

**SAN JUAN WATER DISTRICT
BOARD MEETING AGENDA**
April 22, 2020
6:00 p.m.

Revised
April 17, 2020

**9935 Auburn Folsom Road
Granite Bay, CA 95746**

In accordance with the California Department of Public Health's and the Governor's Executive Orders N-29-20 and N-33-20, the District's boardroom is closed and this meeting will take place solely by videoconference and teleconference. The public is invited to listen, observe, and provide comments during the meeting by either method provided for below. The Board President will call for public comment on each agenda at the appropriate time and all votes will be taken by roll call.

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*****Important Notice:** The public conference lines 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 their name and an email address to the District's Board Secretary, Teri Grant, at: tgrant@sjwd.org, before or during the meeting. No other business will be conducted after the Board adjourns from closed session into open session. The Secretary will email the written report to all persons timely requesting this information promptly after the meeting.

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

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

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

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.

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

I. ROLL CALL

II. PUBLIC FORUM

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

III. CONSENT CALENDAR

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

1. Minutes of the Board of Directors Meeting, March 25, 2020 (W & R)

Recommendation: Approve draft minutes

2. Minutes of the Board of Directors Special Meeting, April 7, 2020 (W & R)

Recommendation: Approve draft minutes

3. Minutes of the Board of Directors Special Meeting, April 14, 2020 (W & R)

Recommendation: Approve draft minutes

IV. OLD BUSINESS

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

Review 3rd Quarter Progress

2. Transition to Division-Based Elections (W & R)

Action: *Consider a motion to adopt Resolution 20-03 declaring San Juan Water District's intent to transition from at-large elections to division-based elections and establishing a process for the transition*

V. NEW BUSINESS

1. SJWD Board Policy Update (W & R)

Action: *Consider a motion to adopt Resolution 20-04 repealing Board Policy 1000 Overview (OV-1 Overview)*

2. Potential Financial Impacts of Covid-19 and Fiscal Year 2020-21 Budget Assumptions (W & R)
Discussion

VI. INFORMATION ITEMS

1. General Manager's Report

1.1 General Manager's Monthly Report (W & R)
Staff Report on District Operations

1.2 Miscellaneous District Issues and Correspondence

2. Director of Finance's Report

2.1 Miscellaneous District Issues and Correspondence

3. Operation Manager's Report

3.1 Miscellaneous District Issues and Correspondence

4. Engineering Services Manager's Report

4.1 Miscellaneous District Issues and Correspondence

5. Legal Counsel's Report

 5.1 Legal Matters

VII. DIRECTORS' REPORTS

1. SGA

2. RWA

3. ACWA

 3.1 ACWA – Pam Tobin

 3.2 JPIA – Pam Tobin

 3.3 Energy Committee – Ted Costa

4. CVP Water Association

5. Other Reports, Correspondence, Comments, Ideas and Suggestions

VIII. COMMITTEE MEETINGS

1. Finance Committee – April 21, 2020

IX. UPCOMING EVENTS

1. 2020 ACWA Summer Conference

July 28-31, 2020

Monterey, CA

2. 2020 Cap To Cap – Metro Chamber

September 8-12, 2020

Washington DC

President Costa to call for Closed Session

X. CLOSED SESSION

1. Conference with legal counsel--anticipated litigation; Government Code sections 54954.5(c) and 54956.9(b); significant exposure to litigation involving claim of violation of the California Voting Rights Act asserted by the Southwest Voter Registration Education Project.

XI. OPEN SESSION

1. Report from Closed Session

XII. ADJOURN

UPCOMING MEETING DATES

May 27, 2020

June 24, 2020

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

Teri Grant, Board Secretary

AGENDA ITEM III-1

DRAFT

SAN JUAN WATER DISTRICT

Board of Director's Board Meeting Minutes
March 25, 2020 – 6:00 p.m.

Conducted via Teleconference

BOARD OF DIRECTORS

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

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager
Donna Silva	Director of Finance
Tony Barela	Operations Manager
Lisa Brown	Customer Service Manager
Adam Larsen	Field Services Manager
Andrew Pierson	Engineering Services Manager
Greg Zlotnick	Water Resources Manager
Teri Grant	Board Secretary/Administrative Assistant
Joshua Horowitz	Legal Counsel

OTHER ATTENDEES

Dane Wadle	California Special Districts Association
Lynette Moreno	Carmichael Water District
Steve Anderson	Citrus Heights Water District
Bob Churchill	Citrus Heights Water District
Alan Driscoll	Forsgren Associates Inc.
Craig Locke	Sacramento Suburban Water District

AGENDA ITEMS

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

President Costa called the meeting to order at 6:05 p.m.

I. ROLL CALL

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

II. PUBLIC FORUM

Mr. Dane Wadle, California Special Districts Association (CSDA), addressed the Board and provided an update on the activities of CSDA at this time. He mentioned AB 2887, proposed legislation that provides a moratorium on shut-offs and will prohibit utilities from terminating service for non-payment for the first three billing cycles.

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. Minutes of the Board of Directors Meeting, February 26, 2020 (W & R)

Recommendation: Approve draft minutes

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

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

Noes: None

Absent: None

IV. PRESENTATION

1. ACWA JPIA Refund Presentation – Pam Tobin, JPIA Executive Committee (R)

President Costa reported that this item will be delayed until the Board meets in person. Vice President Tobin announced that the refund check will be \$36,132.

V. OLD BUSINESS

1. RWA Board Representative (W & R)

At the request of Director Hanneman, President Costa tabled this item.

2. FY 2019-20 Mid-Year Budget Review (W & R)

Ms. Silva provided the Board with a staff report which will be attached to the minutes. She explained that staff finished the review right at the onset of the pandemic, so there are some areas that are estimates for the current fiscal year taking into account the current environment and some areas where it doesn't.

Ms. Silva reported that Wholesale Operations net income is expected to be approximately \$211,000 greater than anticipated in the budget. She reported that Wholesale Capital revenue should come in approximately \$286,000 higher than the budget. She explained that Wholesale Capital expenditures did not factor in the pandemic and, with the state and county orders, only critical projects will be worked on during this time so expenses will be much lower than both the adopted budget and the mid-year estimate. She informed the Board that there are a few projects which came in under budget by approximately \$500,000, generating true savings; however, more projects will be rolled over to next year as a result of the orders regarding the pandemic.

Ms. Silva reported that Retail Operations revenues and expenses should come in on budget. She reported that Retail Capital activities are similar to wholesale with revenues coming in slightly higher than the budget and expenses coming in under budget. She reported that the District is in a good financial position to weather any economic fallout from the pandemic.

VI. NEW BUSINESS

1. Antelope Pump-Back Booster Pump Station Operations Agreement (W)

GM Helliker provided a staff report which will be attached to the meeting minutes. He explained that staff has been working with Sacramento Suburban Water District to review the operations agreement for the Antelope Pump-Back Booster Pump Station. They identified that the introduction to the agreement has some language which needs to be clarified to show that the pump station is intended to be used for a variety of purposes. He informed the Board that the changes to the operations agreement was reviewed and approved by the Sacramento Suburban Water District Board last month.

Director Hanneman moved to approve the amendment to Antelope Pump-Back Booster Pump Station Ownership, Operation and Maintenance Agreement. Director Miller seconded the motion.

Mr. Bob Churchill, Citrus Heights Water District (CHWD) retired General Manager, addressed the Board and provided a history of the Cooperative Transmission Pipeline (CTP) and CHWD's position that amendments to the CTP agreement or other agreements are needed so that CHWD's capacity entitlements are not infringed upon.

Mr. Steve Anderson, CHWD's General Counsel, addressed the Board and referenced the letter that was sent to the Board. He requested that the Board place a 90-day delay in consideration of this matter so that the staff of CHWD can meet with SJWD and other agencies, that own a capacity interest/entitlements in the CTP, to discuss the expanded proposed operations. He reviewed some of the CTP agreement and further explained CHWD's position on the matter. He voiced concern regarding CHWD's investment in the CTP and that it may end up being a stranded asset due to reverse operation of the pipeline.

Mr. Josh Horowitz, SJWD Legal Counsel, commented that the amendment presented is for the Antelope Pump-Back agreement and the CTP agreement is a separate issue. He commented that the CTP agreement is a legal agreement that will be complied with. In addition, when excess capacity is available, and doesn't interfere with the wholesale customer agencies' ability to receive water from SJWD, then he would expect SJWD staff to meet with the other agencies to discuss the use of excess capacity before any such use occurs.

Vice President Tobin commented that she doesn't think it would be unreasonable or problematic to delay this topic for 90 days.

Vice President Tobin moved for a substitute motion to postpone this topic for 90 days. There was no second, therefore, the motion failed.

GM Helliker commented that staff has attempted to have discussions regarding the CTP agreement but there is a different interpretation of the agreement between the agencies. He stated that staff is committed to having the discussions to try to resolve the disagreements, as expeditiously as possible, but there is no imminent plan to use the Antelope Pump-Back Station.

The motion carried with the following roll call vote:

Ayes: Directors Costa, Hanneman, Miller and Rich

Noes: Tobin

Absent: None

2. Temporary Suspension of Water Shutoffs and Late Payment Fees and Interest (R)

GM Helliker provided a staff report which will be attached to the meeting minutes. He explained that, during this emergency, he would like the Board to consider temporary suspension of water shutoffs. He is suggesting that the District do a two billing cycle suspension, and is recommending that the Board approve that.

Vice President Tobin moved to approve a temporary two billing cycle suspension of water shutoffs and late payment fees and interest. Director Hanneman seconded the motion.

Mr. Horowitz commented that AB 2887, which is pending in the legislature, may require that shutoffs not occur for the first three billing cycles. President Costa commented that should the bill pass, then the District would comply with those requirements.

The motion carried with the following roll call vote:

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

Noes: None

Absent: None

3. Assembly Bill 2093 (Gloria) – Email Retention (W & R)

GM Helliker provided the Board with a draft letter of opposition on AB 2093 which was included in the Board packet. He explained that CSDA and ACWA advocate for an opposing position.

Director Rich moved to approve an oppose position on AB 2093. Director Hanneman seconded the motion and it carried with the following roll call vote:

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

Noes: None

Absent: None

VII. INFORMATION ITEMS

1. GENERAL MANAGER'S REPORT

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

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

1.2 Miscellaneous District Issues and Correspondence

GM Helliker reported that Folsom Reservoir storage is about 48% full and 77% of average. He reported that there is a below normal probability for precipitation for the next three months, with the temperature forecast above normal.

GM Helliker reported that the Regional Water Authority (RWA) Strategic Plan Workshop was postponed until they can meet in person.

GM Helliker informed the Board that meetings have occurred with the regional group (including those who participated in 2018) regarding water transfers. He reported that CHWD is not interested in participating in a water transfer and Fair Oaks Water District has not responded. He anticipates close to \$400 per acre foot should the District participate in a water transfer this year. In response to Director Rich's question, GM Helliker stated that CHWD participated in the 2018 water transfer which was \$400 per acre foot and after costs yielded about \$35 per acre foot for each agency that participated in that water transfer. In addition, CHWD declined to participate when this year's estimate was \$500 per acre foot, so he is pretty sure that they will not participate at \$400 per acre foot.

GM Helliker reported that the annual electronic report to the State Water Board is coming due; however, in light of the current situation, he has been talking to other agencies about putting in a request to delay this and other reports.

GM Helliker reported that the ACWA Spring Conference was postponed to July 28th and the Cap-to-Cap event was postponed until September 8th. He informed the Board that the April Board meeting agenda will include some Board policy revisions, a fee schedule modification, and his performance review.

2. DIRECTOR OF FINANCE'S REPORT

2.1 Miscellaneous District Issues and Correspondence

Ms. Silva reported that Congress recently enacted the Families First Coronavirus Response Act, which will become effective on April 1, 2020. She explained that the act extends the provisions of FMLA to include leave necessary to care for children whose school or daycare has been cancelled in response to Covid-19, and requires the District to provide up to 80 hours of paid leave at different compensation levels, for various scenarios related to COVID-19. Staff is working to understand and implement the new regulation.

In response to Director Rich's question, Ms. Silva informed the Board that the Finance Department has one staff currently working in the office. She explained that there are about 5-6 people at the Administration Building; however, once resources are available this number will decrease. There is one person at the Water Treatment Plant (WTP); the Field Services crew is alternating shifts; there is at least one Engineering staff working from home. She commented that the majority of staff are working from home and the District is working on getting the resources for the ones who could work from home. Mr. Barela commented that the WTP is rotating employees and Engineering has one person still coming into the office.

3. OPERATION MANAGER'S REPORT

3.1 Miscellaneous District Issues and Correspondence

Mr. Barela reported that the District has all the material and supplies needed at this time, and staff is in contact with the chemical suppliers to make sure that they are remaining open.

Mr. Barela announced that Mr. Adam Larsen was promoted to Field Services Manager.

4. ENGINEERING SERVICES MANAGER'S REPORT

4.1 Miscellaneous District Issues and Correspondence

Mr. Andrew Pierson reported that the Filter Basin project and the Thickener project are continuing as critical projects. He reported that the Associate/Senior Engineer recruitment was extended and only one applicant met the qualifications; therefore, he would like to bring this topic to the next Personnel Committee meeting. Director Hanneman commented that with the situation over the last few weeks, he believes that there will be many unemployed people, and it might be best to wait a few weeks, then re-advertise.

5. LEGAL COUNSEL'S REPORT

5.1 Legal Matters

Mr. Horowitz informed the Board that their office is working remotely.

Mr. Horowitz reported that there was no report out of Closed Session at the last Board meeting; therefore, he reported that the Board directed Legal Counsel to file in the two federal cases, regarding the biological opinions, one filed by a group of NGO's and the other one by the State of California. He reported that they are in the process of making those filings; however, there is a delay because the cases were transferred out of the federal district court in San Francisco, and they are going to be federal district court in Fresno. He stated that they will be filed as soon as possible.

VIII. DIRECTORS' REPORTS

1. SGA

Director Costa reported that SGA meets in April. Vice President Tobin reported that, on March 11th, SGA directed SCGA's Chair Todd Eising and Vice Chair Paul Schubert to bring a plan for the potential of having RWA staff the SCGA. She stated that they asked the chairs and vice chairs of the SGA, which is Carly Sheehan and Brett Ewart, and SCGA's Todd Eising and Paul Schubert, and RWA's Kerry Schmitz and Sean Bigley to form a joint committee to facilitate the discussions between the three boards. She stated that they will report back at the April 9th meeting.

2. RWA

Director Hanneman reported that RWA met via conference call last week and RWA Executive Committee met today. A written report was emailed to the Board members and will be attached to the meeting minutes.

3. ACWA

3.1 ACWA - Pam Tobin

Vice President Tobin emailed her report, which will be attached to the meeting minutes.

3.2 JPIA - Pam Tobin

Vice President Tobin reported that JPIA held the Strategic Planning Meeting in Southern California on March 4-6, 2020. In addition, the physical office in Roseville has been closed but may reopen on March 30, 2020.

3.3 Energy Committee - Ted Costa

No report.

4. CVP WATER ASSOCIATION

No report.

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

Vice President Tobin commented that ACWA is sharing positive posts to brighten each other's day and suggested that the District consider doing this as well, in light of the feeling of isolation that is associated with shelter in place protocols.

