

**SAN JUAN WATER DISTRICT  
BOARD MEETING AGENDA  
9935 Auburn Folsom Road  
Granite Bay, CA 95746**

**February 23, 2022  
6:00 p.m.**

**This Board meeting will be conducted both in-person at the District's Boardroom at the address above, and via videoconference. Due to State guidelines on physical distancing in public gatherings, the Boardroom can accommodate a maximum of 10 members of the public at one time. All attendees of the Board meeting in the boardroom must wear masks. The District recommends that members of the public participate in Board meetings via videoconference per the instructions below. Persons who do plan to attend the meeting in person are urged to contact the Board Secretary prior to the meeting. The contact information for the Board Secretary is:**

**Teri Grant  
(916) 791-6905  
[tgrant@sjwd.org](mailto:tgrant@sjwd.org)**

**To attend via videoconference, please use the following link:**

**Please join the meeting from your computer, tablet or smartphone.  
<https://meet.goto.com/382178021>**

**You can also dial in using your phone.  
United States: [+1 \(872\) 240-3311](tel:+1(872)240-3311)**

**Access Code: 382-178-021**

**Please mute your line.**

**Whether attending via videoconference or in person, the public is invited to listen, observe, and provide comments during the meeting. The Board President will call for public comment on each agenda item at the appropriate time and all votes will be taken by roll call.**

**\*\*\*Important Notice: For any meetings that include a closed session, the videoconference will be terminated when the Board adjourns into closed session. Members of the public who would like to receive the report out from closed session and time of adjournment from closed session into open session and adjournment of the meeting should provide a valid email address to the District's Board Secretary, Teri Grant, at: [tgrant@sjwd.org](mailto:tgrant@sjwd.org), before or during the meeting. No other business will be conducted after the Board adjourns from closed session into open session. Promptly after the meeting, the Secretary will email the written report to all persons timely requesting this information.**

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

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

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

If you are an individual with a disability and need assistance or accommodation to participate in this Board meeting, please call Teri Grant, Board Secretary, at 916-791-0115, or email Ms. Grant at [tgrant@sjwd.org](mailto:tgrant@sjwd.org).

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

## **I. ROLL CALL**

## **II. PUBLIC FORUM AND COMMENTS**

This is the opportunity for members of the public to comment on any item(s) that do not appear on the agenda. During the Public Forum, the Board may ask District staff for clarification, refer the matter to District staff or ask District staff to report back at a future meeting. The Board will not take action on any matter raised during the Public Forum, unless the Board first makes the determination to add the matter to the agenda.

## **III. CONSENT CALENDAR**

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

1. Determination of State of Emergency for Remote Meetings (W & R)

**Recommendation:** *Declare making the Legally Required Findings to Authorize the Conduct of Remote “Telephonic” Meetings During the State of Emergency*

2. Minutes of the Board of Directors Meeting, January 26, 2022 (W & R)

**Recommendation:** *Approve draft minutes*

3. Baldwin Channel Improvements Project (W)

**Recommendation:** *For authorization and approval of a construction management and inspection contract amendment with Domenichelli & Associates, Inc. for the Baldwin Channel Improvements Project*

4. Residential Meter Replacement Plan – Meter Purchase 2022 (R)

**Recommendation:** *For authorization and approval for purchase of residential meters from Badger Meter, Inc.*

5. Residential Meter Replacement Plan – Endpoint Purchase 2022 (R)

**Recommendation:** *For authorization and approval for purchase of residential meter endpoints from Aqua Metric Sales Company*

6. Hinkle Res. Outage Operations Planning Project – Operational Planning and Testing (W)

**Recommendation:** *For authorization and approval of contract Amendment No. 1 with Water System Consulting, Inc. for the Hinkle Res. Outage Operations Planning Project – Operational Planning and Testing*

7. Treasurer's Report – Quarter Ending December 31, 2021 (W & R)

**Recommendation:** *Receive and file*

8. Minutes of the Board of Directors Special Meeting, February 16, 2022 (W & R)

**Recommendation:** *Approve draft minutes*

## **IV. PUBLIC HEARING**

1. Adoption of Ordinance 22-01 (W & R)

*Recommendation to waive the second reading of Ordinance 22-01.*

**Action:** *Waive Second Reading and adoption of Ordinance No. 22-01 – An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinances 1000, 12000, 16000 and 22000*

## V. NEW BUSINESS

1. Proposed Agreement between San Juan Water District and Sacramento Suburban Water District to Provide Conserved Surface Water Supplies to Enhance Groundwater Stabilization (W)

**Action:** (1) *Adopt Notice of Exemption [CEQA];*

(2) *Make a finding, concurring with staff's analysis, that the proposed transfer is of water surplus to the needs of the Wholesale Customer Agencies in accordance with their Wholesale Water Supply Agreements; and*

(3) *Authorize the General Manager to sign the Proposed Agreement between San Juan Water District and Sacramento Suburban Water District to Provide Conserved Surface Water Supplies to Enhance Groundwater Stabilization.*

2. 2022 Board Committee Assignments (W & R)

*Information/Discussion*

3. ACWA/JPIA Executive Committee Nomination (W & R)

**Action:** *Consider a motion to adopt Resolution 22-04 nominating its JPIA Board member to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority ("JPIA")*

## VI. OLD BUSINESS

1. 2022 Hydrology and Operations Update (W & R)

*Discussion*

## VII. INFORMATION ITEMS

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

## VIII. DIRECTORS' REPORTS

1. Sacramento Groundwater Authority (SGA) – T. Costa
2. Regional Water Authority (RWA) – D. Rich

3. Association of California Water Agencies (ACWA)
  - 3.1 ACWA – P. Tobin
  - 3.2 Joint Powers Insurance Authority (JPIA) – P. Tobin
  - 3.3 Energy Committee – T. Costa
4. Central Valley Project (CVP) Water Association – T. Costa
5. Other Reports, Correspondence, Comments, Ideas and Suggestions

## **IX. COMMITTEE MEETINGS**

1. Engineering Committee – February 14, 2022
2. Finance Committee – February 22, 2022

## **X. UPCOMING EVENTS**

1. ACWA Virtual Legislative Symposium  
March 10, 2022  
Virtual
2. Cap-to-Cap  
April 30 – May 4, 2022  
Washington, DC
3. 2022 ACWA Spring Conference  
May 3-6, 2022  
Sacramento, CA

## **President Miller to call for Closed Session**

## **XI. 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.

## **XII. OPEN SESSION**

1. Report from Closed Session

## **XIII. ADJOURN**

### **UPCOMING MEETING DATES**

March 23, 2022  
April 27, 2022

I declare under penalty of perjury that the foregoing agenda for the February 23, 2022 regular meeting of the Board of Directors of San Juan Water District was posted by February 18, 2022, on the outdoor bulletin boards at the District Office Building, 9935 Auburn Folsom Road, Granite Bay, California, and on the District's website at sjwd.org, and was freely accessible to the public.

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Teri Grant, Board Secretary

# AGENDA ITEM III-2

## DRAFT

### SAN JUAN WATER DISTRICT

Board of Director's Board Meeting Minutes  
January 26, 2022 – 6:00 p.m.

Conducted via Videoconference & In-Person

#### BOARD OF DIRECTORS

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

#### SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

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

#### OTHER ATTENDEES

Mitchel Dion	
Stacey Helliker	
Joanna Gin	Citrus Heights Water District Legal Counsel
Sandra Harris	Customer
Wing-See Fox	Urban Futures, Inc.
David Fama	Jones Hall, a Professional Law Corporation
James Wawrzyniak	Jones Hall, a Professional Law Corporation
Craig Locke	Sacramento Suburban Water District

#### AGENDA ITEMS

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

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

## I. ROLL CALL

The Board Secretary took a roll call of the Board. The following directors were present in-person: Ted Costa, Dan Rich and Ken Miller. The following director was present via teleconference: Pam Tobin.

## II. PUBLIC FORUM

There were no public comments.

## III. CONSENT CALENDAR

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

### 1. Determination of State of Emergency for Remote Meetings (W & R)

*Recommendation: Declare making the Legally Required Findings to Authorize the Conduct of Remote “Telephonic” Meetings During the State of Emergency*

### 2. Minutes of the Board of Directors Special Meeting, December 6, 2021 (W & R)

*Recommendation: Approve draft minutes*

### 3. Minutes of the Board of Directors Meeting, December 8, 2021 (W & R)

*Recommendation: Approve draft minutes*

### 4. Minutes of the Board of Directors Special Meeting, December 15, 2021 (W & R)

*Recommendation: Approve draft minutes*

### 5. Minutes of the Board of Directors Special Meeting, January 11, 2022 (W & R)

*Recommendation: Approve draft minutes*

### 6. Minutes of the Board of Directors Special Meeting, January 12, 2022 (W & R)

*Recommendation: Approve draft minutes*

### 7. Introduction of Ordinance 22-01 (W & R)

*Recommendation: Introduce and Waive First Reading of Ordinance No. 21-01  
– An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinances 1000, 12000, 16000 and 22000*

### 8. WTP Maintenance Position(s) (W)

*Recommendation: Approve a name change of the Facilities Maintenance Helper to Utilities Maintenance Worker I/II and making it a promotable position with the addition of a salary range for Level II*

**9. Field Services – Meter Technician Position (R)**

*Recommendation: Approve the establishment of a new Meter Technician position in the Field Services Department for the implementation of the Meter Replacement Program, and to achieve goals identified in the Retail Master Plan related to maintenance of the Distribution System*

**10. On-Call Construction Management and Inspection Services Agreement – Amendment No. 1 (R)**

*Recommendation: Approve a contract amendment to Inferrera Construction Management Group, Inc.'s On-Call Construction Management and Inspection Services Agreement*

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

*Recommendation: Approve revisions to the Wholesale Water Rate Fee Schedule, effective January 1, 2022, to adjust the allocation of the fixed quarterly service charge*

Director Tobin requested that Consent Calendar items 4, 6, 7 and 11 be pulled.

***Director Costa moved to approve Consent Calendar items 1, 2, 3, 5, 8, 9 and 10. Vice President Rich seconded the motion and it carried with the following roll call vote:***

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

**Noes: None**

**Abstain: None**

Director Tobin explained that she wasn't at the Board meetings for Consent Calendar items 4 and 6 so she couldn't vote aye on them. The Board Secretary noted that Director Tobin was not at the meeting for Consent Calendar item 2.

***Director Costa moved to approve Consent Calendar items 4 and 6. Vice President Rich seconded the motion and it carried with the following roll call vote:***

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

**Noes: None**

**Abstain: Tobin**

GM Helliker stated that Consent Calendar item 7 was for the introduction of Ordinance 22-01 which amends ordinances 1000, 12000, 16000 and 22000. He explained that staff reviewed the ordinances and provided recommendations for some changes which was then reviewed by the Legal Affairs Committee. In response to Director Tobin's question, Legal Counsel Jones confirmed that he reviewed and agreed with the recommended changes.

***Director Tobin moved to approve Consent Calendar item 7. Director Costa seconded the motion and it carried with the following roll call vote:***

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

**Noes: None**

**Abstain: None**

Ms. Silva stated that Consent Calendar item 11 is in regards to the Wholesale Water Rates. She explained that there is no net rate increase scheduled at this time; however, this action updates the allocation of the fixed quarterly charge based on the rolling five-year average of water use for the five years ending June 30, 2021.

***Director Tobin moved to approve Consent Calendar item 11. Director Costa seconded the motion and it carried with the following roll call vote:***

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

**Noes: None**

**Abstain: None**

## **IV. NEW BUSINESS**

### **1. 2022 Committee Assignments (W & R)**

President Miller informed the Board that the SGA Alternate position needed to be replaced.

***Director Costa moved to designate Dan Rich as the SGA Alternate. President Miller seconded the motion and it carried with the following roll call vote:***

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

**Noes: Tobin**

**Abstain: None**

### **2. Refunding of San Juan Water District's Share of Refunding Revenue Bonds, Series 2012A**

Ms. Silva informed the Board that the District has \$8,605,000 of outstanding Series 2012A bonds, with an average interest rate of 5.11%. She explained that the bonds can be refinanced in February and the financing team recommends that the District seek a private placement instead of a public bond.

Ms. Silva reported that the finance team requested RFPs and is recommending that the District refinance the bonds through Sterling National Bank at a rate of 1.63%. Ms. Silva provided a staff report which will be attached to the meeting minutes. Ms. Silva informed the Board that refinancing the bonds will save the District approximately \$1.75 million over the next ten years.

***Director Rich moved to approve and adopt Resolution No 22-02 authorizing the execution and delivery of a loan agreement to refinance outstanding***

***obligations of the District and authorizing related actions. Director Tobin seconded the motion and it carried with the following roll call vote:***

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

**Noes: None**

**Abstain: None**

**3. Folsom Reservoir Raw Water Delivery Reliability Project (W)**

GM Helliker provided a staff report which will be attached to the meeting minutes. He informed the Board that staff is looking for ways to build facilities that will increase the District's reliability of water deliveries. He explained that in 2006 a project alternative solutions study was performed which provided 14 alternatives and resulted in four conceptual projects to further evaluate. He informed the Board that the project is out of date and needs to be refined.

GM Helliker reported that work was completed with the cities of Folsom and Roseville to develop a scope of work to request proposals. He informed the Board that only one proposal was received which was from Stantec Consulting Services, Inc. The agencies reviewed the proposal and determined that it would meet their needs. The agreement would include a not-to-exceed amount of \$269,710, with San Juan's share at a not-to-exceed amount of \$89,903.

***Director Rich moved to approve the agreement with City of Folsom. Director Costa seconded the motion and it carried with the following roll call vote:***

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

**Noes: None**

**Abstain: None**

**4. Appointment of Critically-Needed Positions (W & R)**

GM Helliker informed the Board that there are two positions that were vacated due to retirements and have since been filled with existing employees. Mr. Adam Larsen explained that the two positions were the two senior pump station operators. A staff report was provided to the Board and will be attached to the meeting minutes.

Mr. Larsen explained that he would like to bring back the two senior operators as retired annuitants to help train the employees and to be available for emergency response as there is only one employee experienced enough to perform after hours work in an emergency. GM Helliker added that the Board would need to designate these as critically-needed positions in order to not have to wait the six months before bringing them back.

***Director Costa moved to adopt Resolution No. 22-03 approving agreements to appoint Randy Potter and Chris Mayer in critically-needed field services positions as retired annuitants. Vice President Rich seconded the motion and it carried with the following roll call vote:***

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

**Noes: None**

**Abstain: None**

## V. OLD BUSINESS

### 1. Acceptance of the Retail Financial Plan and Water Rate Update Study and Adoption of Three-Year Schedule of Retail Water Rates (R)

Ms. Silva provided a staff report which will be attached to the meeting minutes. She explained that the District completed the Retail Master Plan last December and then the Retail Financial Plan that was based on the master plan. She informed the Board that about 20 customers attended the 3 workshops in December then on January 12<sup>th</sup> the public hearing was held. She reported that 24 protest letters were received. President Miller opened the floor for public comment and there were no comments.

*Director Rich moved to adopt Resolution No. 22-01 adopting a three year schedule of retail water rates. Director Costa seconded the motion and it carried with the following roll call vote:*

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

**Noes: Tobin**

**Abstain: None**

Director Rich commented that the Retail rates are one of the most important items that the Board takes action on and he inquired why Director Tobin doesn't support the rate increase given the information that was provided. Director Tobin stated that she believes that the increase is too steep and that the refunding of the money that the District has received or will be receiving as a result of staff's great work should be taken into consideration.

### 2. 2022 Hydrology and Operations Update (W & R)

GM Helliker informed the Board that the Sacramento Valley is at 31.5 inches of precipitation for this water year which is 124% of average. He reviewed data on Folsom Reservoir, which included the current storage level at 122% of historical average, data on releases, temperature information and storage projections.

GM Helliker informed the Board that Folsom Reservoir is in flood control conditions due to reservoir storage being above 566,000 acre-feet. He explained how Reclamation operates under flood control based on snow conditions and storm forecast. In addition, he anticipates that Folsom should fill this year based on Reclamation's January projections.

GM Helliker reviewed the State Water Board's data on the progress towards the Governor's 15% voluntary conservation request, which showed a statewide reduction of 23.9%. In addition, he reviewed a chart that showed conservation targets in the region from agencies taking water from the American and Sacramento rivers, which showed the District's reduction in use for the retail service area at 45% for the month of November.

### **3. FY 2021-22 Operations Plan Report Card (W & R)**

GM Helliker reviewed the 2<sup>nd</sup> quarter progress on the FY 2021-22 Operations Plan Report Card. He informed the Board that staff is on track to meet the goals, with some projects already completed.

## **VI. INFORMATION ITEMS**

### **1. GENERAL MANAGER'S REPORT**

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

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

#### **1.2 Miscellaneous District Issues and Correspondence**

GM Helliker informed the Board that Lisa Brown, Customer Services Manager, will be retiring. The Board wished her well and thanked her for her seven years of service to the District.

GM Helliker reported that a meeting was held today with the Wholesale Customer Agencies to discuss joint projects. The group has met 3-4 times and is addressing various topics. Mr. Rob Swartz joined the meeting today and informed the group about the groundwater sustainability plan and the groundwater model, and how the group could make use of that while looking to increase conjunctive use activities. GM Helliker reported that there may be a possibility to partner with Fair Oaks Water District once their Skyway well is completed since it will be an aquifer storage and recovery well. In addition, Orange Vale Water Company received funding for their well and GM Helliker informed them that the District placed \$5 million in the retail financial plan for groundwater well projects.

In response to Director Costa's question, GM Helliker reported that the group discussed banking 215 water, and the Wholesale Customer Agencies were sent an email regarding the notice that the District received regarding the opportunity to take 215 water. Mr. Zlotnick informed the Board that the 215 water is basically the same price as CVP water, and in the future the District could take that water and use it to inject into the ground. In addition, Mr. Zlotnick stated that it's more beneficial for the District to use the CVP contract water in order to show historic use. Mr. Zlotnick stated that he believes that the FOWD and CHWD will be willing to partner with the District in the future once agreements are in place to bank the District's water.

GM Helliker reported that the court hearing on the biological opinion is scheduled for February 11, 2022.

### **2. DIRECTOR OF FINANCE'S REPORT**

#### **2.1 Miscellaneous District Issues and Correspondence**

Ms. Silva reported that the current year budget received the Distinguished Budget Award from the Government Finance Officers Association. She informed the Board that the District received an anti-trust settlement (pricing

issue) on a liquid aluminum sulfate case in the amount of \$18,623. In addition, she reported that several years ago the District entered into an advance dues deposit with the Association of California Water Agencies and recently received the deposit back in the amount of \$59,840.

### **3. OPERATIONS MANAGER'S REPORT**

#### **3.1 Miscellaneous District Issues and Correspondence**

In response to Director Costa's question, Mr. Barela informed the Board that the District is not involved in the copper pipe issue that the City of Folsom is having.

### **4. ENGINEERING SERVICES MANAGER'S REPORT**

#### **4.1 Miscellaneous District Issues and Correspondence**

No report.

### **5. LEGAL COUNSEL'S REPORT**

#### **5.1 Legal Matters**

No report.

## **VII. DIRECTORS' REPORTS**

### **1. SACRAMENTO GROUNDWATER AUTHORITY (SGA)**

Director Costa reported that he had issues attending the last SGA meeting via phone. He stated that he was muted and others were as well and not allowed to speak. He reported that SGA is still discussing merging with SCGA and there is a meeting scheduled for February 10<sup>th</sup>. GM Helliker informed the Board that yesterday's SGA meeting was a workshop of their board to provide information on their estimates of savings that might occur with a merger.

