

AGENDA ITEM III-1

SAN JUAN WATER DISTRICT

Board of Director's Board Meeting Minutes
January 22, 2020 – 6:00 p.m.

BOARD OF DIRECTORS

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

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager
Tony Barela	Operations Manager
Lisa Brown	Customer Service Manager
Adam Larsen	Interim Field Services Manager
Andrew Pierson	Senior Engineer
Greg Zlotnick	Water Resources Manager
Teri Grant	Board Secretary/Administrative Assistant
Joshua Horowitz	Legal Counsel

OTHER ATTENDEES

Alan Driscoll	Forsgren Associates Inc.
---------------	--------------------------

AGENDA ITEMS

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

President Costa called the meeting to order at 6:02 p.m.

I. ROLL CALL

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

II. PUBLIC FORUM

There were no public comments.

III. CONSENT CALENDAR

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

1. **Minutes of the Board of Directors Meeting, December 11, 2019 (W & R)**
Recommendation: Approve draft minutes
2. **Minutes of the Board of Directors Special Meeting, January 8, 2020 (W & R)**
Recommendation: Approve draft minutes
3. **WTP 48-inch Hinkle Bypass Pipeline Cleaning Project (W)**
Recommendation: Award a construction contract for the construction of the WTP 48-inch Hinkle Bypass Pipeline Cleaning Project
4. **WTP Thickener Concrete Repair and Coating Project (W)**
Recommendation: Award a construction contract for the construction of the WTP Thickener Concrete Repair and Coating Project

Director Hanneman moved to approve the Consent Calendar. Vice President Tobin seconded the motion and it carried unanimously.

IV. OLD BUSINESS

1. **Sacramento LAFCo Elections (W & R)**

The Board discussed the Sacramento LAFCo Special District Alternate Commissioner election.

Director Hanneman moved to vote for Michael Yearwood for Sacramento LAFCo Special District Alternate Commissioner. Vice President Tobin seconded the motion and it carried unanimously.

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

GM Helliker reviewed the delayed projects on the 2nd quarter progress on the FY 2019-20 Operations Plan Report Card, including the Collaboration/Integration Study which is now projected to be completed by November 2020. He explained that the contract with the consultant will be brought to the Board in February.

V. NEW BUSINESS

1. **RWA 5-Year Strategic Plan Survey Information (W & R)**

GM Helliker informed the Board that the Regional Water Authority (RWA) plans to move ahead with its Strategic Plan; however, there is no Strategic Plan for Sacramento Groundwater Authority (SGA). He provided the Board with a staff report and the comments collected from staff and Board members, which will be attached to the meeting minutes.

GM Helliker informed the Board that the comments need to be submitted to RWA by January 24th. The Board reviewed the comments and would like GM Helliker to incorporate the Board's comments and submit the document by the deadline.

2. 2020 Conferences and Events (W & R)

Mr. Helliker provided the Board with a list of conferences and events for 2020 and mentioned that there could be other conferences that might come up over the course of the year.

3. Introduction of Ordinance Amendment (R)

Mr. Adam Larsen explained that Ordinance 20-01 is an amendment to Ordinance 10000 to reflect the District's policy regarding charging for services related to backflow prevention assembly testing. He explained that the primary reasons for the changes are the revised Schedule of Fees, Charges and Deposits, and to allow flexibility in customer response times.

Vice President Tobin moved to waive the reading of Ordinance No. 20-01 – An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinance 10000 of the District Code of Ordinances. Director Miller seconded the motion and it carried unanimously.

VI. INFORMATION ITEMS

1. GENERAL MANAGER'S REPORT

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

GM Helliker provided the Board with a written report for December which will be attached to the meeting minutes. He mentioned that deliveries and water sales are on track with the projections.

1.2 Miscellaneous District Issues and Correspondence

GM Helliker reported that Folsom Reservoir storage is about 49% full and 96% of average. He reported that there is a below normal probability for precipitation for the next three months, with the temperature forecast above normal.

GM Helliker reported that the general managers met with the recommended consultant today regarding the collaboration/integration study. He informed the Board that Citrus Heights Water District hired former CHWD General Manager, Bob Churchill, as a consultant on the project.

GM Helliker informed the Board that the monthly reporting requirement comments are due at the end of the month.

GM Helliker reported that the RWA Federal Affairs Ad Hoc Committee met last week and revised the platform that was presented to the RWA Board on January 9th. In addition, the Voluntary Agreement Ad Hoc Committee will meet next month.

GM Helliker reported that the February meeting will include the ordinance adoption and the contract for the Collaboration/Integration Study Project.

2. DIRECTOR OF FINANCE'S REPORT

2.1 Miscellaneous District Issues and Correspondence

No report.

3. OPERATION MANAGER'S REPORT

3.1 Miscellaneous District Issues and Correspondence

Mr. Barela reported that he will bring the State of the System presentation to the February Board meeting.

4. ENGINEERING SERVICES MANAGER'S REPORT

4.1 Miscellaneous District Issues and Correspondence

No report.

5. LEGAL COUNSEL'S REPORT

5.1 Legal Matters

No report.

VII. DIRECTORS' REPORTS

1. SGA

President Costa reported that SGA will meet on February 13th. A letter and President Costa's bio will be sent to SGA for submission to the Sacramento Board of Supervisors for approval of the appointment to the SGA Board.

2. RWA

Director Hanneman reported that RWA met on January 9th and he was elected to the RWA Executive Committee. The RWA Executive Committee met this morning and notes were provided to the Board and will be attached to the meeting minutes. GM Helliker commented that the RWA budget might be delayed until after the Strategic Plan is completed so that the budget can reflect the Strategic Plan.

3. ACWA

3.1 ACWA - Pam Tobin

Director Tobin reported that she attended the Officer's Orientation at ACWA on January 21st. In addition, she met with President Steve Lamar and key management staff to review the agenda topics such as communication and outreach, advocacy, ACWA's Strategic Plan, and the schedule of events.

3.2 JPIA - Pam Tobin

Director Tobin reported that she attended the JPIA Executive Committee meeting where they discussed claims, selected a new Board member to replace Kathy Tiegs, and discussed upcoming events.

3.3 Energy Committee - Ted Costa

Director Costa reported that the Energy Committee meets on January 30, 2020.

4. CVP WATER ASSOCIATION

No report.

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

Director Rich commented that the Rate Fact Sheet that was included in the Public Information Committee meeting minutes was well presented.

President Costa reported that Senator Dahle visited the District and was given a tour of the facilities. Mr. Zlotnick commented that Mr. Greg Turner conducted the tour of the treatment plant and the senator was quite impressed.

VIII. COMMITTEE MEETINGS

1. Public Information Committee – December 13, 2019

Director Hanneman reported that staff and Lucy & Company put the fact sheet together. Ms. Brown reported that the fact sheet is mentioned in the January/February WaterGram, will be included in the next e-blast, and a separate mailer is being considered. GM Helliker reported that the rate comparison spreadsheet now shows rates across the state as requested by the committee. The committee meeting minutes will be attached to the original board minutes.

2. Engineering Committee – January 14, 2020

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

3. Finance Committee – January 21, 2020

The committee meeting minutes will be attached to the original board minutes. President Costa requested that the *Year over Year Unfunded Pension Liability* item be discussed at the next Board meeting.

IX. UPCOMING EVENTS

1. 2020 ACWA DC Conference

February 25-27, 2020
Washington, DC

2. 2020 ACWA Legislative Symposium

March 12, 2020
Sacramento, CA

3. 2020 ACWA Spring Conference

May 5-8, 2020
Monterey, CA

4. 2020 Cap To Cap – Metro Chamber

April 25-29, 2020
Washington DC

President Costa to call for Closed Session at 6:45 p.m.

X. CLOSED SESSION

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

XI. OPEN SESSION

The Board established an Ad Hoc committee to review the Legal Services contract.
The committee members are Director Hanneman and Director Rich.

XII. ADJOURN

The meeting was adjourned at 8:10 p.m.

ATTEST:

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

TERI GRANT, Board Secretary

STAFF REPORT

To: Board of Directors
From: Andrew Pierson, Interim Engineering Services Manager
Date: January 22, 2020
Subject: Water Treatment Plant (WTP) 48-inch Hinkle Bypass Pipeline Cleaning Project

RECOMMENDED ACTION

Staff recommends a motion to award a construction contract to T&S Construction Co., Inc. for the amount of \$53,988 with a construction contingency of \$5,400 (10%) for an authorized total construction budget of \$59,388. The staff recommendation was reviewed by the Engineering Committee, which recommends placing this on the Consent Calendar for the Board to consider.

BACKGROUND

This project involves the interior cleaning of the 48-inch Hinkle Bypass Pipeline (Hinkle Bypass), including removing and disposing of all deposited filter media (sand and anthracite) and pipeline disinfection. The Hinkle Bypass was originally constructed approximately in 1980 to facilitate the improvements to the Hinkle Reservoir, which included the installation of the original hypalon cover and liner. The Hinkle Bypass has been closed for the majority of the past 40 years. However, between approximately 1995 and 2000, the Water Treatment Plant experienced a series of breaks in the Filter Basins which released filter media into the transmission and distribution system, some of which reached the Hinkle Bypass. The purpose of this Project is to remove the deposited filter media and disinfect the pipeline so that it can be put back into service during the Hinkle Reservoir Cover and Liner Replacement Project scheduled for construction in FY 2020/2021.

STATUS

The Project was advertised for bidding on November 20, 2019. Five prospective contractors inquired about the project, four of which attended the pre-bid conference on December 4, 2019. Three (3) Bids for the project were received on December 20, 2019 and are summarized as follows:

Bidder	Bid Amount
T&S Construction Co., Inc.	\$53,988
Flowline Contractors, Inc.	\$71,005
Rawles Engineering	\$129,890

T&S Construction Co., Inc. (T&S) was the lowest responsive, responsible bidder. T&S's bid documents were reviewed and found to be complete and in order, including license, insurance and bonds.

FINANCIAL CONSIDERATIONS

The Project was included in the District's approved Wholesale CIP budget for Fiscal Year 2019-2020, and the approval of the Project is within the authorized budget.

STAFF REPORT

To: Board of Directors
From: Andrew Pierson, Interim Engineering Services Manager
Date: January 22, 2020
Subject: Water Treatment Plant (WTP) Thickener Concrete Repair and Coating Project

RECOMMENDED ACTION

Staff recommends a motion to award a construction contract to Jeffco Painting & Coating, Inc. for the amount of \$330,510 with a construction contingency of \$33,051 (10%) for an authorized total construction budget of \$363,561. The staff recommendation was reviewed by the Engineering Committee, which recommends placing this on the Consent Calendar for the Board to consider.

BACKGROUND

This project involves the rehabilitation of the District's Sidney N. Peterson Water Treatment Plant Clarifier Thickeners, including preparing the interior concrete wall surfaces, repairing concrete defects and cracks, and coating the interior concrete walls with an elastomeric polyurethane liner. The three clarifier thickeners were originally constructed in 2006 as part of the District's Filter Backwash and Solids Handling Improvements Project. Due to seasonal daily temperature fluctuations, the clarifier thickeners experience constant movement from expansion and contraction, and have developed active leaks in the walls over the past 14 years. This project is needed to rehabilitate and extend the useful life of the Clarifier Thickeners by repairing the existing cracks, and applying an expansive elastomeric polyurethane liner to the interior walls of the basins which will provide a seal that can handle the ongoing movement of the walls.

STATUS

The Project was advertised for bidding on December 3, 2019. Fourteen prospective contractors attended the pre-bid conference on December 19, 2019. Four (4) Bids for the project were received on January 9, 2020 and are summarized as follows:

Bidder	Bid Amount
Jeffco Painting & Coating, Inc.	\$330,510
FD Thomas, Inc.	\$445,695
Redwood Painting Co., Inc.	\$738,600
National Coating & Lining Co.	\$781,777

Jeffco Painting & Coating, Inc. (Jeffco) was the lowest responsive, responsible bidder. Jeffco's bid documents were reviewed and found to be complete and in order, including license, insurance and bonds.

FINANCIAL CONSIDERATIONS

The Project was included in the District's approved Wholesale CIP budget for Fiscal Year 2019-2020, and the approval of the Project is within the authorized budget.



AGENDA ITEM IV-1

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION 1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458 • Fax (916) 874-2939

DATE: November 26, 2019

TO: Special Districts' Selection Committee

FROM: Don Lockhart, Executive Officer
Sacramento Local Agency Formation Commission

RE: **Selection of Special District Commissioner and Alternate Commissioner Run-off**
for the Sacramento Local Agency Formation Commission

Term of Office: **January 1, 2020 to December 31, 2023**

Thank you for your participation in the selection process for the Special District Commissioner and Alternate seats on the Sacramento Local Agency Formation Commission (LAFCo).

This purpose of this memorandum is to announce who was selected by the Special District Selection Committee for the Commissioner and the Alternate Commissioner seats for LAFCo.

The winner by a plurality of votes for the **Commissioner seat** is **Lindsey Liebig** from the Herald Fire Protection District. Therefore, Ms. Liebig is declared the selected Commissioner.

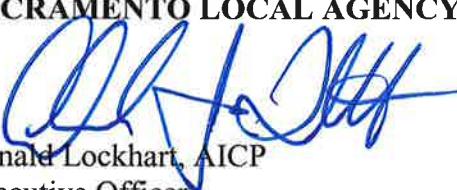
For the **Alternate Commissioner seat** there is a three-way tie. Therefore, a run-off will occur. Please see the attached Instructions and Ballot. (Ballot must be returned by January 28, 2020)

Commissioner Liebig will fulfill the four year term starting January 1, 2020 ending December 31, 2023. At the end of that time, another selection process will be held. Congratulations and welcome Ms. Liebig!

Please feel free to contact me if you have any questions regarding the selection process at (916)874-6458.

Yours truly,

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION


Donald Lockhart, AICP
Executive Officer





SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458 • Fax (916) 874-2939

DATE: November 26, 2019

TO: Special Districts' Selection Committee

FROM: Donald Lockhart, Executive Officer

RE: **Selection of Special District Alternate Commissioner**
Term of Office: January 1, 2020 to December 31, 2023
for the Sacramento Local Agency Formation Commission

For the **Alternate Commissioner seat there is a three-way tie**. Therefore, a run-off will occur. Pursuant to the provisions of Section 56332 of the Government Code, the Executive Officer has determined that a meeting of the Special District Selection Committee for the purpose of selecting an Alternate Special District Commissioner [for Offices No. 6 & 7] to serve on the Sacramento Local Agency Formation Commission is not feasible. Based on past experience, due to the size of the Special District Selection Committee, it has been difficult to establish a quorum. Therefore, the business of the Special District Selection Committee will be conducted in writing, as provided in the cited section code.

Please see the attached Run-off Ballot

Please select one candidate for Alternate Special District Commissioner.

Please return the ballot to the LAFCo office no later than:

4:00 P.M. on TUESDAY, JANUARY 28, 2020

To be valid, selection of a candidate must be done by a majority vote of the governing board of an Independent Special District in an open and official meeting of that board and certified by the secretary or clerk of the board.

Any ballot received after the date specified above shall not be valid. The candidate who receives the most votes will be determined the winner outright. In the event of a tie, there will be a run-off selection held in the same format as the initial selection. The LAFCo Executive Officer will announce the results of the selection within seven days of the specified date.

If you have questions, please contact Sacramento LAFCo at (916) 874-6458.

Return ballot to:
Sacramento LAFCo
1112 "I" Street; Suite 100
Sacramento, CA 95814

or e-mail to: Diane.Thorpe@SacLAFCo.org



Runoff Ballot

LAFCo Special District Alternate Commissioner

Please select one candidate from below

Run-off Ballot

Alternate Commissioner - for Offices No. 6 & 7

Please select **ONE** candidate **BELOW**

Michael Hanson

Arcade Creek Recreation & Park District

Charlea Moore

Rio Linda Elverta Recreation & Park District

Michael Yearwood

Cordova Recreation & Park District

Ballot must be received by **4:00 pm on Tuesday January 28, 2020**

Special Districts must return the ballots to LAFCo by the date specified above. Any ballot received after the specified date shall not be valid. *The information below must be complete*

The candidate who receives the most votes will be determined the winner outright.

The LAFCo Executive Officer will announce the results of the election within seven days of the specified date.

Name of Special District

Street Address

Date of Meeting

District Phone Number

Signature of Secretary or Clerk of the Board

Phone Number

Print Name

E-mail Address

Michael Hanson
3868 Rolling Oak Dr.
Sacramento, CA 95841

Telephone: 916-550-0531

mjh64321@comcast.net

Cellular: 510-386-0325

SUMMARY

Information Technology Professional proven experience including roles as a manager, project manager, systems analyst, systems integrator and software developer of systems in the mainframe and midrange environments. Experienced in all stages of software development life cycle, from analysis through implementation. Successfully managed numerous projects and led teams in system & vendor selection, analysis of business requirements, vendor management, system development & implementation. Strengths include:

- Project Manager
- Vendor Management
- Systems Integration
- Database Analysis
- Application Architecture
- System Analysis
- Software Development Lifecycle
- Managing Projects Across Technologies

Elected to Arcade Creek Recreation and Park District 2014

- Serve as Chair 2015
- Serve as director 2016
 - Lead in the Master Plan project
- Serve as Secretary/Treasurer 2017

PROFESSIONAL EXPERIENCE

CSAA IG, Glendale AZ **1993-Present**

Previously, CSAA, San Francisco, CA

AAA Membership and Insurance Co.

Project Manager 2002 – Present

As an EDS/HP employee supporting CSAA (outsourced in 1996), led projects involved in mainframe upgrades and support activities.

- Created proposal to upgrade all application software to a consistent and supportable level. The application software would not be supported under the new operating system (the environment was scheduled to be upgraded). Worked with leadership to document proposal and create the accepted SOW. (Project size >65K staff hours)
- Managed teams' efforts associated with the application. Assumed role as the Technical Lead and Application Architect. Needed to allow concurrent business changes to occur while upgrading the infrastructure. Delivered a consolidated toolset for mainframe application support including the customized Configuration Management tool, the approach to managing DB2, and the build process itself.

