra National Asphalt.

*The Engineering Committee recommends consideration of a motion under the Consent Calendar to authorize and approve Amendment #3 to the Annual Paving Services agreement with Sierra National Asphalt for FY 2022/23*

### **4. Other Engineering Matters**

Mr. Barela informed the committee that there is a 75-foot wide swath of land that crosses over the District property which the USBR owns. He provided some background information regarding the property. He explained that the Hinkle Replacement Project funding through SRF requires that the District owns all the property or has land use authorization for any project being funded. He informed the committee that staff is working diligently to have the easement transferred to the District so that the SRF funding can be completed.

Mr. Pierson informed the committee that 4 proposals for the Construction Inspection Services for the Eureka Road Pipeline Project were received last Thursday. He did not expect to review the proposals prior to today's meeting; however, staff was able to meet today and review the proposals. He explained that the technical ranking was completed first and then the cost proposals were reviewed second. He will be providing a written staff report for the next Board meeting indicating the contractor selected for the project, and he would like this item on the Consent Calendar.

### **5. Public Comment**

There were no public comments.

The meeting was adjourned at 5:01 p.m.

# AGENDA ITEM VIII-2

DRAFT

**Finance Committee Meeting Minutes  
San Juan Water District  
June 21, 2022  
4:00 p.m.**

**Committee Members:** Ted Costa, Director  
Ken Miller, Director

**District Staff & Consultants:** Paul Helliker, General Manager  
Donna Silva, Finance Director  
Teri Grant, Board Secretary/Administrative Assistant

**1. Review General Manager Reimbursements (W & R)**

There was no reimbursement request from the General Manager.

**2. Review Check Register from May 2022 (W & R)**

The committee reviewed the May check register and found them to be in order.

**3. Review Legal Bills (W & R)**

The committee reviewed the legal bills and found them to be in order.

**4. Other Finance Matters (W & R)**

In response to Director Costa's question, GM Helliker informed the committee that staff meets weekly with Reclamation regarding the Hinkle Reservoir Replacement Project. He expects to receive a temporary construction permit from Reclamation in the next month, in advance of construction work in the center channel. Additionally, GM Helliker expects transfer of the deed to the District for the center channel property around the same time, which will be well in advance of the time at which San Juan will need to start drawing any SRF funding (which cannot be done until San Juan owns that property).

**5. Public Comment**

There were no public comments.

The meeting was adjourned at 4:12 p.m.