GM Helliker reported that he inquired about the questions that were raised in August 2021, which were in the SGA board packet for the meeting. The SGA chair thought that the questions were answered and asked that any current questions be sent in as well. GM Helliker stated that he and Mr. Zlotnick are working on the questions and will provide the District's SGA representatives with the list of questions. Director Costa stated that governance needs to be discussed prior to merging.

GM Helliker reported that he and Mr. Zlotnick met with Rob Roscoe, who was hired by SCGA to interview different agencies in SGA regarding agency concerns. GM Helliker provided Mr. Roscoe with all the documentation that was provided to SGA.

### **2. REGIONAL WATER AUTHORITY (RWA)**

Director Rich reported that there was a meeting a couple weeks ago that was focused on the Executive Director's contract and election of officers for the Executive Committee. He informed the Board that the contract was approved for a three-year term and the contract contains a clause to conduct a salary survey this year. GM Helliker confirmed that the RWA compensation study will be completed this spring and will include the Executive Director.

### **3. ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)**

#### **3.1 ACWA - Pam Tobin**

President Tobin reported that the ACWA building sold, committees have been ratified, workshops are scheduled for February 3<sup>rd</sup> and the next Board meeting is February 4<sup>th</sup>. She reported that there was a Priority Issues update in January and there will be strategic planning updates in February. She reported that ACWA is rolling out a state-wide education campaign regarding the importance and positive benefits of investing in water infrastructure.

#### **3.2 Joint Powers Insurance Authority (JPIA) - Pam Tobin**

President Tobin reported that JPIA is not increasing their rates with the exception of Property Insurance. She stated that they are looking for options for cyber theft coverage.

#### **3.3 Energy Committee - Ted Costa**

No report.

### **4. CVP WATER USERS ASSOCIATION**

Director Costa reported that CVP Water Users Association meets in February 8<sup>th</sup>.

### **5. OTHER REPORTS, CORRESPONDENCE, COMMENTS, IDEAS AND SUGGESTIONS**

Director Costa suggested that someone should call their own workshop regarding the governance issue with the groundwater sustainability agency and invite other agencies to attend.

Director Tobin inquired about water injection wells and the progress on that topic. GM Helliker reiterated that there have been many discussions with other agencies regarding this and he will forward Director Tobin the meeting agendas.

## **VIII. COMMITTEE MEETINGS**

### **1. Legal Affairs Committee – January 11, 2022**

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

### **2. Personnel Committee – January 18, 2022**

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

### **3. Finance Committee – January 25, 2022**

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

## **IX. UPCOMING EVENTS**

- 1. Cap-to-Cap**  
April 30 – May 4, 2022  
Washington, DC
- 2. 2022 ACWA Spring Conference**  
May 3-6, 2022  
Sacramento, CA

There was no 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 7:21 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

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

# AGENDA ITEM III-3

## STAFF REPORT

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To: Board of Directors

From: Tony Barela, PE  
Operations Manager

Date: February 23, 2022

Subject: Baldwin Channel Improvements Project – Construction Management and Inspection Services: Amendment No. 3

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### **RECOMMENDED ACTION**

Staff requests a motion to approve Amendment No. 3 to Domenichelli and Associates, Inc. (D&A) for additional construction management and inspection services related to the Baldwin Channel Lining and Culvert Project (Project) in the amount of \$41,290, bringing their total contract to \$114,970 with a total authorized budget amount of \$126,467 (includes 10% contingency for construction services). The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors.

### **BACKGROUND**

To decrease weed control maintenance and sediment erosion during releases and increase flow capacity related to the Baldwin Channel, the District is moving forward with a project to concrete line the bottom section of channel that runs through the District's Corp Yard and replace the solar site culvert.

The channel lining portion of this project was originally bid in June 2021. However, the District only received one bid, which was significantly higher than the Engineer's Cost Estimate; therefore, the bid was rejected and the Project postponed until now. The current Project combines the channel lining work with the solar field culvert work. The current project is out for bid and has a closing date of March 10, 2022.

D&A provided engineering services for the design of the Project. In June 2022, the Board of Directors authorized Amendment No. 2, which increased D&A's original budget by \$32,980 for construction management and inspection services related only to the channel lining portion of the project. The additional amount being requested is for D&A to provide additional construction management and inspection services for the solar field culvert replacement portion of the work.

### **FINANCIAL CONSIDERATIONS**

The Project is included in the FY21/22 Capital Improvement Program.

# AGENDA ITEM III-4

## STAFF REPORT

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To: Board of Directors  
From: Tony Barela, Operations Manager  
Date: February 23, 2022  
Subject: Residential Meter Replacement Plan – Meter Purchase 2022

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### RECOMMENDED ACTION

Staff requests a motion to award a material purchase from Badger Meter, Inc. in the amount of \$89,095 with a tax and freight contingency of \$13,400 (15%) for an authorized total purchase budget of \$102,500. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors.

### BACKGROUND

This request is for the first annual purchase of residential meters as part of the District's Meter Replacement Plan. The plan includes the replacement of 515 residential meters per year. The purchase agreement has a term of 4-years. The cost included with the proposal is for year one and two of the program. After year two, the supplier has the ability to increase their cost in accordance with the 20-Cities ENR Index.

### STATUS

Staff issued a request for proposal on January 19, 2021 to the meter manufacturers that met the District's standard. The District received three bids for meters. Bids for the meters were received on February 3, 2022 and are summarized in the following table. These figures are for first year of the four year term.

Bidder	Bid Amount (Pre-Tax)
Badger Meter, Inc.	\$89,095
Aqua Metric Sales Company	\$116,905
Ferguson Waterworks	\$141,625

Badger Meter, Inc. was the lowest responsive, responsible bidder. Badger Meter, Inc.'s proposal documents were reviewed and found to be complete and in order.

### BUDGET IMPACT

The Project is included in the District's approved Retail CIP budget for Fiscal Year 2021-2022. The project is within projected the budget estimate.

# AGENDA ITEM III-5

## STAFF REPORT

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To: Board of Directors  
From: Tony Barela, Operations Manager  
Date: February 23, 2022  
Subject: Residential Meter Replacement Plan – Endpoint Purchase 2022

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### RECOMMENDED ACTION

Staff requests a motion to award a sole source material purchase from Aqua Metric Sales Company (Aqua Metric) in the amount of \$324,360 with a tax and freight contingency of \$32,400 (10%) for an authorized total purchase budget of \$356,800. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors.

### BACKGROUND

Staff is proposing that the District use Sensus 520M Smartpoint Automatic Meter Reading (AMR) endpoints in its meter replacement program. This request is for the sole source purchase of residential meter endpoints as part of the District's Meter Replacement Plan. As part of the Meter Replacement Program that the District participated in with our regional partners, Automatic Meter Infrastructure (AMI) and AMR endpoints were evaluated to determine the best solutions for each participating agency. For the District, Sensus endpoints provided the best solution for today and into the future, due to their signal strength and number to be replaced within the distribution system. The study concluded that Sensus endpoints require the fewest number of communication towers in the future if the District moves to AMI for meter reading. Additionally, the District currently has approximately 1,670 Sensus endpoints installed in the system that will not need to be replaced. Since the District already has Sensus endpoints in the system, the meter reading software/hardware does not need to be replaced and they are compatible with the District's Customer Service/Financial system (Tyler).

The plan includes the replacement of 2,120 residential endpoints per year. The purchase agreement has a term of 4 years. The cost per year included with the proposal is for year one and two of the program. After year two, the supplier has the ability to increase their cost in accordance with the Producer Price Index (PPI).

### STATUS

Staff requested a proposal from Aqua Metric on January 19, 2021. The District received Aqua Metric's bid on February 1, 2022:

Bidder	Bid Amount
Aqua Metric Sales Company	\$324,360

## STAFF REPORT

Residential Meter Replacement Plan – Endpoint Purchase 2022

Tony Barela, Operations Manager

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Aqua Metric's proposal documents were reviewed and found to be complete and in order.

The District Procurement Policy, Fin-5.7 (Policy), Subsection 5.B.(iii) allows an exemption to the standard bid process if “*The General Manager determines that it is strongly preferred for efficient operations that the Supplies be of a particular model, brand or make in order to match and be compatible with the model, brand or make of existing in-use equipment or facility*”. In this case, since the total cost exceeds the General Manager’s purchasing limits, this recommendation is being made to the Board to allow the sole source purchase of the Sensus endpoints and allow Staff to use these endpoints for future installations in the distribution system. As mentioned above, the Sensus endpoints are compatible with our current meter reading and financial system and provide the greatest advantage with respect to implementing an AMI system in the future.

### BUDGET IMPACT

The Project is included in the District’s approved Retail CIP budget for Fiscal Year 2021-2022. The project is within projected the budget estimate.

# AGENDA ITEM III-6

## STAFF REPORT

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To: Board of Directors

From: Tony Barela, PE  
Operations Manager

Date: February 23, 2022

Subject: Hinkle Reservoir Outage Operations Planning Project – Operational Planning and Testing, Amendment No. 1

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### **Recommended Action**

Staff requests a motion to approve Amendment No. 1 to Water System Consulting (WSC), Inc. for engineering services related to the Hinkle Reservoir Outage Operations Planning Project – Operational Planning and Testing in the amount of \$25,000 and authorizing a total Amendment budget of \$27,500 (includes 10% contingency), bringing the total contract amount to \$117,010. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors.

### **Background**

On August 19, 2020, the Board of Directors approved a contract with WSC to develop an operational plan for water treatment plant and Wholesale transmission operations during the replacement of the Hinkle Reservoir cover and liner, which was scheduled for the winter of 2021/22. The project included creating an updated Wholesale hydraulic model, determining what operational controls are needed to safely operate the system, drafting operating procedures for use during the project, and participating in operational testing of the system.

To date, staff has completed 18 different training/system exercises to ensure proper operation of the temporary system for while Hinkle Reservoir is off line. WSC has been integral in that process of defining the exercises and assisting with troubleshooting items as they have occurred. With the Hinkle Project being postponed, the District has initiated additional exercises in preparation for the Hinkle Reservoir cover and liner replacement in 2022/23. These exercises are important to get the operation teams re-associated with the operation and work out any remaining issues that may arise.

WSC has exhausted their contract funds, and therefore, Staff is requested approval for a contract amendment for WSC to continue assisting the District with the remaining operational and training exercises.

### **Budget Impact**

This budget is included in larger Hinkle Reservoir Outage Operational Planning Project budget for FY2020/21.

# AGENDA ITEM III-7

## STAFF REPORT

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To: Board of Directors  
From: Donna Silva, Director of Finance  
Date: February 23, 2022  
Subject: Treasurer's Report – Quarter Ending December 31, 2021

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### RECOMMENDED ACTION

This report is for information only and will be filed with the meeting minutes.

### BACKGROUND

The purpose of the treasurer's report is to update the Board and the public on the status of the District's cash balances and investments, and highlight material changes from one period to another. The scope of this report covers the second quarter of fiscal year 2021-2022, ending December 31, 2021.

The District's investment objectives are established by the Board approved Investment Policy. The Investment Policy is guided and constrained by the California Government Code. The Board periodically reviews and adjusts the Investment Policy to ensure ongoing compliance with the government code and to maximize investment flexibility as permitted. The current Investment Policy has the following objectives for the portfolio:

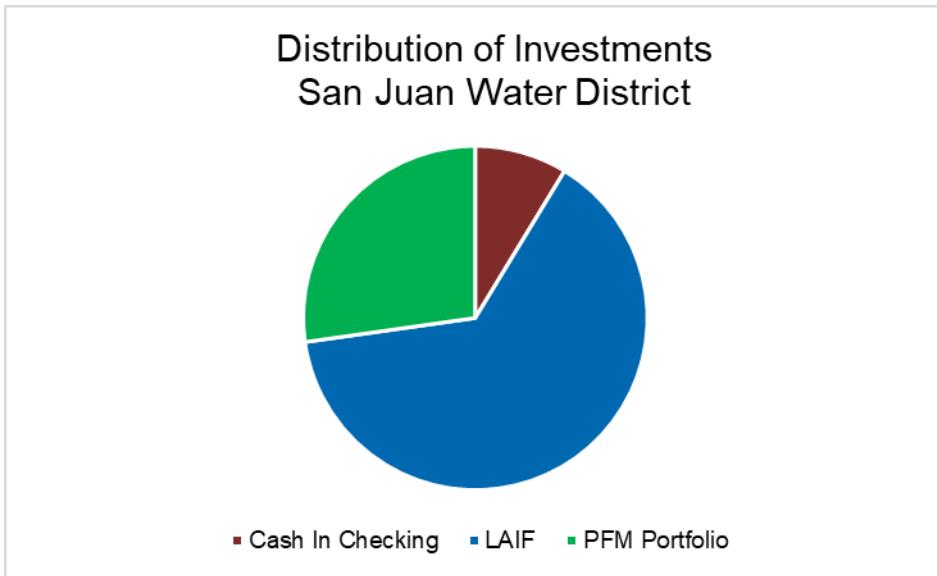
1. Safety
2. Liquidity
3. Yield

Attached is the quarterly Treasurer's Report for the three months ended December 31, 2021.

At September 30, 2021, the end of the previous quarter, the value of the District's total portfolio was \$34.5 million. Since that time, the value of the District's portfolio increased by \$1.27 million for an ending balance of \$35.8 million as of December 31, 2021. Cash and short-term investments increased by \$1.8. Medium term investments decreased by \$674,606 and long-term investments increased by \$180,055.

The funds are currently held as follows:

Cash at Banking Institutions	\$ 3,108,820
Local Agency Investment Fund (LAIF)	22,937,415
PFM Managed Investment Portfolio	<u>9,748,524</u>
	<u>\$ 35,794,760</u>

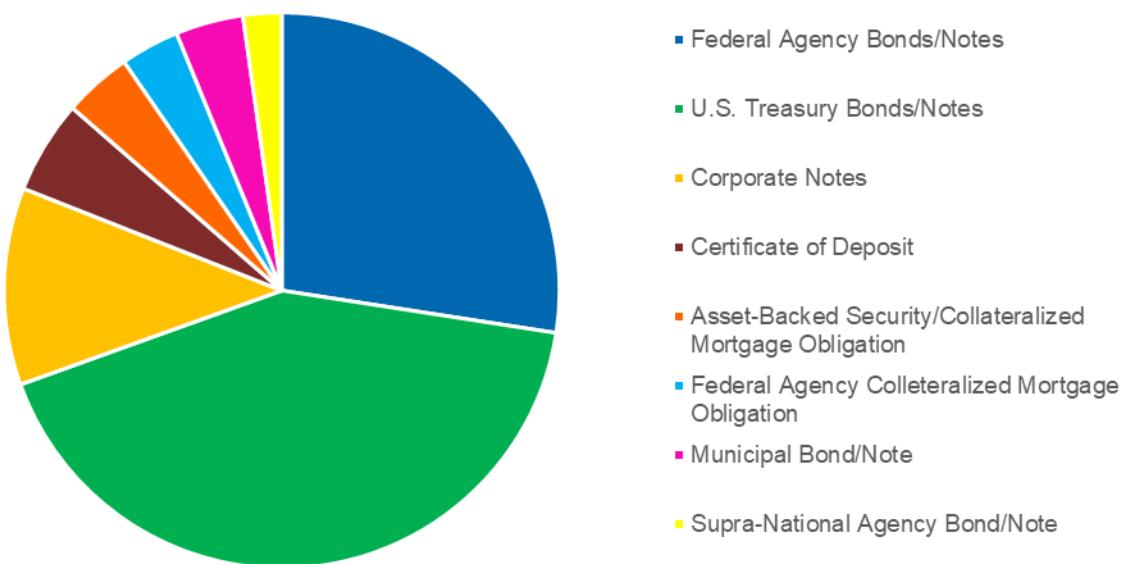


The overall portfolio is diversified with 27% invested in marketable securities (PFM Portfolio), 64% invested in short-term investments that are considered liquid (LAIF) and 9% on deposit with US Bank. Staff, in conjunction with your financial advisors, periodically review the mix of liquid and long-term investments and adjusts the portfolio according to the market conditions and the District's short term cash needs. A transfer of \$4 million out of the checking account into LAIF was processed during this quarter.

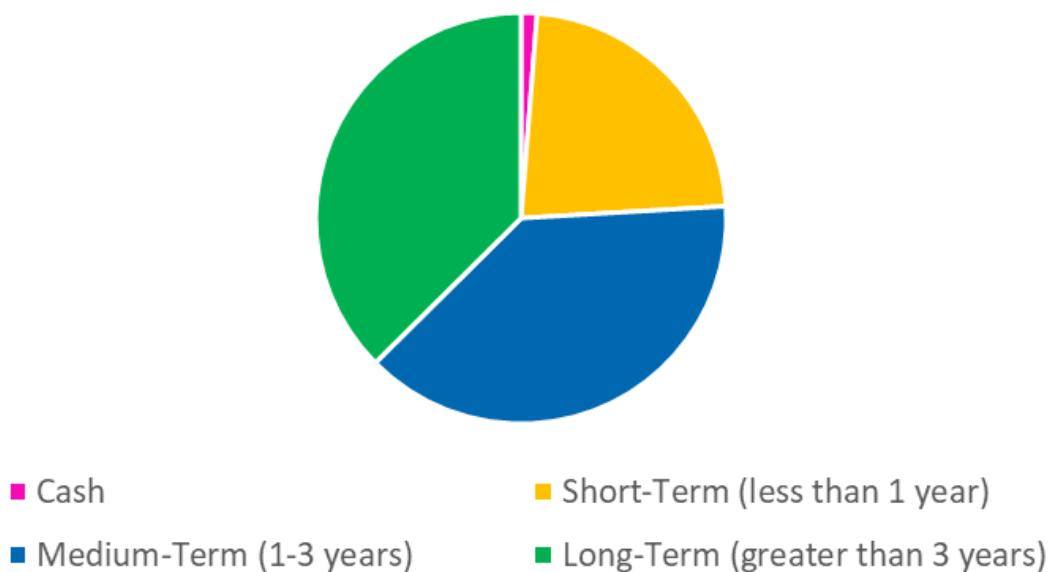
All securities held are in conformance with those permitted by the District's Investment Policy. There are sufficient funds to meet the District's expenditure requirements for the next six months.

The mix and duration of investments are displayed in the following charts:

### Mix of Investments - PFM Portfolio



### Duration of PFM Portfolio



With inflation reaching 7% by the end of the quarter, the Fed is focused on reducing inflation in 2022. This will result in higher interest rates. In response to expectations of rising interest rates, yields on short and mid-term investments increased. The Districts portfolio manager is proceeding with cautious optimism while maintaining the portfolio's neutral duration position relative to the benchmark.

The portfolio is still performing well and continues to outperform the benchmark (Bank of America Merrill Lynch “BAML” 0-5 year Treasury Index) on an historical basis.

