

# **SAN JUAN WATER DISTRICT**

Board of Director's Board Meeting Minutes  
May 26, 2021 – 6:00 p.m.

Conducted via Videoconference & In-Person

## **BOARD OF DIRECTORS**

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

## **SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF**

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

## **OTHER ATTENDEES**

Ron Greenwood	Carmichael Water District
Jeff Nelson	Carmichael Water District
Cathy Lee	Carmichael Water District
Joanna Gin	Citrus Heights Water District Legal Counsel
Sandra Harris	Customer
Suzanne Jones	Customer
Amber Beckler	Customer
Cheryl Berkema	Customer
Delaney Orma	
Reshad	

## **AGENDA ITEMS**

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

**XII. Open Session**  
**XIII. Adjourn**

President Tobin called the meeting to order at 6:54 p.m.

**I. ROLL CALL**

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

**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.

President Tobin pulled Consent Calendar item 2 for discussion.

**1. Minutes of the Board of Directors Meeting, April 28, 2021 (W & R)**

*Recommendation: Approve draft minutes*

**2. General Manager Performance Review Form (2021-22) (W & R)**

*Recommendation: That the current General Manager Performance Evaluation form remain as the form for the General Manager's evaluation for 2021-22*

**3. Wholesale Master Plan Project (W)**

*Recommendation: For authorization and approval of a professional services contract to Water Systems Consulting, Inc. to prepare the District's Wholesale Master Plan*

**4. Eureka Road Pipeline Replacement Project (R)**

*Recommendation: For authorization and approval of a professional services contract to Domenichelli & Associates, Inc. for design of the Eureka Road Pipeline Replacement Project*

**5. Eureka Road Transmission Pipeline Project (R)**

*Adoption of two resolutions required by the California State Water Resources Control Board for financing of the Eureka Road Transmission Pipeline Project from the Drinking Water State Revolving Loan Fund*

*Recommendation: Adopt Reimbursement Resolution 21-03 stating San Juan Water District's intent and reasonable expectation to be reimbursed for expenditures paid prior to the*

*issuance of funds from the Drinking Water State Revolving Fund or the approval by the State Water Board of the project funds*

*Recommendation:* *Adopt Authorizing Resolution 21-04 designating the Director of Finance or designee, as the authorized representative of the San Juan Water District to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto*

**6. Kokila Reservoir Rehabilitation Project (R)**

*Adoption of two resolutions required by the California State Water Resources Control Board for financing of the Kokila Reservoir Rehabilitation Project from the Drinking Water State Revolving Loan Fund*

*Recommendation:* *Adopt Reimbursement Resolution 21-05 stating San Juan Water District's intent and reasonable expectation to be reimbursed for expenditures paid prior to the issuance of funds from the Drinking Water State Revolving Fund or the approval by the State Water Board of the project funds*

*Recommendation:* *Adopt Authorizing Resolution 21-06 designating the Director of Finance or designee, as the authorized representative of the San Juan Water District to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto*

**7. Treasurers Report – Quarter Ending March 31, 2021 (W & R)**

*Recommendation:* *Receive and file*

**8. Proposed Wheeling Agreement with Citrus Heights Water District (W)**

*Recommendation:* *Approve the proposed Wheeling Agreement with the Citrus Heights Water District (CHWD)*

***Director Hanneman moved to approve Consent Calendar items 1 and 3-8. Director Costa seconded the motion and it carried with the following roll call vote:***

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

**Noes:** *None*

**Absent:** *None*

President Tobin inquired if there was a staff report for Consent Calendar item 2. Director Costa informed the Board that the Personnel Committee met and Ms. Kim Silvers reviewed the evaluation form with the committee and the committee recommended no changes to the form, which was stated in the committee meeting minutes. President Tobin commented that the evaluation form and the job description should match. The Board discussed the General Manager's job description and President Tobin would like Kim Silvers to review the job description to make sure that it is up to date and have the Personnel Committee review the revisions.

***Director Miller moved to accept the Personnel Committee's recommendation to approve the current General Manager Performance Evaluation form as the form for the General Manager's evaluation for 2021-22. Director Rich seconded the motion and it carried with the following roll call vote:***

**Ayes: Directors Costa, Hanneman, Miller, Rich and Tobin**  
**Noes: None**  
**Absent: None**

## **IV. OLD BUSINESS**

### **1. 2021 Hydrology and Operations Update (W & R)**

GM Helliker provided a staff report which will be attached to the meeting minutes. He reported that precipitation is 47% of average and snowpack is 5% of average. He explained that the snowpack runoff melted a month earlier than normal. He reviewed data on Folsom Reservoir, which included the current storage level at 46% of average, data on releases and temperature information.

GM Helliker informed the Board that he does not expect any curtailment of water rights water so the District's supply of water is 64,000 AF while demands are projected to be 42,284 AF. He reported that water demand is about 23% less than in 2004 and 6% less than 2013.

GM Helliker reported that staff has been in communication with Reclamation regarding the emergency scenario should the water level at Folsom drop below 110,000 AF. In addition, a new demand projection for the winter will be completed.

GM Helliker informed the Board that it would be prudent to invoke the actions that are in the Water Shortage Contingency Plan for Stage 2 which is a 10% voluntary reduction. He noted that the District's water supplies are projected to be adequate to meet demand. However, given the hydrology this year, and the current storage levels in Folsom Reservoir, staff propose the following actions (in addition to suspending the transfer to Sacramento Suburban Water District):

1. Recommend to the District's retail customers that they immediately limit watering to no more than 3 days per week

2. Increase water waste patrols
3. Increase our irrigation controller rebate fund by \$15,000
4. Continued collaboration on regional messaging with our neighboring agencies and support the increased advertising efforts of RWA
5. Recommend to the District's retail customers to shut off irrigation systems in November

***Director Rich moved to support staff recommendations. Director Hanneman seconded the motion and it carried with the following roll call vote:***

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

**Noes: None**

**Absent: None**

**2. Status Report on 2020 Urban Water Management Plan (W & R)**

Mr. Zlotnick informed the Board that the draft 2020 Urban Water Management Plan (UWMP) should be available for review within the next couple of weeks. In addition, he reported that the draft Water Shortage Contingency Plans are posted on the District website for public review and comment, and they were shared with the wholesale customer agencies, Placer County Water Agency, Carmichael Water District, Sacramento Suburban Water District and City of Roseville on May 5<sup>th</sup>.

GM Helliker informed the Board that a joint letter from Environmental Council of Sacramento (ECOS), Sierra Club Sacramento Group, and League of Women Voters Sacramento County was received on May 12<sup>th</sup> which was the same letter that Jim Peifer (RWA) received at that time. He explained that staff has had conversations with the three organizations at Water Forum meetings. He informed the Board that the UWMP will be posted by June 8<sup>th</sup> and if that isn't enough time for the organizations to comment, then the District can still consider their comments and make changes to the UWMP after the June 23<sup>rd</sup> Board meeting. President Tobin requested that staff respond to the letter.

**3. Collaboration/Integration Study Update (W & R)**

GM Helliker informed the Board that the last report was completed and the Ad Hoc Committee met and discussed the report. He provided a staff report which will be attached to the meeting minutes. He reported that staff are identifying opportunities for collaboration. In addition, he stated that the reports will be posted to the District's webpage.

## **V. NEW BUSINESS**

**1. Hinkle Dam Repair Project (W)**

GM Helliker reported that this was an emergency repair item that, pursuant to the Board Procurement Policy, he issued a contract for after contacting the Engineering Committee members and alternate member to receive approval. He

explained that there is a pipe that was running next to the berm and one of the pipe couplings failed which resulted in water eroding the embankment. A staff report was provided and will be attached to the meeting minutes.

Mr. Barela informed the Board that the Division of Safety of Dams (DSOD) is directly involved in the project. He explained that Youngdahl Consulting Group completed the design for placement of the materials and Syblon Reid will complete the repair work. In response to President Tobin's question, Mr. Barela informed the Board that the JPIA claim is being processed.

***Director Hanneman moved to approve a time and materials contract with Syblon Reid, Inc. to remove eroded embankment material from the area surrounding the Hinkle Pump Station, import new embankment material, and repair the eroded slope of the Hinkle Reservoir. President Tobin seconded the motion and it carried with the following roll call vote:***

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

**Noes: None**

**Absent: None**

**2. Water Supply Agreement with Carmichael Water District (W)**

GM Helliker reported that these two items were mentioned in the Special Board meeting. Mr. Zlotnick explained that the Board approved the water surplus determination and staff is requesting approval of the Notice of Exemption and the agreement to deliver water to Carmichael Water District (CWD) if they ask for the water due to any curtailment. Mr. Zlotnick explained that CWD would be charged \$100 per acre foot which is the replacement cost through Placer County Water Agency.

***Director Hanneman moved to approve the Notice of Exemption pertaining to the proposed Water Delivery Agreement between San Juan Water District and Carmichael Water District for the Purchase and Sale of Water Rights Water based upon both statutory and common sense exemptions, and to approve the proposed Water Delivery Agreement between San Juan Water District and Carmichael Water District for the Purchase and Sale of Water Rights Water. Director Rich seconded the motion.***

GM Helliker read a comment from Cheryl Berkema asking why Carmichael Water District needs water since water usage is down significantly. GM Helliker responded that he is uncertain of CWD's demands; however, if they get curtailed then they will lose a large amount of their water supply. In addition she asked if water could be diverted south to the farmers. GM Helliker explained that water supply allocation for the water contractors south of the Delta has been reduced to zero, so they will need to rely on water transfers or groundwater or other supplies.

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

**Ayes: Directors Costa, Hanneman, Miller, Rich and Tobin**  
**Noes: None**  
**Absent: None**

**3. Designation of Labor Negotiators (Unrepresented Employee: General Manager)**

In response to President Tobin's question, GM Helliker informed the Board that there was no staff report. He explained that there is a Closed Session item for discussion between the Board and Labor Negotiators, and in order to have that discussion the Labor Negotiators need to be designated.

***Director Rich moved to appoint the Personnel Committee (Ken Miller and Ted Costa) to be the labor negotiators to represent the District in its discussions regarding the General Manager's 2021-22 compensation. Director Costa seconded the motion and it carried with the following roll call vote:***

**Ayes: Directors Costa, Hanneman, Miller, Rich and Tobin**  
**Noes: None**  
**Absent: None**

## **VI. BUDGET WORKSHOP**

**1. Review FY 2021-22 Proposed Wholesale and Retail Budget (W & R)**

Ms. Silva reviewed the FY 2021-22 Proposed Wholesale and Retail Budget. She announced that the FY 2020-21 budget received the GFOA Distinguished Budget Presentation Award. She reviewed the assumptions and informed the Board that the sale of water to Sacramento Suburban Water District has been suspended due to hydrologic conditions and will be removed from the budget. In addition, the budget will be revised to reflect the items discussed in the meeting tonight.

Ms. Silva reviewed the budgets for the four District funds – Wholesale Operations, Wholesale Capital, Retail Operations, and Retail Capital. She explained that the District, as a whole, has \$45 million budgeted in revenue and \$54.8 million in expenses, and should be starting the year out with \$30.8 million in reserves. She reported that the Wholesale Operating budget allows for a transfer out to Wholesale Capital of \$1,809,700, while the Retail Operating budget allows for a \$707,800 transfer to Retail Capital reserves. She reported that the Wholesale reserves are estimated to be \$12 million at the end of the budget year, while the Retail reserves are estimated to be \$10 million at the end of the fiscal year.

Ms. Silva informed the Board that the budget assumes no rate increases for wholesale or retail; however, wholesale will have one quarter of the new debt charge assessed in the last quarter of the fiscal year. She explained that once

the retail financial plan is complete then the Board will determine if a rate increase is needed.

Ms. Silva informed the Board that she will modify the budget based on the feedback that she received from this workshop. She informed the Board that the public hearing on the budget is scheduled for June 23<sup>rd</sup> and she will highlight the changes that were made, then the Board will consider adoption of the budget at that time.

## VII. INFORMATION ITEMS

### 1. GENERAL MANAGER'S REPORT

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

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

#### 1.2 Miscellaneous District Issues and Correspondence

GM Helliker reported that he was interviewed today regarding Folsom Reservoir. He reported that discussions between the workgroup and DWR, Reclamation, and the buyer/sellers regarding conserved water transfers have been delayed until October. He reported that the hearing on the Urban Water Management Plan and the budget will be conducted at the June Board meeting. President Tobin requested that the next Board agenda include an update on injection wells.

### 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

No report.

### 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.

## VIII. DIRECTORS' REPORTS

### 1. SGA

Director Costa reported that on June 7<sup>th</sup> a workshop will be held with SGA, RWA and SCGA, and he will report back at the June Board meeting.

## **2. RWA**

No report.

## **3. ACWA**

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

President Tobin reported that ACWA has been working with wildfire work groups and wildfire issues. She reviewed some legislative bills and explained the delay in the virtual ACWA Spring Conference. She reported that the Fall Conference will be in person in Pasadena.

### **3.2 JPIA - Pam Tobin**

President Tobin reported that JPIA meets on May 27<sup>th</sup>.

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

No report.

## **4. CVP WATER ASSOCIATION**

Director Costa reported that CVP Water Association is looking to reorganize how directors get elected.

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

Director Costa reminded the Board that the District is required to do an update on the division reapportionment.

## **IX. COMMITTEE MEETINGS**

### **1. Personnel Committee – May 14, 2021**

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

### **2. Engineering Committee – May 17, 2021**

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

### **3. Legal Affairs Committee – May 18, 2021**

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

### **4. Finance Committee – May 25, 2021**

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

## **X. UPCOMING EVENTS**

### **1. 2021 ACWA Fall Conference**

November 30 - December 3, 2021  
Pasadena, CA

At 8:57 p.m., President Tobin announced that the Board was adjourning to Closed Session.

## XI. CLOSED SESSION

1. **Public Employee Appointment: General Counsel (Government Code sections 54954.5(e) and 54957(b)(1))**
2. **Conference with Labor Negotiators (Government Code section 54957.6 – Unrepresented Employee: General Manager)**

## XII. OPEN SESSION

1. **Oral recommendation regarding proposed changes to salary and/or fringe benefits of General Manager (Government Code section 3511.1)**  
There was no reportable action.
2. **Other reports from Closed Session**  
There was no reportable action.

## XIII. ADJOURN

The meeting was adjourned at 9:19 p.m.

ATTEST:

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PAMELA TOBIN, President  
Board of Directors  
San Juan Water District

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TERI GRANT, Board Secretary

# AGENDA ITEM III-2

## SJWD General Manager Performance Evaluation

For 2020-2021 Board Evaluation

March 1, 2020 – February 28, 2021

### Performance Descriptors

<b>Excellent</b>	Performance is clearly outstanding; far exceeds standards or expectations on a continuous basis. Sets the standards as a leader in this area.
<b>Very Good</b>	Performance consistently meets or exceeds standards or expectations; attains all or nearly all of key deliverables.
<b>Good</b>	Performance is acceptable, generally meeting standards or expectations; Seldom exceeds or falls short of desired results; is developing within the position.
<b>Fair</b>	Performance is inconsistent; seldom exceeds and often falls short of desired results. Performance has declined significantly, or employee has not sustained adequate improvement, as required, since the last performance review.
<b>Poor</b>	Fails to meet most expectations or standards; performance is consistently below accepted levels.
<b>No Basis for Judgment</b>	Rater has not observed this skill or activity.

Board members will rate the General Manager's demonstration of the six key competencies below using the descriptors above. The rating is for the overall category/competency. Additional examples to support the rating are helpful.

### Section I. Key Competencies for General Manager

#### Enhances Board Relationship demonstrated by the following:

- Provides to the Board meeting materials, briefing materials and other documents that are clear, concise and provide recommendations.
- Provides Board meeting materials and other pertinent information to Board members with adequate lead time to allow for review.
- Responds to Board requests in a thorough, effective and timely manner.
- Keeps the confidence of the Board.
- Works in cooperation with all Board members.
- Communicates openly and clearly with each of the Board Members.

**Overall rating for Enhances Board Relationship:**

**Examples of specific behavior that support the rating:**

**Specific behaviors, training, or experience recommended to improve this rating:**

## **SJWD General Manager Performance Evaluation**

**For 2020-2021 Board Evaluation**

**March 1, 2020 – February 28, 2021**

### **Executes Board Vision demonstrated by the following:**

- Implements the District's Strategic Plan.
- Promotes water supply reliability and effective use of the District's water resources through water transfers, conjunctive use, etc.
- Prepares updates of Board policies and District procedures on a bimonthly basis.
- Represents the District's interests in the Water Forum, and collaborates with Directors Rich and Costa to represent the District's interests in the Regional Water Authority and the Sacramento Groundwater Authority.
- Represents the District's interests on statewide water policy issues such as WaterFix, the Water Quality Control Plan, biological opinions, etc.

**Overall rating for Executes Board Vision:**

**Examples of specific behavior that support the rating:**

**Specific behaviors, training, or experience recommended to improve this rating:**

### **Effective and Efficient Management of Organization demonstrated by the following:**

- Manages District revenues and expenses to ensure fiscal sustainability and report the District's fiscal situation to the Board on a monthly basis.
- Identifies organizational problems and takes timely and remedial action.
- Acts with integrity in all matters.
- Selects and develops knowledgeable staff.
- Delegates authority appropriately.
- Carefully plans for change and communicates to staff to gain buy in.
- Continuously provides feedback, encouragement and leadership to staff.
- Provides organization succession planning opportunities.

**Overall rating for Efficient and Effective Management of Organization:**

**Examples of specific behavior that support the rating:**

**Specific behaviors, training, or experience recommended to improve this rating:**

**SJWD General Manager Performance Evaluation**  
**For 2020-2021 Board Evaluation**  
**March 1, 2020 – February 28, 2021**

**Effective Communication Skills demonstrated by the following:**

- Listens well and demonstrates an openness to new ideas.
- Reports regularly on achievement of performance metrics.
- Represents the District's interests in ACWA and on its committees and workgroups, networks at conferences and advocates for ACWA to promote programs and policies that serve San Juan's interests.
- Exhibits collaborative approach in generating ideas and problem solving.
- Develops and maintains good working relationships.

**Overall rating for Effective Communication Skills:**

**Examples of specific behavior that support the rating:**

**Specific behaviors, training, or experience recommended to improve this rating:**

**Professional competencies demonstrated by the following:**

- Understands and exhibits adherence to federal and state regulations to ensure District service level is in compliance.
- Per Board direction, manages the Ferguson Group federal relations contract to ensure that we receive timely notification of grant opportunities and federal legislation that may impact San Juan, and that they facilitate successful interactions with federal agencies. Meets with legislators and participates in meetings in Washington, D.C. such as the Sacramento Metro Chamber of Commerce's Cap-to-Cap, the ACWA D.C. Conference and targeted trips, to advocate for San Juan's interests.
- Maintains knowledge of current industry practices and future trends that may benefit or impact the District's operations.

**Overall rating for Professional Competencies:**

**Examples of specific behavior that support the rating:**

**Specific behaviors, training, or experience recommended to improve this rating:**

## **SJWD General Manager Performance Evaluation**

**For 2020-2021 Board Evaluation**

**March 1, 2020 – February 28, 2021**

**Excellent Customer Service demonstrated by the following:**

- Delivers timely, courteous and responsible service to retail and wholesale customers.
- Implements an effective outreach program, including communications with wholesale area customers, speaking before local community groups, etc.
- Demonstrates a commitment to continuous improvement.

**Overall rating for Excellent Customer Service:**

**Examples of specific behavior that support the rating:**

**Specific behaviors, training, or experience recommended to improve this rating:**

### **Section III. Additional achievements**

*Note any specific achievements beyond the strategic plan initiatives (See also GM's self-evaluation)*

### **Section IV. Future Development needs for upcoming 12 months and long term**

### **Section V. Overall comments and rating**

# AGENDA ITEM III-3

## STAFF REPORT

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To: Board of Directors  
From: Andrew Pierson, Engineering Services Manager  
Date: May 26, 2021  
Subject: Wholesale Master Plan Project

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### RECOMMENDED ACTION

Staff requests a recommendation from the Committee for a Board motion to approve entering into a Professional Services Agreement with Water Systems Consulting, Inc. (WSC) for the Wholesale Master Plan Project in the amount of \$298,180.00 with a total authorized budget of \$328,000.00 which includes a 10% contingency. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors.

### BACKGROUND

The District's existing Wholesale Master Plan (WMP) was last completed in 2001, and a supplement titled "Phase II" was completed in 2007. These two documents have provided a very successful foundation for the District's wholesale capital improvements, financial planning, and budgeting for the last two decades. However, it is now time to prepare a new WMP to guide the District for the foreseeable future. With an updated WMP, the District can better prepare for the future by incorporating State and regional water reliability plans and goals, anticipating new water-related laws and regulations, developing a renewed capital facilities improvements plan and viable implementation schedule, as well as subsequently using the new WHP to prepare a newly updated financial plan as needed to properly plan and fund the necessary capital improvements.

### STATUS

On April 8, 2021, the District issued an RFP to seventeen (17) engineering design firms as well as posted the RFP to the District website requesting proposals from qualified firms to complete the planned WMP Project. Prior to the proposal due date, three (3) qualified design firms indicated their staff best suited for supporting this project were committed to other projects. Two firms attended the non-mandatory pre-proposal meeting on April 22, 2021, however only one (1) proposal was received on May 7<sup>th</sup> and is summarized as follows:

Consulting Firm	Proposed Cost
WSC	\$298,180.00

The Project Manager identified by WSC has in-depth knowledge of the District while serving in the same capacity during the Hinkle Reservoir Outage Operations Plan as well as the SJWD Retail Master Plan Update. WSC is the recommended consultant to complete the project.