IX. COMMITTEE MEETINGS

1. Finance Committee – March 24, 2020

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

X. UPCOMING EVENTS

1. 2020 Cap To Cap – Metro Chamber

~~April 25-29, 2020~~ RESCHEDULED TO SEPTEMBER 8-12, 2020
Washington DC

2. 2020 ACWA Spring Conference

~~May 5-8, 2020~~ RESCHEDULED TO JULY 28-31, 2020
Monterey, CA

President Costa announced that the Closed Session will be delayed until the Board meets in person. He appointed Directors Hanneman and Rich as the District's labor negotiators. Director Hanneman commented that after the general manager's review then he and Director Rich will meet to discuss the general manager's compensation.

XI. CLOSED SESSION

1. Public employee performance evaluation involving the General Manager; Government Code sections 54954.5(e) and 54957.
2. Conference to provide District's labor negotiators with direction concerning changes to General Manager's compensation and benefits; Government Code sections 54954.5(f) and 54957.6

XII. OPEN SESSION

There was no closed session.

XIII. ADJOURN

The meeting was adjourned at 7:26 p.m.

ATTEST:

EDWARD J. "TED" COSTA, President
Board of Directors
San Juan Water District

TERI GRANT, Board Secretary

AGENDA ITEM III-2

DRAFT

SAN JUAN WATER DISTRICT

Board of Director's Special Board Meeting Minutes
April 7, 2020 – 4:00 p.m.

Conducted via Teleconference

BOARD OF DIRECTORS

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

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager
Teri Grant	Board Secretary/Administrative Assistant
Joshua Horowitz	Legal Counsel

OTHER ATTENDEES

None

AGENDA ITEMS

- I. Roll Call
- II. Closed Session
- III. Open Session
- IV. Adjourn

President Costa called the meeting to order at 4:10 p.m.

I. ROLL CALL

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

President Costa announced that the public conference lines would be terminated and that the Board was adjourning to closed session to discuss the significant exposure to litigation involving a claim of violation of the California Voting Rights Act asserted by the Southwest Voter Registration Education Project. There were no public comments.

President Costa called for Closed Session at 4:13 pm.

II. CLOSED SESSION

1. Conference with legal counsel--anticipated litigation; Government Code sections 54954.5(c) and 54956.9(b); significant exposure to litigation involving claim of violation of the California Voting Rights Act asserted by the Southwest Voter Registration Education Project.

President Costa returned to Open Session at 5:05 pm.

III. OPEN SESSION

Report from closed session: The Board discussed the matter and gave direction to General Manager Helliker and Legal Counsel Horowitz.

IV. ADJOURN

The meeting was adjourned at 5:05 p.m.

ATTEST:

EDWARD J. "TED" COSTA, President
Board of Directors
San Juan Water District

TERI GRANT, Board Secretary

AGENDA ITEM III-3

DRAFT

SAN JUAN WATER DISTRICT

Board of Director's Special Board Meeting Minutes
April 14, 2020 – 4:00 p.m.

Conducted via Teleconference

BOARD OF DIRECTORS

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

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager
Donna Silva	Director of Finance
Tony Barela	Operations Manager
Lisa Brown	Customer Service Manager
Adam Larsen	Field Services Manager
Andrew Pierson	Senior Engineer
Greg Turner	Water Treatment Plant Manager
Greg Zlotnick	Water Resources Manager
Teri Grant	Board Secretary/Administrative Assistant
Joshua Horowitz	Legal Counsel

OTHER ATTENDEES

Mike McRae	Fair Oaks Water District
Suzanne Jones	Rate Payer
Cathy Lee	
Craig Locke	Sacramento Suburban Water District
Dave Peterson	Rate Payer
Nadine Reid	

AGENDA ITEMS

- I. Roll Call
- II. Transition to Division-Based Elections
- III. Transition to Division-Based Elections
- IV. Closed Session
- V. Open Session
- VI. Adjourn

President Costa called the meeting to order at 4:00 p.m.

I. ROLL CALL

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

II. TRANSITION TO DIVISION-BASED ELECTIONS

President Costa informed the Board that the first step was to decide which election the re-districting would apply to. Director Hanneman referred to the General Manager's staff report.

Director Rich moved to have the division maps apply to the 2020 election. President Costa stated he was out of order and would like discussion to occur first.

President Costa opened the floor for discussion from the Board. The Board discussed the item and provided pros and cons for applying the division maps to the 2020 or 2022 election.

President Costa opened the floor for discussion from the Public. Several members of the public provided their comments.

GM Helliker provided the Board with four alternative schedules and the estimated costs, which are available in his staff report that will be attached to the meeting minutes.

Director Rich moved have the division maps apply to the 2020 election. Director Hanneman seconded the motion.

Director Tobin moved for a substitute motion to have the division maps apply to the 2022 election. Director Miller seconded the motion.

Director Rich reiterated his concern regarding the costs and risks associated with applying the division maps to the 2022 election and not the 2020 election.

The substitute motion carried with the following roll call vote:

Ayes: Directors Costa, Miller and Tobin

Noes: Directors Hanneman and Rich

Absent: None

III. TRANSITION TO DIVISION-BASED ELECTIONS

Mr. Horowitz recommended that discussion of a resolution and the Closed Session be brought back to a regular Board meeting. President Costa adjourned the meeting.

There was no Closed Session.

IV. CLOSED SESSION

1. Conference with legal counsel--anticipated litigation; Government Code sections 54954.5(c) and 54956.9(b); significant exposure to litigation involving claim of violation of the California Voting Rights Act asserted by the Southwest Voter Registration Education Project.

V. OPEN SESSION

There was no closed session.

VI. ADJOURN

The meeting was adjourned at 4:54 p.m.

ATTEST:

EDWARD J. "TED" COSTA, President
Board of Directors
San Juan Water District

TERI GRANT, Board Secretary

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

Operations Plan Report Card FY 2019-20

On Track
Delayed
Issues

ADMINISTRATION/WATER RESOURCES/IT

Task	Original Target Date	Updated Target Date	Completion Date	Comments
Water Quality Control Plan – Voluntary Agreement: participate in American River agency negotiations with the Administration to achieve adoption by the SWRCB of acceptable 15-year agreement	Ongoing			Regular updates provided to Board
Water Fix – engage as necessary to protect District interests as new project developed, permits sought	Ongoing			Regular updates provided to Board
Organize and conduct joint project with neighboring water agencies on collaboration and integration of projects and programs	2/28/2020	11/1/2020		Securing agreement on the RFP from partners took longer than anticipated
Manage completion of demand, treatment and conveyance capacity (DTCC) assessment study	12/31/2019	3/1/2020		Start was delayed by a couple of months.
Initiate discussions with PCWA regarding potentially available treatment and conveyance capacity for their West County needs based on information developed in DTCC assessment study	6/30/2020			
Initiate collaborative efforts and RFP development with WCAs for 2020 UWMP Update [due mid-2021]	6/30/2020			
If conditions warrant and allow, complete actions necessary to implement a groundwater substitution and/or conserved water transfer	6/30/2020			SJWD will not participate in the 2020 transfer
Prepare annual water rights reports to SWRCB and submit estimated schedule of deliveries of PCWA and CVP supplies to Reclamation	Post-14 > 4/1/20 Pre-14 > 6/30/20 Reclamation > 3/31/20			
Provide Monthly summary reports to Reclamation showing usage of water rights, PCWA, and CVP supplies, as well as treatment of SSWD's PCWA deliveries	10 th of the following month			
Complete State SRF application for low interest financing for Hinkle & Kokila project	Work in Progress			
Assist with the implementation of the Geographic Information System (GIS)	6/30/2019	1/30/2020		
Complete a Supervisory Control and Data Acquisition (SCADA) Master Plan	8/30/2019	2/29/2020		
Implement improvements to the Wonderware Software System	5/1/2019		11/15/2019	Redundant Historian
1 st Annual SJWD Employee Kids Day	8/9/2019		8/9/2019	
Propose updates to District's Record Retention Policy	6/30/2020			
Re-apply for SSDLF District Transparency Certificate of Excellence	9/30/2019		10/10/2019	

CUSTOMER SERVICE

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

AGENDA ITEM IV-1

Operations Plan Report Card FY 2019-20

On Track
Delayed
Issues

On Track
Delayed
Issues

DISTRIBUTION (Field Services)

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

ENGINEERING SERVICES

Task	Target Date	Updated Target Date	Completion Date	Comments
Complete the design and construction of the WTP Filters Basin Resurfacing, Nozzle, Media, and BW Hood Improvements Project	6/30/2020	4/30/2021		In process, completion date change
Complete funding, planning, and design of the Hinkle Reservoir Lining and Cover Replacement Project (for Const. in 20/21)	6/30/2020			
Integration of record documents with the recently implemented Geographic Information System (GIS)	6/30/2020			
Complete an update of the Construction and Development Standard Details and the Construction Notes	6/30/2020			
Complete an update of the Retail Master Plan	6/30/2020			
Update and calibrate the RSA Hydraulic Model	6/30/2020			
Complete installation of "Low Flow" pumps in the Lower ("Castellanos") and Upper Granite Bay Pump Stations	12/31/2019	10/30/2020		In process, schedule change
Complete the Electrical Improvements at the Bacon Pump Station	5/31/2020			
Install HVAC Units at the Bacon Pump Station	10/30/2019		10/2/2019	
Complete the SJWD/PCWA Kokila Intertie	6/30/2020	12/31/2020		In process, schedule change

Operations Plan Report Card FY 2019-20

On Track
Delayed
Issues

FINANCE

Task	Target Date	Updated Target Date	Completion Date	Comments
Complete Applications for State Revolving Loan Funds for Hinkle and Kokila Reservoir Projects	12/31/2019		11/15/2019	SRF has completed their review of the Hinkle financial package. Funding approval now hinges on completion of the technical and environmental packages. Cannot submit financial package for Kokila until Engineering submits environmental package.
Complete a Master Fee Study and recommend fee changes as identified in the study	8/30/2019	11/13/2019	12/11/2019	
Propose amendment to Compensation Policy to bring into alignment with target market position	8/30/2019		8/28/2019	
Propose and implement new allocation methodology and rate schedule for Wholesale Water Rates	12/31/2019		12/11/2019	
Complete Disaster Preparedness Planning and Documentation for Business Continuity	6/30/2020			
Review Investment Policy and Propose Updates if needed	6/30/2020			
Complete an overhaul of the Employee Manual, updating District ordinances and policies as necessary	6/30/2020			

WATER EFFICIENCY

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

WATER TREATMENT

Task	Target Date	Updated Target Date	Completion Date	Comments
Hinkle Reservoir 48' bypass pipe cleaning and repair	3/31/2020		3/18/2020	
Complete the corrosion protection system evaluation and calibration	9/30/2019	11/30/19	11/21/2019	
Replace the Lime Feed system electric panel	9/30/2019		9/1/2019	
Solids Handling Building VFD replacements	12/31/2019		12/12/2019	
Tag line replacement for NW & SW hoods	6/30/2020			
WS meter vault float and level switches	6/30/2020			
Install window in office at the Water Treatment Plant	8/31/2019	10/25/19	10/25/2019	
SC200 instrument replacement (6)	11/30/2020		10/1/2019	
Purchase lab top turbidimeter (new)	10/31/2019		8/1/2019	

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: April 22, 2020
Subject: Division-based Elections

RECOMMENDED ACTION

Adopt Resolution 20-03 declaring San Juan Water District's intent to transition from at-large elections to division-based elections and establishing a process for the transition.

BACKGROUND

On March 30, San Juan Water District received a letter from Shenkman and Hughes, concerning alleged violations of the California Voting Rights Act by the District, as a result of the at-large election process that the District employs. That letter is attached.

We do not agree that the at-large voting process is necessarily discriminatory. However, the prospect of that position prevailing in court is not good. Shenkman and Hughes has successfully challenged at-large voting procedures in a number of jurisdictions in California, and many of these decisions resulted in six- and seven-figure costs to these jurisdictions for attorney's fees paid to Shenkman and Hughes. We do not recommend pursuing such litigation. At its meeting on April 7, the Board directed Legal Counsel and me to develop the information and draft documents to implement division-based elections.

Elections Code Section 10010 provides a "safe harbor" process to minimize the legal cost of a transition to district (division) -based elections. That section limits the payment to all plaintiffs such as Shenkman and Hughes to a maximum of \$30,000 (subject to documentation by the plaintiff and mutual agreement on the amount by the District and the plaintiff), if the District meets the following requirements:

1. Within 45 days of receipt of the letter from the first plaintiff, adopt a resolution laying out the steps the District will take to implement division-based elections and the schedule for doing so
2. Within 90 days of adoption of the resolution, conduct at least four hearings
3. The first two of these hearings will be conducted over no more than 30 days, to receive input from the public prior to the release of electoral division maps
4. The third and fourth hearings would be held over a period of no more than 45 days, the first of which would be no earlier than 7 days after the release of at least one draft electoral map

Attachment A of Resolution 20-03 lays out this series of hearings, and requirements associated with them. The Board would need to adopt an ordinance defining the electoral map at a regular meeting. If the Board wants to select a date for that regular meeting which is different from the current set of regular meetings each year defined in Board Policy 2.1 (the 4th Wednesday of the month, except in November and December), it will need to specify by resolution the time and date of the additional regular meeting(s).

Given the decision the Board made at its April 14, 2020, meeting concerning the timing of the effectiveness of the division-based map it will adopt, the new map will be implemented during the November 1, 2022, election. The map will need to be submitted to the elections offices in Sacramento and Placer Counties no later than June 29, 2022, to be effective in that election. Three different potential schedule examples are provided in the additional versions of Attachment A that are also attached to this report, reflecting schedules that would meet a completion within the 90-day statutory deadline (July 22, 2020); completion within an additional 90-day window (October 19, 2020), which would require the agreement of the plaintiff; and a schedule in 2021 after the 2020 census data is available, which would also require agreement by the plaintiff.



28905 Wight Road
Malibu, California 90265
(310) 457-0970
kshenkman@shenkmanhughes.com

VIA CERTIFIED MAIL

March 26, 2020

Edward J. Costa, Board President
Paul Helliker – General Manager
Teri Grant – Board Secretary
San Juan Water District
9935 Auburn-Folsom Road
Granite Bay CA 95746

Re: Violation of California Voting Rights Act

I write on behalf of our client, Southwest Voter Registration Education Project and its members residing in the San Juan Water District. The San Juan Water District (“SJWD” or “District”) relies upon an at-large election system for electing candidates to its governing board. Moreover, voting within the District is racially polarized, resulting in minority vote dilution, and therefore SJWD’s at-large elections violate the California Voting Rights Act of 2001 (“CVRA”).

The CVRA disfavors the use of so-called “at-large” voting – an election method that permits voters of an entire jurisdiction to elect candidates to each open seat. *See generally Sanchez v. City of Modesto* (2006) 145 Cal.App.4th 660, 667 (“Sanchez”). For example, if the U.S. Congress were elected through a nationwide at-large election, rather than through typical single-member districts, each voter could cast up to 435 votes and vote for any candidate in the country, not just the candidates in the voter’s district, and the 435 candidates receiving the most nationwide votes would be elected. At-large elections thus allow a bare majority of voters to control *every* seat, not just the seats in a particular district or a proportional majority of seats.

Voting rights advocates have targeted “at-large” election schemes for decades, because they often result in “vote dilution,” or the impairment of minority groups’ ability to elect their preferred candidates or influence the outcome of elections, which occurs when the electorate votes in a racially polarized manner. *See Thornburg v. Gingles*, 478 U.S. 30, 46 (1986) (“Gingles”). The U.S. Supreme Court “has long recognized that multi-member districts and at-large voting schemes may operate to minimize or cancel out the voting strength” of minorities. *Id.* at 47; *see also id.* at 48, fn. 14 (at-large elections may also cause elected officials to “ignore [minority]

interests without fear of political consequences”), citing *Rogers v. Lodge*, 458 U.S. 613, 623 (1982); *White v. Register*, 412 U.S. 755, 769 (1973). “[T]he majority, by virtue of its numerical superiority, will regularly defeat the choices of minority voters.” *Gingles*, at 47. When racially polarized voting occurs, dividing the political unit into single-member districts, or some other appropriate remedy, may facilitate a minority group’s ability to elect its preferred representatives. *Rogers*, at 616.