- Reviewed infrastructure requirements and worked with senior management to create an accepted SOW to upgrade the system software.
- Managed a multi-stage mainframe software upgrade the environment to supported levels. Managed the efforts of EDS, Mphasis, and CSAA teams to upgrade the environment with minimal interruption to the business.
- Technical lead for the CSAA account for the mainframe portion of the Data Replication Project by providing stats and coordinating various teams. In addition, provided communication and follow-through for questions/concerns related to the midrange portion of the effort. Help to coordinate the efforts to deliver a successful data replication environment where the mainframe and midrange have replication in place for Disaster Recovery purposes.
- Manage mainframe hardware upgrades. Managed 4 mainframe CPU upgrades for the CSAA account. The scope included the coordination of the teams, the actual upgrade itself, and validation all components would continue to support the business/applications in the new environment as they did on the current hardware including the encryption coprocessor.
- Manage mainframe system software upgrades. Managed migrations from IBM OS/390 through z/OS 1.13, DB2 v7 through DB2 v10, and similar upgrades to CICS, Datacom, and the infrastructure in general. Each major upgrade required a level of acceptance testing and burn-in prior to moving the upgrades to production.

Team Lead

1996 – 2002

As a Systemhouse/MCI/WorldCom employee supporting CSAA (outsourced in 1996), led teams addressing improvements in the Travel/Touring and Membership area.

- Coordinated the install of the TripTik system developed by the AAA National team to automate the Tourbook and map process used to support members in their travels. This was a client-server app where workstations would communicate to a SUN Sparc back-office server.
- Lead the development of the processes internal to CSAA to handle “vanity cards.” This is the AAA VISA cards for the CSAA members which allowed them to autopay their membership. Later, added the capability to Autopay their insurance premiums as well.
- Scheduled to manage the Claims replacement project (HAL), a Client-Server application. Studied the architecture and status with the current PM who then was able to stay and complete the project.

Team Lead

1993 – 1996

Managed team supporting Travel and Touring

- Brought onboard to support the project replacing all Membership, Insurance, and Claims. The architecture of the system was client-server based with the data storage being DB2 on the mainframe and the client residing on workstations running OS/2 and communicating to the mainframe. Directed the efforts of the Membership team (and supported other team's efforts) related to productionalizing the system.

Education: BA in Management, St. Mary's College, Moraga CA.

Charlea R Moore

[REDACTED] • Elverta, CA 95626
[REDACTED] Phone 916-991-0340 (home)
[REDACTED] cell 916-275-3273 (best contact)
[REDACTED] Email Charleasranch@aol.com

Applicant Statement for the Special District LAFCO Representative

I moved from Glassboro New Jersey to Rio Linda Elverta in 1981, along with my 3 year old daughter and my husband.

Almost immediately I became involved with Sacramento County Service Area #3 which was the forerunner of our current independant Parks and Recreation District serving the Rio Linda Elverta Communities. This involvement was the result of reading a statement in the local paper, indicating that the Parks Advisory Board had determined that there were sufficient equestrian trails in the area. I was very happy to advocate for additional trails and in the process begin my education in local governance processes.

Over the next several decades I was appointed to numerous County and Local advisory boards, steering committees and ad hoc committees. My interest expanded to include growth issues, flood issues and agriculture/suburban/urban issues.

I learned a great deal about how government works and how Special Districts fit into the process. I became a strong advocate for local governance after going through 3 incorporation attempts in the Rio Linda Elverta communities and in the education process I switched from anti-incorporation to pro-incorporation for unincorporated communities.

In about 1992 I was appointed to the RLE CPAC in and served during the Community Plan Update. I am familiar with the governance process and with procedures for arriving at a decision as a board member. I have served several terms on CPAC under four different County Supervisors since that initial appointment. All of these experiences were very educational for me.

In 2002 I successfully ran for the Rio Linda Elverta Recreation and Parks District. I truly enjoyed and have greatly benefited from the experience of becoming an elected board member. I ran again in 2016 and am currently serving as Secretary for the RLE Recreation and Parks District.

I believe that my history in the community and experience as an elected public official will be an asset for Special Districts as a LAFCO Special District Board member.

Thank you,

Charlea R. Moore

Michael T. Yearwood

[REDACTED] Rancho Cordova, CA 95670
[REDACTED]

Experience Summary:

Customer Service Leader with over ten years of experience with direct customer problem solving within the health insurance industry. Expert level experience with hiring, training, staff retention, process improvement projects, managing deadlines and increasing production of teams.

Health Net of California

2016-2019

Claims Supervisor - Performance Team

- Supervise a team of 17 Claims Analysts
- Coach and mentor staff to exceed expectations
- Responsible for talent and performance management of Claims Team
- Daily operational leadership and support through work distribution and monitoring
- Coordinate with scheduling to assist with daily forecast ensuring accurate staffing coverage
- Identify individual performance gaps to recommend and implement action plans that achieve desired result
- Monitor daily productivity through the Macess System
- Collaborate with peers and managers on process improvements

State of California - Health Benefits Exchange (Covered California)

2015-2016

Supervising Program Technician III

- Supervise a team of 15 Customer Service Representatives
- Coach and mentor staff to exceed expectations
- Assist representatives with questions regarding health plan options and policy and procedures
- Research and resolve escalated calls from consumers
- Monitor daily productivity through the IEX System
- Audit inbound calls through the Nice System
- Collaborate with peers and managers on process improvements

Vision Service Plan

2007-2015

Client Broker Representative - Inside Sales

- Assisted and resolved clients and brokers service issues
- Provided phone support and customer service to clients and brokers
- Provided e-mail coverage for Sales Team in their absence
- Implemented installation of new groups and pull-outs according to guidelines
- Processed renewals for clients according to guidelines
- Provided Resource Center support to clients and brokers

References available upon request

Michael Yearwood

[REDACTED] Rancho Cordova, CA 95670
[REDACTED]
[REDACTED]

Service to My Community

Cordova Recreation and Park District (Board Chairperson)

2015-Present: Director

As a Cordova Recreation and Park District (CRPD) Board Member I am responsible for the budget and for setting policies that safeguard the vitality of the district. The five non-partisan members of the Board of Directors are elected to four-year terms by residents located within CRPD's boundaries. The elected board is held accountable to the following laws that govern public officials: The Brown Act, California Public Records Act, FPPC Reporting Requirements and biannual ethics training.

Specific functions and duties of my role as a Board Director are:

1. To perform its legal responsibility.
 2. To set up by-laws, regulations and operation procedures
 3. To select, employ, and if necessary, dismiss the District Administrator.
 4. To control the operating budget, the financial plans and the insurance program.
 5. To care and maintain property.
 6. To be responsible for program.
 7. To assure personnel policies.
 8. To maintain good public relations.
 9. To appoint, commission, supervise and receive reports from committees and the District Administrator.

BOARD MEMBERS RESPONSIBILITIES

1. Board members should understand the significance and importance of recreation in the community.
 2. Board members should be aware of the relationship of the recreation services to other community services.
 3. Board members should look objectively at their specific responsibility as board members and at local community recreation needs, and keep abreast of changing conditions, continuously reassessing their efforts and reasons for service.
 4. Board members should have the courage to resist pressures of all types and insist upon high standards for their agencies, particularly in regard to competent, professional personnel.
 5. Board members should be aware of their role as board members, acting in concert with their fellow board members without usurping the functions of the District Administrator.

Michael Yearwood

Rancho Cordova, CA 95670
[REDACTED]

Rancho Cordova Athletic Association
2013: Founding Member
2013-2015: Secretary
2016: CRPD Representative

Leadership Rancho Cordova
2014-2016: Governing Board
2014: Graduate of Class VIII

Rancho Cordova Youth Soccer Club (RCSC)
2002: Coach
2003: U-6 Age Coordinator
2004: Coach & U-8 Boys Age Coordinator
2005: Coach & U-8 Girls Age Coordinator
2006: Coach & U-6 Age Coordinator
2007-2009: Club Manager & Coach
2012: Coach

American River Youth Soccer League (ARYSL)
2007-2009: Board Member – RCSC Representative
2010: League Treasurer

Cordova Girls Softball League
2010-2011: League Vice President
2011-2012: League Vice President
2012-2013: Secretary
2013-2014: Secretary
2014-2015: NORCAL Representative

Folsom Cordova Unified School District
Cordova High School Site Council
2014-2015: Parent Representative

Cordova Lane Elementary School Site Council
1998-2006: Elected Parent Representative

Navigator Elementary School Site Council
2006-2008: Elected Parent Representative

Measure M & P Oversight Committees
2014-2016: Parent/PTSO Member Representative

Operations Plan Report Card FY 2019-20

On Track
Delayed
Issues

ADMINISTRATION/WATER RESOURCES/IT

Task	Original Target Date	Updated Target Date	Completion Date	Comments
Water Quality Control Plan – Voluntary Agreement: participate in American River agency negotiations with the Administration to achieve adoption by the SWRCB of acceptable 15-year agreement	Ongoing			Regular updates provided to Board
Water Fix – engage as necessary to protect District interests as new project developed, permits sought	Ongoing			Regular updates provided to Board
Organize and conduct joint project with neighboring water agencies on collaboration and integration of projects and programs	2/28/2020	11/1/2020		Securing agreement on the RFP from partners took longer than anticipated
Manage completion of demand, treatment and conveyance capacity (DTCC) assessment study	12/31/2019	3/1/2020		Start was delayed by a couple of months.
Initiate discussions with PCWA regarding potentially available treatment and conveyance capacity for their West County needs based on information developed in DTCC assessment study	6/30/2020			
Initiate collaborative efforts and RFP development with WCAs for 2020 UWMP Update [due mid-2021]	6/30/2020			
If conditions warrant and allow, complete actions necessary to implement a groundwater substitution and/or conserved water transfer	6/30/2020			Discussion underway for a 2020 transfer
Prepare annual water rights reports to SWRCB and submit estimated schedule of deliveries of PCWA and CVP supplies to Reclamation	Post-14 > 4/1/20 Pre-14 > 6/30/20 Reclamation > 3/31/20			
Provide Monthly summary reports to Reclamation showing usage of water rights, PCWA, and CVP supplies, as well as treatment of SSWD's PCWA deliveries	10 th of the following month			
Complete State SRF application for low interest financing for Hinkle & Kokila project	Work in Progress			
Assist with the implementation of the Geographic Information System (GIS)	6/30/2019	1/30/2020		
Complete a Supervisory Control and Data Acquisition (SCADA) Master Plan	8/30/2019	2/29/2020		
Implement improvements to the Wonderware Software System	5/1/2019		11/15/2019	Redundant Historian
1 st Annual SJWD Employee Kids Day	8/9/2019		8/9/2019	
Propose updates to District's Record Retention Policy	6/30/2020			
Re-apply for SDLF District Transparency Certificate of Excellence	9/30/2019		10/10/2019	

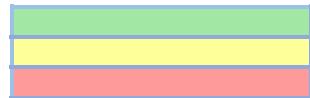
CUSTOMER SERVICE

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

AGENDA ITEM IV-2

Operations Plan Report Card FY 2019-20

On Track
Delayed
Issues



DISTRIBUTION (Field Services)

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

ENGINEERING SERVICES

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

Operations Plan Report Card FY 2019-20

On Track
Delayed
Issues

FINANCE

Task	Target Date	Updated Target Date	Completion Date	Comments
Complete Applications for State Revolving Loan Funds for Hinkle and Kokila Reservoir Projects	12/31/2019		11/15/2019	Have submitted general application for both Hinkle and Kokila. Financial package has been submitted for Hinkle. Engineering to provide remaining Hinkle documents. Engineering has to provide Kokila environmental package before I can do the Financial Package.
Complete a Master Fee Study and recommend fee changes as identified in the study	8/30/2019	11/13/2019	12/11/2019	
Propose amendment to Compensation Policy to bring into alignment with target market position	8/30/2019		8/28/2019	
Propose and implement new allocation methodology and rate schedule for Wholesale Water Rates	12/31/2019		12/11/2019	
Complete Disaster Preparedness Planning and Documentation for Business Continuity	6/30/2020			
Review Investment Policy and Propose Updates if needed	6/30/2020			
Complete an overhaul of the Employee Manual, updating District ordinances and policies as necessary	6/30/2020			

WATER EFFICIENCY

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

WATER TREATMENT

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

AGENDA ITEM V-1

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: January 22, 2019
Subject: RWA/SGA Strategic Plan

RECOMMENDED ACTION

Discuss response to request from RWA/SGA Executive Director for input on strategic plan

BACKGROUND

The Regional Water Authority has launched a new strategic planning effort, dubbed SP 25+. RWA currently has a strategic plan that was adopted in 2013, and which was amended with a few changes in 2017. The Sacramento Groundwater Authority currently has no strategic plan. In a conversation with Jim Peifer on January 13, he stated that SGA has no plans to develop a strategic plan.

Jim circulated a survey to the RWA Board of Directors on January 10. Greg Zlotnick and I prepared draft responses to the survey, which were circulated to Marty Hanneman and Ted Costa. The responses were similar to the responses we provided to strategic planning questions that Jim discussed with Director Hanneman, Pam Tobin, Greg and I in the summer of 2019. The survey with draft responses will be provided before the Board meeting, for review by the Board.

The responses include references to the groundwater bank, which is the highest priority for RWA and SGA for the foreseeable future. Related to the bank is the Groundwater Sustainability Plan, which is also a priority, as it must be completed by 2022. Other priorities include ensuring that DWR and the State Water Board implement water efficiency programs in a workable manner, representing the region in other rulemakings and before the state Legislature, and securing grants for water supply projects in the region.

Jim has requested return of our completed survey by January 24.

AGENDA ITEM V-2

2020 Conferences & Events

Event	Location	Date	Participants
NWRA - Leadership Forum	Chandler, AZ	January 7-8	Greg Zlotnick
Mid-Pacific Region Water Users' Conference (USBR)	Reno, NV	January 22-24	Paul Helliker
ACWA DC Trip	Washington, DC	February 25-27	Director Tobin & Greg Zlotnick
ACWA State Legislative Symposium	Sacramento, CA	March 12	Greg Zlotnick
ACWA Region 2 & 4 Shasta Tour (Tentative?)	Day Tour	March 26	Director Tobin & Greg Zlotnick & ?
R2 DC Trip	Washington, DC	TBD (March?)	Paul Helliker
NWRA - Federal Water Issues Conference	Washington, DC	April 20-22	Greg Zlotnick
California Water Policy Conference	Davis, CA	April 3-4	Greg Zlotnick + 2 Free Registrations
Cap-to-Cap	Washington, DC	April 25-29	Marty Hanneman & Paul Helliker
ACWA Spring Conference	Monterey, CA	May 5-8	Board & Staff
NWRA - Western Water Seminar	Spokane, WA	August 4-8	Greg Zlotnick
NWRA - 89th Annual Conference	Scottsdale, AZ	November 7-13	Greg Zlotnick
ACWA Fall Conference	Indian Wells, CA	December 1-4	Board & Staff

AGENDA ITEM V-3

STAFF REPORT

To: Board of Directors
From: Adam Larsen, Interim Field Services Manager
Date: January 22, 2020
Subject: Adoption of Ordinance 20-01 – An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinance No. 10000 of the District Code of Ordinances

RECOMMENDED ACTION

Introduce Ordinance 20-01 “An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinance No. 10000 of the District Code of Ordinances”. Read the full text of the proposed ordinance or waive such reading by motion of the Board.

BACKGROUND

The Board approved changes to the Fees, Charges and Deposits at the December 11, 2019, Board of Directors meeting as a result of the recent *User Fee Study* conducted by MGT Consulting. In order to be consistent with the revised Schedule of Fees, Charges and Deposits, staff is recommending that Ordinance 10000 be amended to reflect the District’s policy regarding the charging for services related to backflow prevention assembly testing. The current ordinance specifies no fee will be charged for the annual backflow testing. In accordance with the Board’s policy of full cost recovery, the ordinance needs to be amended to reference the fee in the Schedule of Rates, Charges, Fees, and Deposits. The ordinance currently requires repairs to be completed within 30 days of notice and staff recommends amending the language to read within the timeframe specified by the District at the time of failure.

PROCESS

The District must follow a multi-step process to adopt or amend an ordinance. The first step, happening at this meeting of the Board, is the introduction of the proposed ordinance. The full title of the ordinance must be read. The full text of the ordinance also must be read, unless such reading is waived by motion approved by a majority vote of the Board.

At least 5 days before the ordinance is adopted the District Secretary must publish a summary of the ordinance in a newspaper published in both Sacramento and Placer Counties (the Sacramento Bee). The full text of the ordinance must be posted at the District office. Staff will bring the ordinance amendment to the Board for approval at the February 26, 2020 Board Meeting. Within 15 days after adoption, the District Secretary must publish a summary of the adopted ordinance. This summary must include the names of Board members who voted for or against. The summary must be published once in a newspaper published in Sacramento and Placer counties. The ordinance amendment will take effect 30 days from the date of final passage.

Attachments:

Proposed Ordinance 20-01
Current Ordinance 10000

ORDINANCE NO. 20-01

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE SAN JUAN WATER DISTRICT AMENDING ORDINANCE NO. 10000 OF THE DISTRICT CODE OF ORDINANCES

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

Section 1. Purpose and Authority. The purpose of this ordinance is to amend the Cross-Connections and Backflow Prevention Assemblies testing provisions contained in the District's Code of Ordinances to reference the District's revised Schedule of Fees, Charges and Deposits. This ordinance is adopted pursuant to Government Code sections 54202, 61060, 61063, and other applicable law.

Section 2. Amendments. Ordinance No. 10000 (Non-Responsibility of District) of the District Code of Ordinances is amended to read as follows:

Section 3.