### BUDGET IMPACT

The Project was included in the District's approved Wholesale CIP budget for Fiscal Year 2020-2021 in the amount of \$275,000. We anticipate spending up to \$25,000 this year and have included \$273,200 in the proposed budget for FY 2021-22. The additional funding would be provided from Wholesale reserves.

# AGENDA ITEM III-4

## STAFF REPORT

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To: Board of Directors  
From: Andrew Pierson, Engineering Services Manager  
Date: May 26, 2021  
Subject: Eureka Road Pipeline Replacement Project, Design Services Consultant

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### RECOMMENDED ACTION

Staff requests a recommendation from the Committee for a Board motion to approve entering into a Professional Services Agreement with Domenicelli & Associates, Inc., to provide engineering services for the Eureka Road Pipeline Replacement Project in the amount of \$192,692.00 with a total authorized budget of \$211,961.00 which includes a 10% contingency. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors.

### BACKGROUND

The existing steel pipeline that is to be replaced along Eureka Road is over 50 years old. It consists of approximately 250-ft of 18-in and 3,750-ft of 16-in steel pipe. The Project will replace the steel pipeline with an 18-in ductile-iron pipeline. The pipeline serves water within the Bacon Pressure Zone to the area along Eureka Road between Barton Road and Auburn Folsom. The pipeline was recommended for replacement in the 2005 Retail Water Master Plan Update. The reasons for replacement are to increase low pressures in the Eureka Road and Auburn-Folsom Road areas, as well as to replace an older steel pipeline that currently experiences high head loss, leakage, and has high potential for breaks.

### CURRENT STATUS

On April 12, 2021 the District issued an RFP requesting proposals for professional engineering services for the design of the Eureka Road Pipeline Replacement Project. Seven (7) firms submitted proposals on May 7, 2021. A 3-person review panel reviewed and ranked each Technical Proposal on the basis of Project understanding, work plan, originality & innovation, responsiveness to the RFP, and experience and qualifications. The reviewers unanimously ranked Domenicelli & Associates, Inc. as the top Technical Proposal. Subsequent to the technical ranking, the Cost Proposals were opened and reviewed. The following table summarizes the proposed costs from each firm.

Consulting Firm	Proposed Cost
Forsgren Associates, Inc.	\$181,227
Domenicelli & Associates, Inc.	\$192,692
Water Works Engineers	\$214,079
HDR Engineering, Inc.	\$251,264
West Yost Associates	\$279,669
HydroScience Engineers	\$318,215
Bennett Engineering	\$326,214

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

### FINANCIAL CONSIDERATIONS

The Project was budgeted at \$340,000 in the District's adopted FY 2021/2022 Retail Budget. The project is expected to be financed through the Drinking Water State Revolving Fund. This requested contract approval is within the budgeted amount.

# AGENDA ITEM III-5

## STAFF REPORT

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To: Board of Directors  
From: Donna Silva, Director of Finance  
Date: May 26, 2021  
Subject: Resolutions for Funding the Eureka Road Transmission Pipeline Replacement Project Through the State Water Resources Control Board's Drinking Water State Revolving Fund

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### **RECOMMENDED ACTION**

Recommend approval of resolutions 21-03 and 21-04. The staff recommendation was reviewed by the Finance Committee, which recommends approval by the Board of Directors.

### **BACKGROUND**

The existing transmission pipeline running approximately 5,275 lineal feet in Eureka Road, between Barton Road to Auburn Folsom Road is aged, steel pipe that has reached the end of its service life. The pipeline is a backbone pipeline conveying water to other distribution pipelines within the Bacon pressure zone, and also serves as a second source of supply interconnection between the Bacon and Granite Bay pressure zones.

Placer County has an upcoming maintenance project that will require resurfacing of the road. The District and County have been in communication regarding the schedule of both the pipeline replacement and the surface improvements, and the County has agreed to waive some of the resurfacing requirements that are typically required if the District can replace this pipeline prior to the County completing their maintenance project. This would save the District significant roadway resurfacing costs.

District retail reserves are not adequate to fund the project. The District's last financial plan included the replacement of 3,925 linear feet of this pipeline at a total cost of \$1,734,000. Total project costs are now estimated to be \$4,000,000. The financial plan assumed a traditional bond issuance would be used to finance this project. The plan assumed a 30 year debt issuance at 4% interest and 2% costs of issuance. Instead of a traditional bond issuance, the District is seeking a lower cost financing option through the State Drinking Water Revolving Fund administered by the State Water Resources Control Board. If the financial agreement can get executed prior to the end of the 2021 calendar year, the interest rate would be just 1.2% with no costs of issuance.

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The application process includes the submittal of four different application packages:

- General
- Environmental
- Financial Security
- Technical

The General Application was submitted in February 2019. The District is now working on the remaining packages including the Financial Security Package.

### **CURRENT STATUS**

Two resolutions are required to be submitted as part of the Financial Security Package as follows:

- Reimbursement Resolution No. 21-03: this resolution states that the District intends to expend monies on the project prior to approval of the loan funds. By adopting this resolution, the Board is preserving the District's ability to get reimbursed for these expenditures and have them be part of the overall financing. Due to the timeline required to get an approved agreement from the State, and the timeline of the project, staff anticipates that a significant portion of the project expenditures will be expended prior to final approval of the loan documents.
- Authorizing Resolution 21-04: this resolution names the Director of Finance as the authorized representative of the District for signing applications, certifications, and agreements related to the financing.

The resolutions are attached.

#### **Attachments:**

Resolution 21-03 Reimbursement Resolution

Resolution 21-04 Authorizing Resolution

## **RESOLUTION NO. 21-03**

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

#### **REIMBURSEMENT RESOLUTION**

WHEREAS, the San Juan Water District (the "Agency") desires to finance the costs of constructing and/or reconstructing certain public facilities and improvements relating to its water system, including certain treatment facilities, pipelines and other infrastructure (the "Project"); and

WHEREAS, the Agency intends to finance the construction and/or reconstruction of the Project or portions of the Project with moneys ("Project Funds") provided by the State of California, acting by and through the State Water Resources Control Board (State Water Board); and

WHEREAS, the State Water Board may fund the Project Funds with proceeds from the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the "Obligations"), and

WHEREAS, prior to either the issuance of the Obligations or the approval by the State Water Board of the Project Funds the Agency desires to incur certain capital expenditures (the "Expenditures") with respect to the Project from available moneys of the Agency; and

WHEREAS, the Agency has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Agency for the Expenditures from the proceeds of the Obligations.

NOW, THEREFORE, THE AGENCY DOES HEREBY RESOLVE, ORDER AND DETERMINE AS FOLLOWS:

**SECTION 1.** The Agency hereby states its intention and reasonably expects to reimburse Expenditures paid prior to the issuance of the Obligations or the approval by the State Water Board of the Project Funds.

**SECTION 2.** The reasonably expected maximum principal amount of the Project Funds is \$4,800,000.

**SECTION 3.** This resolution is being adopted no later than 60 days after the date on which the Agency will expend moneys for the construction portion of the Project costs to be reimbursed with Project Funds.

**SECTION 4.** Each Agency expenditure will be of a type properly chargeable to a capital account under general federal income tax principles.

**SECTION 5.** To the best of our knowledge, this Agency is not aware of the previous adoption of official intents by the Agency that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

SECTION 6. This resolution is adopted as official intent of the Agency in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Project costs.

SECTION 7. All the recitals in this Resolution are true and correct and this Agency so finds, determines and represents.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 26th day of May 2021, by the following vote:

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

ATTEST

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PAMELA TOBIN  
President, Board of Directors  
San Juan Water District

---

TERI GRANT  
Secretary, Board of Directors

## CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the San Juan Water District held on May 26, 2021  
(*Governing Board of the Agency*) (*Date*)

---

*Teri Grant, San Juan Water District Board Secretary*

## **RESOLUTION NO. 21-04**

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

#### **AUTHORIZING RESOLUTION**

WHEREAS, the Eureka Road Transmission Pipeline is a critical facility of the districts' water treatment and delivery system; and

WHEREAS it has been determined that the Eureka Road Transmission Pipeline, is at the end of its useful life; and

WHEREAS the District is in need of financing to fund the approximate \$4,000,000 project; and

WHEREAS the District has submitted initial applications to the State Water Resources Control Board for financial assistance from the Drinking Water State Revolving Fund; and

WHEREAS in order to expeditiously process the applications, certifications and agreements the State Water Resources Control Board requests designation from the Board of Directors of an authorized representative to execute such documents on behalf of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN JUAN WATER DISTRICT (the "Entity"), AS FOLLOWS:

The Director of Finance (the "Authorized Representative") or designee is hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of The Eureka Road Transmission Pipeline Rehabilitation Project (the "Project").

This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the Entity's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Entity and compliance with applicable state and federal laws.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 26th day of May 2021, by the following vote:

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

ATTEST

---

PAMELA TOBIN  
President, Board of Directors  
San Juan Water District

---

TERI GRANT  
Secretary, Board of Directors

## CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the San Juan Water District held on May 26, 2021.  
(*Governing Board of the Agency*) (Date)

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*Teri Grant, San Juan Water District Board Secretary*

# AGENDA ITEM III-6

## STAFF REPORT

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To: Board of Directors  
From: Donna Silva, Director of Finance  
Date: May 26, 2021  
Subject: Resolutions for Funding the Kokila Reservoir Replacement Project  
Through the State Water Resources Control Board's Drinking Water  
State Revolving Fund

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### **RECOMMENDED ACTION**

Recommend approval of resolutions 21-05 and 21-06. The staff recommendation was reviewed by the Finance Committee, which recommends approval by the Board of Directors.

### **BACKGROUND**

The Kokila Reservoir is a 4.56 million gallon, hypalon lined and covered earthen reservoir. Hypalon is a flexible membrane material used to protect the water from contamination. The reservoir serves as an operational and emergency storage facility at a high elevation point within the District's Bacon Pressure Zone, approximately 5 miles north of the District's treatment plant. The cover and liner were installed in 1984 with an estimated life of 25 years. Regular maintenance has extended its life an additional 12 years. In May 2016 an expert membrane consultant inspected and tested the cover and liner material and reported that, based upon their analysis of the cover and liner's current condition, the district should replace both the cover and liner within the next 2 to 5 years. Staff recommends replacing the hypalon cover and liner with either a pre-stressed fixed-wall or steel plate wall type tank depending on the outcome of the design phase feasibility analysis.

The proposed budget for FY 2021-22 includes \$795,000 for the design of the reservoir. Construction is currently scheduled for FY 2022-23 at a cost of \$6,649,000. District retail reserves are not adequate to fund the total project cost of \$7,394,000. The District's last financial plan anticipated a traditional bond issuance at 4% interest, plus 2% costs of issuance. Instead of a traditional bond issuance, the District is seeking a lower cost financing option through the State Drinking Water Revolving Fund administered by the State Water Resources Control Board.

## STAFF REPORT

*Kokila Reservoir Replacement Project Loan Resolutions*

*Donna Silva*

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The application process includes the submittal of four different application packages:

- General
- Environmental
- Financial Security
- Technical

The General Application was submitted in February 2019. The District is now working on the remaining packages, including the Financial Security Package.

### CURRENT STATUS

Two resolutions are required to be submitted as part of the Financial Security Package as follows:

- Reimbursement Resolution No. 21-05: this resolution states that the District intends to expend monies on the project prior to approval of the loan funds. By adopting this resolution, the Board is preserving the District's ability to get reimbursed for these expenditures and have them be part of the overall financing. Due to the timeline required to get an approved agreement from the State, and the timeline of the project, staff anticipates that a significant portion of the project expenditures will be expended prior to final approval of the loan documents.
- Authorizing Resolution 21-06: this resolution names the Director of Finance as the authorized representative of the District for signing applications, certifications, and agreements related to the financing.

The resolutions are attached.

#### Attachments:

Resolution 21-05 Reimbursement Resolution

Resolution 21-06 Authorizing Resolution

## RESOLUTION NO. 21-05

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

#### **REIMBURSEMENT RESOLUTION**

WHEREAS, the San Juan Water District (the "Agency") desires to finance the costs of constructing and/or reconstructing certain public facilities and improvements relating to its water system, including certain treatment facilities, pipelines and other infrastructure (the "Project"); and

WHEREAS, the Agency intends to finance the construction and/or reconstruction of the Project or portions of the Project with moneys ("Project Funds") provided by the State of California, acting by and through the State Water Resources Control Board (State Water Board); and

WHEREAS, the State Water Board may fund the Project Funds with proceeds from the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the "Obligations"), and

WHEREAS, prior to either the issuance of the Obligations or the approval by the State Water Board of the Project Funds the Agency desires to incur certain capital expenditures (the "Expenditures") with respect to the Project from available moneys of the Agency; and

WHEREAS, the Agency has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Agency for the Expenditures from the proceeds of the Obligations.

NOW, THEREFORE, THE AGENCY DOES HEREBY RESOLVE, ORDER AND DETERMINE AS FOLLOWS:

- SECTION 1.** The Agency hereby states its intention and reasonably expects to reimburse Expenditures paid prior to the issuance of the Obligations or the approval by the State Water Board of the Project Funds.
- SECTION 2.** The reasonably expected maximum principal amount of the Project Funds is \$8,900,000.
- SECTION 3.** This resolution is being adopted no later than 60 days after the date on which the Agency will expend moneys for the construction portion of the Project costs to be reimbursed with Project Funds.
- SECTION 4.** Each Agency expenditure will be of a type properly chargeable to a capital account under general federal income tax principles.
- SECTION 5.** To the best of our knowledge, this Agency is not aware of the previous adoption of official intents by the Agency that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.
- SECTION 6.** This resolution is adopted as official intent of the Agency in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Project costs.

SECTION 7. All the recitals in this Resolution are true and correct and this Agency so finds, determines and represents.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 26th day of May 2021, by the following vote:

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

ATTEST

---

PAMELA TOBIN  
President, Board of Directors  
San Juan Water District

---

TERI GRANT  
Secretary, Board of Directors

## CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the San Juan Water District held on May 26, 2021  
(*Governing Board of the Agency*) (*Date*)

---

*Teri Grant, San Juan Water District Board Secretary*

**RESOLUTION NO. 21-06**

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

**AUTHORIZING RESOLUTION**

WHEREAS, the Kokila Reservoir is a critical facility of the districts' water treatment and delivery system; and

WHEREAS it has been determined that the Kokila Reservoir cover, is at the end of its useful life; and

WHEREAS the District is in need of financing to fund the approximate \$7,394,000 project; and

WHEREAS the District has submitted initial applications to the State Water Resources Control Board for financial assistance from the Drinking Water State Revolving Fund; and

WHEREAS in order to expeditiously process the applications, certifications and agreements the State Water Resources Control Board requests designation from the Board of Directors of an authorized representative to execute such documents on behalf of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN JUAN WATER DISTRICT (the "Entity"), AS FOLLOWS:

The Director of Finance (the "Authorized Representative") or designee is hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of The Kokila Reservoir Rehabilitation Project (the "Project").

This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the Entity's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Entity and compliance with applicable state and federal laws.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 26th day of May 2021, by the following vote:

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

ATTEST

---

PAMELA TOBIN  
President, Board of Directors  
San Juan Water District

---

TERI GRANT  
Secretary, Board of Directors

## CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the San Juan Water District held on May 26, 2021.  
(*Governing Board of the Agency*) (Date)

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*Teri Grant, San Juan Water District Board Secretary*

# AGENDA ITEM III-7

## STAFF REPORT

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To: Board of Directors  
From: Donna Silva, Director of Finance  
Date: May 26, 2021  
Subject: Treasurer's Report – Quarter Ending March 31, 2021

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### RECOMMENDED ACTION

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

### BACKGROUND

The purpose of the treasurer's report is to update the Board and the public on the status of the District's cash balances and investments, and highlight material changes from one period to another. The scope of this report covers the second quarter of fiscal year 2020-2021, ending March 31, 2021.

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

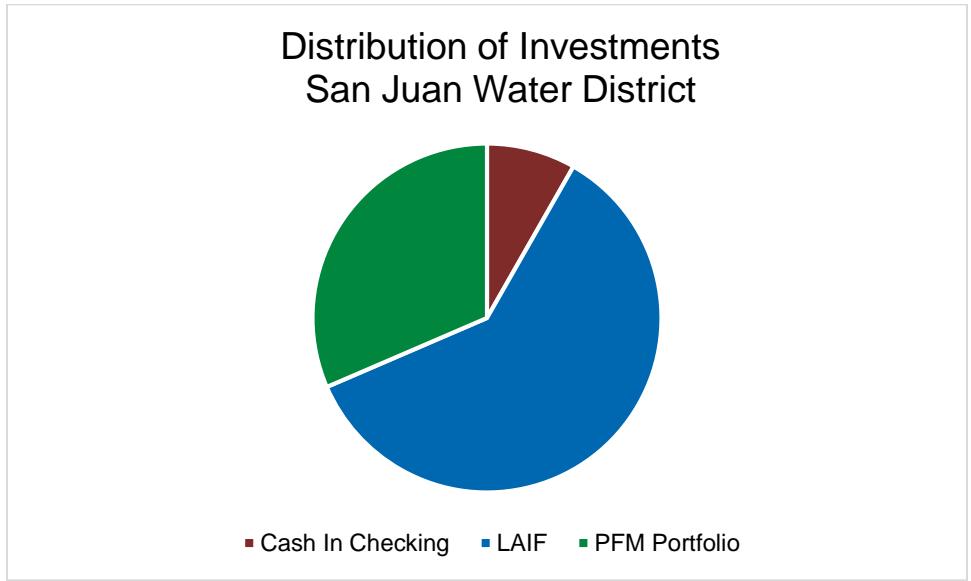
1. Safety
2. Liquidity
3. Yield

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

At December 31, 2020, the end of the previous quarter, the value of the District's total portfolio was \$30.9 million. Since that time, the value of the District's portfolio increased by \$433,134 for an ending balance of \$31.3 million as of March 31, 2021. Cash and short-term investments increased by \$1.18 million. Medium term investments decreased by \$568,312 and long-term investments decreased by \$185,331.

The funds are currently held as follows:

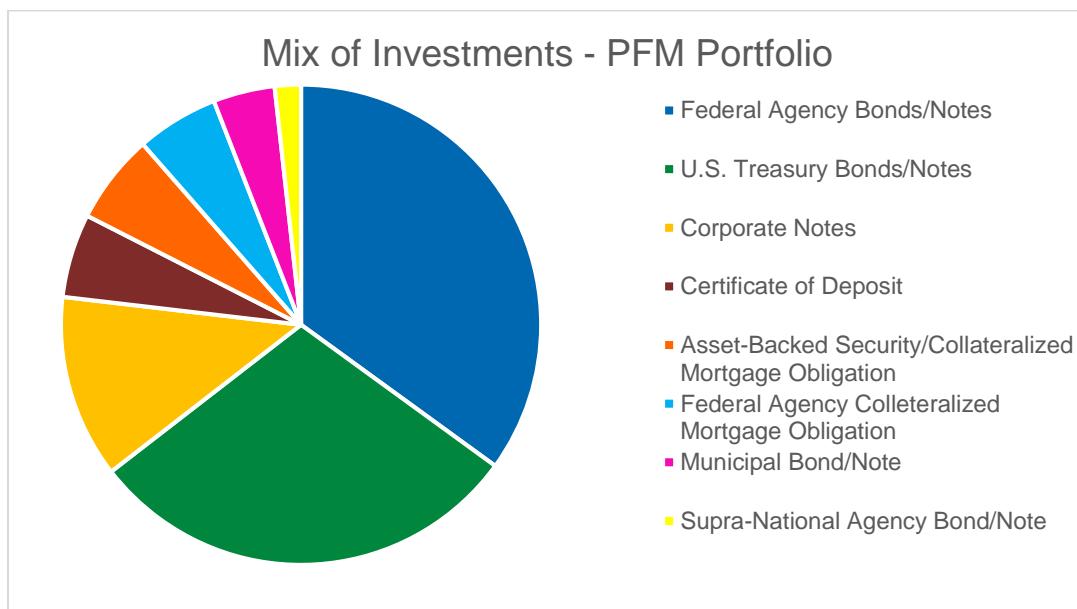
Cash at Banking Institutions	\$ 2,587,572
Local Agency Investment Fund (LAIF)	18,891,081
PFM Managed Investment Portfolio	<u>9,864,478</u>
	<u>\$ 31,343,131</u>

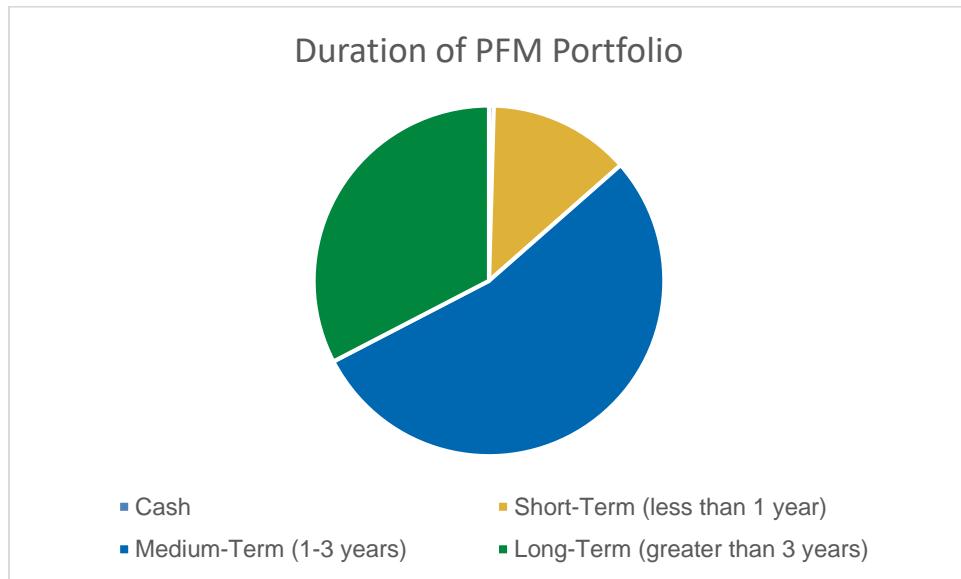


The overall portfolio is diversified with 31% invested in marketable securities (PFM Portfolio), 60% invested in short-term investments that are considered liquid (LAIF) and 8% on deposit with US Bank. Staff, in conjunction with your financial advisors, periodically review the mix of liquid and long-term investments and adjusts the portfolio according to the market conditions and the District's short term cash needs.