Section 2 of the federal Voting Rights Act (“FVRA”), 42 U.S.C. § 1973, which Congress enacted in 1965 and amended in 1982, targets, among other things, at-large election schemes. *Gingles* at 37; see also Boyd & Markman, *The 1982 Amendments to the Voting Rights Act: A Legislative History* (1983) 40 Wash. & Lee L. Rev. 1347, 1402. Although enforcement of the FVRA was successful in many states, California was an exception. By enacting the CVRA, “[t]he Legislature intended to expand protections against vote dilution over those provided by the federal Voting Rights Act of 1965.” *Jauregui v. City of Palmdale* (2014) 226 Cal. App. 4th 781, 808. Thus, while the CVRA is similar to the FVRA in several respects, it is also different in several key respects, as the Legislature sought to remedy what it considered “restrictive interpretations given to the federal act.” Assem. Com. on Judiciary, Analysis of Sen. Bill No. 976 (2001-2002 Reg. Sess.) as amended Apr. 9, 2002, p. 2.

The California Legislature dispensed with the requirement in *Gingles* that a minority group demonstrate that it is sufficiently large and geographically compact to constitute a “majority-minority district.” *Sanchez*, at 669. Rather, the CVRA requires only that a plaintiff show the existence of racially polarized voting to establish that an at-large method of election violates the CVRA, not the desirability of any particular remedy. See Cal. Elec. Code § 14028 (“A violation of Section 14027 **is established** if it is shown that racially polarized voting occurs . . .”) (emphasis added); also see Assem. Com. on Judiciary, Analysis of Sen. Bill No. 976 (2001–2002 Reg. Sess.) as amended Apr. 9, 2002, p. 3 (“Thus, this bill puts the voting rights horse (the discrimination issue) back where it sensibly belongs in front of the cart (what type of remedy is appropriate once racially polarized voting has been shown).”)

To establish a violation of the CVRA, a plaintiff must generally show that “racially polarized voting occurs in elections for members of the governing body of the political subdivision or in elections incorporating other electoral choices by the voters of the political subdivision.” Elec. Code § 14028(a). The CVRA specifies the elections that are most probative: “elections in which at least one candidate is a member of a protected class or elections involving ballot measures, or other electoral choices that affect the rights and privileges of members of a protected class.” Elec. Code § 14028(a). The CVRA also makes clear that “[e]lections conducted prior to

the filing of an action ... are more probative to establish the existence of racially polarized voting than elections conducted after the filing of the action.” *Id.*

Factors other than “racially polarized voting” that are required to make out a claim under the FVRA – under the “totality of the circumstances” test – “are probative, but not necessary factors to establish a violation of” the CVRA. Elec. Code § 14028(e). These “other factors” include “the history of discrimination, the use of electoral devices or other voting practices or procedures that may enhance the dilutive effects of at-large elections, denial of access to those processes determining which groups of candidates will receive financial or other support in a given election, the extent to which members of a protected class bear the effects of past discrimination in areas such as education, employment, and health, which hinder their ability to participate effectively in the political process, and the use of overt or subtle racial appeals in political campaigns.” *Id.*

SJWD’s at-large system dilutes the ability of Latinos (a “protected class”) – to elect candidates of their choice or otherwise influence the outcome of the District’s board elections.

As of the 2010 Census, Latinos comprised approximately 13% of the District’s population, and likely a greater proportion today. However, in recent history (at least the past two decades) there appears to have been a complete absence of Latinos on the District’s Board, and that lack of representation continues today. The contrast between the significant Latino proportion of the electorate and the complete absence of Latinos to be elected to the SJWD Board is outwardly disturbing and fundamentally hostile towards participation from members of this protected class.

In light of the District’s underrepresentation of Latinos, it is no wonder why Latino residents do not emerge as candidates. During the past two decades, there seem to have been no Latinos to emerge as candidates for the SJWD Board. Opponents of fair, district-based elections may attempt to attribute the lack of candidates within protected classes to a lack of interest from their respective communities within the District. On the contrary, the virtual absence of Latino candidates reveals vote dilution. *See Westwego Citizens for Better Government v. City of Westwego*, 872 F. 2d 1201, 1208-1209, n. 9 (5th Cir. 1989).

Where there are no “endogenous” elections involving candidates who are members of the protected class, the analysis under the CVRA necessarily turns to “elections involving ballot measures, or other electoral choices that affect the rights and privileges of members of a protected class.” *See Elec. Code § 14028.* Typically, Propositions 187, 209 and 227 are analyzed for this purpose in California voting

rights cases. Each of these propositions, though strongly opposed by the Latino community, were supported by the majority non-Hispanic white electorate in SJWD, resulting in their victory within SJWD.

Recently, this underrepresentation has manifested itself in decisions by the SJWD Board. For example, we understand that SJWD recently decided to use two different water sources for its customers – providing the better water to the more-affluent less-Latino portions of SJWD, while refusing to do the same for the less-affluent more-Latino portions of SJWD. This lack of responsiveness to the minority community is exactly what the U.S. Supreme Court cautioned is the inevitable result of at-large elections. (See *Thornburg v. Gingles* (1986) 478 U.S. 30, 48, n. 14 [at-large election system tends to cause elected officials to “ignore [minority] interests without fear of political consequences.”].)

As you may be aware, in 2012, we sued the City of Palmdale for violating the CVRA. After an eight-day trial, we prevailed. After spending millions of dollars, a district-based remedy was ultimately imposed upon the Palmdale City Council, with districts that combine all incumbents into one of the four districts.

More recently, after a 7-week trial, we also prevailed against the City of Santa Monica, after that city needlessly spent millions of dollars defending its illegal election system – far in excess of what was spent in the Palmdale litigation - taxpayer dollars which could have been more appropriately spent on indispensable municipal services and critical infrastructure improvements. Just prior to the trial in that case, counsel for the City of Santa Monica – Kahn Scolnick, a partner at Gibson Dunn & Crutcher LLP proclaimed that, “the reality is that if Santa Monica fails the CVRA test, then no city could pass, because Santa Monica is doing really well in terms of full representation and success of minority candidates.” (“In Rare California Voting Rights Trial, Gibson Dunn Steps Up for Santa Monica”, Law.com, August 1, 2018). Notwithstanding Mr. Scolnick’s prediction, Plaintiffs succeeded in proving that Santa Monica’s election system was in violation of the CVRA and the Equal Protection Clause of the California Constitution.

Given the historical lack of representation of those from this protected class on the SJWD Board in the context of racially polarized elections, we urge the District to voluntarily change its at-large system of electing board members. Otherwise, on behalf of residents within the jurisdiction, we will be forced to seek judicial relief. Please advise us no later than May 15, 2020 as to whether you would like to discuss a voluntary change to your current at-large system.

We look forward to your response.

Very truly yours,



Kevin I. Shenkman

RESOLUTION NO. 20-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN JUAN WATER DISTRICT DECLARING ITS INTENT TO TRANSITION FROM AT-LARGE ELECTIONS TO DIVISION-BASED ELECTIONS AND ESTABLISHING A PROCESS FOR THE TRANSITION

WHEREAS, the Directors of the San Juan Water District ("District") are currently elected in "at-large" elections, in which each Board member is elected by all registered voters residing within the District's wholesale service area;

WHEREAS, on March 30, 2020, the District received a certified letter from the law firm of Shenkman & Hughes(the "Letter") alleging on behalf of the Southwest Voter Education Project that the District's at-large electoral system for its Board of Directors ("Board") violates the California Voting Rights Act (Elections Code sections 14025- 14032; the "CVRA") and threatening litigation if the District did not transition to a by-division system for electing its Directors in accordance with the safe harbor provisions set forth in California Elections Code section 10010;

WHEREAS, the Letter alleges that the District's at-large electoral system results in "racially polarized voting" as defined in Sections 14026(e) and 14028 of the CVRA, but the Letter was not accompanied by any evidence to support the claim of a CVRA violation, and the Board denies that its existing at-large electoral system violates the CVRA or any other provision of law;

WHEREAS, the Letter also alleges that the District has decided to use two different water sources for its customers -- providing better-quality water to the more-affluent parts of its wholesale service area and lower-quality water to less-affluent portions of SJWD -- an allegation which is false because the District provides the same high-quality surface water supplies to all of its retail and wholesale customers, and the only other water supply provided to water users in the District's wholesale service area is groundwater pumped by the District's wholesale customers at their sole discretion;

WHEREAS, the Board has considered the significant resources incurred by multiple cities and other public entities in litigating similar CVRA claims, and the impact that the expenditure of such costs could have on the District's ability to provide essential services at a fair cost to the District's residents and businesses;

WHEREAS, Elections Code section 10010 provides a method whereby the District may transition to a by-division electoral system and thereby avoid the high cost and risk of litigation under the CVRA;

WHEREAS, prior to the Board's consideration of an ordinance to establish a by- division electoral system, Elections Code Section 10010 requires all of the following:

1. Before drawing one or more draft maps of the boundaries of the proposed electoral divisions: (a) the Board may direct staff to conduct public outreach, including to non-English-speaking communities, to explain the process of divisioning the District and to encourage public participation in the process; and (b) after conducting initial public outreach, if any, the Board must hold at least two public hearings over a period of no more than 30 days to solicit public input regarding the proposed division boundaries.
2. After all maps are drawn, the District must select, publish and make available to the public at least one draft map and, if Directors will be elected by their divisions at different times to provide for staggered terms, publish the potential sequence of the elections.
3. The Board also must hold at least two additional hearings over a period of no more than 45 days to receive public input regarding the content of the draft map or maps and the proposed sequence of elections.
4. The first version of a draft map must be published at least seven days before it is considered at a hearing, and if a draft map is revised at or following a hearing, it must be republished and made available to the public for at least seven days before it is adopted;

WHEREAS, the District was formed and has continued to hold its elections for the office of Director using staggered terms under a rotation in which two Directors are elected at one election and the other three Directors are elected at the subsequent election;

WHEREAS, the Board will retain the Sacramento County's or Placer County's Registrars of Voters' offices or an experienced private demographer to assist the District in developing a proposal for a by-division electoral system that complies with the CVRA and other federal and state legal requirements; and

WHEREAS, the Board's adoption of a by-division electoral system will not affect the terms of any sitting Director, each of whom shall serve out his or her existing term; and

WHEREAS, the Board now desires to declare its intention to adopt a resolution consistent with Elections Code section 10010 to transition the District's electoral system from at-large to by-division beginning with the 2022 District Election, establish the process to complete this transition, and to establish an estimated schedule for the transition.

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

1. The above recitals are true and are incorporated herein by reference.

2. This resolution states the Board's intention to consider enacting an ordinance to transition its electoral system from at-large to by-division for the purpose of electing its Directors beginning with the November 2022 election, pursuant to Elections Code section 10010.

3. Subject to Board approval and direction, staff shall retain and work with elections officials of Sacramento County or Placer County or an experienced private demographer, and with other appropriate consultants as needed, to provide a detailed analysis of the District's current demographics and any other information or data necessary to prepare one or more draft maps as directed by the Board which divides the District into five electoral divisions consistent with the intent and purpose of the California Voting Rights Act, the Federal Voting Rights Act, and appellate decisions interpreting those Acts. The General Manager is also directed to prepare a proposal for Board consideration for conducting public outreach on the proposed transition of the District electoral system.

4. The Board Secretary is directed to post information on the District's website regarding the proposed transition to a by-division electoral system, including maps, notices, agendas and other information, and to establish a means of communication to answer questions from the public.

5. The Board hereby approves the estimated timelines set forth in Exhibit A, attached to and made a part of this resolution, for conducting a process to solicit public input and testimony on proposed district-based electoral maps before the Board enacts an ordinance approving the final map.

6. The actions set forth in this resolution are exempt from review under the Environmental Quality Act and the Guidelines interpreting it (collectively "CEQA"), specifically under CEQA Guidelines sections 15061(b)(3) and 15320. In addition, the adoption of this resolution and the actions provided in it are organizational and administrative activities of the District that will not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment, and therefore is not a project as defined under CEQA Guidelines section 15378(b)(3).

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 22nd day of April 2020, by the following vote:

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

EDWARD J. "TED" COSTA
President, Board of Directors

TERI GRANT
Secretary, Board of Directors

Attachment A

California Voting Rights Act District-Based Elections Actions and Timeline

The selected schedule will be inserted here after its approval by the Board.

Attachment A

California Voting Rights Act
Division-Based Elections Actions and Timeline
Alternative 1 – Compliance with Statutory Deadlines (90 days)

Task	Date/Timeline¹	Notes
District received letter alleging violation of CVRA.	March 30, 2020	
Board meeting – Adopt resolution of intent.	April 22, 2020	Must adopt resolution within 45 days of receiving letter (May 14). The date the resolution is adopted establishes the 90-day deadline to enact by-division elections.
Board meeting/Public Hearing #1 – Introduce Public Engagement Process ² .	May 13, 2020	Before draft map(s) are released, the date of the first hearing established the deadline to hold two public hearings within 30 days.
Board meeting/Public Hearing #2 – Public Engagement Process.	May 27, 2020	Must be held within 30 days of Hearing #1.
Board meeting/Public Hearing #3 – Board and public input on draft maps of proposed divisions.	June 10, 2020	First draft of map(s) shall be published 7 days before Hearing #3.
Board meeting/Public Hearing #4 – Map approval and introduction of ordinance.	June 24, 2020	Must be held within 45 days of Hearing #3.
Board regular meeting – Second reading and enactment of ordinance and final division map. Final map must be filed with Registrars of Voters.	July 22, 2020	Draft ordinance must be introduced 5 days before second reading and adoption.

Notes

- 1 - All dates on and after April 22 are the dates of regular Board meetings, except June 10 (2nd Wednesday) and July 14 (2nd Tuesday, and last day of 90-day window).
- 2 - Before the hearings begin, the Board may conduct a public outreach campaign, including to non-English-speaking communities, to explain the elections transition process and to encourage public participation.

Attachment A

California Voting Rights Act District-Based Elections Actions and Timeline Alternative 2 – Statutory Deadline Plus 90-Day Extension¹

Task	Date/Timeline²	Notes
District received letter alleging violation of CVRA.	March 30, 2020	
Board meeting – Adopt resolution of intent.	April 22, 2020 ³	Must adopt resolution within 45 days of receiving letter (May 14). The date the resolution is adopted establishes the 90-day deadline to enact by-division elections.
Board meeting/Public Hearing #1 – Introduce Public Engagement Process ⁴ .	May 27, 2020	Before draft map(s) are released, the date of the first hearing established the deadline to hold two public hearings within 30 days.
Board meeting/Public Hearing #2 – Public Engagement Process.	June 24, 2020	Must be held within 30 days of Hearing #1.
Board meeting/Public Hearing #3 – Board and public input on draft maps of proposed divisions.	July 22/ August 26, 2020	First draft of map(s) shall be published 7 days before Hearing #3.
Board meeting/Public Hearing #4 – Map approval and introduction of ordinance.	August 26/ September 23, 2020	Must be held within 45 days of Hearing #3.
Board regular meeting – Second reading and enactment of ordinance and final division map. Final map must be filed with Registrars of Voters.	September 23/ October 19, 2020 ⁵	Draft ordinance must be introduced 5 days before second reading and adoption.

