



AGENDA REGULAR BOARD MEETING

**FAIR OAKS WATER DISTRICT OFFICE
10326 FAIR OAKS BLVD, FAIR OAKS
SEPTEMBER 16, 2024
6:30 PM**

The Board of Directors of the Fair Oaks Water District holds its Regular Board Meetings on the third Monday of each month at 6:30 p.m. The meetings are held at the District Offices located at 10326 Fair Oaks Blvd., Fair Oaks, CA 95628. The Board may discuss any item on the agenda and may act on any of those items.

The Board of Directors welcomes public participation in its meetings. Public comments relating to matters within jurisdiction of the District, and not included on the posted agenda, may be addressed under "public comment," both at the beginning and at the end of the meeting, subject to reasonable time limitations for each speaker. Please note that State law prevents the Board from discussing or acting on items not listed on the agenda. Public comments relating to matters listed on the agenda may be provided at the time when that agenda item is heard.

Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. Items appearing on the Consent Calendar are considered routine and may be acted upon by the Board by one motion, without discussion; however, any item may be considered separately at the request of any Board member or any member of the public.

In compliance with the American with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Human Resource Administrator at (916) 967-5723. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

I. CALL TO ORDER

II. PUBLIC COMMENT

III. CONSENT CALENDAR

1. Approval of Minutes
 - a. Regular Board Meeting of August 19, 2024
2. Accept and File Treasurer's Report for the month of August 2024
3. File Investment Report for the month of July 2024

4. Accept and File Financial Expense Report for the month of August 2024
5. Approval of Warrants
6. Approval of Cal-Card Statements for the month of August 2024
7. Approval of Board Expense Report for the month of August 2024

IV. PRESENTATIONS AND CORRESPONDENCE

1. Letter dated September 11, 2024 to all candidates running for the FOWD Board of Directors in the November 2024 General Election, California Fair Political Practices Commission, and others

V. DISCUSSION AND ACTION ITEMS: OLD BUSINESS

1. Update and discussion on the New York Water Main Project Phase I
2. Update and discussion on the proposed merger of the SJWD and SSWD
3. Update and discussion on FOWD Administration Building Parking Signs
4. Update on the “Request for Qualifications” to select a new Special District Financial Auditor – prior Auditor termed out in accordance with District policy

VI. DISCUSSION AND ACTION ITEMS: NEW BUSINESS

1. Discussion on FOWD Water Supply for the month of August 2024
2. Discussion and possible action on the Transmission Main Phase I Design Request for Qualifications
3. Discussion on mandated Service Line Inventory
4. Discussion and possible action on additional funding for 2024 expenses

VII. UPCOMING EVENTS

1. September 18, 2024 / SJWD Board Meeting / SJWD Office
2. September 21, 2024 / Fair Oaks Chicken Festival, Fair Oaks Park
3. October 3, 2024 / SJWD & SSWD Joint Board Special Meeting / SSWD Office
4. December 3-5, 2024 / 2024 ACWA Fall Conference / Palm Desert, CA

VIII. REPRESENTATIVE REPORTS

1. Sacramento Groundwater Authority (SGA)
2. Regional Water Authority (RWA)
3. Sacramento Water Forum
4. Other

IX. DIRECTORS' REPORTS & COMMENTS

1. Budget Committee – (Sarkovich, Dolby)
2. Technical Advisory Committee – (Marx, Petersen)
3. Capital Improvement Committee – (Petersen, Dolby)
4. Personnel Committee – (McRae, Dolby)
5. Public Relations Committee – (McRae, Dolby)
6. FOWD and SJWD 2x2 Ad-Hoc Committee – (McRae, Petersen)

7. FOWD and CWD 2x2 Ad-Hoc Committee – (McRae, Marx)
8. FOWD Field Services Center Ad-Hoc Committee – (Sarkovich, Petersen)

X. GENERAL MANAGER'S REPORT

1. Maintenance Work Report
2. Capital Projects Status Report
3. Authorizations of Additional Funding
4. Water Transfer Status Report
5. Claims Against District
6. Employee Update
7. Water Issues – Update on Regional Involvement
8. Other

XI. PUBLIC COMMENT

XII. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS 54954 AND 54956

1. Conference with legal counsel on existing litigation; Government Code Sections 54954.5 and 54956.9; Citrus Heights Water District & Fair Oaks Water District v. San Juan Water District
2. Conference on Anticipated Litigation; Government Code Section 54956.9(d) – two cases

XIII. REPORT FROM CLOSED SESSION

XIV. PUBLIC COMMENT

I, Tom R. Gray, Secretary of the Fair Oaks Water District, do hereby certify that this agenda has been posted at 10326 Fair Oaks Blvd., Fair Oaks, California 72 hours prior to the regular meeting of the Board of Directors in accordance with Government Code Section 54950.5, the Ralph M. Brown Act.



Tom R. Gray / Secretary
General Manager

9-12-2024

Date



September 16, 2024

Staff Report Briefing Materials

AGENDA ITEM III.1a

Approval of Minutes of the Regular Board Meeting of August 19, 2024



AGENDA ITEM III.1a
Regular Board Meeting
Unapproved Minutes
August 19, 2024

District Attendees

Chris Petersen	President
Mark Dolby	Vice President
Misha Sarkovich	Board Member
Tom R. Gray	General Manager
Shawn Huckaby	Operations Manager
Chi Ha-Ly	Finance Manager
Paul Siebensohn	Technical Services Manager

Other Attendees

George Babcock	Visiting Customer
Leon Corcos	Corcos Property LLC
Charlie Solt	Visitor
Roben C.	Visitor
Carolyn Bramson	Visitor
Richard Luna	Visitor

Absent

Randy Marx	Board Member
Michael McRae	Board Member

AGENDA ITEMS

I. CALL TO ORDER

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

II. PUBLIC COMMENT

- Visitor Corcos stated he would like FOWD to modify its parking signs to announce public parking availability after business hours and on weekends.
- General Manager Gray stated that FOWD's mission is to provide our community with an adequate and reliable supply of water, exceeding all drinking water standards, at the lowest reasonable cost. FOWD provides the community self-sufficient parking for its employees and customers with no negative impacts to the Fair Oaks Village.

“Providing public parking to the Fair Oaks Village is secondary to the mission of FOWD. Though important to the FOWD as neighbor and friend to the Fair Oaks Village, any significant or ongoing negative issues with public parking will result in restricting use to accomplishing the FOWD mission.” The Village suffers from a parking shortage, something that all new development should have taken into consideration.

- Visitor Corcos responded that according to the County, the Village has sufficient parking; otherwise, they would not be open. He inquired what it would take for FOWD to add a sign that states parking is allowed after 5:00 p.m. and on weekends.
- General Manager Gray commented that in the past, there has been improper use of the parking lot, utilizing vehicles for sleeping arrangements.
- Visitor Corcos stated that the Village is currently suffering from a lack of parking spaces, and it will get worse once the Fair Oaks Recreation & Park District project is completed.
- President Petersen inquired visitor Corcos if he was asking FOWD to replace its parking signs to reflect that parking is permitted after business hours and on the weekends.
- Visitor Corcos offered to pay to have the new signs made. New signs will avoid questions and confusion to the public.
- An unknown visitor inquired if the parking lot will be utilized by the public or by restaurant employees.
- General Manager Gray stated that there is a lack of parking in the Village. Both Fair Oaks customers and restaurant employees are well aware of the after-business hours parking rule and make use of it.
- Visitor Corcos stated that allowing parking after business hours and on weekends should not be a secret.
- President Petersen stated that visitor Corcos’ request will be taken into consideration.
- Visting customer Babcock suggested having a supplemental sign instead of replacing the current FOWD signs.
- Visitor Corcos agreed with the idea. He requested a sign that clearly states public parking is permitted after business hours and on the weekends.
- Visitor Corcos provided feedback on the Spanish style construction. He believes the Spanish eclectic style will dominate the Village.
- General Manager Gray encouraged everyone to go to the FOWD’s website and familiarize themselves with the documents concerning the Corporate Yard Project.
- Visitor Bramson expressed her concerns about having new signs posted. She is worried about people lacking a residence parking at 5:01 p.m., remaining there over the weekend, and causing problems for the community.
- President Petersen stated this issue has occurred in the past.
- General Manager Gray stated that people have abandoned stolen vehicles in the FOWD parking lot.
- President Petersen stated there might be a middle ground and it will be discussed with staff. However, if FOWD moves forward with this, towing will be enforced; something that has not been done before. If problems arise, towing will need to be part of the solution.

- An unknown visitor stated that the Board has not lived up to what was presented on the Corporate Yard document. In a year's time, FOWD probably experienced one parking issue.
- Visitor Bramson introduced herself and expressed that the recall signs are upsetting and feels like an attack on the Board, it's unwarranted. The water quality is exemplary. Rates are extremely reasonable. The Board has done consistent good work. FOWD is like an institution, and she appreciates it and is in favor of the Spanish Motif.

III. CONSENT CALENDAR

The following consent calendar items were considered and acted upon as follows:

1. Approval of Minutes
 - a. Regular Board Meeting of July 15, 2024
 2. Accept and File Treasurer's Report for the month of July 2024
 3. File Investment Report for the month of June 2024
 4. Accept and File Financial Expense Report for the month of July 2024
 5. Approval of Warrants
 6. Approval of Cal-Card Statements for the month of July 2024
 7. Approval of Board Expense Report for the month of July 2024
- Director Sarkovich addressed the issue about financial transparency. FOWD is one of the few public agencies that display absolutely everything. Financial transparency is presented on a monthly basis. This, along with the Board Packet, is posted on FOWD's website.
 - Visitor Corcos stated that the financial aspect, although posted, is challenging to understand. The transparency he's referring to consists of hiring a third-party agency to analyze if the 25% rate increase over three years is reasonable and rational. No independent study was done for the water rate increase or for the Corporate Yard Project.
 - Director Sarkovich stated that FOWD is a public agency, not a private business. The 25% rate increase over the next three years is basically governed by Prop 218. Prop 218 is very specific on how it needs to be advertised to the public and what type of analysis is needed. FOWD met every single requirement of Prop 218. This document is also posted on FOWD's website. The specific reason there was a 25% rate increase was due to the transmission main. This project alone will cost about \$30 million.
 - General Manager Gray stated that all this information is on FOWD's website. Despite the 25% increase over a period of three years, FOWD remains the lowest rates in the Sacramento region. In 2025, FOWD will complete several projects. Once completed, FOWD will have \$2.5 million above operating expenses to put toward the transmission main every year until it's finalized.
 - President Petersen inquired about the SMUD expense reflected on page 15 of the pdf file in the check register for the amount of \$15,342.17, specifically about the average

rate increase. He also inquired about Regional Water Authority (RWA) expense of \$53,092.00.

- General Manager Gray replied that SMUD rates have increased approximately 20% in the last couple of years. SMUD has a peak rate and have also added a super peak rate that begins around 5:00 p.m. The \$15,342.17 is a partial payment for a couple of sites. He also addressed the RWA's expense and stated that this amount is a combination of various resources, and regional support received from RWA for the water efficiency program that FOWD participated in regionally. All these fees are reflected in one payment. He will report back to the Board to clarify if this is an annual payment.

Director Sarkovich moved to approve the consent calendar as presented.

Director Dolby seconded the motion.

Motion carried with the following votes: Dolby – aye, Petersen – aye, and Sarkovich – aye.

Absent: Director McRae and Director Marx

IV. PRESENTATIONS AND CORRESPONDENCE

1. **None.**

V. DISCUSSION AND ACTION ITEMS: OLD BUSINESS

1. **Update and discussion on the New York Water Main Project Phase I**

- Information only.
- General Manager Gray provided an overview including that it will take approximately 84 days to complete.

2. **Update and discussion on the proposed merger of the SJWD and SSWD**

- Information only.
- General Manager Gray provided an overview.
- Director Sarkovich mentioned that SSWD has about \$100 million in debt. By merging, FOWD will indirectly be liable for some of the debt. SSWD also has a larger population. If this merger takes place, there is nothing positive for FOWD.
- Visitor Bramson inquired about SJWD's reasoning for wanting to merge.
- President Petersen stated that there are two main reasons: 1) the more water they sell, the more revenue they generate, 2) dry year supply reliability. SSWD has a lot of groundwater infrastructure and can provide aide to SJWD in a dry year. This is one of the things FOWD has been investing in—groundwater wells. FOWD always envisioned partnering with SJWD.
- General Manager Gray stated that the Board Packet contains information about this topic and a fact sheet is available on the FOWD website

3. **Discussion and possible action on a request to form a FOWD Customer Advisory Committee**

- General Manager Gray provided an overview.

- Visitor Corcos questioned the reason for not having a Customer Advisory Committee. He stated that apparently, you don't want the Customer Advisory Committee or you would have said we welcome that. He also stated that according to SJWD, the FOWD buys 90% of water, so this is all about 10%.
- Director Sarkovich provided an explanation of SJWD's rate structure for water.
- Visitor Corcos stated that having a Customer Advisory Committee will allow customers to provide their input and recommendations on budgeting decisions versus sitting in meetings.
- General Manager Gray clarified that FOWD staff does not make decisions, the Board provides FOWD staff direction on what do to. There are many opportunities throughout FOWD's monthly Board meetings for public input and the Prop 218 process is exhaustive. FOWD staff is outlining for the Board that the FOWD process is robust and in some cases, more than what other agencies are doing.
- Visitor Corcos stated that there is a huge difference between having the meeting where the public comes to give comment or having a group of rate payers and community members sitting down in back room bearing through; helping to make recommendations to the information FOWD will bring to the public. He went on to state that just because FOWD is supposed to have 3 or 2 meetings that barely anyone shows up to because they are poorly advertised, that's different.
- President Petersen inquired about visitor Corcos' reasoning behind that comment.
- Visitor Corcos replied that there has only been three or four people attending the Board meetings he has attended.
- Director Sarkovich stated that low public attendance is a sign of success. If FOWD had the highest rates in the region, the room would be packed.
- General Manager Gray stated that FOWD is no different than any other public government process. Some of FOWD's outreach is more robust than typical public outreach. Local government is set-up to have Board meetings seeking public input and the Board is elected to make decisions.
- An unknown visitor asked if there is a downside to having a Customer Advisory Committee and inquired if this would be costly or time-consuming for FOWD.
- President Petersen responded that having a Customer Advisory Committee would require additional time allocation for staff than what is currently spent to prepare for Board meetings. He stated that on average, the Board of Directors spend six to eight hours preparing for Board meetings. Each Board Member gets a stipend of \$100.00 per meeting; it is essentially a volunteer position. This is money coming out of the District, in addition to staff and the Board's time to participate in these meetings.
- An unknown visitor inquired if the Board's decision would be swayed if there is enough public interest to participate in a Customer Advisory Committee.
- President Petersen stated that FOWD is very open and transparent with the budgeting process. The purpose of the monthly Board meetings is to solicit input and comments from the public. There has been hardly anyone that provides public comment when discussing the budget. It has happened, but it's rare. It has never risen to the point of needing more engagement.
- An unknown visitor shared her perspective and noted she recently found out about these meetings. She believes having the Board Packet online is only accessible for

the younger audience. If more people are aware of these meetings, maybe they will become more interested in participating. It doesn't mean that the Board is not doing an excellent job, but maybe it will encourage people to be more involved.

- An unknown visitor commented that he believes there is no need for a Customer Advisory Committee. The financials are always laid out. He is curious to know what percentage of FOWD's customers are asking for a Customer Advisory Committee. It seems to be the 1% that is badgering the District, those involved in the "move the yard campaign." FOWD is very transparent and doing a great job delivering water at a very low cost.
- General Manager Gray shared his experience when he first joined the District in 2004 and there was a need for a Customer Advisory Committee. The District was under investigation by the grand jury. FOWD implemented things from that committee to get to where it is at today. We implore people to seek the truth.
- Visitor Corcos commented that having a Customer Advisory Committee will help get the truth out. If it worked back in 2004, it should also work out now.
- General Manager Gray responded that a Customer Advisory Committee was created in 2004 because there were issues to resolve back then. The issues being brought up recently are not the real purpose. The truth is that some people would like FOWD to move and take over the yard.
- Visitor Babcock commented that there is absolutely nothing stopping anybody from attending these meetings. He shared his experience from 2015, when San Juan Water District (SJWD) was going to do a drastic cut of FOWD's water supply and he began attending SJWD's meetings. Visitor Babcock began attending FOWD's Board meetings in 2017 and has only missed a couple on rare occasions. He stated that he is the only public attendee in most of the monthly FOWD Board meetings. He believes there is no need for a Customer Advisory Committee.
- Director Sarkovich stated that the Customer Advisory Committee is a bad idea because there is no need for it. Numbers do not lie; one picture tells you a thousand words. FOWD has by far the lowest water rates in the region, this information is posted on FOWD's website. He doesn't understand how having a Customer Advisory Committee would improve these facts. FOWD is very efficient, it has expertise, and it has delivered. FOWD is very transparent. Everything of financial substance is posted online (the budget and financial audit). It's there for anyone to see. FOWD has accountability. Every two years, at least two Board Members are up for reelection. This year, there are three Board Members running for reelection, it's part of the democratic process. He stated that visitor Corcos is running a slate to recall President Petersen and Director McRae. In his opinion, this is abuse and overreach. There is nothing these Board Members did to deserve to be recalled. Recall is deserved when there is most egregious acts of public abuse. The Board decided to deny visitor Corcos' request to move the corporate yard and build a parking lot as his motivation was driven by self-interest. This is the only reason we are here. Instead of the Board spending time to discuss and run a water business, time is being spent by talking about visitor Corcos—property owner and developer in the Fair Oaks Village.
- Visitor Corcos stated that he doesn't have the money to buy FOWD's property, but somebody can.

- Director Sarkovich is happy Mr. Corcos has built a successful business.
- An unknown visitor stated that the property belongs to FOWD and it's not up for sale.
- Director Sarkovich stated that when visitor Corcos decided to develop in this area, he was well aware of the corporate yard's existence; and yet he decided to build.
- Director Sarkovich decided not to move forward with any motion, as he does not consider a Customer Advisory Committee necessary. He stated that Mr. Corcos is not here for financial transparency or the low cost of water service. He stated that Mr. Corcos is here to move FOWD out of the Fair Oaks Village.
- President Petersen stated he is not in favor of forming an oversight committee at this time. He believes the Board meetings serve that venue. FOWD is very open and transparent with the budgeting process and welcomes input from ratepayers. FOWD has very qualified staff that run the organization. We are very lean and that's why we have such low rates, but we also do very good planning. One of the things that attracted President Petersen to join the Board was the "pay as you go" structure, it's great financial stewardship. The information in the staff report and meetings at FOWD are an opportunity for public input. The Board will take as long as it needs to take to be sure we are accounting for the interests of our rate payers.
- Director Dolby stated that there is plenty of opportunity for the public to engage. If you want the information, it's available. He already volunteers a lot of his time to prepare for FOWD Board meetings. He does not see the need for a Customer Advisory Committee.
- General Manager Gray stated that as a public water agency, FOWD needs to stay within the mission of quality and reliable water at a reasonable cost. Sometimes, the discussion is about parking and real estate, but our mission, no matter who is on the Board, needs to stay on that task. FOWD does not get a lot of questions about water quality or water reliability. We get questions about rates and FOWD rates are the lowest. Staff stand perplexed at what's going on.

VI. DISCUSSION AND ACTION ITEMS: NEW BUSINESS

1. Discussion on FOWD Water Supply for the month of July 2024

- Technical Services Manager Siebensohn provided a summary of the water supply report and addressed question from the public.
- Visitor Babcock asked for an explanation of the Fair Oaks 40.
- Technical Services Manager Siebensohn provided an explanation.

2. Discussion and possible action on the "Request for Qualifications" to select a new Special District Financial Auditor – prior Auditor termed out in accordance with District policy

- General Manager Gray recommended Board authorize the "Request for Qualifications" to select a new Special District Financial Auditor.

Director Sarkovich moved to adopt the "Request for Qualifications" to select a new Special District Financial Auditor.

Director Dolby seconded the motion.

Motion carried with the following votes: Dolby – aye, Petersen – aye, and Sarkovich – aye.

Absent: Director McRae and Director Marx

3. Discussion on Board direction for the development of a 2025 FOWD Annual Budget

- General Manager Gray presented the proposed 2025 budget schedule and provided an overview of Board direction.
- Visitor Corcos stated that FOWD is using “pay as you go” and he has been asking for two years if FOWD is spending millions of dollars for the Corporate Yard. He inquired if that money is in the bank ready to go.
- Director Sarkovich stated that FOWD is still waiting on the building permits. Once acquired, the next steps involve demolition and temporarily moving the existing facility somewhere in our service territory. FOWD will not be spending much of its budget in 2025, this is a multi-year project. It will take approximately three years to complete this project.
- An unknown visitor stated that an investment in the water infrastructure in Fair Oaks to maintain the quality and services of water is vital. It costs a lot of money to maintain and improve water quality. He believes FOWD has done its job effectively over the years.
- Director Sarkovich stated that on an annual basis, FOWD spends approximately 40% of its revenue on infrastructure. Year after year FOWD invests in the system, prefers to avoid debt and interest. FOWD currently has zero debt. In 2004, the District had debt. It was paid off and FOWD intends to remain on a “pay as you go” basis.
- General Manager Gray stated that the water system needs to be safe and robust in order to produce reliable water. During his twenty years with the District, he is proud that on average, 40% of ratepayers’ money has been reinvested into capital projects. During this time, FOWD has also received over \$18 million in grants.
- Visitor Bramson inquired about the ongoing litigation with SJWD.
- Director Sarkovich stated that it is about SJWD changing the rate structure, and a possible violation of Prop 26.
- President Petersen clarified that this is the beginning of the budgeting process for 2025 and it gets adopted in October.
- Director Sarkovich stated that there will be a public hearing on October 21st. It will be open to the public. The Board will vote on October 28th for possible adoption.
- General Manager Gray stated that the Board publishes a schedule every year for adoption of the budget. On October 21, 2024, a Board Meeting will take place to discuss the draft budget. On October 28, 2024, a Special Board Meeting and hearing is scheduled to discuss the draft budget. There are multiple opportunities for input.
- Visitor Bramson inquired if these meetings will be held at FOWD and also questioned how they are being advertised.
- President Petersen replied that meetings will be held at FOWD, and they will be advertised on the website and outside the administration building.
- Visitor Corcos inquired if these dates will be in the bills.

- Director Sarkovich stated that FOWD plans to send announcements regarding October 21st and 28th to publicize broadly, in addition to the public knowledge of the meetings and website.
- General Manager Gray stated that when the rates are adjusted, there is a mailing that goes out to every customer (Prop 218). This is about a \$20,000 expense.
- Director Sarkovich stated that he does not want to be accused of approving the budget without public input. A mailing will ensure that the public is aware of what is being proposed for the 2025 budget so they can clearly see that rates are not going through the roof and there will be no new debt. He would like to see public outreach for the October 21st and 28th dates to rate payers about the budget process.
- President Petersen agreed with Director Sarkovich's proposal.
- Director Sarkovich stated that he would like a simple letter sent to customers about what is being proposed with a summary of the staff report.
- Director Dolby also supports this idea.
- Director Sarkovich stated that the staff has direction from the Board that there will be some public outreach in addition to the other points in the staff report.

4. Discussion and possible action on additional funding for 2024 expenses

- Finance Manager Ha-Ly recommended for the Board to authorize a transfer of \$18,800 from the contingency fund to cover 2024 expenses and provided a summary of each expense.
- Director Sarkovich and General Manager Gray provided an overview of how the contingency budget works.

Director Sarkovich moved to authorize the transfer \$18,800 from the contingency fund to cover 2024 expenses as presented.

Director Dolby seconded the motion.

Motion carried with the following votes: Dolby – aye, Petersen – aye, and Sarkovich – aye.

Absent: Director McRae and Director Marx

VII. UPCOMING EVENTS

- 1. August 26, 2024 / SJWD Special Board Meeting / SJWD Office**
- 2. August 29, 2024 / SJWD Special Board Meeting / SJWD Office**
- 3. September 9-12, 2024 / 2024 CSDA Annual Conference / Indian Wells, CA**
- 4. December 3-5, 2024 / 2024 ACWA Fall Conference / Palm Desert, CA**

VIII. REPRESENTATIVE REPORTS

1. Sacramento Groundwater Authority (SGA)

- Information only. General Manager Gray provided an overview.

- President Petersen provided his view on SGA's monthly salary schedule. He believes these salary ranges seem really high. He also clarified that his company has no contract with FOWD; there is no conflict of interest.
2. **Regional Water Authority (RWA)**
 - None.
 3. **Sacramento Water Forum**
 - None.
 4. **Other**
 - None.

IX. DIRECTORS' REPORTS & COMMENTS

1. **Budget Committee – (Sarkovich, Dolby)**
 - None.
2. **Technical Advisory Committee – (Marx, Petersen)**
 - None.
3. **Capital Improvement Committee – (Petersen, Dolby)**
 - None.
4. **Personnel Committee – (McRae, Dolby)**
 - None.
5. **Public Relations Committee – (McRae, Dolby)**
 - None.
6. **FOWD and SJWD 2x2 Ad-Hoc Committee – (McRae, Petersen)**
 - None.
7. **FOWD and CWD 2x2 Ad-Hoc Committee – (McRae, Marx)**
 - None.
8. **FOWD Field Services Center Ad-Hoc Committee – (Sarkovich, Petersen)**
 - None.

X. GENERAL MANAGER'S REPORT

1. **Maintenance Work Report**
 - Report provided.
2. **Capital Projects Status Report**
 - Report provided.

- 3. Authorizations of Additional Funding**
 - Report provided.
- 4. Water Transfer Status Report**
 - None.
- 5. Claims Against District**
 - Report provided.
- 6. Employee Update**
 - General Manager Gray stated that FOWD lost its Construction Inspector to another entity and two field staff were promoted.
- 7. Water Issues – Update on Regional Involvement**
 - None.
- 8. Other**
 - Report provided.

XI. PUBLIC COMMENT

- Visiting customer Babcock stated he would like to draw attention to Agenda Item X.2 – Capital Projects Report. It's there on the FOWD website for the public to review and it lays everything out.
- An unknown visitor believed that a legitimate issue was brought up earlier about Fair Oaks parking and questioned if this is a County issue. He is aware this is not a FOWD issue.
- President Petersen stated that Fair Oaks is not an incorporated city, the County does approve all the projects, including the development of the park (Fair Oaks Village).
- General Manager Gray stated that in recent developments, municipalities are implementing social engineering, they want people to use public transportation and walk. This results in what is currently happening with the Fair Oaks Village – lack of parking. FOWD hopes to be the best neighbor one could have.