Total Returns – period ending December 31, 2021

	Duration (years)	Quarter Ending 12/31/2021	Past Year	Since Inception
San Juan Water District	2.16	-.59%	-.75 %	1.78%
BAML 0-5 Year Treasury Index	2.12	-.55%	-.85%	1.51%

**San Juan Water District**  
**Treasurer's Report**  
**December 31, 2021**

	<b>Yield %</b>	<b>Par Value</b>	<b>Cost</b>	<b>Current Market Value</b>	<b>Maturity Date</b>
CASH & DEMAND DEPOSITS - US Bank:	na	3,108,820.43	3,108,820.43	3,108,820.43	na
LOCAL AGENCY INVESTMENT FUND (LAIF)	0.685%	22,937,415.24	22,937,415.24	22,937,415.24	na
PFM MONEY MARKET ACCOUNT	na	120,974.26	120,974.26	120,974.26	na
<b>LONG-TERM INVESTMENTS (PFM Investment Portfolio):</b>					
<i>U.S. Treasury Bonds/Notes:</i>					
US Treasury Notes	2.75%	135,000.00	131,018.55	135,358.59	3/31/2022
US Treasury Notes	1.83%	150,000.00	152,044.92	151,054.68	6/30/2022
US Treasury Notes	1.74%	250,000.00	253,095.70	251,875.00	7/31/2022
US Treasury Notes	0.33%	125,000.00	125,991.21	125,722.65	9/15/2022
US Treasury Notes	0.33%	320,000.00	322,575.00	321,700.00	10/15/2022
US Treasury Notes	0.12%	565,000.00	565,044.14	561,733.62	12/31/2022
US Treasury Notes	2.44%	155,000.00	149,290.43	156,114.06	3/31/2023
US Treasury Notes	2.28%	95,000.00	90,977.34	95,311.72	7/31/2023
US Treasury Notes	2.44%	160,000.00	151,993.75	160,524.99	7/31/2023
US Treasury Notes	2.25%	45,000.00	46,183.01	46,321.88	9/30/2023
US Treasury Notes	2.52%	150,000.00	151,517.58	154,289.07	11/15/2023
US Treasury Notes	2.52%	155,000.00	152,226.95	157,760.94	11/30/2023
US Treasury Notes	2.56%	15,000.00	15,044.53	15,410.16	12/31/2023
US Treasury Notes	0.35%	34,000.00	35,751.80	34,818.13	2/29/2024
US Treasury Notes	0.34%	150,000.00	149,619.14	146,953.13	3/15/2024
US Treasury Notes	1.90%	125,000.00	125,566.41	127,109.38	4/30/2024
US Treasury Notes	1.78%	150,000.00	151,546.88	152,578.13	6/30/2024
US Treasury Notes	1.39%	15,000.00	15,525.59	15,309.38	7/31/2024
US Treasury Notes	0.33%	30,000.00	31,327.73	30,121.88	10/31/2024
US Treasury Notes	0.64%	120,000.00	118,715.63	116,006.26	4/30/2025
US Treasury Notes	0.67%	145,000.00	142,564.45	138,610.94	9/30/2025
US Treasury Notes	0.78%	100,000.00	97,882.81	95,437.50	10/31/2025
US Treasury Notes	1.02%	175,000.00	170,515.63	167,535.17	11/30/2025
US Treasury Notes	0.77%	125,000.00	122,753.91	119,550.78	12/31/2025
US Treasury Notes	1.15%	310,000.00	301,644.53	297,067.17	2/28/2026
US Treasury N/B Notes	0.81%	85,000.00	84,731.05	82,051.56	5/31/2026
US Treasury N/B Notes	0.79%	200,000.00	199,562.50	193,062.50	5/31/2026
	Subtotal	4,084,000.00	4,054,711.17	4,049,389.27	
<i>Supra-National Agency Bond/Note</i>					
Int'l Bk Recon & Develop Corp Notes	0.32%	75,000.00	74,838.75	73,774.13	11/24/2023
Inter-American Devel Bk Notes	0.52%	145,000.00	144,892.70	141,850.46	9/23/2024
	Subtotal	220,000.00	219,731.45	215,624.59	

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	<b>Yield %</b>	<b>Par Value</b>	<b>Cost</b>	<b>Current Market Value</b>	<b>Maturity Date</b>
...continued					
<i>Municipal Bonds/Notes</i>					
CA ST Taxable GO Bonds	1.87%	100,000.00	102,001.00	101,989.00	10/1/2023
Mississippi St-A-Txbl Municipal Bonds	0.57%	100,000.00	100,000.00	97,342.00	11/1/2024
OR ST Dept Trans Txbl Rev Bonds	0.57%	70,000.00	70,000.00	68,177.20	11/15/2024
FL ST Board of Admin Txbl Rev Bonds	1.11%	20,000.00	20,141.40	19,644.60	7/1/2025
FL ST Board of Admin Txbl Rev Bonds	1.26%	55,000.00	55,000.00	54,022.66	7/1/2025
Los Angeles CCD, CA Taxable GO Bonds	0.77%	40,000.00	40,000.00	38,605.60	8/1/2025
Subtotal		385,000.00	387,142.40	379,781.06	
<i>Federal Agency Collateralized Mortgage Obligation</i>					
FHLMC Multifamily Structured P	2.63%	74,153.49	74,338.87	74,371.83	6/1/2022
FHLMC Series K721 A2	2.88%	80,525.77	81,211.49	81,065.73	8/1/2022
Fannie Mae - ACES	2.14%	68,462.89	71,789.75	70,901.79	3/1/2024
FHMS K043 A2	1.95%	100,000.00	104,953.13	103,459.13	12/1/2024
Subtotal		323,142.15	332,293.24	329,798.48	
<i>Federal Agency Bonds/Notes:</i>					
Federal Home Loan Bank Notes	1.44%	130,000.00	129,760.80	130,786.24	2/17/2023
Fannie Mae Notes	0.35%	145,000.00	144,563.55	143,655.85	5/22/2023
Freddie Mac Notes	0.35%	80,000.00	79,766.40	79,161.12	6/26/2023
Fannie Mae Notes	0.32%	135,000.00	134,709.75	133,507.17	7/10/2023
Freddie Mac Notes	0.28%	90,000.00	89,908.20	88,865.82	8/24/2023
Fannie Mae Notes	2.98%	260,000.00	258,770.20	267,425.60	9/12/2023
Fannie Mae Notes (Callable)	0.31%	125,000.00	124,987.50	123,089.50	11/16/2023
Fannie Mae Notes	0.20%	100,000.00	100,152.00	98,373.30	11/27/2023
Freddie Mac Notes	0.28%	45,000.00	44,955.45	44,244.09	12/4/2023
Federal Home Loan Bank Notes	2.72%	50,000.00	51,485.00	52,010.05	12/8/2023
Freddie Mac Notes	1.52%	250,000.00	249,807.50	250,594.00	2/12/2025
Federal Home Loan Bank Notes	0.60%	100,000.00	99,504.00	96,977.20	4/14/2025
Fannie Mae Notes	0.67%	125,000.00	124,742.50	121,686.25	4/22/2025
Fannie Mae Notes	0.61%	160,000.00	160,118.40	155,758.40	4/22/2025
Fannie Mae Notes	0.54%	145,000.00	144,699.85	140,196.59	6/17/2025
Freddie Mac Notes	0.48%	90,000.00	89,551.80	86,583.60	7/21/2025
Fannie Mae Notes	0.47%	100,000.00	99,532.00	96,069.60	8/25/2025
Fannie Mae Notes	0.49%	135,000.00	134,269.65	129,693.96	8/25/2025
Freddie Mac Notes	0.44%	140,000.00	139,578.60	134,380.68	9/23/2025
Freddie Mac Notes	0.47%	175,000.00	174,177.50	167,975.85	9/23/2025
Fannie Mae Notes	0.51%	105,000.00	104,960.10	101,051.90	11/7/2025
Subtotal		2,685,000.00	2,680,000.75	2,642,086.77	
<i>Corporate Notes:</i>					
Adobe Inc. Corp Note	1.75%	100,000.00	99,863.00	100,743.00	2/1/2023
Amazon.com Inc. Bonds	2.66%	100,000.00	99,037.00	101,289.90	2/22/2023

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	<b>Yield %</b>	<b>Par Value</b>	<b>Cost</b>	<b>Current Market Value</b>	<b>Maturity Date</b>
...continued					
American Honda Finance	1.96%	100,000.00	99,963.00	100,742.20	5/10/2023
Morgan Stanley Corp Notes	0.73%	10,000.00	10,000.00	9,920.23	4/5/2024
Morgan Stanley Corp Notes	0.69%	40,000.00	40,050.40	39,680.92	4/5/2024
Bank of America Corp Note	0.81%	75,000.00	75,000.00	73,878.38	10/24/2024
Johnson & Johnson Corp Notes	1.50%	185,000.00	194,640.35	191,050.98	1/15/2025
Toyota Motor Credit Corp Corp Notes	1.58%	30,000.00	30,293.10	30,011.97	2/13/2025
Toyota Motor Credit Corp Corp Notes	1.58%	45,000.00	45,439.65	45,017.96	2/13/2025
Citigroup Inc Corp (Callable) Notes	0.98%	25,000.00	25,000.00	24,440.15	5/1/2025
Citigroup Inc Corp (Callable) Notes	0.91%	25,000.00	25,066.25	24,440.15	5/1/2025
Goldman Sachs Group Inc. Corp Notes	0.94%	65,000.00	72,616.70	68,014.77	5/22/2025
JP Morgan Chase & Co. Corp Notes	0.77%	90,000.00	90,000.00	87,271.11	8/9/2025
Bristol-Myers Squibb Co Corporate Notes	0.98%	35,000.00	34,651.40	33,713.26	11/13/2025
Target Corp Corporate Notes	1.99%	15,000.00	14,974.50	14,970.62	1/15/2027
Target Corp Corporate Notes	1.96%	60,000.00	59,963.40	59,882.46	1/15/2027
Bank of New York Mellon Corp	1.98%	100,000.00	100,322.00	99,627.30	1/26/2027
	Subtotal	1,100,000.00	1,116,880.75	1,104,695.36	
<i>Certificate of Deposit:</i>					
Societe Generale NY Cert Depos	1.80%	100,000.00	100,000.00	100,031.00	2/14/2022
Sumitomo Mitsui Bank NY Cert Depos	0.70%	75,000.00	75,000.00	75,073.05	7/8/2022
Nordea Bank ABP New York	1.84%	135,000.00	135,000.00	135,946.89	8/26/2022
Skandinav Enskilda Bank LT	1.85%	140,000.00	140,000.00	140,989.80	8/26/2022
DNB Bank ASA/NY LT CD	2.03%	70,000.00	70,000.00	70,743.75	12/02/0222
	Subtotal	520,000.00	520,000.00	522,784.49	
<i>Asset-Backed Security/Collateralized Mortgage Obligation:</i>					
Harot 2019-1 A3	2.83%	18,900.51	18,900.01	18,978.72	3/20/2023
Hyundai Auto Receivable Trust	2.66%	7,050.63	7,049.71	7,072.63	6/15/2023
Harot 2019-2 A3	2.52%	31,038.27	31,037.11	31,211.66	6/21/2023
Narot 2019-A A3	2.90%	15,873.35	15,870.94	15,974.95	10/15/2023
Copar 2019-1 A3	2.51%	28,205.79	28,200.07	28,350.11	11/15/2023
Narot 2019-B A3	2.50%	35,413.46	35,405.45	35,656.64	11/15/2023
Taot 2020-A A3	1.66%	78,744.10	78,738.41	78,993.17	5/15/2024
Harot 2021-I A3	0.27%	25,000.00	24,999.54	24,649.54	4/21/2025
Hart 2021-A A3	0.38%	20,000.00	19,997.90	19,688.97	9/15/2025
Carmx 2021-1 A3	0.34%	15,000.00	14,997.04	14,843.47	12/15/2025
TAOT 2021-C A3	0.43%	35,000.00	34,997.21	34,251.21	1/15/2026
Carmx 2021-2 A3	0.52%	30,000.00	29,993.54	29,646.82	2/17/2026
Hart 2021-C A3	0.74%	15,000.00	14,996.65	14,795.51	5/15/2026
DCENT 2021-A1 A1	0.58%	30,000.00	29,993.58	29,276.27	9/15/2026
	Subtotal	385,226.11	385,177.16	383,389.67	
<b>TOTAL LONG TERM INVESTMENTS</b>		<b>9,702,368.26</b>	<b>9,695,936.92</b>	<b>9,627,549.69</b>	
<b>TOTAL CASH &amp; INVESTMENTS AT 12/31/2021</b>		<b>35,869,578.19</b>	<b>35,863,146.85</b>	<b>35,794,759.62</b>	

# AGENDA ITEM III-8

DRAFT

## SAN JUAN WATER DISTRICT

Board of Director's Special Board Meeting Minutes  
February 16, 2022 – 6:30 p.m.

### BOARD OF DIRECTORS

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

### SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager
Donna Silva	Director of Finance
Tony Barela	Operations Manager
Devon Barrett	Customer Services Manager
Greg Zlotnick	Water Resources Manager
Teri Grant	Board Secretary/Administrative Assistant

### OTHER ATTENDEES

Ed Childers	
Mitch Dion	
Carl Jones	
Manuel Zamorano	
Craig Locke	Sacramento Suburban Water District

### AGENDA ITEMS

- I. Roll Call
- II. Board of Directors Vacancy
- III. Adjourn

President Miller called the meeting to order at 6:30 p.m.

#### I. ROLL CALL

The Board Secretary took a roll call of the Board. The following directors were present in-person: Ted Costa, Ken Miller and Dan Rich. The following directors were present via teleconference: Pam Tobin.

#### II. BOARD OF DIRECTORS VACANCY

GM Helliker provided the Board with a staff report, which will be attached to the meeting minutes. He informed the Board that four resumes were received for the Board vacancy by the February 11, 2022 deadline, and each candidate resides in the District's electoral Division 5.

The Board discussed the process to interview the candidates and agreed to interview all four candidates. They selected Tuesday, February 22, 2022, at 6:00 p.m. to start the interviews. Candidates will be scheduled for half hour increments starting at 6:00 pm.

### **III. ADJOURN**

**The meeting was adjourned at 6:39 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 IV-1

## STAFF REPORT

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To: Board of Directors  
From: Paul Helliker, General Manager  
Date: February 23, 2022  
Subject: Revision of Ordinances 1000, 12000, 16000 and 22000

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### **RECOMMENDED ACTION**

Staff request that the Board of Directors waive a Second Reading of and Adopt Ordinance No. 22-01 – An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinances 1000, 12000, 16000 and 22000.

### **BACKGROUND**

At the January 26, 2022 Board meeting, the Board introduced and waived the first reading of Ordinance No. 22-01 – An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinances 1000, 12000, 16000 and 22000. Since that time, staff has conducted the necessary notification concerning adoption of the ordinance. The summary for the publication of this ordinance and the modifications that includes for the four ordinances just listed is:

“Amendments to Ordinance 1000 include new and revised definitions of various terms, and amendments to Ordinance 12000 include noting two service classes that are no longer used, revising a definition of a type of service, and moving some detailed language to Ordinance 16000. Amendments to Ordinance 16000 include incorporation of the moved language from Ordinance 12000 and additions of references. Amendments to Ordinance 22000 include revisions of references and deletion of unnecessary language.”

Staff recommend that the Board approve Ordinance 22-01.

## **ORDINANCE NO. 22-01**

### **AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE SAN JUAN WATER DISTRICT AMENDING ORDINANCES NOS. 1000, 12000, 16000 AND 22000**

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

**Section 1. Purpose and Authority.** The purpose of this ordinance is to amend various sections of Ordinances 1100, 12000, 16000 and 22000. This ordinance is adopted pursuant to Government Code section 61060, and other applicable law.

**Section 2. Amendments.** Ordinances No. 1100 (General Provisions), No. 12000 (Rates and Conditions for Water Service), No. 16000 (Temporary Water Service) and No. 22000 (Service for Fire Protection Systems) are amended as follows:

#### **Section 3.**

A. Section 1000.02 is amended to read as follows:

#### **1000.02      Definitions**

The following words as used in the Code shall have the meanings set forth below unless otherwise apparent in the context in which they are used:

“Access” means the ability to clearly and easily see and enter a District facility, such as a meter box, without removing branches, roots, landscaping, soil, etc. from the facility.

“Apartment Building” means a building containing separate residential apartments.

“Applicant” means any prospective Customer applying for water service.

“Application for Single Service - Connection” means a District form completed by the Customer with sufficient information to enable the District to establish a water account and document fees paid.

“Application for Single Service – Initial Review” means a District form completed by the Customer with sufficient information to enable the District to determine the appropriate meter size for the requested water service.

“Auxiliary Water Supply” means a water supply not supplied by San Juan Water District.

“Board of Directors” or “Board” means the Board of Directors of the District.

“Board Member” or “Member” means a Director of the Board of Directors.

“Capital Facility Fee” means the portion of the Connection Fee paid to fund the capital facilities.

“Commercial Service” means the furnishing of metered water for use by a Customer in a multi-family residence of more than 4 units or in a non-residential account, including but not limited to restaurants, retail stores, residential care facilities, golf courses, schools, homeowner associations with common landscaped areas, mobile home parks, or irrigation of agricultural or non-agricultural land.

“Condominium” means a unit owned individually in a multi-unit structure or on land owned in common.

“Connection Fee” includes the: (1) capital facilities fee and (2) the District meter installation inspection fee, and (3) a fee for installing a service tap (tapping fee) based on the cost of the time and materials to complete the work.

“Construction Water” means water used in construction activities such as compaction and dust control that is obtained through District hydrants with valid permit.

“Conveyance Agreement” means an agreement with the District to construct and quit claim facilities to the District.

“Customer” means any Person that owns real property that is supplied or entitled to be supplied with water service by the District.

“Date of Presentation” means the date a bill or notice is mailed or delivered personally to the Customer.

“Developer” means any Person, firm, association, partnership, joint venture or corporation who applies for acceptance by the District of an addition to the District’s water distribution system.

“Development Project” means any project with more than one lot.

“District” means the San Juan Water District, a community services District organized and existing under the laws of the State of California.

“Domestic Service” means the services, facilities and water furnished or available to residential Premises by the District water system.

“Easement” means the District’s right in, across, over, and under another Person’s property to access, construct, install, operate, maintain, repair, remove, and replace District facilities, regardless of whether or not the District’s right has been memorialized in a written document recorded in the Official Record of the county where the Easement is located.

“Funding Agreement” means an agreement requiring a developer to pay for all required and requested assistance from District staff and consultants during the planning, design and permitting process for a development.

“General Manager” means the General Manager of the District or other staff member designated by the General Manager or the Board of Directors to perform the services or make the determinations permitted or required under this code.

“Mainline Extension” means the extension of District’s water distribution pipelines, exclusive of service connections, beyond existing facilities.

“May” is permissive and “shall” or “will” is mandatory.

“Metered-Rate Service” means the furnishing of water by measured quantities using a mechanical device manufactured and installed on a water line.

“Off-Site Facilities” means facilities that must be constructed outside the boundaries of a development to bring utility service from the nearest District facility to the boundary of the land being developed.

“Person” means any individual, firm, partnership, joint venture, association, corporation, county, city, municipal corporation or other political subdivision, or any other group or combination acting as a unit.

“Premises” means any lot, piece or parcel of land, or any building or other structure or any part of any building or structure having a connection with the District water system.

“Right-of-way” means an Easement in a road or other area that has been dedicated to public use and in which the District may install and operate facilities without permission from the owner of any underlying private property.

“Service Area” means the area within the San Juan retail boundaries.

“Service Lateral” means the portion of pipe between the District water main and the water meter box location.

“Staff” means the General Manager and the personnel of the District under the General Manager’s supervision.

“Standards, specifications, and requirements” means the District’s standards, specifications, and requirements.

“Subdivision” means a real estate development resulting in a division of land into two or more lots or parcels.