Notes

- 1 - This option would require the approval of claimant Southwest Voter Registration Education Project, the attorney for which has stated would provide its approval.
- 2 - All dates after March 30, 2020 are dates of regular Board meetings, except for October 11, 2020; the schedule for Public Hearings 3 and 4 would depend on whether or not the Board decides to cancel its July or August regular meetings
- 3 - This date could be as late as May 14, 2020, to be within the 45-day statutory requirement
- 4 - Before the hearings begin, the Board may conduct a public outreach campaign, including to non-English-speaking communities, to explain the elections transition process and to encourage public participation.
- 5 - If the Board decides to hold its final regular meeting after September 23, 2020, it would need to adopt a resolution designating the meeting date as a regular meeting; October 19 (end of 180 day window) is the 3rd Monday

Attachment A

California Voting Rights Act District-Based Elections Actions and Timeline Alternative 3 – Statutory Deadline Waived by Settlement¹

Task	Date/Timeline²	Notes
District received letter alleging violation of CVRA.	March 30, 2020	
Board meeting – Adopt resolution of intent.	April 22, 2020 ³	Must adopt resolution within 45 days of receiving letter (May 14). The date the resolution is adopted establishes the 90-day deadline to enact by-division elections.
Board meeting/Public Hearing #1 – Introduce Public Engagement Process ⁴ .	May 26, 2021	Before draft map(s) are released, the date of the first hearing established the deadline to hold two public hearings within 30 days.
Board meeting/Public Hearing #2 – Public Engagement Process.	June 23, 2021	Must be held within 30 days of Hearing #1.
Board meeting/Public Hearing #3 – Board and public input on draft maps of proposed divisions.	September 22, 2021	First draft of map(s) shall be published 7 days before Hearing #3.
Board meeting/Public Hearing #4 – Map approval and introduction of ordinance.	November 10, 2021	Must be held within 45 days of Hearing #3.
Board regular meeting – Second reading and enactment of ordinance and final division of map. Final map must be filed with Registrars of Voters.	December 8, 2021	Draft ordinance must be introduced 5 days before second reading and adoption.

Notes

- 1 - This schedule would require a settlement agreement with the claimant, Southwest Voter Registration Education Foundation
- 2 - All dates after March 30, 2020 are dates of regular Board meetings; schedule for Public Hearings starts after 2020 Census data are available, and allows for cancellation of July or August meetings
- 3 - This date could be as late as May 14, 2020, to be within the 45-day statutory requirement
- 4 - Before the hearings begin, the Board may conduct a public outreach campaign, including to non-English-speaking communities, to explain the elections transition process and to encourage public participation.

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: April 22, 2020
Subject: SJWD Board Policy Update

RECOMMENDED ACTION

Staff recommends a motion adopt Resolution 20-04 repealing Board Policy 1000 Overview (OV-1 Overview).

BACKGROUND

The SJWD Board Policies are designed to record policies adopted by the Board of Directors of San Juan Water District. The policies are periodically reviewed and amended as needed.

CURRENT STATUS

In 2019, staff reformatted the Board Policies and are continuing to review and propose revisions to various policies. One of the policies that we have identified as in need of revision is Policy 1000 Overview.

This policy simply states that the Board can add, modify or delete provisions of policies at any time. Pursuant to the sections of the Government Code referenced in the attached resolution, the Board has the power to add, modify or delete provisions of policies regardless of a policy expressly stating the authority. Consequently, the policy is unnecessary and staff recommends repealing it.

Attachments:

Resolution 20-04
1000 Overview Policy (OV-1 Overview)

San Juan Water District

RESOLUTION 20-04

REPEAL BOARD POLICY 1000 OVERVIEW (OV-1 OVERVIEW)

WHEREAS, the Board of Directors has the authority to adopt, revise and rescind policies to govern the operation of the District, pursuant to Sections 61060(e) and 61051(a) of the Government Code; and

WHEREAS, Board policy 1000 (OV-1 Overview) merely restates this authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Juan Water District that Policy 1000 Overview is hereby rescinded.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 22nd day of April 2020, by the following vote:

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

EDWARD J. "TED" COSTA
President, Board of Directors

TERI GRANT
Secretary, Board of Directors

SAN JUAN WATER DISTRICT POLICIES

POLICY TYPE: District Overview
POLICY TITLE: Overview
POLICY NUMBER: 1000
DATE ADOPTED: October 23, 2003
DATES AMENDED:

1000.00 Overview

1000.01 Purpose of the Board Policies

The Board Policies are designed to record policies adopted by the Board of Directors of San Juan Water District.

1000.02 Adoption/Amendment of Policies

The District reserves full discretion to add to, modify or delete provisions of the Policies at any time and without advance notice. Adoption/amendment of these policies will be by Board Resolution. The District also reserves the right to interpret any of the provisions set forth in the Policies in any manner it deems reasonable and appropriate. No individual other than the District Board of Directors has the authority to enter into any agreement regarding these policies.

When amending the wholesale water service policies the District Board will, where feasible and appropriate, solicit input from the wholesale agencies.

AGENDA ITEM VI-1.1

STAFF REPORT

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

RECOMMENDED ACTION

For information only, no action requested.

TREATMENT PLANT OPERATIONS

Water Production for March

Item	2020	2019	Difference
Monthly Production AF	1,859.90	1,936.63	-4.0%
Daily Average MG	19.55	20.36	-4.0%
Annual Production AF	5,275.85	5,769.98	-8.6%

Water Turbidity

Item	February 2020	January 2020	Difference
Raw Water Turbidity NTU	1.74	1.43	22%
Treated Water Turbidity NTU	0.026	0.026	0%
Monthly Turbidity Percentage Reduction	98.48%	98.19%	

*Folsom Lake Reservoir Storage Level AF**

Item	2020	2019	Difference
Lake Volume AF	477,414	592,167	-19%

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

* Total Reservoir Capacity: 977,000 AF

Other Items of Interest:

- Completed 48" bypass pipeline cleaning.
- Complete Mid-Year Budget review.
- Construct ADA sidewalk at Administration Building.
- Install Board Room skylight guards.
- Complete installation of new process chlorine analyzers.

SYSTEM OPERATIONS

Distribution Operations:

Item	Mach 2020	February 2020	Difference
Leaks and Repairs	14	4	+10
Mains Flushed	70	3	+67
Valves Exercised	0	0	0
Back Flows Tested	0	0	0
Customer Service Calls	23	26	-3

Distribution System Water Quality:

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

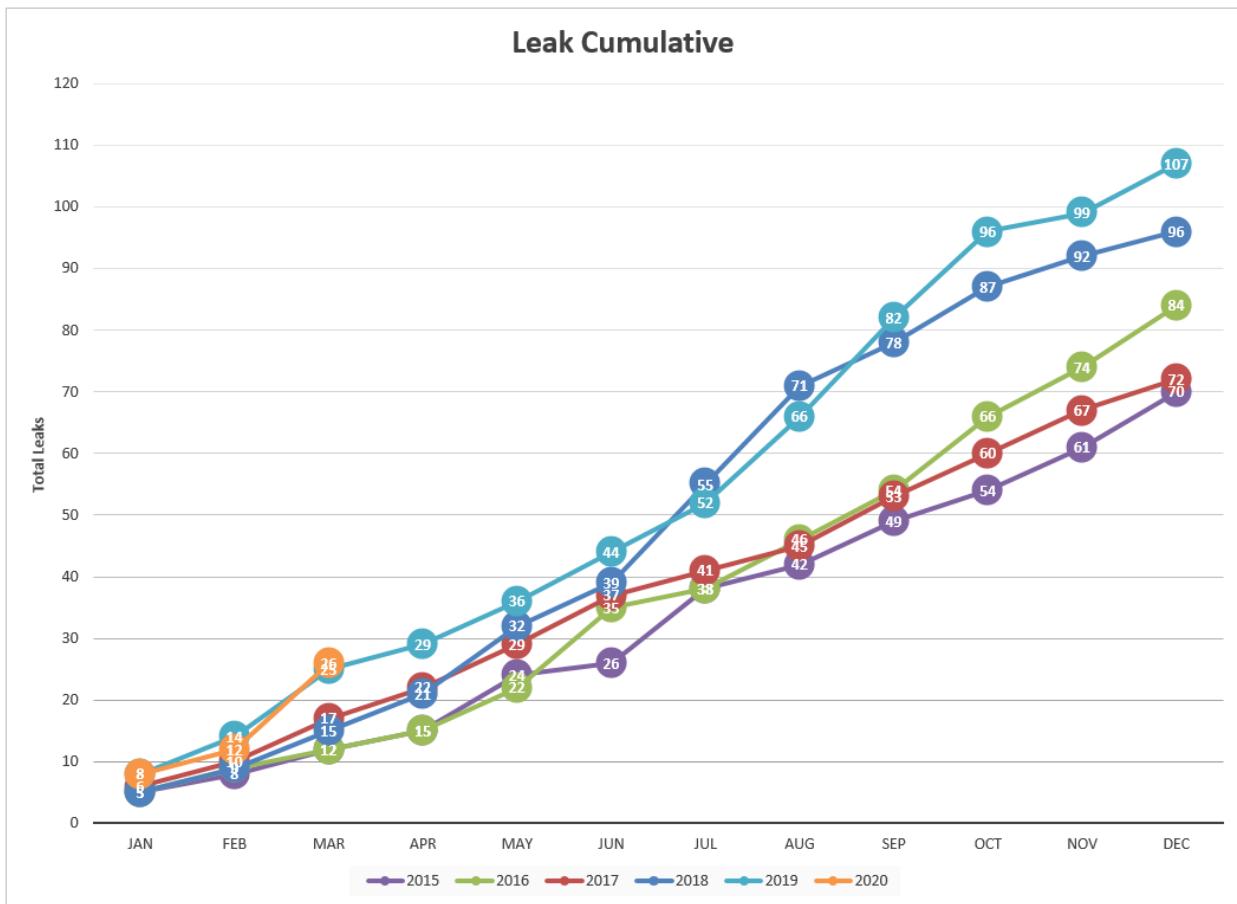


Figure 1: Annual Distribution System Leaks

Other Items of Interest:

- None

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

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
5404	381	0	0

Water Efficiency Activities

Water Waste Complaints Received	Number of Customers Contacted for High Usage (potential leaks)	Number of Rebates Processed	Number of Meters Tested/Repaired (non-reads)
14	28	2	49

Other Activities

- On March 7th, the District hosted the Memorial Service for Kathryn Matthews in the WEL Garden.
- March bill recipients will not be disconnected on April 23rd for non-payment of services due to the action of the Board.
- Staff started a split schedule to minimize the amount of people in the Administrative building.

STAFF REPORT
General Manager's Monthly Report
Paul Helliker

ENGINEERING - NEW URBAN DEVELOPMENTS (SJWD Retail Service Area)

Project Title	Description	Status	Issues / Notes
Chula Acres	4-Lot Minor Subdivision (8149 Excelsior Ave)	Approved for Construction	Grading completed, restart in spring.
Eureka at GB (former Micherra Place Proj.)	28 Condominium Units (SW Cor. Eureka & AFR)	Approved for Construction	Const. has started, installing waterlines.
GB Memory Care	Commercial Business (6400 Douglas Blvd)	In Design Review	Planning for 2020 const. start
Greyhawk III	44 high-density & 28 SFR lots (NE Cor. Eureka & SCB)	In Design Review	Planning for 2020 const. start
Wellquest Senior Living (prior Ovation)	Commercial Business (114-Unit 2-story Assisted Living Facility; 9747 Sierra College Blvd.)	In Construction	Water is done. Offsite PRS const is underway.
Placer County Retirement Residence	Commercial Business (145-Unit Multi-story Assisted Living Facility; 3865 Old Auburn Rd)	In Design Review	Planning for 2020 const. start
Pond View	Commercial Business (5620 5630 5640 Douglas Blvd)	Approved for Construction	Planning to begin const in 2020
Quarry Ridge Prof. Office Park	Comm Business (4 parcels to develop 4 gen/med office Bldgs; NE Corner of Douglas and Berg)	In Construction	Ph II piping was approved and now under construction.
Rancho Del Oro	89 Lot Subdivision (Olive Ranch & Cavitt Stallman)	Will need re-approval for Construction	On hold pending County and Envr Approvals. Developer has requested County extension.
Self Parcel Split (3600 & 3630 Allison Ave)	4 Lot Minor Subdivision (on a new street "Laura Lane", off Allison Dr.)	In Construction	Construction nearing completion, finish in 2020.
The Park at Granite Bay	56 lot Subdivision (SCB south of Annabelle)	Approved for Construction	Mass grading done. Re-start in 2020.
The Residences at GB	4-Lot Minor Subdivision (NW Cor. Barton & E Rsvl Pkwy)	In Design Review	
Ventura of GB	33-Lot Subdivision (6832 Eureka Rd)	In Design Review	
Whitehawk I	24-Lot Subdivision (Douglas, west of Barton)	In Design Review	Planning Dept review underway
Whitehawk II	56-Lot Subdivision (Douglas, west of Barton)	In Design Review	Design submitted, under review now
Granite Bay Townhomes	52-Lot Subdivision (Douglas, east of Auburn Folsom)	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
Retail Master Plan Update	Update the 2005/7 Retail Master Plan	Underway	
SCADA Radio Replacements – North Phase	Replace outdated 900 MHz radios with 173 MHz equipment	Under Construction	Radio router issues have now been resolved
GIS Implementation	Update the aged GIS with new software and integrate with the CMMS and FIS/CIS systems	Under Implementation, in testing phase.	Training sessions completed.
Spahn Ranch Rd. Main Extension	Install new pipeline; provides looped distribution network	In Design Phase	Resolving easement. Construction in FY 20/21
Cavitt Stallman 12" (Mystery Cr to Oak Pines)	Install new pipeline on Cavitt Stallman between Mystery Creek Ln and Oak Pines Ln.	In Design	Construction in FY 20/21
Woodminister Services Replacements	Replace 18 aged services	In Design	Construction in FY 20/21
Kokila (SJWD/PCWA) 12-Inch Intertie Pipeline	Interconnection with PCWA	In Design	Partial funding with RWA grant. Construction in FY 19/20
Canyon Falls Village PRS Replacement	Rehabilitation of an existing Pressure Reducing Station (PRV) located near the intersection of Canyon Falls Drive and Santa Juanita Ave.	East PRS is now completed, doing design for West PRS	Construction in FY 20/21
Douglas PRS ("Grosvenor PRS")	Rehabilitation of an existing Pressure Reducing Station (PRV) located on Douglas near Grosvenor	Completed.	Completed, in closeout.
Eastridge Dr CV Station	Design and construct CV station between Sierra and Gravity Zones. Needed to supply 3,125-gpm fire flow for the Wellquest project on SCB	In construction	Construction is underway
UGB & LGB Low Flow Pumps and LGB/CP MOV	Installation of two new low flow pumps, one each at the Lower and Upper Granite Bay pump stations	In Design. Pumps pre-purchased and onsite.	Installation and commission in FY 20/21