A. Section 10000.04 (Cross-Connections and Backflow Prevention Assemblies) is amended to read as follows:

10000.04 Cross-Connections and Backflow Prevention Assemblies

The following cross-connection control program shall apply and be enforced in the District:

10000.04.1 Definitions

For purposes of this Section, the definitions in California Code of Regulations, Title 17, Section 7583 shall apply.

10000.04.2 Responsible Officer

The General Manager, or personnel authorized by the General Manager, shall be responsible to protect the District's public water supply from contamination by cross-connections and to carry out and implement this policy. Authorized Personnel must be certified in the State of California by a District-approved entity.

10000.04.3 General Regulations and Prohibitions

Each Customer and water user shall comply with this Section and all applicable federal and state laws and regulations concerning the separation of dual water systems, protection against cross-connections with auxiliary water supplies, and protection from contamination due to backpressure and backflow from the customer's premises. There shall be no physical interconnection between an auxiliary water supply and the District's water supply without a District approved backflow prevention assembly on any property served by the District. Any water user with an auxiliary water supply on the water user's Premises shall (1) install and maintain at the water user's sole cost and expense a reduced pressure principle backflow prevention assembly on the Premises, or (2) demonstrate to the satisfaction of the District that the auxiliary water supply is not connected and cannot readily be connected to the District water system. However, any water user with a private well shall install an approved backflow prevention assembly on the service lateral at the point of service near the property line.

10000.04.4 Backflow Prevention Assemblies Protection

The District recommends that a thermal blanket for freeze protection be installed on all backflow prevention assemblies exposed to the elements.

10000.04.5 Backflow Prevention Assembly Standards

The type, location, and size of the backflow prevention assembly required by this Section shall be approved by the District Engineer or authorized District personnel prior to installation. In approving such assemblies, the District shall follow the standards established by California Code of Regulations, Title 17, Sections 7583 to 7605, and applicable AWWA standards.

10000.04.6 Installation of Backflow Prevention Assemblies

Upon completion of installation of a backflow prevention assembly, the backflow prevention assembly shall be inspected by authorized District personnel. If the inspection determines that the assembly is not installed properly, the Customer, at his or her sole cost and expense, shall correct the installation and call for a re-inspection within the timeframe specified by the District at the time of failure.

10000.04.7 Surveys

Authorized personnel shall, from time to time, conduct surveys of water users in the District to identify water user Premises where auxiliary water supplies and/or cross-connections without approved backflow prevention assemblies are likely to occur. If, as a result of such survey or by other means, the authorized personnel learns of an auxiliary water supply or cross-connection without a backflow prevention assembly in the District, then he or she shall give written notice to the Customer on whose Premises such auxiliary water supply or cross-connection is found informing such user that he or she must install an appropriate backflow prevention assembly. The customer shall, within the timeframe specified by the District at the time of failure, and at his or her sole cost and expense, either install an approved backflow prevention assembly or remove the auxiliary water supply to the satisfaction of the District.

10000.04.8 Testing

After the installation of any backflow prevention assembly required under this Section, the District or authorized representative shall test and inspect the assembly on an annual basis, or more frequently if determined necessary. A fee shall be charged to the Customer for the test per the current Schedule of Rates, Charges, Fees and Deposits. If the testing and inspection reveals that the backflow prevention assembly is not working properly, then the Customer, at his or her sole cost and expense, shall cause such assembly to be repaired or replaced within the timeframe specified by the District at the time of failure. The Customer shall have the device retested by a certified backflow assembly tester and return the District provided test form along with the gauge calibration certification to the District. If the District is required to test the device, a retesting fee (as set forth in the District's current Schedule of Rates, Charges, Fees, and Deposits) shall be paid to the District by the owner of record.

10000.04.9 District Inspections

Authorized personnel and/or designated representatives shall inspect on an annual basis all Premises known to have an auxiliary water supply to confirm that the auxiliary water supply is not interconnected with the District's approved

water supply. Such an on-site inspection of the Premises shall also be made by authorized personnel upon any change of ownership of a Premises known to have an auxiliary water supply.

10000.04.10 Recordkeeping

The District shall keep and maintain written records of locations of auxiliary water supplies and backflow prevention assemblies, backflow prevention assembly installation and repair records, written statements concerning auxiliary water supplies, and survey, testing and inspection reports.

10000.04.11 District Access to Premises

Authorized personnel and designated representatives, shall have reasonable access to a Customer's Premises for purposes of making inspections and surveys for cross-connection control, inspections of installed backflow prevention assemblies, and as otherwise necessary to protect the public water supply against cross-connections. If any Customer refuses entry, or hinders or prevents inspection by authorized personnel or designated representatives, then the District may discontinue water service to the Premises until entry is allowed or device is in a location where District Staff has access.

10000.04.12 Enforcement

In addition to any other remedy provided by this Code or by law, if a Customer fails to comply with any provision of this Section within the timeframe specified by the District at the time of notification, then the District may discontinue water service, in accordance with Section 11000.02, to Customer's Premises until the Customer fully complies with this Section to the satisfaction of the District.

Section 4. Effective Date. This ordinance shall take effect 30 days after its adoption.

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

INTRODUCED by the Board of Directors on the 22nd day of January 2020.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District at a regular meeting on the 26th day of February 2020 by the following vote:

AYES:

NOES:

ABSENT:

President, Board of Directors

Attest:

Board Secretary



Code of Ordinances

Ordinance Type	District Operations	Date Adopted	June 28, 2006
Ordinance Number & Title	10000 - Non-Responsibility of District	Date Amended	June 25, 2008

The District will exercise reasonable care and diligence to deliver to its Customers a continuous sufficient supply of water under pressure at the District connection to the Customer's Premises. The District is not, and will not, be liable, however, for any loss, injury, damage or inconvenience to any Customer or other Person by reason of shortage, insufficiency, suspension, discontinuance, increase or decrease of water supply, water pressure, or by a water quality problem. The District also reserves the right to discontinue water service for maintenance or repair purposes. Customers shall be required to accept such conditions of water service and pressure as are provided by the distribution system at the location of the particular service connection, and to hold the District harmless from any loss, injury, damage or inconvenience arising out of low pressure or high pressure water service conditions, water quality, or from any interruptions in service. Customers dependent upon a continuous water supply should provide for their own emergency storage.

The Customer, at its own risk and expense, shall furnish, install, operate, maintain and keep in good and safe condition all equipment and facilities that may be required for receiving, controlling, applying and utilizing water on the Premises of the Customer. The District shall not be responsible for any loss, damage or injury caused by the improper installation of such equipment, or the negligence or wrongful act of the Customer or of any of its tenants, agents, employees, contractors, licensees, permittees, guests or invitees in installing, maintaining or operating such equipment and facilities. The Customer is responsible for all water facilities from the Customer's side of the meter box up to, and including, the water facilities within any structure or irrigation system receiving District water service on the Customer's property.

The Customer shall be liable for any damage to District-owned water service facilities when such damage is caused by an act of the Customer or its tenant, agent, employee, contractor, licensee, permittee, guest or invitee, or when such damage is from a cause originating on the Customer's Premises by an act of the Customer or its tenant, agent, employee, contractor, licensee, permittee, guest or invitee. The District shall be reimbursed by the Customer for any such damage promptly on presentation of a bill.

The full responsibility and risk for the carriage, handling, storage, disposal and use of District water shall transfer from the District to the Customer at the Customer side of the District service box, discharge nozzle of a District fire hydrant, backflow prevention assembly, or check valve assembly.

10000.01 Interruptions of Water Service

The District does not guarantee continuous delivery of water on demand. From time to time it may be necessary for the District to shut off the flow of water in any part of its water systems. Except in emergencies, such water outages will not be made without prior notice to the Customers affected. The District shall not assume any responsibility for loss or damages that may occur due to interruption of water service.

10000.02 Privately-Owned Water Lines

The District assumes no responsibility for the delivery of water through privately-owned pipelines or systems, nor shall the District assume any responsibility for damages resulting from the operation of any such system even though water may be received from a District water distribution system. In cases where a District water meter is installed at some point on a privately-owned water line, the District is liable only for the water meter, meter box, and the fittings required to attach and operate the meter. The fact that a water meter is installed on a privately-owned water line does not create an express or implied dedication to public use of a private water line or impose any obligation or liability on the District to operate, maintain, repair, remove, or replace any portion of that water line.

10000.03 Water Pressure Regulation

10000.03.1 Customer Responsibility

The District shall assume no responsibility for water pressure regulation within a Customer's service area. The Customer shall be responsible for providing adequate safeguard measures for the Customer's water system wherever pressure regulation is necessary. The Customer shall be required to install an appropriate pressure regulation device for such service where static pressure exceeds 80 psi at the service connection (UPC Code 1007 and California State Plumbing Code).

10000.03.2 Requirement for Installation in New Construction

Customers making application for water service for new construction for residential, commercial or industrial use shall be required to install an approved meter and appropriate pressure regulation device for such service where static pressure exceeds 80 psi at the service connection (UPC Code 1007 and California State Plumbing Code).

10000.04 Cross-Connections and Backflow Prevention Assemblies

The following cross-connection control program shall apply and be enforced in the District:

10000.04.1 Definitions

For purposes of this Section, the definitions in California Code of Regulations, Title 17, Section 7583 shall apply.

10000.04.2 Responsible Officer

The General Manager, or personnel authorized by the General Manager~~designated authorized personnel~~his or her designee (the "Cross-Connection Officer"), shall be responsible to protect the District's public water supply from contamination by cross-connections and to carry out and implement this policy. The Cross-Connection Officer Authorized Personnel must be certified in the State of California by a District-approved entity.

10000.04.3 General Regulations and Prohibitions

Each Customer and water user shall comply with this Section and all applicable federal and state laws and regulations concerning the separation of dual water systems, protection against cross-connections with auxiliary water supplies, and protection from contamination due to backpressure and backflow from the customer's premises. There shall be no physical interconnection between an auxiliary water supply and the District's water supply without a District approved backflow prevention assembly on any property served by the District. Any water user with an auxiliary water supply on the water user's Premises shall (1) install and maintain at the water user's sole cost and expense a reduced pressure principle backflow prevention assembly on the Premises, or (2) demonstrate to the satisfaction of the District that the auxiliary water supply is not connected and cannot readily be connected to the District water system. However, any water user with a private well shall install an approved reduced pressure principle backflow prevention assembly on the service lateral at the point of service near the property line.

10000.04.4 Backflow Prevention Assemblies Protection

A The District recommends that a thermal blanket for freeze protection shall be required installed on all backflow prevention assemblies exposed to the elements.

10000.04.5 Backflow Prevention Assembly Standards

The type, location, and size of the backflow prevention assembly required by this Section shall be approved by the District Engineer or Cross-Connection Officer authorized District personnel prior to installation. In approving such assemblies, the District shall follow the standards established by California Code of Regulations, Title 17, Sections 7583 to 7605, and applicable AWWA standards.

10000.04.6 Installation of Backflow Prevention Assemblies

Upon completion of installation of a backflow prevention assembly, the backflow prevention assembly shall be inspected by the Cross-Connection Officer or designee authorized District personnel. If the inspection determines that the assembly is not installed properly, the Customer, at his or her sole cost and expense, shall correct the installation and call for a re-inspection within 30 days the timeframe specified by the District at the time of failure.

10000.04.7 Surveys

The Cross-Connection Officer Authorized personnel shall, from time to time, conduct surveys of water users in the District to identify water user

Premises where auxiliary water supplies and/or cross-connections without approved backflow prevention assemblies are likely to occur. If, as a result of such survey or by other means, the ~~Cross-Connection Officer authorized personnel~~ learns of an auxiliary water supply or cross-connection without a backflow prevention assembly in the District, then he or she shall give written notice to the Customer on whose Premises such auxiliary water supply or cross-connection is found informing such user that he or she must install an appropriate backflow prevention assembly. The customer shall, within ~~45 days from the date of such notice the timeframe specified by the District at the time of failure~~, and at his or her sole cost and expense, either install an approved backflow prevention assembly or remove the auxiliary water supply to the satisfaction of ~~the Cross-Connection Officer authorized personnel~~~~the District~~.

10000.04.8 Testing

After the installation of any backflow prevention assembly required under this Section, the District ~~or authorized representative~~ shall test and inspect the assembly on an annual basis, or more frequently if determined necessary, ~~at no charge~~. ~~A fee shall be charged to the Customer for the test per the current Fee Schedule~~~~Schedule of Rates, Charges, Fees and Deposits~~. If the testing and inspection reveals that the backflow prevention assembly is not working properly, then the Customer, at his or her sole cost and expense, shall cause such assembly to be repaired or replaced within ~~30 days the timeframe specified by the District at the time of failure~~. The Customer shall ~~call for a retest have the device retested by a certified backflow assembly tester and return the District provided test form along with the gauge calibration certification to the District. The repaired or replaced backflow prevention assembly will be retested by the District. If the District is required to test the device, a~~ A retesting fee (as set forth in the District's current Schedule of Rates, Charges, Fees, and Deposits) shall be paid to the District by the owner of record.

10000.04.9 District Inspections

~~The Cross Connection Officer Authorized personnel and/or designated representatives~~ shall inspect on an annual basis all Premises known to have an auxiliary water supply to confirm that the auxiliary water supply is not interconnected with the District's approved water supply. Such an on-site inspection of the Premises shall also be made by ~~the Cross-Connection Officer authorized personnel~~ upon any change of ownership of a Premises known to have an auxiliary water supply.

10000.04.10 Recordkeeping

The District shall keep and maintain written records of locations of auxiliary water supplies and backflow prevention assemblies, backflow prevention assembly installation and repair records, written statements concerning auxiliary water supplies, and survey, testing and inspection reports.

10000.04.11 District Access to Premises

The Cross Connection Officer, and the designated representatives
Authorized personnel and designated representatives, shall have reasonable access to a Customer's Premises for purposes of making inspections and surveys for cross-connection control, inspections of installed backflow prevention assemblies, and as otherwise necessary to protect the public water supply against cross-connections. If any Customer refuses entry, or hinders or prevents inspection by the Cross-Connection Officer or the representative authorized personnel or designated representatives, then the District may discontinue water service to the Premises until entry is allowed or device is in a location where District Staff has access.

10000.04.12 Enforcement

In addition to any other remedy provided by this Code or by law, if a Customer fails to comply with any provision of this Section within 45 days from date of notification the timeframe specified by the District at the time of notification, then the District may discontinue water service, in accordance with Section 11000.02, to Customer's Premises until the Customer fully complies with this Section to the satisfaction of the District.

Revision History:

Revision Date	Description of Changes	Requested By
6/25/08	Ord. 08-001 repealed all prior ordinances	

AGENDA ITEM VI-1.1

STAFF REPORT

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

RECOMMENDED ACTION

For information only, no action requested.

TREATMENT PLANT OPERATIONS

Water Production for December

Item	2019	2018	Difference
Monthly Production AF	1,789.31	2,185.23	-18.1%
Daily Average MG	18.81	22.97	-18.1%
Annual Production AF	48,826.97	46,684.71	4.6%

Water Turbidity

Item	December 2019	November 2019	Difference
Raw Water Turbidity NTU	1.42	1.82	-22%
Treated Water Turbidity NTU	0.025	0.026	-4%
Monthly Turbidity Percentage Reduction	98.13%	98.59%	

*Folsom Lake Reservoir Storage Level AF**

Item	2019	2018	Difference
Lake Volume AF	509,194	330,969	54%

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

* Total Reservoir Capacity: 977,000 AF

Other Items of Interest:

- Complete solids handling VFD replacements (12)

SYSTEM OPERATIONS

Distribution Operations:

Item	December 2019	November 2019	Difference
Leaks and Repairs	8	3	+5
MainsFlushed	11	0	+11
Valves Exercised	6	2	+4
Back Flows Tested	0	0	0
Customer Service Calls	25	29	-4

Distribution System Water Quality:

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

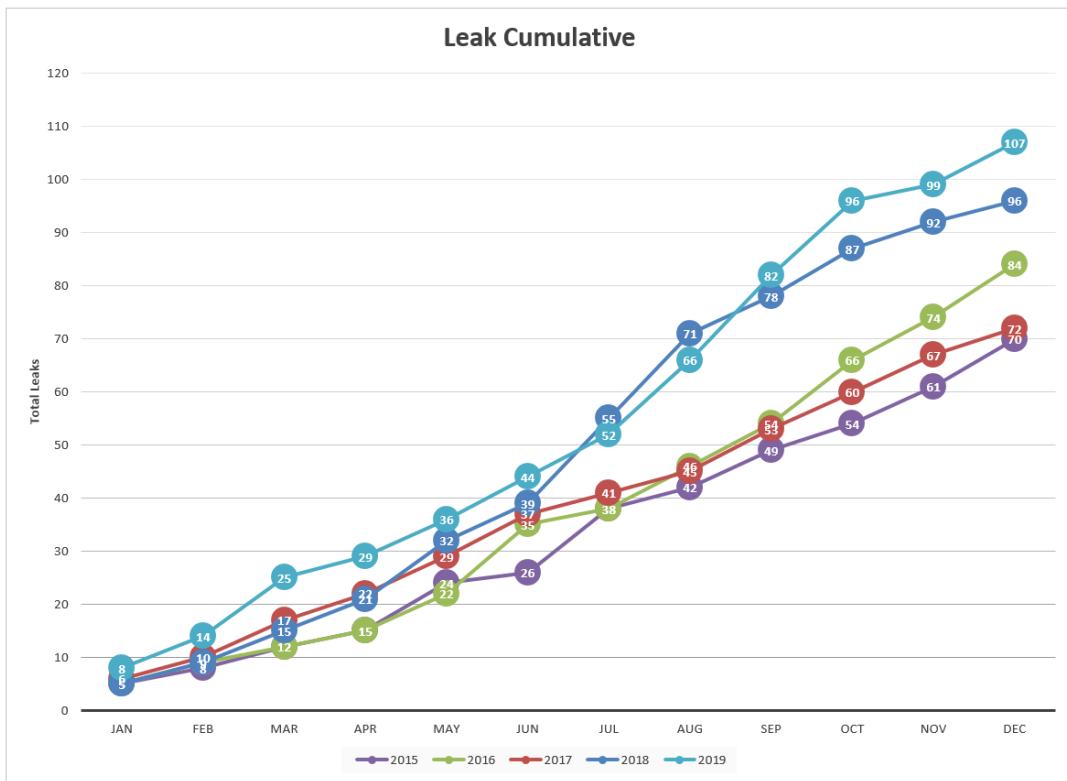


Figure 1: Annual Distribution System Leaks

Other Items of Interest:

- 107 System Leaks for the year. This is the most leaks in the last 5 years.
- All Program Goals for system maintenance were achieved this last year.
- 44 identified deficiencies have been repaired this year. 143 deficiency items remain to be repaired.