“Tapping Fee” means a fee to install a water service tap.

“Temporary Water” means temporary water service through a District-provided meter for a period not to exceed 120 days and which is permitted without requiring the payment of capital facilities fees.

“Townhome or townhouse” means a usually single-family house of two or sometimes three stories that is usually connected to a similar house by a common sidewall.

“Unit of water” means 100 cubic feet or 748 gallons of water.

“Water Meter” means a mechanical device used for measuring and recording the quantity of water delivered to a Customer, and all fittings, valves, and equipment required to attach and operate the water meter.

“Water Service” means the water system services, facilities and water furnished or available to a Premise by the District.

“Water Service Fee” means that fee paid by a Customer to establish a new water account.

“Will Serve Letter” means a letter signed by the Board or General Manager and issued to a Developer or Applicant for a development project making a conditional statement that, as of the date of the letter, treated water supply and facilities are available to serve the proposed development project inside the District.

“Wholesale Service” means the furnishing of water by the District to another public agency or private water company for retail distribution to that entity’s customers through the agency’s or company’s water system for any beneficial use.

- B. Section 12000.03.2 is amended to read as follows:

### **12000.03.2 Rates and Charges for Retail Water Service**

The rates and charges for the various classes of retail water service furnished by the District shall be as follows:

A              Class A – Flat Rate Residential Service – no longer used (discontinued January 1, 2005)

B              Class B – Metered Residential Service

Metered residential water service will be provided at the District’s residential metered rates set by the Board of Directors.

Residential fire suppression sprinkler systems must be connected to the District’s water system per the District’s standards, specifications, and requirements for

residential fire suppression sprinkler systems. See Ordinance 22000 for additional information.

All multiple dwelling units of 2-4 units are charged the residential rate.

For rates, see District's current Schedule of Rates, Fees, Charges, and Deposits.

C              Class C – Commercial Service

Water service for multi-family residence of more than 4 units or for non-residential accounts, including but not limited to restaurants, retail stores, residential care facilities, golf courses, schools, homeowner associations with common landscaped areas, mobile home parks, or irrigation of agricultural or non-agricultural lands, will be considered "Commercial Service," and shall be metered and billed at commercial metered rates set by the Board of Directors.

For rates, see District's current Schedule of Rates, Fees, Charges, and Deposits.

D              Class D – Temporary Water Service

Water service provided on a temporary basis pursuant to Ordinance 16000 will be considered "temporary water service," and shall be two times the rate charged Customers for the same class of water service on a regular meter basis under this Ordinance 12000.03.

E              Class E – Construction Water – Metered

Water service provided for construction purposes, including the filling of tank trucks and trailers, from a metered connection shall be furnished at the current commercial metered consumption rate (see Class C). Hydrant meter rental charges will also be charged at the rate listed in the District's current Schedule of Rates, Fees, Charges, and Deposits until the meter is returned to the District. A fee will be charged for each meter permit as listed in the District's current Schedule of Rates, Fees, Charges, and Deposits. See Ordinance Section 16000 for additional information.

F              Class F – Construction Water – Unmetered – no longer used  
(discontinued on January 1, 2022)

G              Class G – Service for Fire Protection other than Residential Service  
Described in Class B

Standby water service for private fire lines (to serve on-site fire hydrants or a sprinkler system for fire protection service within a building or both), for firefighting purposes only shall be at the rate described in District's current

Schedule of Rates, Fees, Charges, and Deposits and water furnished through private fire lines for uses other than firefighting is prohibited.

H                   Class H – Water Service Outside District

Water service outside the boundaries of the District shall be provided only upon prior approval of the Board of Directors, when there is a surplus of water available over and above the existing needs for service in the District. This service shall be temporary and may be terminated on written notice from the District.

The rate for water furnished under this Class shall be one- and one-half times the rate charged to in-District Customers for the same class of water service under this Section, except as otherwise provided in a service agreement approved by the Board of Directors.

- C. Section 16000.03.1 is amended to read as follows:

**16000.03.1 Temporary Water**

Upon application for such service, the Customer shall pay all of the District fees and charges for tapping and new service as if applying for new water service. The payment of the capital facilities fee is not required for temporary water service. At its sole discretion, the District also may collect a temporary water meter deposit, which shall be determined on a case-by-case basis in light of factors such as type of water use, and location and exposure of the meter. Water supplied to a temporary construction meter will be billed at the District's water service fees and charges provided for Class D – Temporary Water Service. See Ordinance 12000 for additional information.

After installation, the Customer shall be responsible for protection of the meter and for any loss or damage thereto. If at the end of the temporary use period the District inspects the meter and determines that there has been no loss or damage to the meter, the meter security deposit will be refunded after all outstanding water charges have been paid. If in the opinion of the District, a temporary water meter has been lost or damaged to the extent that repair or replacement is necessary, the Customer shall be obligated to pay to the District the full cost of removal and repair or replacement of the temporary water meter. Such charges shall be deducted from the deposit paid by the Customer. The District will not approve a Customer's permanent connection to its water system and begin providing water service until the Customer has paid in full all temporary water meter repair or replacement charges and all tapping, capital facilities fees, and new services fees and charges.

D. Section 16000.04 is amended to read as follows:

#### **16000.04 Hydrant Meters for Construction**

##### **16000.04 Construction Water – Metered**

Water service may be provided for construction purposes, including the filling of tank trucks and trailers from a metered hydrant connection. Contractors or Customers shall obtain a Hydrant meter from the District and will be required to report usage on a monthly basis. A fee will be charged for each meter permit as listed in the District's current Schedule of Rates, Fees, Charges, and Deposits. Construction water permits shall not exceed 120 days.

To receive construction water service, the Customer shall make application at the District office and use a water meter with backflow prevention device or assembly, provided and approved by the District to measure the amount of water furnished. The Customer shall deposit the amount listed in the District's current schedule of Rates, Fees, Charges, and Deposits for use of the meter.

The Customer shall be responsible to take care of the water meter and associated equipment, and shall protect from damage. At the request of the District, the Customer shall return the meter to the District for inspection, refurbishing, repair, or calibration as deemed necessary by the District.

Upon termination of the service, the District will refund the amount of the deposit remaining after making the following deductions:

- ♦ Cost of repairing or replacing the meter, backflow prevention assembly, fire hydrant and/or any fittings damaged or lost while in use; and
- ♦ Unpaid charges for water used, meter rental or other applicable charges.
- ♦ If the meter is not returned, the deposit will be forfeited to the District.

Any unauthorized use of District fire hydrants shall be subject to immediate shut-off without notice and an unauthorized connection fee (as set forth in the District's current Schedule of Rates, Fees, Charges, and Deposits) plus the actual cost of the repair of any damage to District property, mains, fire hydrants, or other facilities shall be paid to the District by the unauthorized user of District fire hydrants

##### **16000.04 Construction Water - Unmetered**

Taking water for the filling of tank trucks and trailers on a non-metered basis is not allowed, and doing such shall be subject to penalty. Those needing water from a District hydrant shall make application at the District office and use a water meter with backflow prevention assembly furnished by the District to measure the amount of water furnished, as described in 12000.03.02.E.

E. Section 22000.01 is amended to read as follows:

**22000.01 Service for Residential, Commercial or Industrial Purposes**

The District will provide water service for fire protection systems for residential, commercial or industrial developments within the District. Such service shall be available only in accordance with the rules and regulations provided in this Ordinance and other applicable Ordinances

F. Section 22000.02.7 is amended to read as follows:

**22000.02.7**

Water for private fire protection services shall be provided in accordance with Section 12000.03.2 and the rates in the District's current Schedule of Rates, Fees, Charges, and Deposits shall apply. There is no connection fee for a private fire protection line.

**Section 4. Effective Date.** These ordinances shall take effect 30 days after its adoption.

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

INTRODUCED by the Board of Directors on the 26th day of January 2022.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District at a regular meeting on the 23rd day of February 2022 by the following vote:

AYES:

NOES:

ABSENT:

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KENNETH MILLER  
President, Board of Directors

Attest:

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TERI GRANT  
Board Secretary

# AGENDA ITEM V-1

## STAFF REPORT

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**To:** Board of Directors  
**From:** Greg Zlotnick, Water Resources Manager  
**Date:** February 23, 2022  
**Subject:** Proposed Agreement between San Juan Water District and Sacramento Suburban Water District to Provide Conserved Surface Water Supplies to Enhance Groundwater Stabilization

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### RECOMMENDED ACTION

- (1) Adopt Notice of Exemption [CEQA];
- (2) Make a finding, concurring with staff's analysis, that the proposed transfer is of water surplus to the needs of the Wholesale Customer Agencies in accordance with their Wholesale Water Supply Agreements; and,
- (3) Authorize the General Manager to sign the Proposed Agreement between San Juan Water District and Sacramento Suburban Water District to Provide Conserved Surface Water Supplies to Enhance Groundwater Stabilization.

### BACKGROUND

To optimize the utilization of San Juan Water District's (District) surface water supplies; generate revenue for the District's wholesale enterprise; increase regional conjunctive use; enhance groundwater stabilization in Sacramento Suburban Water District's (SSWD) northern service area; and, contribute toward a favorable baseline for future District/SSWD groundwater substitution transfer opportunities, the District and SSWD seek to enter into an agreement whereby the District will sell up to 6,000 acre-feet (AF) of surface water (with a minimum target of 4,000 AF) to SSWD between March 1, 2022 and February 28, 2023.

The proposed agreement incorporates the same terms as agreements approved in prior years, with adjustment to current year rates.

The Wholesale Customer Agencies have been informed, in accordance with the Wholesale Contract, that we are undertaking this transfer and have determined as much as 6,000 AF of transfer water is available as surplus to WCA demands, even assuming a 10% increase in WCA demands over last year.

If 4,000 AF of water is transferred to SSWD, the District will receive over \$880,000 in revenue that would otherwise not be generated, as compensation for treatment

of the transferred water. The charge per AF for treatment is the same as the District would charge SSWD to treat Placer County Water Agency (PCWA) water it takes in years when unimpaired inflow to Folsom is at least 1.6 million acre-feet (MAF). While initial precipitation indications were that this trigger would be reached this year, the dry January and February have resulted in Reclamation's most recent projections regarding inflow to Folsom to drop below the 1.6 MAF level at the 50% confidence level.

The price SSWD is paying the District for the surface water supplies provided (exclusive of treatment) will result in net revenue of \$10.67/AF, totaling a projected \$42,680 for the Wholesale Enterprise, based on 4,000 AF transferred. In addition, the transfer will also offset approximately \$113,840 in take-or-pay costs related to the District's PCWA entitlement supply.

In total, then, it is expected that this agreement to transfer up to 6,000 AF (with a minimum target of 4,000 AF) will result in over \$1,000,000 in positive revenue impact to the District's wholesale enterprise.

## **CEQA**

Adopting and implementing this agreement is exempt from the California Environmental Quality Act (CEQA) because it does not involve the construction of any new facilities or modification or expansion of capacity of existing facilities, and involves water supplies that have historically been consumptively used by the District prior to undertaking conservation actions. Therefore, it can be seen with certainty that the project will not have a significant effect on the environment.

## NOTICE OF EXEMPTION

**To:** County Clerk  
County of Sacramento  
600 8th Street  
Sacramento, CA 95814

**To:** County Clerk  
County of Placer  
2954 Richardson Drive  
Auburn, CA 95603

**From:** San Juan Water District  
9935 Auburn Folsom Road  
Granite Bay, CA 95746

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**Project Title:** Sale of conserved water to Sacramento Suburban Water District

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**Project Location:** San Juan Water District facilities in Sacramento and Placer Counties will be used to receive, treat and convey water to Sacramento Suburban Water District in Sacramento County. See attached map.

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**Description of Nature, Purpose and Beneficiaries of Project:** San Juan Water District (San Juan) will sell up to 6,000 AF of water to Sacramento Suburban Water District (SSWD), which San Juan has previously conserved through various conservation efforts, including primarily the improved water use efficiency of its customers. The project does not involve the construction of any new facilities or the modification or expansion of capacity of existing facilities. San Juan will benefit from the project as a result of being better able to utilize the surface water supplies it has available to it for public benefit, as well as receiving revenue that will improve its wholesale enterprise's financial position. SSWD will benefit from the receipt of surface water to improve the conjunctive management and health of its north groundwater basin.

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**Name of Public Agency Approving Project:** San Juan Water District

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**Name of Person or Agency Carrying Out Project:** San Juan Water District

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**Exempt Status: (Check One)**

- Ministerial  
 Declared Emergency (Sec. 15071(a))  
 Emergency Project (Sec. 15071(a) and (c))  
 Categorical Exemption: Class 1 Exemption, CEQA Guidelines section 15301  
 Other: Common Sense Exception, CEQA Guidelines section 15061(b)(3)

**Reasons why project is exempt:**

This project does not involve the construction of any new facilities or modification or expansion of capacity of existing facilities, and involves water supplies that have historically been consumptively used by San Juan prior to conservation. It therefore can be seen with certainty that the project will not have a significant effect on the environment.

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**Contact Person**

Paul Helliker, General Manager

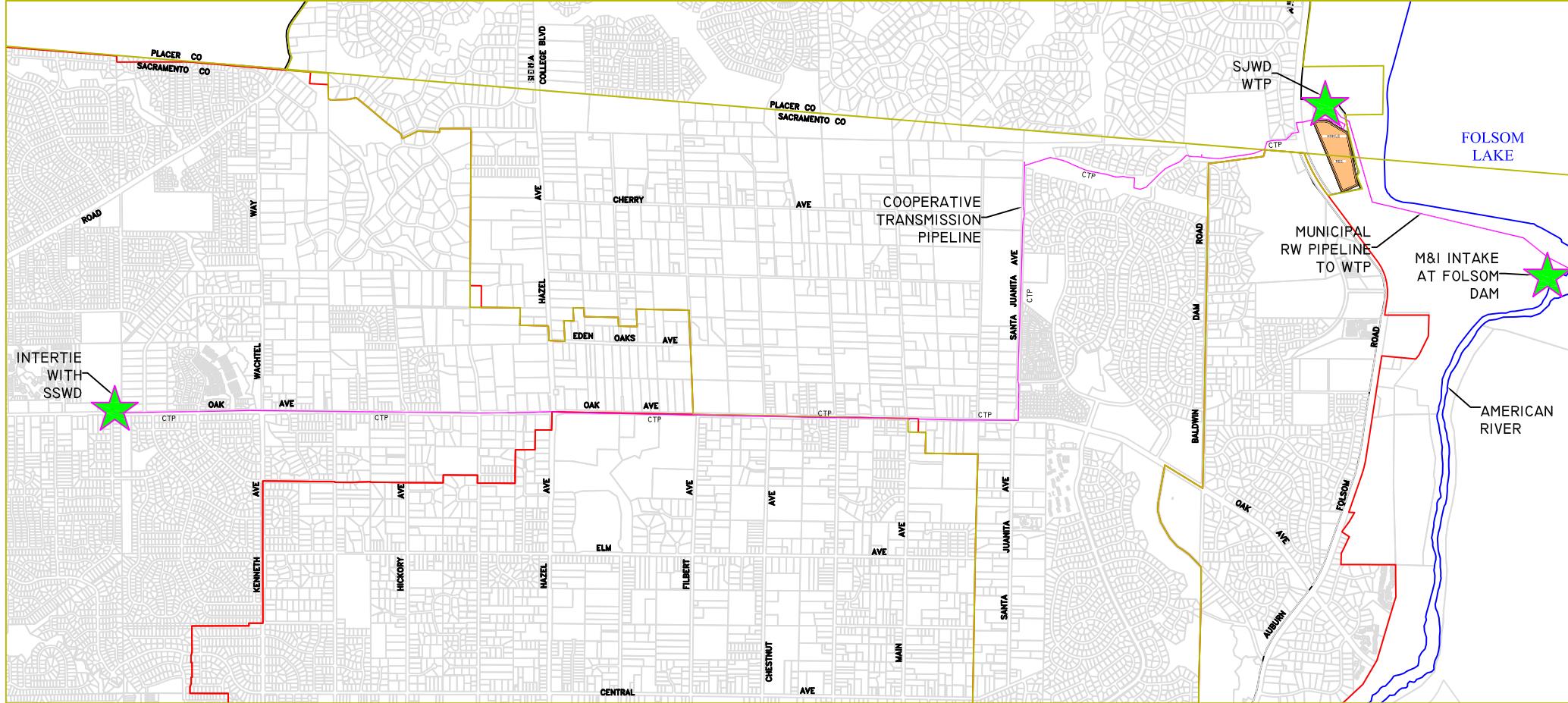
**Area Code/Telephone/Extension**

(916) 791-0115

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**Date Received by Clerk for Filing**

Paul Helliker, General Manager



**AGREEMENT BETWEEN SAN JUAN WATER DISTRICT  
AND SACRAMENTO SUBURBAN WATER DISTRICT  
TO PROVIDE CONSERVED SURFACE WATER SUPPLIES  
TO ENHANCE GROUNDWATER STABILIZATION**

This Agreement is entered into as of March 1, 2022, by and between San Juan Water District (“San Juan”), a public entity, and Sacramento Suburban Water District, a public entity (“SSWD”) (together, the “Parties”), to govern SSWD’s purchase of up to 6,000 acre-feet of San Juan surface water supplies (with a minimum target of 4,000 acre-feet), when surplus to the needs of San Juan’s Wholesale Customer Agencies (“WCAs”), from March, 2022 through February, 2023.

**RECITALS**

- A.** San Juan owns and operates facilities for (a) receiving water diverted from Folsom Reservoir, (b) treatment of water to meet health and safety standards for potable use, and (c) conveyance and delivery of treated water to its customers. San Juan's customers include: (a) its own retail water service customers in Placer and Sacramento Counties; and, (b) its WCAs, namely, the City of Folsom (Ashland area), Citrus Heights Water District, Fair Oaks Water District, and Orange Vale Water Company, in Sacramento County.
- B.** San Juan's surface water supplies include Pre-1914 and Post-1914 water rights, a contract entitlement to water supplied by Placer County Water Agency (PCWA) for diversion from Folsom Reservoir, and a Central Valley Project Repayment Water Service Contract.
- C.** San Juan and the U.S. Bureau of Reclamation (“Reclamation”) entered into a Warren Act contract on February 26, 2021 providing for payment to Reclamation for delivery of San Juan’s PCWA water entitlement supplies to San Juan via Reclamation facilities at Folsom Reservoir.

**D.** SSWD is a public agency located in northern Sacramento County, authorized to acquire water entitlements to provide water service within its service area. SSWD currently provides water for potable use within its service area primarily from groundwater pumped from its South and North Service Areas, overlying separate groundwater sub-basins, which SSWD conjunctively manages to ensure water supply reliability and groundwater sustainability.

**E.** SSWD also has an entitlement contract for take-or-pay water supplies from PCWA, which are diverted from Folsom Reservoir by Reclamation to San Juan for water treatment and then delivered to SSWD. These supplies are only available to SSWD when the calculated unimpaired inflow to Folsom Reservoir is 1.6 million acre-feet or more in the delivery year.

**F.** On September 20, 2017, San Juan and SSWD entered into an **AMENDED AND RESTATED AGREEMENT BETWEEN SAN JUAN WATER DISTRICT AND SACRAMENTO SUBURBAN WATER DISTRICT CONCERNING DIVERSION, TREATMENT AND CONVEYANCE OF WATER**. That 2017 Agreement will govern the measurement, treatment and conveyance (via the Cooperative Transmission Pipeline (CTP) owned by San Juan and in which SSWD owns a portion of the capacity), and payment by SSWD to San Juan for treatment and conveyance, of the water San Juan will provide to SSWD pursuant to this Agreement.