STAFF REPORT

General Manager's Monthly Report

Paul Helliker

Status Update for Current Wholesale Projects

Project Title	Description	Status (% Complete)	Issues/ Notes
WTP Thickeners Lining	Clean, repair and line the interior walls and floor of the three thickeners to eliminate leakage and protect the concrete and reinforcing from damage	In Construction.	
WTP 48-inch Hinkle Bypass Pipeline Cleaning	Clean the interior of the 48-inch Hinkle Bypass Pipeline by removing deposited filter media and disinfection.	In Construction.	Construction complete. Project ready to be closed.
WTP Filters Improvements	R&R Filter Materials, nozzles, and resurface spalled filter floor and wall areas	In Construction.	North Basin completion in FY 19/20 with South Basin in FY 20/21
Hinkle Liner & Cover Repl'mt	Replace both the hypalon cover and liner.	In Design Phase. 75% Design Plans & Specs submitted and under review. (Also - Operations required Temp Storage Tanks are under design.)	Applying for SRF funding. Planning to operate WTP without Hinkle.
Lime Tower Structural Assessment	Review and inspect condition of the existing Lime Tower, also a structural evaluation.	Out to RFP	
Lime System Improvements	Improvements for the WTP's lime system control and feeder system	In Design	
WTP On-Site Residuals Management Improvement Project	Management of the WTP residuals disposal area and improvements needed to meet regulatory requirements.	Bid Phase postponed.	Const in FY 20/21

SAFETY & REGULATORY TRAINING – March 2020

Training Course	Staff
First Aid Refresher	All CPR/First Aid Certified

FINANCE/BUDGET

See attached



San Juan Water District, CA

Wholesale Operating Income Statement

Group Summary

For Fiscal: 2019-2020 Period Ending: 03/31/2020

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 010 - WHOLESALE					
Revenue					
41000 - Water Sales	11,157,700.00	11,157,700.00	484,382.02	8,726,939.78	2,430,760.22
43000 - Rebate	1,500.00	1,500.00	435.87	1,226.41	273.59
45000 - Other Operating Revenue	0.00	0.00	86,644.86	86,688.58	-86,688.58
49000 - Other Non-Operating Revenue	144,600.00	144,600.00	0.00	119,944.23	24,655.77
Revenue Total:	11,303,800.00	11,303,800.00	571,462.75	8,934,799.00	2,369,001.00
Expense					
51000 - Salaries and Benefits	3,712,900.00	3,712,900.00	260,824.31	2,557,592.34	1,155,307.66
52000 - Debt Service Expense	928,000.00	928,000.00	0.00	548,400.58	379,599.42
53000 - Source of Supply	1,045,900.00	1,045,900.00	1,137.56	691,544.06	354,355.94
54000 - Professional Services	735,800.00	735,800.00	15,925.41	360,465.42	375,334.58
55000 - Maintenance	547,300.00	547,300.00	22,010.24	338,450.92	208,849.08
56000 - Utilities	179,600.00	179,600.00	1,423.14	106,741.98	72,858.02
57000 - Materials and Supplies	604,600.00	604,600.00	46,600.15	356,637.15	247,962.85
58000 - Public Outreach	36,100.00	36,100.00	2,500.00	20,290.65	15,809.35
59000 - Other Operating Expenses	427,500.00	427,500.00	6,017.64	362,298.00	65,202.00
69000 - Other Non-Operating Expenses	1,600.00	1,600.00	0.00	1,440.50	159.50
69900 - Transfers Out	2,498,300.00	2,498,300.00	0.00	0.00	2,498,300.00
Expense Total:	10,717,600.00	10,717,600.00	356,438.45	5,343,861.60	5,373,738.40
Fund: 010 - WHOLESALE Surplus (Deficit):					
Total Surplus (Deficit):	586,200.00	586,200.00	215,024.30	3,590,937.40	-3,004,737.40

Wholesale Operating Income Statement

For Fiscal: 2019-2020 Period Ending: 03/31/2020

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESALE	586,200.00	586,200.00	215,024.30	3,590,937.40	-3,004,737.40
Total Surplus (Deficit):	586,200.00	586,200.00	215,024.30	3,590,937.40	



San Juan Water District, CA

Wholesale Capital Income Statement

Group Summary

For Fiscal: 2019-2020 Period Ending: 03/31/2020

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 011 - Wholesale Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,123,000.00	1,123,000.00	0.00	643,146.48	479,853.52
44000 - Connection Fees	100,000.00	100,000.00	2,432.00	49,056.00	50,944.00
44500 - Capital Contributions - Revenue	43,700.00	43,700.00	0.00	32,775.00	10,925.00
49000 - Other Non-Operating Revenue	145,000.00	145,000.00	0.00	260,016.02	-115,016.02
49990 - Transfer In	2,498,300.00	2,498,300.00	0.00	0.00	2,498,300.00
Revenue Total:	3,910,000.00	3,910,000.00	2,432.00	984,993.50	2,925,006.50
Expense					
55000 - Maintenance	934,000.00	934,000.00	137,826.42	141,102.06	792,897.94
61000 - Capital Outlay	8,446,400.00	8,446,400.00	480,330.01	3,051,642.19	5,394,757.81
Expense Total:	9,380,400.00	9,380,400.00	618,156.43	3,192,744.25	6,187,655.75
Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):					
Total Surplus (Deficit):	-5,470,400.00	-5,470,400.00	-615,724.43	-2,207,750.75	-3,262,649.25

Wholesale Capital Income Statement

For Fiscal: 2019-2020 Period Ending: 03/31/2020

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
011 - Wholesale Capital Outlay	-5,470,400.00	-5,470,400.00	-615,724.43	-2,207,750.75	-3,262,649.25
Total Surplus (Deficit):	-5,470,400.00	-5,470,400.00	-615,724.43	-2,207,750.75	



San Juan Water District, CA

Retail Operating Income Statement

Group Summary

For Fiscal: 2019-2020 Period Ending: 03/31/2020

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 050 - RETAIL					
Revenue					
41000 - Water Sales	12,399,400.00	12,399,400.00	851,466.03	7,369,860.09	5,029,539.91
45000 - Other Operating Revenue	363,200.00	363,200.00	24,191.70	213,343.85	149,856.15
49000 - Other Non-Operating Revenue	154,400.00	154,400.00	0.00	132,610.09	21,789.91
Revenue Total:	12,917,000.00	12,917,000.00	875,657.73	7,715,814.03	5,201,185.97
Expense					
51000 - Salaries and Benefits	5,040,100.00	5,040,100.00	357,121.11	3,502,214.24	1,537,885.76
52000 - Debt Service Expense	516,200.00	516,200.00	0.00	304,989.83	211,210.17
53000 - Source of Supply	3,075,500.00	3,075,500.00	100,056.17	2,291,981.91	783,518.09
54000 - Professional Services	1,267,100.00	1,267,100.00	27,934.27	362,152.70	904,947.30
55000 - Maintenance	213,800.00	213,800.00	8,386.83	267,701.25	-53,901.25
56000 - Utilities	293,700.00	293,700.00	1,423.14	234,867.33	58,832.67
57000 - Materials and Supplies	334,200.00	334,200.00	11,242.59	285,381.52	48,818.48
58000 - Public Outreach	80,500.00	80,500.00	0.00	54,628.78	25,871.22
59000 - Other Operating Expenses	584,200.00	584,200.00	21,124.96	409,658.51	174,541.49
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	1,440.50	59.50
69900 - Transfers Out	974,500.00	974,500.00	0.00	0.00	974,500.00
Expense Total:	12,381,300.00	12,381,300.00	527,289.07	7,715,016.57	4,666,283.43
Fund: 050 - RETAIL Surplus (Deficit):					
Total Surplus (Deficit):	535,700.00	535,700.00	348,368.66	797.46	534,902.54

Retail Operating Income Statement

For Fiscal: 2019-2020 Period Ending: 03/31/2020

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
050 - RETAIL	535,700.00	535,700.00	348,368.66	797.46	534,902.54
Total Surplus (Deficit):	535,700.00	535,700.00	348,368.66	797.46	



San Juan Water District, CA

Retail Capital Income Statement

Group Summary

For Fiscal: 2019-2020 Period Ending: 03/31/2020

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 055 - Retail Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,123,000.00	1,123,000.00	0.00	643,146.47	479,853.53
44000 - Connection Fees	100,000.00	100,000.00	14,540.00	290,029.25	-190,029.25
49000 - Other Non-Operating Revenue	150,000.00	150,000.00	0.00	92,581.60	57,418.40
49990 - Transfer In	974,500.00	974,500.00	0.00	0.00	974,500.00
Revenue Total:	2,347,500.00	2,347,500.00	14,540.00	1,025,757.32	1,321,742.68
Expense					
54000 - Professional Services	308,000.00	308,000.00	0.00	77,726.00	230,274.00
61000 - Capital Outlay	3,686,300.00	3,686,300.00	53,448.17	638,700.17	3,047,599.83
Expense Total:	3,994,300.00	3,994,300.00	53,448.17	716,426.17	3,277,873.83
Fund: 055 - Retail Capital Outlay Surplus (Deficit):					
Total Surplus (Deficit):	-1,646,800.00	-1,646,800.00	-38,908.17	309,331.15	-1,956,131.15

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
055 - Retail Capital Outlay	-1,646,800.00	-1,646,800.00	-38,908.17	309,331.15	-1,956,131.15
Total Surplus (Deficit):	-1,646,800.00	-1,646,800.00	-38,908.17	309,331.15	

Summary**Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
171107	FO 40 Transmission Pipeline Re-Lining	0.00	236,586.60	-236,586.60
171109	GIS Assessment and Implementation	0.00	77,938.69	-77,938.69
175105	6690-7767 Douglas Boulevard & Assoc	0.00	79,115.86	-79,115.86
175113	7225-7355 Dambacher Drive	0.00	7,235.16	-7,235.16
181105	Lime System Control & Feeder System	0.00	42.92	-42.92
185115	Lou Place-Tray Wy to Crown Point Vist	0.00	22,466.30	-22,466.30
185135	Upper & Lower GB Pump Stn Low Flow	0.00	92,970.09	-92,970.09
185140	Canyon Falls Village Pressure Reducing	0.00	391.95	-391.95
185155	Bacon Pump Station HVAC Improveme	0.00	80,100.00	-80,100.00
191210	Administration Building Front Office R	0.00	9,221.83	-9,221.83
191225	SCADA Improvements - Radio North Pi	0.00	4,576.19	-4,576.19
191235	Solar Site Access Culvert Replacement	0.00	3,250.00	-3,250.00
191255	WTP Filter Basins Rehab Project	0.00	2,281,646.76	-2,281,646.76
191260	On-Site Residuals Management Impro	0.00	69,183.65	-69,183.65
191270	Three ProMinet c12 Sensor and Senso	0.00	21,757.44	-21,757.44
191275	Clarifier Wall Lining & Leakage Repairs	0.00	77,417.42	-77,417.42
191280	Hinkle Reservoir Cover	0.00	348,982.23	-348,982.23
195210	SCADA Radio Replacements North Phas	0.00	7,433.43	-7,433.43
195225	Kokila SJWD/PCWA Intertie	0.00	9,446.54	-9,446.54
195230	Redbud/Lupin/Meadowlark Svc Repla	0.00	23,019.18	-23,019.18
195235	Sandstone & Auberry Court to Hill Roa	0.00	10,560.21	-10,560.21
195265	Douglas Booster Pump Station Electric	0.00	0.00	0.00
195295	Douglas (Grosvenor) PRS Improvemen	0.00	1,155.00	-1,155.00
201108	Admin Building Integrated Life Safety I	0.00	297.14	-297.14
201120	Tag Line Replacement for BW Hoods	0.00	17,275.04	-17,275.04
201126	Lime Tower Assessment, Design and R	0.00	10,511.93	-10,511.93
201129	Solids Handling Building VFD Replacen	0.00	40,864.20	-40,864.20
201162	SCADA Radio Replacements- South Ph	0.00	3,851.98	-3,851.98
201171	CMMS Implementation	0.00	103,258.31	-103,258.31
201505	Hinkle Reservoir 48" Bypass Pipe Clear	0.00	56,795.82	-56,795.82
205114	AFR 6 inch Main Extension Replaceme	0.00	23,685.00	-23,685.00
205129	Bacon #1 VFD Replacement	0.00	27,913.57	-27,913.57
205132	Sierra #2 and #3 VFD Replacement in I	0.00	3,901.54	-3,901.54
205144	Bacon BPS (Bacon, ARC-N, Sierra) Elec	0.00	4,694.23	-4,694.23
Project Totals:		0.00	3,757,546.21	-3,757,546.21

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	3,623,332.97	-3,623,332.97
CIP - Expense	0.00	134,213.24	-134,213.24
Group Totals:	0.00	3,757,546.21	-3,757,546.21

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Administration	0.00	112,480.14	-112,480.14
Engineering	0.00	601,622.86	-601,622.86
Water Treatment Plant	0.00	3,043,443.21	-3,043,443.21
Type Totals:	0.00	3,757,546.21	-3,757,546.21

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-20030	Retentions Payable	0.00	321.20	321.20
			51,603.03	51,603.03

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-700-57120	Maintenance - Facility	0.00	141,102.06	141,102.06
011-700-61120	Capital Outlay - Land Improve...	0.00	3,250.00	3,250.00
011-700-61140	Capital Outlay - Buildings & Im...	0.00	148.57	148.57
011-700-61145	Capital Outlay - WTP & Improv...	0.00	2,515,131.08	2,515,131.08
011-700-61150	Capital Outlay - Mains/Pipeline...	0.00	104,245.61	104,245.61
011-700-61155	Capital Outlay - Reservoirs & I...	0.00	348,982.23	348,982.23
011-700-61160	Capital Outlay - Equipment and..	0.00	10,964.17	10,964.17
011-700-61180	Capital Outlay - Software	0.00	45,299.24	45,299.24
050-020-50010	Salaries and Wages	0.00	122.34	122.34
050-300-56310	Reg Compliance / Sampling / I...	0.00	2,224.01	2,224.01
055-20030	Retentions Payable	0.00	141,719.65	141,719.65
055-700-61135	Capital Outlay - Pump Stations...	0.00	209,579.43	209,579.43
055-700-61140	Capital Outlay - Buildings & Im...	0.00	148.57	148.57
055-700-61150	Capital Outlay - Mains/Pipeline...	0.00	32,688.00	32,688.00
055-700-61160	Capital Outlay - Equipment and..	0.00	14,119.26	14,119.26
055-700-61180	Capital Outlay - Software	0.00	135,897.76	135,897.76
GL Account Totals:		0.00	3,757,546.21	3,757,546.21