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

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
5150	796	215	20

Water Efficiency Activities

Water Waste Complaints Received	Number of Customers Contacted for High Usage (potential leaks)	Number of Rebates Processed	Number of Meters Tested/Repaired (non-reads)
0	63	11	65

Other Activities

- 29 customers were charged for meter box clearance work in the months of November and December.

STAFF REPORT
General Manager's Monthly Report
Paul Helliker

ENGINEERING - NEW URBAN DEVELOPMENTS (SJWD Retail Service Area)

Project Title	Description	Status	Issues / Notes
Chula Acres	4-Lot Minor Subdivision (8149 Excelsior Ave)	Approved for Construction	Grading completed, remainder on hold until spring.
Colinas Estates	10-Lot Subdivision (8137 Joe Rodgers)	Construction done	Construction is complete. In Closeout.
Eureka at GB (former Micherra Place Proj.)	28 Condominium Units (SW Cor. Eureka & AFR)	Approved for Construction	Const. has started.
GB Memory Care	Commercial Business (6400 Douglas Blvd)	In Design Review	Planning for 2020 const. start
Greyhawk III	44 high-density & 28 SFR lots (NE Cor. Eureka & SCB)	In Design Review	Planning for 2020 const. start
Wellquest Senior Living (prior Ovation)	Commercial Business (114-Unit 2-story Assisted Living Facility; 9747 Sierra College Blvd.)	In Construction	Water is done. Offsite PRS const is starting.
Placer County Retirement Residence	Commercial Business (145-Unit Multi-story Assisted Living Facility; 3865 Old Auburn Rd)	In Design Review	Planning for 2020 const. start
Pond View	Commercial Business (5620 5630 5640 Douglas Blvd)	Approved for Construction	Planning to begin const in 2020
Quarry Ridge Prof. Office Park	Comm Business (4 parcels to develop 4 gen/med office Bldgs; NE Corner of Douglas and Berg)	In Construction	Planning on also completing Ph II piping.
Rancho Del Oro	89 Lot Subdivision (Olive Ranch & Cavitt Stallman)	Will need re-approval for Construction	On hold pending County and Envr Approvals. Developer has requested County extension.
Self Parcel Split (3600 & 3630 Allison Ave)	4 Lot Minor Subdivision (on a new street "Laura Lane", off Allison Dr.)	In Construction	Construction nearing completion, finish in 2020.
The Park at Granite Bay	56 lot Subdivision (SCB south of Annabelle)	Approved for Construction	Mass grading done. Re-start in 2020.
The Residences at GB	4-Lot Minor Subdivision (NW Cor. Barton & E Rsvl Pkwy)	In Design Review	
Ventura of GB	33-Lot Subdivision (6832 Eureka Rd)	In Design Review	
Whitehawk I	24-Lot Subdivision (Douglas, west of Barton)	In Design Review	Planning Dept review underway
Whitehawk II	56-Lot Subdivision (Douglas, west of Barton)	In Design Review	Planning Dept review underway

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

Project Title	Description	Status	Issues / Notes
Retail Master Plan Update	Update the 2005/7 Retail Master Plan	Underway	
SCADA Radio Replacements – North Phase	Replace outdated 900 MHz radios with 173 MHz equipment	Under Construction	Resolving radio router issues
GIS Implementation	Update the aged GIS with new software and integrate with the CMMS and FIS/CIS systems	Under Implementation, in testing phase.	Training sessions being scheduled.
Spahn Ranch Rd. Main Extension	Install new pipeline; provides looped distribution network	In Design Phase	Working with property owner for easement
Cavitt Stallman 12" (Mystery Cr to Oak Pines)	Install new pipeline on Cavitt Stallman between Mystery Creek Ln and Oak Pines Ln.	In Design	Construction in FY 19/20
Woodminister Services Replacements	Replace 18 aged services	In Design	Construction in FY 19/20
Kokila (SJWD/PCWA) 12-Inch Intertie Pipeline	Interconnection with PCWA	In Design	Partial funding with RWA grant. Construction in FY 19/20
Canyon Falls Village PRS Replacement	Rehabilitation of an existing Pressure Reducing Station (PRV) located near the intersection of Canyon Falls Drive and Santa Juanita Ave.	East PRS is now completed, doing design for West PRS	Construction in FY 19/20
Douglas PRS ("Grosvenor PRS")	Rehabilitation of an existing Pressure Reducing Station (PRV) located on Douglas near Grosvenor	Completed.	
Eastridge Dr CV Station	Design and construct CV station between Sierra and Gravity Zones. Needed to supply 3,125-gpm fire flow for the Wellquest project on SCB	In construction	Construction in FY 19/20
UGB & LGB Low Flow Pumps and LGB/CP MOV	Installation of two new low flow pumps, one each at the Lower and Upper Granite Bay pump stations	In Design. Pumps pre-purchased and onsite.	Installation and commission in FY 19/20

STAFF REPORT

General Manager's Monthly Report

Paul Helliker

Status Update for Current Wholesale Projects

Project Title	Description	Status (% Complete)	Issues/ Notes
WTP Thickeners Lining	Clean, repair and line the interior walls and floor of the three thickeners to eliminate leakage and protect the concrete and reinforcing from damage	Bids received. Awaiting BOD approval on Jan 22 to award contract.	
WTP Filters Improvements	R&R Filter Materials, nozzles, and resurface spalled filter floor and wall areas	In Construction.	
Hinkle Liner & Cover Repl'mt	Replace both the hypalon cover and liner	In Design Phase. Planning to operate WTP without Hinkle.	Applying for SRF funding
Lime Tower Structural Assessment	Review and inspect condition of the existing Lime Tower, also a structural evaluation.	Out to RFP	
Lime System Improvements	Improvements for the WTP's lime system control and feeder system	In Design	
WTP On-Site Residuals Management Improvement Project	Management of the WTP residuals disposal area and improvements needed to meet regulatory requirements.	In Design Phase	Const in FY 19/20

SAFETY & REGULATORY TRAINING – December 2019

Training Course	Staff
Asbestos Awareness	WTP, Engineering & FS
Respiratory Protection Equipment Use – Hands on Training	WTP & FS
Process Safety Management (PSM) Program Review – Chlorine System	WTP

FINANCE/BUDGET*See attached*



San Juan Water District, CA

Wholesale Operating Income Statement

Group Summary

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 010 - WHOLESALE					
Revenue					
41000 - Water Sales	11,157,700.00	11,157,700.00	0.00	5,435,784.76	5,721,915.24
43000 - Rebate	1,500.00	1,500.00	442.32	790.54	709.46
45000 - Other Operating Revenue	0.00	0.00	0.00	43.72	-43.72
49000 - Other Non-Operating Revenue	144,600.00	144,600.00	20,058.93	34,324.43	110,275.57
Revenue Total:	11,303,800.00	11,303,800.00	20,501.25	5,470,943.45	5,832,856.55
Expense					
51000 - Salaries and Benefits	3,712,900.00	3,712,900.00	268,211.18	1,684,196.47	2,028,703.53
52000 - Debt Service Expense	928,000.00	928,000.00	317,035.72	395,468.87	532,531.13
53000 - Source of Supply	1,045,900.00	1,045,900.00	5,225.43	546,573.50	499,326.50
54000 - Professional Services	735,800.00	735,800.00	15,206.94	259,621.83	476,178.17
55000 - Maintenance	547,300.00	547,300.00	42,205.88	241,713.05	305,586.95
56000 - Utilities	179,600.00	179,600.00	328.94	95,295.27	84,304.73
57000 - Materials and Supplies	604,600.00	604,600.00	16,188.42	261,794.56	342,805.44
58000 - Public Outreach	36,100.00	36,100.00	0.00	9,469.15	26,630.85
59000 - Other Operating Expenses	427,500.00	427,500.00	13,108.24	307,226.10	120,273.90
69000 - Other Non-Operating Expenses	1,600.00	1,600.00	0.00	0.00	1,600.00
69900 - Transfers Out	2,498,300.00	2,498,300.00	0.00	0.00	2,498,300.00
Expense Total:	10,717,600.00	10,717,600.00	677,510.75	3,801,358.80	6,916,241.20
Fund: 010 - WHOLESALE Surplus (Deficit):					
Total Surplus (Deficit):	586,200.00	586,200.00	-657,009.50	1,669,584.65	-1,083,384.65

Wholesale Operating Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESALE	586,200.00	586,200.00	-657,009.50	1,669,584.65	-1,083,384.65
Total Surplus (Deficit):	586,200.00	586,200.00	-657,009.50	1,669,584.65	



San Juan Water District, CA

Wholesale Capital Income Statement

Group Summary

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 011 - Wholesale Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,123,000.00	1,123,000.00	4,026.75	17,405.21	1,105,594.79
44000 - Connection Fees	100,000.00	100,000.00	7,615.00	39,300.00	60,700.00
44500 - Capital Contributions - Revenue	43,700.00	43,700.00	0.00	21,850.00	21,850.00
49000 - Other Non-Operating Revenue	145,000.00	145,000.00	0.00	68,967.88	76,032.12
49990 - Transfer In	2,498,300.00	2,498,300.00	0.00	0.00	2,498,300.00
Revenue Total:	3,910,000.00	3,910,000.00	11,641.75	147,523.09	3,762,476.91
Expense					
55000 - Maintenance	934,000.00	934,000.00	0.00	807.52	933,192.48
61000 - Capital Outlay	8,446,400.00	8,446,400.00	593,183.16	1,336,360.03	7,110,039.97
Expense Total:	9,380,400.00	9,380,400.00	593,183.16	1,337,167.55	8,043,232.45
Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):					
Total Surplus (Deficit):	-5,470,400.00	-5,470,400.00	-581,541.41	-1,189,644.46	-4,280,755.54

Wholesale Capital Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
011 - Wholesale Capital Outlay	-5,470,400.00	-5,470,400.00	-581,541.41	-1,189,644.46	-4,280,755.54
Total Surplus (Deficit):	-5,470,400.00	-5,470,400.00	-581,541.41	-1,189,644.46	



San Juan Water District, CA

Retail Operating Income Statement

Group Summary

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 050 - RETAIL					
Revenue					
41000 - Water Sales	12,399,400.00	12,399,400.00	953,946.09	4,703,043.43	7,696,356.57
45000 - Other Operating Revenue	363,200.00	363,200.00	11,391.32	130,861.43	232,338.57
49000 - Other Non-Operating Revenue	154,400.00	154,400.00	0.00	54,938.13	99,461.87
Revenue Total:	12,917,000.00	12,917,000.00	965,337.41	4,888,842.99	8,028,157.01
Expense					
51000 - Salaries and Benefits	5,040,100.00	5,040,100.00	361,382.92	2,324,977.31	2,715,122.69
52000 - Debt Service Expense	516,200.00	516,200.00	178,332.59	221,952.23	294,247.77
53000 - Source of Supply	3,075,500.00	3,075,500.00	0.00	1,484,625.39	1,590,874.61
54000 - Professional Services	1,267,100.00	1,267,100.00	21,922.36	270,365.74	996,734.26
55000 - Maintenance	213,800.00	213,800.00	12,921.57	192,244.55	21,555.45
56000 - Utilities	293,700.00	293,700.00	328.94	195,572.52	98,127.48
57000 - Materials and Supplies	334,200.00	334,200.00	10,911.15	187,157.09	147,042.91
58000 - Public Outreach	80,500.00	80,500.00	0.00	36,657.15	43,842.85
59000 - Other Operating Expenses	584,200.00	584,200.00	32,129.14	324,812.28	259,387.72
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	0.00	1,500.00
69900 - Transfers Out	974,500.00	974,500.00	0.00	0.00	974,500.00
Expense Total:	12,381,300.00	12,381,300.00	617,928.67	5,238,364.26	7,142,935.74
Fund: 050 - RETAIL Surplus (Deficit):					
Total Surplus (Deficit):	535,700.00	535,700.00	347,408.74	-349,521.27	885,221.27

Retail Operating Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
050 - RETAIL	535,700.00	535,700.00	347,408.74	-349,521.27	885,221.27
Total Surplus (Deficit):	535,700.00	535,700.00	347,408.74	-349,521.27	



San Juan Water District, CA

Retail Capital Income Statement

Group Summary

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 055 - Retail Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,123,000.00	1,123,000.00	4,026.74	17,405.21	1,105,594.79
44000 - Connection Fees	100,000.00	100,000.00	31,452.00	265,422.69	-165,422.69
49000 - Other Non-Operating Revenue	150,000.00	150,000.00	0.00	23,185.54	126,814.46
49990 - Transfer In	974,500.00	974,500.00	0.00	0.00	974,500.00
Revenue Total:	2,347,500.00	2,347,500.00	35,478.74	306,013.44	2,041,486.56
Expense					
54000 - Professional Services	308,000.00	308,000.00	0.00	5,459.82	302,540.18
61000 - Capital Outlay	3,686,300.00	3,686,300.00	5,030.00	360,404.54	3,325,895.46
Expense Total:	3,994,300.00	3,994,300.00	5,030.00	365,864.36	3,628,435.64
Fund: 055 - Retail Capital Outlay Surplus (Deficit):					
Total Surplus (Deficit):	-1,646,800.00	-1,646,800.00	30,448.74	-59,850.92	-1,586,949.08

Retail Capital Income Statement

For Fiscal: 2019-2020 Period Ending: 12/31/2019

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
055 - Retail Capital Outlay	-1,646,800.00	-1,646,800.00	30,448.74	-59,850.92	-1,586,949.08
Total Surplus (Deficit):	-1,646,800.00	-1,646,800.00	30,448.74	-59,850.92	

Summary**Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
171107	FO 40 Transmission Pipeline Re-Lining	0.00	236,586.60	-236,586.60
171109	GIS Assessment and Implementation	0.00	52,853.58	-52,853.58
175105	6690-7767 Douglas Boulevard & Assoc	0.00	79,115.86	-79,115.86
175113	7225-7355 Dambacher Drive	0.00	7,235.16	-7,235.16
185115	Lou Place-Tray Wy to Crown Point Vist	0.00	22,466.30	-22,466.30
185135	Upper & Lower GB Pump Stn Low Flow	0.00	1,625.67	-1,625.67
185140	Canyon Falls Village Pressure Reducing	0.00	391.95	-391.95
185155	Bacon Pump Station HVAC Improveme	0.00	80,100.00	-80,100.00
191225	SCADA Improvements - Radio North Pi	0.00	4,315.43	-4,315.43
191235	Solar Site Access Culvert Replacement	0.00	3,250.00	-3,250.00
191255	WTP Filter Basins Rehab Project	0.00	934,098.91	-934,098.91
191260	On-Site Residuals Management Impro	0.00	57,054.90	-57,054.90
191270	Three ProMinet c12 Sensor and Senso	0.00	21,757.44	-21,757.44
191275	Clarifier Wall Lining & Leakage Repairs	0.00	427.50	-427.50
191280	Hinkle Reservoir Cover	0.00	77,352.95	-77,352.95
195210	SCADA Radio Replacements North Phas	0.00	6,995.19	-6,995.19
195225	Kokila SJWD/PCWA Intertie	0.00	50.00	-50.00
195230	Redbud/Lupin/Meadowlark Svc Repla	0.00	23,019.18	-23,019.18
195235	Sandstone & Auberry Court to Hill Roa	0.00	10,560.21	-10,560.21
195265	Douglas Booster Pump Station Electric	0.00	0.00	0.00
195295	Douglas (Grosvenor) PRS Improvemen	0.00	1,155.00	-1,155.00
201108	Admin Building Integrated Life Safety I	0.00	297.14	-297.14
201129	Solids Handling Building VFD Replacen	0.00	34,380.60	-34,380.60
201162	SCADA Radio Replacements- South Ph	0.00	2,711.98	-2,711.98
201171	CMMS Implementation	0.00	73,456.64	-73,456.64
201505	Hinkle Reservoir 48" Bypass Pipe Clear	0.00	380.02	-380.02
205129	Bacon #1 VFD Replacement	0.00	24,234.23	-24,234.23
Project Totals:		0.00	1,755,872.44	-1,755,872.44

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	1,755,064.92	-1,755,064.92
CIP - Expense	0.00	807.52	-807.52
Group Totals:	0.00	1,755,872.44	-1,755,872.44

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Administration	0.00	73,456.64	-73,456.64
Engineering	0.00	347,572.07	-347,572.07
Water Treatment Plant	0.00	1,334,843.73	-1,334,843.73
Type Totals:	0.00	1,755,872.44	-1,755,872.44

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-20030	Retentions Payable	0.00	94,996.67	94,996.67
011-700-57120	Maintenance - Facility	0.00	807.52	807.52
011-700-61120	Capital Outlay - Land Improve...	0.00	3,250.00	3,250.00
011-700-61140	Capital Outlay - Buildings & Im...	0.00	148.57	148.57
011-700-61145	Capital Outlay - WTP & Improv...	0.00	1,084,636.17	1,084,636.17
011-700-61150	Capital Outlay - Mains/Pipeline...	0.00	105,167.68	105,167.68
011-700-61155	Capital Outlay - Reservoirs & I...	0.00	77,352.95	77,352.95
011-700-61160	Capital Outlay - Equipment and..	0.00	4,315.43	4,315.43
011-700-61180	Capital Outlay - Software	0.00	31,577.55	31,577.55