**G.** All of SSWD's payments for the water provided by San Juan to SSWD pursuant to this Agreement will be made by SSWD to San Juan under the same schedule as that paid for treatment and conveyance in accordance with the 2017 Agreement identified in Recital E above.

**H.** SSWD has installed a pipeline to convey treated surface water from the terminus of the CTP to its North Service Area to enable SSWD to better conjunctively manage, conserve and utilize its groundwater resources.

**I.** San Juan has determined, subject to the terms and conditions set forth in this Agreement, it will be able to deliver up to 6,000 acre-feet of its water right water, surplus to the needs of its

WCAs, to SSWD for the purpose of enhancing conjunctive management of the groundwater basin underlying its North Service Area, during the period of March 1, 2022 through February 28, 2023, as provided for in this Agreement.

**J.** San Juan is willing to deliver to SSWD, and SSWD is willing to pay San Juan for, water treated and delivered by San Juan under the terms and conditions set forth in this Agreement.

**K.** San Juan has made a formal determination that the approval of this Agreement, and implementation of the activities to be undertaken as a result, are categorically exempt from environmental documentation requirements of the California Environmental Quality Act.

Now, therefore, in consideration of the mutual covenants contained, herein, the parties agree as follows:

**1. Recitals Incorporated.** The foregoing recitals are incorporated by reference.

**2. Term of Agreement.** This Agreement shall be effective as of March 1, 2022, and shall remain in effect through February 28, 2023, unless terminated earlier under the provisions of this Agreement.

**3. Limitation on Location of Use.** SSWD may only distribute the water purchased from San Juan pursuant to this Agreement to retail customers within its authorized service area, and under no circumstance may SSWD deliver or sell this water outside of its authorized service area.

**4. Water Shortage Provisions.**

**(a)** Deliveries to SSWD shall be subject to reduction or elimination should San Juan notify SSWD that San Juan has determined that it must take such action to ensure the availability of

sufficient water supplies to meet the needs of its WCAs or other commitments with priority over continued deliveries to SSWD. Such notification shall be provided at the earliest date feasible.

- (b) San Juan may temporarily discontinue or reduce the amount of water delivered to SSWD for the purpose of maintaining, repairing, replacing, investigating or inspecting any of the facilities necessary for the storage or furnishing of water to SSWD. In so far as it is feasible, San Juan will give SSWD due notice in advance of such temporary discontinuances or reductions except in cases of emergency, in which case notice will be provided at the earliest date feasible. In the event of any such discontinuance or reduction, San Juan will, upon the resumption of service, attempt, in coordination with SSWD, to deliver the quantity of water to SSWD that would have been furnished to SSWD in the absence of such event.
- (c) In the event of a water shortage as described in subparagraphs (a) or (b) of this article, SSWD shall be solely responsible for supplying water to meet its customers' needs, and no liability shall accrue against San Juan or any of its directors, officers, agents or employees for any damage, direct or indirect, arising from such shortages.

## **5. Schedule, Rate and Payment for Water.**

- (a) SSWD shall pay San Juan for each acre-foot of water treated and conveyed to SSWD the charges set forth in the 2017 Agreement for such treatment and conveyance with San Juan, identified in Recital E above, and on the same schedule as contained therein. Appendix A attached to this Agreement lists that rate.
- (b) SSWD shall also pay San Juan for each acre-foot of water treated and conveyed to SSWD the equivalent of the following: the acre-foot price PCWA charges San Juan for water made available to San Juan in Folsom Reservoir for use within Placer County pursuant to the agreement between San Juan and PCWA identified in Recital B above, plus one-half of the difference between

that price and the price SJWD pays PCWA for water made available in Folsom Reservoir for use within Sacramento County pursuant to that same agreement. Appendix A lists that rate equivalent.

- (i) Should San Juan be required to deliver any portion of its PCWA entitlement to its retail or wholesale customers in Sacramento County to maintain deliveries to SSWD without triggering the shortage provisions set forth in Article 4 above, SSWD shall pay San Juan for each acre-foot of water treated and conveyed to SSWD the equivalent of the charge San Juan pays PCWA for that water made available in Folsom Reservoir for use within Sacramento County pursuant to the agreement between San Juan and PCWA identified in Recital B above. Appendix A lists that rate equivalent.
- (ii) San Juan shall inform SSWD as soon as feasible if the Article 5(b)(i) rate equivalent will be applied to any deliveries and in what quantity, and SSWD may choose to direct San Juan to halt deliveries – at which direction SJWD will halt deliveries as soon as practicable. SSWD will compensate SJWD for water actually delivered prior to any delivery stoppage.
- (c) In addition, SSWD shall pay San Juan for each acre-foot of water treated and conveyed to SSWD the equivalent of the charge San Juan pays Reclamation pursuant to the Warren Act contract identified in Article C in the recitals above. Appendix A lists that rate equivalent.
- (d) Charges to SSWD described in Articles 5(a) and 5(b) above will change in January of 2023. SSWD acknowledges such rate adjustments will be made and agrees to pay those new charges in accordance with this Agreement.
- (e) SSWD will provide SJWD an initial estimated proposed monthly delivery schedule which SJWD will make all reasonable efforts to meet if feasible to do so. SJWD will collaborate with SSWD on modifications to the schedule if necessary as a consequence of operational constraints.

**6. Responsibilities for Delivery and Distribution of Water.** Neither San Juan or its directors, officers, agents or employees shall be liable for the control, carriage, handling, use, disposal or distribution of water furnished to SSWD hereunder outside of facilities then being operated or maintained by San Juan, nor for claims of damages of any nature whatsoever, including but not limited to property damage, personal injury or death, arising out of or connected with the control, carriage, handling, use, disposal or distribution of such water beyond such facilities, and SSWD shall indemnify and hold harmless San Juan and its directors, officers, agents and employees from any such damages or claims of damages.

**7. Obligation of SSWD to Make Payments.** The obligations of SSWD arising out of or pursuant to this Agreement shall constitute general obligations of SSWD, and SSWD shall use all the powers and resources available to it under the law to collect the funds necessary for and to pay its obligations to San Juan under this Agreement. SSWD as a whole is obligated to pay San Juan the payments coming due under this Agreement, notwithstanding any individual default by its water users, constituents or others in the payment to SSWD of assessments, taxes, tolls or other charges levied by SSWD.

**8. Remedies Not Exclusive.** The use by either party of any remedy specified for the enforcement of this Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.

**9. Waiver of Rights.** Any waiver at any time by either party of its rights with respect to a breach or default, or any other matter arising in connection with this Agreement, shall not be deemed to be a waiver with respect to any other breach, default or matter.

**10. Assignment.** The provisions of this Agreement shall apply to and bind the successors and assigns of the respective parties, but no assignment or transfer of this Agreement, or any part hereof or interest herein, shall be valid until and unless approved by San Juan.

**11. Opinions and Determinations.** Where the terms of this Agreement provide for action to be based upon judgment, approval, review or determination of either party, such terms are not intended to be and shall never be construed as permitting such opinion, judgment, approval, review or determination to be arbitrary, capricious or unreasonable.

**12. Notices.** All notices that are required either expressly or by implication to be given by any party to the other under this Agreement shall be signed for San Juan and for SSWD by such officers as they may from time to time authorize to so act. Any notices to parties required by this Agreement shall be delivered or mailed, U.S. first-class postage prepaid, addressed as follows:

**To San Juan:**

General Manager  
San Juan Water District  
P.O. Box 2157  
Granite Bay, California 95746

**To SSWD:**

General Manager  
Sacramento Suburban Water District  
3701 Marconi Avenue, Suite 100  
Sacramento, CA 95821

Either party may change its address for notice by sending notice of such change to the other party.

**13. Inspection of Books and Records.** Authorized officers or agents of SSWD shall have full and free access at all reasonable times to the account books and official records of San Juan in so far as the same pertain to the matters and things provided for in this Agreement, with the right at any time during office hours to make copies thereof at SSWD's expense, and the proper representative of San Juan shall have similar rights with respect to the account books and records of SSWD.

**14. Integration.** This is an integrated agreement and contains all of the terms, considerations, understanding and promises of the parties. It shall be read as a whole.

**15. Construction and Interpretation.** It is agreed and acknowledged by the parties that this Agreement has been arrived at through negotiation, and that each party has had a full and fair

opportunity to revise the terms of this Agreement. Consequently, the normal rule of construction that any ambiguities are to be resolved against the drafting party shall not apply in construing or interpreting this Agreement.

**16. Amendment.** This Agreement may be modified or amended only by a subsequent written agreement approved by both parties.

**17. Attorney's Fees.** In any action brought by either party to enforce or construe this Agreement, the prevailing parties shall be entitled to an award of reasonable attorney's fees, expert witness and consulting fees, litigation costs and costs of suit.

**18. Counterparts.** This Agreement may be executed in counterparts. SSWD shall deliver its counterpart to San Juan, which shall deliver a fully-conformed counterpart to SSWD.

**19. Termination.** This Agreement may be terminated by either party with notice to the other party provided 10 business days prior to the termination date.

**20. Obligations Prior to Termination.** The obligations of the parties incurred pursuant to this Agreement prior to the termination of this Agreement shall survive the termination.

**21. Supporting Resolutions.** Each party represents that it has legal authority to enter into this Agreement and to perform its obligations hereunder, and shall submit to the other party concurrent with execution of this Agreement a duly-authorized resolution or other document evidencing the authority and authorizing the person executing this Agreement to do so.

**22. General Indemnity.** Each party agrees to protect, defend, indemnify and hold harmless the other party, its directors, officers, agents, employees and consultants from and against any and all losses, claims, liens, demands and causes of action of every kind and character, without

limitation by enumeration, occurring or in any wise incident to, connected with, or arising directly or indirectly out of the negligence or willful misconduct of the indemnifying party hereunder.

**23. Severability.** The invalidity, illegality or unenforceability of any provision of this Agreement shall not render the other provisions unenforceable, invalid or illegal.

**24. No Third Party Beneficiaries.** This Agreement shall not be construed to create any third party beneficiaries. This Agreement is for the sole benefit of the parties, their respective successors and permitted transferees and assigns, and no other person or entity shall be entitled to rely upon or receive any benefit from this Agreement or any of its terms.

**25. Relationship of Parties.** Nothing in this Agreement shall be construed to create an association, joint venture, trust or partnership, or to impose a trust or partnership covenant, obligation or liability on or with regard to anyone or more of the parties.

**26. Additional Documents.** Each party agrees to make, execute, acknowledge and deliver any and all documents reasonably required to implement this Agreement.

The foregoing is hereby agreed to by the parties.

SAN JUAN WATER DISTRICT:

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

SACRAMENTO SUBURBAN WATER DISTRICT:

By: \_\_\_\_\_  
Daniel R. York, General Manager

## **APPENDIX A**

### **2022-2023 RATE EQUIVALENTS TO BE PAID BY SSWD TO SJWD PER ACRE-FOOT (AF)**

#### **Article 5(a):**

Treatment and Conveyance Cost/AF per Existing SJWD/SSWD Agreement = \$220.16.

*[This rate may change in January, 2023, but to what amount is unknown at this time.]*

#### **Article 5(b):**

Charge/AF SJWD pays PCWA for entitlement water delivered to Placer County plus one-half of the difference between that price and the price San Juan pays PCWA for water made available in Folsom Reservoir for use within Sacramento County = \$39.13 [\$28.46 + \$10.67]

*[Note: The underlying rate SJWD pays PCWA will change in January, 2023, but to what amount is unknown at this time.]*

#### **Article 5(b)(i):**

Charge/AF SJWD pays PCWA for entitlement water delivered to Sacramento County = \$49.81.

*[Note: The underlying rate SJWD pays PCWA will change in January, 2023, but to what amount is unknown at this time.]*

#### **Article 5(c):**

SJWD Warren Act Charge/AF = \$32.91 AF

## JPIA Nomination Procedures for a Special Executive Committee Election

### Approximately 75 Days before Election (February 16, 2022)

All ACWA JPIA Directors and Member Districts are to be notified of:

- A) Date and place of Election;
- B) Executive Committee positions and terms of office to be filled by Election;
- C) Incumbent office holders and/or vacant positions; and
- D) Nomination Procedures.

### 75 to 30 Days before Election (February 16 – April 4, 2022)

- A) A district (that participates in all four of the JPIA's programs: Liability, Property, Workers' Compensation and Employee Benefits) may place into nomination its member of the Board of Directors of ACWA JPIA with the concurrence of three districts, then members of the ACWA JPIA, in addition to the nominating district.
- B) Sample resolutions are available on the ACWA JPIA website.
- C) The **district is solely responsible** for timely submission of the nominating resolution and the three additional concurring in nomination resolutions of its candidate for office.

### 30 Days before Election (April 4, 2022)

- A) Deadline and location for receiving the nominating and concurring in nomination resolutions in the ACWA JPIA office:

**Monday – April 4, – 4:30 p.m.**

Sylvia Robinson  
Publications & Web Editor  
(srobinson@acwajpia.com)  
ACWA JPIA  
P. O. Box 619082  
Roseville, CA 95661-9082

- B) Candidates' statement of qualifications must be submitted, if desired, with the nominating resolutions. The statement of qualifications must be submitted on one side of an 8½ x 11" sheet of paper suitable for reproduction and distribution to all districts. (MSWord or PDF documents preferred).

### 14 Days before Election (April 18, 2022)

Final notice of the upcoming Election of Executive Committee members will be included as part of the Board of Directors' meeting packet. Final notice shall include:

- A) Date, Time, and Place of Election;
- B) Name and District of all qualified candidates;
- C) Candidate's statement of qualifications (if received); and
- D) Election Procedures and Rules.

**RESOLUTION NO. 22-04**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN JUAN WATER DISTRICT**

**NOMINATING ITS ACWA JPIA BOARD MEMBER TO THE  
EXECUTIVE COMMITTEE  
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES  
JOINT POWERS INSURANCE AUTHORITY ("JPIA")**

**WHEREAS**, this district is a member district of the ACWA JPIA that participates in all four of its Programs: Liability, Property, Workers' Compensation, and Employee Benefits; and

**WHEREAS**, the Bylaws of the JPIA provide that in order for a nomination to be made to JPIA's **Executive Committee**, the member district must place into nomination its member of the JPIA Board of Directors for such open position;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the San Juan Water District that its member of the JPIA Board of Directors, Pamela Tobin be nominated as a candidate for the **Executive Committee** for the election to be held during the JPIA's spring 2022 Board of Directors' meeting.

**BE IT FURTHER RESOLVED** that the JPIA staff is hereby requested, upon receipt of the formal concurrence of three other member districts to affect such nomination.

**BE IT FURTHER RESOLVED** that the District Secretary is hereby directed to transmit a certified copy of this resolution to the JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

**PASSED AND ADOPTED** by the Board of Directors of the San Juan Water District on the 23rd day of February 2022, by the following vote:

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

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KENNETH MILLER  
President, Board of Directors

ATTEST

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TERI GRANT  
Secretary, Board of Directors

# STAFF REPORT

# AGENDA ITEM VII-1.1

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To: Board of Directors  
From: Paul Helliker, General Manager  
Date: February 23, 2022  
Subject: General Manager's Monthly Report (January)

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## RECOMMENDED ACTION

For information only, no action requested.

## TREATMENT PLANT OPERATIONS

### *Water Production*

Item	2022	2021	Difference
Monthly Production AF	1,948.90	1,651.20	18.0%
Daily Average MG	20.49	17.36	18.0%
Annual Production AF	1,948.90	1,651.20	18.0%

### *Water Turbidity*

Item	December 2021	November 2021	Difference
Raw Water Turbidity NTU	2.82	3.73	-24%
Treated Water Turbidity NTU	0.025	0.024	4%
Monthly Turbidity Percentage Reduction	99.05%	99.35%	

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

Item	2022	2021	Difference
Lake Volume AF	532,596	290,077	84%

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

\* Total Reservoir Capacity: 977,000 AF

*Other Items of Interest:*

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

## SYSTEM OPERATIONS

### Distribution Operations:

Item	January 2022	December 2021	Difference
Leaks and Repairs	8	8	0
Mains Flushed	0	0	0
Valves Exercised	0	0	0
Hydrants Maintenance	0	0	0
Back Flows Tested	0	1	-1
Customer Service Calls	40	31	+8

### Distribution System Water Quality:

Water Quality Samples Taken	# Failed Samples	Supporting Information
40 Lab	0	
14 In-House	0	

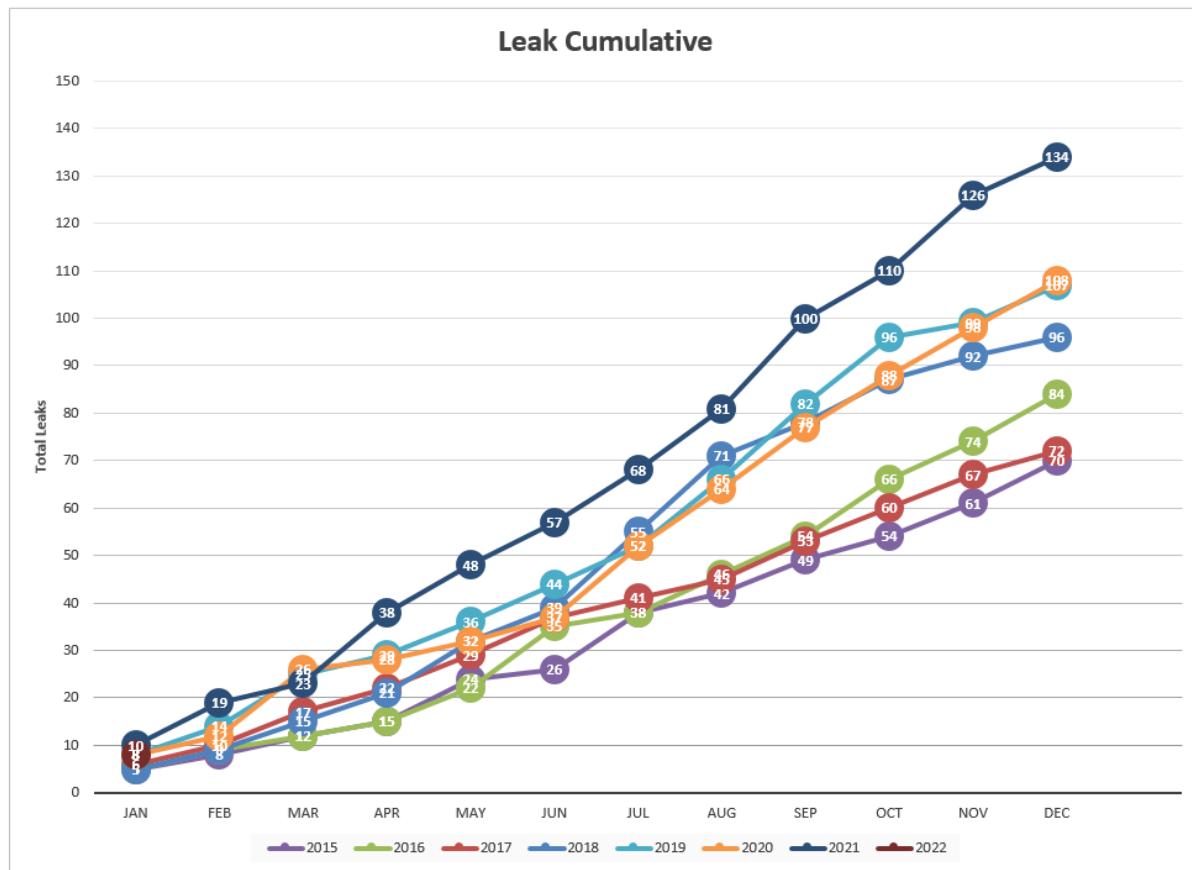


Figure 1: Annual Distribution System Leaks

### Other Items of Interest:

- None

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

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
5325	641	0	0

*Water Efficiency Activities for January*

Water Waste Complaints Received	Number of Customers Contacted for High Usage (potential leaks)	Number of Rebates Processed	Number of Meters Tested/Repaired (non-reads)
10	88	1	64