San Juan Water District, CA

Balance Sheet

Account Summary

As Of 03/31/2020

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
Asset					
Type: 1000 - Assets					
10010 - Cash and Investments	5,158,666.07	14,431,971.57	2,758,634.61	5,762,721.68	28,111,993.93
10510 - Accounts Receivable	388,634.59	0.84	195,757.80	0.06	584,393.29
11000 - Inventory	0.00	0.00	178,936.80	0.00	178,936.80
12000 - Prepaid Expense	46,692.35	0.00	39,685.04	0.00	86,377.39
14010 - Deferred Outflows	3,200,491.70	0.00	3,309,974.23	0.00	6,510,465.93
17010 - Capital Assets - Work in Progress	3,299,353.34	0.00	404,708.24	0.00	3,704,061.58
17150 - Capital Assets - Land Non-depreciable	98,212.00	0.00	166,272.00	0.00	264,484.00
17160 - Capital Assets - Land Improvements	814,105.59	0.00	83,970.80	0.00	898,076.39
17200 - Capital Assets - Pump Stations & Improvements	7,047,178.00	0.00	5,946,955.73	0.00	12,994,133.73
17300 - Capital Assets - Buildings & Improvements	1,267,245.92	0.00	263,336.06	0.00	1,530,581.98
17350 - Capital Assets - Water Treatment Plant & Imp	35,573,069.88	0.00	16,000.00	0.00	35,589,069.88
17400 - Capital Assets - Mains/Pipelines & Improvements	29,272,109.94	0.00	46,068,531.54	0.00	75,340,641.48
17500 - Capital Assets - Reservoirs & Improvements	2,923,447.50	0.00	2,492,421.90	0.00	5,415,869.40
17700 - Capital Assets - Equipment & Furniture	13,655,052.49	0.00	1,106,546.03	0.00	14,761,598.52
17750 - Capital Assets - Vehicles	304,780.00	0.00	499,226.87	0.00	804,006.87
17800 - Capital Assets - Software	447,653.38	0.00	403,200.40	0.00	850,853.78
17850 - Capital Assets - Intangible	666,196.00	0.00	0.00	0.00	666,196.00
17900 - Less Accumulated Depreciation	-37,924,426.75	0.00	-28,701,186.70	0.00	-66,625,613.45
Total Type 1000 - Assets:		66,238,462.00	14,431,972.41	35,232,971.35	121,666,127.50
Total Asset:		66,238,462.00	14,431,972.41	35,232,971.35	121,666,127.50
Liability					
Type: 1000 - Assets					
10510 - Accounts Receivable	0.00	0.00	97,758.99	0.00	97,758.99
Total Type 1000 - Assets:		0.00	0.00	97,758.99	97,758.99
Type: 2000 - Liabilities					
20010 - Accounts Payable	50,611.35	390,675.34	55,848.64	33,451.71	530,587.04
20100 - Retentions Payable	0.00	80,737.96	0.00	0.01	80,737.97
21200 - Salaries & Benefits Payable	34,726.02	0.00	61,117.87	0.00	95,843.89
21250 - Payroll Taxes Payable	8.29	0.00	-14.36	0.00	-6.07
21300 - Compensated Absences	363,585.16	0.00	483,191.25	0.00	846,776.41
21500 - Premium on Issuance of Bonds Series 2017	1,806,328.11	0.00	1,006,478.78	0.00	2,812,806.89
21600 - OPEB Liability	1,766,453.29	0.00	2,297,045.78	0.00	4,063,499.07
21700 - Pension Liability	680,652.08	0.00	884,065.34	0.00	1,564,717.42

Balance Sheet

As Of 03/31/2020

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
22010 - Deferred Income	0.00	0.00	156,103.65	0.00	156,103.65
22050 - Deferred Inflows	1,154,523.27	0.00	1,499,553.20	0.00	2,654,076.47
24200 - 2012 Bonds Payable	5,920,393.50	0.00	3,214,606.50	0.00	9,135,000.00
24250 - Bonds Payable 2017 Refunding	15,379,200.00	0.00	8,650,800.00	0.00	24,030,000.00
Total Type 2000 - Liabilities:	27,156,481.07	471,413.30	18,308,796.65	33,451.72	45,970,142.74
Total Liability:	27,156,481.07	471,413.30	18,406,555.64	33,451.72	46,067,901.73
Equity					
Type: 3000 - Equity					
30100 - Investment in Capital Assets	34,786,452.14	0.00	16,134,143.55	0.00	50,920,595.69
30500 - Designated Reserves	704,591.39	16,168,309.86	691,474.70	5,419,938.87	22,984,314.82
Total Type 3000 - Equity:	35,491,043.53	16,168,309.86	16,825,618.25	5,419,938.87	73,904,910.51
Total Total Beginning Equity:	35,491,043.53	16,168,309.86	16,825,618.25	5,419,938.87	73,904,910.51
Total Revenue	8,934,799.00	984,993.50	7,715,814.03	1,025,757.32	18,661,363.85
Total Expense	5,343,861.60	3,192,744.25	7,715,016.57	716,426.17	16,968,048.59
Revenues Over/Under Expenses	3,590,937.40	-2,207,750.75	797.46	309,331.15	1,693,315.26
Total Equity and Current Surplus (Deficit):	39,081,980.93	13,960,559.11	16,826,415.71	5,729,270.02	75,598,225.77
Total Liabilities, Equity and Current Surplus (Deficit):	66,238,462.00	14,431,972.41	35,232,971.35	5,762,721.74	121,666,127.50



San Juan Water District, CA

Check Report

By Check Number

Date Range: 03/01/2020 - 03/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
03406	Alpha Analytical Laboratories Inc.	03/02/2020	Regular	0.00	846.00	55283
01267	CalPERS OPEB	03/02/2020	Regular	0.00	177,000.00	55284
01433	Crusader Fence Co., Inc.	03/02/2020	Regular	0.00	281.45	55285
03548	Digital Deployment, Inc.	03/02/2020	Regular	0.00	400.00	55286
01566	Empire Safety & Supply	03/02/2020	Regular	0.00	134.89	55287
01068	Glenn C. Walker	03/02/2020	Regular	0.00	1,050.40	55288
01681	Golden State Flow Measurements, Inc.	03/02/2020	Regular	0.00	1,522.95	55289
03091	Granite Bay Ace Hardware	03/02/2020	Regular	0.00	67.48	55290
03402	Normac, Inc	03/02/2020	Regular	0.00	79.35	55291
02131	Office Depot, Inc.	03/02/2020	Regular	0.00	89.97	55292
02150	Pace Supply Corp	03/02/2020	Regular	0.00	530.29	55293
03766	Pinnacle Pressure Washing	03/02/2020	Regular	0.00	1,404.28	55294
03150	Professional Id Cards Inc	03/02/2020	Regular	0.00	12.50	55295
02223	Rexel Inc (Platt - Rancho Cordova)	03/02/2020	Regular	0.00	5,582.94	55296
02302	Riebes Auto Parts, LLC	03/02/2020	Regular	0.00	15.61	55297
02514	State Water Resources Control Board - SWRCB	03/02/2020	Regular	0.00	105.00	55298
02638	Tyler Technologies, Inc.	03/02/2020	Regular	0.00	822.50	55299
02651	United Parcel Service Inc	03/02/2020	Regular	0.00	51.38	55300
03765	Veteran Pipeline Construction	03/02/2020	Regular	0.00	1,792.36	55301
02700	Viking Shred LLC	03/02/2020	Regular	0.00	53.00	55302
01687	W. W. Grainger, Inc.	03/02/2020	Regular	0.00	10.21	55303
02766	Youngdahl Consulting Group, Inc.	03/02/2020	Regular	0.00	2,223.00	55304
03406	Alpha Analytical Laboratories Inc.	03/09/2020	Regular	0.00	2,358.00	55306
01073	Amarjeet Singh Garcha	03/09/2020	Regular	0.00	1,900.00	55307
01138	AT&T Mobility II LLC	03/09/2020	Regular	0.00	63.24	55308
01182	Bartkiewicz, Kronick & Shanahan	03/09/2020	Regular	0.00	14,922.64	55309
01378	Clark Pest Control of Stockton	03/09/2020	Regular	0.00	150.00	55310
01423	County of Sacramento	03/09/2020	Regular	0.00	365.75	55311
03376	Del Paso Pipe & Steel Inc.	03/09/2020	Regular	0.00	218.16	55312
01609	Federal Express Corporation	03/09/2020	Regular	0.00	42.46	55313
01681	Golden State Flow Measurements, Inc.	03/09/2020	Regular	0.00	8,270.05	55314
03091	Granite Bay Ace Hardware	03/09/2020	Regular	0.00	7.71	55315
01733	Harris Industrial Gases	03/09/2020	Regular	0.00	85.83	55316
03716	Janice D. Thompson & Associates, LLC	03/09/2020	Regular	0.00	2,217.00	55317
03669	MFDB Architects, Inc.	03/09/2020	Regular	0.00	4,778.50	55318
02150	Pace Supply Corp	03/09/2020	Regular	0.00	85.80	55319
03760	Psomas, Inc.	03/09/2020	Regular	0.00	1,284.48	55320
03066	R. F. MacDonald Company, Inc.	03/09/2020	Regular	0.00	1,500.00	55321
02281	Ray A Morgan Company Inc	03/09/2020	Regular	0.00	69.42	55322
02223	Rexel Inc (Platt - Rancho Cordova)	03/09/2020	Regular	0.00	2,939.14	55323
02302	Riebes Auto Parts, LLC	03/09/2020	Regular	0.00	87.75	55324
02395	SAFETY KLEEN SYSTEMS INC.	03/09/2020	Regular	0.00	1,029.80	55325
02452	Sierra National Construction, Inc.	03/09/2020	Regular	0.00	18,683.91	55326
01411	SureWest Telephone	03/09/2020	Regular	0.00	1,840.27	55327
02463	The New AnswerNet	03/09/2020	Regular	0.00	366.42	55328
03445	Zlotnick, Greg	03/09/2020	Regular	0.00	143.77	55329
01041	Afman, Todd R	03/16/2020	Regular	0.00	447.48	55330
03406	Alpha Analytical Laboratories Inc.	03/16/2020	Regular	0.00	598.00	55331
01026	American River Ace Hardware, Inc.	03/16/2020	Regular	0.00	5.02	55332
03316	Brown, Lisa	03/16/2020	Regular	0.00	25.77	55333
03690	California Department of Tax and Fee Administrat	03/16/2020	Regular	0.00	2,264.00	55334
01370	Citrus Heights Chamber of Commerce	03/16/2020	Regular	0.00	500.00	55335
01494	Dewey Services Inc.	03/16/2020	Regular	0.00	86.00	55336
01630	FM Graphics, Inc.	03/16/2020	Regular	0.00	1,248.34	55337

Check Report

Date Range: 03/01/2020 - 03/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01681	Golden State Flow Measurements, Inc.	03/16/2020	Regular	0.00	1,522.95	55338
03091	Granite Bay Ace Hardware	03/16/2020	Regular	0.00	16.17	55339
03716	Janice D. Thompson & Associates, LLC	03/16/2020	Regular	0.00	200.00	55340
01959	Les Schwab Tire Centers of California Inc	03/16/2020	Regular	0.00	438.61	55341
02024	MCI WORLDCOM	03/16/2020	Regular	0.00	73.12	55342
02131	Office Depot, Inc.	03/16/2020	Regular	0.00	2,310.77	55343
02146	PG&E	03/16/2020	Regular	0.00	10.00	55344
02283	Recology Auburn Placer	03/16/2020	Regular	0.00	657.88	55345
02514	State Water Resources Control Board - SWRCB	03/16/2020	Regular	0.00	60.00	55346
02624	Trace Analytics LLC	03/16/2020	Regular	0.00	678.68	55347
02629	Trench & Traffic Supply Inc.	03/16/2020	Regular	0.00	2,919.04	55348
02651	United Parcel Service Inc	03/16/2020	Regular	0.00	117.57	55349
02690	Verizon Wireless	03/16/2020	Regular	0.00	1,597.73	55350
01041	Afman, Todd R	03/23/2020	Regular	0.00	139.10	55351
03406	Alpha Analytical Laboratories Inc.	03/23/2020	Regular	0.00	423.00	55352
01026	American River Ace Hardware, Inc.	03/23/2020	Regular	0.00	30.02	55353
01027	Association of California Water Agencies	03/23/2020	Regular	0.00	2,000.00	55354
01182	Bartkiewicz, Kronick & Shanahan	03/23/2020	Regular	0.00	15,946.39	55355
03226	Capitol Sand and Gravel Co.	03/23/2020	Regular	0.00	3,513.16	55356
03551	Container Alliance Company	03/23/2020	Regular	0.00	3,808.51	55357
01684	Government Finance Officers Association	03/23/2020	Regular	0.00	310.00	55358
03754	Liebert Cassidy Whitmore	03/23/2020	Regular	0.00	1,520.00	55359
03300	Meyers Fozi, LLP	03/23/2020	Regular	0.00	850.00	55360
02131	Office Depot, Inc.	03/23/2020	Regular	0.00	129.06	55361
02150	Pace Supply Corp	03/23/2020	Regular	0.00	1,523.00	55362
02216	Placer County Public Works	03/23/2020	Regular	0.00	2,846.28	55363
02280	Rawles Engineering, Inc	03/23/2020	Regular	0.00	42,968.26	55364
02223	Rexel Inc (Platt - Rancho Cordova)	03/23/2020	Regular	0.00	1,517.85	55365
02293	RFI Enterprises, Inc	03/23/2020	Regular	0.00	51.34	55366
02302	Riebes Auto Parts, LLC	03/23/2020	Regular	0.00	16.15	55367
02357	Sacramento Municipal Utility District (SMUD)	03/23/2020	Regular	0.00	9,539.58	55368
02580	The Eidam Corporation	03/23/2020	Regular	0.00	9,237.50	55369
02463	The New AnswerNet	03/23/2020	Regular	0.00	20.00	55370
02700	Viking Shred LLC	03/23/2020	Regular	0.00	65.00	55371
02766	Youngdahl Consulting Group, Inc.	03/23/2020	Regular	0.00	300.00	55372
01041	Afman, Todd R	03/30/2020	Regular	0.00	834.62	55373
03747	All Service Contracting Corp.	03/30/2020	Regular	0.00	146,246.76	55374
03406	Alpha Analytical Laboratories Inc.	03/30/2020	Regular	0.00	423.00	55375
01138	AT&T Mobility II LLC	03/30/2020	Regular	0.00	63.24	55376
03548	Digital Deployment, Inc.	03/30/2020	Regular	0.00	400.00	55377
03091	Granite Bay Ace Hardware	03/30/2020	Regular	0.00	291.65	55378
03072	HUNT & SONS INC.	03/30/2020	Regular	0.00	363.07	55379
03754	Liebert Cassidy Whitmore	03/30/2020	Regular	0.00	1,361.50	55380
03234	Pierson, Andrew	03/30/2020	Regular	0.00	10.25	55381
02281	Ray A Morgan Company Inc	03/30/2020	Regular	0.00	449.81	55382
02223	Rexel Inc (Platt - Rancho Cordova)	03/30/2020	Regular	0.00	220.16	55383
02580	The Eidam Corporation	03/30/2020	Regular	0.00	1,621.25	55384
02622	Total Compensation Systems, Inc.	03/30/2020	Regular	0.00	1,620.00	55385
01641	Sun Life Assurance Company of Canada	03/02/2020	Bank Draft	0.00	10,018.85	353159
03681	Allied Electronics Inc.	03/02/2020	EFT	0.00	1,908.10	406513
01234	Bryce HR Consulting, Inc.	03/02/2020	EFT	0.00	320.00	406514
01235	BSK Associates	03/02/2020	EFT	0.00	28.00	406515
01330	CDW Government LLC	03/02/2020	EFT	0.00	1,808.95	406516
01611	Ferguson Enterprises, Inc	03/02/2020	EFT	0.00	1,188.46	406517
01917	Kennedy/Jenks Consultants, Inc.	03/02/2020	EFT	0.00	1,995.00	406518
03628	Lees Automotive Repair Inc.	03/02/2020	EFT	0.00	1,431.18	406519
02225	Polydyne, Inc	03/02/2020	EFT	0.00	1,908.11	406520
03385	S J Electro Systems Inc	03/02/2020	EFT	0.00	6,912.75	406521
03758	Barry W. Leeder, Inc.	03/09/2020	EFT	0.00	195.96	406522
01232	Brower Mechanical, Inc.	03/09/2020	EFT	0.00	590.00	406523
01532	E&M Electric & Machinery, Inc.	03/09/2020	EFT	0.00	3,300.00	406524