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

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





Economic conditions over the past quarter continued to improve, yet still trail pre-pandemic conditions. However, the national unemployment rate is expected to be back to pre-pandemic levels by the end of the calendar year. Regardless, the District's portfolio managers will be maintaining the portfolio's neutral duration position relative to the benchmark.

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

Total Returns – period ending March 31, 2021

	Duration (years)	Quarter Ending 3/31/2021	Past Year	Since Inception
San Juan Water District	2.24	-.33%	1.4%	2.55%
BAML 0-5 Year Treasury Index	2.12	-.39%	-.04%	1.76%

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

	<b>Yield %</b>	<b>Par Value</b>	<b>Cost</b>	<b>Current Market Value</b>	<b>Maturity Date</b>
CASH & DEMAND DEPOSITS - US Bank:	na	2,587,572.14	2,587,572.14	2,587,572.14	na
LOCAL AGENCY INVESTMENT FUND (LAIF)	0.685%	18,891,081.12	18,891,081.12	18,891,081.12	na
PFM MONEY MARKET ACCOUNT	na	469,784.75	469,784.75	469,784.75	na
<b>LONG-TERM INVESTMENTS (PFM Investment Portfolio):</b>					
<i>U.S. Treasury Bonds/Notes:</i>					
US Treasury Notes	1.67%	230,000.00	227,511.33	230,503.13	5/31/2021
US Treasury Notes	1.63%	30,000.00	29,937.89	30,178.13	8/31/2021
US Treasury Notes	1.75%	45,000.00	44,084.18	45,316.40	10/31/2021
US Treasury Notes	1.78%	150,000.00	150,591.80	152,250.00	1/31/2022
US Treasury Notes	2.82%	85,000.00	82,210.94	86,514.06	3/31/2022
US Treasury Notes	2.75%	250,000.00	242,626.95	254,453.13	3/31/2022
US Treasury Notes	1.83%	150,000.00	152,044.92	153,773.43	6/30/2022
US Treasury Notes	1.74%	250,000.00	253,095.70	256,289.05	7/31/2022
US Treasury Notes	2.44%	155,000.00	149,290.43	159,117.19	3/31/2023
US Treasury Notes	2.28%	95,000.00	90,977.34	97,285.94	7/31/2023
US Treasury Notes	2.44%	160,000.00	151,993.75	163,850.00	7/31/2023
US Treasury Notes	2.25%	45,000.00	46,183.01	47,953.13	9/30/2023
US Treasury Notes	2.52%	150,000.00	151,517.58	159,750.00	11/15/2023
US Treasury Notes	2.52%	155,000.00	152,226.95	162,653.13	11/30/2023
US Treasury Notes	2.56%	15,000.00	15,044.53	15,956.25	12/31/2023
US Treasury Notes	0.34%	150,000.00	149,169.14	149,601.57	3/15/2024
US Treasury Notes	1.90%	125,000.00	125,566.41	131,210.94	4/30/2024
US Treasury Notes	1.78%	150,000.00	151,546.88	157,593.75	6/30/2024
US Treasury Notes	1.83%	30,000.00	30,419.53	31,664.05	7/31/2024
US Treasury Notes	1.39%	125,000.00	129,379.88	131,933.60	7/31/2024
US Treasury Notes	0.33%	150,000.00	156,638.67	155,109.38	10/31/2024
	Subtotal	2,695,000.00	2,682,057.81	2,772,956.26	
<i>Supra-National Agency Bond/Note</i>					
Int'l Bank of Reconstruction & Dev Notes	2.83%	90,000.00	89,789.40	90,712.17	7/23/2021
Int'l Bk Recon & Develop Corp Notes	0.32%	75,000.00	74,838.75	74,810.55	11/24/2023
	Subtotal	165,000.00	164,628.15	165,522.72	
<i>Municipal Bonds/Notes</i>					
CA ST Taxable GO Bonds	1.87%	100,000.00	102,001.00	105,336.00	10/1/2023
Mississippi St-A-Txbl Municipal Bonds	0.57%	100,000.00	100,000.00	99,876.00	11/1/2024
OR ST Dept Trans Txbl Rev Bonds	0.57%	70,000.00	70,000.00	69,765.50	11/15/2024
FL ST Board of Admin Txbl Rev Bonds	1.11%	20,000.00	20,141.40	20,156.20	7/1/2025
FL ST Board of Admin Txbl Rev Bonds	1.26%	55,000.00	55,000.00	55,429.55	7/1/2025
Los Angeles CCD, CA Taxable GO Bonds	0.77%	40,000.00	40,000.00	39,534.40	8/1/2025
	Subtotal	385,000.00	387,142.40	390,097.65	

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	<b>Yield %</b>	<b>Par Value</b>	<b>Cost</b>	<b>Current Market Value</b>	<b>Maturity Date</b>
...continued					
<i>Federal Agency Collateralized Mortgage Obligation</i>					
FNA 2018-M5 A2	<b>2.93%</b>	13,257.68	13,521.39	13,257.68	9/1/2021
FHLMC Multi-family Structured P	<b>2.54%</b>	98,951.53	99,569.98	100,256.24	1/1/2022
FHLMC Multi-family Structured P	<b>2.63%</b>	100,000.00	100,250.00	101,881.11	6/1/2022
FHLMC Series K721 A2	<b>2.88%</b>	99,423.70	100,270.35	102,089.96	8/1/2022
FannieMae - ACES	<b>2.14%</b>	88,796.79	93,111.77	95,106.60	3/1/2024
FHMS K043 A2	<b>1.95%</b>	100,000.00	104,953.13	107,570.97	12/1/2024
	<b>Subtotal</b>	500,429.70	511,676.62	520,162.56	
<i>Federal Agency Bonds/Notes:</i>					
Fannie Mae Notes	2.55%	100,000.00	99,851.00	100,082.50	4/13/2021
Freddit Mac Notes (Callable)	0.30%	315,000.00	315,000.00	315,219.87	2/6/2023
Federal Home Loan Bank Notes	1.44%	130,000.00	129,760.80	132,919.80	2/17/2023
Fannie Mae Notes	0.35%	145,000.00	144,563.55	145,166.17	5/22/2023
Freddie Mac Notes	0.35%	130,000.00	129,620.40	130,126.49	6/26/2023
Fannie Mae Notes	0.32%	185,000.00	184,602.25	185,039.96	7/10/2023
Freddie Mac Notes	0.28%	90,000.00	89,908.20	89,999.01	8/24/2023
Fannie Mae Notes	2.98%	260,000.00	258,770.20	276,506.10	9/12/2023
Fannie Mae Notes (Callable)	0.31%	125,000.00	124,987.50	124,786.38	11/16/2023
Fannie Mae Notes	0.20%	100,000.00	100,152.00	99,893.00	11/27/2023
Freddie Mac Notes	0.28%	80,000.00	79,920.80	79,913.84	12/4/2023
Federal Home Loan Bank Notes	2.72%	50,000.00	51,485.00	54,095.45	12/8/2023
Fannie Mae Notes	2.58%	35,000.00	34,869.80	37,137.70	2/5/2024
Freddie Mac Notes	1.52%	250,000.00	249,807.50	258,098.75	2/12/2025
Federal Home Loan Bank Notes	0.60%	100,000.00	99,504.00	99,286.10	4/14/2025
Fannie Mae Notes	0.67%	125,000.00	124,742.50	124,777.13	4/22/2025
Fannie Mae Notes	0.61%	160,000.00	160,118.40	159,714.72	4/22/2025
Fannie Mae Notes	0.54%	145,000.00	144,699.85	143,562.04	6/17/2025
Freddie Mac Notes	0.48%	90,000.00	89,551.80	88,461.09	7/21/2025
Fannie Mae Notes	0.47%	100,000.00	99,532.00	98,296.00	8/25/2025
Fannie Mae Notes	0.49%	135,000.00	134,269.65	132,699.60	8/25/2025
Freddie Mac Notes	0.44%	140,000.00	139,578.60	137,512.06	9/23/2025
Freddie Mac Notes	0.47%	175,000.00	174,177.50	171,890.08	9/23/2025
Fannie Mae Notes	0.51%	105,000.00	104,960.10	103,300.47	11/7/2025
	<b>Subtotal</b>	3,270,000.00	3,264,433.40	3,288,484.31	
<i>Corporate Notes:</i>					
PEPSICO Inc. Corp (Callable) Note	2.01%	55,000.00	54,989.00	55,027.94	4/15/2021
Bank of America Corp Note	2.40%	15,000.00	15,112.35	15,014.61	4/19/2021
Citigroup Inc Corp (Callable) Note	2.72%	90,000.00	90,614.70	91,462.68	12/8/2021
Apple Inc Bonds	3.01%	130,000.00	128,070.80	132,259.01	2/9/2022
American Express Credit (Callable) Notes	3.29%	100,000.00	97,840.00	102,017.20	3/3/2022
Adobe Inc. Corp Note	1.75%	100,000.00	99,863.00	102,547.70	2/1/2023
Amazon.com Inc. Bonds	2.66%	100,000.00	99,037.00	103,755.70	2/22/2023
American Honda Finance	1.96%	100,000.00	99,963.00	102,945.60	5/10/2023
Bank of America Corp Note	0.81%	75,000.00	75,000.00	74,974.73	10/24/2024
Johnson & Johnson Corp Notes	1.50%	185,000.00	194,640.35	197,117.32	1/15/2025
Toyota Motor Credit Corp Corp Notes	1.58%	30,000.00	30,293.10	30,755.58	2/13/2025
Toyota Motor Credit Corp Corp Notes	1.58%	45,000.00	45,439.65	46,133.37	2/13/2025
Goldman Sachs Group Inc. Corp Notes	0.94%	65,000.00	72,616.70	70,809.05	5/22/2025
Bristol-Myers Squibb Co Corporate Notes	0.88%	31,000.00	35,423.08	34,317.31	8/15/2025
	<b>Subtotal</b>	1,121,000.00	1,138,902.73	1,159,137.80	

continued next page.....

	<b>Yield %</b>	<b>Par Value</b>	<b>Cost</b>	<b>Current Market Value</b>	<b>Maturity Date</b>
...continued					
<i>Certificate of Deposit:</i>					
Societe Generale NY Cert Depos	1.80%	100,000.00	100,000.00	101,171.00	2/14/2022
Sumitomo Mitsui Bank NY Cert Depos	0.70%	75,000.00	75,000.00	75,418.28	7/8/2022
Nordea Bank ABP New York	1.84%	135,000.00	135,000.00	138,130.25	8/26/2022
Skandinav Enskilda Bank LT	1.85%	140,000.00	140,000.00	143,265.78	8/26/2022
DNB Bank ASA/NY LT CD	2.03%	70,000.00	70,000.00	72,096.99	12/02/0222
	Subtotal	520,000.00	520,000.00	530,082.30	
<i>Asset-Backed Security/Collateralized Mortgage Obligation:</i>					
Harot 2019-1 A3	2.83%	73,910.37	73,908.39	74,944.55	3/20/2023
Hyundai Auto Receivalbes Trust	2.66%	30,181.15	30,177.19	30,563.08	6/15/2023
Harot 2019-2 A3	2.52%	90,323.66	90,320.29	91,668.54	6/21/2023
Narot 2019-A A3	2.90%	49,232.76	49,225.30	50,023.21	10/15/2023
Narot 2019-B A3	2.51%	84,331.15	84,314.07	85,505.73	11/15/2023
Copar 2019-1 A3	2.51%	92,498.55	92,477.63	93,936.76	11/15/2023
Taot 2020-A A3	1.66%	100,000.00	99,992.78	101,709.24	5/15/2024
Narot 2021-I A3	0.27%	25,000.00	24,999.54	24,951.83	4/21/2025
Carmx 2021-1 A3	0.34%	15,000.00	14,997.04	14,947.01	12/15/2025
	Subtotal	560,477.64	560,412.23	568,249.95	
TOTAL LONG TERM INVESTMENTS		9,216,907.34	9,229,253.34	9,394,693.55	
<b>TOTAL CASH &amp; INVESTMENTS AT 03/31/2021</b>		<b>31,165,345.35</b>	<b>31,177,691.35</b>	<b>31,343,131.56</b>	

# AGENDA ITEM III-8

## STAFF REPORT

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To: Board of Directors

From: Greg Zlotnick  
Water Resources Manager

Date: May 26, 2021

Subject: Proposed Wheeling Agreement with Citrus Heights Water District

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### **Recommended Action**

Approve the proposed Wheeling Agreement with the Citrus Heights Water District (CHWD) (attached). The staff recommendation was reviewed by the Finance Committee, which recommends approval by the Board of Directors.

### **Background**

The distribution of the District's wholesale water supplies utilizes a section of a CHWD pipeline known as the Citrus Heights 42" Pipeline. CHWD invoices San Juan-Wholesale (SJ-W) for that conveyance.

A few years ago staff inquired as to whether there was an agreement setting forth the billing terms for use of the pipeline. The response was that there was no current agreement, though there apparently was a 1969 agreement that was to last for three years with an option to extend, but it was not kept current and has lapsed.

Prior to paying the 2019 charges, District staff informed CHWD staff that an agreement needed to be developed to govern the arrangement going forward. That agreement, drafted in collaboration with CHWD, is before the Board this evening.

The District's Operations Manager and Finance Director were key participants in the conversations with CHWD and join in recommending that the Board approve the proposed Wheeling Agreement, which formalizes the cost calculation methodology, the rate setting process and provision of appropriate notice to the District.

### **Budget Impact**

The average annual cost to the District for this conveyance over the past five years has been \$6,200. Under the terms of the agreement this annual cost will likely increase to approximately \$67,000. In developing this agreement, CHWD updated the cost methodology to reasonably capture maintenance, operations, replacement, and incurred costs. This amount has been included in the proposed budget for Fiscal Year 2021-22.

## WHEELING AGREEMENT

THIS WHEELING AGREEMENT (“Agreement”) is entered into this \_\_\_\_ day of April 2021 by and between Citrus Heights Water District (“CHWD”), and San Juan Water District (“San Juan” or “SJWD”) (each a “Party” and collectively, the “Parties”).

### RECITALS

A. CHWD has since 1969 allowed for the wheeling of San Juan water supplies through CHWD’s 42-inch Transmission Main (“Main”), upon payment in arrears of certain wheeling charges by San Juan to CHWD, to convey SJWD wholesale surface water supplies to San Juan’s Retail Service Area (“RSA”) and wholesale supplies to Orange Vale Water Company (“OVWC”).

B. The Parties desire to memorialize in writing the terms and conditions of such water wheeling moving forward.

### AGREEMENT

1. Wheeling. Provided there is available capacity in the Main, CHWD agrees to wheel water on behalf of San Juan through the Main to the Delivery Points described in Paragraph 2 (the “San Juan Water Supply”) pursuant to the terms and conditions of this Agreement.

(a) CHWD at its sole discretion will determine if and when there is available capacity in the Main.

(b) Except under emergency circumstances, upon which CHWD will inform SJWD as soon as possible of a disruption in deliveries through the Main, when CHWD has determined that there may or will be insufficient capacity in the Main to meet the needs of both CHWD and SJWD, CHWD will inform SJWD in writing as soon as the potential for such a determination becomes apparent to CHWD; ideally thirty (30) calendar days, but in no case, less than seven (7) calendar days, in advance of CHWD turning off its control valves at the Delivery Points to SJWD and OVWC to allow for collaborative planning and SJWD’s and OVWC’s preparation for the closing of the valves.

2. Delivery Points. The San Juan Water Supply will enter the Main at the connection to SJWD’s 54” main on American River Canyon Drive near Canyon Falls Drive in the City of Folsom, be totalized by the Santa Juanita meter (#4), and be withdrawn by San Juan at the following Delivery Points along the Main:

(a) at Granite Avenue, at the 12-inch metered connection #20 owned and maintained by San Juan at the northeast corner of Casa Roble High School in Orangevale. Downstream of CHWD’s isolation valve at this Delivery Point, SJWD owns and maintains the delivery piping, meters and appurtenances serving SJWD’s RSA.

(b) at Eden Oaks Avenue, at the 12-inch connection feeding 2 meters, #21 that feeds SJWD retail, and #8 that feeds OVWC owned and maintained by San Juan at the southeast corner of Eden Oaks and Hazel Avenues in Orangevale. Downstream of CHWD's control valve at this Delivery Point, SJWD owns and maintains the delivery piping, meters and appurtenances serving SJWD's RSA to the north and to OVWC to the south.

### **3. Conditions.**

This Agreement is conditioned upon:

(a) San Juan making payments to CHWD in accordance with Section 5, below.

(b) San Juan owning, maintaining, and operating the interconnection piping, meters and associated appurtenances. SJWD shall perform annual meter electronic verification testing of the delivery meters and shall provide CHWD with the test results.

(c) CHWD owning, maintaining, and operating its isolation valve at each Delivery Point.

(d) CHWD and San Juan shall have the right to inspect all applicable interconnections and meters.

(e) San Juan will provide monthly electronic-meter read reports to CHWD identifying the amount of water in acre-feet delivered to the SJWD's RSA and to OVWC for each delivery meter. San Juan shall provide these reports no later than seven (7) days after the end of each month. For purposes of calculating the actual amount of water delivered by CHWD through the Main, the quantity of water delivered to SJWD at the Delivery Points (meters #20, #21 and #8) shall be deducted from metered deliveries measured in the Main through the Santa Juanita Meter (#4) on Canyon Falls Drive in the City of Folsom.

(f) CHWD shall be responsible for water quality in the Main except for circumstances where water is delivered from SJWD into the Main at the Delivery Points.

**4. Delivery Rate.** The Rate of Delivery of the San Juan Water Supply conveyed to SJWD under this Agreement will be at the same rate of flow in the Main as is also conveyed to CHWD, subject to availability of capacity in the Main above that required to convey CHWD's other water supplies, subject to San Juan's actual capability to accept the San Juan Water Supply based on its then existing demands and available storage.

### **5. Payment Obligations.**

(a) CHWD shall establish a rate, applicable from July 1 through June 30 of the following year, for the wheeling ("Wheeling Rate") of San Juan Water Supplies through

the Main under this Agreement as part of its normal annual rate-setting process. CHWD shall provide SJWD at least thirty (30) days advance notice of its intent to set the Wheeling Rate and provide SJWD an opportunity to comment on the same. The Wheeling Rate will include the reasonable charges incurred by CHWD, including administrative, capital, operation, maintenance, and replacement costs. The Wheeling Rate may be re-named, increased, or otherwise revised by CHWD's Board of Directors through a regular, publicly noticed rate adjustment process, with at least thirty (30) days notice provided to SJWD.

(b) San Juan shall pay CHWD's Wheeling Rate for the wheeling of the San Juan Water Supplies described in this Agreement.

(c) CHWD shall annually transmit an invoice for Wheeling charges accrued from July 1 of the prior calendar year through June 30 of the then-current calendar year to San Juan by mail no later than July 31. San Juan shall make payment to CHWD upon such invoices within forty-five (45) days of receipt.

(d) The Parties agree that if SJWD includes any portion of the Wheeling Rate or other costs addressed in this Agreement, in whole or in part, directly or indirectly in wholesale or other SJWD rates payable by CHWD, such as in CHWD's annual Service Charge calculation, the portion reasonably estimated to be allocated to CHWD shall be added to the Wheeling Rate charged to and payable by SJWD under this agreement.

6. Dispute Resolution. The Parties acknowledge that any disputes arising out of the performance of this Agreement are best resolved at the working level. In the event of a dispute that is not resolved at the working level, the Parties agree to refer the dispute to the highest working level authority in their respective organizations to cooperatively resolve the pertinent issues. If this does not resolve the dispute, the Parties agree to submit the dispute to a neutral non-binding arbitrator to render a proposed solution, with the parties equally sharing the cost of the arbitrator. The non-binding arbitration result may be accepted or rejected by the Parties. If the dispute cannot be resolved through these efforts, the Parties may then resolve the dispute through other legal mechanisms.

7. Term and Termination.

(a) The term of this Agreement shall BEGIN ON the date of full execution of this Agreement by both Parties ("Effective Date") AND REMAIN IN EFFECT UNTIL terminated as set forth herein.