*Other Activities*

- None

**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)	In Design Review	Mass grading done. Plans resubmitted for review/approval.
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)	In Design Review	Design submitted, under review now

**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 Bid	Construction 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
Cavitt Stallman 12" (Mystery Cr to Oak Pines)	Install new pipeline on Cavitt Stallman between Mystery Creek Ln and Oak Pines Ln.	Complete	In project close-out
Woodminister Circle & Margo Drive Services Replacements	Replace 26 aged residential services and 2 commercial services	Complete	In project close-out
Kokila (SJWD/PCWA) 12-Inch Intertie Pipeline	Interconnection with PCWA	Complete	In project close-out
Kokila Reservoir Replacement	Replace existing hypalon lined and covered reservoir with a new concrete tank.	In Design	Applying for SRF funding. Construction in FY 22/23.
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
UGB & LGB Low Flow Pumps and LGB/CP MOV	Installation of two new low flow pumps, one each at the Lower and Upper Granite Bay pump stations	Complete	In project close-out
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 Design	Construction in FY 22/23

**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.	Project postponed	Applying for SRF funding. Project postponed due to drought.
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	Design and Environmental Underway	

**SAFETY & REGULATORY TRAINING – January 2022**

Training Course	Staff
COVID-19 Prevention Plan Update	All Staff
Voluntary Use – N95 Respirators	Administration Staff
Access to Medical Records	All Staff

**FINANCE/BUDGET**

See attached



San Juan Water District, CA

# Wholesale Operating Income Statement

## Group Summary

For Fiscal: 2021-2022 Period Ending: 01/31/2022

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	4,750,219.34	5,051,780.66
43000 - Rebate	1,500.00	1,500.00	0.00	554.64	945.36
45000 - Other Operating Revenue	29,800.00	29,800.00	18,624.67	18,664.25	11,135.75
49000 - Other Non-Operating Revenue	109,800.00	109,800.00	10,530.94	19,032.17	90,767.83
Revenue Total:	<b>10,184,700.00</b>	<b>9,943,100.00</b>	<b>29,155.61</b>	<b>4,788,470.40</b>	<b>5,154,629.60</b>
<b>Expense</b>					
51000 - Salaries and Benefits	4,184,300.00	4,184,300.00	256,013.43	2,025,613.54	2,158,686.46
52000 - Debt Service Expense	756,800.00	756,800.00	438,581.15	511,678.25	245,121.75
53000 - Source of Supply	912,700.00	912,700.00	5,767.38	142,385.64	770,314.36
54000 - Professional Services	609,400.00	609,400.00	6,551.20	279,290.56	330,109.44
55000 - Maintenance	555,400.00	555,400.00	26,787.46	272,756.35	282,643.65
56000 - Utilities	179,700.00	179,700.00	0.00	84,177.16	95,522.84
57000 - Materials and Supplies	616,600.00	616,600.00	36,212.28	260,806.31	355,793.69
58000 - Public Outreach	52,400.00	52,400.00	0.00	2,640.35	49,759.65
59000 - Other Operating Expenses	478,900.00	478,900.00	12,180.64	295,849.26	183,050.74
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	1,475.00	25.00
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>782,093.54</b>	<b>3,876,672.42</b>	<b>5,197,427.58</b>
<b>Fund: 010 - WHOLESALE Surplus (Deficit):</b>					
Total Surplus (Deficit):	<b>869,000.00</b>	<b>869,000.00</b>	<b>-752,937.93</b>	<b>911,797.98</b>	<b>-42,797.98</b>

**Wholesale Operating Income Statement**

For Fiscal: 2021-2022 Period Ending: 01/31/2022

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESALE	869,000.00	869,000.00	-752,937.93	911,797.98	-42,797.98
<b>Total Surplus (Deficit):</b>	<b>869,000.00</b>	<b>869,000.00</b>	<b>-752,937.93</b>	<b>911,797.98</b>	



San Juan Water District, CA

# Wholesale Capital Income Statement

## Group Summary

For Fiscal: 2021-2022 Period Ending: 01/31/2022

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	686,276.96	703,885.20	544,114.80
44000 - Connection Fees	75,000.00	75,000.00	3,746.00	235,181.10	-160,181.10
49000 - Other Non-Operating Revenue	150,000.00	150,000.00	0.00	-5,776.13	155,776.13
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>690,022.96</b>	<b>933,290.17</b>	<b>1,266,109.83</b>
<b>Expense</b>					
55000 - Maintenance	343,200.00	343,200.00	0.00	130,947.26	212,252.74
61000 - Capital Outlay	1,546,800.00	1,546,800.00	0.00	216,146.04	1,330,653.96
Expense Total:	<b>1,890,000.00</b>	<b>1,890,000.00</b>	<b>0.00</b>	<b>347,093.30</b>	<b>1,542,906.70</b>
<b>Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):</b>					
Total Surplus (Deficit):	<b>551,000.00</b>	<b>309,400.00</b>	<b>690,022.96</b>	<b>586,196.87</b>	<b>-276,796.87</b>

**Wholesale Capital Income Statement**

For Fiscal: 2021-2022 Period Ending: 01/31/2022

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
011 - Wholesale Capital Outlay	551,000.00	309,400.00	690,022.96	586,196.87	-276,796.87
<b>Total Surplus (Deficit):</b>	<b>551,000.00</b>	<b>309,400.00</b>	<b>690,022.96</b>	<b>586,196.87</b>	



San Juan Water District, CA

# Retail Operating Income Statement

## Group Summary

For Fiscal: 2021-2022 Period Ending: 01/31/2022

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	1,030,346.26	6,390,432.16	7,425,567.84
44500 - Capital Contributions - Revenue	0.00	0.00	0.00	-0.14	0.14
45000 - Other Operating Revenue	466,500.00	466,500.00	24,461.19	156,101.75	310,398.25
49000 - Other Non-Operating Revenue	154,200.00	154,200.00	10,530.94	64,610.25	89,589.75
Revenue Total:	<b>14,436,700.00</b>	<b>14,436,700.00</b>	<b>1,065,338.39</b>	<b>6,611,144.02</b>	<b>7,825,555.98</b>
<b>Expense</b>					
41000 - Water Sales	0.00	0.00	879.86	2,321.27	-2,321.27
51000 - Salaries and Benefits	5,406,500.00	5,406,500.00	337,904.91	2,807,997.07	2,598,502.93
52000 - Debt Service Expense	480,300.00	480,300.00	244,037.60	284,710.66	195,589.34
53000 - Source of Supply	3,314,300.00	3,314,300.00	0.00	1,566,308.72	1,747,991.28
54000 - Professional Services	1,499,800.00	1,499,800.00	9,218.58	462,260.02	1,037,539.98
55000 - Maintenance	349,300.00	349,300.00	36,506.28	166,991.47	182,308.53
56000 - Utilities	416,100.00	416,100.00	32.95	231,929.07	184,170.93
57000 - Materials and Supplies	782,900.00	782,900.00	12,728.49	225,007.48	557,892.52
58000 - Public Outreach	113,000.00	113,000.00	0.00	30,071.60	82,928.40
59000 - Other Operating Expenses	669,700.00	669,700.00	34,048.97	367,106.79	302,593.21
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	1,474.92	25.08
69900 - Transfers Out	757,200.00	757,200.00	0.00	0.00	757,200.00
Expense Total:	<b>13,790,600.00</b>	<b>13,790,600.00</b>	<b>675,357.64</b>	<b>6,146,179.07</b>	<b>7,644,420.93</b>
<b>Fund: 050 - RETAIL Surplus (Deficit):</b>	<b>646,100.00</b>	<b>646,100.00</b>	<b>389,980.75</b>	<b>464,964.95</b>	<b>181,135.05</b>
<b>Total Surplus (Deficit):</b>	<b>646,100.00</b>	<b>646,100.00</b>	<b>389,980.75</b>	<b>464,964.95</b>	

**Retail Operating Income Statement**

For Fiscal: 2021-2022 Period Ending: 01/31/2022

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
050 - RETAIL	646,100.00	646,100.00	389,980.75	464,964.95	181,135.05
<b>Total Surplus (Deficit):</b>	<b>646,100.00</b>	<b>646,100.00</b>	<b>389,980.75</b>	<b>464,964.95</b>	



San Juan Water District, CA

# Retail Capital Income Statement

## Group Summary

For Fiscal: 2021-2022 Period Ending: 01/31/2022

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	686,276.94	703,885.41	544,114.59
44000 - Connection Fees	50,000.00	50,000.00	4,748.75	1,237,315.54	-1,187,315.54
49000 - Other Non-Operating Revenue	83,200.00	83,200.00	0.00	-5,243.39	88,443.39
49990 - Transfer In	757,200.00	757,200.00	0.00	0.00	757,200.00
Revenue Total:	<b>2,138,400.00</b>	<b>2,138,400.00</b>	<b>691,025.69</b>	<b>1,935,957.56</b>	<b>202,442.44</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	30,183.03	1,855,522.14	6,518,777.86
Expense Total:	<b>8,584,300.00</b>	<b>8,584,300.00</b>	<b>30,183.03</b>	<b>1,855,522.14</b>	<b>6,728,777.86</b>
<b>Fund: 055 - Retail Capital Outlay Surplus (Deficit):</b>					
Total Surplus (Deficit):	<b>-6,445,900.00</b>	<b>-6,445,900.00</b>	<b>660,842.66</b>	<b>80,435.42</b>	<b>-6,526,335.42</b>

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
055 - Retail Capital Outlay	-6,445,900.00	-6,445,900.00	660,842.66	80,435.42	-6,526,335.42
<b>Total Surplus (Deficit):</b>	<b>-6,445,900.00</b>	<b>-6,445,900.00</b>	<b>660,842.66</b>	<b>80,435.42</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	1,427.37	48,636.02	-47,208.65
<a href="#">185180</a>	Cavitt Stallman Main - Mystery Crk &	15,406.50	344,123.64	-328,717.14
<a href="#">191235</a>	Solar Site Access Culvert Replacement	0.00	725.54	-725.54
<a href="#">191255</a>	WTP Filter Basins Rehab Project	0.00	51,941.76	-51,941.76
<a href="#">191275</a>	Clarifier Wall Lining & Leakage Repairs	0.00	575.50	-575.50
<a href="#">191280</a>	Hinkle Reservoir Cover	0.00	20,131.25	-20,131.25
<a href="#">195225</a>	Kokila SJWD/PCWA Intertie	16,922.40	443,000.58	-426,078.18
<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	725.55	-725.55
<a href="#">201144</a>	Hinkle Reservoir Temporary Tanks anc	-52,203.95	47,756.18	-99,960.13
<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	164,852.03	-156,721.43
<a href="#">215105</a>	Eureka Road 18" T-main Design	0.00	102,252.73	-102,252.73
<a href="#">215114</a>	Bacon Pump Station Generator Repla	0.00	36,657.62	-36,657.62
<a href="#">215117</a>	Upper Granite Bay Pump Station Gene	4,812.23	118,236.10	-113,423.87
<a href="#">215120</a>	Kokila Reservoir (Replace Hypalon witl	0.00	93,766.17	-93,766.17
<a href="#">221139</a>	Turbidimeters Replacement (28)	0.00	82,140.61	-82,140.61
<a href="#">225133</a>	Field Services 3-Sided Parts Shelter	0.00	16,875.50	-16,875.50
<a href="#">225162</a>	Sierra #1 and #4 VFD Replacement	0.00	32,034.20	-32,034.20
<b>Project Totals:</b>		<b>14,585.68</b>	<b>1,936,667.86</b>	<b>-1,922,082.18</b>

**Group Summary**

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	14,585.68	1,936,092.36	-1,921,506.68
CIP - Expense	0.00	575.50	-575.50
<b>Group Totals:</b>	<b>14,585.68</b>	<b>1,936,667.86</b>	<b>-1,922,082.18</b>

**Type Summary**

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	14,585.68	1,732,243.50	-1,717,657.82
Field Services	0.00	48,909.70	-48,909.70
Water Treatment Plant	0.00	155,514.66	-155,514.66
<b>Type Totals:</b>	<b>14,585.68</b>	<b>1,936,667.86</b>	<b>-1,922,082.18</b>

**GL Account Summary**

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-20030	Retentions Payable	0.00	1,075.22	1,075.22
011-700-57120	Maintenance - Facility	52,203.95	0.00	52,203.95
011-700-61120	Capital Outlay - Improvements...	0.00	725.54	725.54
011-700-61145	Capital Outlay - WTP & Improv...	0.00	134,082.37	134,082.37
011-700-61155	Capital Outlay - Reservoirs & I...	0.00	68,612.98	68,612.98
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	-59,515.33	0.00	-59,515.33
055-700-61135	Capital Outlay - Pump Stations...	0.00	235,921.52	235,921.52
055-700-61140	Capital Outlay - Buildings & Im...	0.00	16,875.50	16,875.50
055-700-61150	Capital Outlay - Mains/Pipeline...	0.00	1,382,878.32	1,382,878.32
055-700-61155	Capital Outlay - Reservoirs & I...	0.00	93,766.17	93,766.17
<b>GL Account Totals:</b>		<b>-14,585.68</b>	<b>1,936,667.86</b>	<b>1,922,082.18</b>



San Juan Water District, CA

**Balance Sheet**  
**Account Summary**  
As Of 01/31/2022

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	2,430,348.54	17,089,944.21	3,491,042.89	11,969,625.60	34,980,961.24
10510 - Accounts Receivable	172,432.64	1,313.01	429,987.85	4,748.74	608,482.24
11000 - Inventory	4,720.31	0.00	181,535.30	0.00	186,255.61
12000 - Prepaid Expense	77,455.06	0.00	8,103.98	0.00	85,559.04
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>63,329,666.10</b>	<b>17,091,257.22</b>	<b>35,005,700.77</b>	<b>11,974,374.34</b>
<b>Total Asset:</b>		<b>63,329,666.10</b>	<b>17,091,257.22</b>	<b>35,005,700.77</b>	<b>11,974,374.34</b>
<b>Liability</b>					
<b>Type: 1000 - Assets</b>					
10510 - Accounts Receivable	0.00	0.00	115,699.60	0.00	115,699.60
<b>Total Type 1000 - Assets:</b>		<b>0.00</b>	<b>0.00</b>	<b>115,699.60</b>	<b>0.00</b>
<b>Type: 2000 - Liabilities</b>					
20010 - Accounts Payable	61,892.15	41,954.02	125,810.23	45,154.93	274,811.33
20100 - Retentions Payable	0.00	181,676.39	7,274.30	69,788.50	258,739.19
20150 - Customer Deposits	1,644.96	0.00	0.00	0.00	1,644.96
21200 - Salaries & Benefits Payable	33,531.42	0.00	62,596.56	0.00	96,127.98
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 01/31/2022

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	273,023.28	0.00	273,023.28
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>25,475,517.27</b>	<b>223,630.41</b>	<b>17,637,673.60</b>	<b>114,943.43</b>	<b>43,451,764.71</b>
<b>Total Liability:</b>	<b>25,475,517.27</b>	<b>223,630.41</b>	<b>17,753,373.20</b>	<b>114,943.43</b>	<b>43,567,464.31</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	4,788,470.40	933,290.17	6,611,144.02	1,935,957.56	14,268,862.15
Total Expense	3,876,672.42	347,093.30	6,146,179.07	1,855,522.14	12,225,466.93
Revenues Over/Under Expenses	911,797.98	586,196.87	464,964.95	80,435.42	2,043,395.22
<b>Total Equity and Current Surplus (Deficit):</b>	<b>37,854,148.83</b>	<b>16,867,626.81</b>	<b>17,252,327.57</b>	<b>11,859,430.91</b>	<b>83,833,534.12</b>
<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b>63,329,666.10</b>	<b>17,091,257.22</b>	<b>35,005,700.77</b>	<b>11,974,374.34</b>	<b>127,400,998.43</b>



San Juan Water District, CA

# Check Report

By Vendor Name

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

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBNK-APBNK</b>						
	**Void**	01/07/2022	EFT	0.00	0.00	407757
03406	Alpha Analytical Laboratories Inc.	01/13/2022	Regular	0.00	1,399.00	57593
01073	Amarjeet Singh Garcha	01/21/2022	Regular	0.00	1,980.00	57628
01039	American Family Life Assurance Company of Colu	01/25/2022	Bank Draft	0.00	410.65	Q3869 01-25-20
01039	American Family Life Assurance Company of Colu	01/25/2022	Bank Draft	0.00	410.65	Q3869 01-25-20
01026	American River Ace Hardware, Inc.	01/13/2022	Regular	0.00	131.52	57594
01328	Association of California Water Agencies / Joint Po	01/07/2022	EFT	0.00	6,746.92	407756
01138	AT&T Mobility II LLC	01/13/2022	Regular	0.00	63.24	57595
01232	Brower Mechanical, Inc.	01/13/2022	EFT	0.00	440.00	407759
01233	Brown and Caldwell	01/13/2022	Regular	0.00	7,535.48	57596
01234	Bryce HR Consulting, Inc.	01/13/2022	EFT	0.00	1,621.00	407760
01235	BSK Associates	01/13/2022	EFT	0.00	28.00	407761
03649	Caggiano General Engineering, Inc.	01/13/2022	Regular	0.00	449,143.34	57597
03080	California State Disbursement Unit	01/07/2022	Bank Draft	0.00	1,358.76	PAY000000000003
03080	California State Disbursement Unit	01/21/2022	Bank Draft	0.00	1,358.76	PAY000000000003
03078	CalPERS Health	01/06/2022	Bank Draft	0.00	40,283.40	1002020598
03078	CalPERS Health	01/06/2022	Bank Draft	0.00	43,772.30	1002020598
03078	CalPERS Health	01/06/2022	Bank Draft	0.00	1,450.82	1002020598
03078	CalPERS Health	01/06/2022	Bank Draft	0.00	558.01	1002020598
03078	CalPERS Health	01/06/2022	Bank Draft	0.00	45,781.13	1002020598
03078	CalPERS Health	01/06/2022	Bank Draft	0.00	2,901.64	1002020598
03130	CalPERS Retirement	01/14/2022	Bank Draft	0.00	399.93	1002025543
03130	CalPERS Retirement	01/14/2022	Bank Draft	0.00	34,882.62	1002025544
03130	CalPERS Retirement	01/14/2022	Bank Draft	0.00	-1,462.91	1002025544
03130	CalPERS Retirement	01/14/2022	Bank Draft	0.00	82.37	1002025544
03130	CalPERS Retirement	01/14/2022	Bank Draft	0.00	91.41	1002025545
03130	CalPERS Retirement	01/21/2022	Bank Draft	0.00	35,286.26	1002029370
03226	Capitol Sand and Gravel Co.	01/13/2022	Regular	0.00	2,473.34	57598
03221	Chemtrade Chemicals Corporation	01/13/2022	EFT	0.00	11,865.44	407762
01366	Citistreet/CalPERS 457	01/14/2022	Bank Draft	0.00	5,592.99	1002025545
01366	Citistreet/CalPERS 457	01/21/2022	Bank Draft	0.00	5,646.11	1002029373
01372	City of Folsom	01/13/2022	Regular	0.00	2,620.95	57599
01378	Clark Pest Control of Stockton	01/13/2022	Regular	0.00	401.00	57600
02613	Clark, Tom	01/13/2022	Regular	0.00	124.79	57601
03172	Cosens, Eric	01/24/2022	Regular	0.00	-75.00	57373
02556	Costa, Ted	01/21/2022	EFT	0.00	459.20	407782
02214	County of Placer Engineering & Surveying	01/13/2022	Regular	0.00	2,125.62	57602
01521	DataProse, LLC	01/13/2022	EFT	0.00	3,513.07	407763
01509	Domenichelli & Associates, Inc.	01/13/2022	EFT	0.00	10,958.53	407764
01532	E&M Electric & Machinery, Inc.	01/21/2022	EFT	0.00	51,370.00	407783
03163	Economic Development Department	01/21/2022	Bank Draft	0.00	9,762.06	0-401-108-064
03163	Economic Development Department	01/21/2022	Bank Draft	0.00	70.44	0-401-108-064
03163	Economic Development Department	01/07/2022	Bank Draft	0.00	11,798.83	1-474-820-192
03776	EETS Inc.	01/13/2022	EFT	0.00	13,486.00	407765
01554	Electrical Equipment Co	01/13/2022	Regular	0.00	328.92	57603
03699	Enviromental System Research Institute, Inc.	01/21/2022	EFT	0.00	25,000.00	407784
01611	Ferguson Enterprises, Inc	01/13/2022	EFT	0.00	100.06	407766
03702	Flowline Contractors, Inc.	01/13/2022	EFT	0.00	34,213.00	407767
03702	Flowline Contractors, Inc.	01/21/2022	EFT	0.00	137,741.32	407785
03173	Foley, Jacqueline	01/13/2022	Regular	0.00	90.00	57604
03794	Generac Power Systems, Inc.	01/13/2022	EFT	0.00	3,072.99	407768
03091	Granite Bay Ace Hardware	01/13/2022	Regular	0.00	182.34	57605
02567	Grant, Teri	01/13/2022	Regular	0.00	183.12	57606
01721	Hach Company	01/13/2022	EFT	0.00	2,015.85	407769