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Date Range: 03/01/2020 - 03/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01611	Ferguson Enterprises, Inc	03/09/2020	EFT	0.00	973.31	406525
01741	HDR Engineering, Inc.	03/09/2020	EFT	0.00	55,957.67	406526
01794	Innovyze, Inc	03/09/2020	EFT	0.00	6,935.00	406527
03628	Lees Automotive Repair Inc.	03/09/2020	EFT	0.00	387.22	406528
02027	Mcmaster-Carr Supply Company	03/09/2020	EFT	0.00	291.85	406529
02572	Thatcher Company of California, Inc.	03/09/2020	EFT	0.00	1,891.26	406530
02581	The Ferguson Group, LLC	03/09/2020	EFT	0.00	6,000.00	406531
02162	Tobin, Pamela	03/09/2020	EFT	0.00	39.10	406532
02678	Valin Corporation	03/09/2020	EFT	0.00	3,511.08	406533
03387	WageWorks, Inc	03/09/2020	EFT	0.00	234.04	406534
02710	WageWorks, Inc	03/09/2020	EFT	0.00	92.00	406535
01486	WAPA - Department of Energy	03/09/2020	EFT	0.00	1,127.56	406536
01234	Bryce HR Consulting, Inc.	03/16/2020	EFT	0.00	2,049.00	406537
03221	Chemtrade Chemicals Corporation	03/16/2020	EFT	0.00	9,975.86	406538
01521	DataProse, LLC	03/16/2020	EFT	0.00	7,377.08	406539
01532	E&M Electric & Machinery, Inc.	03/16/2020	EFT	0.00	3,300.00	406540
01584	ERS Industrial Services, Inc.	03/16/2020	EFT	0.00	286,726.95	406541
01706	Graymont Western US Inc.	03/16/2020	EFT	0.00	6,685.16	406542
03687	HD Supply Facilities Maintenance Ltd.	03/16/2020	EFT	0.00	70.46	406543
01472	Mel Dawson, Inc.	03/16/2020	EFT	0.00	5,007.63	406544
02158	Pacific Storage Company	03/16/2020	EFT	0.00	52.28	406545
03026	PFM Asset Management	03/16/2020	EFT	0.00	962.20	406546
02572	Thatcher Company of California, Inc.	03/16/2020	EFT	0.00	1,765.80	406547
02581	The Ferguson Group, LLC	03/16/2020	EFT	0.00	6,000.00	406548
01486	WAPA - Department of Energy	03/16/2020	EFT	0.00	161.61	406549
01328	Association of California Water Agencies / Joint P	03/23/2020	EFT	0.00	7,437.17	406550
01242	Bureau of Reclamation-MPR	03/23/2020	EFT	0.00	7,897.50	406551
01330	CDW Government LLC	03/23/2020	EFT	0.00	1,164.64	406552
01521	DataProse, LLC	03/23/2020	EFT	0.00	1,350.00	406553
01055	Divers, Alan Richard	03/23/2020	EFT	0.00	4,935.00	406554
03749	Eide Bailly LLP	03/23/2020	EFT	0.00	680.00	406555
03753	Gannett Fleming, Inc.	03/23/2020	EFT	0.00	9,004.45	406556
01741	HDR Engineering, Inc.	03/23/2020	EFT	0.00	217,985.04	406557
01917	Kennedy/Jenks Consultants, Inc.	03/23/2020	EFT	0.00	51,514.56	406558
03628	Lees Automotive Repair Inc.	03/23/2020	EFT	0.00	867.12	406559
02367	McClatchy Newspapers, Inc.	03/23/2020	EFT	0.00	1,313.75	406560
02581	The Ferguson Group, LLC	03/23/2020	EFT	0.00	521.08	406561
03298	United Rentals (North America), Inc.	03/23/2020	EFT	0.00	425.38	406562
02710	WageWorks, Inc	03/23/2020	EFT	0.00	92.00	406563
03387	WageWorks, Inc	03/23/2020	EFT	0.00	234.04	406564
03739	Azteca Systems Holdings, LLC	03/30/2020	EFT	0.00	100.00	406565
01234	Bryce HR Consulting, Inc.	03/30/2020	EFT	0.00	1,600.00	406566
03097	E.S West Coast, LLC.	03/30/2020	EFT	0.00	1,656.62	406567
01674	Global Labs, Inc.	03/30/2020	EFT	0.00	50.00	406568
03769	Jeffco Painting & Coating, Inc.	03/30/2020	EFT	0.00	74,521.80	406569
02548	T&S Construction Co., Inc.	03/30/2020	EFT	0.00	56,365.80	406570
03077	VALIC	03/06/2020	Bank Draft	0.00	4,055.62	0008042295
03077	VALIC	03/20/2020	Bank Draft	0.00	4,076.01	0008054030
03078	CalPERS Health	03/05/2020	Bank Draft	0.00	48,023.73	1001518122
03078	CalPERS Health	03/05/2020	Bank Draft	0.00	48,023.73	1001518122
03078	CalPERS Health	03/05/2020	Bank Draft	0.00	40,489.74	1001518122
03130	CalPERS Retirement	03/06/2020	Bank Draft	0.00	34,927.71	1001520827
01366	Citistreet/CalPERS 457	03/06/2020	Bank Draft	0.00	3,990.76	1001520831
03130	CalPERS Retirement	03/20/2020	Bank Draft	0.00	34,858.00	1001528945
01366	Citistreet/CalPERS 457	03/20/2020	Bank Draft	0.00	3,990.76	1001528949
03080	California State Disbursement Unit	03/20/2020	Bank Draft	0.00	370.61	BQR5IV6659
03130	CalPERS Retirement	03/20/2020	Bank Draft	0.00	16.94	1001528945
03080	California State Disbursement Unit	03/06/2020	Bank Draft	0.00	370.61	Z5JE9466660
03163	Economic Development Department	03/13/2020	Bank Draft	0.00	302.08	0-890-173-472
03163	Economic Development Department	03/09/2020	Bank Draft	0.00	67.21	1-803-622-432
03163	Economic Development Department	03/06/2020	Bank Draft	0.00	8,375.77	1-803-622-432

Check Report

Date Range: 03/01/2020 - 03/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03163	Economic Development Department	03/23/2020	Bank Draft	0.00	0.22	2-007-434-272
03163	Economic Development Department	03/23/2020	Bank Draft	0.00	8,467.99	2-007-434-272
03164	Internal Revenue Service	03/09/2020	Bank Draft	0.00	528.87	2700469016197
03164	Internal Revenue Service	03/09/2020	Bank Draft	0.00	49,996.40	2700469016197
03164	Internal Revenue Service	03/09/2020	Bank Draft	0.00	275.40	2700469016197
03164	Internal Revenue Service	03/13/2020	Bank Draft	0.00	22.30	2700473304894
03164	Internal Revenue Service	03/13/2020	Bank Draft	0.00	1,214.57	2700473304894
03164	Internal Revenue Service	03/23/2020	Bank Draft	0.00	105.54	2700483139838
03164	Internal Revenue Service	03/23/2020	Bank Draft	0.00	214.20	2700483139838
03164	Internal Revenue Service	03/23/2020	Bank Draft	0.00	49,595.07	2700483139838
01039	American Family Life Assurance Company of Colu	03/26/2020	Bank Draft	0.00	603.55	Q3869 03-26-20
01039	American Family Life Assurance Company of Colu	03/26/2020	Bank Draft	0.00	691.28	Q3869 03-26-20
01039	American Family Life Assurance Company of Colu	03/26/2020	Bank Draft	0.00	87.73	Q3869 03-26-20

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	139	102	0.00	523,922.30
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	29	29	0.00	353,761.25
EFT's	83	58	0.00	868,876.58
	251	189	0.00	1,746,560.13

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	139	102	0.00	523,922.30
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	29	29	0.00	353,761.25
EFT's	83	58	0.00	868,876.58
	251	189	0.00	1,746,560.13

Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	3/2020	1,746,560.13



San Juan Water District, CA

Vendor History Report

By Vendor Name

Posting Date Range 07/01/2019 - 03/31/2020

Payment Date Range -

Payable Number Item Description	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
	Item Description	Units	Price	Amount	Account Number	Account Name	Dist Amount				
Vendor Set: 01 - Vendor Set 01											
02556 - Costa, Ted	Expense Reimb 12-2019	Expense&Mileage-ACWA Fall- Room & Mileag	12/31/2019	55098		801.84	0.00	0.00	0.00	801.84	801.84
	Mileage Reimbursement-	0.00	0.00	801.84	010-010-52110	1/13/2020	801.84	0.00	0.00	801.84	801.84
					050-010-52110	Training - Meetings, Education & Trai	400.92				
						Training - Meetings, Education & Trai	400.92				
01916 - Miller, Ken	Mileage Reimb	Mileage Reimbursement-Various Meetings	8/31/2019	54641		1,881.18	0.00	0.00	0.00	1,881.18	1,881.18
	Mileage Reimbursement-	0.00	0.00	31.32	010-010-52110	9/9/2019	31.32	0.00	0.00	31.32	31.32
					050-010-52110	Training - Meetings, Education & Trai	15.66				
						Training - Meetings, Education & Trai	15.66				
Exp Reimb 07-2018	Mileage & Parking-Various Meetings & CFO Y	7/31/2019		54581		8/20/2019	48.80	0.00	0.00	48.80	48.80
	Mileage & Parking-Variou	0.00	0.00	48.80	010-010-52110	Training - Meetings, Education & Trai	24.40				
					050-010-52110	Training - Meetings, Education & Trai	24.40				
Exp Reimb 12-2019	Expense&Mileage-ACWA Fall Conf&Variou	l	12/31/2019	55106		1/13/2020	1,801.06	0.00	0.00	1,801.06	1,801.06
	Expense&Mileage-ACWA	0.00	0.00	1,801.06	010-010-52110	Training - Meetings, Education & Trai	900.53				
					050-010-52110	Training - Meetings, Education & Trai	900.53				
03092 - Rich, Dan	Exp Reimb 08-2019	Mileage Reimb 08-2019 - CH Chamber Recep	8/31/2019	54706		8.70	0.00	0.00	0.00	8.70	8.70
	Mileage Reimb 08-2019 -	0.00	0.00	8.70	010-010-52110	9/23/2019	8.70	0.00	0.00	8.70	8.70
					050-010-52110	Training - Meetings, Education & Trai	4.35				
						Training - Meetings, Education & Trai	4.35				
02162 - Tobin, Pamela	Exp Reimb 01-2020	Mileage Reimbursement-Various Meetings	1/31/2020	406485		1,798.95	0.00	0.00	0.00	1,798.95	1,798.95
	Mileage Reimbursement-	0.00	0.00	10.35	010-010-52110	2/10/2020	10.35	0.00	0.00	10.35	10.35
					050-010-52110	Training - Meetings, Education & Trai	5.18				
						Training - Meetings, Education & Trai	5.17				
Exp Reimb 02-2020	Mileage Expense Reimb-Various Meetings	2/28/2020		406532		3/9/2020	39.10	0.00	0.00	39.10	39.10
	Mileage Expense Reimbu	0.00	0.00	39.10	010-010-52110	Training - Meetings, Education & Trai	19.55				
					050-010-52110	Training - Meetings, Education & Trai	19.55				
Exp Reimb 07-2019	Expense Reimb-Mileage Various Meetings &	.7/31/2019		406194		8/14/2019	46.50	0.00	0.00	46.50	46.50
	Expense Reimb-Mileage \	0.00	0.00	46.50	010-010-52110	Training - Meetings, Education & Trai	23.25				
					050-010-52110	Training - Meetings, Education & Trai	23.25				
Exp Reimb 08-2019	Mileage Expense-Various Meetings	8/31/2019		406236		9/9/2019	81.78	0.00	0.00	81.78	81.78
	Mileage-Various Meeting	0.00	0.00	81.78	010-010-52110	Training - Meetings, Education & Trai	40.89				
					050-010-52110	Training - Meetings, Education & Trai	40.89				
Exp Reimb 10-2019	Expense Reimb-ACWA Expenses & Mileage V	9/30/2019		406309		10/22/2019	232.80	0.00	0.00	232.80	232.80

Vendor History Report

Posting Date Range 07/01/2019 - 03/31/2020

Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description	Units	Price	Amount	Account Number	Account Name		Dist Amount				
Expense Reimb-ACWA Ex	0.00	0.00	232.80	010-010-52110	Training - Meetings, Education & Trai	116.40					
				050-010-52110	Training - Meetings, Education & Trai	116.40					
Exp Reimb 10-2019 #2	Expense Reimb-Region 9 & Various Meetings	10/31/2019		406339	11/12/2019	213.21	0.00	0.00	0.00	213.21	213.21
Expense Reimb-Region 9	0.00	0.00	213.21	010-010-52110	Training - Meetings, Education & Trai	106.60					
				050-010-52110	Training - Meetings, Education & Trai	106.61					
Exp Reimb 11-2019	Exp Reimb ACWA Conf, Mileage, & Meals	11/30/2019		406403	12/16/2019	954.24	0.00	0.00	0.00	954.24	954.24
Exp Reimb ACWA Conf, IV	0.00	0.00	954.24	010-010-52110	Training - Meetings, Education & Trai	477.12					
				050-010-52110	Training - Meetings, Education & Trai	477.12					
Exp Reimb 12-2019	Expense & Mileage-ACWA Fall & Various Me	12/31/2019		406434	1/13/2020	220.97	0.00	0.00	0.00	220.97	220.97
Expense & Mileage-ACW/	0.00	0.00	220.97	010-010-52110	Training - Meetings, Education & Trai	110.48					
				050-010-52110	Training - Meetings, Education & Trai	110.49					
Vendors: (4)						Total 01 - Vendor Set 01:	4,490.67	0.00	0.00	0.00	4,490.67
Vendors: (4)						Report Total:	4,490.67	0.00	0.00	0.00	4,490.67



Payroll Set: 01-San Juan Water District

Employee Number	Employee Name	Pay Code	# of Payments	Units	Pay Amount
<u>0690</u>	Costa,Ted	Reg - Regular Hours	9	54.00	6,750.00
			0690 - Costa Total:	54.00	6,750.00
<u>1028</u>	Hanneman,Martin W	Reg - Regular Hours	9	46.00	5,750.00
			1028 - Hanneman Total:	46.00	5,750.00
<u>0670</u>	Miller,Ken	Reg - Regular Hours	9	38.00	4,750.00
			0670 - Miller Total:	38.00	4,750.00
<u>1003</u>	Rich,Daniel T	Reg - Regular Hours	8	30.00	3,750.00
			1003 - Rich Total:	30.00	3,750.00
<u>0650</u>	Tobin,Pamela	Reg - Regular Hours	9	79.00	9,875.00
			0650 - Tobin Total:	79.00	9,875.00
				Report Total:	247.00
					30,875.00



Payroll Set: 01-San Juan Water District

Account	Account Description	Units	Pay Amount
<u>010-010-58110</u>	Director - Stipend	123.50	15,437.50
		010 - WHOLESALE Total:	123.50 15,437.50
<u>050-010-58110</u>	Director - Stipend	123.50	15,437.50
		050 - RETAIL Total:	123.50 15,437.50
		Report Total:	247.00 30,875.00

**Pay Code Report**

Pay Code Summary

7/1/2019 - 3/31/2020

Payroll Set: 01-San Juan Water District

Pay Code	Description	# of Payments	Units	Pay Amount
Reg	Regular Hours	44	247.00	30,875.00
		Report Total:	247.00	30,875.00