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
050-300-56310	Reg Compliance / Sampling / I...	0.00	2,224.01	2,224.01
055-20030	Retentions Payable	0.00	141,719.65	141,719.65
055-700-61135	Capital Outlay - Pump Stations...	0.00	105,959.90	105,959.90
055-700-61140	Capital Outlay - Buildings & Im...	0.00	148.57	148.57
055-700-61150	Capital Outlay - Mains/Pipeline...	0.00	1,839.91	1,839.91
055-700-61160	Capital Outlay - Equipment and..	0.00	6,995.19	6,995.19
055-700-61180	Capital Outlay - Software	0.00	94,732.67	94,732.67
GL Account Totals:		0.00	1,755,872.44	1,755,872.44



San Juan Water District, CA

Balance Sheet
Account Summary
As Of 12/31/2019

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
Asset					
Type: 1000 - Assets					
10010 - Cash and Investments	4,685,233.39	15,390,556.68	2,897,418.72	5,365,117.90	28,338,326.69
10510 - Accounts Receivable	-26,824.99	0.84	259,835.00	0.06	233,010.91
11000 - Inventory	0.00	0.00	182,133.17	0.00	182,133.17
12000 - Prepaid Expense	41,134.85	0.00	39,685.04	0.00	80,819.89
14010 - Deferred Outflows	3,200,491.70	0.00	3,309,974.23	0.00	6,510,465.93
17010 - Capital Assets - Work in Progress	3,299,353.34	0.00	404,708.24	0.00	3,704,061.58
17150 - Capital Assets - Land Non-depreciable	98,212.00	0.00	166,272.00	0.00	264,484.00
17160 - Capital Assets - Land Improvements	814,105.59	0.00	83,970.80	0.00	898,076.39
17200 - Capital Assets - Pump Stations & Improvements	7,047,178.00	0.00	5,946,955.73	0.00	12,994,133.73
17300 - Capital Assets - Buildings & Improvements	1,267,245.92	0.00	263,336.06	0.00	1,530,581.98
17350 - Capital Assets - Water Treatment Plant & Imp	35,573,069.88	0.00	16,000.00	0.00	35,589,069.88
17400 - Capital Assets - Mains/Pipelines & Improvements	29,272,109.94	0.00	46,068,531.54	0.00	75,340,641.48
17500 - Capital Assets - Reservoirs & Improvements	2,923,447.50	0.00	2,492,421.90	0.00	5,415,869.40
17700 - Capital Assets - Equipment & Furniture	13,655,052.49	0.00	1,106,546.03	0.00	14,761,598.52
17750 - Capital Assets - Vehicles	304,780.00	0.00	499,226.87	0.00	804,006.87
17800 - Capital Assets - Software	447,653.38	0.00	403,200.40	0.00	850,853.78
17850 - Capital Assets - Intangible	666,196.00	0.00	0.00	0.00	666,196.00
17900 - Less Accumulated Depreciation	-37,924,426.75	0.00	-28,701,186.70	0.00	-66,625,613.45
Total Type 1000 - Assets:		65,344,012.24	15,390,557.52	35,439,029.03	5,365,117.96
Total Asset:		65,344,012.24	15,390,557.52	35,439,029.03	5,365,117.96
Liability					
Type: 1000 - Assets					
10510 - Accounts Receivable	0.00	0.00	94,920.83	0.00	94,920.83
Total Type 1000 - Assets:		0.00	0.00	94,920.83	0.00
Type: 2000 - Liabilities					
20010 - Accounts Payable	752,890.40	374,547.80	472,043.93	5,030.00	1,604,512.13
20100 - Retentions Payable	0.00	37,344.32	0.00	0.01	37,344.33
21200 - Salaries & Benefits Payable	34,074.37	0.00	62,276.88	0.00	96,351.25
21250 - Payroll Taxes Payable	1,233.88	0.00	1,233.86	0.00	2,467.74
21300 - Compensated Absences	363,585.16	0.00	483,191.25	0.00	846,776.41
21500 - Premium on Issuance of Bonds Series 2017	1,806,328.11	0.00	1,006,478.78	0.00	2,812,806.89
21600 - OPEB Liability	1,766,453.29	0.00	2,297,045.78	0.00	4,063,499.07
21700 - Pension Liability	680,652.08	0.00	884,065.34	0.00	1,564,717.42

Balance Sheet

As Of 12/31/2019

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
22010 - Deferred Income	0.00	0.00	120,765.70	0.00	120,765.70
22050 - Deferred Inflows	1,154,523.27	0.00	1,499,553.20	0.00	2,654,076.47
24200 - 2012 Bonds Payable	6,244,443.50	0.00	3,390,556.50	0.00	9,635,000.00
24250 - Bonds Payable 2017 Refunding	15,379,200.00	0.00	8,650,800.00	0.00	24,030,000.00
Total Type 2000 - Liabilities:	28,183,384.06	411,892.12	18,868,011.22	5,030.01	47,468,317.41
Total Liability:	28,183,384.06	411,892.12	18,962,932.05	5,030.01	47,563,238.24
Equity					
Type: 3000 - Equity					
30100 - Investment in Capital Assets	34,786,452.14	0.00	16,134,143.55	0.00	50,920,595.69
30500 - Designated Reserves	704,591.39	16,168,309.86	691,474.70	5,419,938.87	22,984,314.82
Total Type 3000 - Equity:	35,491,043.53	16,168,309.86	16,825,618.25	5,419,938.87	73,904,910.51
Total Total Beginning Equity:	35,491,043.53	16,168,309.86	16,825,618.25	5,419,938.87	73,904,910.51
Total Revenue	5,470,943.45	147,523.09	4,888,842.99	306,013.44	10,813,322.97
Total Expense	3,801,358.80	1,337,167.55	5,238,364.26	365,864.36	10,742,754.97
Revenues Over/Under Expenses	1,669,584.65	-1,189,644.46	-349,521.27	-59,850.92	70,568.00
Total Equity and Current Surplus (Deficit):	37,160,628.18	14,978,665.40	16,476,096.98	5,360,087.95	73,975,478.51
Total Liabilities, Equity and Current Surplus (Deficit):	65,344,012.24	15,390,557.52	35,439,029.03	5,365,117.96	121,538,716.75



San Juan Water District, CA

Check Report

By Check Number

Date Range: 12/01/2019 - 12/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
01073	Amarjeet Singh Garcha	12/03/2019	Regular	0.00	1,440.00	54954
01138	AT&T Mobility II LLC	12/03/2019	Regular	0.00	63.24	54955
01182	Bartkiewicz, Kronick & Shanahan	12/03/2019	Regular	0.00	14,689.35	54956
03594	Borges & Mahoney, Inc.	12/03/2019	Regular	0.00	654.17	54957
01373	City of Roseville	12/03/2019	Regular	0.00	424.47	54958
01659	Gary Webb Trucking	12/03/2019	Regular	0.00	577.50	54959
01068	Glenn C. Walker	12/03/2019	Regular	0.00	1,024.40	54960
01681	Golden State Flow Measurements, Inc.	12/03/2019	Regular	0.00	12,993.37	54961
03091	Granite Bay Ace Hardware	12/03/2019	Regular	0.00	97.47	54962
01710	Greenback Eqipment Rentals, Inc.	12/03/2019	Regular	0.00	83.33	54963
03751	Jacques & Sons Construction, Inc.	12/03/2019	Regular	0.00	1,924.16	54964
03679	L and D Landfill Limited Partnership	12/03/2019	Regular	0.00	1,247.46	54965
03402	Normac, Inc	12/03/2019	Regular	0.00	259.45	54966
02150	Pace Supply Corp	12/03/2019	Regular	0.00	5,151.36	54967
	Void	12/03/2019	Regular	0.00	0.00	54968
03303	Paulson, Rachael	12/03/2019	Regular	0.00	211.26	54969
03752	Pavement Coatings Co.	12/03/2019	Regular	0.00	719.94	54970
02293	RFI Enterprises, Inc	12/03/2019	Regular	0.00	358.26	54971
02302	Riebes Auto Parts, LLC	12/03/2019	Regular	0.00	187.34	54972
03670	River City Painting, Inc.	12/03/2019	Regular	0.00	7,220.00	54973
02328	Rocklin Windustrial Co	12/03/2019	Regular	0.00	217.30	54974
02395	SAFETY KLEEN SYSTEMS INC.	12/03/2019	Regular	0.00	999.79	54975
03353	Teichert Construction	12/03/2019	Regular	0.00	1,163.64	54976
02638	Tyler Technologies, Inc.	12/03/2019	Regular	0.00	21,643.37	54977
02700	Viking Shred LLC	12/03/2019	Regular	0.00	59.00	54978
01687	W. W. Grainger, Inc.	12/03/2019	Regular	0.00	497.04	54979
03406	Alpha Analytical Laboratories Inc.	12/09/2019	Regular	0.00	1,066.00	54980
01372	City of Folsom	12/09/2019	Regular	0.00	30.24	54981
01423	County of Sacramento	12/09/2019	Regular	0.00	123.00	54982
03091	Granite Bay Ace Hardware	12/09/2019	Regular	0.00	7.71	54983
01733	Harris Industrial Gases	12/09/2019	Regular	0.00	71.24	54984
01814	J. Fletcher Creamer & Son, Inc.	12/09/2019	Regular	0.00	137,537.90	54985
02131	Office Depot, Inc.	12/09/2019	Regular	0.00	372.98	54986
02150	Pace Supply Corp	12/09/2019	Regular	0.00	1,522.95	54987
02281	Ray A Morgan Company Inc	12/09/2019	Regular	0.00	69.42	54988
02223	Rexel Inc (Platt - Rancho Cordova)	12/09/2019	Regular	0.00	251.41	54989
02298	Richardson & Company, LLP	12/09/2019	Regular	0.00	23,440.00	54990
02302	Riebes Auto Parts, LLC	12/09/2019	Regular	0.00	283.12	54991
01411	SureWest Telephone	12/09/2019	Regular	0.00	1,647.92	54992
02674	Utility Services Associates, LLC	12/09/2019	Regular	0.00	2,702.80	54993
01687	W. W. Grainger, Inc.	12/09/2019	Regular	0.00	20.59	54994
03406	Alpha Analytical Laboratories Inc.	12/16/2019	Regular	0.00	85.00	54995
01073	Amarjeet Singh Garcha	12/16/2019	Regular	0.00	1,500.00	54996
03226	Capitol Sand and Gravel Co.	12/16/2019	Regular	0.00	3,315.42	54997
01375	City of Sacramento	12/16/2019	Regular	0.00	3,527.00	54998
01378	Clark Pest Control of Stockton	12/16/2019	Regular	0.00	150.00	54999
01494	Dewey Services Inc.	12/16/2019	Regular	0.00	86.00	55000
03621	Eletrick Motorsports, Inc.	12/16/2019	Regular	0.00	165.00	55001
01681	Golden State Flow Measurements, Inc.	12/16/2019	Regular	0.00	3,250.75	55002
03091	Granite Bay Ace Hardware	12/16/2019	Regular	0.00	136.97	55003
01710	Greenback Eqipment Rentals, Inc.	12/16/2019	Regular	0.00	182.24	55004
01733	Harris Industrial Gases	12/16/2019	Regular	0.00	13.58	55005
02093	NDS Solutions, Inc	12/16/2019	Regular	0.00	69.18	55006
02131	Office Depot, Inc.	12/16/2019	Regular	0.00	54.85	55007

Check Report

Date Range: 12/01/2019 - 12/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02146	PG&E	12/16/2019	Regular	0.00	127,921.54	55008
	Void	12/16/2019	Regular	0.00	0.00	55009
02283	Recology Auburn Placer	12/16/2019	Regular	0.00	657.88	55010
02223	Rexel Inc (Platt - Rancho Cordova)	12/16/2019	Regular	0.00	1,228.69	55011
02293	RFI Enterprises, Inc	12/16/2019	Regular	0.00	51.34	55012
02357	Sacramento Municipal Utility District (SMUD)	12/16/2019	Regular	0.00	15,466.41	55013
02540	Sutter Medical Foundation	12/16/2019	Regular	0.00	360.00	55014
02463	The New AnswerNet	12/16/2019	Regular	0.00	292.54	55015
03644	Tully & Young, Inc.	12/16/2019	Regular	0.00	2,407.50	55016
02651	United Parcel Service Inc	12/16/2019	Regular	0.00	116.00	55017
02667	US Bank Corporate Payments Sys (CalCard)	12/16/2019	Regular	0.00	19,752.17	55018
	Void	12/16/2019	Regular	0.00	0.00	55019
	Void	12/16/2019	Regular	0.00	0.00	55020
	Void	12/16/2019	Regular	0.00	0.00	55021
	Void	12/16/2019	Regular	0.00	0.00	55022
	Void	12/16/2019	Regular	0.00	0.00	55023
	Void	12/16/2019	Regular	0.00	0.00	55024
	Void	12/16/2019	Regular	0.00	0.00	55025
	Void	12/16/2019	Regular	0.00	0.00	55026
	Void	12/16/2019	Regular	0.00	0.00	55027
	Void	12/16/2019	Regular	0.00	0.00	55028
	Void	12/16/2019	Regular	0.00	0.00	55029
	Void	12/16/2019	Regular	0.00	0.00	55030
02690	Verizon Wireless	12/16/2019	Regular	0.00	1,569.10	55031
03748	West Coast Arborists, Inc.	12/16/2019	Regular	0.00	2,403.00	55032
03406	Alpha Analytical Laboratories Inc.	12/24/2019	Regular	0.00	423.00	55038
01164	Backflow Distributors Inc	12/24/2019	Regular	0.00	318.13	55039
03059	Center For Hearing Health Inc	12/24/2019	Regular	0.00	2,118.00	55040
01372	City of Folsom	12/24/2019	Regular	0.00	2,526.00	55041
02613	Clark, Tom	12/24/2019	Regular	0.00	105.00	55042
01423	County of Sacramento	12/24/2019	Regular	0.00	184.50	55043
03424	Davis, Aaron	12/24/2019	Regular	0.00	210.00	55044
03548	Digital Deployment, Inc.	12/24/2019	Regular	0.00	400.00	55045
02516	Ehnat, Stephen	12/24/2019	Regular	0.00	300.74	55046
01659	Gary Webb Trucking	12/24/2019	Regular	0.00	945.00	55047
01681	Golden State Flow Measurements, Inc.	12/24/2019	Regular	0.00	18,314.01	55048
03091	Granite Bay Ace Hardware	12/24/2019	Regular	0.00	181.40	55049
03682	HydroScience Engineers, Inc.	12/24/2019	Regular	0.00	25,610.00	55050
03311	Jensen Instrument Co. of Northern California, Inc.	12/24/2019	Regular	0.00	320.54	55051
02024	MCI WORLDCOM	12/24/2019	Regular	0.00	68.05	55052
03669	MFDB Architects, Inc.	12/24/2019	Regular	0.00	600.00	55053
03692	MGT of America, LLC	12/24/2019	Regular	0.00	2,835.00	55054
02131	Office Depot, Inc.	12/24/2019	Regular	0.00	816.20	55055
02150	Pace Supply Corp	12/24/2019	Regular	0.00	3,418.65	55056
02146	PG&E	12/24/2019	Regular	0.00	10.00	55057
02223	Rexel Inc (Platt - Rancho Cordova)	12/24/2019	Regular	0.00	1,085.27	55058
02302	Riebes Auto Parts, LLC	12/24/2019	Regular	0.00	35.55	55059
02357	Sacramento Municipal Utility District (SMUD)	12/24/2019	Regular	0.00	25,385.85	55060
02580	The Eidam Corporation	12/24/2019	Regular	0.00	5,746.95	55061
02651	United Parcel Service Inc	12/24/2019	Regular	0.00	97.38	55062
02700	Viking Shred LLC	12/24/2019	Regular	0.00	50.00	55063
03445	Zlotnick, Greg	12/24/2019	Regular	0.00	112.52	55064
03406	Alpha Analytical Laboratories Inc.	12/30/2019	Regular	0.00	40.00	55065
01073	Amarjeet Singh Garcha	12/30/2019	Regular	0.00	360.00	55066
01182	Bartkiewicz, Kronick & Shanahan	12/30/2019	Regular	0.00	12,313.08	55067
03173	Foley, Jacqueline	12/30/2019	Regular	0.00	60.00	55068
03679	L and D Landfill Limited Partnership	12/30/2019	Regular	0.00	1,888.53	55069
02302	Riebes Auto Parts, LLC	12/30/2019	Regular	0.00	32.23	55070
01641	Sun Life Assurance Company of Canada	12/01/2019	Bank Draft	0.00	10,328.22	314340
02674	Utility Services Associates, LLC	12/09/2019	EFT	0.00	-2,702.80	406365
01741	HDR Engineering, Inc.	12/03/2019	EFT	0.00	-26,240.95	406367