President Petersen closed the open session meeting at 8:30 p.m.

President Petersen opened the closed session meeting at 8:38 p.m.

XII. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS 54954 AND 54956

1. Conference with legal counsel on existing litigation; Government Code Sections 54954.5 and 54956.9; Citrus Heights Water District & Fair Oaks Water District v. San Juan Water District
2. Conference on Anticipated Litigation; Government Code Section 54956.9(d) – two cases

President Petersen closed the closed session meeting at 9:45 p.m.

President Petersen reopened the meeting to the public at 9:45 p.m.

XIII. REPORT FROM CLOSED SESSION

- None.

XIV. PUBLIC COMMENT

- None.

XV. ADJOURNMENT

With no further business to come before the Board, President Petersen adjourned the meeting at 9:45 p.m.



September 16, 2024

Staff Report Briefing Materials

AGENDA ITEM III.2

Accept and File Treasurer's Report for the month of August 2024



AGENDA ITEM III.2

REGULAR Board Meeting September 16, 2024

To: Board of Directors

From: Chi Ha-Ly

Date: September 6, 2024

Subject: Accept and File Treasurer's Report for the month of August 2024

Recommendation:

None.

Discussion:

Attached you will find the Treasurer's report for the month of August 2024.

Policy Implications:

None.

Fiscal Impact:

None.



Fair Oaks Water District

Treasurer's Report - August 31, 2024
Agenda Item III.2

Description	LAIF - remaining	General Fund U.S. Bank	Payroll Fund U.S. Bank (I)	Cash	Balance
Designated and Undesignated Cash, July 31, 2024	\$10,688,980	\$325,213	\$10,864	\$2,425	\$11,027,482
Receipts					
Deposit: Water Service		\$873,921			\$873,921
Deposit: Other		\$12,084			\$12,084
Interest Earnings					\$0
Subtotal	\$0	\$886,005	\$0	\$0	\$886,005
Expenses					
General Expenses		(\$292,348)			(\$292,348)
General Warrants		(\$866,838)			(\$866,838)
Payroll			(\$164,992)		(\$164,992)
Service Charges and Fees		(\$5,446)			(\$5,446)
Subtotal	\$0	(\$1,164,632)	(\$164,992)	\$0	(\$1,329,624)
Transfers and Allocations					
Net Transfer from or to LAIF					\$0
Transfer to Payroll					\$0
Subtotal	(\$300,000)	\$300,000	\$170,000	\$0	\$0
Designated and Undesignated Cash, August 31, 2024	\$10,388,980	\$176,586	\$15,872	\$2,425	\$10,583,863

I, Chi Ha-Ly, deposes and says, the foregoing is a true and accurate accounting of the Special Funds in my custody showing the amount of money received by me for said accounts, and the amount and items of expenditure from those accounts during the preceding month, pursuant to Section 24392 of the Water Code.


Chi Ha-Ly, Finance Manager


Date

FAIR OAKS WATER DISTRICT

Check Register

August 2024

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>
<i>General Expenses</i>				
50891	8/7/2024	AVALON CUSTODIAL CARE	\$ 1,700.00	Janitorial Services
50892	8/7/2024	STAFF	164.40	Certifications
50893	8/7/2024	DITCH WITCH WEST	2,467.53	Equipment Repair
50894	8/7/2024	ELEVATOR TECHNOLOGY, INC.	316.00	Elevator Maintenance
50895	8/7/2024	FUSE 3 COMMUNICATIONS	6,695.00	IT Consulting
50896	8/7/2024	CUSTOMER	102.82	Customer Refund
50897	8/7/2024	INTEGRITY DATA INC.	38.20	Dues & Subscription
50898	8/7/2024	CUSTOMER	102.51	Customer Refund
50899	8/7/2024	OLD VILLAGE LANDSCAPING, INC.	655.00	District Site Maintenance
50900	8/7/2024	P G & E	35.25	Utilities
50901	8/7/2024	CUSTOMER	240.91	Customer Refund
50902	8/7/2024	SMUD	15,868.91	Utilities
50903	8/7/2024	TPX COMMUNICATIONS	7,262.94	Communications
50904	8/7/2024	SMUD	4,498.51	Utilities
50905	8/8/2024	FRANCHISE TAX BOARD	100.00	Wage Garnishment
50906	8/8/2024	MFS 529 SAVING PLAN	175.00	529 Education Fund
50907	8/14/2024	AT&T MOBILITY	1,136.50	Communications
50908	8/14/2024	BUCKMASTER OFFICE SOLUTIONS	1,381.55	Printing Costs
50909	8/14/2024	COUNTY OF SACRAMENTO	416.50	Inspection
50910	8/14/2024	COUNTY OF SACRAMENTO	126.70	Utilities
50911	8/14/2024	DLT SOLUTIONS, LLC.	933.19	Software-AutoCAD
50912	8/14/2024	CUSTOMER	93.93	Customer Refund
50913	8/14/2024	STAFF	19.27	Employee Recognition (Reissued of Check #50415)
50914	8/14/2024	KASL CONSULTING ENGINEERS, INC.	18,783.02	Engineering Services-Skyway, New York, and Northridge
50915	8/14/2024	CUSTOMER	272.97	Customer Refund
50916	8/14/2024	OLD VILLAGE LANDSCAPING, INC.	531.75	Irrigation Repairs
50917	8/14/2024	CUSTOMER	50.00	Clothes Washer Rebate
50918	8/14/2024	WASTE MANAGEMENT	611.19	Utilities
50919	8/14/2024	BARE BONES WORKWEAR	219.81	Uniforms
50920	8/14/2024	BUCKMASTER OFFICE SOLUTIONS	1,126.39	Printing Costs
50921	8/14/2024	CUSTOMER	350.00	Toilet Rebate
50922	8/14/2024	PIRTEK HOSES & ASSEMBLIES	950.30	Equipment Repair
50924	8/21/2024	ECO-CHEK COMPLIANCE	966.37	Air Quality

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>
50925	8/21/2024	M&M BACKFLOW & METER MAINTENANCE	1,040.00	Meter Testing Service
50926	8/21/2024	SWRCB-DWOCP	120.00	Training/Certifications
50927	8/21/2024	STAFF	145.00	Training/Certifications
50928	8/22/2024	FRANCHISE TAX BOARD	100.00	Wage Garnishment
50929	8/22/2024	MFS 529 SAVING PLAN	175.00	529 Education Fund
50930	8/28/2024	SMUD	5,000.00	Corporate Yard Deposit
50931	8/28/2024	A. TEICHERT & SON, INC.	1,204.77	Sand & Aggregate
50932	8/28/2024	BARE BONES WORKWEAR	945.62	Uniforms/Safety
50933	8/28/2024	COUNTY OF SACRAMENTO/ENVIRONMENTAL DEPT.	705.00	Permits
50934	8/28/2024	PIPELINE PRODUCTS	4,014.77	Sampling Stations
50935	8/28/2024	POTABLE DIVERS, INC.	4,000.00	Inspection/Cleaning-Skyway Tank
50936	8/28/2024	REGIONAL WATER AUTHORITY	265.66	Conservation Education
50937	8/28/2024	RAWLES ENGINEERING INC.	2,326.02	T-Main Shoring
50938	8/28/2024	COUNTY OF SACRAMENTO	45.00	District Site Maintenance
50939	8/28/2024	CUSTOMER	37.59	Customer Refund
50940	8/28/2024	CUSTOMER	34.55	Customer Refund
50941	8/29/2024	BACKFLOW DISTRIBUTORS INC.	171.69	Backflow Test Supplies
50942	8/29/2024	CUSTOMER	350.00	Toilet Rebate
50943	8/29/2024	CUSTOMER	559.59	Customer Refund
50944	8/29/2024	CUSTOMER	350.00	Toilet Rebate
50945	8/29/2024	SMUD	4,178.70	Utilities
* 50329 (VOIDED)	8/12/2024	CUSTOMER	(83.97)	Stale-Dated Check
* 50377 (VOIDED)	8/12/2024	CUSTOMER	(100.58)	Stale-Dated Check
* 50415 (VOIDED)	8/12/2024	STAFF	(19.27)	Stale-Dated Check
REMIT0000000000004295	8/7/2024	BSK ASSOCIATES	460.00	Water Testing/Sampling
REMIT0000000000004296	8/7/2024	STREAMLINE	375.00	Website Maintenance
REMIT0000000000004297	8/7/2024	HUNT & SONS LLC	1,999.29	Gas and Oil
REMIT0000000000004299	8/7/2024	PACE SUPPLY CORP.	352.34	Tools
REMIT0000000000004300	8/7/2024	SIERRA CHEMICAL COMPANY	862.11	Chemicals
REMIT0000000000004301	8/7/2024	UNDERGROUND SERVICE ALERT	1,684.80	Dues and Subscriptions
REMIT0000000000004302	8/14/2024	ACWA-JPIA	17,886.82	Worker's Compensation
REMIT0000000000004303	8/14/2024	BSK ASSOCIATES	249.00	Water Testing/Sampling
REMIT0000000000004304	8/14/2024	GRAINGER	602.84	Uniforms
REMIT0000000000004305	8/14/2024	NEPTUNE TECHNOLOGY GROUP, INC.	6,084.86	Meter Equipment
REMIT0000000000004306	8/14/2024	PACE SUPPLY CORP.	1,081.27	Tools and Meter Parts
REMIT0000000000004307	8/14/2024	ACWA-JPIA	3,746.59	Cyber Liability
REMIT0000000000004311	8/21/2024	GRAINGER	757.72	Uniforms
REMIT0000000000004312	8/21/2024	HUNT & SONS LLC	1,157.22	Gas and Oil

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>
REMIT000000000004313	8/21/2024	NEPTUNE TECHNOLOGY GROUP, INC.	11.85	Registers
REMIT000000000004314	8/21/2024	SIERRA CHEMICAL COMPANY	718.43	Chemicals
REMIT000000000004315	8/21/2024	SUPERIOR EQUIPMENT REPAIR, INC.	5,984.94	Vehicle Maintenance
REMIT000000000004316	8/28/2024	PITNEY BOWES BANK INC-RESERVE	15,000.00	Postage
REMIT000000000004317	8/28/2024	BSK ASSOCIATES	548.00	Water Testing/Sampling
REMIT000000000004318	8/28/2024	BURKETT'S OFFICE FURNISHINGS AND SUPPLIES	85.88	Office Supplies
REMIT000000000004319	8/28/2024	CENTRAL VALLEY ENGINEERING & ASPHALT	5,252.00	Paving
REMIT000000000004320	8/28/2024	CRAYON SOFTWARE EXPERTS, LLC.	2,410.68	Azure Overages
REMIT000000000004321	8/28/2024	KRONICK MOSKOVITZ TIEDEMANN & GIRARD	4,674.00	Legal Fees
REMIT000000000004322	8/28/2024	NEPTUNE TECHNOLOGY GROUP, INC.	317.80	Meter Equipment
REMIT000000000004323	8/28/2024	PACE SUPPLY CORP.	1,786.65	Inventory Parts
REMIT000000000004324	8/28/2024	I.M.P.A.C. GOVERNMENT SERVICE	14,286.29	See Cal-Card Statements Summary for Details
REMIT000000000004325	8/28/2024	BSK ANALYTICAL LABORATORIES	3,806.00	Water Testing/Sampling
REMIT000000000004326	8/28/2024	CLARK PEST CONTROL	700.00	District Site Maintenance
REMIT000000000004327	8/28/2024	SIERRA CHEMICAL COMPANY	838.17	Chemicals
WDL000006605	8/14/2024	IRS EFTPS	27,664.74	Federal Payroll Taxes
WDL000006606	8/8/2024	PERS-RETIREMENT	19,311.68	Retirement Contributions
WDL000006608	8/14/2024	EDD	5,296.56	State Payroll Taxes
WDL000006611	8/23/2024	EDD	103.57	State Payroll Taxes
WDL000006612	8/23/2024	EDD	202.12	State Payroll Taxes
WDL000006613	8/23/2024	IRS EFTPS	570.80	Federal Payroll Taxes
WDL000006614	8/23/2024	IRS EFTPS	887.28	Federal Payroll Taxes
WDL000006619	8/22/2024	PERS-RETIREMENT	19,170.53	Retirement Contributions
WDL000006621	8/28/2024	EDD	5,026.66	State Payroll Taxes
WDL000006622	8/28/2024	IRS - EFTPS	26,436.65	Federal Payroll Taxes
Total General Expenses			\$ 292,348.70	

General Warrants

50923	8/19/2024	SAN JUAN WATER DISTRICT	\$ 568,983.85	Water Purchase
REMIT000000000004308	8/19/2024	ACWA JPIA	69,242.79	Health/Dental/Vision/EAP/Life Insurance
REMIT000000000004309	8/19/2024	ACWA-JPIA	52,767.05	Property Insurance
REMIT000000000004310	8/19/2024	CENTRAL VALLEY ENGINEERING & ASPHALT	175,843.80	Paving
Total General Warrants			\$ 866,837.49	

Service Charges and Fees

WDL000006616	8/1/2024	US BANK	\$ 172.77	Service Charges
REMIT000000000004298	8/7/2024	INVOICE CLOUD, INC.	2,848.80	Invoice Cloud Fees

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>
WDL000006615	8/14/2024	US BANK	2,364.35	Analysis Fees
WDL000006631	8/31/2024	INVOICE CLOUD, INC.	60.38	Invoice Cloud/Payment Tech (Fees) Settled
			Total Service Charges and Fees	\$ 5,446.30
			Total Expenses	\$ 1,164,632.49



September 16, 2024
Staff Report Briefing Materials
AGENDA ITEM III.3
File Investment Report for the month of July 2024



AGENDA ITEM III.3

REGULAR Board Meeting on September 16, 2024

To: Board of Directors
From: Chi Ha-Ly
Date: September 10, 2024
Subject: File Investment Report for the month of July 2024

Recommendation:

None.

Discussion:

Attached are the July 2024 LAIF monthly statement and LAIF monthly performance report. The August 2024 LAIF monthly performance report is not available for inclusion this month due to the timing of the Board meeting. The August 2024 LAIF monthly statement and LAIF monthly performance report will be included in the October 2024 Board Consent Calendar.

The District's cash flow is sufficient to meet the next six months of budgeted District expenses (Govt. Code 53646(b)(3)). The District's investment portfolio is in compliance with the investment policy (Govt. Code 53646(b)(2)).

Policy Implications:

None.

Fiscal Impact:

None.

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

August 01, 2024

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

FAIR OAKS WATER DISTRICT

TOM R. GRAY, GENERAL MANAGER
10326 FAIR OAKS BLVD
FAIR OAKS, CA 95628

[Tran Type Definitions](#)

Account Number:

July 2024 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
7/15/2024	7/12/2024	QRD	1756663	N/A	SYSTEM	113,151.04

Account Summary

Total Deposit:	113,151.04	Beginning Balance:	10,575,829.01
Total Withdrawal:	0.00	Ending Balance:	10,688,980.05



PMIA/LAIF Performance Report as of 9/11/24



Quarterly Performance Quarter Ended 06/30/24

LAIF Apportionment Rate ⁽²⁾ :	4.55
LAIF Earnings Ratio ⁽²⁾ :	0.00012419067099490
LAIF Administrative Cost ^{(1)*} :	0.16
LAIF Fair Value Factor ⁽¹⁾ :	0.996316042
PMIA Daily ⁽¹⁾ :	4.52
PMIA Quarter to Date ⁽¹⁾ :	4.36
PMIA Average Life ⁽¹⁾ :	217

PMIA Average Monthly Effective Yields⁽¹⁾

August	4.579
July	4.516
June	4.480
May	4.332
April	4.272
March	4.232

Pooled Money Investment Account Monthly Portfolio Composition⁽¹⁾ 7/31/24 \$170.8 billion

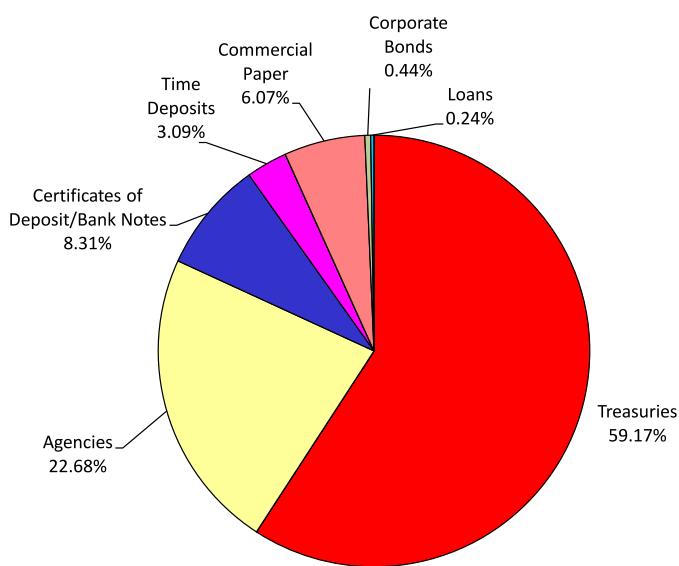


Chart does not include \$1,394,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

Source:

⁽¹⁾State of California, Office of the Treasurer

⁽²⁾State of California, Office of the Controller



September 16, 2024

Staff Report Briefing Materials

AGENDA ITEM III.4

Accept and File Monthly Financial Expense Report for the month of August 2024



AGENDA ITEM III.4

REGULAR Board Meeting September 16, 2024

To: Board of Directors
From: Chi Ha-Ly
Date: September 12, 2024
Subject: Accept and File Financial Expense Report for the month of August 2024

Recommendation:

None at this time. Monthly financial expenses presented for informational purposes.

Discussion:

Attached is the financial report for the month of August 2024.

Please note that the monthly financial report is on a cash basis; therefore, a budgeted line item could be 100% expended as of August 2024.

As of August 2024, the District has 37.25% of remaining adjusted budget.

This report provides a quick snapshot of the operating expenses incurred by the District and does not include items that are capitalized (i.e. costs of construction jobs, fixed assets). The capital projects are reported separately under the “Capital Projects Status Report.”

Policy Implications:

None as a result of recommended action.

Fiscal Impact:

None as a result of recommended action.

FAIR OAKS WATER DISTRICT
Company Consolidation
For the Eight Months Ending Saturday, August 31, 2024

	August Actual	YTD Actual	Original Annual Budget	Adjusted Annual Budget	Remaining Adjusted Budget	% Remaining Adjusted Budget
Labor						
Salaries and Wages						
Salaries	\$229,775	\$1,885,035	\$3,301,100	\$3,301,100	\$1,416,065	42.90%
Salaries and Wages Subtotal	\$229,775	\$1,885,035	\$3,301,100	\$3,301,100	\$1,416,065	42.90%
Benefits and Insurance						
Auto Fringe Benefits	\$450	\$2,400	\$3,600	\$3,600	\$1,200	33.33%
Dental Insurance	2,996	26,089	44,900	44,900	18,811	41.89%
FICA	14,298	120,044	204,700	204,700	84,656	41.36%
Medicare	3,344	28,075	47,900	47,900	19,825	41.39%
Health Insurance	64,515	563,466	829,500	829,500	266,034	32.07%
Disability Insurance						
Life Insurance	738	7,177	13,200	13,200	6,023	45.63%
Pension Plan	22,364	476,054	620,900	620,900	144,846	23.33%
Deferred Compensation**						
Unemployment Insurance						
Vision Care	728	6,329	9,400	9,400	3,071	32.67%
Worker's Compensation		28,829	83,000	83,000	54,171	65.27%
Benefits & Insurance Subtotal	\$109,432	\$1,310,629	\$1,922,000	\$1,926,250	\$615,621	31.96%
Salaries & Benefits Capitalized	(\$37,435)	(\$211,110)	(\$803,200)	(\$803,200)	(\$592,090)	73.72%
Salaries & Benefits to Damages	(82,405)	(11,600)	(11,600)	(11,600)	70,805	-610.39%
Labor Total	\$301,771	\$2,902,149	\$4,408,300	\$4,412,550	\$1,510,401	34.23%
Materials and Services						
Water Supply						
Surface Water Supply, SJWD	\$568,984	\$1,593,636	\$2,217,600	\$2,217,600	\$623,964	28.14%
Chemicals	2,419	8,509	32,600	32,600	24,091	73.90%
Division of Drinking Water Annual Permit**		64,482	64,000	64,500	18	0.03%
Energy Cost, Wells	21,440	114,693	424,300	424,300	309,608	72.97%
Energy Cost, Other	255	1,968	3,100	3,100	1,132	36.51%
Testing & Sampling	4,925	28,375	31,000	31,000	2,625	8.47%
SCADA Support & Maintenance		1,739	10,000	10,000	8,261	82.61%
Cathodic Protection		3,658	4,000	4,000	342	8.55%
Hydrant Testing & Flushing			3,000	3,000	3,000	100.00%
Water Supply Subtotal	\$598,023	\$1,817,060	\$2,789,600	\$2,790,100	\$973,040	34.87%
District Facilities and Maintenance & Repairs						
Wells Repairs and Upgrades		\$7,288	\$24,000	\$24,000	\$16,712	69.63%
Skyway Tank Inspection		5,000	5,000	5,000	5,000	100.00%
Skyway Booster #1 Inspection and Repair	4,000	4,000	5,000	5,000	1,000	20.00%
Annual Pump Efficiency Testing		5,000	5,000	5,000	5,000	100.00%
Tank Repairs and Maintenance		2,747	15,000	15,000	12,253	81.69%
District Site Maintenance	1,932	12,671	20,000	20,000	7,329	36.65%
Janitorial	1,817	14,069	23,000	23,000	8,931	38.83%
Elevator Maintenance*	316	6,773	9,500	10,125	3,352	33.11%
Security Costs		2,971	4,200	4,200	1,229	29.27%
District Facilities Maint. Subtotal	\$8,065	\$50,519	\$110,700	\$111,325	\$60,806	54.62%
Vehicle and Equipment Maintenance						
Vehicle Maintenance	\$2,911	\$10,467	\$16,500	\$16,500	\$6,033	36.56%
Vehicle Repairs*	629	11,399	15,000	15,000	3,601	24.01%
Other Equipment Maintenance	5,286	7,487	15,500	16,500	9,013	54.62%
Other Equipment Repair	7,469	13,868	15,000	15,000	1,132	7.55%
Vehicle & Equip. Maint. Subtotal	\$16,295	\$43,221	\$62,000	\$63,000	\$19,779	31.40%
Insurance						
Auto and General Liability Insurance	\$3,747	\$4,247	\$115,000	\$115,000	\$110,753	96.31%
Bonding	1,500	1,600	1,600	1,600	100	6.25%
Property Insurance**	52,767	52,767	45,000	52,800	33	0.06%
Insurance Subtotal	\$56,514	\$58,514	\$161,600	\$169,400	\$110,886	65.46%
Printing and Postage						
Advertisements & Legal Notices		\$180	\$5,000	\$5,000	\$4,820	96.40%
Online Bill Pay/Payment Processing	2,909	20,038	28,000	28,000	7,962	28.43%
Customer Bill Printing		8,742	17,500	17,500	8,758	50.05%
Customer Bill Postage	12,750	42,500	43,000	43,000	500	1.16%
Customer Collection Postage	2,100	7,000	7,000	7,000		0.00%
General Postage	150	535	1,000	1,000	465	46.50%
General Printing		886	1,800	1,800	914	50.78%
Collection Expense Printing		555	900	900	345	38.33%
Printing and Postage Subtotal	\$17,909	\$80,436	\$104,200	\$104,200	\$23,764	22.81%
Office Expense and Other						
Office Equipment Rental		\$454	\$700	\$700	\$246	35.19%
Office Supplies	256	9,835	17,000	17,000	7,165	42.15%
Office Equipment less than \$500		1,255	3,000	3,000	1,745	58.15%
Office Furniture less than \$500		252	2,000	2,000	1,748	87.41%
Office Equipment Maintenance		500	500	500	500	100.00%
Office Equipment Maintenance Agreements	2,186	10,196	18,100	18,100	7,904	43.67%
Office Expense & Other Subtotal	\$2,442	\$21,991	\$41,300	\$41,300	\$19,309	46.75%
Professional Services						
Annual Audit Fees		\$20,979	\$22,000	\$22,000	\$1,021	4.64%
Actuarial Services for Pension Calculation		800	800	800	800	100.00%

FAIR OAKS WATER DISTRICT
Company Consolidation
For the Eight Months Ending Saturday, August 31, 2024