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

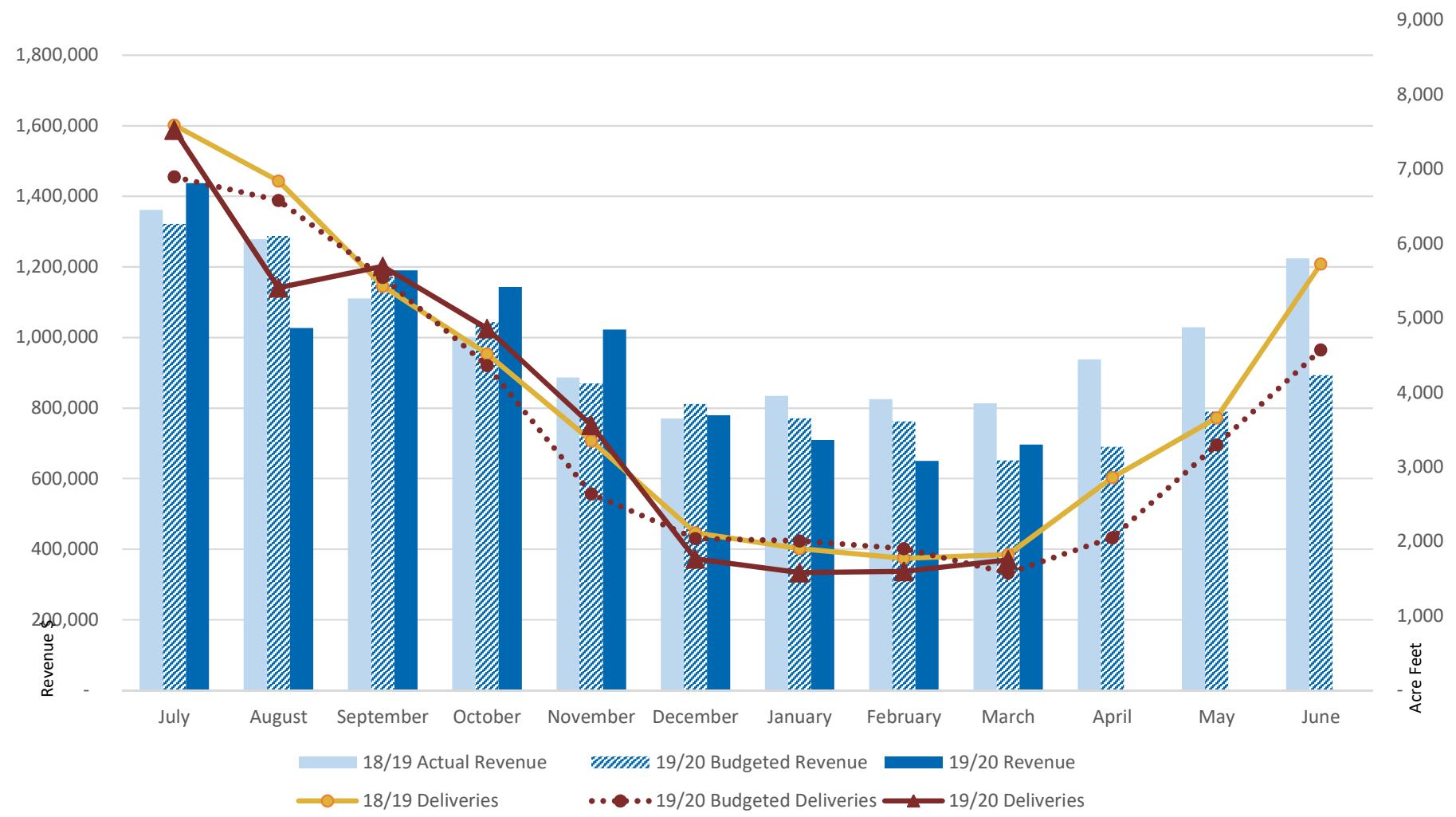
	July 2019 - March 2020							
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance		Revenue Variance	
San Juan Retail	8,375.61	\$ 2,262,337	8,421.85	\$ 2,266,089	46.24	0.6%	\$ 3,752	0.2%
Citrus Heights Water District	7,659.88	\$ 2,225,886	8,275.76	\$ 2,275,858	615.88	8.0%	\$ 49,972	2.2%
Fair Oaks Water District	5,410.28	\$ 1,600,503	5,499.46	\$ 1,607,739	89.18	1.6%	\$ 7,236	0.5%
Orange Vale Water Co.	2,845.90	\$ 770,081	2,686.49	\$ 757,146	(159.41)	-5.6%	\$ (12,935)	-1.7%
City of Folsom	841.01	\$ 225,761	862.74	\$ 227,525	21.73	2.6%	\$ 1,763	0.8%
Granite Bay Golf Course	206.34	\$ 8,268	176.57	\$ 7,075	(29.77)	-14.4%	\$ (1,193)	-14.4%
Sac Suburban Water District	8,196.00	\$ 1,461,894	7,814.51	\$ 1,514,723	(381.49)	-4.7%	\$ 52,828	3.6%
TOTAL	33,535.02	\$ 8,554,730	33,737.38	\$ 8,656,155	202.36	0.6%	\$ 101,424	1.2%

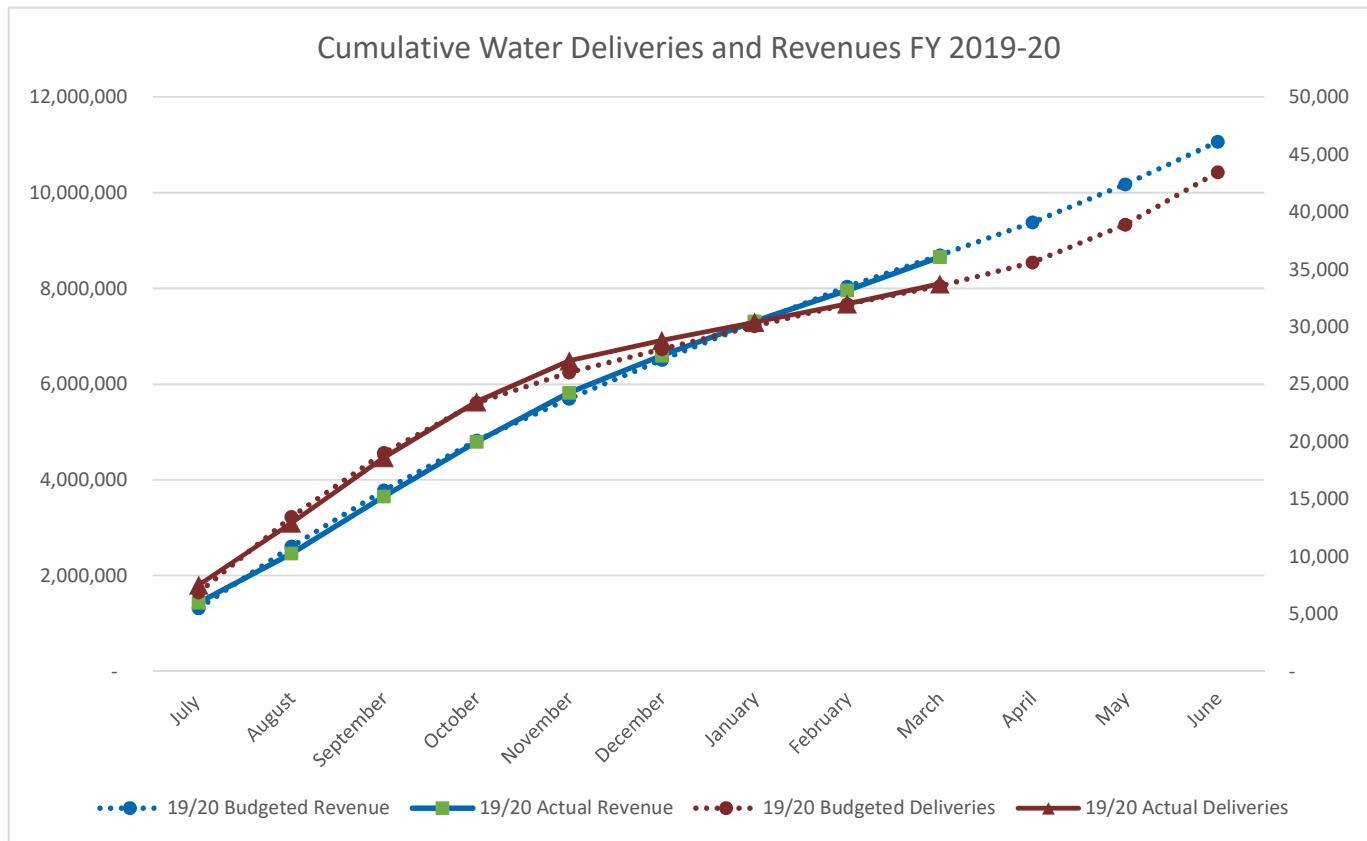
Budgeted Deliveries	33,535.02
Actual Deliveries	<u>33,737.38</u>
Difference	202.36
	0.6%
Budgeted Water Sale Revenue	\$ 8,554,730
Actual Water Sale Revenue	<u>\$ 8,656,155</u>
Difference	\$ 101,424
	1.2%

Conclusion:

With the exception of the month of August, water deliveries in July through November were greater than anticipated. Water deliveries in the months of December through February were slightly lower than anticipated, but deliveries in March exceeded expectations. The combined effect, at the end of March, is that water deliveries as a whole are in line with budget expectations, varying by just 202 acre feet to the positive. Resulting revenues are also on track, with a positive budget to actual variance of just over one percent.

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





AGENDA ITEM VII-2

RWA Exec Comm notes

4/22/20

Budget

Includes additional funding for communications

Budget is “modest” with “right-sized” dues increases (7%)

There is a structural deficit, even with a 7% dues increase, of \$176,779, which will be offset by funds from subscription programs and from non-designated cash

Non-designated cash reserves are likely to run out in FY 23, even with ongoing 7% increases in dues

The only additional staffing is a half-time retired annuitant at SGA, to help develop the Groundwater Sustainability Plan

Questions/comments:

Folsom is now big enough to be a “large” agency, but Jim proposes letting them pay at that level, starting in FY 22

Schubert – keep dues increase to 5% (and reduce expenses where possible) – many EC members agreed

Water Transfer

RWA subscription program agreement with SSWD to provide technical support for the transfer – approved by the EC.

SCGA – John Woodling is currently under contract with them as GEI consultant. Have SCGA identify needs and functions and level of staff before RWA considers what its role would be while maintaining RWA/SGA functions considering already dedicated resources. Instead of being transactional between SCGA and RWA, see how 3 organizations can best be organized. Jim was receptive to that. Dialogue instead of “proposal” from RWA. Kerry and Paul Schubert concurred. SGCA Board unanimously wants to work something out, but almost unanimous not to merge and keep itself a separate legal entity.

Federal Affairs

Sean gave a good description of the process, expected Congressional timing/needs for info, and what's been done recently vis-à-vis the compilation of the list of projects, etc.

He threw to Ryan B. re Brown Act situation. Paul Schubert, what about moving from AdHoc to standing cmte. Ryan said that could be even more complicated and sounded like it make it more likely to be a notice problem. Ended up with essentially no change, guidance sent to all RWA folks prior to next ad hoc meeting, just try not to break the rules put forth by Ryan, and if people end up attending that break the rules, will have to cancel meeting. Dan York commented online as that being a “good approach”. [Please don't shoot the messenger.]

How organize infrastructure “ask”? Sean suggests offering multiple “views” to the Board along with the full list. Because it's now 11:00, Kerry asks folks to think about questions and send feedback to Sean by next Tuesday. Feedback to Sean, no need to copy entire ExCom.

Legislative Items

State Budget update. Lots of red ink. Spending is going to be down. Picture unclear until end of August probably, which will impact “policy” initiatives. Legislative “process” still unclear other than Senate Pro Tem directing reduce bill load, and on Assembly side Committee Chairs supposed to talk with authors of

bills in their committees to cull them. Hertzberg supposedly reducing from 20 to 3 bills. Doesn't think water efficiency and water quality will be moving any time soon, since focus will be on stimulus and response to issues driven by COVID crisis.

AB2887 Ryan O. recommends Support if Amended while ACWA at Watch and Amend, since many RWA members already doing this. Approved.

SB950 Ryan O. recommends Support if Amended. Approved.

ED Report

US Water Alliance Covid-19 Principles: Kerry cut conversation but allowed Greg Z. to raise the issue of affordability. Ryan had intended to highlight as well, did a little, and folks approved anyhow.

Jim gave a status of Water Forum Agreement update, and turn-on issue for vacant buildings, GW Bank identified in draft WRDA legislation, but it was unclear if even a quorum was still on the call.

Roll call: Michele Carrey – City of Sacramento has implemented temperature checks for staff or visitors to facilities.

Adjourn: 11:31

AGENDA ITEM VII-3.1

April 22, 2020

ACWA has been having a series of information Webinars as well as requests for support letters for and from our membership.

Letters Requests from ACWA:

- April 20, 2020 Request for COVID-19 Federal Relief Funding the COVID-19 relief bills. It talks about the needs of local government agencies water systems. ACWA's 455 public water agency members supply over 90 percent of the water delivered in California for residential, agricultural, and business uses.
- April 10, 2020 Request for Tax Credit for State and Local Governments (HR 6201)
- March 10, 2020 Coalition Letter: Coronavirus Response Act, Water Sector Sick Leave expands paid sick leave and family medical leave benefits for all public sector employees who are affected by the coronavirus crisis. While we support this provision, with appropriate limitations to ensure that certain critical operational water system staffs are available at to maintain water service, the enacted legislation includes a glaring flaw that will place a strain on taxpayers across the country.

On April 21, 2020 the State of California's Attorney General Xavier Becerra has filed a motion for a preliminary injunction in the state's lawsuit that seeks to halt expanded federal water export operations in the Central Valley based on biological opinions updated in February. That would force the U.S. Bureau of Reclamation to immediately resume limited Central Valley Project (CVP) water deliveries based on the previous biological opinions while the state's lawsuit is litigated.

On April 21, 2020 the State Water Board requires monthly reporting regulation. ACWA staff and member agencies advocated for a number of amendments to the draft regulation that would clarify data requirements and limitations and ensure consistency with Water Shortage Contingency Plans. The amendments were included in the adopted regulation and resolution. The new regulation is expected to take effect Oct. 1, 2020.

On Jan 31, 2020 marked the deadline for Groundwater Sustainability Agencies (GSAs) in critically overdrafted basins to submit their Groundwater Sustainability Plans (GSPs) to the Department of Water Resources.

ACWA is meeting with USBR Mid-Pacific Regional Director with updates on pandemic related workgroups under the Federal Infrastructure Funding Workgroup and State Shut-off Prohibitions Workgroup.

ACWA has Climate-Driven Megadrought Study on it's radar. Predictions of Megadroughts – defined as intense droughts that last for decades or longer –

once plagued the Desert Southwest. Thanks to global warming, an especially fierce one appears to be coming back

<https://www.usatoday.com/story/news/nation/2020/04/16/drought-worst-western-megadrought-here-study-says/5145929002/>

AGENDA ITEM VIII-1

DRAFT

Finance Committee Meeting Minutes San Juan Water District April 21, 2020 4:00 p.m.

Committee Members:	Ken Miller, Director (Chair) Dan Rich, Director (Absent)
District Staff:	Paul Helliker, General Manager Donna Silva, Finance Director Teri Grant, Board Secretary/Administrative Assistant
Members of the Public:	Pam Tobin, Board Member & Rate Payer

1. Review General Manager Reimbursements (W & R)

There was no reimbursement request from the General Manager.

2. Review Check Register from February 2020 (W & R)

The committee reviewed the March 2020 check register and found it to be in order.

3. Other Finance Matters (W & R)

There were no other items discussed.

4. Public Comment

There was no public comment.

The meeting was adjourned at 4:04 p.m.