Check Report

Date Range: 12/01/2019 - 12/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01741	HDR Engineering, Inc.	12/03/2019	EFT	0.00	26,240.95	406367
03628	Lees Automotive Repair Inc.	12/03/2019	EFT	0.00	279.29	406368
03628	Lees Automotive Repair Inc.	12/03/2019	EFT	0.00	-279.29	406368
02027	Mcmaster-Carr Supply Company	12/03/2019	EFT	0.00	595.77	406369
02027	Mcmaster-Carr Supply Company	12/03/2019	EFT	0.00	-595.77	406369
03026	PFM Asset Management	12/03/2019	EFT	0.00	-958.57	406370
03026	PFM Asset Management	12/03/2019	EFT	0.00	958.57	406370
02286	Regional Water Authority	12/03/2019	EFT	0.00	630.00	406371
02286	Regional Water Authority	12/03/2019	EFT	0.00	-630.00	406371
02581	The Ferguson Group, LLC	12/03/2019	EFT	0.00	223.13	406372
02581	The Ferguson Group, LLC	12/03/2019	EFT	0.00	-223.13	406372
03387	WageWorks, Inc	12/03/2019	EFT	0.00	-259.15	406373
03387	WageWorks, Inc	12/03/2019	EFT	0.00	259.15	406373
01486	WAPA - Department of Energy	12/03/2019	EFT	0.00	2,123.43	406374
01486	WAPA - Department of Energy	12/03/2019	EFT	0.00	-2,123.43	406374
02730	Western Area Power Administration	12/03/2019	EFT	0.00	-3,100.00	406375
02730	Western Area Power Administration	12/03/2019	EFT	0.00	3,100.00	406375
01741	HDR Engineering, Inc.	12/03/2019	EFT	0.00	26,240.95	406376
03628	Lees Automotive Repair Inc.	12/03/2019	EFT	0.00	279.29	406377
02027	Mcmaster-Carr Supply Company	12/03/2019	EFT	0.00	595.77	406378
03026	PFM Asset Management	12/03/2019	EFT	0.00	958.57	406379
02286	Regional Water Authority	12/03/2019	EFT	0.00	560.00	406380
02581	The Ferguson Group, LLC	12/03/2019	EFT	0.00	223.13	406381
03387	WageWorks, Inc	12/03/2019	EFT	0.00	259.15	406382
01486	WAPA - Department of Energy	12/03/2019	EFT	0.00	2,123.43	406383
02730	Western Area Power Administration	12/03/2019	EFT	0.00	3,100.00	406384
03739	Azteca Systems Holdings, LLC	12/09/2019	EFT	0.00	8,800.00	406385
01584	ERS Industrial Services, Inc.	12/09/2019	EFT	0.00	349,982.95	406386
01611	Ferguson Enterprises, Inc	12/09/2019	EFT	0.00	571.03	406387
01741	HDR Engineering, Inc.	12/09/2019	EFT	0.00	53,816.83	406388
01748	Herc Rentals Inc.	12/09/2019	EFT	0.00	596.53	406389
03628	Lees Automotive Repair Inc.	12/09/2019	EFT	0.00	316.49	406390
02027	Mcmaster-Carr Supply Company	12/09/2019	EFT	0.00	127.56	406391
01038	Nimmo, Sandra G	12/09/2019	EFT	0.00	613.00	406392
03385	S J Electro Systems Inc	12/09/2019	EFT	0.00	28,258.65	406393
03298	United Rentals (North America), Inc.	12/09/2019	EFT	0.00	1,672.04	406394
01235	BSK Associates	12/16/2019	EFT	0.00	56.00	406395
03221	Chemtrade Chemicals Corporation	12/16/2019	EFT	0.00	9,980.04	406396
01521	DataProse, LLC	12/16/2019	EFT	0.00	7,143.49	406397
01706	Graymont Western US Inc.	12/16/2019	EFT	0.00	6,576.11	406398
03553	Mallory Safety and Supply LLC	12/16/2019	EFT	0.00	208.98	406399
02158	Pacific Storage Company	12/16/2019	EFT	0.00	50.70	406400
02572	Thatcher Company of California, Inc.	12/16/2019	EFT	0.00	4,594.80	406401
02581	The Ferguson Group, LLC	12/16/2019	EFT	0.00	6,000.00	406402
02162	Tobin, Pamela	12/16/2019	EFT	0.00	954.24	406403
03671	U. S. Saws, Inc.	12/16/2019	EFT	0.00	271.38	406404
03298	United Rentals (North America), Inc.	12/16/2019	EFT	0.00	101.41	406405
03387	WageWorks, Inc	12/16/2019	EFT	0.00	259.15	406406
01486	WAPA - Department of Energy	12/16/2019	EFT	0.00	326.67	406407
03514	Beckman Coulter, Inc.	12/24/2019	EFT	0.00	593.91	406408
01611	Ferguson Enterprises, Inc	12/24/2019	EFT	0.00	1,315.72	406409
01741	HDR Engineering, Inc.	12/24/2019	EFT	0.00	35,616.51	406410
02367	McClatchy Newspapers, Inc.	12/24/2019	EFT	0.00	380.02	406411
02144	Orthos Liquid Systems, Inc.	12/24/2019	EFT	0.00	210,990.91	406412
02365	Sacramento Tree Foundation	12/24/2019	EFT	0.00	500.00	406413
02581	The Ferguson Group, LLC	12/24/2019	EFT	0.00	162.57	406414
02710	WageWorks, Inc	12/24/2019	EFT	0.00	86.00	406415
01328	Association of California Water Agencies / Joint Po	12/30/2019	EFT	0.00	7,548.90	406416
01330	CDW Government LLC	12/30/2019	EFT	0.00	562.02	406417
01741	HDR Engineering, Inc.	12/30/2019	EFT	0.00	12,890.78	406418
03387	WageWorks, Inc	12/30/2019	EFT	0.00	259.15	406419

Check Report

Date Range: 12/01/2019 - 12/31/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02730	Western Area Power Administration	12/30/2019	EFT	0.00	3,092.00	406420
03077	VALIC	12/13/2019	Bank Draft	0.00	3,806.47	0007968608
03077	VALIC	12/27/2019	Bank Draft	0.00	3,809.02	0007981288
03078	CalPERS Health	12/05/2019	Bank Draft	0.00	35,540.20	1001453753
03078	CalPERS Health	12/05/2019	Bank Draft	0.00	43,023.86	1001453753
03078	CalPERS Health	12/05/2019	Bank Draft	0.00	43,436.66	1001453753
03130	CalPERS Retirement	12/13/2019	Bank Draft	0.00	35,839.31	1001464616
01366	Citistreet/CalPERS 457	12/13/2019	Bank Draft	0.00	3,105.92	1001464620
03130	CalPERS Retirement	12/18/2019	Bank Draft	0.00	27.84	1001467978
03130	CalPERS Retirement	12/18/2019	Bank Draft	0.00	213.79	1001467978
03130	CalPERS Retirement	12/20/2019	Bank Draft	0.00	400.00	1001469824
03130	CalPERS Retirement	12/27/2019	Bank Draft	0.00	35,775.41	1001473000
01366	Citistreet/CalPERS 457	12/27/2019	Bank Draft	0.00	3,062.50	1001473008
03080	California State Disbursement Unit	12/26/2019	Bank Draft	0.00	370.61	DJTYQPX6660
03080	California State Disbursement Unit	12/12/2019	Bank Draft	0.00	370.61	JHBOGMH6657
03163	Economic Development Department	12/27/2019	Bank Draft	0.00	8,439.66	1-398-307-776
03163	Economic Development Department	12/13/2019	Bank Draft	0.00	273.63	1-696-369-600
03163	Economic Development Department	12/13/2019	Bank Draft	0.00	8,134.87	1-696-369-600
01039	American Family Life Assurance Company of Colu	12/27/2019	Bank Draft	0.00	691.28	Q3869 12-27-19
01039	American Family Life Assurance Company of Colu	12/27/2019	Bank Draft	0.00	691.28	Q3869 12-27-19
03164	Internal Revenue Service	12/13/2019	Bank Draft	0.00	112.28	2709747342747
03164	Internal Revenue Service	12/13/2019	Bank Draft	0.00	1,574.82	2709747744477
03164	Internal Revenue Service	12/13/2019	Bank Draft	0.00	42,955.28	2709747744477
03164	Internal Revenue Service	12/13/2019	Bank Draft	0.00	60.90	2709747744477
03164	Internal Revenue Service	12/27/2019	Bank Draft	0.00	42,324.86	2709761109072
03164	Internal Revenue Service	12/27/2019	Bank Draft	0.00	40.60	2709761109072
03164	Internal Revenue Service	12/31/2019	Bank Draft	0.00	26.70	2709765937602
03164	Internal Revenue Service	12/31/2019	Bank Draft	0.00	7,688.86	2709765937602
03164	Internal Revenue Service	12/31/2019	Bank Draft	0.00	562.42	2709765937602

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	134	98	0.00	534,727.69
Manual Checks	0	0	0.00	0.00
Voided Checks	0	14	0.00	0.00
Bank Drafts	29	29	0.00	332,687.86
EFT's	74	64	0.00	786,914.03
	237	205	0.00	1,654,329.58

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	134	98	0.00	534,727.69
Manual Checks	0	0	0.00	0.00
Voided Checks	0	14	0.00	0.00
Bank Drafts	29	29	0.00	332,687.86
EFT's	74	64	0.00	786,914.03
	237	205	0.00	1,654,329.58

Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	12/2019	1,654,329.58



San Juan Water District, CA

Vendor History Report

By Vendor Name

Posting Date Range 07/01/2019 - 12/31/2019

Payment Date Range -

Payable Number Item Description	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
	Item Description	Units	Price	Amount	Account Number	Account Name	Dist Amount				
Vendor Set: 01 - Vendor Set 01											
02556 - Costa, Ted	Expense&Mileage-ACWA Fall- Room &Mileag	12/31/2019		55098		801.84	0.00	0.00	0.00	801.84	801.84
Exp Reimb 12-2019	Expense&Mileage-ACWA	0.00	0.00	801.84	010-010-52110	1/13/2020	801.84	0.00	0.00	801.84	801.84
					050-010-52110	Training - Meetings, Education & Trai	400.92				
						Training - Meetings, Education & Trai	400.92				
01916 - Miller, Ken	Mileage Reimbursement-Various Meetings	8/31/2019		54641		1,881.18	0.00	0.00	0.00	1,881.18	1,881.18
Exp Reimb	Mileage Reimbursement-	0.00	0.00	31.32	010-010-52110	9/9/2019	31.32	0.00	0.00	31.32	31.32
					050-010-52110	Training - Meetings, Education & Trai	15.66				
						Training - Meetings, Education & Trai	15.66				
Exp Reimb 07-2018	Mileage & Parking-Various Meetings & CFO Y	7/31/2019		54581		48.80	0.00	0.00	0.00	48.80	48.80
Mileage & Parking-Variou		0.00	0.00	48.80	010-010-52110	8/20/2019	24.40				
					050-010-52110	Training - Meetings, Education & Trai	24.40				
Exp Reimb 12-2019	Expense&Mileage-ACWA Fall Conf&Variou	12/31/2019		55106		1,801.06	0.00	0.00	0.00	1,801.06	1,801.06
Expense&Mileage-ACWA		0.00	0.00	1,801.06	010-010-52110	1/13/2020	900.53				
					050-010-52110	Training - Meetings, Education & Trai	900.53				
03092 - Rich, Dan	Mileage Reimb 08-2019 - CH Chamber Recep	8/31/2019		54706		8.70	0.00	0.00	0.00	8.70	8.70
Exp Reimb 08-2019	Mileage Reimb 08-2019 - CH Chamber Recep	0.00	0.00	8.70	010-010-52110	9/23/2019	8.70	0.00	0.00	8.70	8.70
					050-010-52110	Training - Meetings, Education & Trai	4.35				
						Training - Meetings, Education & Trai	4.35				
02162 - Tobin, Pamela	Expense Reimb-Mileage Various Meetings &	7/31/2019		406194		1,749.50	0.00	0.00	0.00	1,749.50	1,749.50
Expense Reimb-Mileage \		0.00	0.00	46.50	010-010-52110	8/14/2019	46.50	0.00	0.00	46.50	46.50
					050-010-52110	Training - Meetings, Education & Trai	23.25				
						Training - Meetings, Education & Trai	23.25				
Exp Reimb 08-2019	Mileage Expense-Various Meetings	8/31/2019		406236		81.78	0.00	0.00	0.00	81.78	81.78
Mileage-Various Meeting		0.00	0.00	81.78	010-010-52110	9/9/2019	40.89				
					050-010-52110	Training - Meetings, Education & Trai	40.89				
Exp Reimb 10-2019	Expense Reimb-ACWA Expenses & Mileage V	9/30/2019		406309		232.80	0.00	0.00	0.00	232.80	232.80
Expense Reimb-ACWA Ex		0.00	0.00	232.80	010-010-52110	10/22/2019	116.40				
					050-010-52110	Training - Meetings, Education & Trai	116.40				
Exp Reimb 10-2019 #2	Expense Reimb-Region 9 & Various Meetings	10/31/2019		406339		213.21	0.00	0.00	0.00	213.21	213.21
Expense Reimb-Region 9		0.00	0.00	213.21	010-010-52110	11/12/2019	106.60				
					050-010-52110	Training - Meetings, Education & Trai	106.61				
Exp Reimb 11-2019	Exp Reimb ACWA Conf, Mileage, & Meals	11/30/2019		406403		954.24	0.00	0.00	0.00	954.24	954.24

Vendor History Report

Posting Date Range 07/01/2019 - 12/31/2019

Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description	Units	Price	Amount	Account Number	Account Name		Dist Amount				
Exp Reimb ACWA Conf, IV	0.00	0.00	954.24	010-010-52110	Training - Meetings, Education & Trai	477.12					
				050-010-52110	Training - Meetings, Education & Trai	477.12					
Exp Reimb 12-2019	Expense & Mileage-ACWA Fall & Various Me	12/31/2019		406434	1/13/2020	220.97	0.00	0.00	0.00	220.97	220.97
Expense & Mileage-ACW/	0.00	0.00	220.97	010-010-52110	Training - Meetings, Education & Trai	110.48					
				050-010-52110	Training - Meetings, Education & Trai	110.49					
Vendors: (4) Total 01 - Vendor Set 01:						4,441.22	0.00	0.00	0.00	4,441.22	4,441.22
Vendors: (4) Report Total:						4,441.22	0.00	0.00	0.00	4,441.22	4,441.22



Payroll Set: 01-San Juan Water District

Employee Number	Employee Name	Pay Code	# of Payments	Units	Pay Amount
<u>0690</u>	Costa,Ted	Reg - Regular Hours	6	32.00	4,000.00
			0690 - Costa Total:	32.00	4,000.00
<u>1028</u>	Hanneman,Martin W	Reg - Regular Hours	6	26.00	3,250.00
			1028 - Hanneman Total:	26.00	3,250.00
<u>0670</u>	Miller,Ken	Reg - Regular Hours	6	21.00	2,625.00
			0670 - Miller Total:	21.00	2,625.00
<u>1003</u>	Rich,Daniel T	Reg - Regular Hours	5	19.00	2,375.00
			1003 - Rich Total:	19.00	2,375.00
<u>0650</u>	Tobin,Pamela	Reg - Regular Hours	6	49.00	6,125.00
			0650 - Tobin Total:	49.00	6,125.00
				Report Total:	147.00
					18,375.00



Payroll Set: 01-San Juan Water District

Account	Account Description	Units	Pay Amount
<u>010-010-58110</u>	Director - Stipend	73.50	9,187.50
		010 - WHOLESALE Total:	73.50 9,187.50
<u>050-010-58110</u>	Director - Stipend	73.50	9,187.50
		050 - RETAIL Total:	73.50 9,187.50
		Report Total:	147.00 18,375.00

**Pay Code Report**

Pay Code Summary

7/1/2019 - 12/31/2019

Payroll Set: 01-San Juan Water District

Pay Code	Description	# of Payments	Units	Pay Amount
Reg	Regular Hours	29	147.00	18,375.00
		Report Total:	147.00	18,375.00

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

	July - December 2019						
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance	Revenue Variance	
San Juan Retail	7,287.51	\$ 1,661,698	7,188.72	\$ 1,653,683	(98.79)	-1.4%	\$ (8,016) -0.5%
Citrus Heights Water District	6,157.26	\$ 1,616,196	6,792.43	\$ 1,667,734	635.17	10.3%	\$ 51,537 3.2%
Fair Oaks Water District	4,445.30	\$ 1,174,293	4,573.16	\$ 1,184,668	127.86	2.9%	\$ 10,375 0.9%
Orange Vale Water Co.	2,375.40	\$ 559,802	2,223.08	\$ 547,443	(152.32)	-6.4%	\$ (12,359) -2.2%
City of Folsom	702.15	\$ 162,931	707.86	\$ 163,394	5.71	0.8%	\$ 463 0.3%
Granite Bay Golf Course	204.49	\$ 8,194	171.97	\$ 6,891	(32.52)	-15.9%	\$ (1,303) -15.9%
Sac Suburban Water District	6,880.00	\$ 1,323,506	7,153.31	\$ 1,376,082	273.31	4.0%	\$ 52,577 4.0%
TOTAL	28,052.10	\$ 6,506,620	28,810.53	\$ 6,599,894	758.43	2.7%	\$ 93,275 1.4%