	August Actual	YTD Actual	Original Annual Budget	Adjusted Annual Budget	Remaining Adjusted Budget	% Remaining Adjusted Budget
Meter Testing Service*	1,040	2,807	5,000	6,800	3,993	58.72%
Dues and Subscription	1,723	27,245	52,000	52,000	24,755	47.61%
Grant Application			5,000	5,000	5,000	100.00%
Hydraulic Model Update			11,000	11,000	11,000	100.00%
Urban Water Management Plan			15,000	15,000	15,000	100.00%
Emergency Response Plan			500	500	500	100.00%
Legal Fees	4,674	84,127	150,000	150,000	65,873	43.92%
Coop. Trans. Pipeline O&M			7,000	7,000	7,000	100.00%
Website Design and Public Outreach	322	322	5,000	5,000	4,678	93.55%
Regional Support		102,796	108,000	108,000	5,204	4.82%
Banking Fees	2,647	19,443	36,000	36,000	16,557	45.99%
IT Consulting Service	6,570	72,222	123,500	123,500	51,278	41.52%
Annual IT Audit			5,600	5,600	5,600	100.00%
Answering Service	171	1,398	2,500	2,500	1,102	44.08%
Other Professional Fees*		9,099	150,000	169,589	160,490	94.63%
Professional Fees Subtotal	\$17,147	\$340,439	\$698,900	\$720,289	\$379,851	52.74%
System Maintenance/Repairs						
Aggregate/Sand/Cutback**	\$1,374	\$23,574	\$25,000	\$27,500	\$3,926	14.27%
Paving	10,497	24,389	75,000	75,000	50,611	67.48%
Equipment and Tool Rental**	161	1,451	1,500	2,500	1,049	41.96%
General Maint., Supplies & Consumables	935	10,476	15,000	15,000	4,524	30.16%
Distribution Repairs**	739	25,691	25,000	32,500	6,809	20.95%
Distribution System Maintenance Programs	1,074	5,917	7,000	7,000	1,083	15.48%
T-Main Repairs	1,103	1,860	25,000	25,000	23,140	92.56%
Damages**	151,957	358,313	25,000	350,000	(8,313)	-2.38%
Backflow Testing and Supplies	434	3,780	4,800	4,800	1,020	21.25%
Meter Downsize Repairs/Upgrades			600	600	600	100.00%
Inventory Replenishment			10,000	10,000	10,000	100.00%
Gas & Oil	3,157	33,854	56,000	56,000	22,146	39.55%
Equipment & Tools less than \$500	592	4,255	12,000	12,000	7,746	64.55%
Safety, Signs & Cones	1,398	9,501	13,000	13,000	3,499	26.92%
System Maint./Repairs Subtotal	\$173,422	\$503,061	\$294,900	\$630,900	\$127,839	20.26%
Fees						
State and County Fees			\$1,300	\$1,300	\$1,300	100.00%
Air Quality	966	2,191	10,900	10,900	8,709	79.90%
NPDES Permit			4,000	4,000	4,000	100.00%
Haz-mat Disposal			2,000	2,000	2,000	100.00%
Haz-mat Permit	1,041	1,721	6,900	6,900	5,179	75.06%
Fees Subtotal	\$2,007	\$3,913	\$25,100	\$25,100	\$21,187	84.41%
Utilities						
Telephone/Communication	\$7,567	\$63,870	\$101,900	\$101,900	\$38,030	37.32%
District Site Utilities	3,624	20,050	36,500	36,500	16,450	45.07%
Utilities Subtotal	\$11,191	\$83,920	\$138,400	\$138,400	\$54,480	39.36%
Information Technology						
Computer Software Maint. & Agreements	\$4,676	\$34,276	\$140,500	\$140,500	\$106,224	75.60%
Computer Hardware <\$500			5,000	5,000	5,000	100.00%
Computer Software <\$500		125	1,000	1,000	875	87.51%
Information Technology Subtotal	\$4,676	\$34,401	\$146,500	\$146,500	\$112,099	76.52%
Water Efficiency						
Conservation Outreach	\$350	\$4,966	\$22,000	\$22,000	\$17,034	77.43%
Cons. Landscape Irrigation Review			2,000	2,000	2,000	100.00%
Conservation Water Waste		39	500	500	461	92.21%
Conservation Large Landscape		322	2,000	2,000	1,678	83.89%
Conservation Toilet Rebate Program	600	2,285	10,000	10,000	7,715	77.15%
Conservation Toilet Rebate Program (Reimb.)	450	1,725	7,500	7,500	5,775	77.00%
Washing Machine Rebate Program	50	150	500	500	350	70.00%
Conservation Internal Review			1,000	1,000	1,000	100.00%
Conservation Subtotal	\$1,450	\$9,488	\$45,500	\$45,500	\$36,012	79.15%
Training & Uniforms						
DMV/Physicals		\$2,871	\$8,500	\$8,500	\$5,629	66.22%
Employee Recognition Program	587	3,729	11,000	11,000	7,271	66.10%
Training, Travel and Expenses	647	6,438	20,000	20,000	13,562	67.81%
Uniforms	1,243	4,864	12,800	12,800	7,936	62.00%
Training & Uniforms Subtotal	\$2,477	\$17,903	\$52,300	\$52,300	\$34,397	65.77%
Board						
Election Expense			\$45,400	\$45,400	\$45,400	100.00%
Director's Fees	\$700	\$6,000	\$12,500	\$12,500	\$6,500	52.00%
Miscellaneous Board Expenses	72	1,230	2,500	2,500	1,270	50.81%
Travel and Seminars		25	10,000	10,000	9,975	99.75%
Board Subtotal	\$772	\$7,255	\$70,400	\$70,400	\$63,145	89.69%
Materials & Services Total	\$912,389	\$3,072,119	\$4,741,400	\$5,108,714	\$2,036,595	39.87%
GRAND TOTAL	\$1,214,160	\$5,974,268	\$9,149,700	\$9,521,264	\$3,546,996	37.25%

FAIR OAKS WATER DISTRICT
Company Consolidation
For the Eight Months Ending Saturday, August 31, 2024

	August Actual	YTD Actual	Original Annual Budget	Adjusted Annual Budget	Remaining Adjusted Budget	% Remaining Adjusted Budget
CONTINGENCY FUND	\$18,800	\$95,135	\$200,000	\$200,000	\$104,865	52.43%

*The Board approved the following Project Fund to be carried forward from 2023 to 2024 at the January 16, 2024 Regular Board Meeting.

\$19,589.38 from Professional Services.

\$1,000 from Vehicle Repairs.

\$1,800 from Meter Testing Services.

\$625 from Elevator Maintenance.

**Contingency Fund was used as follows:

\$500 was transferred to SWRCB-Division of Drinking Water Annual Permit - Board approved on January 16, 2024.

\$4,250 was transferred to Deferred Compensation - Board approved on January 16, 2024.

\$29,616 was transferred to Hazel Avenue Project #2004 - Board approved on March 18, 2024.

\$41,969 was transferred to Gum Ranch Unit 2

Project #1607 - Board approved on March 18, 2024.

\$7,800 was transferred to Property Insurance - Board

approved on August 19, 2024.

\$2,500 was transferred to Aggregate/Sand/Gravel - Board approved on August 19, 2024.

\$1,000 was transferred to Equipment & Tool Rental -

Board approved on August 19, 2024.

\$7,500 was transferred to Distribution Repairs -

Board approved on August 19, 2024.

***Reserve Fund was used as follows:

\$325,000 was transferred to Damages for the Transmission Main Break Repair on Pershing Ave. and Chestnut Ave.- Board approved on May 20, 2024.

FOWD received \$216,339.85 from the insurance company on 9/11/2024 for this project.

Reconciliation will be completed for this project and reflected in the September 2024 financials.



September 16, 2024
Staff Report Briefing Materials
AGENDA ITEM III.5
Approval of Warrants



AGENDA ITEM III.5

REGULAR Board Meeting on September 16, 2024

To: Board of Directors
From: Tom R. Gray
Date: September 10, 2024
Subject: Approval of Warrants

Recommendations:

Warrants

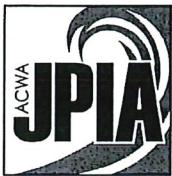
Board of Directors approve the attached invoices listed below and authorize signing of warrants.

ACWA JPIA	
Benefits - health, dental, vision, life, and Employee Assistance Program	\$ 67,339.45
Total Warrants	\$ 67,339.45

Board of Directors approve the attached purchase authorization (s) listed below and authorize purchase (s).

Central Valley Engineering & Asphalt, Inc.	
Paving for service upgrades and distribution repairs/maintenance	\$ 52,950.00
Total Purchases	\$ 52,950.00

Tom R. Gray, General Manager



Insurance Detail

Page 1 of 5

Fair Oaks Water District, 000532
Coverage Month: October 2024

Invoice Number: 0703827

Invoice Date: 09/03/2024

Insured Employees	Medical	Dental	Vision	Life	EAP	Totals
Previous Balance						\$69,242.79
Payment						(\$69,242.79)
Past Due Balance						\$0.00
Current Period Premium	\$63,559.22	\$2,960.65	\$703.25	\$996.08	\$71.92	\$68,291.12
Adjustment	-\$880.90	-\$35.36	-\$24.25	-\$8.68	-\$2.48	-\$951.67
Benefit Totals	/ \$62,678.32	/ \$2,925.29	/ \$679.00	/ \$987.40	/ \$69.44	\$67,339.45
					Total Due 10/01/2024	\$67,339.45

R Simon
9/6/2024

Important Reminders

Visit www.jpia.bswift.com to download invoices, make enrollment changes, run reports and more.

Qualifying events for permitted changes outside the open enrollment period include: Divorce or legal separation, loss of coverage under a spouse's plan, death of spouse or dependent, marriage, birth or adoption.

Benefit elections must be entered into bswift within 31 days of the benefits effective date. The only exception is COBRA, which may be elected within 60 days.If you have questions about your invoice or the bswift system, call us at 800-736-2292 or email benefits@acwajpia.com.

Thank you for choosing ACWA JPIA.

CY Budget: \$ 1,881,350.00 Project No: E24 BIINS
Expenses TD: \$ 657,449.97 Cost Categ: VARIOUS
Committed Cost: \$ 0 Avail Budget: \$ 1,224,000.03
Completed By: R Simon Date: 9/6/2024
Authorized By: OREY Date: 9-12-2024

OK

Keep this summary for your records.

Please mail this payment stub with your check or money order made payable to: ACWA JPIA

Please remit to:
ACWA JPIA
PO Box 619082
Roseville, CA 95661-9082
Or
ACH to:
California Bank & Trust
ABA: 122232109
Account #: 1030237181
* Please include Invoice # on
Addenda

Make checks payable to ACWA JPIA. Please pay the
invoiced amount.Any unpaid portion that becomes more than 60 days
past due will be subject to a 1% late charge each
month.

Please pay separately from other JPIA programs.

Fair Oaks Water District
10326 Fair Oaks Blvd
Fair Oaks, CA 95628

Client Code	532
Payment Due Date	10/01/2024
Total Due on or before 10/01/2024	\$67,339.45

R Simon
9/6/2024

Invoice Number: 0703827

Invoice Date: 09/03/2024

OREY
9-12-2024

Central Valley Engineering & Asphalt, Inc.

216 Kenroy Lane

Roseville, CA 95678

Multiple Purchases for Warrant Approval

Reference	Amount
C24TDSU	\$15,650.00
E24SMPAV	37,300.00
Total	\$52,950.00

APPROVED

BY: CRB DATE: 9-12-2024



**FAIR OAKS
WATER DISTRICT**

**FAIR OAKS WATER DISTRICT
PURCHASE AUTHORIZATION**

PLEASE PRINT

<input type="checkbox"/>	CAL-CARD HOLDER NAME:		
<input type="checkbox"/>	DATE PURCHASED:		
<input checked="" type="checkbox"/>	WILL INVOICE - PO#	<input type="checkbox"/>	FINANCE TO ORDER
<input type="checkbox"/>	CHECK REQUEST	<input type="checkbox"/>	MISSING RECEIPT
<input type="checkbox"/>	REQUESTOR TO ORDER		

Name of Requestor: Josh Page BRIAN SINGLET

Date of Request: 8/12/2024

Purchase Description: Paving Restoration - C24TDSU

Date Needed By: ASAP

Vendor/Check Name: Central Valley Engineering & Asphalt, Inc

Vendor Contact Name: Jamie Gruzas

Address: 216 Kenroy Lane, Roseville, CA 95678

Phone Number: 916-791-1609

Item#	Description	Quantity	Price Per Unit	Extended Price
	8231 OAHU DR - Asphalt 112 ft ² ACCT 11591	1	\$1,500.00	\$ 1,500.00
	7439/43 WISAM CT - Asphalt 465 ft ² & 1-G5 ACCT - 13596	1	\$6,200.00	\$ 6,200.00
460	4060 NEW YORK AVE - Asphalt 86 ft ² & 200 ft ² sand seal ACCT 5981	1	\$1,250.00	\$ 1,250.00
	7404 SANTA SUSANA WY - Asphalt 228 ft ² ACCT 6237	1	\$3,000.00	\$ 3,000.00
	4371 HALE RANCH LN - Asphalt 301 ft ² ACCT 9817	1	\$3,700.00	\$ 3,700.00

Subtotal: \$ 15,650.00

7.75%

Tax:

Freight \$ -

Other

\$ -

Total: \$ 15,650.00

Budget Availability (Authorized Personnel)

Approved Budget: \$ 538,200.00

Project Number: C24TDSU

Expenses To Date: 247,114.86

Cost Category: PAVING

Committed Cost: 22,050.00

Completed By: JOSH PAGE

Budget Available: \$ 269,035.14

Date: 8/12/2024

Purchase Recommendation (Supervisor)

Print Name

Signature

Date

Purchase Authorization (Manager, Superintendent)

Nick Kepler

Verbal Authorization

8/19/24

Print Name

Signature

Date

Purchase Authorization for All Purchases (Manager)

Shawn Huckaby

Verbal Authorization

8/22/24

Print Name

Signature

Date

Purchase Authorization for \$10,000 or More (General Manager)

Tom R. Gray

Verbal Authorization

9-10-2024

Print Name

Signature

Date



**FAIR OAKS
WATER DISTRICT**

**FAIR OAKS WATER DISTRICT
PURCHASE AUTHORIZATION**

PLEASE PRINT

<input type="checkbox"/>	CAL-CARD HOLDER NAME:	
<input type="checkbox"/>	DATE PURCHASED:	
<input checked="" type="checkbox"/>	WILL INVOICE - PO#	<input type="checkbox"/> FINANCE TO ORDER
<input type="checkbox"/>	CHECK REQUEST	<input type="checkbox"/> MISSING RECEIPT
<input type="checkbox"/>	REQUESTOR TO ORDER	

Name of Requestor: Josh Page BRIAN SINGLET

Date of Request: 8/12/2024

Purchase Description: Paving Restoration - E24SMPAV

Date Needed By: ASAP

Vendor/Check Name: Central Valley Engineering & Asphalt, Inc

Vendor Contact Name: Jamie Gruzas

Address: 216 Kenroy Lane, Roseville, CA 95678

Phone Number: 916-791-1609

Item#	Description	Quantity	Price Per Unit	Extended Price
	5312 TALL OAK LN - Asphalt 97 ft ² <i>ACCT 3087</i>	1	\$1,200.00	\$ 1,200.00
	8001 SUNSET AVE - Asphalt 554 ft ² & 1-G5 <i>ACCT 7372</i>	1	\$7,400.00	\$ 7,400.00
	9112 GREEN OAK CT & 8000 WITHROW CT Bid price for Asphalt 2678 ft ² <i>ACCT 10203</i>	1	\$28,700.00	\$ 28,700.00
				\$ -
				\$ -

Subtotal: \$ 37,300.00

7.75%

Tax: _____

Freight \$ _____

Other _____

Total: \$ 37,300.00

Budget Availability (Authorized Personnel)

Approved Budget: \$ 75,000.00

Project Number: E24SMPAV

Expenses To Date: \$ 13,892.03

Cost Category: PAVING

Committed Cost: \$ 11,200.00

Completed By: JOSH PAGE

Budget Available: \$ 49,907.97

Date: 8/12/2024

Purchase Recommendation (Supervisor)

Print Name

Signature

Date

Purchase Authorization (Manager, Superintendent)

Nick Kepler

Verbal Authorization

Print Name

Signature

Date

Purchase Authorization for All Purchases (Manager)

Shawn Huckaby

Verbal Authorization

Print Name

Signature

8/22/24

Date

Purchase Authorization for \$10,000 or More (General Manager)

Tom R. Gray

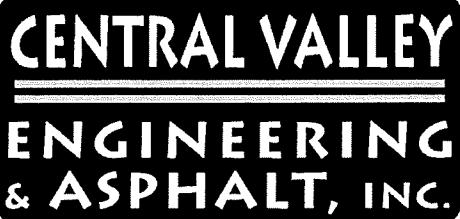
Verbal Authorization

Print Name

Signature

9-10-2024

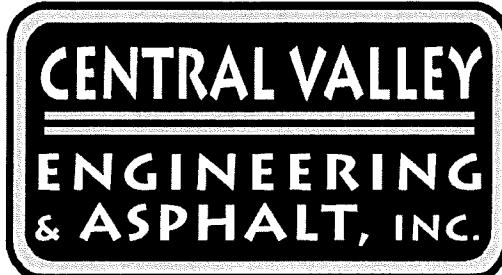
Date



PROPOSAL & CONSTRUCTION CONTRACT

*Central Valley Engineering & Asphalt * 216 Kenroy Lane * Roseville, CA 95678
phone (916) 791-1609 * fax (916) 791-6424
CA Lic# 773404 * DIR Registration # 1000001249*

Project Name:	R&R 2 Fair Oaks Courts			
Project Location:	Withrow Ct & Green Oak Ct, Fair Oaks Estimator: John Castle			
Proposal Prepared For:				
Owner/Contractor Name:	Fair Oaks Water District			
Contact Name:	Joshua Page	Phone:	916-257-6634	
Street Address:		Fax:		
City, State, Zip:		Email:	jpage@fowd.com	
DESCRIPTION	QTY	UOM	UNIT PRICE	TOTAL
R&R 2,458 SF w/ 2" of 1/2" HMA at 2 locations R&R 220 SF of Plugs w/ 4" of 1/2" HMA at 2 locations Per Sacramento County Spec	2,458.00 220.00	SF SF	\$ 9.86 \$ 12.00	\$ 24,235.88 \$ 2,640.00
Traffic Control	1.00	DAY	\$ 1,780.00	\$ 1,780.00
<i>Contract Price</i>				
<i>2678 ft²</i>				
<i>+ \$12</i>				
<i>\$ 32,136</i>				
Exclusions:				
Owner to provide water source/meter				
Utility adjustment				
Base repair beyond specified limits				
Slurry, seal coat, striping				
PROPOSAL TOTAL	\$ 28,655.88			



PROPOSAL & CONSTRUCTION CONTRACT

*Central Valley Engineering & Asphalt * 216 Kenroy Lane * Roseville, CA 95678
phone (916) 791-1609 * fax (916) 791-6424
CA Lic# 773404 * DIR Registration # 1000001249*

<i>Project Name:</i>	R&R 2 Fair Oaks Courts		
<i>Project Location:</i>	Withrow Ct & Green Oak Ct, Fair Oaks		
<i>Proposal Prepared For:</i>			
<i>Owner/Contractor Name:</i>	Fair Oaks Water District		
<i>Contact Name:</i>	Joshua Page	<i>Phone:</i>	916-257-6634
<i>Street Address:</i>		<i>Fax:</i>	
<i>City, State, Zip:</i>		<i>Email:</i>	jpage@fowd.com

EXCLUSIONS:
Permits, fees, or bond premiums.
Demolition.
Clearing and grubbing.
Tree and stump removal.
Storm water pollution control, temporary erosion control or water treatment.
Concrete, underground, landscape, electrical, building, or fence work.
Header boards, barricades, or monuments.
Pavement striping, markers, bumpers, and signs.
Over-excavation and re-compaction of existing ground.
Adjusting to grade or AC patching of existing and/or new utility appurtenances.
Construction survey, engineering and layout
Sand seal, seal coat, fog seal or prime coat
Sawcutting of curb patch areas

CONDITIONS:
This proposal based upon the following move-ins:
This bid is subject to change based on current Diesel and Bulk Asphalt pricing
Any phasing or additional move-ins may result in additional costs.
No weekend or overtime work except for Contractor's convenience.
Earthwork is to balance on-site, and no off-haul or import of material is included in this quotation.
Any buried materials, unsuitable or obstructions will be handled on a time and materials basis.
Unrestricted access for conventional trucks and equipment to be provided at all times.
Number of addenda acknowledged: .
Work to be performed per a mutually agreeable construction schedule.
Any retentions to be released within 30 days of CVE&A completion of work.
Drainage will not be guaranteed if existing grade has less than 1% fall.
Payment to be received by CVE&A within 30 days of completion of our scope of work
CVE&A is not signatory to any labor agreements
CVEA will not accept any consequential damage clauses in a sub-contract agreement

CREDIT TERMS:
Our terms are net 30.



PROPOSAL & CONSTRUCTION CONTRACT

*Central Valley Engineering & Asphalt * 216 Kenroy Lane * Roseville, CA 95678*

*phone (916) 791-1609 * fax (916) 791-6424*

*CA Lic# 773404 * DIR Registration # 1000001249*

Project Name:	R&R 2 Fair Oaks Courts		
Project Location:	Withrow Ct & Green Oak Ct, Fair Oaks		
Proposal Prepared For:			
Owner/Contractor Name:	Fair Oaks Water District		
Contact Name:	Joshua Page	Phone:	916-257-6634
Street Address:		Fax:	
City, State, Zip:		Email:	jpage@fowd.com

All invoices are due and payable 30 days from invoice date.

Interest shall be applied at a rate of 1.5% per month to all late payments.

Accepted by:

Date

Accepted by:

Date



September 16, 2024

Staff Report Briefing Materials

AGENDA ITEM III.6

Approval of Cal-Card Statements for the month of August 2024



AGENDA ITEM III.6

REGULAR Board Meeting on September 16, 2024

To: Board of Directors
From: Tom R. Gray
Date: September 6, 2024
Subject: Approval of Cal-Card Statement

Recommendation:

None.

Discussion:

Attached you will find the Cal-Card statement summary for the period ending August 22, 2024.

Policy Implications:

None.

Fiscal Impact:

None.

Cal-Card Statement
Cal-Card Summary of Charges
Closing Statement Ending August 22, 2024

<u>Date</u>	<u>Merchant Name</u>	<u>Amount</u>	<u>Description</u>	<u>Personnel</u>
7/16/2024	Zoro Tools, Inc.	\$ 75.23	Uniforms	Staff
7/22/2024	Arco	25.00	Charged Inadvertently - FOWD has been reimbursed	Staff
7/23/2024	Sam's Club	317.49	Kitchen/Janitorial/Maintenance Supplies, and Recognition	Staff
7/25/2024	Bridgeport Equipment & Tool Sales & Rental	252.98	Safety Boots	Staff
7/25/2024	Otis Automotive	628.53	Vehicle Repair	Staff
7/25/2024	O'Reilly	19.45	Vehicle Maintenance	Staff
7/25/2024	Dickies	141.38	Uniforms	Staff
7/26/2024	Brake Masters	50.78	Vehicle Maintenance	Staff
7/26/2024	FedEx	55.17	Banking Fees	Staff
7/27/2024	Amazon	15.74	Kitchen Supplies	Staff
7/28/2024	Amazon	71.78	Janitorial & Kitchen Supplies	Staff
7/29/2024	Placer Equipment Rentals	169.63	Sand/Aggregate/Cutback	Staff
7/31/2024	Party City	84.30	Harvest Festival	Staff
8/1/2024	ULINE	230.49	Maintenance Supplies	Staff
8/1/2024	O'Reilly	(19.45)	Vehicle Maintenance	Staff
8/1/2024	O'Reilly	(59.80)	Vehicle Maintenance	Staff
8/1/2024	O'Reilly	59.80	Vehicle Maintenance	Staff
8/2/2024	Kiefer Landfill	45.00	District Site Maintenance	Staff
8/4/2024	Chando's Food Truck	33.66	Harvest Festival Employees Meal	Staff
8/5/2024	O'Reilly	80.80	Vehicle Maintenance	Staff
8/6/2024	O'Reilly	(80.80)	Vehicle Maintenance	Staff
8/6/2024	RDO Equipment Co.	2,000.00	Deposit for Equipment Maintenance and Repair	Staff
8/7/2024	Ace Hardware	19.37	Maintenance Supplies	Staff
8/7/2024	New Answerernet, Inc.	171.00	Answering Service	Staff
8/7/2024	Sam's Club	410.49	Kitchen/Janitorial/Maintenance Supplies, and Recognition	Staff
8/8/2024	UEI Water Program	183.75	Training/Seminars	Staff
8/8/2024	Rental Guys	160.70	Equipment Rentals	Staff
8/9/2024	Sam's Club	37.69	Office Supplies	General Manager
8/9/2024	FedEx	54.81	Banking Fees	Staff

<u>Date</u>	<u>Merchant Name</u>	<u>Amount</u>	<u>Description</u>	<u>Personnel</u>
8/9/2024	Costco	89.94	Kitchen Supplies	Staff
8/11/2024	Amazon	25.23	Office Supplies	General Manager
8/11/2024	Amazon	33.66	Office Supplies	General Manager
8/12/2024	Raley's	32.48	Employee Recognition	Staff
8/13/2024	Amazon	25.53	Office Supplies	Staff
8/13/2024	Amazon	45.50	Office Supplies	Staff
8/14/2024	Ace Hardware	81.85	T-Main Repair Supplies	Staff
8/14/2024	United Rentals	1,021.47	T-Main Repairs	Staff
8/14/2024	County of Sacramento	91.00	Hazardous Waste Removal	Staff
8/14/2024	County of Sacramento	244.80	Hazardous Waste Removal	Staff
8/14/2024	ULINE	142.28	Distribution System Maintenance	Staff
8/14/2024	Tractor Supply Co.	56.08	Uniforms	Staff
8/15/2024	RDO Equipment Co.	3,965.59	Equipment Maintenance and Repair	Staff
8/15/2024	VistaPrint	383.80	Distribution System Maintenance	Staff
8/15/2024	O'Reilly	6.36	Vehicle Maintenance	Staff
8/15/2024	O'Reilly	27.87	Vehicle Maintenance	Staff
8/15/2024	O'Reilly	29.64	Vehicle Maintenance	Staff
8/15/2024	O'Reilly	31.26	Vehicle Maintenance	Staff
8/15/2024	O'Reilly	36.83	Vehicle Maintenance	Staff
8/15/2024	O'Reilly	56.83	Vehicle Maintenance	Staff
8/15/2024	O'Reilly	58.12	Vehicle Maintenance	Staff
8/15/2024	Home Depot	304.76	Distribution System Maintenance	Staff
8/15/2024	Home Depot	136.59	Distribution System Maintenance	Staff
8/15/2024	ULINE	191.03	Safety Supplies	Staff
8/15/2024	Macy's	215.45	Kitchen Supply	Staff
8/15/2024	Amazon	96.46	Tools	Staff
8/16/2024	Home Depot	41.89	Distribution System Maintenance	Staff
8/17/2024	Dickies	28.27	Uniforms	Staff
8/19/2024	Amazon	64.48	Distribution System Maintenance	Staff
8/20/2024	Backflow Distributors, Inc.	80.30	Backflow Testing/Supplies	Staff
8/20/2024	Delish Pizza	71.74	Board Meals	Staff
8/20/2024	Smart and Final	23.98	Kitchen Supply	Staff
8/20/2024	Smart and Final	73.68	Employee Recognition	Staff

<u>Date</u>	<u>Merchant Name</u>	<u>Amount</u>	<u>Description</u>	<u>Personnel</u>
8/21/2024	Backflow Distributors, Inc.	182.23	Backflow Testing/Supplies	Staff
8/21/2024	Shiela's Country Rose Florist	92.85	Employee Recognition	Staff
8/21/2024	Apple	811.05	Meter Reading Equipment	Staff
8/21/2024	The Mail House	32.13	Meter Warranty	Staff
8/21/2024	The Mail House	90.32	Meter Warranty	Staff
8/21/2024	Amazon	27.99	Office Supplies	Staff
TOTAL		<u>\$ 14,286.29</u>		



September 16, 2024

Staff Report Briefing Materials

AGENDA ITEM III.7

Accept and File Board Expense Report for the month of August 2024



AGENDA ITEM III.7

REGULAR Board Meeting on September 16, 2024

To: Board of Directors

From: Chi Ha-Ly

Date: September 10, 2024

Subject: Approval of Board Expense Report for the month of August 2024

Recommendation:

None.