(b) This Agreement may be terminated by either Party with sixty (60) days written notice and any pending Wheeling Charges will then be immediately due pursuant to Section 5(b) above.

(c) If any Party believes that the other Party has failed to perform any obligation of that Party in accordance with the terms of this Agreement ("Default"), the Party alleging the Default shall provide written notice ("Default Notice") to the other Party,

setting forth the nature of the alleged Default. Unless otherwise provided by a specific term of this Agreement, the Party claimed to be in Default shall have: (i) with respect to a Default involving the payment of money, ten (10) business days after its receipt of the Default Notice to completely cure such Default, and (ii) with respect to any other type of Default, thirty (30) days from the receipt of the Default Notice to completely cure such Default or, if such Default cannot reasonably be cured within such thirty (30) day period, to commence the cure of such Default within the thirty (30) day period and diligently prosecute the cure to completion thereafter.

#### **8. General Provisions.**

(a) Indemnification. Each Party (“Indemnitor”) hereby agrees to defend, indemnify and hold free and harmless the other Party (“Indemnitee”) from and against any and all liability, expense, including defense costs and legal fees, and claims for damages of any nature whatsoever, including, but not limited to, bodily injury, personal injury, death or property damage, arising from or connected with Indemnitor’s activities under this Agreement, including any Worker’s Compensation suits, liability, or expense, arising from or connected with services performed on behalf of Indemnitor by any person pursuant to this Agreement, whether such claims, damages, liabilities, costs and/or judgments are based upon alleged negligence, a dangerous condition of public property, or any other theory of liability. Indemnitor’s duty to indemnify Indemnitee shall survive the expiration or other termination of this Agreement as to any injuries, occurrences, or claims occurring or alleged to have occurred prior to its expiration or termination.

(b) Attorney Fees. If either Party brings suit to enforce or to recover for breach of any term, covenant, or condition contained herein, the prevailing Party shall be entitled to attorney fees in addition to the amount of any judgment, recovery, and costs.

(c) Entire Agreement. This Agreement is intended by the Parties as a complete and exclusive statement of the terms of their agreement and it supersedes all prior agreements, written or oral, as to this subject matter. This Agreement may be modified only upon the mutual written agreement of the Parties hereto.

(d) Notices. Written notices to be given to either Party must be given by personal delivery or by registered or certified mail addressed and delivered as set forth below. Other correspondence and invoices may be sent by first-class mail, addressed and delivered as also set forth below:

\_\_\_\_\_  
\_\_\_\_\_  
Attn: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
Attn: \_\_\_\_\_

(e) Representation of Authority. Each Party represents to the other that it has the authority to enter into this Agreement and that the individual signing this Agreement on behalf of their respective Parties has the authority to execute this Agreement and to bind their respective Parties to the terms and conditions of this Agreement.

(f) Incorporation of Recitals. The Recitals set forth above are incorporated herein and made an operative part of this Agreement.

(g) Invalidity and Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

(h) Applicable Laws. This Agreement and the actions described herein are contingent upon and subject to compliance with all applicable laws. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

(i) No Third-Party Rights. This Agreement is made solely for the benefit of the Parties and their respective permitted successors and assigns (if any). Except for such a permitted successor or assign, no other person or entity may have or acquire any right by virtue of this Agreement.

(j) Counterparts. This Agreement may be executed in two or more counterparts, each of which, when executed and delivered, shall be an original and all of which together shall constitute one instrument, with the same force and effect as though all signatures appeared on a single document.

IN WITNESS WHEREOF, each of the Parties have caused this Agreement to be executed by its respective duly authorized officers.

CITRUS HEIGHTS WATER DISTRICT

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

Title: \_\_\_\_\_

SAN JUAN WATER DISTRICT

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

Title: \_\_\_\_\_

# AGENDA ITEM IV-1

## STAFF REPORT

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To: Board of Directors  
From: Paul Helliker, General Manager  
Date: May 26, 2021  
Subject: Water Supply and Demand Status and Potential 2021 Actions

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### RECOMMENDED ACTION

Concur in General Manager's recommendations

### BACKGROUND

#### Hydrology

We have been providing a monthly status report to the Board on hydrology and water supplies. The powerpoint presentation for this Board meeting will provide the details, but this year is one of the driest on record (there are different ways to quantify how this year compares to other years, using parameters such as precipitation, snowpack, runoff, etc.) However, as we have described, and is again the situation this month, SJWD's supplies are adequate this year to meet projected demand. In fact, as is discussed in a separate item on the May 26, 2021 agenda, we are proposing to provide mutual aid water supplies to Carmichael Water District, in a maximum amount of 1,500 AF, should their water rights be curtailed this year and they request the water to help meet their customer demands. We have also been transferring water to Sacramento Suburban Water District (SSWD), pursuant to an agreement the Board approved in March. However, we and SSWD have decided to halt that transfer to help preserve surface water supplies in the American River basin (thus reducing deliveries by approximately 4,500 AF, which is about 11% of last year's water deliveries).

#### Water Forum Agreement/Water Shortage Contingency Plan

The District's 2015 water shortage contingency plan (WSCP) uses Unimpaired Inflow to Folsom Reservoir (UIFR) as a criterion to define stages for potential response actions. The May, 2021 UIFR is 674,000 AF, which is known in Water Forum Agreement parlance as a "wedge year." In such years, in which UIFR is between 400,000 and 950,000 AF, the District commits to limit diversions from the American River to between 54,200 and 82,200 AF. A linear interpolation of the 2021 UIFR compared to the range between the top and bottom UIFR for the wedge year definition, applied to the range of diversions in our wedge year commitment would produce a diversion limitation for the District this year of 68,149 AF. The supplies available from our water rights and PCWA contract are well under this diversion limit per our Water Forum Agreement commitment, but more than adequate to meet our expected wholesale demands.

The 2015 WSCP defines “wedge years” as a trigger for a potential “Water Alert” water shortage stage. The definition of this stage is “there is a probability that the District’s supply or distribution system will not be able to meet all of the normal water demands of its Customers.” (Ordinance 23000.03.1) Pursuant to this ordinance, the General Manager, with Board concurrence, based upon all available data, shall determine and declare whether the District’s water supply and/or distribution is in this condition.

### **Recommendation**

As noted above, the District’s water supplies are projected to be adequate to meet demand. However, given the hydrology this year, and the current storage levels in Folsom Reservoir, staff propose the following actions (in addition to suspending the transfer to SSWD):

1. Recommend to the District’s retail customers that they immediately limit watering to no more than 3 days per week
2. Increase water waste patrols
3. Increase our irrigation controller rebate fund by \$15,000
4. Continued collaboration on regional messaging with our neighboring agencies and support the increased advertising efforts of RWA

Efficiency Requirements/Programs

**Water Use Efficiency Programs - American River Region**  
5/15/2021

Item/Agency	CalAm	CWD	CHWD	EID	FOWD	Folsom	GSWC	OVWC	PCWA	RLECWD	Roseville	Sacto	SCWA	SSWD	SJWD
<b>Prohibitions</b>															
No wasteful use of water		X			X			X							X
No runoff from irrigation	X	X	X	X	X	X	Vol	X	Vol	X	X	X	X	X	X
Irrigation not during peak sun hours		X				X	Vol			X		X			X
No irrigation within 48 hrs of rain	X	X		X	X	X	Vol		Vol	X	X	X	X	X	X
Fix water leaks	X	X	X	X	X	X	Vol	X	Vol	X	X	X	X	X	X
Hoses must have shutoff nozzles	X	X	X	X	X	X	Vol	X	Vol	X	X	X	X	X	X
No washing off hard surfaces except H&S	X		X	X	X		Vol	X		X	X	X	X	X	X
Fountains or ponds must recirculate	X	X	X	X	X	X		X	Vol	X	X	X	X	X	X
<b>Recommendations</b>															
Voluntary conservation (base 2013)					20%	10%							10%	10%	
Pool covers		X		X				X						X	X
3 days/wk watering		X				X		X				X			X
Use rake/broom					X		X			X		X			X
Brush teeth without water running			X		X		X			X			X		X
Install high efficiency fixtures		X	X		X		X		X	X	X	X	X	X	X
Wash full loads		X	X		X		X		X	X		X		X	X
Water only on request in restaurants	X	X				X								X	X
Hotel optional linen washing	X													X	X
<b>Rebates</b>															
Toilet			X	X	X	X			X			X	X	X	
Washer			X	X			X	X	X			X	X	X	X
Recirculating hot water pumps				X											X
Irrigation controller			X	X	X	X							X		X
Low-volume irrigation systems						\$500	X		\$500				\$400		\$500
Landscape conversion									\$500			\$1,000	\$3,000	\$1,000	
<b>Onsite resources</b>															
Landscape audits			X	X	X	X			X	X	X	X			X
Classes			X									X			
Demonstration garden			X		X				X		X	X			X
Mulch giveaways															X
Free items	X			X			X								X
<b>Online Resources</b>															
Indoor Saving Methods and Data	X	X	X	X	X		X	X	X	X	X	X		X	X
Outdoor Saving Methods and Data	X	X	X	X	X	RWA	X	X	X	X	X	X		X	X
General and Seasonal Methods and Data		X													X
Swimming Pool Methods and Data		X		X		X	X	X							X
Landscape Conversion Resources	X	X		X					X	X	X	X		X	X
Student/Children Resources		X		X					X						
<b>2021 Additional Specifications</b>															
Residential watering	3x/wk vol														
10% Voluntary Conservation											X				

# AGENDA ITEM IV-3

## STAFF REPORT

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To: Board of Directors  
From: Paul Helliker, General Manager  
Date: May 26, 2021  
Subject: Collaboration/Integration Project

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### RECOMMENDED ACTION

Information

### BACKGROUND

The Collaboration/Integration Project started in April of 2020, to analyze potential collaboration and integration opportunities among water agencies in the Sacramento Area. The purpose of the project was to identify methods to improve services and save ratepayer funds by conducting projects and programs collaboratively, up to and including merger of programs or organizations. The participants include Carmichael Water District, Citrus Heights Water District, the City of Folsom, Del Paso Manor Water District, Rio Linda/Elverta Community Water District, Sacramento Suburban Water District and our District. The project has consisted of three phases ("Activities"): Existing Program Environment, Benchmarking and Metrics, and Opportunities for Collaboration. Each Activity included a final report and a meeting with the Ad Hoc Board/Councilmember Committee. The Activity 1 report was completed in July, 2020, the Activity 2 report in January, 2021 and the Activity 3 report this month. Ad Hoc Committee meetings were held on July 28, 2020; January 28, 2021 and May 21, 2021.

The Activity 3 report addressed seven program areas, which were identified by the participating agencies as strong candidates for successful collaboration. These topics were:

1. Distribution System Preventative Maintenance
2. Human Resources
3. Leak Detection
4. Paving
5. Standby/Emergency Operations
6. Water Conservation programs
7. Water Supply

The Activity 3 report describes various recommendations on program improvements and cost savings that could be achieved, but not at a detailed level. These recommendations do provide a good foundation from which more specific joint activities could be pursued among agencies who would be interested in further collaboration or integration. Staff are currently reviewing the project's reports, and will be identifying opportunities that we could pursue and agencies who would be interested in joining us in doing so.



May 17, 2021

Mr. Hilary Straus  
General Manager  
Citrus Heights Water District  
6230 Sylvan Road  
Citrus Heights, CA 95610

Dear Hilary:

As we wind down the Collaboration-Integration project, we would like to take the opportunity to thank you and your colleagues at Citrus Heights Water District (CHWD) for your engagement with Raftelis and Tully and Young. We believe that the project has been useful, and it sets the stage for more detailed analyses and implementation of collaboration/integration projects. We do have responses to some of your organization's comments on the draft Activity 3 report, which pertain to the origination and scope of this project, and to assertions about actions taken by Sacramento Suburban Water District (SSWD) and San Juan Water District (SJWD).

In various comments that CHWD provided on the draft report, for example on pages 17 and 18, CHWD asserts that the Regional Water Authority (RWA) was not invited to participate in this study. If you recall the conversations during early 2019 among the potential participants in this study (including not just the seven agencies that participated, but others such as Fair Oaks Water District), John Woodling stated his concern with dedicating time to this project, given the small number of RWA member agencies who were planning to participate. Woodling also noted that this study would be focused on water agency operations, a function which RWA does not perform, which made it unlikely that an analysis of RWA's activities would be relevant to the scope of the study. Woodling did express an interest in assisting the participants with soliciting any grant funding that might be available to support the study, and with any further work based on the study that might be suitable for a subscription program under RWA's auspices. A good example of such an opportunity would be some potential collaboration on water use efficiency projects and programs that would go beyond the existing subscription program operated by RWA.

There is one specific comment on this topic which we consider to be completely inaccurate. On page 17, the following comment was provided by CHWD, which is quoted in part:

"That highlights CHWD's concern that RWA is not a partner at the table in this Study due to SJWD's and SSWD's opposition to having RWA be a study participant from the outset."

Neither SSWD nor SJWD opposed RWA's participation in the study. As just noted, RWA itself did not consider it appropriate to be a full participant in the study. There may have been an opportunity for RWA to participate via a subscription program mechanism, but that was not explored further by either RWA or the participants, for the reasons articulated by John Woodling and restated here. SSWD and SJWD both believe that, should study participants choose to pursue joint contracting opportunities for any services, such contracting opportunities may be suitable for an RWA subscription program, and we would support the consideration of such a mechanism.

We also disagree with other comments from CHWD on the study. We recognize that the consolidation option (reorganization is also used to reference this option) was not described in significant detail, but it was addressed in each of the program areas analyzed. CHWD proposes to delete "this section" of the Activity 3 report (see p. 3 of the March 29, 2021 CHWD comment letter). It is not clear what specific analysis of the consolidation/reorganization option is being referenced as "this section," but we do not believe that it would be appropriate to remove any of the analyses of this option. As the three of us discussed a number of months before this project was launched, this option would need to be included as one of the potential approaches to collaboration among participants, and we all agreed that it would be part of the scope of the study. We believe that the report provides the level of detail of analysis on this option, as well as on the other collaboration options, that was defined in the scope of work, and was expected, given the amount of funding allocated for this project.

Finally, with respect to CHWD's assertions that RWA/SGA should manage surplus water supplies (comment, p. 55), we are not clear what CHWD means by "manage." Groundwater supplies that belong to SSWD and surface water supplies that belong to SJWD are the responsibility of the respective District to manage (as defined in California statute). Our organizations are diligent about ensuring that those supplies are used to meet the needs of their customers, and any other beneficial uses that the Districts define. The same holds true for the water supplies managed by each of the other Collaboration study participants. SSWD and SJWD are open to, and indeed have actively pursued partnerships with other Sacramento-area agencies and those beyond our region, to use our water supplies as beneficially as possible. In some cases, these partnerships have included the participation of RWA/SGA. We expect to continue these approaches in the future.

Thanks again for your comments on the report. We look forward to discussions among the seven participating agencies about implementation of collaboration opportunities analyzed in this project, and potentially others.

Sincerely,



Dan York  
General Manager  
Sacramento Suburban Water District



Paul Helliker  
General Manager  
San Juan Water District

## STAFF REPORT

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To: Board of Directors  
From: Tony Barela, Operations Manager  
Date: May 26, 2021  
Subject: Hinkle Reservoir Embankment Erosion Repairs

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### RECOMMENDED ACTION

Staff recommends a motion to approve a time and materials contract with Syblon Reid, Inc. to remove eroded embankment material from the area surrounding the Hinkle Pump Station, import new embankment material, and repair the eroded slope of the Hinkle Reservoir for a not to exceed amount of \$73,830 with a construction contingency of \$7,400 (10%) for an authorized total construction budget of \$81,230.

### BACKGROUND

On May 12, 2021, a 4" pipeline coupling attached to the Crown Point Pump Station used to fill the temporary tanks failed, allowing water to spray at high velocity at the Hinkle Reservoir embankment. This water caused erosion of the embankment and released sediment into the drainage system.



Figure 1 Hinkle Reservoir Embankment



Figure 2 Eroded Embankment Material

Hinkle Reservoir is governed by the Department of Safety of Dams (DSOD); therefore, they were contacted immediately to determine the repair requirements for the eroded section of the embankment. Staff worked with DSOD and Youngdahl Consulting Group, Inc. to draft up an approved repair plan for the embankment. DSOD defined the repair as an emergency.

Syblon Reid, a local contractor with experience with this type of repair work was contacted to visit the site and prepare a proposal to make the repairs.

**STATUS**

In accordance with *Policy Fin. 5.7 Procurement Policy, Section 8 Emergency Purchases*, the General Manager notified three Board Members (the members and alternate of the Engineering Committee) of the incident and requested approval to move forward executing a time and materials contract with Syblon Reid for the embankment repairs. Approvals were received from Directors Hanneman, Rich and Miller to move forward with the contract. The time and materials contact with Syblon Reid was executed on May 20, 2021.

**FINANCIAL CONSIDERATIONS**

Wholesale reserves are adequate to fund this unexpected project and the District has filed a claim with our insurance provider ACWA-JPIA. There is a \$10,000 deductible for this claim.

# AGENDA ITEM V-2

## STAFF REPORT

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To: Board of Directors

From: Greg Zlotnick  
Water Resources Manager

Date: May 26, 2021

Subject: Agreement to sell Pre-14 Water Rights Water to Carmichael Water District if its water rights are curtailed

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### Recommended Actions

[1] Approve the Notice of Exemption (attached) pertaining to the proposed Water Delivery Agreement between San Juan Water District and Carmichael Water District for the Purchase and Sale of Water Rights Water based upon both statutory and common sense exemptions;

[2] Approve the proposed Water Delivery Agreement between San Juan Water District and Carmichael Water District for the Purchase and Sale of Water Rights Water (attached).

### Background

With this water year being one of the driest on record, the State Water Resources Control Board has indicated it will be moving to curtail all post-14 water rights in the coming months. Should this occur, Carmichael Water District (CWD) will lose access to its water rights water, which is a significant part of its supply.

To ameliorate serious impacts to its customers, CWD approached staff to inquire about San Juan's ability, on a curtailment contingent basis, to provide substitute/supplemental surface water supplies to augment CWD's relatively limited groundwater supplies. As a consequence of the District's supply/demand balance, it was determined that up to 1,500 acre-feet (AF) of pre-14 water right water would be available to provide aid to CWD if needed. The actual expected level of deliveries is estimated to be 1,300 AF over a four month period, from June through September.

Staff has determined that the potential 1,500 acre-feet of water to be sold to CWD is surplus to the supplies available to the District to meet the demands of the WCAs.

The District's water destined for CWD will bypass Reclamation's M&I intake at Folsom Dam and delivery will be made at the base of the dam, as was the case with the District's groundwater substitution transfer water in 2018. Staff is working with Reclamation on securing the necessary approval for delivering the CWD water to base of Folsom dam.

The District will charge CWD \$100/AF delivered to the base of the dam, with any calculated in-river losses absorbed by CWD. This \$100/AF charge will cover the District's

## **STAFF REPORT**

*Proposed Water Delivery Agreement between  
San Juan Water District and Carmichael Water District  
for the Purchase and Sale of Water Rights Water  
Greg Zlotnick, Water Resources Manager*

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costs of providing alternative water supplies to our WCAs, as well as internal administrative costs of undertaking this sale.

CWD will also reimburse San Juan for any and all permitting and external costs associated with this Agreement, e.g. the costs Reclamation may charge to approve the change of the point of delivery for the District's water from the M&I intake to the base of the dam.

It is notable that this is a sale of water and not a transfer of water. This distinction is an important one. An historical analysis undertaken by CWD has determined that the North Fork Ditch Company (the District's predecessor in interest) delivered surface water to much of CWD's present day service area in the 19<sup>th</sup> and early 20<sup>th</sup> Centuries. Therefore, pursuant to this Agreement, the District's pre-14 water right water will be delivered to part of its original place of use.

### **Budget Impact**

To provide any specific budget impact would be speculative at best. The revenue to be generated from the water sale, assuming 1,300 acre-feet delivered, would be \$130,000. No matter the amount of water ultimately sold, the resulting payments from CWD will more than cover the District's potential costs. Moreover, the District will also be reimbursed for any external costs (e.g. filing fees, administrative charges from Reclamation) associated with carrying out the transfer. Staff will report back to the Board with an accounting after the sale is completed, should it occur.

### **Action by Carmichael Water District**

The Carmichael Water District Board of Directors approved the agreement at its meeting on May 18<sup>th</sup>.

**WATER DELIVERY AGREEMENT BETWEEN SAN JUAN WATER DISTRICT  
AND CARMICHAEL WATER DISTRICT FOR THE PURCHASE AND SALE OF  
WATER RIGHTS WATER**

This Agreement is entered into and effective this \_\_\_\_ day of May 2021, by and between SAN JUAN WATER DISTRICT (“Seller”) and CARMICHAEL WATER DISTRICT (“Buyer”).