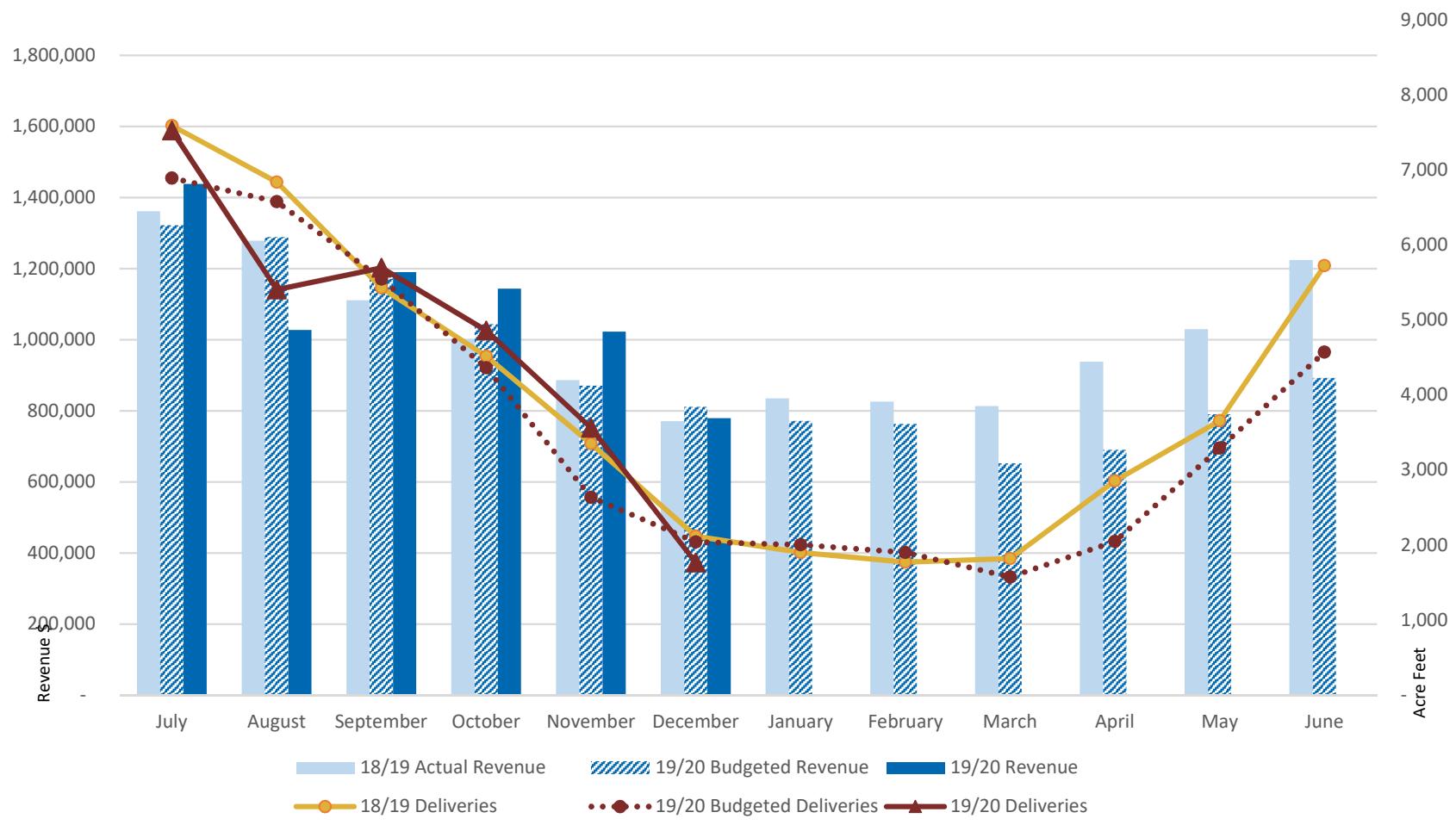
Budgeted Deliveries	28,052.10
Actual Deliveries	<u>28,810.53</u>
Difference	758.43
	2.7%

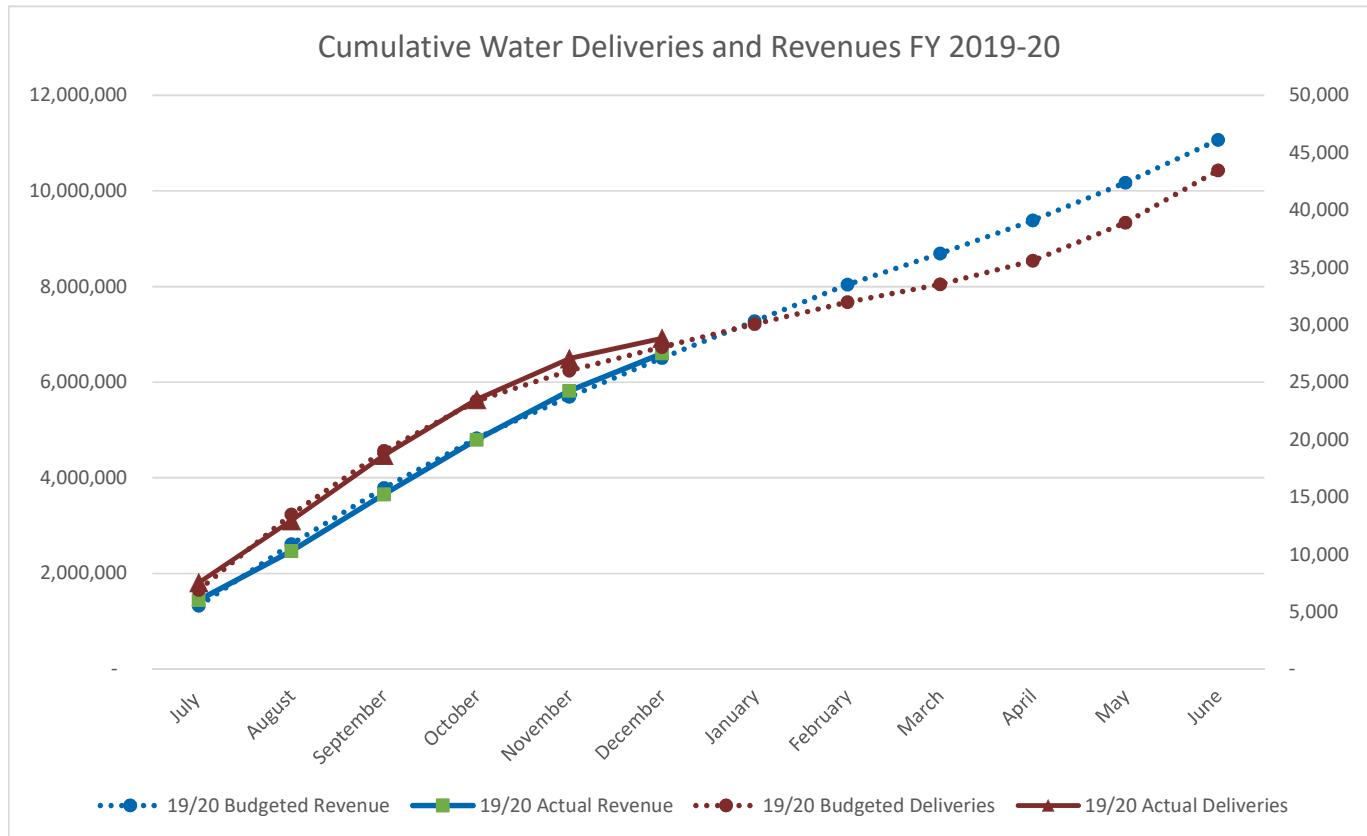
Budgeted Water Sale Revenue	\$ 6,506,620
Actual Water Sale Revenue	<u>\$ 6,599,894</u>
Difference	\$ 93,275
	1.4%

Conclusion:

Deliveries and Revenues are tracking nicely with the budget. Citrus Heights, Fair Oaks Water and Sacramento Suburban Water Districts have all taken more water than anticipated through December 2019. San Juan Retail is on target with just a -1.4% variance on delivery. City of Folsom is also tracking well against the budget with deliveries that are .8% above expectations for this time period. As a result, deliveries in total are 2.7% greater than anticipated, generating revenues that are 1.4% above expectations.

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





AGENDA ITEM VIII-1

DRAFT

Public Information Committee Meeting Minutes

San Juan Water District
December 13, 2019
10:00 a.m.

Committee Members:	Marty Hanneman (Chair) Pam Tobin, Member
District Staff & Consultants:	Paul Helliker, General Manager Lisa Brown, Customer Service Manager Donna Silva, Finance Director Tony Barela, Operations Manager Teri Grant, Board Secretary/Administrative Assistant Lucy Eidam, Lucy & Company Fanny Cano, Lucy & Company
Topics:	Retail Rate Fact Sheet (R) Other Public Information Matters Public Comment

1. Retail Rate Fact Sheet (R)

Ms. Lisa Brown provided a written staff report to the committee, which will be attached to the meeting minutes. She explained that the retail rate fact sheet was prepared at the request of the committee. The committee reviewed the information and suggested some changes to the rate sheet. In addition, the committee requested that Mr. Helliker update the retail rate comparison graphs to include statewide comparisons.

Ms. Brown informed the committee that the plan is to include the rate sheet in the January/February WaterGram, a January eBlast, a billing insert in February, and on the District's website. In addition, extra copies of the rate sheet will be provided to the Board members.

2. Other Public Information Matters

Director Hanneman directed GM Helliker to work with Lucy & Company to develop a press release announcing Director Tobin's recent appointment as the 2020 ACWA Vice President. GM Helliker informed the committee that the District's website also has an announcement posted under What's New. In addition, the information will be added to the wholesale eBlast and wholesale mailer.

Mr. Barela informed Lucy & Company that the video which includes footage of Folsom Dam will need to be submitted to the Bureau of Reclamation for their approval prior to posting. Ms. Eidam commented that the video is almost completed.

Ms. Brown informed the committee that public outreach regarding the Hinkle Reservoir Replacement Project will begin with introduction of the project being sent out in

January then followed with more detailed information to the wholesale customer agencies via the wholesale eBlast and wholesale mailer, along with a toolkit. Then in later summer, more information to the retail customers will be disseminated. A timeline will be developed and more information will be brought back to the committee.

3. Public Comment

There were no public comments.

The meeting adjourned at 10:38 am.

STAFF REPORT

To: Public Information Committee
From: Paul Helliker, General Manager
Lisa Brown, Customer Service Manager
Date: December 13, 2019
Subject: Retail Rates Information

RECOMMENDED ACTION

Information Only

BACKGROUND

At the last Public Information Committee, Director Hanneman asked if we could put together a fact sheet concerning retail rates. Staff have prepared the draft attached to this report, which we will review with the Committee.

Also included are graphs and a spreadsheet that compare water bills among 28 retail water agencies in the Sacramento area and in the Bay Area. The graphs show a comparison of monthly bills at the 31 ccf/mo and 55 ccf/mo level, which correspond to the annual average monthly single-family residential consumption in the District's service area, and the average summer consumption level.

Attachments:

Draft fact sheet
Spreadsheet and graphs

SAN JUAN WATER DISTRICT

Water Rate

F A C T S H E E T



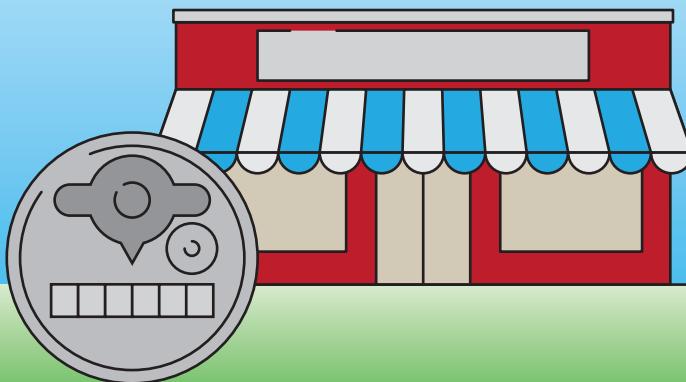
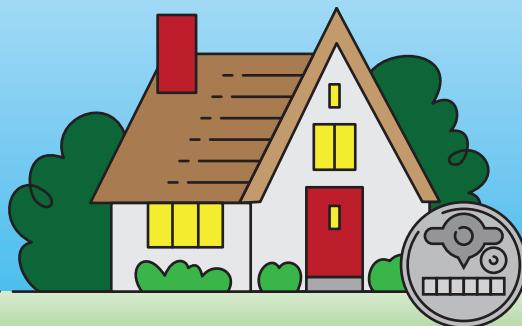
ABOUT OUR WATER CHARGES AND WHAT THEY FUND

Our highest priority is to provide customers with a reliable, high quality water supply and excellent customer service at reasonable and equitable costs. Many customers aren't aware the bill they pay is made up of two charges. The charges fund things such as purchasing and delivering water, capital improvement projects and debt repayment.

OUR RATES HAVE TWO CHARGES

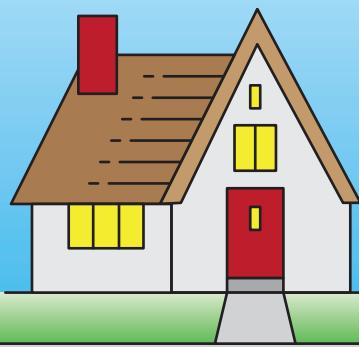
FIXED CHARGE

is based on each customer's water meter size and intended to recover a proportionate share of the fixed costs of operating and maintaining the system.



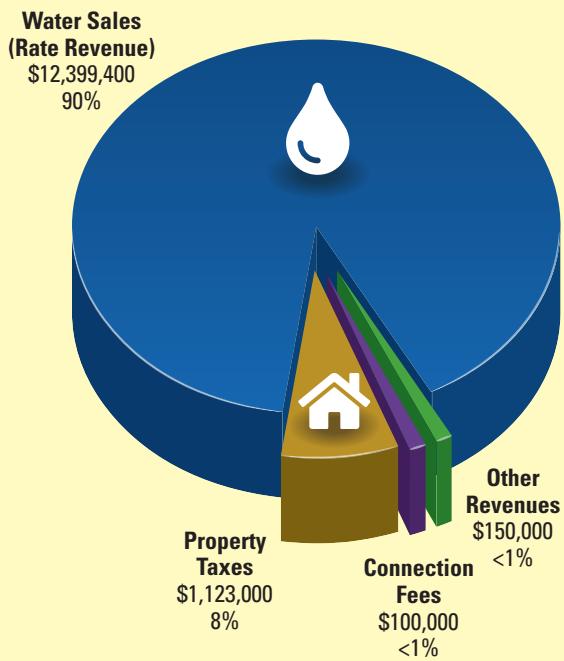
USAGE CHARGE

is based on a uniform water rate multiplied by each customer's own water use.



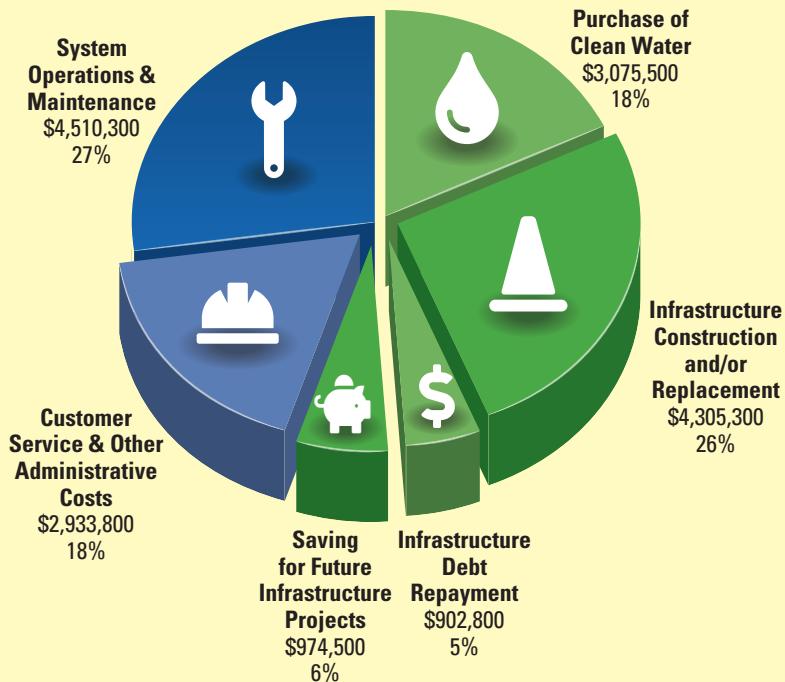
REVENUE SOURCES

These are our 2019/20 fiscal year revenue sources.



HOW YOUR RATES ARE ALLOCATED

Your rate dollars fund many items as shown in our 2019/20 expenses.



WHAT YOUR RATES FUND



Maintaining, repairing and testing water quality in 210 miles of pipeline, 6 pump stations and hundreds of valves and fixtures



Providing metering, billing and administrative services for 10,708 business and residential accounts, including water use efficiency and regulations/legislation



Treating and delivering nearly 4 billion gallons per year of safe, reliable drinking water to over 31,000 customers



Major infrastructure projects, such as replacing the cover and liner of our 67 million gallon reservoir, replacing the lining of the 40" pipeline to Fair Oaks and more



Repaying \$14 million borrowed to fund infrastructure improvements



Saving money for future infrastructure replacement to avoid future debt

San Juan is legally prohibited from charging more than the actual cost of providing water service.

WE'RE HERE TO HELP

It's important to us that you understand your water charges. For more information, please visit sjwd.org/fees-and-rates or call us at (916) 791-0115.