Discussion:

Attached you will find the Board Expense Report for the month of August 2024.

Policy Implications:

None as a result of recommended action.

Fiscal Impact:

None as a result of recommended action.

Board of Directors
Expense Reimbursement Summary
Monthly Activity - August 2024

Name	Meeting Date	Description	Date Paid	Compensation	Reimbursed Expenses	District Expenses
Dolby						
	7/15/2024	Regular Board Meeting	8/8/2024	\$ 100.00	\$ -	\$ -
	8/19/2024	Regular Board Meeting	8/22/2024	\$ 100.00	\$ -	\$ -
				\$ 200.00	\$ -	\$ -
McRae						
	6/25/2024	SJWD & SSWD Joint Special Board Meeting	8/8/2024	\$ 100.00	\$ -	\$ -
	7/15/2024	Regular Board Meeting	8/8/2024	\$ 100.00	\$ -	\$ -
				\$ 200.00	\$ -	\$ -
Petersen						
	8/19/2024	Regular Board Meeting	8/22/2024	\$ 100.00	\$ -	\$ -
				\$ 100.00	\$ -	\$ -
Sarkovich						
	7/15/2024	Regular Board Meeting	8/8/2024	\$ 100.00	\$ -	\$ -
	8/19/2024	Regular Board Meeting	8/22/2024	\$ 100.00	\$ -	\$ -
				\$ 200.00	\$ -	\$ -

Board of Directors
Expense Reimbursement Summary
Monthly Activity - August 2024

August 2024 RECAP

Name	Meeting Month	Meetings Attended (Paid)	Month Paid	Compensation	Reimbursed Expenses		District Expenses
Dolby	July/August	2	August	\$ 200.00	\$ -	\$ -	\$ -
Marx		0		-	-	-	-
McRae	June/July	2	August	200.00	-	-	-
Petersen	August	1	August	100.00	-	-	-
Sarkovich	July/August	2	August	200.00	-	-	-
TOTAL		7		\$ 700.00	\$ -	\$ -	\$ -

Year-to-Date RECAP

Name	Meetings Attended (Paid)	Compensation	Reimbursed Expenses		District Expenses
Dolby	11	\$ 1,100.00	\$ -	\$ -	\$ -
Marx	18	1,800.00	-	-	-
McRae	10	1,000.00	-	-	-
Petersen	11	1,100.00	-	-	-
Sarkovich	10	1,000.00	-	-	-
TOTAL	60	\$ 6,000.00	\$ -	\$ -	\$ -



September 16, 2024

Staff Report Briefing Materials

AGENDA ITEM IV.1

Letter dated September 11, 2024 to all candidates running for the FOWD Board of Directors in the November 2024 General Election, California Fair Political Practices Commission, and others



COPY

September 11, 2024

Delivery by Email:	Chris Petersen Michael McRae Mark Dolby Leah Parrish – Pane Randy Marx Levi Newlin Misha Sarkovich Darryl Cragun Rich Desmond Hang Nguyen California Fair Political Practices Commission Fair Oaks Chamber of Commerce Fair Oaks Community Action Partnerships Fair Oaks Village Enhancement Committee	Division 1 FOWD Director Division 2 FOWD Director Division 3 FOWD Director Division 3 FOWD Candidate Division 4 FOWD Director Division 4 FOWD Candidate Division 5 FOWD Director Division 5 FOWD Candidate District 3 Sacramento County Board Supervisor Sacramento Registrar of Voters
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Reference: November 2024 FOWD Elections

All:

The mission of the Fair Oaks Water District (FOWD) is to provide our community with an adequate and reliable supply of water, exceeding all drinking water standards, at the lowest reasonable cost. The role of the FOWD General Manager is to fulfill the mission of the District while maintaining compliance with all regulations and laws. Though the General Manager works at the pleasure of the Board of Directors, the General Manager role is clear – to accomplish the mission of the FOWD and ensure that all regulations and laws are followed by District staff. In addition, it is the role of the General Manager to ensure the truth about the District is available to the public, independent of the perception.

Candidates, and people involved in the current FOWD election process, have made a variety of public statements about the FOWD, with some of the statements being misrepresentations of the truth. FOWD staff wants to believe that no individual or group is intentionally making false statements about the FOWD. FOWD staff chooses to believe that anyone making false statements about the FOWD is doing so because they do not have access to the truth.

Given my role as the FOWD General Manager, I am actively attempting to ensure that accurate information related to the FOWD is easy to access for all – believing that all Candidates and people involved in the current FOWD election process only want to speak the truth.

Please note that my intent is not to endorse any candidate for the FOWD Board of Directors, it is only to ensure that accurate information is available to all candidates and ratepayers.

Page 1 of 2



COPY

Best Wishes,

Tom R. Gray
General Manager
Fair Oaks Water District

Page 2 of 2



September 16, 2024

Staff Report Briefing Materials

AGENDA ITEM V.1

Update and discussion on the New York Water Main Project Phase I



AGENDA ITEM V.1

REGULAR Board Meeting on September 16, 2024

To: Board of Directors
From: Tom R. Gray
Date: September 11, 2024
Subject: Update and discussion on the New York Water Main Project Phase I

Recommendation:

None – information item.

Discussion:

Following the notice to proceed provided on August 5th, Flowline Contractors, Inc. (Flowline) began preliminary construction work by potholing the project area. Based on field conditions, it was determined that minor modifications were needed to the original water main alignment and a revised design was created. The final design was then provided to the Sacramento County Department of Transportation (DOT) for review and approval.

Flowline began construction of the new main on August 29th. Programmable message boards were placed near the Winding Way intersection 10 days prior to the start of construction to alert commuters about the project. To date, approximately 800 feet of main from north of Lemon Street to the Winding Way intersection has been installed. Installation of the northern portion from the Winding Way intersection to Orange Avenue will continue next, with final tie-ins scheduled to be made once all main is installed and tested. Due to an approximately two-week delay for design revisions, the final project schedule may need to be extended to Mid-November.

Policy Implications:

None.

Fiscal Impact:

Phase I of the project is included in the FOWD Board approved 2024 Budget with sufficient funding available.



September 16, 2024

Staff Report Briefing Materials

AGENDA ITEM V.3

Update and discussion on FOWD Administration Building Parking Signs

PARKING IS LIMITED TO
FAIR OAKS WATER DISTRICT

business use. Unless otherwise posted
by the FOWD, our parking
will only be made available for public use from

**5pm to 12am on weekdays
8am to 12am weekends**

You assume all risk and liability related to parking on our property.



FAIR OAKS
WATER DISTRICT

"Serving Fair Oaks Since 1917"

UNAUTHORIZED VEHICLES
PARKED IN DESIGNATED
ACCESSIBLE SPACES NOT
DISPLAYING DISTINGUISHING
PLACARDS OR LICENSE
PLATES ISSUED FOR
PERSONS WITH DISABILITIES



September 16, 2024

Staff Report Briefing Materials

AGENDA ITEM V.4

Update on the “Request for Qualifications” to select a new Special District Financial Auditor – prior Auditor termed out in accordance with District policy



AGENDA ITEM V.4

REGULAR Board Meeting September 16, 2024

To: Board of Directors
From: Tom R. Gray
Date: September 11, 2024
Subject: Update on the “Request for Qualifications” to select a new Special District Financial Auditor – prior Auditor termed out in accordance with District policy

Recommendation:

Information only.

Discussion:

At the August 19, 2024 Regular Board Meeting, the Board approved the Request for Qualifications to select a new Special District Financial Auditor to complete the FOWD's annual audit in accordance with FOWD policy.

On August 26, 2024, FOWD posted the Request for Qualifications (RFQ) on the FOWD's website and provided/notified recipients on the distribution list of the RFQ availability.

The deadline to submit a financial audit proposal to the FOWD is September 16, 2024.

Policy Implications:

None.

Fiscal Impact:

Unknown at this time.



September 16, 2024
Staff Report Briefing Materials
AGENDA ITEM VI.1
Discussion on FOWD Water Supply for the month of August 2024



AGENDA ITEM VI.1

REGULAR Board Meeting September 16, 2024

To: Board of Directors
From: Paul Siebensohn
Date: September 10, 2024
Subject: Discussion on FOWD Water Supply for the month of August 2024

Recommendation:

None.

Discussion:

According to the Accuweather.com website, the recorded average daily temperature in August 2024 was 76.0° F, which is 0.5 degrees below the historic average of 76.5° F for August. Precipitation for August 2024 was recorded at 0.04" according to the Department of Water Resources Chicago rain station located in Fair Oaks.

The wholesale connections provided **1,232.23** AC-FT (89.99%) of surface water and FOWD groundwater wells produced **137.12** AC-FT (10.01%) to meet the total water demand of **1,369.35** AC-FT.

A graph of total consumption to date versus projected budget target is found in Exhibit A.

A graph of groundwater and surface water use in 2024 to date is found in Exhibit B.

Both the FO-40 and CTP wholesale connections remained open to provide surface water supply to the District.

According to the data provided by SJWD, the recorded volumes from wholesale connections are:

	Forward Flow, AC-FT	Reverse Flow, AC-FT	Total, AC-FT
CTP Connection	755.34	0.00	755.34
FO-40 (39")	476.89	0.00	476.89
TOTAL FROM SJWD	1,232.23	0.00	1,232.23

The average daily flow from wholesale connections for the month of August 2024 was recorded at 8,976 GPM (12.9 million gallons per day).

The maximum day water demand was reached on August 4, 2024, and was recorded at approximately 15.67 million gallons (MG) with the wholesale connections providing 13.76 MG and FOWD groundwater wells providing 1.91 MG. The minimum day water demand was recorded on August 24, 2024, at 12.06 MG. The average day demand was calculated at 14.36 MG.

The 10-year total average water use for the month of August is 1,340.47 AC-FT and August 2013 total water demand was recorded at 1,631.80 AC-FT. The August 2024 total water demand of 1,369.35 AC-FT represents an increase of 2.15% from the August 10-year average, a 16.08% decrease from August 2013 consumption, and a 4.11% increase from 2023 consumption.



During the month of August 2024, all wells performed in accordance with the approved operations plan.

The Skyway Tank and Booster Station operated within normal parameters and in accordance with the seasonal operational schedule.

The production breakdown per groundwater source for the month of August 2024 was:

Town Well	–	41.12 AC-FT
Heather Well	–	33.30 AC-FT
Northridge Well	–	2.76 AC-FT
Madison Well	–	36.52 AC-FT
Skyway Well	–	<u>23.52 AC-FT</u>
TOTAL GROUNDWATER		137.12 AC-FT

A graph of the production of each well to date may be found in Exhibit D.

The water distribution system and water supply facilities performed within design parameters during August. District staff produced water supply in accordance with FOWD Board direction for all of August 2024.

A graph of water consumption per month for 2013, 2023, and 2024 with average trendline is displayed in Exhibit C.

Fiscal Impact:

None.

Policy Implications:

None.

Exhibit A

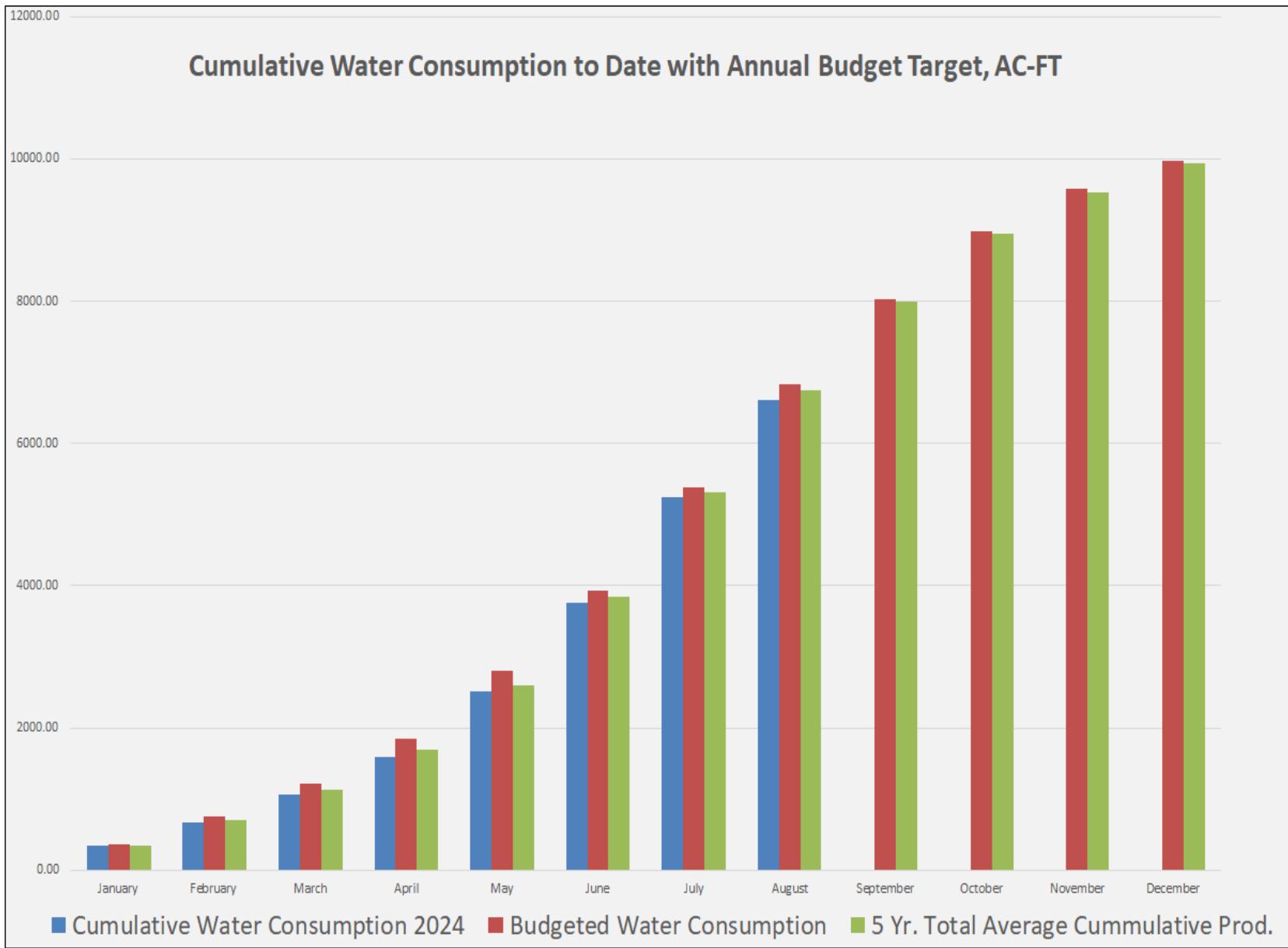


Exhibit B

Fair Oaks Water District
2024
Surface and Groundwater Production

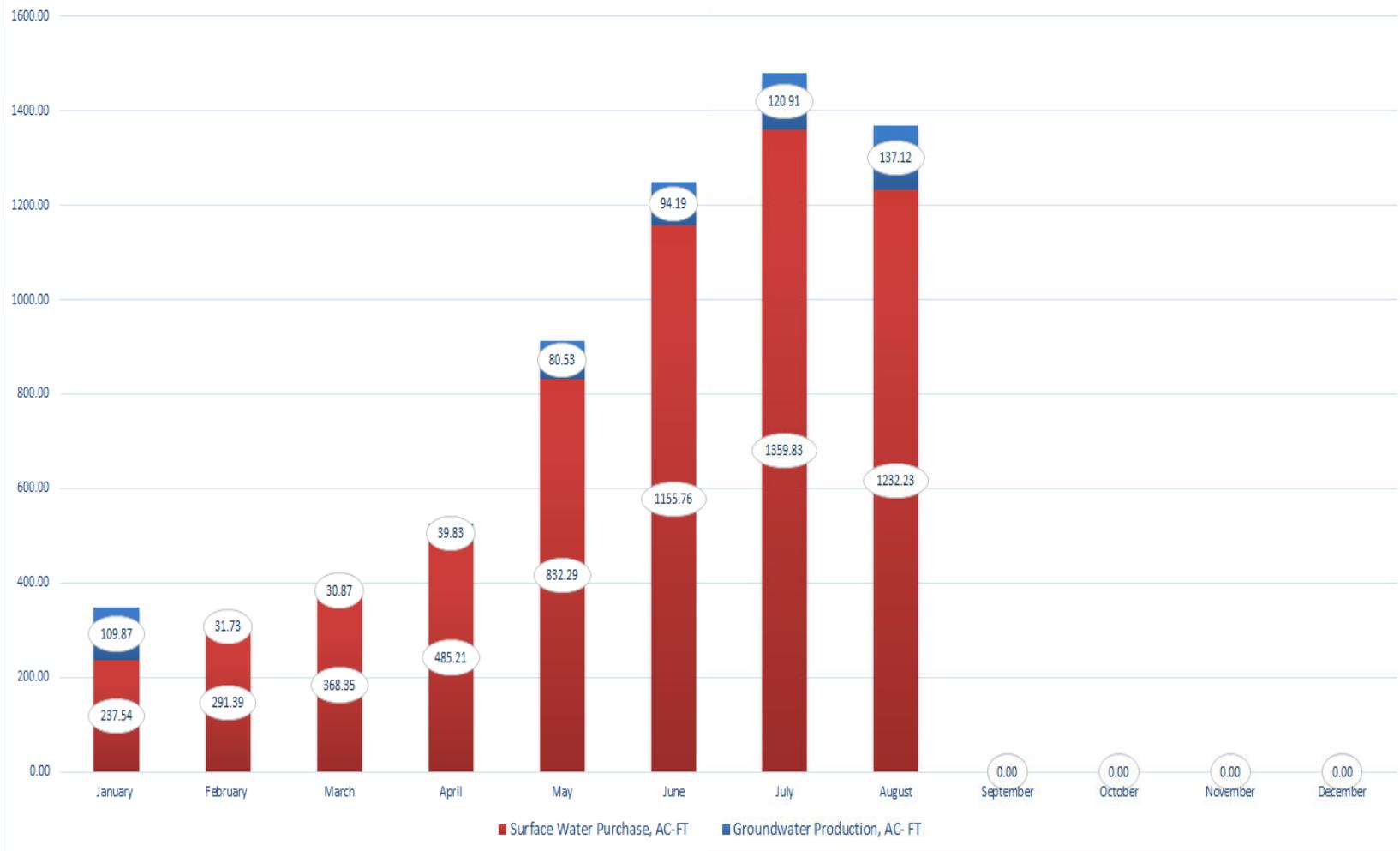


Exhibit C

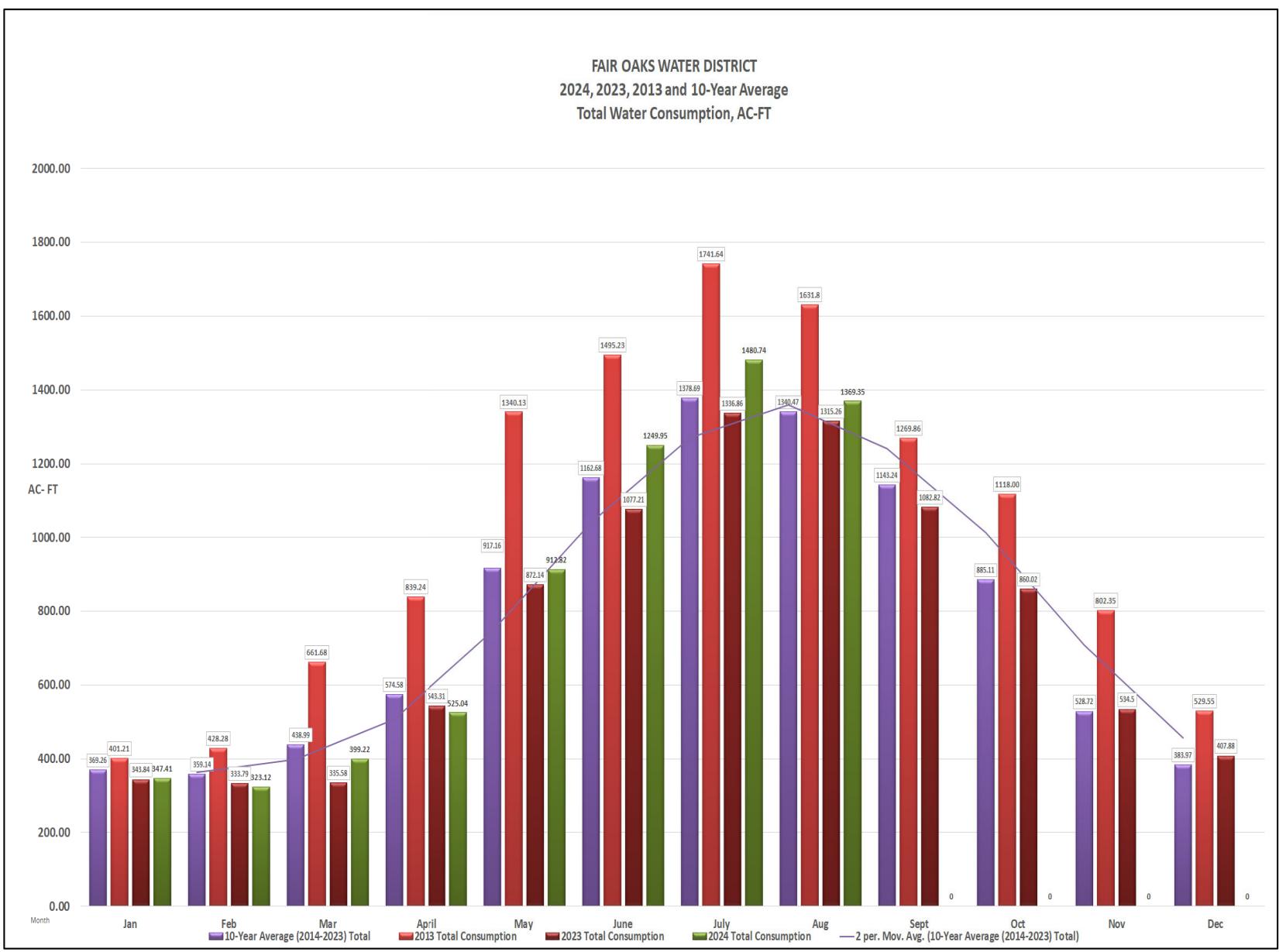
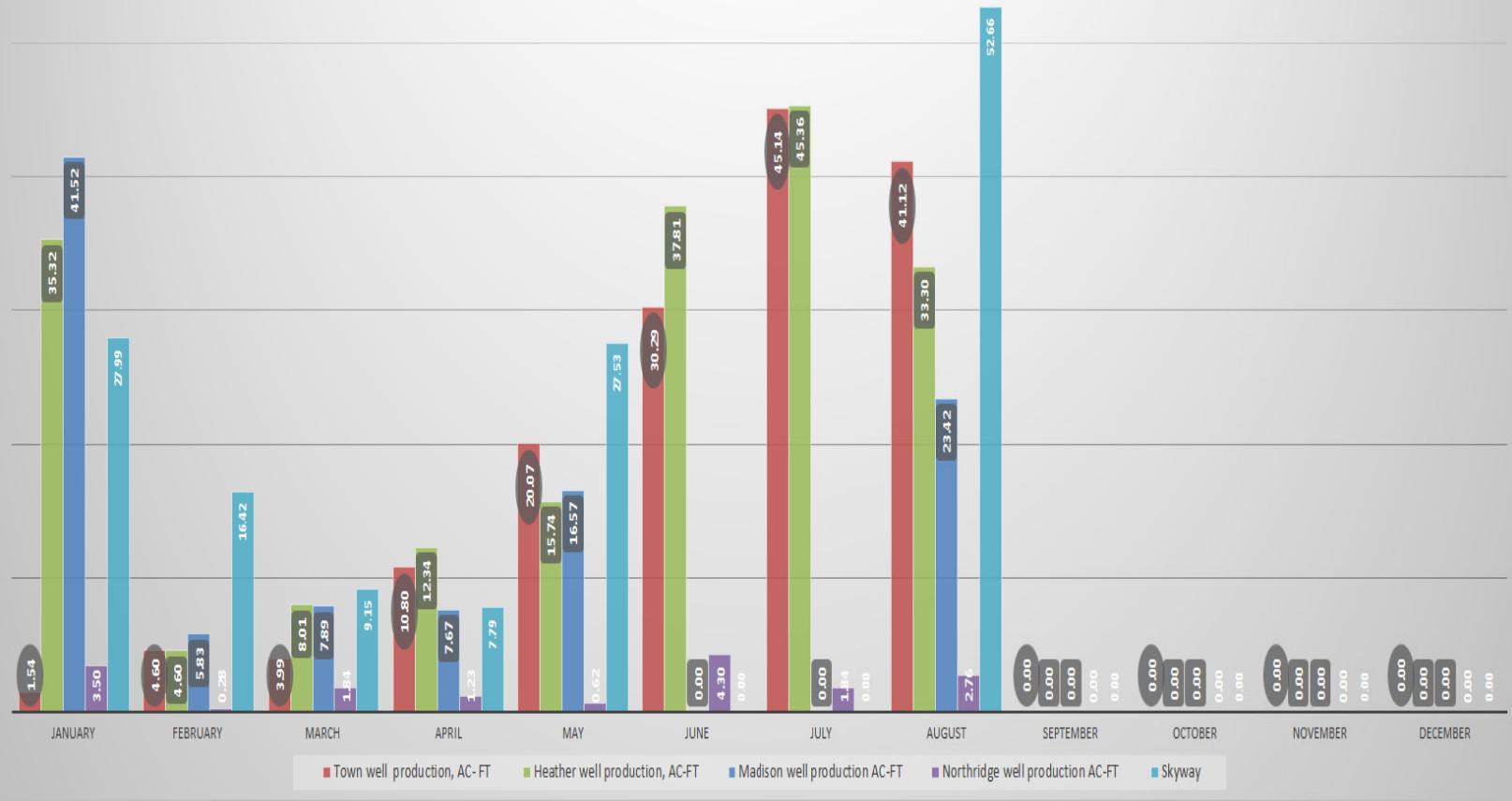


Exhibit D



Fair Oaks Water District
2024
Monthly Wells Production,
AC-FT





September 16, 2024

Staff Report Briefing Materials

AGENDA ITEM VI.2

**Discussion and possible action on the Transmission Main
Phase I Design Request for Qualifications**



AGENDA ITEM VI.2

REGULAR Board Meeting on September 16, 2024

To: Board of Directors
From: Tom R. Gray
Date: September 11, 2024
Subject: Discussion and possible action on the Transmission Main Phase I Design Request for Qualifications

Recommendation:

Approve combining two scheduled transmission main replacement phases into one project for long term cost savings and to expedite retirement of the existing transmission main.