**RECITALS**

- A. Seller holds a pre-1914 appropriative water right to 28,418 acre-feet (AF) of water from the North Fork American River (“Water Rights Water”). Water Rights Water is diverted to Seller from Folsom Reservoir pursuant to a 1954 Settlement Agreement with the United States Bureau of Reclamation, which requires Reclamation to deliver the Water Rights Water in perpetuity and without reduction from Folsom Reservoir to Seller’s Hinkle Reservoir.
- B. Seller owns and operates facilities for (a) receiving water diverted from Folsom Reservoir, (b) treatment of water to meet health and safety standards for potable use, and (c) conveyance and delivery of treated water to its customers. San Juan's customers include its Wholesale Customer Agencies (WCAs), namely, the City of Folsom (Ashland area), Citrus Heights Water District, Fair Oaks Water District, and Orange Vale Water Company, in Sacramento and Placer Counties.
- C. Buyer is a public agency located in northern Sacramento County, authorized to acquire water entitlements to provide water service within its service area.
- D. The place of use for the Water Rights Water includes areas within Buyer’s service area where Water Rights Water was historically delivered by Seller’s predecessor and used for beneficial purposes, as confirmed by historical analysis.
- E. Buyer’s primary water supplies are comprised of the following three appropriative water rights that provide for diversion of water from the American River: License 1387 (A000138), License 8731 (A004743), Permit 7356 (A012367).
- F. Buyer anticipates that its appropriative water rights will be curtailed by the State Water Resources Control Board in 2021 due to dry hydrologic conditions and insufficient natural flow to satisfy its water right priorities.
- G. Buyer, therefore, should such curtailment occur, desires to obtain a supplemental water supply in 2021 to ensure it can meet its customers’ demands.
- H. Seller anticipates having Water Rights Water in excess of the demands of its WCAs for 2021, and consequently is willing and able to sell Water Rights Water to Buyer.
- I. Seller is willing to deliver to Buyer, and Buyer is willing to pay Seller for, water delivered by Seller under the terms and conditions set forth in this Agreement.

**WATER DELIVERY AGREEMENT BETWEEN SAN JUAN WATER DISTRICT  
AND CARMICHAEL WATER DISTRICT FOR THE PURCHASE AND SALE OF  
WATER RIGHTS WATER**

- J. The parties find that the approval of this Agreement, and implementation of the activities to be undertaken as a result, are categorically exempt from environmental documentation requirements of the California Environmental Quality Act.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

1. **Recitals Incorporated.** The foregoing recitals are incorporated herein by this reference and made a part hereof for all purposes.
2. **Definitions.**
  - (a) **Exigent Circumstances** means an emergency situation requiring swift action to prevent imminent danger to public health and safety, including, but are not limited to, a pump outage or failure of Buyer's wells.
  - (b) **Point of Delivery** is the American River at the base of Folsom Dam.
  - (c) **Point of Diversion** means Buyer's existing American River diversion facility at Rossmoor Bar, upstream of Ancil Hoffman Park.
  - (d) **Service Area** means the portion of Buyer's service area included within the place of use for the Water Rights Water, as confirmed by historical analysis.
  - (e) **Water Rights Water** means water to which Seller holds a pre-1914 appropriative water right.
  - (f) **Wholesale Customer Agencies** means the City of Folsom (Ashland area), Citrus Heights Water District, Fair Oaks Water District, and Orange Vale Water Company.
3. **Term of Agreement.** The Agreement shall become effective upon execution and shall remain in effect until December 31, 2021.
4. **Water Sale.** If any of Buyer's appropriative water rights are curtailed by the State Water Resources Control Board, and Buyer requests Seller to do so, Seller will sell and deliver Water Rights Water to Buyer at the Point of Delivery for reasonable and beneficial uses within the Service Area during the period of such curtailment. The amount and timing of the delivery of the Water Rights Water is set forth in Appendix A to this Agreement. The schedule in Appendix A may be modified by concurrence of the parties' General Managers without amendment to this Agreement, however, the volume shall not exceed 375 AF/month without approval of Seller's Board of Directors.

**WATER DELIVERY AGREEMENT BETWEEN SAN JUAN WATER DISTRICT  
AND CARMICHAEL WATER DISTRICT FOR THE PURCHASE AND SALE OF  
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5. **Exigent Circumstances.** In the event Exigent Circumstances arise, and Buyer experiences water supply shortages, the parties agree that Appendix A to the Agreement may be amended to approve increased deliveries by written consent of the parties' General Managers, and such an amendment will not require approval by the parties' Boards of Directors.
6. **Delivery/Losses.** Buyer will divert Water Rights Water at the Point of Diversion. Buyer will be responsible for any losses between the Point of Delivery and the Point of Diversion.
7. **Payment.** Buyer will pay Seller for each acre-foot of Water Rights Water delivered by Seller to the Point of Delivery at the rate specified in Appendix A to the Agreement.
8. **Accounting and Invoicing.** Seller shall verify the quantity of Water Rights Water delivered on a monthly basis and invoice Buyer based on the quantity of Water Rights Water delivered to the Point of Delivery in each month multiplied by the payment rate specified in Appendix A. Seller will invoice Buyer no less frequently than quarterly, and Buyer will pay each invoice within 30 days of receipt of the invoice.
9. **Resale or Lease.** Buyer will only use the Water Rights Water within the Service Area, and Buyer may not sell, lease, transfer, or assign the Water Rights Water for use outside the Service Area.
10. **Water Rights.** The parties agree that receipt and use of the Water Rights Water under the Agreement will not establish any right in Buyer in and to the Water Rights Water beyond those use rights established in the Agreement to any Water Rights Water that the Seller delivers. The parties agree that Buyer will not attempt to obtain any such further rights in any forum.
11. **Water Shortage.**
  - (a) Deliveries to Buyer shall be subject to temporary reduction or elimination should Seller notify Buyer that Seller has determined it must take such action to ensure the availability of sufficient water supplies to meet the needs of its Wholesale Customer Agencies. Such notification shall be provided at the earliest date feasible.
  - (b) If Seller determines that it does not have a sufficient volume of Water Rights Water available to meet the needs of its Wholesale Customer Agencies and its short-and long-term contractual commitments for water deliveries to parties other than its Wholesale Customer Agencies, Buyer will receive first priority to any Water Rights Water available for Seller's contractual commitments for water deliveries to parties other than its Wholesale Customer Agencies.

**WATER DELIVERY AGREEMENT BETWEEN SAN JUAN WATER DISTRICT  
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- (c) In the event that Seller reduces or eliminates deliveries of Water Rights Water, Buyer shall be solely responsible for supplying water to meet its customers' needs, and no liability shall accrue against Seller or any of its directors, officers, agents, or employees for any damage, direct or indirect, arising from such decision by Seller to reduce or eliminate deliveries to meet its Wholesale Customer Agencies' needs.

**12. Environmental Review.**

- (a) It is a condition precedent to the obligations of the parties specified in this Agreement that environmental review, as appropriate under the California Environmental Quality Act (CEQA), be completed prior to water delivery occurring. Seller will be the lead agency for purposes of CEQA with respect to the delivery of Water Rights Water. Seller will file a Notice of Exemption (NOE) based on the categorical exemptions for Existing Facilities and Common Sense with the appropriate County Clerk(s).
- (b) Seller will prepare any necessary documentation to ensure the delivery of Water Rights Water complies with the National Environmental Policy Act (NEPA), and work with the United States Bureau of Reclamation (Reclamation) to secure any necessary approvals.
- (c) Any third-party expenses incurred by Seller associated with environmental review and approval for Seller to provide Water Right Water to Buyer will be paid entirely by Buyer.

**13. External Costs.** Buyer will reimburse Seller for any costs associated with obtaining any necessary approvals for delivery of the Water Rights Water, including, but not limited to, fees incurred in obtaining Reclamation's approval of the proposed delivery of the Water Rights Water.

**14. Litigation.**

- (a) In the event of litigation or an administrative challenge (litigation/challenge) related to the Agreement, the parties will promptly meet and confer to perform a risk assessment of the litigation/challenge. Either party may elect to terminate the Agreement due to any litigation/challenge. Buyer shall pay for any litigation expenses in having the proceeding dismissed or otherwise resolved.
- (b) Regardless of whether this Agreement is terminated, if litigation is pending, Buyer shall have primary responsibility for defending against such litigation on behalf of both parties, either as a defendant, respondent, real party in interest or intervenor. Seller shall participate in defending against such litigation to the

**WATER DELIVERY AGREEMENT BETWEEN SAN JUAN WATER DISTRICT  
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extent it deems necessary or appropriate, in Seller's sole discretion. Buyer shall bear its own costs of litigation and shall pay any monetary award, the costs of any remedial actions, and any award of challenger's attorney fees, whether levied against Buyer or Seller. Buyer shall also reimburse 100 percent of Seller's actual out-of-pocket expenses Seller incurs defending this Agreement and in any related litigation.

- (c) As to claims solely challenging Seller's conduct in Seller's service area, Seller shall have primary responsibility for defending such claims on behalf of both parties, and Buyer shall participate in defending against such claims to the extent it deems necessary or appropriate, in Seller's sole discretion. Buyer shall bear its own fees and costs of defending against such claims. Except as provided in Section 14.b. regarding general cost reimbursement, Seller shall bear its own fees and costs of defending against such claims. Seller shall pay all monetary awards associated with claims challenging Seller's conduct in Seller's service area.
  - (d) To the extent litigation includes multiple claims, the parties agree to meet and confer in good faith to determine whether or not the action includes claims described under Sections 14.b. and 14.c. The parties agree that any claim identified as subject to Section 14.c. shall be defended as provided in Section 14.c. and the balance of such claims shall be defended as provided in Section 14.b.
15. **Responsibilities for Delivery and Distribution of Water.** Neither Seller nor its directors, officers, agents or employees shall be liable for the control, carriage, handling, use, disposal or distribution of Water Rights Water furnished to Buyer at the Point of Delivery, nor for claims of damages of any nature whatsoever, including, but not limited to, property damage, personal injury or death, arising out of or connected with the control, carriage, handling, use, disposal or distribution of such water beyond the Point of Delivery, and Buyer shall indemnify and hold harmless San Juan and its directors, officers, agents and employees from any such damages or claims of damages.
16. **Obligation of Buyer to Make Payments.** The obligations of Buyer arising out of or pursuant to this Agreement shall constitute general obligations of Buyer, and Buyer shall use all the powers and resources available to it under the law to collect the funds necessary for and to pay its obligations to Seller under this Agreement. Buyer is obligated to pay Seller the payments coming due under this Agreement, notwithstanding any individual default by its water users, constituents or others in the payment to Buyer of assessments, taxes, tolls or other charges levied by Buyer.

**WATER DELIVERY AGREEMENT BETWEEN SAN JUAN WATER DISTRICT  
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WATER RIGHTS WATER**

17. **Remedies Not Exclusive.** The use by either party of any remedy specified for the enforcement of this Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.
18. **Waiver of Rights.** Any waiver at any time by either party of its rights with respect to a breach or default, or any other matter arising in connection with this Agreement, shall not be deemed to be a waiver with respect to any other breach, default or matter.
19. **Assignment.** The provisions of this Agreement shall apply to and bind the successors and assigns of the respective parties, but no assignment or transfer of this Agreement, or any part hereof or interest herein, shall be valid until and unless approved by Seller.
20. **Opinions and Determinations.** Where the terms of this Agreement provide for action to be based upon judgment, approval, review or determination of either party, such terms are not intended to be and shall never be construed as permitting such opinion, judgment, approval, review or determination to be arbitrary, capricious or unreasonable.
21. **Notices.** All notices that are required either expressly or by implication to be given by any party to the other under this Agreement shall be signed for Seller and for Buyer by such officers as they may from time to time authorize to so act. Any notices to parties required by this Agreement shall be delivered or mailed, U.S. first-class postage prepaid, addressed as follows:

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

**To BUYER:**  
General Manager  
Carmichael Water District  
7837 Fair Oaks Blvd.  
Sacramento, CA 95608

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

22. **Inspection of Books and Records.** Authorized officers or agents of Buyer shall have full and free access at all reasonable times to the account books and official records of Seller in so far as the same pertain to the matters and things provided for in this Agreement, with the right at any time during office hours to make copies thereof at Buyer's expense, and the proper representative of Seller shall have similar rights with respect to the account books and records of Buyer.
23. **Integration.** This is an integrated agreement and contains all of the terms, considerations, understanding and promises of the parties. It shall be read as a whole.

**WATER DELIVERY AGREEMENT BETWEEN SAN JUAN WATER DISTRICT  
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24. **Construction and Interpretation.** It is agreed and acknowledged by the parties that this Agreement has been arrived at through negotiation, and that each party has had a full and fair opportunity to revise the terms of this Agreement. Consequently, the normal rule of construction that any ambiguities are to be resolved against the drafting party shall not apply in construing or interpreting this Agreement.
25. **Amendment.** This Agreement may be modified or amended only by a subsequent written agreement approved by both parties.
26. **Attorney Fees.** In any action brought by either party to enforce or construe this Agreement, the prevailing party shall be entitled to an award of reasonable attorney fees, expert witness and consulting fees, litigation costs and costs of suit.
27. **Counterparts.** This Agreement may be executed in counterparts. Buyer shall deliver its counterpart to Seller, which shall deliver a fully conformed counterpart to Buyer.
28. **Termination.** This Agreement may be terminated by either party with notice to the other party provided 30 business days prior to the termination date.
29. **Obligations Prior to Termination.** The obligations of the parties incurred pursuant to this Agreement prior to the termination of this Agreement shall survive the termination.
30. **Supporting Resolutions.** Each party represents that it has legal authority to enter into this Agreement and to perform its obligations hereunder, and shall submit to the other party concurrent with execution of this Agreement a duly-authorized resolution or other document evidencing the authority and authorizing the person executing this Agreement to do so.
31. **General Indemnity.** To the extent, and only to the extent, it is determined to be responsible, each party shall defend, indemnify and hold harmless the other party, its directors, officers, agents, employees and consultants from and against any and all losses, claims, liens, demands and causes of action of every kind and character, without limitation by enumeration, occurring or in any wise incident to, connected with, or arising directly or indirectly out of the negligence or willful misconduct of the indemnifying party hereunder.
32. **Severability.** The invalidity, illegality, or unenforceability of any provision of this Agreement shall not render the other provisions unenforceable, invalid or illegal.

**WATER DELIVERY AGREEMENT BETWEEN SAN JUAN WATER DISTRICT  
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33. **No Third-Party Beneficiaries.** This Agreement shall not be construed to create any third-party beneficiaries. This Agreement is for the sole benefit of the parties, their respective successors and permitted transferees and assigns, and no other person or entity shall be entitled to rely upon or receive any benefit from this Agreement or any of its terms.
34. **Relationship of Parties.** Nothing in this Agreement shall be construed to create an association, joint venture, trust or partnership, or to impose a trust or partnership covenant, obligation or liability on or with regard to anyone or more of the parties.
35. **Additional Documents.** Each party agrees to make, execute, acknowledge, and deliver any and all documents reasonably required to implement this Agreement.

The foregoing is hereby agreed to by the parties.

SAN JUAN WATER DISTRICT:

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

CARMICHAEL WATER DISTRICT:

By: \_\_\_\_\_  
Cathy Lee, General Manager

**WATER DELIVERY AGREEMENT BETWEEN SAN JUAN WATER DISTRICT  
AND CARMICHAEL WATER DISTRICT FOR THE PURCHASE AND SALE OF  
WATER RIGHTS WATER**

**APPENDIX A**

**WATER QUANTITIES TO BE DELIVERED BY  
BUYER TO SELLER IN ACRE-FEET**

<b>March</b>	
<b>April</b>	
<b>May</b>	
<b>June</b>	300
<b>July</b>	350
<b>August</b>	350
<b>September</b>	300
<b>October</b>	
<b>November</b>	
<b>December</b>	
<b>January</b>	
<b>February</b>	
<b>Total</b>	<b>1,300</b>

**RATE TO BE PAID BY BUYER TO SELLER PER  
ACRE-FOOT PROVIDED AT POINT OF DELIVERY**

\$100/AF

## **NOTICE OF EXEMPTION**

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

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

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**Project Title:** Sale of Pre-1914 Water Right Water to Carmichael Water District

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**Project Location:** In Sacramento County, released into the lower American River from the United States Bureau of Reclamation's Folsom Dam, and conveyed approximately 12 miles in the lower American River to Carmichael Water District's (CWD) diversion facilities, where it would be rediverted, treated and distributed to CWD's retail customers within a portion of its service area historically served by this water right. See attached map.

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**Description of Nature, Purpose and Beneficiaries of Project:** San Juan Water District (San Juan) will sell up to 375 acre-feet per month (AFM), up to 1,500 AF in total, from July through October, 2021, of its pre-1914 water right water supplies to Carmichael Water District. This sale would occur only if CWD's post-1914 water right is curtailed by the State Water Resources Control Board. San Juan has previously conserved more than this volume of water through various conservation efforts, including primarily the improved water use efficiency of its customers. San Juan's historic place of use of its pre-1914 water right includes a majority of CWD's service area, so this sale would not involve a change in place of use. The water also would be put to its existing uses. The project does not involve the construction of any new facilities or the modification or expansion of capacity of existing facilities. San Juan will benefit from the project as a result of being able to utilize the surface water supplies it has available to provide supplemental water supplies to CWD to ensure public health and safety if CWD's surface water rights are curtailed. San Juan would benefit by receiving revenue to improve its wholesale enterprise's financial position, reducing upward pressure on potential future rate increases, while placing conserved water supplies to actual beneficial use by a neighboring agency's customers. Receipt of San Juan's surface supplies in a curtailment condition would provide the further benefit of reducing CWD's need to pump additional groundwater to meet demands and therefore reduce potential impacts to its groundwater basin.

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

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

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**Exempt Status: (Check One)**

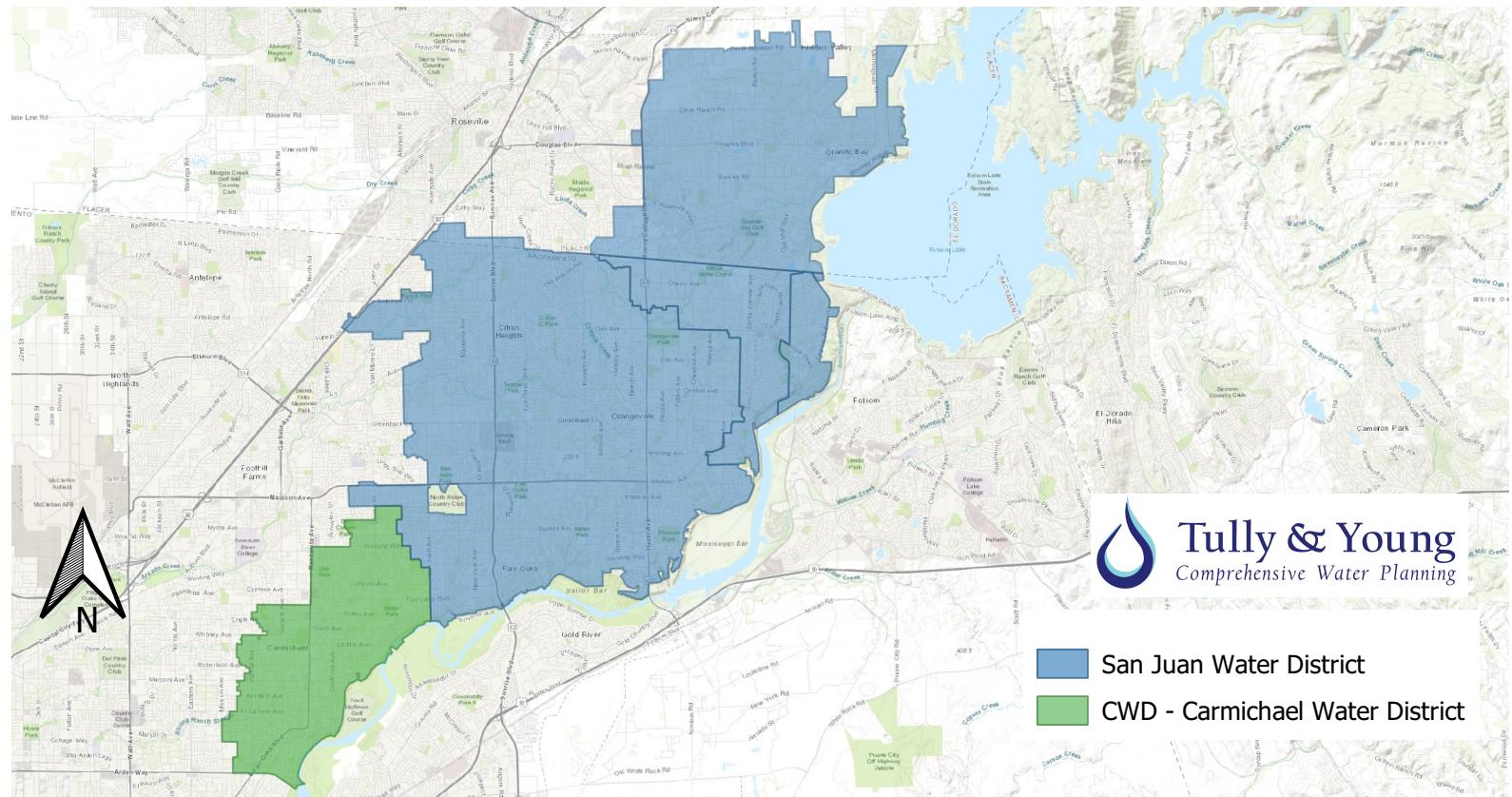
- Ministerial
- Declared Emergency (Sec. 15071(a))
- Emergency Project (Sec. 15071(a) and (c))
- Statutory Exemption: Class 1 Exemption, CEQA Guidelines section 15301
- Other: Common Sense Exception, CEQA Guidelines section 15061(b)(3)

**Reasons why project is exempt:**

This project does not involve the construction of any new facilities or modification or expansion of capacity of existing facilities, and involves pre-1914 water right water supplies that have historically been consumptively used by San Juan prior to conservation and that were historically served within CWD's service area. It therefore can be seen with certainty that the project will not have a significant effect on the environment.