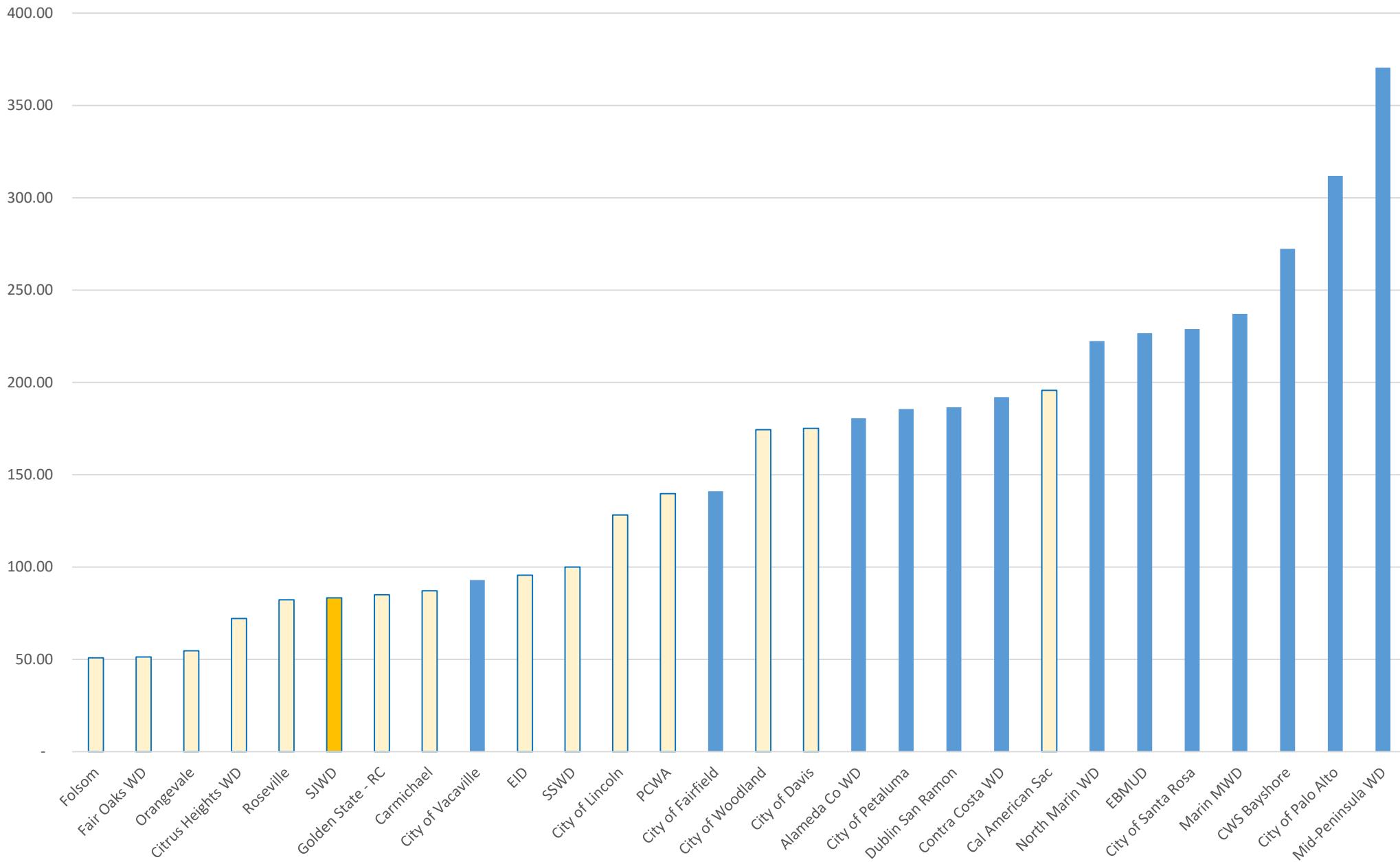
Water Bills

- Yolo, Sacramento, Placer, El Dorado agencies

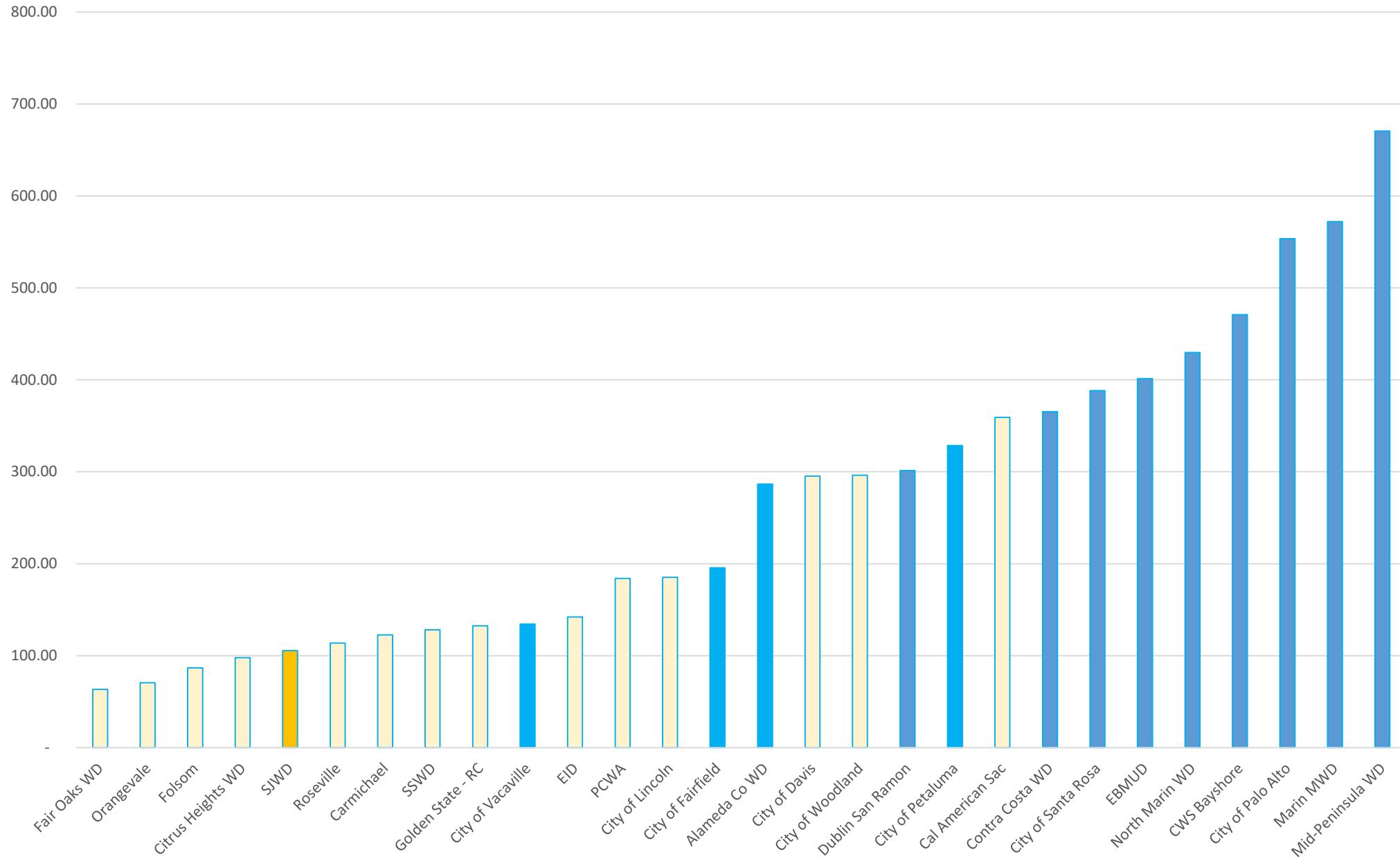
Sorted on 31 ccf/mo bill - SJWD 2018 annual average for SF residential

Agency	Effective date	Monthly charge (1" meter)	Per ccf charge	Per ccf charge	Per ccf charge	Per ccf charge	Other Monthly Charges	Monthly bill @ 20 ccf	Monthly bill @ 31 ccf	Monthly bill @ 40 ccf	Monthly bill @ 55 ccf	Monthly bill @ 80 ccf
Folsom	1/1/2013	15.00	1.08	1.30	1.60			36.60	50.90	62.60	86.60	126.60
Fair Oaks WD	1/1/2019	35.81	0.50					45.81	51.31	55.81	63.31	75.81
Orangevale	1/1/2016	34.19	0.66					47.39	54.65	60.59	70.49	86.99
Citrus Heights WD	1/1/2019	39.09	1.07					60.44	72.18	81.79	97.80	124.48
Roseville	7/1/2019	42.07	1.30					68.07	82.37	94.07	113.57	146.07
SJWD	1/1/2019	54.90	0.92					73.30	83.42	91.70	105.50	128.50
Golden State - RC	7/1/2019	23.93	1.97					63.35	85.03	102.77	132.34	181.61
Carmichael	1/1/2019	41.61	1.47					71.01	87.18	100.41	122.46	159.21
City of Vacaville	1/1/2019	39.65	1.72					74.05	92.97	108.45	134.25	177.25
EID	1/1/2019	45.16	1.50	1.81	2.12			75.74	95.63	111.90	142.15	195.18
SSWD	1/1/2019	9.94	0.94	1.17			56.15	87.19	100.06	110.59	128.14	157.39
City of Lincoln	10/1/2018	54.81	2.37					102.21	128.28	149.61	185.16	244.41
PCWA	1/1/2019	40.97	1.52	1.72	1.84		45.90	119.59	139.83	156.39	183.99	229.99
City of Fairfield	7/1/2019	70.80	2.27					116.20	141.17	161.60	195.65	252.40
City of Woodland	1/1/2019	49.95	3.57	4.30	5.28			127.19	174.49	217.11	296.31	428.31
City of Davis	1/1/2019	19.86	5.01					120.06	175.17	220.26	295.41	420.66
Alameda Co WD	3/1/2019	43.65	4.42					132.03	180.63	220.41	286.69	397.17
City of Petaluma	7/1/2019	22.44	3.95	4.41	5.04	5.96		120.04	185.60	239.24	328.64	477.64
Dublin San Ramon	1/1/2019	38.38	4.78					133.98	186.56	229.58	301.28	420.78
Contra Costa WD	2/1/2019	49.82	4.59				4.22	141.57	192.03	233.32	365.44	585.63
Cal American Sac	3/31/2019	37.10	3.52	4.47	6.59			120.84	195.72	256.98	359.09	529.27
North Marin WD	6/1/2019	34.15	5.42	8.64	15.05			142.55	222.46	300.22	429.82	684.28
EBMUD	7/1/2019	39.62	4.00	5.51	7.27			146.79	226.76	292.19	401.24	582.99
City of Santa Rosa	7/1/2019	29.39	5.71	6.64				155.98	229.02	288.78	388.38	554.38
Marin MWD	7/1/2019	36.45	4.19	7.26	12.25	19.68	8.15	149.89	237.23	347.48	572.10	1,083.78
CWS Bayshore	1/1/2019	39.26	5.88	6.38	8.05			181.52	272.46	346.86	470.87	677.55
City of Palo Alto	7/1/2019	20.25	6.66	10.07				201.19	311.96	402.59	553.64	805.39
Mid-Peninsula WD	7/1/2019	42.00	5.86	8.69	10.60	12.50		233.06	370.56	483.06	670.56	983.06

Monthly Bill at 31 ccf (\$)



Monthly bill @ 55 ccf (\$)



AGENDA ITEM VIII-2

DRAFT

Engineering Committee Meeting Minutes San Juan Water District January 14, 2020 4:00 p.m.

Committee Members: Dan Rich, Chair (Absent)
Ted Costa, Director

District Staff: Tony Barela, Operations Manager
Rob Watson, Engineering Services Manager
Andrew Pierson, Interim Engineering Services Manager
Adam Larsen, Interim Field Services Manager
Teri Grant, Board Secretary/Administrative Assistant

Topics: Committee Charter Review (W & R)
WTP 48-inch Hinkle Bypass Pipeline Cleaning Project (W)
WTP Thickener Concrete Repair and Coating Project (W)
Other Engineering Matters
Public Comment

1. Committee Charter Review (W & R)

This item will be discussed when the full committee is present.

2. WTP 48-inch Hinkle Bypass Pipeline Cleaning Project (W)

Mr. Pierson provided the committee with a staff report which will be attached to the meeting minutes.

The Engineering Committee recommends placing this on the Consent Calendar for the Board to consider awarding a construction contract for the construction of the WTP 48-inch Hinkle Bypass Pipeline Cleaning Project to T&S Construction Co., Inc. for the amount of \$53,988 with a construction contingency of \$5,400 (10%) for an authorized total construction budget of \$59,388.

3. WTP Thickener Concrete Repair and Coating Project (W)

Mr. Pierson provided the committee with a staff report which will be attached to the meeting minutes.

The Engineering Committee recommends placing this on the Consent Calendar for the Board to consider awarding a construction contract for the construction of the WTP Thickener Concrete Repair and Coating Project to Jeffco Painting & Coating, Inc. for the amount of \$330,510 with a construction contingency of \$33,051 (10%) for an authorized total construction budget of \$363,561.

4. Other Engineering Matters

Mr. Barela informed the committee that the Hinkle Liner Replacement Project is moving along smoothly and he plans to give a monthly update.

5. Public Comment

There were no public comments.

The meeting was adjourned at 4:08 p.m.

AGENDA ITEM VIII-3

DRAFT

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

Committee Members: Ken Miller, Director (Chair)
Dan Rich, Director

District Staff: Donna Silva, Finance Director
Teri Grant, Board Secretary/Administrative Assistant

1. Review General Manager Reimbursements (W & R)

There was no reimbursement request from the General Manager.

2. Review Check Register from December 2019 (W & R)

The committee reviewed the December 2019 check register and found it to be in order.

3. Presentation of Information on Section 115 Trusts (W & R)

Ms. Silva informed the committee that Section 115 Trusts was discussed at the ACWA Fall Conference and the Board requested that she provide more information regarding this topic. She explained that a Section 115 Trust is used to pre-fund pension and OPEB obligations.

Ms. Silva reported that the District currently utilizes a Section 115 Trust for retiree medical. She explained that a Section 115 Trust investment return is likely not as great as the investment return in CalPERS. Unfunded liabilities within the pension fund accrue interest at the current discount rate. Money held in a separate trust would need to garner an investment return greater than the sum of the actual return in the CalPERS pension, plus the interest being assessed by CalPERS on the unfunded liability, in order to break even with simply contributing the funds directly into the pension fund. In addition, there are a few specific criteria which must be met in order for the Section 115 Trust balance to be able to reduce the PERS liability on the financial statements; therefore, there is no compelling reason to use a Section 115 Trust for the District's pension liability.

4. Presentation of Year over Year Unfunded Pension Liability (W & R)

In response to a prior request from Director Costa, Ms. Silva provided the committee with a table of the District's Unfunded Pension Liability starting in 2013. She explained that, in 2013, CalPERS separated the risk pool and at that point the District was able to make additional payments towards the unfunded pension liability. A copy of the table will be attached to the meeting minutes.

The committee discussed the District's unfunded pension liability and Ms. Silva explained that the District's pension liability is 91-93% funded and at this point she does not recommend making additional payments.

5. Other Finance Matters (W & R)

Ms. Silva provided the committee with a copy of the Finance Committee Charter. The committee reviewed and discussed the charter and made no revisions at this time.

In response to Director Rich's question regarding the SRF funding, Ms. Silva informed the committee that the financial packets have been submitted and staff has responded to follow-up questions. The environmental packet needs to be updated once the environmental process is complete for the installation of the temporary storage tanks. The technical package cannot be submitted until the design is farther along. She explained that gap funding will likely be required on a short-term basis until the SRF funding is complete and that that funding is expected to be reimbursed in the SRF funding. In addition, staff is reviewing existing contracts so that any spending will comply with the federal requirements.

In response to Director Miller's question regarding the project window, Ms. Silva explained that there are many critical steps in the process. If any of the steps fail, staff may recommend postponing the project for one year. A go-no go decision will need to be made prior to issuing the construction contract for the cover and liner. Staff will keep the Board informed.

6. Public Comment

There were no public comments.

The meeting was adjourned at 4:39 p.m.



The "Unfunded" Pension Liability

	Tier 1	Tier 2	Tier 3	Total
6/30/2013 Our share of Pre-2013 Unfunded Liability	3,287,837	93,788	(216)	3,381,409
6/30/2013 Investment Loss	2,537,231	-	-	2,537,231
6/30/2013 Non-Asset (Gain)/Loss	(161,908)	-	-	(161,908)
Unfunded Liability at 6/30/2013	5,663,160	93,788	(216)	5,756,732
6/30/2014 Interest on Prior Year Unfunded Liability	419,973	5,710	(16)	425,667
6/30/2014 Investment Gain	(2,114,624)	(57,934)	(2,430)	(2,174,988)
6/30/2014 Non-Asset (Gain)/Loss	2,329	56	2	2,387
6/30/2014 Assumption Change - Mortality Rate	1,311,665	31,560	1,197	1,344,422
6/30/2014 Payments Made by SJWD	(129,361)	(35,958)	-	(165,319)
Unfunded Liability at 6/30/2014	5,153,142	37,222	(1,463)	5,188,901
6/30/2015 Interest on Prior Year Unfunded Liability	380,364	1,129	(51)	381,442
6/30/2015 Investment Loss	1,339,179	56,057	4,963	1,400,199
6/30/2015 Non-Asset (Gain)/Loss	(109,837)	(3,781)	(337)	(113,955)
6/30/2015 Payments Made by SJWD	(166,228)	(45,129)	1,596	(209,761)
Unfunded Liability at 6/30/2015 change from prior year	6,596,620	45,498	4,708	6,646,826
6/30/2016 Interest on Prior Year Unfunded Liability	484,423	10,099	3,702	498,224
6/30/2016 Investment Loss	1,712,256	99,118	11,972	1,823,346
6/30/2016 Non-Asset (Gain)/Loss	(212,692)	(10,111)	(1,224)	(224,027)
Assumption Change - Discount Rate				
6/30/2016 from 7.5% to 7.375%	501,849	23,856	2,888	528,593
6/30/2016 Payments Made by SJWD	(280,362)	(3,282)	(1,644)	(285,288)
Unfunded Liability at 6/30/2016	8,802,094	165,178	20,402	8,987,674
6/30/2017 Interest on Prior Year Unfunded Liability	492,586	24,748	7,167	524,501
6/30/2017 Investment Gain	(1,042,586)	(66,009)	(5,474)	(1,114,069)
6/30/2017 Non-Asset (Gain)/Loss	(46,748)	(2,784)	-	(49,532)
Assumption Change - Discount Rate				
6/30/2017 from 7.375% to 7.25%	571,726	34,052		605,778
6/30/2017 Payments Made by SJWD	(4,322,835)	(6,171)	(2,781)	(4,331,787)
Unfunded Liability at 6/30/2017	\$ 4,454,237	\$ 149,014	\$ 19,314	\$ 4,622,565
6/30/2018 Interest on Prior Year Unfunded Liability	222,976	47,496	19,580	290,052
6/30/2018 Non Asset (Gain)/Loss	138,778	10,923	2,142	151,843
6/30/2018 Investment Gain	(344,036)	(26,767)	(5,299)	(376,102)
6/30/2018 Method Change	270,123	21,261	4,169	295,553
Assumption Change - Discount Rate				
6/30/2018 from 7.25% to 7%	950,516	74,812	14,669	1,039,997
6/30/2018 Payments Made by SJWD	(2,806,545)	(18,025)	(8,931)	(2,833,501)
Unfunded Liability at 6/30/2018	\$ 2,886,049	\$ 258,714	\$ 45,644	\$ 3,190,407

Original Unfunded Liability	\$ 3,381,409
Net Investment Loss	2,095,617
Net Non-Asset Gain	(395,192)
Interest on Unfunded Liability	2,119,886
Method Change	295,553
Assumption Changes	3,518,790
Payments Made	(7,825,656)
Total Current UAL	<u>\$ 3,190,407</u>