Approve the attached Request for Qualifications (RFQ) and direct FOWD staff to distribute to consulting firms for response.

Discussion:

In 2021, Peterson Brustad Inc. (PBI) prepared a technical report for the FOWD with recommendations for replacing sections of an existing FOWD transmission main in phases over the next 8 years.

FOWD staff has recommended modifying the scope of work for the proposed RFQ from what was originally planned in PBI's technical report. This recommendation involves combining the phases that were planned for years 1 and 2 into a single project, now named Phase I. There are multiple estimated advantages to performing design and construction at a larger scale for Phase I. FOWD could save money on services that do not need to be performed twice such as mobilization, traffic control, construction support services, and project design. In addition, potential exists for materials and equipment to be bid at a lower rate due to economies of scale.

Another significant factor in the decision to combine original two phases of the project is that a section of FOWD's existing transmission main, where there have been two recent leaks, can be retired once construction is complete. This includes a leak at the Rollingwood Condominium Complex that is being actively monitored by Operations. If both phases were to be separated as originally planned, replacement of this "leaky" section of main would remain delayed.

The requested completion date for design services in the RFQ is January 31, 2025, with the bid process for construction scheduled to begin thereafter. The target date for construction to be completed is May 31, 2025, to avoid conflicts with a County paving moratorium planned on Madison Avenue during the summer of 2025.



Below is a summary of the estimated costs for design from PBI's **2021** report. A more accurate cost will be determined once RFQ responses are received and can be used to make a final decision on project phasing.

Transmission Main Replacement Year 1 Design	\$131,000
Transmission Main Replacement Year 2 Design	\$143,500
Transmission Main Replacement Phase I (Combined) – Design	\$274,500

Policy Implications:

None.

Fiscal Impact:

\$145,000 is included in the 2024 Board Approved Budget for the design of the original Phase I Transmission Main Replacement Project.

- This amount will need to increase if both original project phases are combined.
- A more accurate figure can be determined once RFQ responses are received.
- For planning purposes, \$200,000 would be placed in the proposed 2025 FOWD Annual Budget – providing a \$345,000 total budget for design of the proposed Phase I Transmission Main Replacement Project in 2024/25.

DRAFT

Fair Oaks Water District

Request for Qualifications

Provide professional services to develop plans and specifications for a transmission main replacement in Fair Oaks.



**FAIR OAKS
WATER DISTRICT**

DRAFT

Prepared By:
FOWD Staff
10326 Fair Oaks Boulevard
Fair Oaks, CA 95628
FOWD Project No C24TDSH

September 2024

General Information

Project Location: Blue Oak Drive, Madison Avenue, and Winding Oak Drive in Fair Oaks, CA 95628.

Attachments: Exhibit “A” – Planning Map of Project Area

 Exhibit “B” – FOWD Professional Services Agreement

1.0 RFP Schedule

September 17, 2024 Distribution of Requests for Qualifications

September 23, 2024, at 3:00 PM RFQ Inquiries Due Date

October 7, 2024, at 3:00 PM Responses Must Be Received at the FOWD Office

October 10, 2024 Interviews if Needed

October 21, 2024 FOWD Board Approval

FOWD reserves the right to adjust this schedule as necessary.

2.0 Contact Person and Mailing Address

Inquiries about this request for RFQ shall be submitted in writing and directed to:

Blake Chetcuti
Associate Engineer
Phone: (916) 844-3520
Email: bchetcuti@fowd.com

Mailing Address:

Fair Oaks Water District
Attn: Blake Chetcuti
10326 Fair Oaks Boulevard
Fair Oaks, CA 95628

3.0 Minimum Consultant Qualifications

The intent of this Request for Qualifications is to select a professional consulting firm to provide design drawings, specifications, and construction support services to successfully design and install new transmission main piping.

Minimum consulting firm qualifications are listed below:

3.1 Consultant must be engaged in the business of potable water distribution and public water system planning and be experienced in the planning, permitting, and design of large water mains – having completed at least three (3) similar projects in the last five (5) years.

3.2 Consultant must employ only a competent workforce for the execution of the work and all work must be performed under the direct supervision of one named Project Manager that is a Professional Engineer.

3.3 Consultant must maintain in full force and effect all insurance requirements required to work with the Fair Oaks Water District (FOWD).

3.4 Consultant must not have a conflict of interest as defined by State Law and FOWD Policy. Consultant agrees to make a disclosure in compliance with the law and District Policy if, at any time after the execution of an agreement to perform professional services, a conflict of interest may occur.

4.0 Project Description

4.1 FOWD has a network of existing transmission main piping that has been identified for replacement as part of a multi-year capital improvement program. This project encompasses Phase I of the planned transmission main replacement. Design services for the project are scheduled to be completed by January 31, 2025, and construction will follow thereafter.

4.2 Phase I consists of Sections A and B, which each make up a portion of the total alignment. This structure will allow FOWD to determine whether both sections can be completed together or if Section B should be deferred to a future project based on the estimated design and construction costs.

4.3 For Section A, approximately 2,180 linear feet of 24-inch ductile iron pipe will be installed to replace the existing 30-inch steel main. Alignment of the new main will begin on Blue Oak Drive at Brome Court and travel northwest to Madison Avenue. It will then continue southwest along Madison Avenue, terminating at Winding Oak Drive. This section includes one connection point to the existing transmission main at Brome Court, which is constructed of newer ductile iron pipe.

4.4 For Section B, approximately 1,200 linear feet of 24-inch ductile iron pipe will be installed to replace the existing 30-inch steel main. Alignment of the new main will begin on Blue Oak Drive at Madison Avenue and travel southwest along Blue Oak Drive, terminating past Great Dome Court. This section includes one connection point to the existing transmission main past Great Dome Court, which is constructed of newer ductile iron pipe.

4.5 All available data including as-builts, map records, and reports will be provided to the selected consultant.

5.0 District's Objectives and Expectations

5.1 The District's main objectives are to:

- **Meet the January 31, 2025 deadline for all design services completed.**
- Increase water supply reliability for FOWD customers by strategically replacing aging infrastructure.
- Meet all applicable Division of Drinking Water regulations and County and local jurisdiction requirements.
- Comply with FOWD Policies and Procedures.
- Establish a strong working relationship with the selected consultant and maintain effective communication throughout the project.

6.0 Scope of Work

The following minimum scope of work was developed for the project and all responses must include listed deliverables for each listed task.

As a response addendum, it is requested that all responses include additional tasks that the consultant deems important for the successful completion of the project if not listed.

6.1 Task 1 – Preliminary Work and Survey

- Develop a full and complete understanding of the project requirements.
- Determine feasibility of the proposed alignment and connection points. If any modifications are required, prepare a preliminary design memorandum for FOWD review.
- Obtain mapping and as-built records for all existing utilities in the vicinity of the project.
- Complete a field topographic survey for the preparation of final design plans. Survey should include all utility markers located at or above grade (e.g. valve lids, manhole covers, storm drain inlets, poles, power terminals, etc.).

6.2 Task 2 – Design and Specifications

- Develop a complete set of design drawings for construction. Tasks include but are not limited to:
 - Review facility maps and as-built records provided by FOWD.

- Coordinate with utility representatives and local agencies as needed.
- Design drawings should be in conformance with FOWD Standards and Specifications. The following minimum requirements must also be met:
 - Cover sheet with project number, installation/retirement chart, area map, FOWD Board of Directors, and FOWD signature line.
 - FOWD General Notes.
 - Plan and profile drawings with stationing.
 - FOWD Standard Details.
 - Erosion Control Plan per Sacramento County Standards.
 - Paving restoration details per Sacramento County Standards.
- Provide weekly progress updates to the FOWD Project Manager.
- Schedule design review meetings with the FOWD Project Team.
 - 50% Design Review: prepare for, conduct, and document a 50% design review meeting that will take place in-person at the District office.
 - 95% Design Review: prepare for, conduct, and document a 95% design review meeting that will take place in-person at the District office.
- Prepare final design drawings for FOWD approval.
- Provide the District with two (2) printed sets of full-size plans and electronic copies in PDF and CAD formats.
- Develop a complete set of specifications for construction that conform with FOWD's current Standards and Specifications.
- Prepare an Engineer's Estimate of probable construction cost based on the final approved plans.
- Assist the District with obtaining the required permits and permissions.

6.3 Task 3 – Construction Support Services

- Prepare a complete bid package for posting and distribution.

- Assist the District with Bid Addendums and help address questions from contractors during the bidding process.
- Assist the District with Requests for Information (RFIs) before and during construction.
- Review contractor submittals for conformance to the final design drawings and specifications.
- Allocate resources to attend up to four (4) progress meetings, including the pre-construction meeting.
- Assist in resolving conflicts caused by discrepancies in contract documents.
- Issue field memorandums and clarifications as required.

7.0 How to Submit Responses

Responses shall be submitted in a sealed envelope, clearly marked on the outside with the Project Name **Transmission Main Replacement Phase I – Design**. Respondents must submit one (1) unbound and two (2) bound copies of the response with all the information requested in this document. Respondents must submit all information related to fees in a separate sealed envelope included in the package. Responses should be prepared simply and economically, by providing a straightforward, concise description of the proposer's capabilities related to specified services. Responses should not include any information not specifically identified or specified as a required response. FOWD requests that responses be limited to 20 pages (not counting resumes and example plan sets) submitted in the format outlined below.

- Cover letter indicating RFQ title, name of firm, local firm address, local firm phone number, and contact person with an email address – 1 page.
- Table of Contents – 1 page.
- Brief description of the firm and qualifications for completing the project – 2 pages.
- Based on the scope of services outlined in the RFQ, an overview of project understanding and a high-level plan for completing the project. This section must also include a proposed schedule for completing the project including milestones for completion of each of the three listed project tasks. If different, please provide an alternate approach for meeting the January 31, 2025 deadline for design services to be completed – 3 pages.
- Information on the firm's Project Team for the term of the contract – 4 pages.
 - Organizational structure of the firm.

- Name of the point of contact in the firm that will be responsible for all project issues – Project Manager. This is the person that will have direct continued responsibility for the services provided to the FOWD. This person will be FOWD’s first point of contact and will handle day-to-day activities through to the project’s completion.
 - List of key project personnel and project role.
 - Experience and resumes of key project personnel.
 - Identification of subconsultants, if applicable.
 - Other pertinent information.
- Provide public agency project references including client contact information, providing improvement plans (half-size) for one (1) of the referenced projects – 3 pages.
- **In a separate sealed envelope**, provide project fee proposals for **Sections A, B, and Combined** as outlined in the Project Description. **A low-level construction cost estimate for each of the three scenarios is also requested.**
 - Responses are to be broken down by the three tasks listed in the RFQ. Include fee estimates for all sub-consultants and vendors with supporting information. This initial fee estimate will be used to finalize the Professional Services Agreement developed between the selected consultant and FOWD. Please also include the following in the project fee response:
 - Hourly rate schedule for each person that will be assigned to the project or bill to the project, including all sub-consultants.
 - Provide mark-up by percentage for reimbursable expenses and sub-consultants.
 - Provide a list of typical reimbursable expenses.
 - Please note that the project fee response does not have a suggested page limit and that pages included in the project fee response do not count in the suggested page total page limit of 20 pages.

8.0 Response Information

All responses must be received no later than the proposal due date. **Late responses will not be considered.**

- Cost of preparation of responses will be borne by the respondent.

- In submittal of a response, respondent provides the FOWD with the right to contact all references listed in the response and to investigate all information listed in the response.
- This request does not constitute an offer of employment or to contract for services.
- The FOWD reserves the right to reject any or all responses, wholly or in part, received by reason of this request.
- All responses submitted shall become FOWD property.
- All responses shall remain firm for sixty (60) days following the closing date for receipt of responses.
- The FOWD reserves the right to award the contract to the firm who represents the response which in the judgement of the FOWD best accomplished the desired results and shall include but not be limited to a consideration of the professional service fee.
- Selection will be made based on the responses submitted.

9.0 Selection Criteria

FOWD is seeking an engineering firm that offers qualifications and competence that best meets the needs of the District. FOWD will utilize selection guidelines based on the following factors:

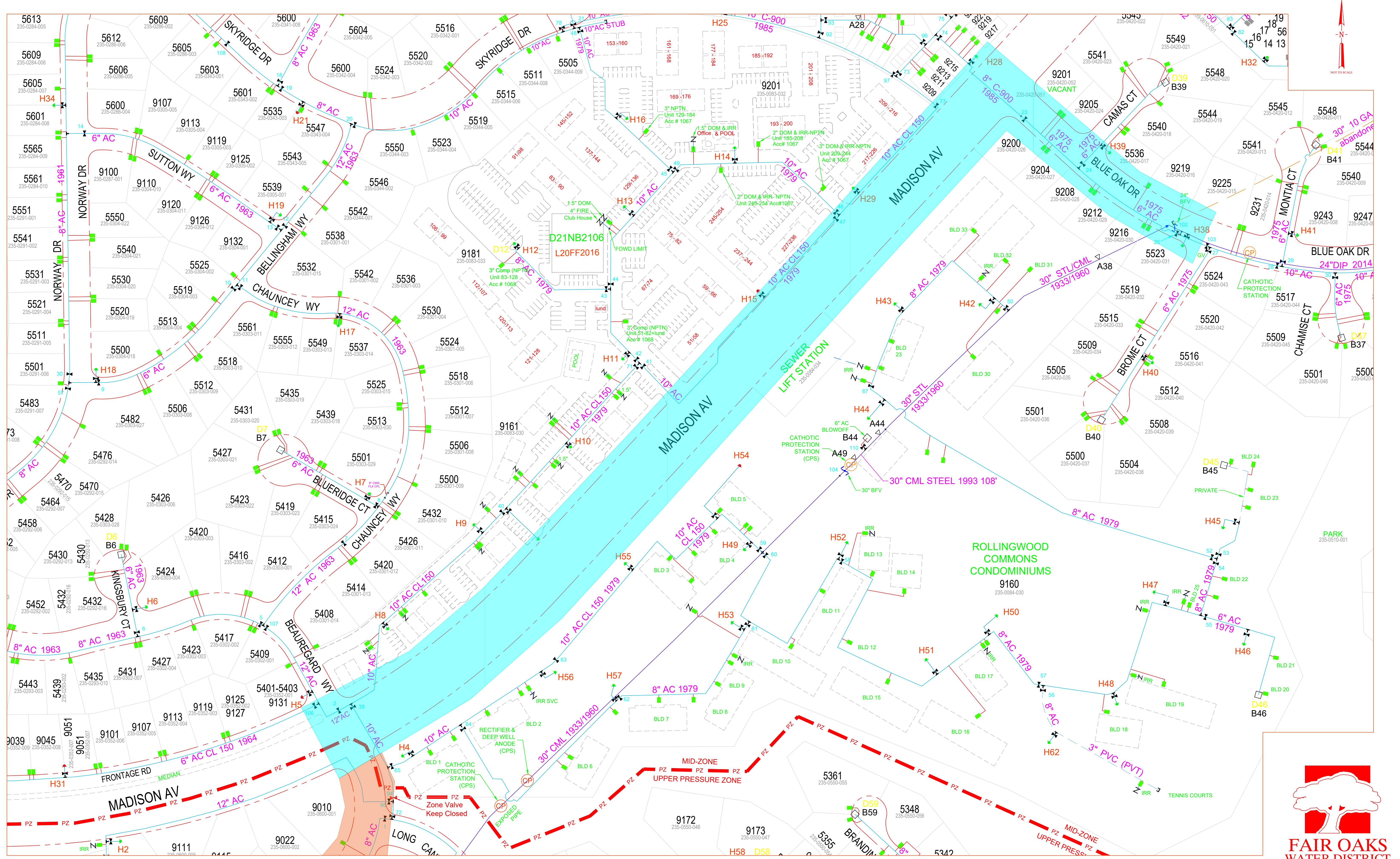
- Qualifications and experience of project team, particularly in the region.
- Project approach.
- Ability to meet schedule.
- Project references.
- Quality of proposal response and adherence to required format.
- Overall cost.

A review panel will conduct evaluations based on the listed criteria and make a selection or may select respondents to interview. If interviews are conducted, the respondents selected will be required to physically attend interviews conducted at the FOWD office. FOWD will not interview more than the top two ranking proposals if required.

After a firm is selected, the District will negotiate with the firm to determine a final scope of work and fee for the final Professional Services Agreement.

EXHIBIT A

TRANSMISSION MAIN REPLACEMENT PHASE I - DESIGN SECTION A



TRANSMISSION MAIN REPLACEMENT PHASE I - DESIGN SECTION B

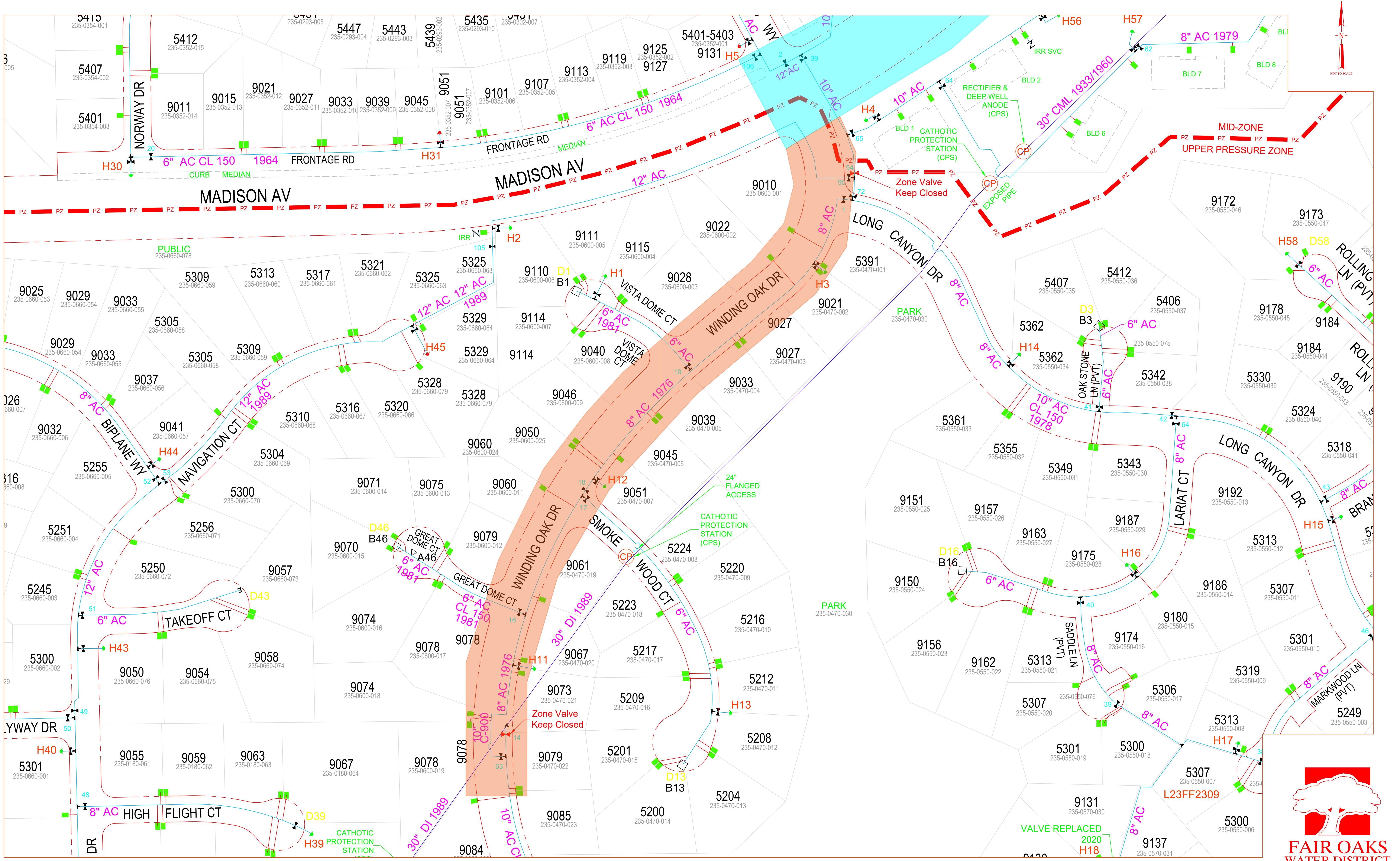


EXHIBIT B
Fair Oaks Water District
Standard Terms and Conditions

CONSULTANT agrees with DISTRICT that:

- a. When the law establishes a professional standard of care for the CONSULTANT'S services, to the fullest extent permitted by law, CONSULTANT will immediately defend, indemnify and hold harmless DISTRICT, its directors, officers, employees, and authorized volunteers from all claims and demands of all persons that arise out of, pertain to, or relate to the CONSULTANT'S negligence, recklessness, or willful misconduct in the performance (or actual or alleged non-performance) of the work under this Agreement. CONSULTANT shall defend itself against any and all liabilities, claims, losses, damages, and costs arising out of or alleged to arise out of CONSULTANT'S performance or non-performance of the work hereunder and shall not tender such claims to DISTRICT nor to its directors, officers, employees, or authorized volunteers, for defense or indemnity.
- b. Other than in the performance of services, to the fullest extent permitted by law, CONSULTANT will immediately defend, indemnify and hold harmless DISTRICT, its directors, officers, employees and authorized volunteers from all claims and demands of all persons arising out the performance of the work or furnishing of materials; including but not limited to, claims by the CONSULTANT or CONSULTANT'S employees for damages to persons or property except for the sole negligence or willful misconduct or active negligence of DISTRICT, its directors, officers, employees, or authorized volunteers.
- c. By their signature hereunder, CONSULTANT certifies that they are aware of the provisions of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and that CONSULTANT will comply with such provisions before commencing the performance of the services under this Agreement. CONSULTANT and SUB-CONSULTANTS will keep workers' compensation insurance for their employees in effect during all work covered by this Agreement.
- d. **Professional Liability** – CONSULTANT will file with DISTRICT, before beginning professional services, a certificate of insurance satisfactory to Fair Oaks Water District evidencing professional liability coverage of not less than \$1,000,000 per claim and \$2,000,000 annual aggregate, that coverage shall not be cancelled except with notice to DISTRICT. Coverage is to be placed with a carrier with an AM best rating of no less than A- VII, or equivalent, or as otherwise approved by DISTRICT. The retroactive date (if any) is to be no later than the effective date of this Agreement. CONSULTANT shall maintain such coverage continuously for a period of at least five (5) years after the completion of the contract work. CONSULTANT shall purchase a five-year extended reporting period; i) if the retroactive date is advanced past the effective date of this Agreement; ii) if the policy is canceled or not renewed; or iii) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement. In the event that the CONSULTANT employs other consultants (SUB-CONSULTANTS) as part of the

work covered by this Agreement, it shall be the CONSULTANT's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above.

- e. **Minimum Insurance Requirements** – CONSULTANT shall procure and maintain for the duration of the contract insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the CONSULTANT, his agents, representatives, employees or SUB-CONSULTANTS.
- f. CONSULTANT will file with DISTRICT, before beginning services, certificates of insurance (Acord Form 25 or equivalent) satisfactory to DISTRICT evidencing:
 - a) **Coverage** – Coverage for commercial general liability and automobile liability insurance shall be at least as broad as the following:
 - i) Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01)
 - ii) Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto)
 - b) **Limit – The CONSULTANT shall maintain limits no less than the following:**
 - i) General liability - coverage of not less than two million (\$2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater for bodily injury, personal injury, and property damage; (\$4,000,000 general and products-completed operations aggregate (if used)).
 - ii) Auto liability - One million dollars (\$1,000,000) for bodily injury and property damage each accident limit;
 - iii) Workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable); Waiver of Subrogation: The insurer(s) named above agree to waive all rights of subrogation against the Fair Oaks Water District, its elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for the Fair Oaks Water District; but this provision applies regardless of whether or not the Fair Oaks Water District has received a waiver of subrogation from the insurer.
 - c) **Required Provisions**
 - i) The general liability coverage shall give Fair Oaks Water District, its directors, officers, employees (collectively the District), and authorized volunteers insured status (via ISO endorsement at least as broad as CG 20 10 10 01) specifically naming the Fair Oaks Water District, its directors, officers, employees, or authorized volunteers; or using the language that states "as required by written contract."
 - ii) The general liability coverage is to state or be endorsed (with as broad as ISO endorsement CG 20 01 04 13) to state "such insurance shall be primary and any

insurance, self-insurance or other coverage maintained by DISTRICT, its directors, officers, employees, or authorized volunteers shall not contribute to it.”