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<b>Contact Person</b>	<b>Area Code/Telephone/Extension</b>
Paul Helliker, General Manager	(916) 791-0115
<b>Date Received by Clerk for Filing</b>	
Paul Helliker, General Manager	



**Tully & Young**  
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- San Juan Water District
- CWD - Carmichael Water District



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Stephen R. Wee, Principal / President  
Rand F. Herbert, Principal / Vice President  
Meta Bunse, Partner  
Christopher D. McMorris, Partner

Wednesday, January 7, 2015

To: Aaron Ferguson  
Somach Simmons and Dunn  
500 Capitol Mall, Suite 1000  
Sacramento, California 95814

From: Scott Miltenberger, PhD  
Senior Historian  
JRP Historical Consulting, LLC  
2850 Spafford Street  
Davis, CA 95618

**Re: Carmichael Water District Pre-1914 Water Rights – Phase I Preliminary Draft Report**

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REDACTED

**REDACTED**

Establishment of the two Carmichael colonies by Daniel W. Carmichael followed the creation of the Orangevale and Fair Oaks colonies. Carmichael appreciated the real estate potential of California, and he invested extensively both in Sacramento County and elsewhere in the state. Born in Atlanta, Georgia in 1867, he came to California in 1885 and worked on his older brother's farm in Stanislaus County before studying at Stockton Business College. After graduating, Carmichael became a bookkeeper, but did not remain one for long. He founded his own a real estate and insurance business in the 1890s, Curtis, Carmichael & Brand and bought land in the Kern County oil fields. With the profits earned from the sale of those lands, Carmichael bought land in the Sacramento region and bought out his partners. In 1900, Curtis, Carmichael & Brand became the Carmichael Company. Carmichael also became involved in Sacramento city and county politics, serving as city treasurer in 1885 and county treasurer in 1903; later, between 1917 and 1919, he was Sacramento mayor.<sup>11</sup>

After purchasing just over 2,000 acres in the western portion of the San Juan Grant in November 1909 from California Corp., Carmichael platted his eponymous Carmichael Colony No. 1.<sup>12</sup> **Map 5** below is a copy of the plat of the colony.<sup>13</sup> Carmichael Colony No. 2 followed, platted in 1914 after Carmichael purchased an additional 1,100 acres of the Rancho Del Paso west of Colony No. 1 from W.A. and Maude Banta in January.<sup>14</sup> **Map 6** below is a copy of the plat for Colony No. 2.<sup>15</sup>

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<sup>10</sup> Paul J. P. Sandul, "Both 'Country Town' and 'Bustling Metropolis': How Boosterism, Suburbs, and Narrative Helped Shape Sacramento's Identity and Environmental Sensibilities," in *River City and Valley Life: An Environmental History of the Sacramento Region*, ed. Christopher J. Castaneda and Lee M. A. Simpson (Pittsburgh: University of Pittsburgh Press, 2013), 166-167.

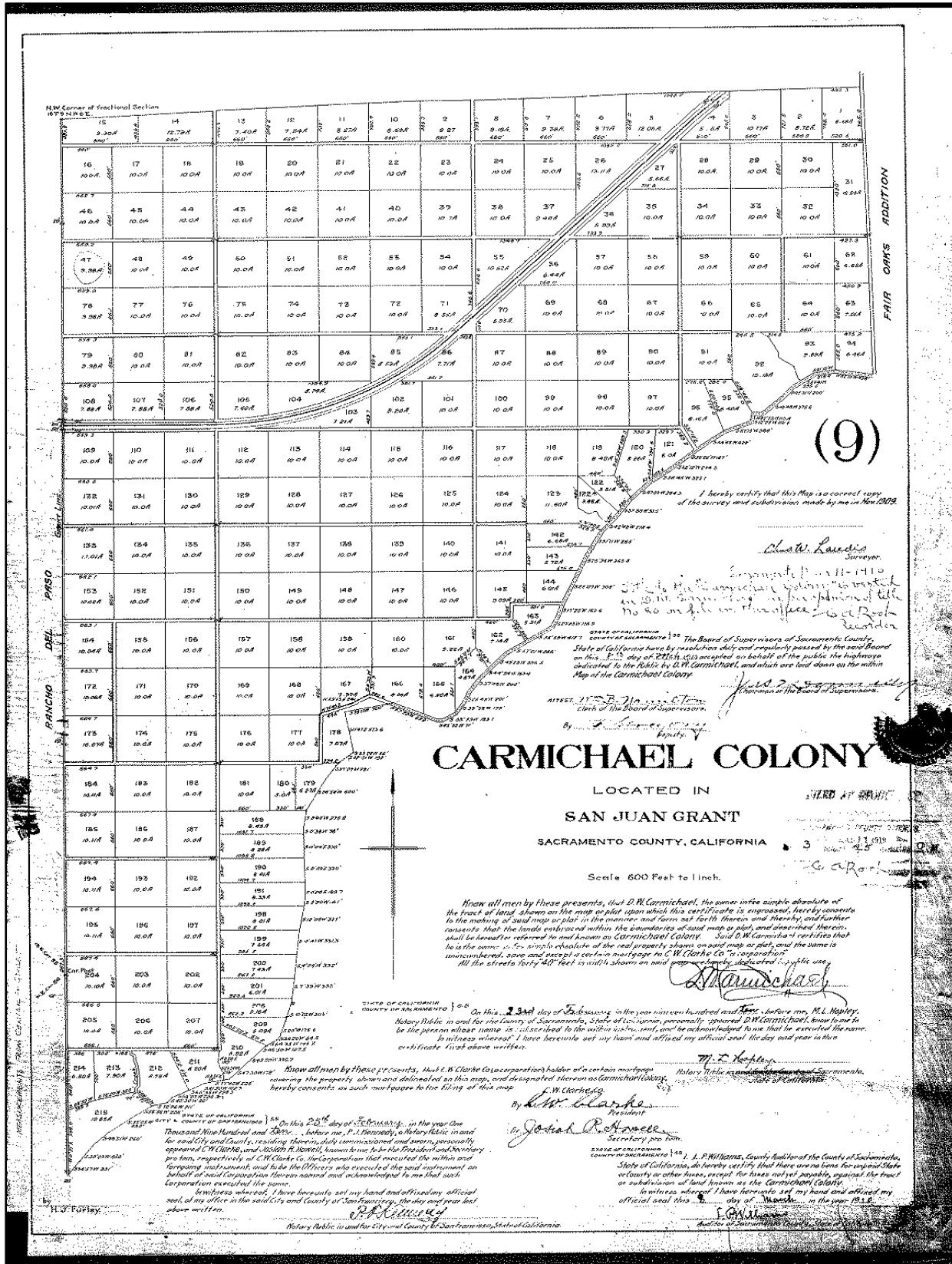
<sup>11</sup> Leigh H. Irvine, ed., *A History of the New California: Its Resources and People* (New York and Chicago: The Lewis Publishing Company, 1905), 612-613; Willis, *History of Sacramento County*, 445-446; and Sandul, "Both 'Country Town' and 'Bustling Metropolis,'" 167.

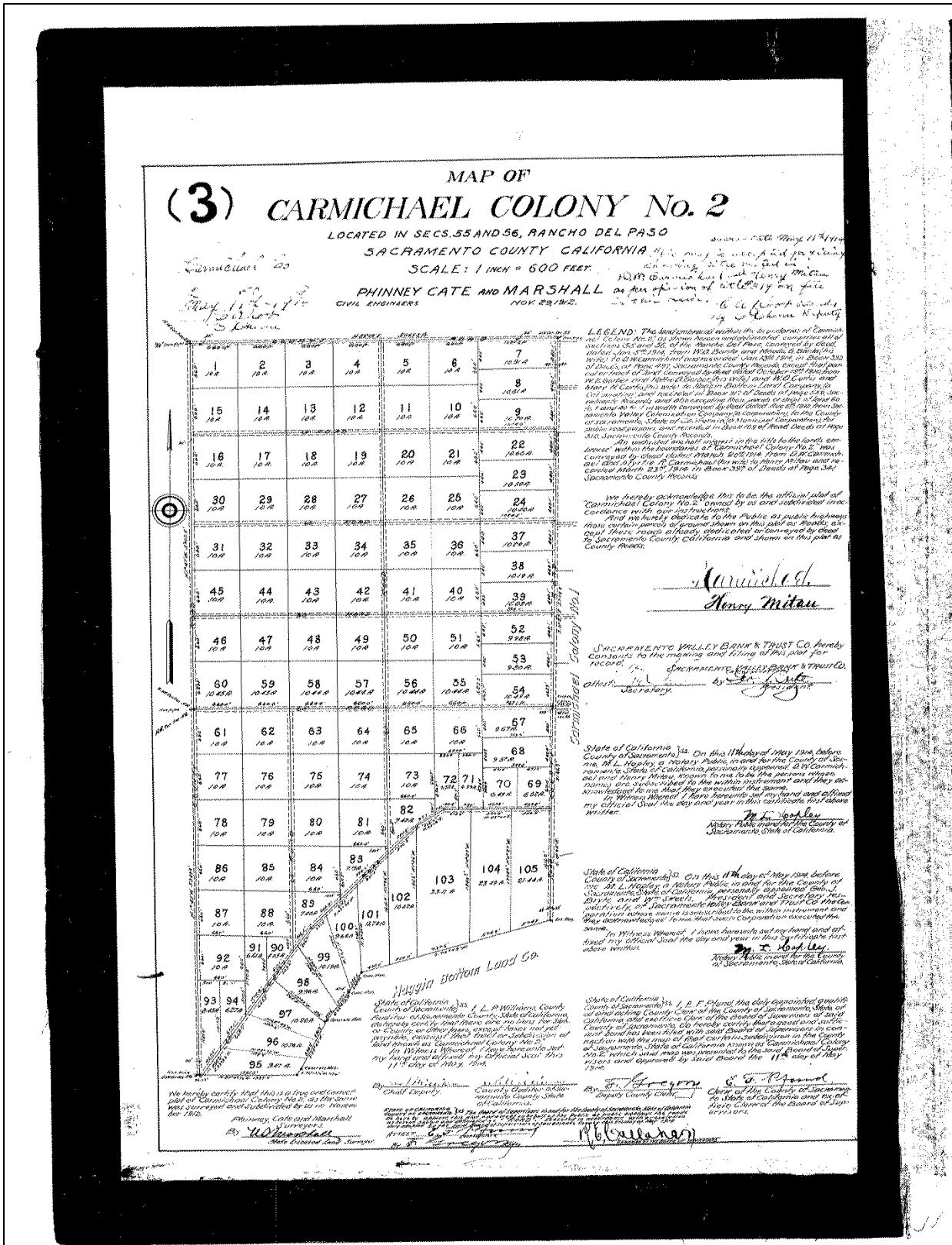
<sup>12</sup> California Corporation to D.W. Carmichael, November 26, 1909. 19091201:108, Sacramento County Clerk-Recorder.

<sup>13</sup> "Carmichael Colony, Located in San Juan Grant, Sacramento County, California." Subdivision Maps, Book 10, map 9, Sacramento County Clerk-Recorder, available online at <http://sacmaps.com/subbk/subbk10.htm>, last accessed December 29, 2014.

<sup>14</sup> W.A. Banta and Maude G. Banta to D.W. Carmichael, January 4, 1914. 19140113:497, Sacramento County Clerk-Recorder.

<sup>15</sup> "Map of Carmichael Colony No. 2, Located in Secs. 55 and 56, Rancho Del Paso, Sacramento County, California." Subdivision Maps, Book 15, map 3, Sacramento County Clerk-Recorder, available online at <http://sacmaps.com/subbk/subbk15.htm>, last accessed December 29, 2014.





### **Map 6. Plat of Carmichael Colony No. 2, 1914.**

Laying out his colonies in roughly ten-acre parcels, Carmichael sought to appeal to small farmers and members of the urban middle class. He promoted landownership in his colonies as an antidote to stultifying urban life and an opportunity to achieve physical and financial well-being. In the Carmichael Colony, according to one advertisement, “Every man is a ‘king in his castle.’ He does what he likes. Works when he feels like it and plays as his heart dictates – meanwhile his farm goes right on producing profitable crops and becomes more valuable every year.” Those crops included olives, Tokay grapes, lemons, pomelos, almond nuts, peaches, and on one’s “Ranch,” poultry could be raised year round, living by “foraging” and feeding on “a strip of Alfalfa.” Carmichael promised a safe investment, assuring prospective buyers ten acres in the colony were “highly remunerative,” and urging them to “Get out into the open where health awaits you.”<sup>16</sup>

The kind of agricultural and personal success described by Carmichael required a firm water supply. He understood this, and soon after acquiring the first of his colony lands, Carmichael contracted with American Cañon (or Canyon) Water Company, owner of some of the oldest water rights in the area and the operator of one of California’s oldest diversion structures: the North Fork Ditch.

#### **Water for the Carmichael Colonies: The North Fork Ditch and American Cañon Water Company**

Water for the Carmichael colonies, and indeed for all of the fledgling agriburbs east of Sacramento and the north of American River around the turn of the nineteenth century, came from the North Fork Ditch, owned by American Cañon Water Company [ACWC]. ACWC did not build the ditch; rather it acquired the structure under an option in late 1908 and sought to operate the ditch for the benefit of these emerging agricultural communities and Sacramento. The company, however, proved unable to meet the demands of all, and Carmichael landowners were ultimately forced to look elsewhere for their water supply.

The North Fork Ditch was built by American River Water and Mining Company [ARW&MC] between 1854 and 1859. ARW&MC, organized in 1854, proposed to divert waters of the North Fork of the American River in Placer County “for the purpose of using and selling said water for manufacturing, mining, mechanical, chemical, agricultural or domestic purposes.” The company intended to construct a canal diverting water from “a point near Tamaroo Bar … about one and a half miles from the village of Auburn,” conveying that water along the line of the stream “by means of reservoirs, pipes and other necessary canals, flumes, aqueducts, [and] conduits … to the Gold bearing regions and to the Agricultural grounds and inhabited districts” between the point of diversion and Mississippi Bar.<sup>17</sup> ARW&MC subsequently claimed a water right to 3,000 miners inches, measured under a four-inch

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<sup>16</sup> [“Carmichael Colony” \[ca. 1909\]. F868.S13 S231](#), California Room, California State Library, Sacramento.

<sup>17</sup> [Articles of incorporation for American River Water and Mining Co., Placer County, November 27, 1854, filed December 9, 1854](#). ff. American River Water and Mining Company, The, 232, Secretary of State Records, California State Archives.

pressure – approximately 60 cubic feet per second (cfs). The ditch “was used exclusively” for placer mining along the left bank of the North Fork for several years.<sup>18</sup>

Subsequent owners expanded and improved the North Fork Ditch system. In March 1872, George W. Reamer acquired the system and constructed a new diversion dam and repaired elements of the ditch. After the “Reamer Dam” failed during high water in the winter of 1874-1875, Reamer sold his interests to Fred Birdsell. Birdsell built yet another dam – the “Birdsell,” or “Cedar Dam” – but by early 1882 he sold his interests to C.W. Clarke of Clarke & Cox.<sup>19</sup>

Clarke, together with fellow Sacramento area land developers H.G. Smith and A.N. Buchanan, operated and further developed the ditch system largely for the benefit of the Orangevale and Fair Oaks colonies in the late-nineteenth century. In July 1898, the Sacramento Electric, Gas & Railway Company challenged the North Fork Ditch water right in a suit brought forth in Sacramento County Superior Court. The company, which had constructed a dam at Folsom to generate power (the original Folsom Dam), alleged that as successor-in-interest to Natoma Water and Mining Company it was entitled to 100,000 miners inches of American River water (or 2,000 cfs), and that Clark, Smith, and Buchanan as owners and operators of the North Fork Ditch were using more water than that which they were entitled under ARW&MC’s appropriation when the ditch was first constructed in 1854.<sup>20</sup> After a week-long trial, at which many of the canal’s prior owners offered testimony, Sacramento County Superior Court Judge J.W. Hughes ruled in favor of Clarke, Smith, and Buchanan, confirming that the North Fork Ditch right was indeed 3,000 miner’s inches, measured under a four-inch pressure.<sup>21</sup>

Five months after this ruling, Clarke, Smith, and Buchanan filed a notice of appropriation in Placer County for 20,000 miners inches, measured under a four-inch pressure – approximately 400 cfs – diverted at the headworks of the “North Fork Canal” in Section 14, Township 12 North, Range 8 East, Mount Diablo Base and Meridian. These waters were to be conveyed in a separate canal, 30-feet wide and four-feet deep, to the “Rose Springs Branch near the line between Sections 12 and 13, Township 10 North, Range 7 East M.D.M.” and used there “and at points along the line of said canal for mechanical, mining and manufacturing purposes and for the generation of electrical and water power.”<sup>22</sup> This filling,

<sup>18</sup> [Stephen E. Kieffer, C.E., “Power and Irrigation: American Canon Water Co. - American Irrigation Co., Report on the Property of the North Fork Ditch Company and the Possibilities for its Development for Irrigation and Power,” typescript, June 29, 1909, 2.](#) California Room, California State Library, Sacramento.

<sup>19</sup> [John H. Plimpton, “The American River Water and Mining Company,” typescript, May 1961, 5.](#) California History Room, California State Library

<sup>20</sup> The company through its attorney L.T. Hatfield did not specify the pressure, but as miners inches in northern California were typically measured under a four-inch pressure the conversion to cfs presented here assumes a four-inch pressure.

<sup>21</sup> [In the Superior Court of the State of California, In and For the County of Sacramento, Department Number One, Sacramento Electric, Gas & Railway Company \(a corporation\), Plaintiff, vs. C.W. Clarke, H.G. Smith, and A.N. Buchanan, Defendants, Reporter’s Transcript, Monday, July 25<sup>th</sup>, 1898, 491-495.](#) Folder 3, C.W. Clarke Water Co., Transcript of Sacramento Electric, Gas & Railway Co. vs. C.W. Clarke, et al., 1898, Box 2474, San Juan Water 1887-1899, San Juan Water District Records, California Room, California State Library, Sacramento.

<sup>22</sup> [C.W. Clarke, A.N. Buchanan, and H.G. Smith, Notice of Claim of Water Right, December 17, 1898.](#) Water Rights Book “A,” p. 346, Placer County Clerk-Recorder, Auburn.

Kiefer later claimed in his assessment of NFDC's rights and physical works, "insures the right to use during the low water period of each season all the water flowing in the river at the diversion works."<sup>23</sup>

In July 1899, Clarke, Smith, and Buchanan organized the North Fork Ditch Company [NFDC] along with Frank B. Smith and W.F. George.<sup>24</sup> NFDC was capitalized at \$200,000 to undertake construction of a new dam on the North Fork of the American River and to build a large irrigation distribution network to bring water to the entire irrigable region north of the American River.<sup>25</sup>

Over the next decade, the ditch and its accompanying distribution system were extensively overhauled. The NFDC works by 1909 consisting of a diversion dam, a 25-mile-long main canal (the ditch), three reservoirs, three branch canals, and 27 ½ miles of pipe. The diversion dam was a 310-foot long, 25-foot tall masonry overflow weir; its top width was six feet, its bottom width was 20 feet, and the maximum height of the crest above the bottom of the dam's foundations was 40 feet. The headgates for the canal were located at masonry bulkhead 15 feet above the crest. The main canal followed the American River for 25 miles to a "sub-reservoir" located roughly two miles northeast of Folsom. At its head, the canal had a carrying capacity of 3,000 mi (60 cfs), but that capacity tapered to 1,200 mi (24 cfs) at the canal's end.<sup>26</sup>

The three reservoirs provided temporary and regulating storage. Reservoir #1, located three miles above the lower end of the main canal and covering 17 acres, held 3 million acre-feet [af] of water regulated flow and provided a temporary supply of water to areas along the lower reaches of the ditch when water was taken above. Reservoir #2 was the "sub-reservoir," less than one acre-foot in capacity, into which the main canal terminated; from it, two main pipe lines brought water to Orangevale and Fair Oaks. Reservoir #3, also known as the Mississippi Bar reservoir, was the largest of the three. It covered 20 acres with a capacity of nearly 115 af, and collected waste water from the system.<sup>27</sup>

The branch canals and pipelines extended the system to Roseville, Ashland, Mississippi Bar, and Orangevale and Fair Oaks. The three branch canals were the six-mile Rose Spring branch with a capacity of 200 mi (4 cfs) that extended to within two miles of Roseville; the mile-and-a-half long Ashland branch with a capacity of 100 mi (2 cfs), and the three-and-a-half mile Mississippi Bar branch with a capacity of 600 mi (12 cfs). The main NFDC pipelines, originating from Reservoir #2, were the Orangevale and the Fair Oaks lines – the principal irrigation structures for these communities. The Orangevale Line was a 30-inch, nearly two-mile long, banded wooden stave pipe. Orangevale-area landowners owned the distribution system that extended from this pipe. The pipe system for Fair Oaks was larger and more

<sup>23</sup> [Kieffer, "Power and Irrigation," 8.](#) The above cited filing made by Clarke, Buchanan, and Smith was the only filing made by them in Placer County in late 1898. It is unclear if Kieffer's characterization of this appropriation is correct, given the stated purposes of the filing.