## Check Report

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

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01748	Herc Rentals Inc.	01/13/2022	EFT	0.00	2,980.84	407770
03810	Hildebrand Consulting, LLC	01/13/2022	Regular	0.00	2,310.00	57607
03072	HUNT & SONS INC.	01/13/2022	Regular	0.00	530.02	57608
03383	Inferrera Construction Management Group, Inc.	01/13/2022	Regular	0.00	35,317.50	57609
03164	Internal Revenue Service	01/07/2022	Bank Draft	0.00	49,886.68	2702407645651
03164	Internal Revenue Service	01/24/2022	Bank Draft	0.00	143.08	2702424725385
03164	Internal Revenue Service	01/24/2022	Bank Draft	0.00	48,074.44	2702424725385
03628	Lees Automotive Repair Inc.	01/13/2022	EFT	0.00	1,541.73	407771
01982	Machado, George	01/24/2022	Regular	0.00	-350.00	57377
02027	Mcmaster-Carr Supply Company	01/13/2022	EFT	0.00	31.60	407772
03815	Med 7 Urgent Care Center Medical Group	01/13/2022	Regular	0.00	105.00	57610
01472	Mel Dawson, Inc.	01/13/2022	EFT	0.00	1,754.94	407773
02463	New AnswerNet Inc.	01/13/2022	EFT	0.00	270.00	407774
02320	Nush, Robert	01/24/2022	Regular	0.00	-250.00	57379
02131	Office Depot, Inc.	01/13/2022	Regular	0.00	815.90	57611
02131	Office Depot, Inc.	01/21/2022	Regular	0.00	303.10	57629
02150	Pace Supply Corp	01/13/2022	Regular	0.00	4,465.11	57612
02150	Pace Supply Corp	01/21/2022	Regular	0.00	1,408.54	57630
03801	PeopleReady, Inc	01/21/2022	Regular	0.00	5,600.00	57631
03026	PFM Asset Management	01/13/2022	EFT	0.00	968.89	407775
02225	Polydyne, Inc	01/13/2022	EFT	0.00	4,276.06	407776
02281	Ray A Morgan Company Inc	01/13/2022	Regular	0.00	354.50	57613
03377	RDO Construction Equipment Co.	01/13/2022	EFT	0.00	3,881.36	407777
02286	Regional Water Authority	01/21/2022	EFT	0.00	321.71	407786
02223	Rexel Inc (Platt - Rancho Cordova)	01/13/2022	Regular	0.00	1,360.75	57614
02223	Rexel Inc (Platt - Rancho Cordova)	01/21/2022	Regular	0.00	1,427.53	57632
02293	RFI Enterprises, Inc	01/21/2022	Regular	0.00	398.00	57633
03092	Rich, Dan	01/21/2022	EFT	0.00	1,213.25	407787
03828	Richard D. Jones, A Professional Law Corporation	01/13/2022	Regular	0.00	4,543.89	57615
02302	Riebes Auto Parts, LLC	01/13/2022	Regular	0.00	109.29	57616
02328	Rocklin Windustrial Co	01/13/2022	Regular	0.00	653.35	57617
03385	S J Electro Systems Inc	01/13/2022	EFT	0.00	3,553.50	407778
02363	Sacramento Local Agency Formation Commission	01/13/2022	Regular	0.00	2,950.00	57618
02379	Sacramento Metropolitan Chamber of Commerce	01/21/2022	Regular	0.00	1,000.00	57634
02461	Sierra Trench Protection Rentals and Sales	01/13/2022	Regular	0.00	67.50	57619
02461	Sierra Trench Protection Rentals and Sales	01/21/2022	Regular	0.00	529.45	57635
02514	State Water Resources Control Board - SWRCB	01/13/2022	Regular	0.00	43,588.16	57620
03830	Stoel Rives LLP	01/13/2022	Regular	0.00	27,485.00	57621
01641	Sun Life Assurance Company of Canada	01/24/2022	Bank Draft	0.00	9,543.98	693636
01411	SureWest Telephone	01/13/2022	Regular	0.00	3,524.01	57622
02572	Thatcher Company of California, Inc.	01/13/2022	EFT	0.00	6,210.00	407779
03799	Thrikettle Corporation	01/13/2022	Regular	0.00	27,653.41	57623
03799	Thrikettle Corporation	01/21/2022	Regular	0.00	8,553.43	57636
02162	Tobin, Pamela	01/21/2022	EFT	0.00	6.72	407788
02651	United Parcel Service Inc	01/21/2022	Regular	0.00	55.30	57637
02667	US Bank Corporate Payments Sys (CalCard)	01/19/2022	Bank Draft	0.00	22,225.45	474-8552-22
02665	US BANK St. Paul	01/21/2022	Regular	0.00	1,867,618.75	57638
03077	VALIC	01/10/2022	Bank Draft	0.00	3,094.47	211139
03077	VALIC	01/24/2022	Bank Draft	0.00	3,091.74	212540
02678	Valin Corporation	01/13/2022	EFT	0.00	5,480.38	407780
01687	W. W. Grainger, Inc.	01/13/2022	Regular	0.00	115.36	57624
01687	W. W. Grainger, Inc.	01/21/2022	Regular	0.00	165.64	57639
03387	WageWorks, Inc	01/07/2022	EFT	0.00	318.88	407758
03387	WageWorks, Inc	01/21/2022	EFT	0.00	318.88	407789
01068	Walker, Glenn C.	01/13/2022	Regular	0.00	1,299.76	57625
01486	WAPA - Department of Energy	01/13/2022	EFT	0.00	6.29	407781
02730	Western Area Power Administration	01/21/2022	EFT	0.00	2,740.00	407790

**Check Report**

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

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02766	Youngdahl Consulting Group, Inc.	01/13/2022	Regular	0.00	3,510.00	57626

**Bank Code APBNK Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	103	46	0.00	2,516,600.91
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-675.00
Bank Drafts	28	28	0.00	376,496.07
EFT's	56	35	0.00	338,506.41
	<b>187</b>	<b>112</b>	<b>0.00</b>	<b>3,230,928.39</b>

## All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	103	46	0.00	2,516,600.91
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-675.00
Bank Drafts	28	28	0.00	376,496.07
EFT's	56	35	0.00	338,506.41
	<b>187</b>	<b>112</b>	<b>0.00</b>	<b>3,230,928.39</b>

## Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	1/2022	<b>3,230,928.39</b>



San Juan Water District, CA

# Vendor History Report

## By Vendor Name

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

Payment Date Range -

Payable Number Item Description	Description Units	Post Date Price	1099 Amount	Payment Number Account Number	Payment Date Account Name	Amount Dist Amount	Shipping	Tax	Discount	Net	Payment
<b>Vendor Set: 01 - Vendor Set 01</b>											
<b>02556 - Costa, Ted</b>	Mileage Reimbursement 12-2021	12/31/2021	407782		459.20 1/21/2022	459.20 0.00	0.00	0.00	0.00	459.20	459.20
Exp Reimb 12-2021	Mileage Reimbursement	0.00	0.00	459.20 010-010-52110 050-010-52110	Training - Meetings, Education & Trai Training - Meetings, Education & Trai	229.60 229.60		0.00	0.00	459.20	459.20
<b>03092 - Rich, Dan</b>	Mileage Dec & Expense Reimb 12-2021-ACW.12/31/2021	407787			1,213.25 1/21/2022	1,213.25 0.00	0.00	0.00	0.00	1,213.25	1,213.25
Exp Reimb 12-2021	Mileage Dec & Expense R	0.00	0.00	1,213.25 010-010-52110 050-010-52110	Training - Meetings, Education & Trai Training - Meetings, Education & Trai	606.62 606.63		0.00	0.00	1,213.25	1,213.25
<b>02162 - Tobin, Pamela</b>	Mileage Reimbursement-Lunch Mtng Ryan Jc	7/31/2021	407538		156.14 8/24/2021	41.18 0.00	0.00	0.00	0.00	156.14	156.14
Exp Reimb 08-2021	Mileage Reimbursement-Lunch Mtng Ryan Jc	7/31/2021	407538	41.18 010-010-52110 050-010-52110	Training - Meetings, Education & Trai Training - Meetings, Education & Trai	20.59 20.59		0.00	0.00	41.18	41.18
Exp Reimb 10-2021	Mileage & Exp Reimb-Various Mtngs & Wate	10/31/2021	407688		108.24 11/15/2021	108.24 0.00	0.00	0.00	0.00	108.24	108.24
Mileage & Exp Reimb-Var	Mileage & Exp Reimb-Var	0.00	0.00	108.24 010-010-52110 050-010-52110	Training - Meetings, Education & Trai Training - Meetings, Education & Trai	54.12 54.12		0.00	0.00	108.24	108.24
Exp Reimb 12-2021	Mileage Reimbursement 12-2021	12/9/2021	407788		6.72 1/21/2022	6.72 0.00	0.00	0.00	0.00	6.72	6.72
Mileage Reimbursement	Mileage Reimbursement	0.00	0.00	6.72 010-010-52110 050-010-52110	Training - Meetings, Education & Trai Training - Meetings, Education & Trai	3.36 3.36		0.00	0.00	6.72	6.72
<b>Vendors: (3) Total 01 - Vendor Set 01:</b> 1,828.59 0.00 0.00 0.00 1,828.59 1,828.59											
<b>Vendors: (3) Report Total:</b> 1,828.59 0.00 0.00 0.00 1,828.59 1,828.59											



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	7	45.00	5,625.00
			<b>0690 - Costa Total:</b>	<b>45.00</b>	<b>5,625.00</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	6	19.00	2,375.00
			<b>0670 - Miller Total:</b>	<b>19.00</b>	<b>2,375.00</b>
<u>1003</u>	Rich, Daniel	Reg - Regular Hours	7	25.00	3,125.00
			<b>1003 - Rich Total:</b>	<b>25.00</b>	<b>3,125.00</b>
<u>0650</u>	Tobin, Pamela	Reg - Regular Hours	7	70.00	8,750.00
			<b>0650 - Tobin Total:</b>	<b>70.00</b>	<b>8,750.00</b>
				<b>Report Total:</b>	<b>189.00</b>
					<b>23,625.00</b>

**Pay Code Report****Account Summary**

7/1/2021 - 1/31/2022

Payroll Set: 01-San Juan Water District

<b>Account</b>	<b>Account Description</b>	<b>Units</b>	<b>Pay Amount</b>
<a href="#"><u>010-010-58110</u></a>	Director - Stipend	94.50	11,812.50
		<b>010 - WHOLESALE Total:</b>	<b>94.50</b> <b>11,812.50</b>
<a href="#"><u>050-010-58110</u></a>	Director - Stipend	94.50	11,812.50
		<b>050 - RETAIL Total:</b>	<b>94.50</b> <b>11,812.50</b>
		<b>Report Total:</b>	<b>189.00</b> <b>23,625.00</b>

**Pay Code Report**

Pay Code Summary

7/1/2021 - 1/31/2022

Payroll Set: 01-San Juan Water District

Pay Code	Description	# of Payments	Units	Pay Amount
Reg - Regular Hours	Regular Hours	34	189.00	23,625.00
		Report Total:	<b>189.00</b>	<b>23,625.00</b>

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

	July 2021 - January 2022							
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance		Revenue Variance	
San Juan Retail	7,885	\$ 1,964,802	7,522	\$ 1,935,328	(363)	-4.6%	\$ (29,474)	-1.5%
Citrus Heights Water District	6,220	\$ 1,763,472	4,118	\$ 1,592,881	(2,102)	-33.8%	\$ (170,591)	-9.7%
Fair Oaks Water District	4,294	\$ 1,223,059	3,831	\$ 1,185,483	(463)	-10.8%	\$ (37,576)	-3.1%
Orange Vale Water Co.	2,487	\$ 638,791	2,302	\$ 623,727	(186)	-7.5%	\$ (15,064)	-2.4%
City of Folsom	734	\$ 189,738	659	\$ 183,715	(74)	-10.1%	\$ (6,023)	-3.2%
Granite Bay Golf Course	213	\$ 7,529	226	\$ 7,985	13	6.1%	\$ 456	6.1%
Sac Suburban Water District (SSWD)	-	\$ -	1,233	\$ 371,651	1,233		\$ 371,651	
<b>TOTAL</b>	<b>21,833</b>	<b>\$ 5,787,392</b>	<b>19,891</b>	<b>\$ 5,900,771</b>	<b>(1,943)</b>	<b>-8.9%</b>	<b>\$ 113,379</b>	<b>2.0%</b>

Budgeted Deliveries	21,833
Actual Deliveries	19,891
Difference	(1,943)
	-8.9%

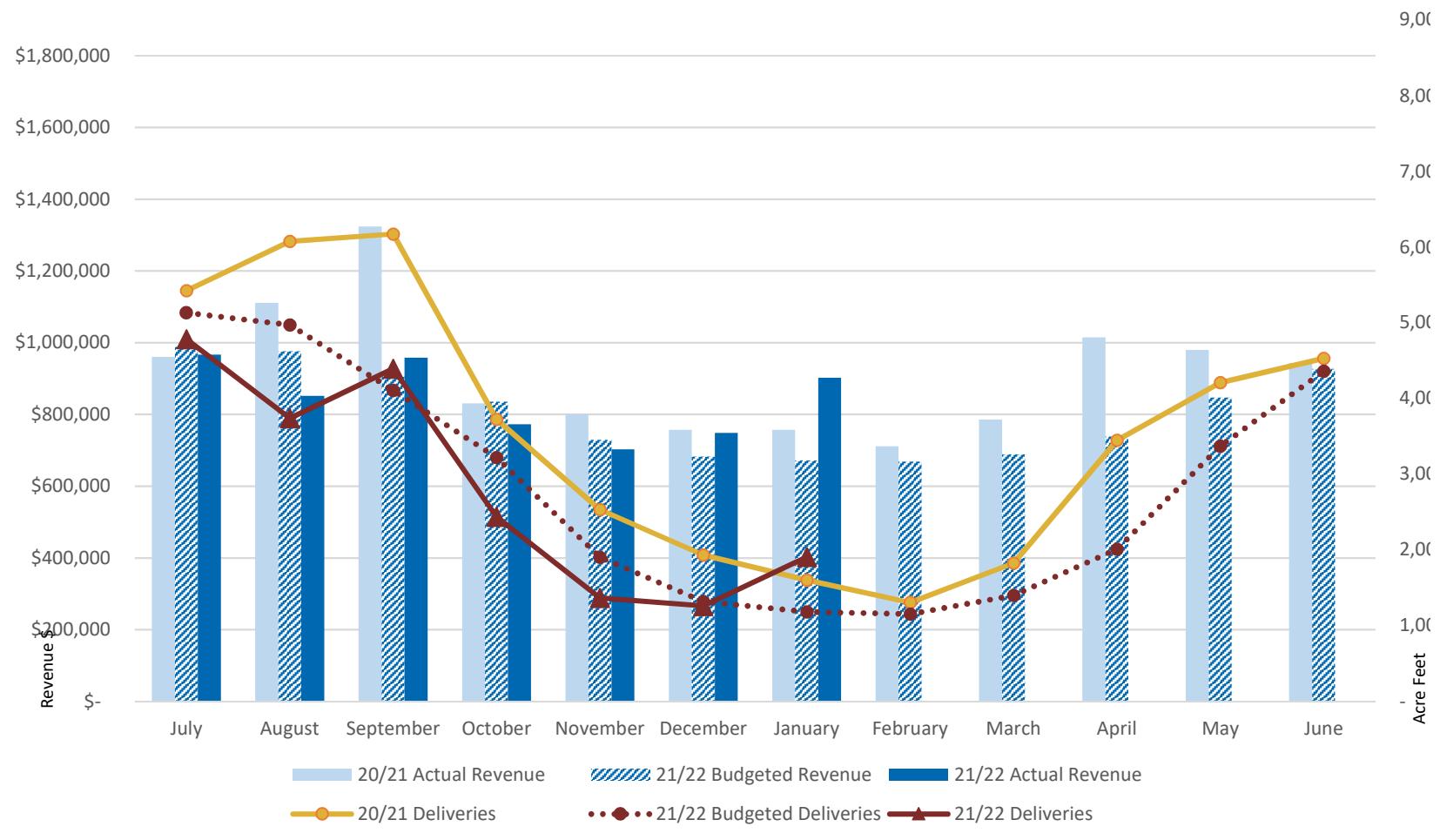
Budgeted Water Sale Revenue	\$ 5,787,392
Actual Water Sale Revenue	\$ 5,900,771
Difference	\$ 113,379
	2.0%