- iii) Coverage is to be placed with a carrier with an A.M. Best rating of no less than A- :VII, or equivalent, or as otherwise approved by DISTRICT.
 - iv) The coverage shall contain no special limitations on the scope of protection afforded to DISTRICT, its directors, officers, employees, or authorized volunteers.
 - v) In the event that the CONSULTANT employs other CONSULTANT (SUB-CONSULTANT) as part of the work covered by this Agreement, it shall be the CONSULTANT'S responsibility to require and confirm that each SUB-CONSULTANT meets the minimum insurance requirements specified above.
- g. If the CONSULTANT maintains broader coverage and/or higher limits than the minimums shown above, the DISTRICT requires and shall be entitled to the broader coverage and/or higher limits maintained by the CONSULTANT. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the DISTRICT.
 - h. If any of the required coverages expire during the term of this Agreement, the CONSULTANT shall deliver the renewal certificate(s) including the general liability additional insured endorsement to DISTRICT at least ten (10) days prior to the expiration date.
 - i. CONSULTANT shall not accept direction or orders from any person other than the General Manager or the person(s) whose name(s) is (are) inserted on Page 2 as “other authorized representative(s).”
 - j. Payment, unless otherwise specified on Page 1, is to be in accordance with DISTRICT policy after acceptance by DISTRICT.
 - k. Permits required by government authorities will be obtained at CONSULTANT'S expense, and CONSULTANT will comply with local, state, and federal regulations and statutes including, but not limited to Cal/OSHA requirements.
 - l. The CONSULTANT shall execute and maintain the CONSULTANT'S work to avoid injury or damage to any person or property. The CONSULTANT shall comply with the requirements and specification relating to safety measures applicable in particular operations or kinds of work.
 - m. Any change in the scope of the services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by a supplemental agreement executed by DISTRICT. CONSULTANT'S “authorized representative(s)” has (have) the authority to execute such written change for CONSULTANT.
 - n. **Ownership of Documents** – All works of authorship and every report, study, spreadsheet,

worksheet, plan, design, blueprint, specification, drawing, map, photograph, computer model, computer disk, magnetic tape, CAD data file, computer software and any other document or deliverables prepared, developed or created by CONSULTANT under this Agreement and provided to DISTRICT (“Work Product”) shall be the property of DISTRICT , and DISTRICT shall have the rights to use, modify, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product without further compensation to CONSULTANT or any other party. CONSULTANT may retain a copy of any Work Product and use, reproduce, publish, display, broadcast and distribute any Work Product and prepare derivative and additional documents or works based on any Work Product; provided, however, that CONSULTANT shall not provide any Work Product to any third party without DISTRICT'S prior written approval, unless compelled to do so by legal process. If any Work Product is copyrightable, CONSULTANT may copyright the same, except that, as to any Work Product that is copyrightable by CONSULTANT, DISTRICT reserves a royalty-free, nonexclusive and irrevocable license to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product. If DISTRICT reuses or modifies any Work Product for a use or purpose other than that intended by the scope of work under this Agreement, then DISTRICT shall hold CONSULTANT harmless against all claims, damages, losses and expenses arising from such reuse or modification. For any Work Product provided to DISTRICT in a paper format, upon request by DISTRICT at any time (including, but not limited to, at expiration or termination of this Agreement), CONSULTANT agrees to provide the Work Product to DISTRICT in a readable, transferable and usable electronic format generally acknowledged as being an industry-standard format for information exchange between computers (e.g., Word file, Excel spreadsheet file, AutoCAD file).

- o. Confidentiality of Information** – CONSULTANT shall keep in strict confidence all confidential, privileged, trade secret, and proprietary information, data and other materials in any format generated, used or obtained by DISTRICT or created by CONSULTANT in connection with the performance of the Work under this Agreement (the “Confidential Material”). CONSULTANT shall not use any Confidential Material for any purpose other than the performance of the Work under this Agreement, unless otherwise authorized in writing by DISTRICT. CONSULTANT also shall not disclose any Confidential Material to any person or entity not connected with the performance of the Work under this Agreement, unless otherwise authorized in advance in writing by DISTRICT. If there is a question of whether Confidential Material is protected from disclosure or is a public record or in the public domain, the party considering disclosure of such material shall consult with the other party concerning the proposed disclosure.

Unless otherwise directed in writing by DISTRICT, upon contract completion or termination, CONSULTANT must destroy all Confidential Materials (written, printed and/or electronic) and shall provide a written statement to DISTRICT that such materials have been destroyed.

- p. Assignment** – CONSULTANT shall not assign or transfer this Agreement or any rights or obligations under this Agreement without DISTRICT'S prior written consent, which shall not be unreasonably withheld. A change in control of CONSULTANT constitutes an assignment under this Agreement. Any unauthorized assignment or transfer of this Agreement or any rights or obligations thereunder, shall be void and constitutes ground for immediate termination of

this Agreement by DISTRICT. This Agreement binds and inures to the benefit of the Parties and their respective permitted successors and permitted assigns.

- q. **No Waiver of Rights** – Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default. No payment by DISTRICT to CONSULTANT shall be considered or construed to be an approval or acceptance of any Work or a waiver of any breach or default.

By signing below, the parties have read and agreed to the Standard Terms and Conditions.

DISTRICT:

(Signature)

Print: _____

Title: _____

CONSULTANT:

(Signature)

Print: _____

Title: _____



September 16, 2024
Staff Report Briefing Materials
AGENDA ITEM VI.3
Discussion on mandated Service Line Inventory



AGENDA ITEM VI.3

REGULAR Board Meeting on September 16, 2024

To: Board of Directors
From: Tom R. Gray
Date: September 10, 2024
Subject: Discussion on mandated Service Line Inventory

Recommendation:

Informational item only – staff has no recommendation.

Discussion:

The United States Environmental Protection Agency's Lead and Copper Rule Revisions (LCRR) requires all water purveyors to develop an initial inventory of the material types of all their water service lines and include information sourced and public accessibility. This includes the customer's side (customer-owned) of the water service line. This information must be submitted by October 13, 2024. Their aim is to strengthen the LCR to better protect communities from the impacts of lead exposure.

FOWD staff developed and submitted a plan to the State Water Resources Control Board – Division of Drinking Water (DDW) to comply with the requirements of the LCRR. The plan was approved by the DDW and is being implemented by FOWD staff. Staff is on track to complete the plan and submit information in time for compliance.

Inspections and records review have indicated that no FOWD owned, or customer owned lead service lines exist in the FOWD service area.

Policy Implications:

None.

Fiscal Impact:

None.



September 16, 2024

Staff Report Briefing Materials

AGENDA ITEM VI.4

Discussion and possible action on additional funding for 2024 expenses



AGENDA ITEM VI.4

REGULAR Board Meeting on September 16, 2024

To: Board of Directors
From: Tom R. Gray
Date: September 12, 2024
Subject: Discussion and possible action on additional funding for 2024 expenses

Recommendation:

Authorize the General Manager to transfer \$14,000 from the contingency fund to cover 2024 expenses as detailed below.

Discussion:

Aggregate, Sand & Cutback (E24SMSA)

The Board approved 2024 funding for *Aggregate, Sand, & Cutback* is \$27,500 and the cost to date is \$23,574.43. FOWD anticipates ending the year with a total cost of \$32,500. Staff requests to transfer \$5,000 from the contingency fund to cover *Aggregate, Sand, & Cutback*.

Equipment Maintenance (E24EMEM)

The Board approved 2024 funding for *Equipment Maintenance* is \$15,500 and the cost to date is \$7,486.93. FOWD anticipates ending the year with a total cost of \$17,500. Staff requests to transfer \$2,000 from the contingency fund to cover *Equipment Maintenance*.

Equipment Repairs (E24EMER)

The Board approved 2024 funding for *Equipment Repairs* is \$15,000 and the cost to date is \$13,868.22. FOWD anticipates ending the year with a total cost of \$20,000. Staff requests to transfer \$5,000 from the contingency fund to cover *Equipment Repairs*.

Other Maintenance Equipment (A24MEOM)

The Board approved 2024 funding for *Other Maintenance Equipment* is \$5,000 and the cost to date is \$1,125.11. FOWD has a vehicle with a lift gate that is currently inoperable. The cost to replace the lift gate is approximately \$6,000. FOWD anticipates ending the year with a total cost of \$7,000. Staff requests to transfer \$2,000 from the contingency fund to cover *Other Maintenance Equipment*.

Policy Implications:

None.

Fiscal Impact:

This fund transfer will decrease the 2024 contingency fund by \$14,000.



September 16, 2024

Staff Report Briefing Materials

AGENDA ITEM VII.1

September 18, 2024 / SJWD Board Meeting / SJWD Office



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

**September 18, 2024
6:00 p.m.**

This Board meeting will be conducted both in-person at the District's Boardroom at the address above and via videoconference. When all Board members are in the Boardroom, the District's Board meetings are not required to be broadcast via videoconference and are done so as a convenience to the public; furthermore, if the transmission goes down, for any reason, the meeting will continue in person as scheduled. Members of the public may participate in Board meetings via videoconference per the instructions below.

To attend via videoconference, please use the following link:

Please join the meeting from your computer, tablet or smartphone.
<https://meet.goto.com/245724141>

You can also dial in using your phone.
United States: [+1 \(872\) 240-3212](tel:+1(872)240-3212)

Access Code: 245-724-141

Please mute your line.

Whether attending via videoconference or in person, the public is invited to listen, observe, and provide comments during the meeting. The Board President will call for public comment on each agenda item at the appropriate time – at that time, please unmute your line in order to speak.

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

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

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

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

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

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

I. ROLL CALL

II. PUBLIC FORUM AND COMMENTS

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

III. CONSENT CALENDAR

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

1. Minutes of the Board of Directors Special Meeting, August 26, 2024 (W & R)
Recommendation: **Approve draft minutes**
2. Minutes of the Board of Directors Special Meeting, August 29, 2024 (W & R)
Recommendation: **Approve draft minutes**
3. Tree Pro Tree Services – On-Call Contract (W/R)
Recommendation: **Authorize the Director of Operations to enter into a 4-year on-call contract with Tree Pro Tree Services, Inc. to provide tree removal and maintenance services**

IV. PUBLIC HEARING

1. Ordinance No. 24-03 Amending Ordinances 2000 and 5000 (W & R)
Action: **Consider waiving second reading of Ordinance No. 24-03 and adopt Ordinance No. 24-03 – An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinances 2000 and 5000**

V. NEW BUSINESS

1. COTP Transmission Capacity Contract (W)
Action: **Consider a motion to approve sale of SJWD's 1 MW of capacity to City of Roseville and Turlock Irrigation District**

VI. OLD BUSINESS

1. Lime Silo Recoating Project (W)
Action: **Consider a motion to authorize a budget increase to the construction contract with River City Painting, Inc.**
2. Conjunctive Use and Groundwater Banking Activities Update (W & R)
Discussion
3. 2024 Hydrology and Operations Update (W & R)
Discussion

VII. INFORMATION ITEMS

1. General Manager's Report
 - 1.1 General Manager's Monthly Report (W & R)
Staff Report on District Operations
 - 1.2 Miscellaneous District Issues and Correspondence
2. Director of Finance and Human Resources' Report
 - 2.1 Miscellaneous District Issues and Correspondence
3. Director of Operations' Report
 - 3.1 Miscellaneous District Issues and Correspondence

4. Director of Engineering Services' Report
 - 4.1 Miscellaneous District Issues and Correspondence
5. Legal Counsel's Report
 - 5.1 Legal Matters

VIII. DIRECTORS' REPORTS

1. Sacramento Groundwater Authority (SGA) – T. Costa
2. Regional Water Authority (RWA) – D. Rich
3. Association of California Water Agencies (ACWA)
 - 3.1 ACWA – P. Tobin
 - 3.2 Joint Powers Insurance Authority (JPIA) – P. Tobin
4. Central Valley Project (CVP) Water Association – T. Costa
5. Other Reports, Correspondence, Comments, Ideas and Suggestions

IX. COMMITTEE MEETINGS

1. Finance Committee – September 10, 2024
<https://www.sjwd.org/2024-09-10-committees-meeting-finance>

X. UPCOMING EVENTS

1. 2024 ACWA Fall Conference
December 3-5, 2024
Palm Desert, CA

President Zamorano to call for Closed Session

XI. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Section 54956.9)
Citrus Heights Water District, et al. vs. San Juan Water District, Case Number:
24WM000064, Sacramento County Superior Court
2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code § 54957
Title: General Manager

XII. OPEN SESSION

1. Report from Closed Session

XIII. ADJOURN

UPCOMING MEETING DATES

October 16, 2024

November 20, 2024

I declare under penalty of perjury that the foregoing agenda for the September 18, 2024, regular meeting of the Board of Directors of San Juan Water District was posted by September 13, 2024, on the outdoor bulletin boards at the District Office Building, 9935 Auburn Folsom Road, Granite Bay, California, and was freely accessible to the public. The agenda and the board packet is also posted on the District's website at sjwd.org.

Teri Grant, Board Secretary



September 16, 2024

Staff Report Briefing Materials

AGENDA ITEM VII.2

September 21, 2024 / Fair Oaks Chicken Festival, Fair Oaks Park



Fair Oaks CHICKEN FESTIVAL

Saturday, September 21

**12pm - 6pm
FAIR OAKS PARK**



FREE Admission & General Parking



Motherlode
12:30p-3:00p



Island of Black and White
3:30p-6:00p

**Pancake Breakfast
Beer & Wine Garden
Cornhole Tournament
Kid's Park | Vendors
Cluck n' Crow Contest**

Sponsored by:



FAIR OAKS ARBORIST
Title Sponsor

 **SMUD** 

 **Community West Bank**

 **Elliott Homes**
A Tradition of Quality since 1914

 **Raley's**

 **SACRAMENTO
CREDIT UNION**

Presented
by:



@fochickenfest



forpd.org/chickenfest

fochickenfest



September 16, 2024
Staff Report Briefing Materials
AGENDA ITEM VIII.2
Regional Water Authority (RWA)



REGIONAL WATER AUTHORITY
MEETING OF THE BOARD OF DIRECTORS

Thursday, September 12, 2024 at 9:00 a.m.

**Fair Oaks Water District
10326 Fair Oaks Blvd
Fair Oaks, CA 95628
(916) 967-7692**

IMPORTANT NOTICE REGARDING VIRTUAL PUBLIC PARTICIPATION:

The Regional Water Authority currently provides in person as well as virtual public participation via the Zoom link below until further notice. The public shall have the opportunity to directly address the Board on any item of interest before or during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker.

Join Zoom Meeting
<https://us06web.zoom.us/j/89073814270>

Meeting ID: 890 7381 4270

Dial by your location
+1 669 444 9171 US or +1 669 900 6833 US (San Jose)

If we experience technical difficulties and the Zoom link drops and you are no longer able to connect to the Board meeting, please dial 1-877-654-0338 – Guest Code 198

Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the Authority's Administrative Office at the address listed above.

In compliance with the Americans with Disabilities Act, if you have a disability and need a disability related modification or accommodation to participate in this meeting, please contact the Executive Director of the Authority at (916) 967-7692. Requests must be made as early as possible, and at least one full business day before the start of the meeting. The Board of Directors may consider any agenda item at any time during the meeting.

AGENDA

- 1. CALL TO ORDER AND ROLL CALL**
- 2. PUBLIC COMMENT:** Members of the public who wish to address the Board may do so at this time. Please keep your comments to less than three minutes.
- 3. CONSENT CALENDAR:** All items listed under the Consent Calendar are considered and acted upon by one motion. Board Members may request an item be removed for separate consideration.

3.1 Approve the draft meeting minutes of July 11, 2024, RWA Board Meeting

3.2 Approve Annual Review of Investment Policy 500.2 and California Employers' Retiree Benefit Trust (CERBT) Asset Allocation Strategy

Recommended Action: Approve Consent Calendar items as presented

- 4. NEW MEMBERS**

Presenter: Jim Peifer, Executive Director

Action: Approve the admission of CDM Smith as an Affiliate member

- 5. PROPOSITION 4**

Presenter: Jim Peifer, Executive Director

Action: Adopt Resolution 2024-06 RWA Supporting Proposition 4

- 6. INFORMATION: CYBER SECURITY**

Presenter: Jim Peifer, Executive Director and FBI SSA Heriberto Cadena

- 7. INFORMATION: WATER USE REGULATIONS UPDATE**

Presenter: Amy Talbot, Water Efficiency Program Manager

- 8. INFORMATION: WATERSHED RESILIENCE PILOT PROJECT**

Presenters: Ryan Ojakian, Manager of Government Relations

- 9. INFORMATION: LEGISLATIVE AND REGULATORY UPDATE**

Presenter: Ryan Ojakian, Manager of Government Relations

- 10. EXECUTIVE DIRECTOR'S REPORT**

- 11. DIRECTORS' COMMENTS**

ADJOURNMENT

Next RWA Board of Director's Meeting:

November 14, 2024, 9:00 a.m. location to The Sacramento Association of Realtors, 2003 Howe Avenue, Sacramento, CA 95825. The location is subject to change.

Next RWA Executive Committee Meeting:

September 24, 2024, 1:30 p.m. at the RWA Office, 2295 Gateway Oaks, Suite 100 Sacramento, CA 95833.

Notification will be emailed when the RWA electronic packet is complete and posted on the RWA website at: <https://www.rwah2o.org/meetings/board-meetings/>.

Posted on September 5, 2024

Ashley Flores
Ashley Flores, CMC
Clerk of the Board



September 16, 2024
Staff Report Briefing Materials
AGENDA ITEM VIII.3
Sacramento Water Forum

SACRAMENTO WATER FORUM

Annual Review of Business Strategy (FY 2023-24)

DRAFT



AUGUST 2024



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20 Water Forum 2.0 Participating Organizations

► **THE WATER FORUM** is a diverse group of business leaders, community organizations, environmentalists, water managers, and local governments that have been working together for the past 25+ years to resolve conflicts and implement a collaborative vision for protecting the region's water supply and economic health while enhancing the lower American River (LAR).

► **THE WATER FORUM COEQUAL OBJECTIVES** Provide a reliable and safe water supply for the region's economic health and planned development through to the year 2030; and Preserve the lower American River's fishery, wildlife, recreational, and aesthetic values.

Dear Members,

It's easy to lose sight of the challenges faced in negotiating the original Water Forum Agreement over 20 years ago. The years of conflict that led to the negotiations, the countless hours of discussions, and the hard-won compromises were all necessary to achieve the successes we have experienced over the past two decades. As the Water Forum, we have navigated historic

droughts, maintained water supply reliability, supported economic growth, and guided environmental stewardship of our beautiful river. Without your hard work, we wouldn't have the Regional Water Authority, the Freeport Water Intake, or 10 habitat enhancement sites on the LAR. Without the Water Forum, we wouldn't have the trusted relationships, the network of agencies and organizations, and the collaboration that drives our collective success.

This year's annual report highlights the extensive range of work we are doing in addition to renegotiating the Water Forum Agreement. Thanks to our partnerships with state and federal agencies, we are achieving a milestone this fall: five years of steady implementation of habitat projects (over \$14 million in work) with the completion of the River Bend project. In addition, this work is raising awareness of the Water Forum through new educational signage, door-to-door outreach, and earned media coverage.

As we approach the final stages of the Water Forum 2.0 negotiations, let's not forget the fundamentals. "The Water Forum Way" has long been the basis for our interactions. It is a shorthand phrase to remind us of our commitment to a mutual gains approach of interest-based negotiation—or as one member paraphrased from the Rolling Stones, "we all can't get what we want, but we can all get what we need." It is through this process of compromise that we can identify durable approaches to addressing the needs of the region.

The challenges we face in the current climate are rapidly changing—in many ways faster than our ability to adapt to the political, regulatory, and infrastructure systems that we have in place. I remain optimistic and look forward to another year of working with you to build on the Water Forum's successes and continue to shape a future for the Sacramento region, where water supply reliability, economic vitality, and environmental stewardship go hand in hand.

Warm regards,



Jessica Law, Executive Director
August 2024



WATER FORUM 2.0 PROCESS MAKES PROGRESS TOWARDS DRAFT AGREEMENT

This year marks a pivotal moment as Water Forum members work to present a draft agreement to their respective boards and governing bodies. We have a lot of momentum going into the last phase of the agreement, as well as financial support. In 2023 water purveyors collectively invested over \$1 million to complete the agreement, allowing the Water Forum to stay on track. This substantial financial commitment underscores the importance of the Water Forum 2.0 Agreement to our region and demonstrates a strong belief in the value of this collaborative effort.

Why the Water Forum Agreement?

- Assesses threats to water supply and river health due to climate change
- Maintains interest-based, collaborative venue
- Strengthens emphasis on the lower American River
- Elevates conjunctive use for regional water supply reliability
- Addresses human dimensions of natural resource management
- Integrates use of best-available science to support decision making

Over the past year, frequent working group and caucus meetings have been instrumental in navigating the complexities of the agreement negotiations, and have fostered a shared understanding and commitment to our mission. One of the most significant achievements this year has been the high level of agreement reached on the guiding principles and program elements for key program areas. This consensus has provided a solid foundation for drafting the Water Forum 2.0 Agreement.

We also initiated outreach efforts to engage local elected leaders and community leaders regarding the Water Forum 2.0 Agreement. This initiative is designed to build broad support for the new agreement and secure funding to support our work moving forward.

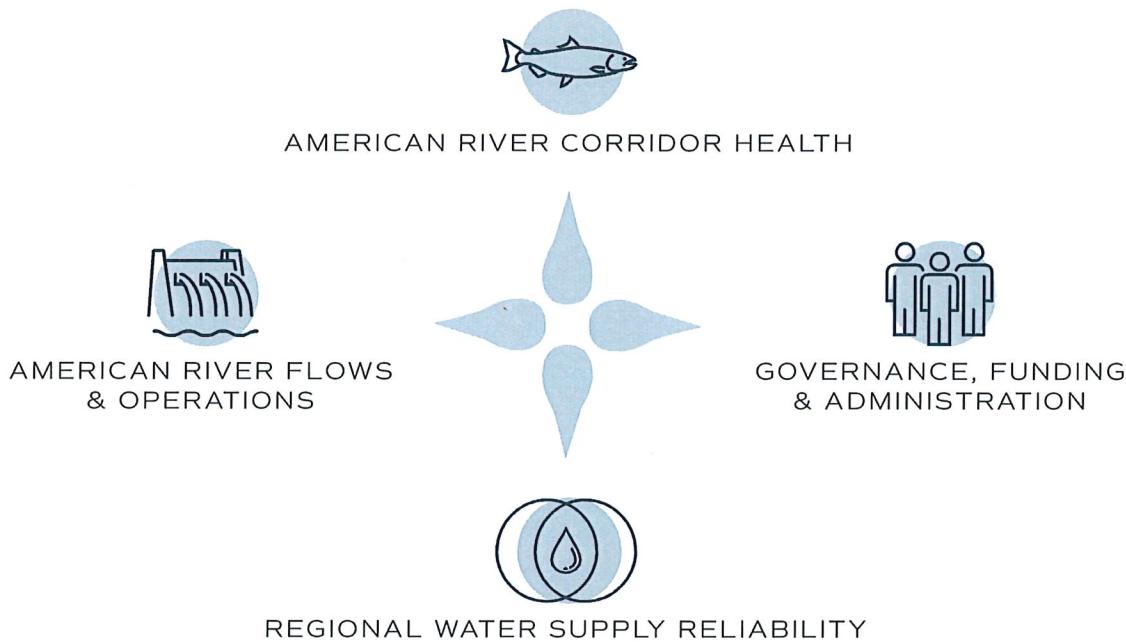
In just a few months we will begin the work of integrating draft language for American River Corridor Health, American River Flows and Operations, Regional Water Supply Sustainability, and Governance, Funding, and Administration sections that have been developed by working group members. The target is to present the final agreement for signatures by March - June 2025.

What to Expect in the Integrated Document

Looking ahead, the integrated draft Water Forum 2.0 Agreement will include:

- **Coequal Objectives:** The agreement will reaffirm the long-standing mission and vision of the Water Forum, emphasizing our dual commitment to water supply reliability and environmental stewardship.
- **Guiding Principles:** These foundational guidelines will drive the actions of the Water Forum and its members, helping to ensure that our efforts remain aligned with our core values and objectives.
- **Program Elements:** The agreement will be organized into four main elements, defining our roles and responsibilities, and specific program areas within American River Corridor Health, American River Flows and Operations, Regional Water Supply Sustainability, and Governance, Funding, and Administration.

- **Metrics:** Key areas for monitoring and assessment will be identified to provide a framework for evaluation, helping to ensure that our initiatives are effective and impactful.
- **Supported Projects:** A list of regional initiatives and projects broadly supported by the Water Forum, highlighting our collective efforts to enhance water supply reliability and environmental stewardship.
- **Funding Commitments:** Information on the long-term financial support for the Water Forum, helping to ensure sustained progress and stability.
- **Purveyor Specific Agreements:** The agreement will include revised Purveyor Specific Agreements, a hallmark of the original agreement. These agreements, along with other implementing agreements, will identify how Water Forum members and other partners will work together on Water Forum 2.0 initiatives, detailing the specific commitments and responsibilities of participating entities.



Commitment to The Water Forum Way

The Water Forum Way sets mutual obligations that guide member engagements. Water Forum members, including staff and consultants, commit to practicing the Water Forum Way and holding each other accountable for adhering to the following:

- Mutual gains approach and effort to seek consensus
- Open-minded, respectful, interest-based
- Seeks balance across coequal objectives
- Understands processes and players
- Accommodates differences and interests
- Enables diverse groups to have a voice and representation

EXISTING PROGRAM AREAS

1.1 HABITAT ENHANCEMENT

The Water Forum has made significant progress in achieving and, in many areas, completing the priorities outlined in the Business Strategy released in January 2022. This second annual report of the Business Strategy highlights progress for the period July 2023 to July 2024.

Grant Funding: Enhancing Salmonid Habitats on the American River

The Water Forum submitted two grant funding applications to support the habitat enhancement program. Below are the details of two significant efforts submitted in 2024:

- **Central Valley Project Improvement Act (CVPIA) Notice of Funding Opportunity (March 2024):** The Water Forum requested \$10 million in federal funds, with an additional \$250,000 in matching funds through Program Manager staff time for Federal FY 2025-2029. There would be no cash cost share required from the Water Forum. This project, titled "Maintenance and Habitat Effectiveness Monitoring of Salmonid Habitat Program Restoration Sites on the American River," aims to leverage previous habitat construction, programmatic regulatory compliance, and ongoing monitoring to maintain and optimize effectiveness for up to 21.6 acres of previously enhanced spawning habitat and 8.5 acres of rearing habitat constructed since 2018.
- **USBR WaterSMART Aquatic Ecosystem Restoration Projects (January 2024):** The Water Forum requested \$1 million to advance conceptual rearing habitat sites to a "shovel-ready" condition. This grant would fund physical and biological baseline data collection, hydraulic analysis, stakeholder engagement, cost estimation, and a 60% level of design preparation for up to 12 rearing sites. The planned projects would eventually expand juvenile salmonid rearing habitats, primarily between River Mile 13 and the Sacramento River confluence, and completing initial data collection, outreach, and design/feasibility will enhance the attractiveness of these projects for future implementation grant funding. Once implemented, these project sites will fulfill a significant portion of the rearing habitat commitment under the Agreements to Support Healthy Rivers and Landscapes (formerly Voluntary Agreements) proposed for the LAR. The outcome is expected in fall 2024.