<sup>24</sup> [George S. Nickerson, "History of the North Fork Ditch," July 16, 1925, typescript of a speech before the Rotary Club of Sacramento](#), and [Plimpton, "The American River Water and Mining Company," 4-5](#); and [Articles of Incorporation of the North Fork Ditch Company, dated July 8<sup>th</sup>, 1899](#). ff. North Fork Ditch Company 28960, Secretary of State Records, California State Archives.

<sup>25</sup> [Kieffer, "Power and Irrigation," 7.](#)

<sup>26</sup> [Kieffer, "Power and Irrigation," 3.](#)

<sup>27</sup> [Kieffer, "Power and Irrigation," 5-6.](#)

elaborate. Rather than a single pipe, it was 14 separate lines, a total of almost 26 miles, varying in diameter from 28 inches to 2 inches. These pipes were riveted steel, coated in asphalt, except for the two smallest diameter pipes (2 and 3 inches). All of these pipes were owned by an affiliated company, American Irrigation Company; American Cañon Water Company leased the pipes.<sup>28</sup>

In 1909, ACWC acquired the North Fork Ditch and its water rights under an option granted by NFDC. With nearly all of its investors from either the City of Sacramento or Fair Oaks Colony, ACWC sought to bring not only water to the area, but also generate power for the state capital. It engaged consulting engineer Stephen E. Kieffer to review the existing works and suggest “possibilities for improvement along the lines of irrigation and power development.”<sup>29</sup>

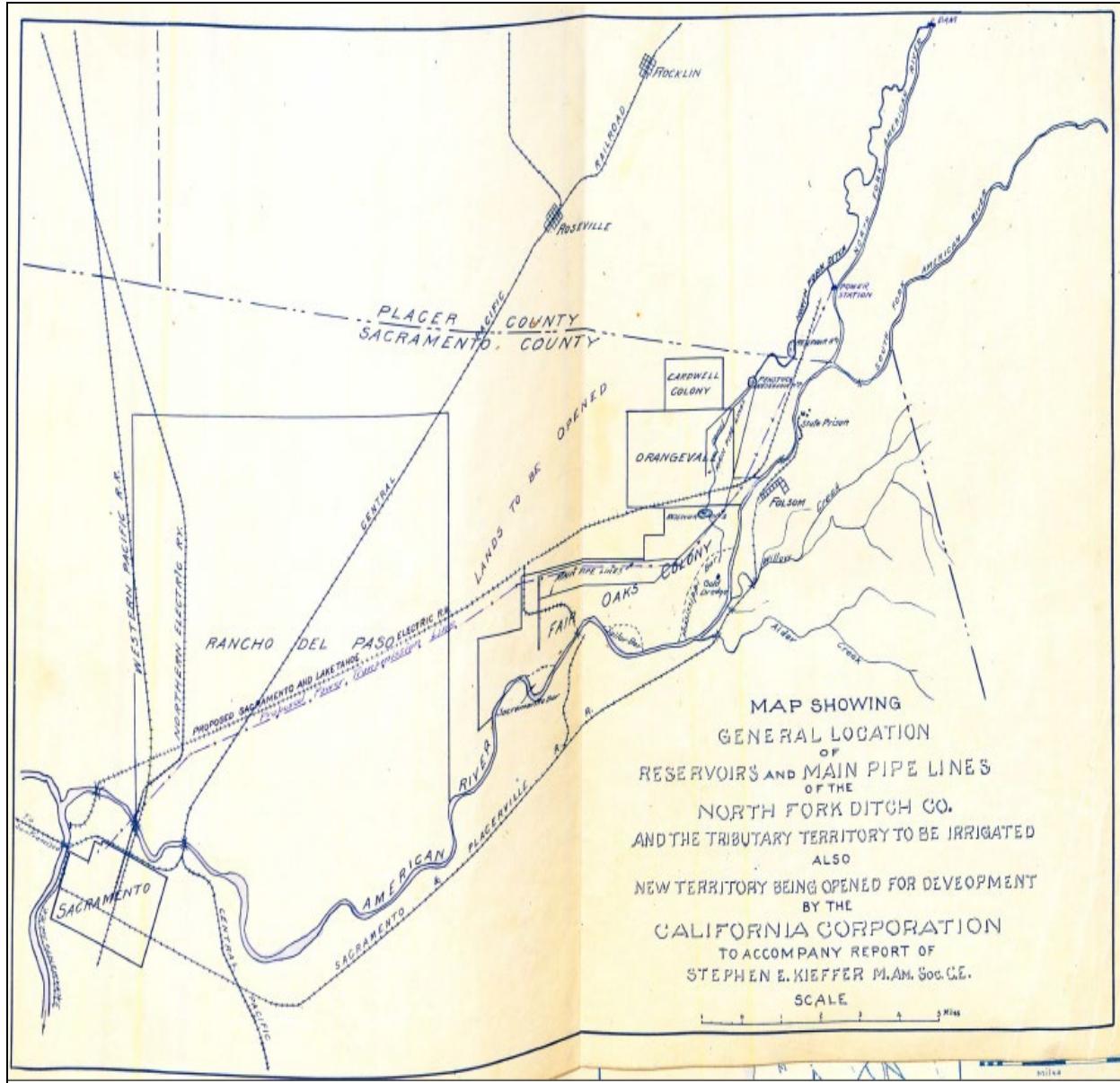
Kieffer focused largely on the latter, but he saw irrigation and power development proceeding hand-in-hand. He proposed that ACWC make additional filings for American River water for upwards of 20,000 mi (400 cfs) for hydroelectric power generation purposes, expand the capacity of diversion and distribution works to accommodate the additional water, and construct a power plant and a transmission line into the city of Sacramento. Once new rights to American River water had been obtained for power purposes, the engineer recommended that the oldest water right of 3,000 mi (60 cfs) be devoted fully to irrigation. He advised that the capacity of the main canal be increased to deliver the full 3,000 mi to the pipe lines that served Orangevale and Fair Oaks, and insisted with this increased capacity additional lands could be served in the future. Kieffer believed that “fully five acres per inch, or enough to cover five acres to a depth of fifteen inches in an irrigating period of 150 days during the summer” was possible in a pressure-pipe system and would be “sufficient for all crops raised under this canal [North Fork Ditch].” **Map 7** below depicts the existing North Fork Ditch system, the alterations proposed by Kieffer, and the existing lands served.<sup>30</sup>

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<sup>28</sup> [Kieffer, “Power and Irrigation,” 4-5, 6-7, and 69-71.](#)

<sup>29</sup> [Nickerson, “History of the North Fork Ditch,” 7; Articles of Incorporation of American Cañon Water Company, dated May 20, 1909, 1-2.](#) ff. American Cañon Water Company 57378, Secretary of State Records, California State Archives; [Stephen E. Kieffer to Mr. W.O. Bowers, Pres. American Canon Water Co., June 29, 1909](#), enclosed at the beginning of Kieffer, “Power and Irrigation”; [Kieffer, “Power and Irrigation,” 1-2;](#) [“North Fork Ditch Changes Owners,” San Francisco Call, July 10, 1909.](#) California Digital Newspaper Collection; and [“News Notes,” Journal of Electricity, Power and Gas Vol. XXIII, No. 6 \(San Francisco, August 7, 1909\), 128.](#) Google Books.

<sup>30</sup> [Kieffer, “Power and Irrigation,” 17, 34-37, and map enclosed at end.](#)



Map 7. Kieffer's Map of the Existing North Fork Ditch Works and Suggested Additions, 1909.

At the time of Kieffer's report, the Carmichael colonies had not yet been established. On the map above, the colonies would be platted over the next two years on either side of the eastern boundary of Rancho Del Paso, adjacent to American River – Carmichael Colony No. 1 in the area identified as "Lands To Be Opened," and Carmichael Colony No. 2 within Rancho Del Paso. There is no indication from Kieffer's report that the system as currently constructed and operated could support bringing water to additional lands in the absence of the expansion he recommended.

Nevertheless, within a year of ACWC's acquiring the North Fork Ditch system and its rights, the company signed the first of three agreements with Carmichael to deliver water to his colonies. The first contract in February 1910 was for water for Colony No. 1 (then just Carmichael Colony), a little over 2,000 acres. In November 1912, he entered into two new contracts with the company for water for Colony No. 2.

The agreements for the colonies reportedly provided for both a domestic and irrigation water supply. Under these contracts, domestic water was charged at \$1 a month and irrigation water \$4 an acre. The irrigation supply was to be a continuous 2,400 gallons per acre per day during a 150-day irrigation season – a net duty, later estimated by consulting engineer Albert Givan, “of one miners inch of water to 5.4 acres, or an application of 1.10 acre feet per annum.”<sup>31</sup> Carmichael subsequently incorporated the provisions of these contracts by reference in deeds for the parcels he sold in his colonies, agreeing to provide “a perpetual water right as per contract and abstract of D.W. Carmichael and the American-Canon Co.” It appears, based upon our research to date, that Carmichael was selling water which he obtained by contract from ACWC and not conveying an appropriative right to water.<sup>32</sup>

Carmichael saw to the construction of the distribution system for his colonies. Carmichael installed what engineer Frank Adams later described as “a rudimentary irrigation system of wood and steel pipe” to deliver water to Colony No. 1, a system that he subsequently conveyed to ACWC in 1912. For his Colony No. 2, he contracted with Sacramento Pipe Works to build a separate distribution system connected to the North Fork Ditch.<sup>33</sup>

ACWC, however, could not deliver the quantity promised in its contracts with Carmichael; its existing system was simply inadequate to supply both its existing customers and its new ones in the Carmichael colonies. According to Givan, “this system was laid out to supply the Fair Oaks Colonies and was never intended when built to accommodate the various Colonies and Subdivisions that it is attempting to supply . . . .” Established water users located higher up along the line of the ditch apparently consumed

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<sup>31</sup> The first contract for 2,069.42 acres – Carmichael Colony No. 1 – was dated in February 21, 1910. The second was dated in November 30, 1912 and was for 1,126.64 acres – Carmichael Colony No. 2. Carmichael also entered into a contract, bill of sale, and agreement on November 30, 1912 with ACWC, American Irrigation Company, and California Corporation (the same entity that sold Carmichael the 2,069.42 acres that comprised his Colony No. 1). Aside from these basics terms, little more about these contracts is known. A search of the official records of Sacramento County failed to disclose recorded copies. Information regarding the contracts and the water supply system that was installed in the colonies comes from [“Report of the Engineer”](#) and [“Opinion as to the Property and Rights Upon Which an Option Has Been Obtained,”](#) both included in [“Report of the Water Committee of Carmichael Colonies Improvement Club on Bettering the Water Situation in the Carmichael Colonies, Sacramento County, California,” Committee: Dr. E.M. Wilder, Chairman, Engineer, Albert Givan, Attorney, Frank F. Atkinson, November 1, 1915, Supplement to Fairoaks Citizen](#) [hereafter “Report of the Water Committee,” November 1, 1915]. Carmichael Water District Records, provided by Somach Simmons and Dunn. Another [copy](#) of this document (with pages apparently out of order) was also obtained from the California History Room, California State Library. See also [Frank Adams, Irrigation Districts in California. Bulletin No. 21 Reports of the Division of Engineering and Irrigation, State of California, Department of Public Works \(Sacramento: California State Printing Office, 1929\), 143.](#)

<sup>32</sup> See, for instance, [D.W. Carmichael to C.M. Phinney, February 15, 1910. 19140903:45](#), Sacramento County Clerk-Recorder.

<sup>33</sup> [D.W. Carmichael to Carmichael Irrigation District, August 3, 1916. 19160830:212](#), Sacramento County Clerk-Recorder; and [Adams, Irrigation Districts, 143.](#)

most of the water, leaving successively less water for Carmichael Colony No. 1 and No. 2. Development of the colonies was consequently stunted.<sup>34</sup>

Within a few years, ACWC fell on hard times. In July 1914, after the company failed to meet interest payments on the system it had purchased from NFDC, the North Fork Ditch system and properties as well as the leases and contracts owned by ACWC were sold in foreclosure proceedings. NFDC reacquired the ditch and the major elements of the water supply system, while Lewis A. Hilborn acquired the Carmichael colony water supply contracts and the Colony No. 1 pipe system.<sup>35</sup> NFDC and Hilborn continued to furnish the colonies along with Orangevale, Fair Oaks, and Citrus Heights with water, but Carmichael landowners by the following year began developing plans for a new water supply for themselves.<sup>36</sup>

#### **A New Water Supply for the Carmichael Colonies: Carmichael Improvement Club, Carmichael Irrigation District, and Givan's "Combined Supply Plan"**

A new water supply for the Carmichael colonies was ultimately found through the appropriation of water from American River through a filing made with the California State Water Commission (predecessor to the State Water Resources Control Board) – Application 138, in September 1915. This filing was made through the auspices of the Carmichael Improvement Club, and was pursued by the Carmichael Irrigation District with the aim of meeting the current and future needs of the Carmichael area.

As agricultural and personal success in the Carmichael colonies pivoted on irrigated fruit and nut cultivation, water was understandably a vital issue to landowners. Contractual arrangements dating back to the early 1910s, as noted above, ostensibly provided for a continuous supply of irrigation water from the North Fork Ditch of 2,400 gallons per acre per day during a 150-day season. Yet, Carmichael landowners did not obtain this much regularly. The Carmichael Improvement Club [CIC], an association formed in January 1913 to “improve the general welfare and promote harmony and social unity” in the Carmichael colonies, took it upon itself to advocate for better water service.<sup>37</sup> In July 1913, the club authorized its secretary to draw up a letter “voicing a kick on the services rendered” by ACWC.<sup>38</sup> Eight months later, the Publicity Committee was directed to “take up the Water Question and keep in touch

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<sup>34</sup> [“Report of the Engineer,” in “Report of the Water Committee,” November 1, 1915](#), and [Albert Givan, Engineer, to the Directors of the Carmichael Irrigation District, March 17, 1916](#). Carmichael Water District Records, provided by Somach Simmons and Dunn; and [Adams, Irrigation Districts, 143](#).

<sup>35</sup> Carmichael retained ownership of the pipes and distribution system for Colony No. 2, and later conveyed that system to CID. See footnote 33 above.

<sup>36</sup> [First Federal Trust Company to North Fork Ditch Company, Trustee’s Deed, dated July 6, 1914, recorded July 29, 1914](#). Deeds 155:81, Placer County Clerk Recorder. Folder 4, North Fork Ditch Co., Legal, Reconveyance, 1914, Box 2475, San Juan Water 1899-1954, San Juan Water District Records, 1854-1994; [First Federal Trust Company to Lewis A. Hilborn, Trustee’s Deed, July 6, 1914. 19140715:331](#), Sacramento County Clerk-Recorder; and [Nickerson, “History of the North Fork Ditch,” 7](#).

<sup>37</sup> [Constitution, 1/25/13, Carmichael Improvement Club Minutes, 5](#). ff. MC23: Carmichael Improvement Club Records Meeting Minutes, 1913-1920, Box 1/2, MC 23 Carmichael Improvement Club Records, Sacramento Room, Sacramento Public Library.

<sup>38</sup> [Minutes of Meeting of July 5, 1913, Carmichael Improvement Club Minutes, 17](#).

with the conditions relative to the service.”<sup>39</sup> Continuing concern over the quality of the service from ACWC led the club in July 1914 to appoint a committee to take the matter up with the California Railroad Commission [CRRC], which oversaw water sales, and the following September CIC members attended a mass meeting in Fair Oaks to discuss the area water supply situation with other ACWC customers.<sup>40</sup>

By 1915, members of the club had enough. A permanent Water Committee was appointed in January and at a special meeting in May, it was directed “to take necessary procedure and hire an attorney if necessary.”<sup>41</sup> Two months later, the club appointed a new Water Committee consisting of Dr. E.M. Wilder, J.M. Jones, and A.D. McDonell “to investigate the practicability and desirability”:

- A. Of forming a Wright Irrigation District to comprise approximately the lands of the Carmichael Colonies.
- B. Of laying a pipe line direct from the penstock to Carmichael Colonies.
- C. Of pumping water for irrigation purposes direct from the American River.<sup>42</sup>

Three weeks later the committee, reporting back to the club at special meeting, requested that their charge be broadened to

a general examination of the conditions of water supply in Carmichael Colonies with a view to recommending to the Improvement Club a specific plan for bettering of water conditions in the Colony, together with an adequate engineering analysis of the situation and of the proposed solution, and all available information, data, forms, rights, etc., essential to carrying the proposed plan into execution.

The club agreed, and to support the committee’s work, it authorized the collection of a 20-cents-per-acre subscription from club members to defray “engineering and other expenses.” Carmichael, a member of the club, gave \$125.<sup>43</sup>

The Water Committee subsequently hired civil engineer Albert Givan to provide technical expertise and attorney F.F. Atkinson to provide legal expertise. By late October, Givan and Atkinson had each prepared reports (Atkinson, two) recommending a plan of development and course of action, and the Water Committee submitted these to the club along with separate report of its own in November. The

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<sup>39</sup> [Minutes of Meeting of Feb. 7, 1914, Carmichael Improvement Club Minutes, 25.](#)

<sup>40</sup> [Meeting of July 4<sup>th</sup>, 1914, Postponed to July 18; and Meeting of Sept. 7, 1914, Carmichael Improvement Club Minutes, 28 and 29.](#)

<sup>41</sup> [Minutes of Jan 2<sup>nd</sup>, 1915; and Special meeting of May 29/15, Carmichael Improvement Club Minutes, 31-33 and 37-38.](#)

<sup>42</sup> [Minutes of July 3rd 1915, Carmichael Improvement Club Minutes, 38; and “Report of the Water Committee,” November 1, 1915.](#)

<sup>43</sup> [Minutes of July 24th 1915, Carmichael Improvement Club Minutes, 38-39; and “Report of the Water Committee,” November 1, 1915.](#)

committee's report, as well as Givan's and Atkinson's, were later published as a supplement to the local newspaper *Fairoaks Citizen*.<sup>44</sup>

From a technical standpoint the need for additional water was clear. Givan, who had previously worked as the City Engineer for Sacramento, soon grasped the situation in which the Carmichael landowners found themselves. The colonies collectively were more than 3,000 acres in size, yet only 26 percent of that acreage was under cultivation. Moreover, while plantings in both colonies had done well, by Givan's calculations the average annual increase in yields was a tepid nine percent. Water, he concluded, was the limiting factor: "this growth has been made under adverse conditions, due to a poor supply of water and an inadequate distribution system." Examining the existing water supply system that extended from the "penstock reservoir" (Reservoir #2) lying between Orangevale and Cardwell colonies (see **Map 7** above), the engineer found "that sufficient amount of water, either for present or future purposes, cannot be supplied to these colonies through the distributing system of the American Irrigation Company [i.e., ACWC] until it is considerably altered and enlarged." With an "adequate supply of water under proper supervision and an efficient distribution system," Givan believed that the colonies could have "more rapid growth, even as much as fifteen per cent."

He therefore proposed three plans, or "schemes,"<sup>45</sup> of development to provide sufficient service:

First, receiving all water from the present penstock reservoir through an independent supply line under the control of the district.

Second, receiving all water from the American River by pumping.

Third, receiving all water necessary from the American River to take care of the summer irrigation season peak load by pumping and receiving a continuous supply of thirty-three per cent of the total amount through the distributing system of the American Irrigation Company, who supply the Fair Oaks Colonies.

All three were "entirely feasible and practical," promising "a continuous and uninterrupted irrigation period of sixteen hours period per day for the one hundred and fifty days irrigation season and a ten-hour period for an additional sixty days combined with a constant annual supply for domestic purposes." The cost of the first, however, was considerably more than either that of the second or third. Givan estimated that the first plan, the "Penstock Supply" plan, would cost more than \$115,000. Both the second and third plans, dubbed the "River Supply" and the "Combined Supply" plans, were less than half that amount at little over \$53,000 and \$52,000, respectively. Although he believed that all three could be successful – especially if an irrigation district, which had the power to issue bonds and thus finance an expensive water development and distribution project over a long period, were formed – Givan nevertheless endorsed the third plan which called for the colonies to pursue their own separate water

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<sup>44</sup> [Special meeting of Nov. 1<sup>st</sup> 1915, Carmichael Improvement Club Minutes, 41](#); and ["Report of the Water Committee," November 1, 1915](#).

<sup>45</sup> "Scheme" in this usage does not infer nefarious intent.

right through the state appropriative process while continuing to purchase a limited amount of water from the North Fork Ditch system.<sup>46</sup>

In September, the engineer made a filing with the California State Water Commission [CSWC] on behalf of the colonies. He applied for 20 cfs of water from American River via pump “for the irrigation of Carmichael Colony and Carmichael Colony #2 and for Domestic use and Fire Protection therein” – a service area of some 3,000 acres. The application, later docketed as Application 138, identified the point of diversion as being located in Lot #9 of the Fair Oaks Addition, and the water was to be conveyed to the colonies by a 2,000-foot pipeline during the year.<sup>47</sup>

In making application, Givan expressed some concerns. Forwarding the application to A.E. Chandler, the CSWC secretary, the engineer explained that the Carmichael colonies “at present [were] trying to procure its water for irrigation from the North Fork Ditch Co. through the pipe system of the American Irrigation Co. who are also supplying water for irrigation to the Fair Oaks Colonies, Orangevale and Cardwell Colonies. . . .” His calculations of the flow available in American River for appropriation, however, suggested that there may be insufficient water. Givan noted that Natomas Consolidated claimed 100 cfs – “approximately the entire flow of the river at low water stage” at the Fair Oaks Bridge; a “Judge Severson of Fair Oaks” had already filed an application with the commission for 100 cfs “for irrigation of lands in Fair Oaks and adjacent lands, of which the above described Carmichael Colonies are a part”; and below Fair Oaks Bridges, “there are lands which undoubtedly have riparian rights to the water of the American River.” The engineer believed that “the rational principle” and “the theory under which the present Water Act was passed . . . [was] that the water of the State should be used in the interest of the People and controlled such that the high beneficial use therefrom shall be obtained.” Pumping directly from American River, he argued, was more beneficial and certainly cheaper – by as much as 40% – than “conducting the same quantities of water through long canals, ditches and allied works” of the North Fork Ditch system. Givan insisted,

. . . it would seem better, first: to apply the water coming through the ditch to lands removed from the territory that may be economically supplied by pumping from the River and to supply some of the lands now covered by this ditch by pumping from the River, or second (and it appeals to the writer as being the best) to make the present ditch system cover a much larger territory and take care of the Summer Peak Load by auxiliary pumping from the River, by this method a continuous annual supply could be given to a much larger territory cheaper than by any scheme which at this time present itself to the writer.”