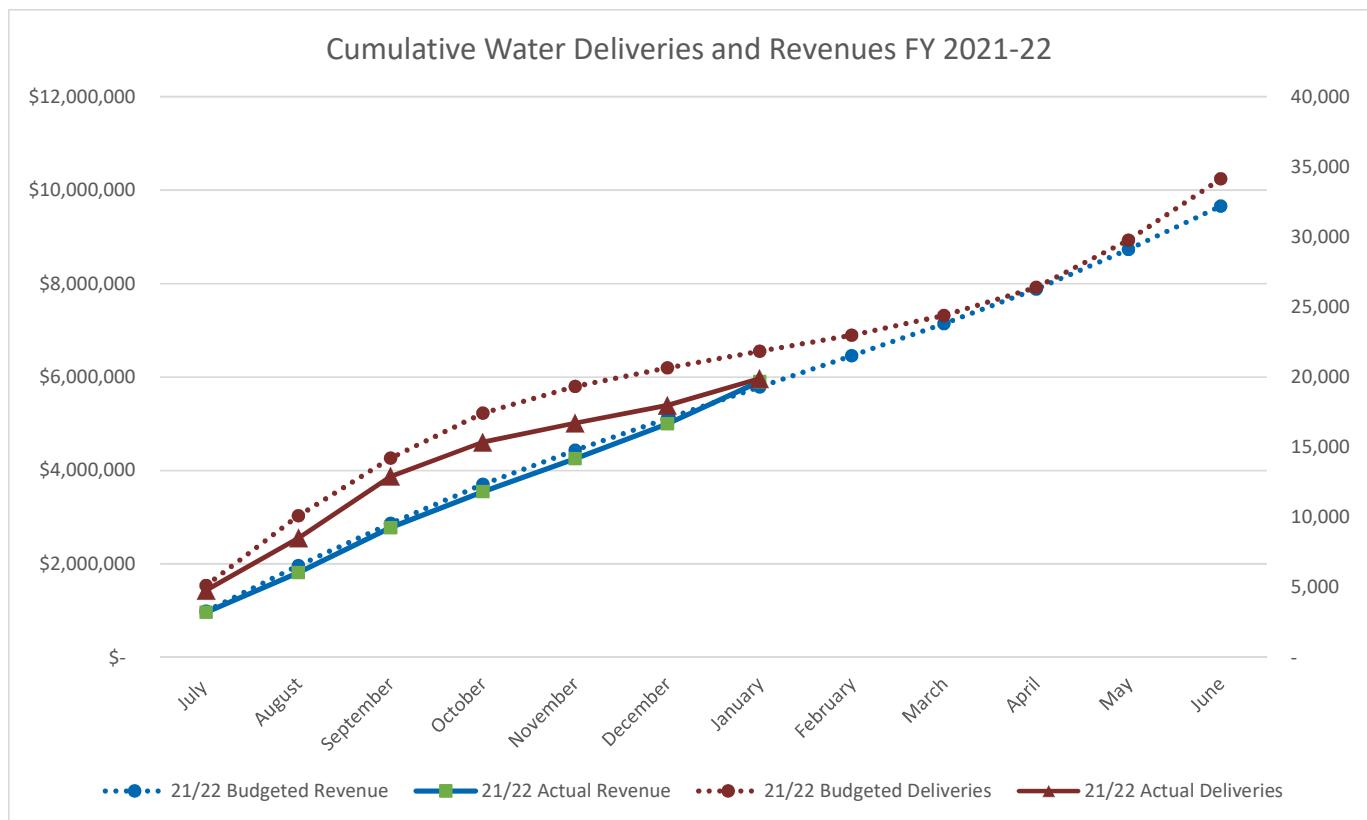
**Conclusion:**

January water deliveries were higher than anticipated bringing total deliveries to 8.9% less than budgeted, as compared to 12.9% less in the prior months' year to date analysis. As shown in the numbers above, the main drivers of the decline are due to lower demands from the regular wholesale customer agencies. However, unbudgeted sales to SSWD have significantly reduced the impact of the demand decreases of the regular customers. Excluding SSWD and CWD, deliveries for July - January are down by 4,110 acre feet, an 18% decline. The budget anticipated a 7.5% decline in deliveries.

Because the majority of revenues come from the quarterly service charge, and because of the revenues from the sales to SSWD, revenues are actually 2.5% 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





# AGENDA ITEM VIII-3.1

Director Tobin's Report

2/23/2022

ACWA ~ Association of California Water Agencies

- As President of ACWA for this new term, I am working to support our members to continue to deliver safe, reliable water supplies to communities they serve and to farms throughout the entire state.
- I have been working with Board members, committees and staff with 10 Region Boards and 13 Committee Chairs and vice Chairs and with people on the working committees.
- Through our Communications Committee, we are in development of a large-scale, statewide education campaign. This will eventually increase awareness among Californians about the critical importance and positive benefits of investing in water infrastructure.
- I will also continue Leadership to Leadership listening sessions between association executives, Board officers and colleagues throughout the state. This initiative has proven effective in gathering valuable feedback from member agencies while generating new ideas on how ACWA can continue expanding its values to the membership.
- On March 9<sup>th</sup>, we will be revisiting and updating our Five-Year Strategic Plan so that we remain relevant.
- Other work includes:
  - Task force to review the election process
  - Task force to develop a 501C(3) tax exempt status
  - Task for to develop Articles of Incorporation for 501C(3)
  - Task force to develop DEI Committee (Diversity, Equity & Inclusion)
  - Task force to further develop the Women-In-Water Program
  - Take to the Executive Committee the discussion of the addition of General Counsel and Adding Human Resource Personnel.
  - Transitioning with in-person and virtual attendance options for Hybrid Board Meetings.
- Events:
  - ACWA Legislative Symposium March 10, 2023 (virtual)
  - ACWA Conference May 3-5, 2023 Sacramento Convention Center (in-person)

## ACWA-JPIA (Association of California Water Agencies-Joint Powers Insurance Company)

- Board of Directors Meeting May 2, 2023 There will be a Special Executive Committee election during the JPIA's Board of Directors' meeting to be held on May 2, 2022, at the Spring Conference in Sacramento at the Sheraton Grand Hotel. This election will fill one vacant position when Tom Cuquet from Sutter County who lost his election this past August. The end of its term in May 2025.
- Since this is my board assigned committee, if elected to the board, JPIA picks up 100% of all costs of meetings, travel and all accommodations related to meeting that I would attend. Having been on the board for 2 years, I think it's important for me to continue this representation.
- The work is dedicated to avoiding the high cost of commercial insurance. My work on the board included the risk-sharing pool for property, liability, workers' compensation and employee benefits, which allows for more rate stability, broader coverage and expanded benefits and services not provided by private insurance.

## ACWA ISSUES

### California Low-Income Household Water Assistance Program

- The California Department of Community Services and Development has been tasked with distributing \$116 million in one-time funding for this program. The webinars are being held Feb. 15 and 16 on how agencies can receive funding to help low-income customers pay down water bill debt.

### Emergency Water Use Regulations

- On Jan. 18 the State Water Resources Control Board's emergency regulations to prevent wasteful water uses and promote urban water conservation during the current drought emergency went into effect.
- The regulations will remain in effect for one year, unless modified or readopted. Water agencies are expected to enforce the regulations.



### WOTUS (Waters of The United States)

- (EPA) and the Army Corps of Engineers officially published a proposed rule to revise the definition of “waters of the United States” (WOTUS) last year.
- On Feb. 7 ACWA submitted comments on the revised definition Feb. 7 that focus on exclusions from the WOTUS definition, tributaries and ditches. [acwa.com/resources](http://acwa.com/resources) for more details.

### Water Storage Investment Program (WSIP)

- On Feb 16 the California Water Commission was expected to allocate the remaining WSIP funds to eligible projects. Temperance Flat Reservoir Authority (TFRA) withdrew from the WSIP in 2021, and the Commission voted to redirect a portion of these funds to the Kern Fan Groundwater Storage Project and Willow Springs Water Bank Conjunctive Use Project to meet their full eligible amounts. The Commission also voted to provide an inflation adjustment for existing projects. Following the adjustments, the Commission is left with approximately \$64 million to distribute to WSIP participants.

### Water Loss Performance Standards

- On Dec. 24, 2021 The State Water Board set a regulation for Water Loss Performance Standards. Under the proposed regulation, each urban retail water supplier would be required to comply by 2028 with an individualized volumetric water loss standard. ACWA has an ongoing work group on this issue.
- ACWA represents over 460 local public water agencies that supply water for domestic, agricultural, and industrial uses to over 90 percent of California's population. CMUA (California Municipal Utilities Association) represents over 50 water agencies that deliver water to nearly 75 percent of Californians. CWA (California Water Association) represents water agencies that provide drinking water to just over 15 percent of the State and are subject to the jurisdiction of the California Public Utilities Commission. CA-NV AWWA (A-NV Section American Water Works Association) is a nonprofit association of drinking water professionals with approximately 4,700

members in California employed by over 470 agencies collectively providing drinking water to most residents and businesses in the state. Our associations' members are tasked with the responsibility of supplying the public with safe and reliable drinking water and will be tasked with implementing and complying with making water conservation a way of life.

### Groundwater Trading

- On Jan. 19 the California Water Commission released a draft white paper, "A State Role in Financing Groundwater Trading with Safeguards for Vulnerable Users: Findings and Next Steps." The draft sets forth how GSA's groundwater sustainability agencies might shape groundwater trading programs that include safeguards for communities, farms and the environment. Written comments are being accepted through Feb. 28.
- ACWA previously submitted comments to the Commission in December 2021 recommended that local agencies have the authority to establish groundwater trading programs at the basin level.

### Proposed Indoor Water Use Efficiency Standards ~ AB 1434 (Friedman)

- The current 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. AB 1434 proposed new more stringent standards of 47 GPCD starting Jan. 1, 2025 and 42 GPCD starting Jan. 1, 2030.
- On Jan. 7, ACWA's State Legislative Committee took an oppose-unless-amended position on AB 1434 with a focus on further analysis of the proposed 2030 standard.
- Subsequent to ACWA adopting its position on AB 1434, Assembly member Friedman elected to hold the bill. The Assembly member plans to introduce a new bill with substantially similar provisions before the February introduction deadline.
- State law tasked the Department of Water Resources with conducting studies of best practices for indoor residential water use, and as part of the study DWR was required to collaborate with stakeholders and provide an analysis of the benefits and impacts of a changed standard.

- DWR's report did not adequately evaluate and quantify the impacts of the proposed standard that the Legislature is likely to consider for adoption this year.

#### Zero Emission Vehicle Updates

- On Jan. 18 the California Energy Commission released the draft for the "2022 Statewide Zero-Emission Vehicle Infrastructure Plan."
- The draft plan would inform state programs on zero-emission vehicle infrastructure needs including medium and heavy duty fleets and would be used to inform the development of the California Air Resources Board's Draft Advanced Clean Fleets Rule.
- ACWA submitted a comment letter Feb. 3. The full comment letter is available at [acwa.com/resources](http://acwa.com/resources).
- On Jan. 26, Gov. Gavin Newsom outlined his \$10 billion zero-emission vehicle package to accelerate the transition to zero-emission vehicles and fight climate change.

# AGENDA ITEM IX-1

## DRAFT

### Engineering Committee Meeting Minutes San Juan Water District February 14, 2022 10:00 a.m.

**Committee Members:** Dan Rich, Chair  
Ken Miller, Member (Alternate)

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

**Members of the Public:** Pam Tobin, San Juan Water District

**Topics:** Baldwin Channel Improvements Project (W)  
Residential Meter Replacement Plan – Meter Purchase 2022 (R)  
Residential Meter Replacement Plan – Endpoint Purchase 2022 (R)  
Hinkle Res. Outage Operations Planning Project – Operational Planning and Testing (W)  
Facility Needs Pre-Design Update (W & R)  
Other Engineering Matters  
Public Comment

#### 1. Baldwin Channel Improvements Project (W)

Mr. Barela provided the committee with a staff report, which will be attached to the meeting minutes. He explained that the amendment is for Domenichelli and Associates, Inc., to provide additional construction management and inspection services for the solar field culvert replacement portion of the work.

The Engineering Committee recommends consideration of a motion for authorization and approval of a construction management and inspection contract amendment with Domenichelli & Associates, Inc. for the Baldwin Channel Improvements Project in the amount of \$41,290, bringing their total contract to \$114,970 with a total authorized budget amount of \$126,467 (includes 10% contingency for construction services).

#### 2. Residential Meter Replacement Plan – Meter Purchase 2022 (R)

Mr. Barela provided the committee with a staff report, which will be attached to the meeting minutes. He explained that this will be a 4-year purchase agreement and that the presented costs are for the first annual purchase of residential meters as part of the District's Meter Replacement Plan. He explained that the price is set for the first two years; then after year two, the supplier has the ability to increase their cost in accordance with the 20-Cities ENR Index.

The Engineering Committee recommends consideration of a motion for authorization and approval for purchase of residential meters from Badger Meter, Inc. in the amount of \$89,095 with a tax and freight contingency of \$13,400 (15%) for an authorized total purchase budget of \$102,500.

### **3. Residential Meter Replacement Plan – Endpoint Purchase 2022 (R)**

Mr. Barela provided the committee with a staff report, which will be attached to the meeting minutes. He explained that the endpoint device is used to send a signal with the meter data to the meter reader. He explained that staff would like to sole source the Sensus 520M Smartpoint Automatic Meter Reading (AMR) endpoints since the device is the most powerful available at 2 watts which would allow the District to switch from radio reading to AMI in the future. Mr. Barela explained that with the more powerful endpoints, fewer radio towers would be needed in the future for AMI transmission. In addition, the District has approximately 1,670 Sensus endpoints installed in the system that will not need to be replaced.

Mr. Barela informed the committee that the purchase agreement is similar to the meter purchase with a term of 4 years and the cost per year included with the proposal is for year one and two of the program. After year two, the supplier has the ability to increase their cost in accordance with the Producer Price Index (PPI).

Mr. Barela explained that the District's Procurement Policy allows an exemption to the standard bid process if the General Manager determines and recommends to the Board that it is strongly preferred for efficient operations. GM Helliker informed the committee that he concurs with staff's recommendation to sole source.

*The Engineering Committee recommends consideration of a motion for authorization and approval for purchase of residential meter endpoints from Aqua Metric Sales Company in the amount of \$324,360 with a tax and freight contingency of \$32,400 (10%) for an authorized total purchase budget of \$356,800.*

### **4. Hinkle Res. Outage Operations Planning Project – Operational Planning and Testing (W)**

Mr. Barela provided the committee with a staff report, which will be attached to the meeting minutes. He explained Water Systems Consulting (WSC) has exhausted their contract funds, and therefore, staff is requesting approval for a contract amendment for WSC to continue assisting the District with the remaining operational and training exercises.

In response to Director Rich's question, GM Helliker informed the committee that the plan is to put the Request for Bids out in March 2022, then make a final decision to move forward with the project in June/July. Ms. Silva informed the committee that funding for the project through SRF is locked with an interest rate of 1.2%; however, if the project is postponed another year then staff will need to work with SRF.

*The Engineering Committee recommends consideration of a motion for authorization and approval of contract Amendment No. 1 with Water System Consulting, Inc. for the Hinkle Res. Outage Operations Planning Project – Operational Planning and Testing in the amount of \$25,000 and authorizing a total Amendment budget of \$27,500 (includes 10% contingency), bringing the total contract amount to \$117,010.*

### **5. Facility Needs Pre-Design Update (W & R)**

Mr. Barela provided the committee with a staff report, which will be attached to the meeting minutes. In addition, he conducted a presentation and reviewed the timeline of the Facility

and Needs Assessment which began in 2017. He explained that the evaluation initially was concentrated on the Administration Building; however, the project was expanded and now includes everything except the Water Treatment Plant.

Mr. Barela reviewed the Accessibility Transition Plan and informed the committee that seven of the 15 items that were recommended to be completed have been addressed and two additional ones are almost complete. The remaining 6 items were put on hold until the building remodel plan is conducted. He explained that the District has prepared an Accessibility Transition Plan and, therefore, complies with ADA regulations at this time. He informed the committee that the District now has to prepare for the California Air Resources Board, Advanced Clean Fleet proposed requirement which is to have 50% of new vehicle purchases in 2024 be electric, then in 2027 100% of purchases need to be electric. Therefore, the District needs to plan for charging stations in the future.

Mr. Barela reviewed the site map with the underground utilities and easement limitations. He informed the committee that staff is concerned with safety and securing the corporation yard, which at this time has public access. He reviewed the 4 options that the consultant evaluated:

1. Adding additional office space to the Admin/Executive Building and remodeling the Field Services/Engineering Building;
2. Adding additional office space to the Admin/Executive Building to accommodate additional Admin staff and Engineering staff and remodeling the downstairs of the Field Services Building;
3. Adding additional office space to the Admin/Executive Building and relocating Field Services/Engineering staff into modular trailers; and
4. Constructing a new Admin/Executive Building for Admin and Executive staff and relocating Field Services/Engineering staff to the remodeled Admin Building.

GM Helliker explained that if the Field Services/Engineering building remodel exceeds a certain dollar amount then the whole building would need to be redone in order to be ADA compliant; however, in options 1-3 it would be difficult (and very expensive), if not impossible, to make the building ADA compliant.

Mr. Barela reviewed the proposed site map based on Option 4, which includes 2 options for charging station locations. Director Miller inquired what the plan would be for the WEL Garden. Mr. Barela explained that it is important to keep the corporation yard secure in the future, so the WEL Garden could be re-located near the new Administration Building, either in the front or the back. Director Rich commented that the District needs to preserve public education.

Mr. Barela reviewed the proposed building plans for a remodel of the Administration Building, which would host the Field Services/Engineering staff, and for a new Administration Building. He pointed out that the new Administration Building would have a secure lobby.

Mr. Barela reviewed the cost comparisons for options 2-4 (now listed as options 1-3), and informed the committee that the cost for the proposed option 3 includes site improvements and the new administration building, but does not include the charging stations, solar-covered

parking or relocating the WEL Garden. GM Helliker informed the committee that the Retail Financial Plan includes the cost for option 3 and will also be included in the Wholesale Financial Plan for the 2024/25 timeframe. GM Helliker explained that the cost allocation would mostly be based on which staff reside in each building.

GM Helliker informed the committee that staff did further analysis on the needs of the District, looked at different options, developed an ADA transition plan, and option 3 seems to be the best alternative to meet all the District's needs. Director Miller commented that option 3 is the best plan for site security and safety issues.

Mr. Barela informed the committee that the next steps would be to go out for a more detailed pre-design, refine the costs, develop the plan for the WEL Garden and look into solar options. Mr. Barela stated that there is no action needed at this time as this was information only. GM Helliker stated that this would be brought to the Board after the new Board member is seated.

## **6. Other Engineering Matters**

There were no other matters discussed.

## **7. Public Comment**

There were no public comments.

The meeting was adjourned at 11:24 a.m.

DRAFT  
AGENDA ITEM IX-2

**Finance Committee Meeting Minutes**  
**San Juan Water District**  
**February 22, 2022**  
**4:00 p.m.**

**Committee Members:** Ted Costa, Director (Chair)  
Ken Miller, Director

**District Staff:** 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 January 2022 (W & R)**

The committee reviewed the January 2022 check register and found them to be in order.

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

There were no legal bills to review.

**4. Treasurer's Report – Quarter Ending December 31, 2021 (W & R)**

Ms. Silva provided a staff report which was included in the Board packet. She informed the committee that the overall portfolio increased by approximately \$1.27 million over the quarter.

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

There were no other matters discussed.

**6. Public Comment**

Director Costa inquired about District operations since the masking requirements have changed for Covid-19. GM Helliker informed the committee that since the Department of Public Health rescinded its masking requirement for vaccinated employees, the District's Covid-19 response plan has been revised and will be released to staff tomorrow. He explained that staff in the Administration Building are moving back into their offices and others working at home will be able to now work at the office.

The meeting was adjourned at 4:10 p.m.