Supporting local river educational programs:

The Water Forum sponsored several new nesting boxes in partnership with Soil Born Farms. These boxes provide crucial places for native birds to lay their eggs and opportunities for humans to monitor and enjoy our winged neighbors. They are located close to the American River Parkway bike trail in Rancho Cordova, near the Cordova Creek bridge.

Photo credit: Shawn Harrison, Soil Born Farms

The Water Forum's 2023 Habitat Project at Upper River Bend

In 2023, the Water Forum completed a significant habitat enhancement project at Upper River Bend, located near Ancil Hoffman Park on the American River. This initiative aimed to improve habitats for native fall-run Chinook salmon and steelhead trout.

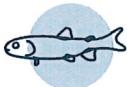
The project provided:



Nearly 5 acres of spawning habitat for adult salmon and steelhead to create redds (underwater depressions or “nests”), constructed by placing 30,000 cubic yards of clean gravel into the flowing river.



Nearly 6 acres of rearing habitat for young fish to hide from predators, find food, and grow, created by carving a 2,000-foot side channel into the existing gravel bar and shaping 3.7 acres of seasonal channel margin habitat.



Hiding and resting places for young fish by placing about 60 large woody tree structures into the side channel.



Over 3 acres of enhanced riparian landscape by planting 6,600 willow cuttings, seeds for native wildflowers and grasses, and 1,600 plugs of Santa Barbara sedge. These plants are vital both ecologically and culturally, as they are significant to California's indigenous peoples.

The \$3.6 million project concluded in October 2023, and within weeks, giant Chinook salmon were observed spawning in the newly created gravel beds beside Ancil Hoffman Park. The site has also been heavily utilized by rearing juveniles during the spring 2024 monitoring season.

LOCAL NEWS THAT MATTERS

FOX 40 NEWS

SAFON HABITAT PROJECT UNDERWAY

Media coverage highlights: story by Fox 40

Carmichael Times

VOLUME 45 • ISSUE 1 Serving Carmichael & Sacramento County since 1981 JANUARY 5, 2024

SEE INSIDE

PRICE OF GAS PROJECTED TO SEE YEARLY DECLINE PAGE 11

HERE TO HELP WITH YOUR RESOLUTIONS

2024 Goals:

New Salmon Successes

Evictions on the Rise

By Jeanne Kuang CALMatters.org

Eviction cases started across California in the first half of 2023, up 10% from the same period of 2022. A statewide moratorium imposed by California's attorney general ended in December.

The elevated numbers are in part linked to pre-pandemic levels — show a significant portion of the state's population at risk of losing their homes, despite the state's rollout of a renter relief program during the pandemic and a yearlong moratorium on evictions. In certain cases that many landlords have accepted their businesses are vacant.

A nationwide study published in August found increases in eviction filings are associated with slight spikes in the populations of homeless people living in shelters.

Carmichael's historic water tower in a location near a newly established salmon nesting habitat near Ancil Hoffman Park. Back-gate Marlene Vukovich and Jim Ziener drop markers prior to measuring underwater nests.

Feature in the Carmichael Times
by Susan Maxwell Skinner

Interpretive Signage Illustrates the Water Forum's Habitat Projects

The Water Forum installed several interpretive signs and exhibits to educate the public about their vital habitat enhancement projects and the extraordinary journeys of native salmon and steelhead.

- **The 2021 Habitat Enhancement Project and Tribute to Jonas Minton:** A new interpretive sign was installed along the Main Trail at the Effie Yeaw Nature Center in Ancil Hoffman Park, Carmichael. This sign details the Water Forum's 2021 Habitat Project and honors the late Jonas Minton, a visionary leader of the Water Forum. The tribute portion of the sign was generously donated by the Minton family.
- **"Salmon Highway" Exhibit at Effie Yeaw Nature Center:** Visitors to the Effie Yeaw Nature Center can explore the wonders of the "Salmon Highway" through a new museum exhibit. This display showcases the Water Forum's 2021 Habitat Project and provides insights into the remarkable lives of native salmon and steelhead, illustrating their journeys through the Delta and Sacramento River to their spawning grounds in the LAR.
- **Permanent Signage at Lower Sailor Bar and Upper River Bend:** The Water Forum installed permanent signage for habitat projects at Lower Sailor Bar and Upper River Bend in Ancil Hoffman Park. These signs, required by the Prop 68 grant, briefly explain the work accomplished, recognize project partners, and provide links to information in six languages for broad accessibility.



Lower American River Task Force: Honoring the past, re-envisioning the future.

In 2024, the Lower American River Task Force (LARTF) celebrated 30 years of collaborative efforts. Established to address erosion and flood risk along this nationally recognized Wild and Scenic River, the group collaborates with federal, state, and local agencies, environmental organizations, and community stakeholders. Their efforts address sustainable flood control measures and urban development while preserving the river's ecological integrity and recreational value, marking a pivotal contribution amidst the challenge of climate change. The Water Forum is working closely with the Sacramento Area Flood Control Agency (SAFCA) and LARTF members to re-envision the role of LARTF in the context of the Water Forum 2.0 Agreement process, specifically related to River Corridor Health and implementing agreements with SAFCA and County Parks.

Table 1.1 Habitat Enhancement	Status
Near-Term Priority Actions (FY 2022-2024)	July 2024
a. Finalize 5-year LAR Salmonid Habitat Enhancement Program funding, design, analysis, and implementation strategy (grant funded)	Completed
b. Develop LAR habitat maintenance and monitoring plan (grant funded)	Completed
c. Cordova Creek Phase 1, and Phase 2: <ul style="list-style-type: none"> • Continue with local partners to support Phase 1 maintenance. • Prepare California Environmental Quality Act (CEQA) to prep for Wildlife Conservation Board (WCB) eligibility for Cordova Creek Phase 2 Final design and construction grant funding • Pursue WCB grant funding to complete design and construct Phase 2 Cordova Creek • Continue to engage with stakeholders to ensure project support; partner with parkway advocates (Soil Born, California Native Plant Society (CNPS), Save the American River Association, etc.) 	Active
d. Engage with State and Federal agencies on implementation of LAR Salmonid Habitat Enhancement Program consistent with Statewide Voluntary Agreement early implementation actions (grant funded)	Active
e. Finalize publications highlighting LAR Salmonid Habitat Enhancement Program work over past 10 years (partially grant funded) (see Science & Monitoring)	Completed
f. Seek grant funding for assessing the feasibility of rearing site enhancement projects as identified in Rearing Review Report (August 2020)	Active
Ongoing Annual Actions	
g. Construct phases of LAR Salmonid Habitat Program each year (grant funded)	Completed project at Upper River Bend
h. Implement outreach and communications strategy for LAR Salmonid Habitat Enhancement Program and other habitat enhancement projects (partially grant funded)	Completed for Upper River Bend
i. Work with public water agencies (PWAs) and State and Federal agencies to track progress of Water Forum efforts regarding other programs (30x30; Statewide Agreements to Support Healthy Rivers and Landscapes, Cutting Green Tape, etc.) or requirements	Active
j. Continue to co-convene the Lower American River Task Force (LARTF) with SAFCA	Active
k. Coordinate with Regional Parks on Natural Resources Management Planning (NRMP) implementation and monitoring through TAC participation	Active
As Time Allows	
l. Seek grant funding for assessing the feasibility of creek enhancement projects (e.g., Buffalo Creek, Carmichael Creek, etc.)	On Hold
m. Support local river education programs at Effie Yeaw Nature Center, Sacramento Valley Conservancy, Soil Born Farms, and CNPS	Active

1.2 FLOWS AND OPERATIONS

Cross-Caucus Meetings—LAR Conditions and Folsom Reservoir Operations

The Water Forum organized weekly meetings throughout the year to update members on current conditions along the LAR and the operational status of Folsom Reservoir. During these sessions, Water Forum staff and consultants provided the most recent data on river flows, water temperatures, reservoir storage levels, and snowpack accumulation, along with information from the Bureau of Reclamation (Reclamation) on the forecasted inflows and releases. Information focused on the American River, and also included data from other areas in the state relevant for Central Valley Project operations. The meetings allowed time for members to digest the information, ask questions, and consider, and potentially recommend, strategies to best support the coequal objectives.

American River Group Meetings

The Water Forum was actively engaged in the American River Group (ARG), a monthly forum where stakeholders discuss crucial updates on reservoir inflows, operations, river conditions, and fisheries status along the LAR. Reclamation established the ARG in 1996 as a working group to coordinate fishery and operational requirements for the LAR. Reclamation is the lead coordinator, bringing together those with either a legislated or resources-specific interest in the operation of Folsom Dam and Reservoir and the LAR. Formal members include Reclamation, the Water Forum, and agencies with public trust responsibilities for LAR fisheries, including the U.S. Fish and Wildlife Service (USFWS), National Oceanic and Atmospheric Association (NOAA) Fisheries, and California Department of Fish and Wildlife (CDFW). Members of the public and other agencies may attend and comment on ARG matters. Reclamation considers ARG insights when making decisions on temperature and flow management critical for sustaining LAR fish resources. The Water Forum actively contributed to developing the 2023 Annual Temperature Management Plan, providing modeling results crucial for optimizing summer and fall temperature controls.

Collaboration on Bay-Delta Plan Update: Guiding Technical Accuracy

The Water Forum collaborated with the Regional Water Authority (RWA) to review the extensive 6,000+ page Draft Staff Report/Substitute Environmental Document for the Bay-Delta Plan update issued by the State Water Resources Control Board (State Water Board). Water Forum staff led discussions regarding data utilized in the Draft Staff Report and advocated for an appropriate representation of conditions on the LAR with State Water Board staff. This document evaluated alternatives for unimpaired flows and Agreements to Support Healthy Rivers and Landscapes. Although the Water Forum did not formally submit comments, it worked closely with the RWA team to ensure the technical accuracy of information related to the habitat management program and flow management standard.

Advocacy at Key Conferences

The Water Forum represented member interests concerning Folsom operations and American River flows at the Mid-Pacific Region Water Users Conference in Reno, Nevada. Post-conference, the team briefed Reclamation staff on Water Forum 2.0 and the Reclamation Memorandum of Understanding (MOU). In November 2023, the team also actively engaged at the Association of California Water Agencies (ACWA) conference, furthering their engagement in critical water management issues.

Watershed Resilience Planning

The Water Forum is actively engaged in the RWA's Watershed Resilience Steering Committee meetings. Recently, RWA secured a \$2 million Watershed Resilience grant from the California Department of Water Resources (DWR) to unite regional partners in assessing local climate variability and risks, and to develop strategies for adapting to climate change and weather variability. This grant initiative includes a dedicated Watershed Resilience Steering Committee tasked with shaping a comprehensive work plan. Comprising 10 members representing diverse stakeholders across the supershed, including environmental organizations and the Water Forum, this committee will play a pivotal role in guiding the effective implementation of the grant program.

Table 1.2 Flows and Operations	Status
Near-Term Priority Actions (FY 2022-2024)	July 2024
a. Publish consolidated 2017 Modified FMS report b. Continue to work with Reclamation to implement the existing MOU and refine as needed c. Engage with Reclamation and other key agencies or stakeholders in the re-initiation of consultation on the Biological Opinion (BiOp) to ensure that the FMS standard continues to be productive and protective of the river d. Engage in the ARG stakeholder discussions while working towards clarifying roles and responsibilities related to WF's expertise e. Publish updated Modified FMS documentation following completion of the pending BiOp process (2022-2023)	On Hold Active Active Active On Hold
Ongoing Annual Actions	
f. Continue Modified FMS monitoring/updates/adjustments g. Work with PWAs and State and Federal agencies, WF and other stakeholders to review assumptions on Modified FMS, environmental flows, and operations regarding other programs (Statewide Agreements to Support Healthy Rivers and Landscapes, Water Portfolio, etc.) or requirements h. Engage WF members; and provide technical assistance to State and Federal agencies throughout the year on temperature planning, pulse flow operations, power bypass and storage targets i. Coordinate with Reclamation and fisheries agencies on FMS implementation	On Hold Active Active Active
As Time Allows	
j. Track environmental reviews for major projects that could impact the coequal objectives to determine whether further engagement is warranted k. Pursue adoption of FMS by State Water Board	Active On Hold

1.3 SCIENCE AND MONITORING

Planning for Successful Adaptive Management and LAR Stewardship: Finalizing a Long-Term Physical Habitat Monitoring and Maintenance Plan

The Water Forum has developed its inaugural Gravel Maintenance and Monitoring Plan (Plan) in collaboration with cbec eco engineering. This comprehensive plan includes a three-tier monitoring protocol that assesses various parameters on actionable timeframes. Annual completion of this monitoring is mandated by regulatory permits and responds to stakeholder requests for detailed plans on habitat site maintenance.

Monitoring activities encompass stakeholder engagement, spatial and photographic analysis, field inspections, and integration with fisheries surveys to evaluate habitat functionality and provide safe passage for recreational and public safety vessels. Additionally, the Plan mandates a comprehensive assessment of the river corridor's physical habitat evolution every five years to document long-term geomorphic changes within the American River Parkway. These changes result from erosion, deposition, operational decisions, and human impacts.

The synergy between different habitat types—such as spawning and rearing areas—is deliberately maintained through the Plan's protocols. For instance, gravel maintenance in spawning areas indirectly benefits adjacent rearing areas by influencing water surface elevation and flow dynamics. This integrated approach underscores the importance of sustaining habitat projects to meet ecological needs while balancing recreational and safety requirements on the river.

Utilizing Best Available Science for 2024 Long-Term River Corridor Evolution Monitoring

To fulfill the Water Forum's Tier 3 Corridor Evolution Monitoring commitment, the Water Forum completed data collection and is analyzing geomorphic changes in the LAR that have occurred since 2017/2018. This effort included acquiring topobathymetric LiDAR data in December 2023 and conducting multi-beam SONAR surveys in spring 2024. Ongoing analysis involves updating a Digital Elevation Model, detecting topographic changes compared to previous data, and enhancing the Program's 2D hydraulic model by fall 2024 to confirm our actions do not increase flood risk. Beyond regulatory compliance, this analysis informs our understanding of how habitat projects have been affected by the previous five years of operational decisions and how project construction has affected the LAR. The updated models will also support future habitat planning, design, and quantification efforts.

Leveraging Water Quality Data to Inform LAR Real-Time Operations and Benefit the Fishery

During the 2021 drought, a Water Forum-funded study highlighted concerning in-river conditions and the need to monitor and potentially manage additional parameters like dissolved oxygen (DO) beyond temperature. Following a year-long pilot study showing persistent low DO levels below Nimbus Dam and at Watt Avenue, the Water Forum led ongoing DO monitoring with Cramer Fish Sciences.

This effort informed our understanding of diurnal and seasonal dissolved oxygen patterns and directly contributed to a positive change in river operations during the 2023 fall-run Chinook spawning season.

At the October 2023 ARG meeting, concerns raised by CDFW about DO levels during early Chinook spawning prompted swift action. Using pilot study data, the team immediately informed ARG discussions and quickly deployed additional monitoring below Folsom Dam to assess planned power bypass impacts on DO. Rapid analysis allowed them to offer a scientifically defensible, data-centered recommendation to ARG that Reclamation modify operations by bypassing power at Nimbus Dam and spilling at multiple gates to aerate the water and increase DO concentrations far along the river continuum.

Beyond fisheries, DO levels reflect overall river health influenced by factors like algae. Continuous monitoring under the Habitat and Science Program supports fall 2024 operations and long-term trends. The Water Forum's real-time, data-driven collaboration with Reclamation, CDFW, and stakeholders protects LAR ecosystem health and sustainable fisheries practices.

Unlocking the Secrets of Chinook Salmon Success in the American River

As part of its broader evaluation of habitat enhancement effectiveness and to guide adaptive management and planning, the Water Forum collaborated with Cramer Fish Sciences on a scientific paper titled "Applying Parentage Methods to Detect Gravel Augmentation Effects on Juvenile Chinook Salmon Recruitment Rates."

This study, authored by Cramer Fish Sciences, highlights significant results for the Water Forum's habitat program by shedding light on how genetic samples from spawning adults and juveniles can be used to measure changes in reproductive success. The Water Forum organized multiple briefings on the results of this study to key State and Federal agency staff, the ARG, and parties to the Healthy Rivers and Landscapes program.

The study demonstrates that analyzing genetic samples from fall-spawned female adult fish and matching them with samples from juveniles at the Watt Avenue rotary screw trap in spring allows for assessing juvenile production in the LAR. This method is particularly effective in rivers with smaller adult populations, like the LAR, where sampling more adults enhances the accuracy of estimating spawning success and juvenile production rates.

Traditionally, juvenile production estimates relied solely on adult abundance, assuming equal contribution from all spawning adults. However, this study shows that habitat-enhanced project sites on the LAR result in higher offspring production per successful spawner compared to non-enhanced sites.

This groundbreaking study, the first of its kind in California, not only supports the current strategy for habitat enhancement projects but also directly addresses hypotheses in the Science Program for Healthy Rivers and Landscapes regarding natural juvenile production associated with the Water Forum's initiatives on the LAR.

Advancing Fishery Science: Presentation at American Fisheries Society Meeting

The Water Forum presented its ongoing efforts to monitor the long-term effectiveness of and adapt management strategies on the American River, highlighting their integration with the habitat program and FMS components of the Agreements to Support Healthy Rivers and Landscapes Science Program.

Water Forum's Habitat and Science Program Manager, Erica Bishop, presented on "Long-term Effectiveness Monitoring and Adaptive Management on the American River and Integration with the VA Science Program," at the California-Nevada Chapter American Fisheries Society 58th Biennial Meeting.

A key outcome highlighted was the long-term monitoring results on the LAR, showing Water Forum projects significantly contribute to naturally spawning salmonid populations. Allowing for inter-annual variability based on water year type, program sites support 30-56% of in-river Chinook and steelhead spawning annually, accounting for inter-annual variability.

The presentation was part of a habitat and flow actions session for native species, featuring presentations from tributaries involved in the Agreements to Support Healthy Rivers. The session concluded with a panel discussion and Q&A, where presenters discussed the Science Committee's value and efforts to enhance conditions for native species.

Regional and Statewide Collaboration to Improve Outcomes for Native Salmonids

Agreements for Healthy Rivers and Landscapes Science Committee

The Water Forum is helping to provide a regional voice and expertise as a member of the Science Committee for the Agreements for Healthy Rivers and Landscapes program.

The program requires rigorous application of the best available science in planning, implementing, evaluating, and monitoring habitat projects that will be fulfilling commitments and testing Science Plan hypotheses under the program. Flow and habitat measures must meet strict criteria for timing, suitability, and effectiveness to earn "credit" for actions and the program. Prior to implementation, habitat projects must undergo third-party design reviews and as-built condition assessments, creating a continuous feedback loop aimed at achieving optimal outcomes informed by vetted scientific information and tributary-developed data.

The Water Forum's involvement on the Committee spans multi-tributary coordination, design review, habitat accounting, monitoring, discussions with the State Water Board, and reporting/tracking. The Water Forum also oversees the planning, implementation, and monitoring of habitat measures linked to LAR commitments under the program, coordinating closely with the RWA (the American River's representative in the program).

Central Valley Program Improvement Act, Science Integration Team (CVPIA SIT)

Reclamation and USFWS established the Science Integration Team (SIT) to utilize the Structured Decision Making (SDM) process. This framework prioritizes actions for Chinook salmon, steelhead, and sturgeon under the CVPIA Near-Term Restoration Strategy Guidance and Requirements. The Water Forum contributes to the SIT, providing insights into LAR habitat, science efforts, and operational impacts. Their contributions help refine the SDM process with the latest scientific findings and lessons learned from Water Forum projects and monitoring efforts.



Table 1.3 Science and Monitoring		Status
Near-Term Priority Actions (FY 2022-2024)		July 2024
a. Develop “Year on the River” calendar of monitoring and scientific information to support decision-making		Completed
b. Review monitoring information from past projects to determine their efficacy and improve future projects through adaptive management. Develop restoration effectiveness 15-year review publication		Active
c. Conduct DO monitoring at existing temperature compliance points (continuous) and below Folsom Dam (seasonal)		Active
d. Conduct eDNA or other short-term studies (drought monitoring, etc.) to inform management decisions based on river health		Completed
e. Conduct LAR-wide topographic change analysis [LiDAR and 2D DEM/model update] (with CVPIA-USBR/USFWS grant funds)		Active
f. Complete restoration value study/presentation for LAR		On Hold
g. Conduct required pre/post-project monitoring of sites implemented in 2022 and 2023 with Prop 68 grant funds		Completed
h. Complete juvenile salmonid life history/flow management evaluations (otolith), mark-recapture (genetics, restoration effectiveness), Enhanced Spawning Habitat and Evaluation (ESHE) juvenile habitat model, and peer-reviewed publications (with CVPIA-USFWS grant funds)		Active
Ongoing Annual Actions		
i. Publish WF-relevant fisheries and riverine ecosystem data in a central data repository (EDI platform)		Active
j. Publish WF scientific findings in peer-reviewed journals		Active
k. Present WF scientific findings at conferences		Active
l. Seek funding and support from State and Federal agencies to implement a robust science program		Active
m. Work with PWAs and State and Federal agencies, WF and other stakeholders to participate in regional or statewide monitoring, modeling, and adaptive management efforts (e.g., CVPIA Science Integration Team, Salmon Recovery Partnerships, Statewide Agreements to Support Healthy Rivers and Landscapes) or other requirements		Active
As Time Allows		
n. Seek funding to support a historical landscape ecology study of the LAR		On Hold

1.4 COMMUNICATIONS

Showcasing Habitat Projects: Engaging with Agencies and Community Leaders

The Water Forum team shared insights into the 2023 Habitat Project with several important groups through targeted tours:

- **U.S. Army Corps of Engineers Waters and Watershed Class Tour:** This annual habitat tour fosters the Water Forum's ongoing partnership with agencies responsible for regulatory oversight and permitting jurisdiction over habitat work.
- **NOAA West Coast Regional Administrator Jennifer Quan** and other NOAA staff members visited the recently constructed Upper River Bend habitat site as part of an RWA tour aimed at showcasing the region's "supersheds" approach to water reliability and environmental stewardship.
- **Wildlife Conservation Board (WCB) Lower American River Conservancy Program Advisory Committee Tour:** For the third year in a row, the WCB asked Water Forum staff to speak on their tour to educate committee members, WCB staff, and the public on the current conditions of the Parkway and introduce potential and current community investment sites. The Nimbus Basin habitat site is a great spot to view spawning salmon.
- **State leaders from the Department of Conservation, Department of Water Resources, and WCB** to discuss enhancing climate resilience at the watershed level and strengthen collaboration across disciplines and agencies.



Highlighting Water Forum Members and Partnerships

The Water Forum introduced a fresh focus on highlighting the contributions of its members and partners during its monthly blog series. Among the featured topics were the Folsom "Water Vision" Project, which delves into the city's initiative to shape a 50-year plan to secure its water supply and address climate change; the LARTF, exploring collaborative efforts in preserving and enhancing this critical waterway; and the American River Parkway Foundation, celebrating its impactful work in stewarding and conserving resources along the American River.

Water Forum Included in DWR Video on Groundwater Recharge

The Water Forum took part in a video produced by the Department of Water Resources (DWR), spotlighting groundwater recharge in the Sacramento region. The video highlights the region's distinctive approach to recharge and emphasizes the potential of the Sacramento Regional Water Bank to benefit the LAR, especially during dry years and prolonged droughts.

Advancing Collaboration

The Water Forum played a proactive role in fostering collaboration along the American River and Parkway. The Water Forum contributed to the American River Parkway Foundation's (ARPF) Program Committee; furthermore, the Water Forum's Executive Director, Jessica Law, joined as a Board member in June 2024. Ms. Law was also nominated to join the Capitol Region Climate Readiness Collaborative (CRCRC) as a steering committee member. The Water Forum is actively engaged in the City of Folsom's "Water Vision" Project.

Table 1.4 Communications	Status
Near-Term Priority Actions (FY 2022-2024)	July 2024
a. Work with the Coordinating Committee to develop annual communications and stakeholder outreach strategy based on current issues and opportunities	Completed
b. Refresh the WF external website with new design and branding	Completed
c. Create a WF member-only web page to support facilitation of WF meetings and information exchange	Completed
d. Implement the WF Tracking and Oversight process as agreed by WF members in 2017	On Hold
e. Coordinate with regional Groundwater Sustainability Agencies (GSAs) to better understand the work that they are doing to implement the Groundwater Sustainability Plans (GSPs) (monitoring, action plans) and how it relates to the coequal objectives	Active, completed Plenary Meeting May 2024
Ongoing Annual Actions	
f. Advocate for the American River region with State and Federal agencies and other stakeholders	Active
g. Connect with and amplify organizations that are working on the LAR	Active
h. Promote the work of the WF with relevant stakeholders	Active
i. Continue to convene effective and engaging Plenary, Coordinating Committee, and Caucus meetings	Active
j. Provide facilitation support to WF signatories as appropriate and upon request	Active
k. Continue to provide “Learning and Engagement” sessions for WF members and the public to highlight key issues in the region, including but not limited to groundwater sustainability, water conservation, water management, water for economic and development needs, and river health	Completed L&E Session 1; Additional sessions On Hold
As Time Allows	
I. Complete “State of the River” report every five years	Active

1.5 ADMINISTRATION

Strengthening Operational Support: Introducing Emily Lee

The Water Forum formalized a partnership with the City of Sacramento Department of Utilities, enhancing administrative and financial services. This collaboration helps to ensure stability and oversight, facilitated by a new team member, Emily Lee. Serving as an Administrative Analyst, Emily focuses on financial and fiscal operations. Her responsibilities include managing budgets, accounts payable and receivable, contracts, Council reports, and grant financials, streamlining operations for efficiency.

Table 1.5 Administration	Status
Near-Term Priority Actions (FY 2022-2024)	July 2024
a. Review internal processes to ensure required fiscal tracking measures are in place	Completed
b. Pursue additional funding to support WF 2.0 process (i.e., WF members, external funding)	Completed
c. Review current funding structure to align with ongoing efforts such as the Statewide Agreements to Support Healthy Rivers and Landscapes	Active
Ongoing Annual Actions	
d. Prepare quarterly and annual reports of actual spending	Completed
e. Prepare budgets and approval by WF members and the Sacramento City Council, and Sacramento County Board of Supervisors	Completed
f. Prepare and execute contracts to conduct WF work	Completed
g. Prepare and submit required grant progress reports	Completed
h. Implement appropriate fiscal tracking measures	Completed
i. Work with the Coordinating Committee to review progress on near-term actions and annual priorities; Review annual progress reports and priorities with the WF plenary	Expected 2023
As Time Allows	
j. Work with Coordinating Committee to develop a 5-year financial forecast and budget estimate	Active

2023-24 Coordinating Committee

The Coordinating Committee includes two members from each caucus. Committee members meet monthly with the Executive Director to provide direction on Water Forum operations, including communications and implementation of the Business Strategy, and to approve the annual budget. In addition, the Coordinating Committee and the City of Sacramento City Manager or designee provide project oversight and approve an annual scope of work for the Water Forum 2.0 effort, including a schedule and budget, that supports established priorities.

Kerry Schmitz, Sacramento County

Anne Sanger, City of Sacramento

Tim Murphy, Sacramento Regional Builders Exchange

Jim Ray, North State Building Industry Association

Ron Stork, Friends of the River

Ted Rauh, Environmental Council of Sacramento

Gary Bardini, Sacramento Area Flood Control Agency

Alex Harold, SMUD



WATER
CAUCUS



BUSINESS
CAUCUS



ENVIRONMENTAL
CAUCUS



PUBLIC
CAUCUS



WATER FORUM 2.0 PARTICIPATING ORGANIZATIONS

Thank you to the organizations and their representatives that are devoting countless hours to participating in Water Forum 2.0 negotiations. The Water Forum would not be possible without the dedication of its members.

Business Caucus

- AKT Development*
- Associated General Contractors
- L3Harris (formerly Aerojet/Rocketdyne)
- North State Building Industry Association*
- Sacramento Association of Realtors*
- Sacramento Metropolitan Chamber of Commerce*
- Sacramento Regional Builders Exchange (SRBX)
- Green Acres Nursery & Supply

Environmental Caucus

- Environmental Council of Sacramento*
- Friends of the River*
- Save the American River Association*
- Sierra Club Mother Lode Chapter*

Public Caucus

- American River Flood Control District
- American River Parkway Foundation
- City of Rancho Cordova
- City of Sacramento*
- Effie Yeaw Nature Center
- League of Women Voters, Sacramento County *
- Placer County
- Sacramento Area Council of Governments
- Sacramento Area Flood Control Agency (SAFCA)

- Sacramento County*

- Sacramento Regional Parks
- Sacramento Valley Conservancy
- SMUD

Water Caucus

- California American Water*
- Carmichael Water District*
- Citrus Heights Water District*
- City of Folsom*
- City of Roseville*
- City of Sacramento*
- Del Paso Manor Water District*
- East Bay Municipal Utilities District
- El Dorado Irrigation District*
- El Dorado Water Agency*
- Elk Grove Water District*
- Fair Oaks Water District*
- Florin County Water District*
- Golden State Water Company / Arden-Cordova Water District*
- Orange Vale Water Company*
- Placer County Water Agency*
- Rancho Murieta Community Service District*
- Regional Water Authority*
- Rio Linda/Elverta Community Water District*
- Sacramento Suburban Water District*
- Sacramento County Water Agency*
- San Juan Water District*

* Denotes organization that was a signatory to the 2000 agreement.



September 16, 2024
Staff Report Briefing Materials
AGENDA ITEM X.1
Maintenance Work Report

FAIR OAKS WATER DISTRICT

GENERAL MANAGER'S REPORT TO BOARD OF DIRECTORS SEPTEMBER 16, 2024 REGULAR MEETING

SUBJECT: 2024 METERED WATER ANALYSIS

STATUS: Information Item

REPORT AS OF: August 31, 2024

Parcel Count - by water service connection status

Connected	Shared Meter Residential	Shared Meter Offices Commercial	Not Yet Connected Vacant	Total
13,689	474	72	356	14,591

Service Count - by service type

	Active	Disconnected			Total	
		Maintenance	Collection	No Meter	Meter	
Single Family	12,826	152	15	0	0	12,993
Multi Family	620	3	0	0	0	623
Commercial	293	11	1	0	0	305
Industrial	0	0	0	0	0	0
Institutional	90	9	0	2	0	97
Irrigation	223	32	4	0	0	259
Fire	99	2	0	101	0	0
		Subtotal		103	14,277	
Total	14,151	209	20			14,380

Service Count - by meter size

	1"	1.5"	2"	3"	4"	6"	8"	10"	Total
Metered	13,327	601	303	13	17	9	4	3	14,277
Not Metered	2	0	1	0	35	41	23	1	103

2024 Water Supply - units of production: acre-feet (AF)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
SW	237.54	291.39	368.35	485.21	832.29	1,155.76	1,359.83	1,232.23					5,962.60
GW	109.87	31.73	30.87	39.83	80.53	94.19	120.91	137.12					645.05
CWD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00
Total	347.41	323.12	399.22	525.04	912.82	1,249.95	1,480.74	1,369.35	0.00	0.00	0.00	0.00	6,607.65

Groundwater Supply - percentage (%)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2024	32%	10%	8%	8%	9%	8%	8%	10%					10%

Drought Reduction By Volume - acre-feet (AF)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2024	347.41	323.12	399.22	525.04	912.82	1,249.95	1,480.74	1,369.35					6,607.65
2013	401.21	428.28	661.68	839.24	1,340.13	1,495.23	1,741.64	1,631.80					8,539.21
%	13.41	24.55	39.67	37.44	31.89	16.40	14.98	16.08					22.62

Residential Water Use - residential gallons per-capita per day (R-GCPD)¹

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average
2024	76	75	87	118	199	281	322	298					182

¹ Based on population of 36,226 and 75% of Water Supply used for Residential



**FAIR OAKS
WATER DISTRICT**

Monthly Maintenance Work Report

Date	Address	Type	
AMR Replacements	Monthly Total	67	AMR / R900i #
8/1/2024	5212 BLOSSOMWOOD CT		1579849216
8/1/2024	5225 LINCOLN VILLA WAY		1579831080
8/1/2024	7501 SUNSET AVE		1579256982
8/1/2024	7507 WESTOVER CT		1580887400
8/1/2024	4409 MONTCURVE BLVD		1579075854
8/1/2024	4160 BROOKHILL DR		1579096932
8/1/2024	4531 OAK GLEN WAY		1579076592
8/1/2024	4611 OAK GLEN WAY		1579094328
8/1/2024	4571 OXBOW RIDGE PL		1580814922
8/1/2024	4581 OXBOW RIDGE PL		1580816770
8/5/2024	8858 EVENING STAR CT		1579853890
8/8/2024	4847 KITTY HAWK ST		1577328432
8/8/2024	9023 LEEDY LN		1577266960
8/8/2024	4913 SKYWAY DR		1574027772
8/8/2024	4936 SKYWAY DR		1574016682
8/8/2024	8996 LEEDY LN		1574611950
8/8/2024	4801 SQUADRON CT		1574019212
8/8/2024	8585 HILTON WAY		1580839632
8/8/2024	9005 PHOENIX AVE		1574031004
8/8/2024	5201 TUCSON CIR		1574031732
8/8/2024	5209 WAGON WAY		1574008368
8/8/2024	5232 SIMONE PL		1574006704
8/8/2024	8908 BEDFORD AVE		1579775856
8/8/2024	8924 AMERIGO AVE		1578385768
8/8/2024	5612 NORWAY DR		1579843144
8/8/2024	5105 OLEAN ST		1574025488
8/8/2024	9196 MADISON GREENS LN		1579094672
8/8/2024	5305 FLYWAY DR		1574019190
8/8/2024	5359 FLYWAY DR		1574025484
8/8/2024	8024 GLENBAR WAY		1578430534

Date	Address	Type
8/8/2024	8056 HIDDEN VIEW CIR	1579097446
8/8/2024	8617/8619 WINDING WAY	1577328450
8/8/2024	8510 ROLLING GREEN WAY	1577334618
8/8/2024	4841 SHAMROCK DR	1579088758
8/9/2024	9062 HIGH FLIGHT CT	1574413522
8/9/2024	8933/8935 LEEDY LN	1579076068
8/9/2024	5445 YDRA CT	1579093518
8/9/2024	7990 GLENBAR WAY	1574028056
8/9/2024	7979 VIA ROMA DR	1574029792
8/9/2024	8072 ARCHER AVE	1574030628
8/9/2024	8123-8127 PLUMERIA AVE	1579255362
8/9/2024	8140/8142 PLUMERIA AVE	1574029774
8/9/2024	4420 BIJAN CT	1574023610
8/9/2024	4505 CHICAGO AVE	1574030616
8/9/2024	8245 PLUMERIA AVE	1574028052
8/13/2024	9050 SUNSET AVE	1580853980
8/20/2024	4529 CAHUENGO CT	1577278584
8/20/2024	9040 LA SERENA DR	1574028034
8/20/2024	8911 VISAGE CIR	1579090468
8/20/2024	8830 BARRISTER LN	1579784850
8/20/2024	4420 MARTSMITH WAY	1574016664
8/20/2024	8842 WINDING WAY	1579254804
8/20/2024	4101 DETERMINED CT	1574029778
8/20/2024	8731 CURRAGH DOWNS DR	1579249596
8/20/2024	8820 TRIPLE CROWN CT	1579249614
8/23/2024	8381 FRIAR TUCK WAY	1579094692
8/23/2024	8418 RUGGLES CT	1577333386
8/28/2024	4500 STONEWALL DR	1576335328
8/28/2024	4545 OLIVEGATE DR	1576340400
8/28/2024	9160 MADISON AVE	1579249602
8/28/2024	5332 RIMWOOD DR	1576349330
8/28/2024	4900-4948 STAMAS LN	1574028058
8/28/2024	4928 WINDSOR VILLAGE LN	1574024520
8/28/2024	4645 PLANTATION DR	1577302368
8/29/2024	7142 SUNSET AVE	1576348450
8/29/2024	4839 VIR MAR ST	1574028044

Date	Address	Type		
8/30/2024	4914 GASTMAN WAY	1568528782		
Meters Replaced	Monthly Total	79	Meter #	Size
8/1/2024	7501 SUNSET AVE		61336724	1.5
8/1/2024	7705 MAGNOLIA AVE		16411275	1
8/5/2024	3786 FAIR HILL RD		61336718	1.5
8/5/2024	3796 FAIR HILL RD		61336730	1.5
8/5/2024	8117/8119 DESERET AVE		61336720	1.5
8/5/2024	8121/8123 DESERET AVE		61336722	1.5
8/6/2024	8780 MADISON AVE		61102067	2
8/6/2024	8780 MADISON AVE		61336475	2
8/6/2024	8125 COUNTRY VISTA LN		61336477	2
8/7/2024	7524 PINERIDGE LN		61336470	2
8/7/2024	5810 PECAN AVE		61336467	2
8/7/2024	9160/9200 MADISON AVE		61336476	2
8/7/2024	5810 PECAN AVE		61336479	2
8/7/2024	5515 MAIN AVE		61336480	2
8/8/2024	4914-4924 VIR MAR ST		61336473	2
8/8/2024	10239 FAIR OAKS BLVD		61336721	1.5
8/12/2024	4957 VIR MAR ST		61336471	2
8/12/2024	4307 NEW YORK AVE		61336478	2
8/12/2024	4914-4924 VIR MAR ST		61336472	2
8/12/2024	4914-4924 VIR MAR ST		61336474	2
8/14/2024	4825 HAZEL AVE		61336466	2
8/14/2024	7840 MADISON AVE		61336468	2
8/14/2024	4301 SUNRISE BLVD		61336461	2
8/14/2024	4343 SUNRISE BLVD		61336464	2
8/15/2024	8780 MADISON AVE		61336456	2
8/15/2024	8780 MADISON AVE		61336457	2
8/15/2024	8780 MADISON AVE		61336458	2
8/15/2024	8780 MADISON AVE		61336459	2
8/15/2024	8780 MADISON AVE		61336460	2
8/15/2024	8780 MADISON AVE		61336462	2
8/15/2024	8780 MADISON AVE		61336463	2
8/15/2024	8780 MADISON AVE		61336465	2
8/15/2024	8780 MADISON AVE		61336469	2

Date	Address	Type
8/19/2024	11427 FAIR OAKS BLVD	61336455
8/20/2024	4466-4510 SAN JUAN AVE	61336454
8/20/2024	10511-10519 FAIR OAKS BLVD	61336452
8/21/2024	4928 VIR MAR ST	61336451
8/27/2024	8541 ANNETTE ENGEL WAY	17553871
8/27/2024	8545 ANNETTE ENGEL WAY	17553872
8/27/2024	8537 ANNETTE ENGEL WAY	17553873
8/27/2024	8533 ANNETTE ENGEL WAY	17553870
8/27/2024	8549 ANNETTE ENGEL WAY	16411312
8/27/2024	8548 HANS ENGEL WAY	17553864
8/27/2024	8513 ANNETTE ENGEL WAY	17553866
8/27/2024	8521 ANNETTE ENGEL WAY	17553869
8/28/2024	8512 HANS ENGEL WAY	17553851
8/28/2024	8504 ANNETTE ENGEL WAY	17553845
8/28/2024	8528 ANNETTE ENGEL WAY	17553844
8/28/2024	8515 HANS ENGEL WAY	17553854
8/28/2024	8524 HANS ENGEL WAY	17553840
8/28/2024	8516 HANS ENGEL WAY	17553865
8/28/2024	8508 HANS ENGEL WAY	17553867
8/28/2024	8543 HANS ENGEL WAY	17553839
8/28/2024	8501 HANS ENGEL WAY	17553852
8/28/2024	8519 HANS ENGEL WAY	17553850
8/28/2024	8540 HANS ENGEL WAY	17553849
8/28/2024	8679 CREEKWOOD WAY	17553848
8/28/2024	8509 HANS ENGEL WAY	17553847
8/28/2024	8517 HANS ENGEL WAY	17553853
8/28/2024	8532 HANS ENGEL WAY	17553843
8/28/2024	8536 HANS ENGEL WAY	17553842
8/28/2024	8958 QUAIL GLEN CT	17553859
8/28/2024	10542 FAIR OAKS BLVD	17553860
8/28/2024	8959 QUAIL GLEN CT	17553862
8/29/2024	8520 HANS ENGEL WAY	17553787
8/29/2024	8500 HANS ENGEL WAY	17553778
8/29/2024	8504 HANS ENGEL WAY	17553777
8/29/2024	8528 HANS ENGEL WAY	17553776
8/29/2024	8673 CREEKWOOD WAY	17553868

Date	Address	Type
8/29/2024	8523 CREEKWOOD WAY	17553841
8/29/2024	8525 HANS ENGEL WAY	17553788
8/29/2024	8518 CREEKWOOD WAY	17553783
8/29/2024	8547 HANS ENGEL WAY	17553775
8/29/2024	8510 DOMINIQUE CT	17553790
8/29/2024	8500 DOMINIQUE CT	17553789
8/29/2024	8501 DOMINIQUE CT	17553786
8/29/2024	8520 DOMINIQUE CT	17553785
8/29/2024	8505 HANS ENGEL WAY	17553784
8/29/2024	8528 CREEKWOOD WAY	17553863

Leaks	Monthly Total	8	Detail
8/1/2024	4421 PLANTATION		1" SETTER LEAK
8/2/2024	9160 MADISON AVE		T-MAIN LEAK
8/15/2024	8700 CASA DEL RIO		1" POLY SVC LEAK
8/20/2024	5221 LINCOLN VILLA WAY		1" COPPER SVC LEAK
8/27/2024	5200 RAVINE VIEW LN		1" COPPER SVC LEAK
8/28/2024	5305 HIBISCUS DR		1" COPPER SVC LEAK
8/28/2024	4444 SAN JUAN AVE		1" COPPER SVC LEAK (DAMAGE)
8/28/2024	5200 PRIMROSE DR		MAIN VALVE LEAK

Distribution Repairs	Monthly Total	4	Detail
8/7/2024	4421 PLANTATION DR		1" SETTER REPLACE
8/21/2024	9160 MADISON AVE		T-MAIN REPAIR
8/26/2024	5221 LINCOLN VILLA WAY		1" SVC REPAIR
8/28/2024	4444 SAN JUAN AVE		1" SVC REPAIR (DAMAGE)

System Upgrades	Monthly Total	3	Detail
8/1/2024	7501 SUNSET AVE		NEW 1.5" METER
8/5/2024	4802 SAN JUAN AVE		NEW 1.5" METER
8/21/2024	8700 CASA DEL RIO		1" SVC UPGRADE

System Maintenance	Year to Date
WATER MAIN VALVES MAINTAINED YTD	568
FIRE HYDRANTS MAINTAINED YTD	91



September 16, 2024
Staff Report Briefing Materials
AGENDA ITEM X.2
Capital Projects Status Report

FAIR OAKS WATER DISTRICT																
CAPITAL PROJECTS STATUS UPDATE: August 31, 2024																
Project Description	2024 Year-to-Date								Total Project							
	2024 Approved Budget	Budget Transfers	2023 C/F**	Adjusted Budget Amount	Year-to-Date Expenses	Remaining Funds	YTD Percent \$ Expended	Percent Completed	Total Budget/Fund to Date	Total Expenses to Date	Total Project Remaining Fund	Total Project Percent \$ Expended	Prior Years Expenses (WIP Projects)	Project Status Comments		
1 New York Well Design (C24WTNYWD)	\$ -	\$ -	\$ 23,404	\$ 23,404	\$ 858.30	\$ 22,546	4%	96%	\$ 365,546	\$ 343,001	\$ 22,546	94%	\$ 342,142	Design plans are being revised by consultant per FOWD feedback.		
2 New York Well Drilling & Equipment (C24WTNYWDE)	2,940,000	-	-	2,940,000	32,007.40	2,907,993	1%	50%	3,855,744	947,751	2,907,993	25%	915,744	Delivery of pump, motor, and 3R valves planned for January 2025.		
3 Skyway Drilling & Equipment (C24WTSDE)	-	-	341,966	341,966	331,485.06	10,481	97%	99%	2,762,903	2,752,421	10,481	100%	2,420,936	The project is complete. Work left to be done involves paperwork for the grant.		
4 Northridge Well Replacement - Design (C24WTNWRD)	450,000	-	-	450,000	16,445.39	433,555	4%	0%	450,000	16,445	433,555	4%	-	Design is underway.		
5 Northridge Well Replacement - Equipping (C24WTNWRE)	1,450,000	-	-	1,450,000	-	1,450,000	0%	0%	1,450,000	-	1,450,000	0%	-			
6 Gum Ranch Tank Site (C24WTGRTS)	214,000	-	56,335	270,335	471.01	269,864	0%	14%	317,700	47,836	269,864	15%	47,365			
Subtotal Wells & Tanks		\$ 5,054,000	\$ -	\$ 421,705	\$ 5,475,705	\$ 381,267.16	\$ 5,094,438			\$ 9,201,892	\$ 4,107,454	\$ 5,094,438		\$ 3,726,187		
7 Hydrant Upgrades (C24TDHU)	\$ 250,000	\$ -	\$ 3,200	\$ 253,200	\$ 153,382.51	\$ 99,817	61%	70%	\$ 253,200	\$ 153,383	\$ 99,817	61%	\$ -			
8 New Hydrants (C24TDNH)	80,000	-	-	80,000	\$ 25,900.33	54,100	32%	70%	80,000	25,900	54,100	32%	-			
9 Minor Main Upgrades (C24TDMU)	75,000	-	-	75,000	21,380.00	53,620	29%	50%	75,000	21,380	53,620	29%	-			
10 Services Upgrade (C24TDSU)	538,200	-	-	538,200	265,661.73	272,538	49%	70%	538,200	265,662	272,538	50%	-			
11 Developer's Paid - Service Installation and Main Line Projects*	59,100	-	112,558	171,658	16,496.27	155,162	10%	10%	241,302	86,140	155,162	36%	69,644			
12 Replacement of Four Distribution Sampling Stations (C24TDSS)	20,000	-	-	20,000	2,235.23	17,765	11%	25%	20,000	2,235	17,765	11%	-			
Subtotal		\$ 1,022,300	\$ -	\$ 115,758	\$ 1,138,058	\$ 485,056.07	\$ 653,002			\$ 1,207,702	\$ 554,700	\$ 653,002		\$ 69,644		
13 Hazel Ave. Widening Project Phase III (C24TD255)	\$ -	\$ -	\$ 1,976	\$ 1,976	\$ -	\$ 1,976	0%	100%	\$ 1,481,632	\$ 1,479,656	\$ 1,976	100%	\$ 1,479,656	Complete.		
14 ARV's and Blow-offs (C24TDARV)	50,000	-	-	50,000	8,436.22	41,564	17%	50%	50,000	8,436	41,564	17%	-			
15 Replace 12" Steel Main New York Ave. (C24TDNYASW)	2,132,000	-	-	2,132,000	24,168.99	2,107,831	1%	5%	2,376,800	268,969	2,107,831	11%	244,800	Contractor is continuing work on project, having already completed main installation from New York wellsite towards Winding Way.		
16 T-Main Replacement Phase I (Skyway Dr. to Hazel) (C24TDSH)	145,000	-	-	145,000	92.35	144,908	0%	0%	145,000	92	144,908	0%	-	Revising order of T-main replacement to coincide with a Sac County overlay on Madison Ave. between Blue Oak and Winding Oak Dr. RFP has been developed for soliciting design services.		
17 County Overlay Project- Madison, Kenneth to McKay (C24TDHAKM)	100,000	-	-	100,000	-	100,000	0%	0%	100,000	-	100,000	0%	-	Sacramento County DOT reported this portion of their project is being moved to the spring of 2026.		
18 Greenvale Improvements (C24TDGI)	55,000	-	-	55,000	-	55,000	0%	0%	55,000	-	55,000	0%	-			
19 Riverfront Lane Service Upgrade (C24TDRFL)	90,900	-	-	90,900	1,330.30	89,570	1%	8%	100,001	10,431	89,570	10%	9,101	Easements and exhibits have been drafted for review and resident's signatures. Staff reviewing options for main replacement.		
Subtotal		\$ 2,572,900	\$ -	\$ 1,976	\$ 2,574,876	\$ 34,028	\$ 2,540,848			\$ 4,308,433	\$ 1,767,585	\$ 2,540,848		\$ 1,733,557		
TOTAL CAPITAL IMPROVEMENT PROGRAM		\$ 8,649,200	\$ -	\$ 539,439	\$ 9,188,639	\$ 900,351.09	\$ 8,288,288			\$ 14,718,027	\$ 6,429,739	\$ 8,288,288		\$ 5,529,388		
20 AMR Replacement (M24MMAMR)	\$ 250,000	\$ -	\$ 39,650	\$ 289,650	\$ 92,660.36	\$ 196,990	32%	70%	\$ 289,650	\$ 92,660	\$ 196,990	40%	-	On-going.		
21 Large Meter Replacement (M24MMLMR)	25,000	-	-	25,000	263.30	24,737	1%	0%	25,000	263	24,737	1%	-			
22 Meter Replacement (M24MMMR)	140,000	-	28,959	168,959	75,048.81	93,910	44%	70%	168,959	75,049	93,910	44%	-	On-going.		
23 Meter Installation - Residential (M24MMMRES)	5,000	-	-	5,000	6,056.68	(1,057)	121%	100%	5,000	6,057	(1,057)	121%	-	On-going.		
METER MAINTENANCE PROGRAM		\$ 420,000	\$ -	\$ 68,609	\$ 488,609	\$ 174,029.15	\$ 314,579			\$ 488,609	\$ 174,029	\$ 314,579		\$ -		
24 10317 Corporate Yard Project (A24BUMQDC)	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ 91,390.13	\$ 108,610	46%	35%	\$ 394,500	\$ 285,890	\$ 108,610	72%	\$ 194,500	G/A continues working on resubmitting plans to Sacramento County. FOWD is paying County review fees as they are being received.		
25 10326 Admin. Building (A24BUNB)	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000	0%	0%	\$ 5,000	\$ -	\$ 5,000	0%	-			
GRAND TOTAL		\$ 9,274,200	\$ -	\$ 608,048	\$ 9,882,248	\$ 1,165,770.37	\$ 8,716,477			\$ 15,606,135	\$ 6,889,658	\$ 8,716,477		\$ 5,723,888		

*New Business development pays for services rendered (this item is a pass through).

**2023 Carryforward funding approved by the Board on January 16, 2024 and March 18, 2024 Regular Board Meetings.

***New York Well 12-inch Replacement Project includes both North and South of Main.



September 16, 2024
Staff Report Briefing Materials
AGENDA ITEM X.3
Authorizations of Additional Funding



GENERAL MANAGER'S REPORT
September 16, 2024 REGULAR BOARD MEETING
Report as of August 31, 2024

X.3 Authorizations of Additional Funding

Accounting for 2024 Contingency Fund

Project No. E24CONT

Date	Description	Beginning Balance	Amount Transferred	Ending Balance
1/1/2024	Beginning Balance	\$ 200,000.00	\$ -	\$ 200,000.00
1/16/2024	SWRCB - Water System Fees	200,000.00	(500.00)	199,500.00
1/16/2024	Deferred Compensation	199,500.00	(4,250.00)	195,250.00
3/18/2024	Hazel Avenue Project #2004	195,250.00	(29,616.00)	165,634.00
3/18/2024	Gum Ranch Unit 2 Project #1607	165,634.00	(41,969.00)	123,665.00
8/19/2024	Property Insurance	123,665.00	(7,800.00)	115,865.00
8/19/2024	Aggregate, Sand & Gravel	115,865.00	(2,500.00)	113,365.00
8/19/2024	Equipment & Tools Rentals	113,365.00	(1,000.00)	112,365.00
8/19/2024	Distribution Repairs	112,365.00	(7,500.00)	104,865.00
Total from Contingency			\$ (95,135.00)	

Funds Drawn from Reserves

Transmission Main Break at the Corner of Pershing Ave. and Chestnut Ave.	\$ 325,000.00
Total from Reserves	\$ 325,000.00

Total Authorizations of Additional Funding	\$ 420,135.00
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September 16, 2024
Staff Report Briefing Materials
AGENDA ITEM X.5
Claims Against District

FAIR OAKS WATER DISTRICT

GENERAL MANAGER'S REPORT TO BOARD OF DIRECTORS SEPTEMBER 16, 2024 REGULAR MEETING

SUBJECT: Processing of Claims
STATUS: Information Item
REPORT AS OF: August 31, 2024

DISTRICT CLAIMS RECEIVED						
Claim #	Date Claim Received	Type of Claim	Claim Amount	JPIA Contacted ?	Claim Status	Settlement Amount
24-01	6/14/2024	Property	None Given	Yes	Denied	\$0.00