A problem nevertheless remained for the district:

. . . first that we can pump water cheaper from the American River than by receiving it through a pipe line from the Penstock Reservoir; second that we do not know whether there is or is not any water available and unappropriated in the American River, casually it would seem that none remains; third that if we assume that there is and by your Commission’s leave establish works on

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<sup>46</sup> [“Report of the Engineer,” included in “Report of the Water Committee,” November 1, 1915.](#)

<sup>47</sup> [Application, Agricultural, to Appropriate the Public Waters of the State of California \[Application No. 138\], filed September 18, 1915.](#) ff. CAT: 1, VOL: 1, ID: A000138, NAME: CARMICHAEL WATER DISTRICT, CAT: Correspondence, Begin Date: 9/18/1915, End Date: 12/31/1964, County: Sacramento, File Room, California State Water Resources Control Board, Sacramento.

the River to supply these lands and lose what claim we may have on the North Fork Ditch and are later, by the Riparian owners below, enjoined from further irrigating these lands by pumping, we may find ourselves at a later date with lands highly cultivated and without a water supply for irrigation, the North Fork Ditch water in the mean time having been diverted to other lands.

Givan laid the matter before Chandler, asking for the latter's "personal opinion as to whether or not it is advisable to attempt to procure a supply for irrigating the above described Carmichael Colonies by pumping from the River or to continue to receive it from the Penstock reservoir of the North Fork Ditch Co." He offered to meet with Chandler in San Francisco to discuss the issue further.<sup>48</sup>

The substance of that discussion, or if it even took place, is unknown. No record of it and no correspondence from Chandler to Givan on the issue were located in the files for Application 138 at the SWRCB. What is known is that Givan amended Application 138 following the November meeting with the CIC; that amended application was later approved by the CSWC, and a variation of the "Combined Supply Plan" outlined by the engineer for the CIC was pursued. In the amended application, filed on November 3, Givan sought 15 cfs with the proposed point of diversion located in Lot #123 of Carmichael Colony. Seven and three-tenths miles of pipe were to convey the water throughout the year to the "Carmichael Colonies Irrigation District" – a service area of 3,100 acres. **Map 8** below is a copy of the map of Givan filed with this application, showing the change in the point of diversion.<sup>49</sup>

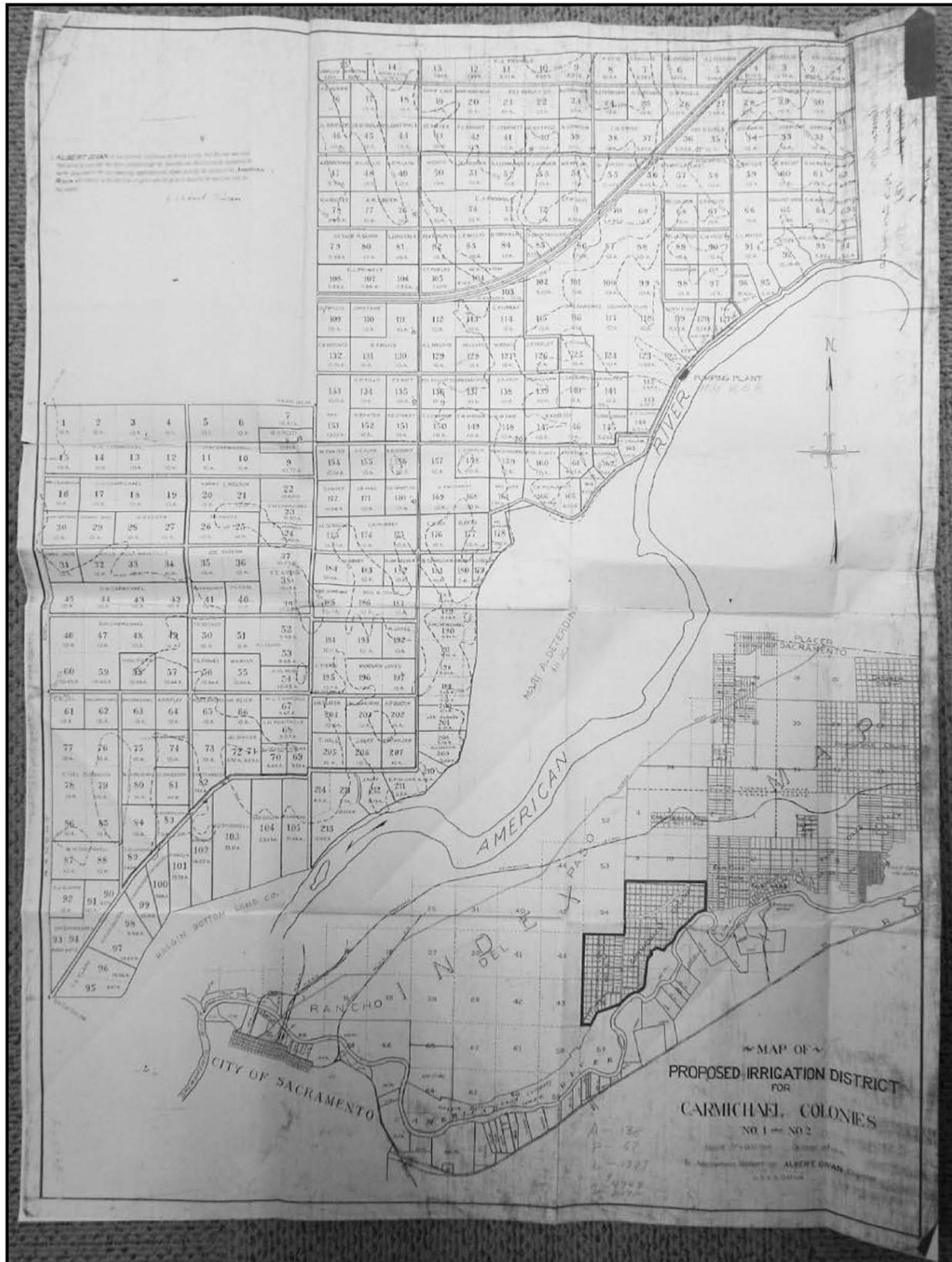
Atkinson's two reports focused on the nature of the rights and property embodied in an option on the same secured from Hilborn, and the "procedure" for the establishment of an irrigation district. The latter was a straightforward explication of the process leading to the creation of an irrigation district under the Wright Act.<sup>50</sup> The former was more involved. At some point during the Water Committee's investigation, the club obtained an option on the property and rights that Hilborn had acquired in July 1914, and Atkinson as the club's attorney was asked to provide a legal opinion as to the nature of the rights and property covered by the option.<sup>51</sup> Reviewing the contractual history concerning the colonies' water supply, he concluded that Hilborn possessed the rights and property "sufficient water to irrigate" the Carmichael and Citrus Heights colonies; "the water necessary for domestic purposes" in these

<sup>48</sup> [Albert Givan to Mr. A.E. Chandler, State Water Commission, September 13, 1915](#). ff. CAT: 1, VOL: 1, ID: A000138, NAME: CARMICHAEL WATER DISTRICT, CAT: Correspondence, Begin Date: 9/18/1915, End Date: 12/31/1964, County: Sacramento, File Room, California State Water Resources Control Board, Sacramento. This is an important letter, which would seem to shed some light both on the nature of the water then being conveyed to the Carmichael colonies as well as the ultimate decision by the Carmichael Irrigation District to pursue an appropriative right with the state that would satisfy its primary need for irrigation. A careful review of this letter is recommended.

<sup>49</sup> [Application No. 138, Amended, November 3, 1915](#); and [Map of Proposed Irrigation District for Carmichael Colonies No. 1 and No. 2 \(October 1915\)](#). ff. CAT: 1, VOL: 1, ID: A000138, NAME: CARMICHAEL WATER DISTRICT, CAT: Correspondence, Begin Date: 9/18/1915, End Date: 12/31/1964, County: Sacramento, File Room, California State Water Resources Control Board, Sacramento.

<sup>50</sup> ["Memorandum of Certain Essential Points of the Wright Law Relative to Forming and Operating Irrigation Districts," included in "Report of the Water Committee," November 1, 1915](#).

<sup>51</sup> Review of the Improvement club's minutes failed to disclose when this option was obtained, although Atkinson's report to the Water Committee strongly suggests that the club had indeed secured it by October. A search of Sacramento County records likewise did not uncover a recorded documentation of this option.



**Map 8. Map of Proposed Irrigation District for Carmichael Colonies No. 1 and No. 2 (October 1915).**

colonies; and “the right to have such water delivered through the pipe lines of the American Irrigation Company to the boundaries of said colonies.” Atkinson noted that the current contractual price structure for water for the colonies (\$1 per month for domestic water and \$4 an acre for irrigation water) was likely to increase as NFDC was seeking a higher rate for its water from the Railroad Commission, and that American Irrigation Company, which owned the pipes between the NDFC system and the colonies, could require Hilborn a carrying privilege to bring water to the colonies. Finally, as “to the so-called priority of water rights as among the various colonies which are supplied by the North Fork Ditch Company,” he was “of the opinion that all colonies taking water from the North Fork Ditch Company at the penstock stand on the same footing.” In the event of a shortage, “rending it impossible to supply in full the water demands of all of said colonies, then the amount of water will have to be prorated.”<sup>52</sup>

Following the November meeting of the improvement club, momentum in favor of an irrigation district for the colonies rapidly gathered speed. The Water Committee endorsed Givan’s recommendation of the third plan, and recommended that club members act as soon as possible:

So sign the petition and get the matter started at once. Even with the great rapidity of progress possible with the delays prescribed by law, if we begin now we will barely have time to get additional water by next dry season. If we delay now, it will be impossible to get more water by next summer.

Persuaded, members voted to pursue the creation of an irrigation district, and by late December 1915, after petitioning the Sacramento County Board of Supervisors, the measure carried. By January 1916, the Carmichael Irrigation District [CID] had been established.<sup>53</sup>

The newly-formed district wasted little time in moving Givan’s proposed irrigation development forward. In early January, the engineer assigned Application 138 to CID, and the following month the district commissioned a second report by Givan. In March, CSWC approved Application 138 as Permit 67. Givan’s second report, submitted to the district’s board of directors after the Application No. 138 had been approved, largely reiterated the points the engineer had made before the CIC the previous November.<sup>54</sup> Givan subtly modified the three “schemes” he presented to the club to offer another option, an option to obtain direct service through the American Irrigation Company’s main supply line – what he called “Gravity Supply from American Irrigation Co.,” or Scheme #2.<sup>55</sup> Schemes #1, #3, and #4 were substantially the same as schemes 1, 2, and 3 from his November report. To Scheme #4, the

<sup>52</sup> [“Opinion as to the Property and Rights Upon Which an Option Has Been Obtained,” included in “Report of the Water Committee,” November 1, 1915.](#)

<sup>53</sup> [Albert Gavin to Mr. A.E. Chandler, State Water Commission, Jan. 27<sup>th</sup>. 1916](#). ff. CAT: 1, VOL: 1, ID: A000138, NAME: CARMICHAEL WATER DISTRICT, CAT: Correspondence, Begin Date: 9/18/1915, End Date: 12/31/1964, County: Sacramento, File Room, California State Water Resources Control Board, Sacramento.

<sup>54</sup> [Special meeting of Nov. 1<sup>st</sup> 1915, Carmichael Improvement Club Minutes, 41](#); [“Report of the Water Committee,” November 1, 1915](#); [Secretary to Mr. Albert Givan, Application #138, March 2, 1916](#), and [March 10](#); and [C.A. Root, County Recorder of Sacramento, Assignment to Carmichael Irrigation District, March 11, 1916](#). ff. CAT: 1, VOL: 1, ID: A000138, NAME: CARMICHAEL WATER DISTRICT, CAT: Correspondence, Begin Date: 9/18/1915, End Date: 12/31/1964, County: Sacramento, File Room, California State Water Resources Control Board, Sacramento.

<sup>55</sup> As in footnote 45 above, “schemes” in this context refers to plans.

“Combined Supply Plan,” Givan added acquisition of the distribution system and water rights held by Hilborn as well as the Colony No. 2 water supply system owned Carmichael in addition to necessary improvements to the existing distribution works in both Carmichael colonies.<sup>56</sup> In making this second report, the engineer did not offer a clear recommendation. The district instead accepted his report, and in accordance with the Wright Act, filed it with State Engineer W.F. McClure for his review. While awaiting McClure’s decision Givan, CID initiated proceedings before the CRRC to fix a value for the rights and property owned by Hilborn and Carmichael. The following month, in April 1916, McClure endorsed Scheme #4, the “Combined Supply Plan.”<sup>57</sup>

Over the next year, CID pursued development of Givan’s “Combined Supply Plan.” Within days of McClure’s decision, the CRRC authorized in separate decisions the acquisition of the Colony No. 2 distribution system from Carmichael at a cost of \$14,200 (Decision No. 3260) and the Colony No. 1 distribution system and contract rights from Hilborn at a cost of \$7,500 (Decision No. 3265). In May, Givan prepared the specifications for new pipe system for the district, and CID subsequently authorized a \$90,000 bond to cover the purchase and improvements to the irrigation system. After petitions by district members in July, CID purchased the rights and property of Carmichael and Hilborn in August; two months later it bought from Carmichael the land in Colony No. 1 adjacent to American River upon which Givan proposed to install CID’s pump. By late 1917, the system was substantially complete, with the district utilizing its full appropriation in addition to purchasing under contract a small quantity of water, 0.5 cfs, from the North Fork Ditch system to serve domestic water needs during the winter months.<sup>58</sup>

Although Givan’s “Combined Supply Plan” promised to satisfy both the current and future needs of the Carmichael area for water, additional supplies became necessary over the next century as the CID service area first flourished as orchards and then became increasingly residential. In 1920, the district explored possibility of joining with neighboring Orangevale, Citrus Heights, and Fair Oaks irrigation

<sup>56</sup> The latter statement regarding acquisition of Carmichael’s rights and property is a presumption based upon other collected documentation that indicates CID’s intent to do so. While page 13 indicates that Scheme #4 called for the acquisition of Hilborn’s rights and property, page 14 – which may detail additional concerning scheme #4 – is missing from the copy provided to Somach Simmons and Dunn and obtained by JRP. At present it is unknown if the page is missing from the original or if this was an oversight in the reproduction of the district’s records.

<sup>57</sup> [Albert Givan, Engineer, to the Directors of the Carmichael Irrigation District, March 17, 1916](#); and [In the Matter of the Estimation of the Cost of Necessary Irrigation Works and the Acquisition of Water Rights and Other Property Necessary for the Carmichael Irrigation District in the County of Sacramento, State of California, filed May 22, 1916](#). Carmichael Water District Records, provided by Somach Simmons and Dunn.

<sup>58</sup> [Decisions of the Railroad Commission of the State of California, Volume IX, January 1 to April 30, 1916](#) (Sacramento: State Printing Office, 1916), 716-718 [Decision No. 3260], and 720-723 [Decision No. 3265]. Google Books; [Albert Givan to Board of Directors, Carmichael Irrigation District, May 22, 1916](#); [Lewis A. Hilborn to Carmichael Irrigation District, August 3, 1916. 19160830:212](#); [D.W. Carmichael and Myrtie R. Carmichael to Carmichael Irrigation District, August 28, 1916. 19160830:214](#). Sacramento County Clerk-Recorder; [Petitions to the Board of Directors of Carmichael Irrigation District, July 31, 1916](#); [D.W. Carmichael and Myrtie R. Carmichael to Carmichael Irrigation District, October 11, 1916, recorded December 14, in Book 451 of Deeds, page 364](#). Carmichael Water District Records, provided by Somach Simmons and Dunn; and [Adams, Irrigation Districts. 143-144](#).

districts to purchase the North Fork Ditch system and its water rights.<sup>59</sup> CID, however, decided instead to pursue additional filings with the state in 1925 (Application 4743) and in 1948 (Application 12367) while the other districts moved forward. The North Fork Ditch system and waters rights would later vest in the San Juan Water District, which in turn conveyed the ditch and its rights to the United States Bureau of Reclamation as part of the Folsom Dam project.<sup>60</sup> In the early 1940s, as more and more of Carmichael became residential and amid concerns about the quality of the water the district continued to receive from the North Fork Ditch and the financial arrangements the district had with the Fair Oaks Irrigation District which carried that water, CID looked to groundwater to supplement its needs.<sup>61</sup>

REDACTED

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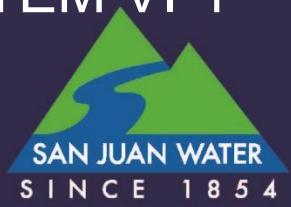
<sup>59</sup> Stephen E. Kieffer, Consulting Engineer, “Report upon the engineering features of a proposed plan for the purchase and development of the property of the North Fork Ditch Company,” June 1920. cTD 225 P7 K5; and “Report Upon The Engineering Features Of A Proposed Project For The Purchase And Development Of The Properties Of The North Fork Ditch Company,” *Supplement, Fair Oaks Progress, July 20, 1920*. Folder 2, SJWD Records, North Fork Ditch Co., Newspaper clippings, North Fork Ditch Co., Box 2480, San Juan Water 1899-1954, San Juan Water District Records, 1854-1994, California History Room, California State Library

<sup>60</sup> See [Application 4743](#) and [12367](#) files at California State Water Resources Control Board (JRP only obtained the file summary information), and [San Juan Water District, United States Bureau of Reclamation Five-Year Water Management Plan Update, Final \(December 2009\)](#), 1-3.

<sup>61</sup> [“Carmichael Water Supply Adequate But Dirty,” San Juan Record, December 5, 1940](#); and [“Carmichael Water Board Orders Test Bore for Well to be Started in 2 Weeks; Reject Ditch Water Proposition,” San Juan Record, December 19, 1940](#). Folder 2, SJWD Records, North Fork Ditch Co., Newspaper clippings, North Fork Ditch Co., Box 2480, San Juan Water 1899-1954, San Juan Water District Records, 1854-1994, California History Room, California State Library

**SAN JUAN  
WATER DISTRICT**  
GRANITE BAY, CALIFORNIA

AGENDA ITEM VI-1



# PROPOSED BUDGET



FISCAL YEAR 2021-22

Rev. 1 – May 26, 2021

*Cover Photo: Hinkle Reservoir* – Built in 1950 as an uncovered open air reservoir, the Hinkle Reservoir is a 62 million gallon earthen reservoir located at the District's main corporation yard. Hinkle Reservoir is the last piece of the treatment process and provides operational storage with water levels rising and falling with changes in water demand and production. The reservoir lining and cover were installed in 1980 and, at the time of construction, was the largest lined and covered reservoir in the world. The original liner and cover had an expected life of 25 years. However, regular maintenance has extended its life to over 40 years. It is now in need of replacement. Replacing the approximate 13 acres of cover, liner and interior baffle wall material will be the largest project undertaken during the fiscal year and requires coordination between the U.S. Bureau of Reclamation and several local water agencies. The reservoir will be off line from November 2021 through April 2022 for this critical project. As we get closer to construction, there will be project information on our web site as well as our social media platforms to keep our valued customers updated. Learn more about this project at [www.sjwd.org](http://www.sjwd.org)

# **San Juan Water District**

## **Fiscal Year 2021-22 Budget**



Prepared by the Finance Department under Direction of  
the General Manager

## **Mission Statement:**

*Ensure the delivery of a reliable water supply of the highest quality at the lowest reasonable price.*

## **Vision Statement:**

*To be a recognized industry leader in the treatment and distribution of a reliable supply of safe and clean drinking water, while protecting and retaining the District's water rights and supply.*





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

### **Elected Officials**

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

### **Appointed Officials**

Paul Helliker, General Manager

### **Management Team**

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

# San Juan Water District

Fiscal Year 2021-22 Budget

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# **San Juan Water District**

Fiscal Year 2021-22 Budget

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TO BE PROVIDED FOR FINAL BUDGET

Paul Helliker  
General Manager

Directors  
Edward J. "Ted" Costa  
Marty Hanneman  
Kenneth H. Miller  
Dan Rich  
Pamela Tobin  
General Manager  
Paul Helliker

# **San Juan Water District**

## **Fiscal Year 2021-22 Budget**

TO BE PROVIDED FOR FINAL BUDGET

Paul Helliker  
General Manager

**San Juan Water District**

Fiscal Year 2021-22 Budget



**DISTRICT PROFILE**

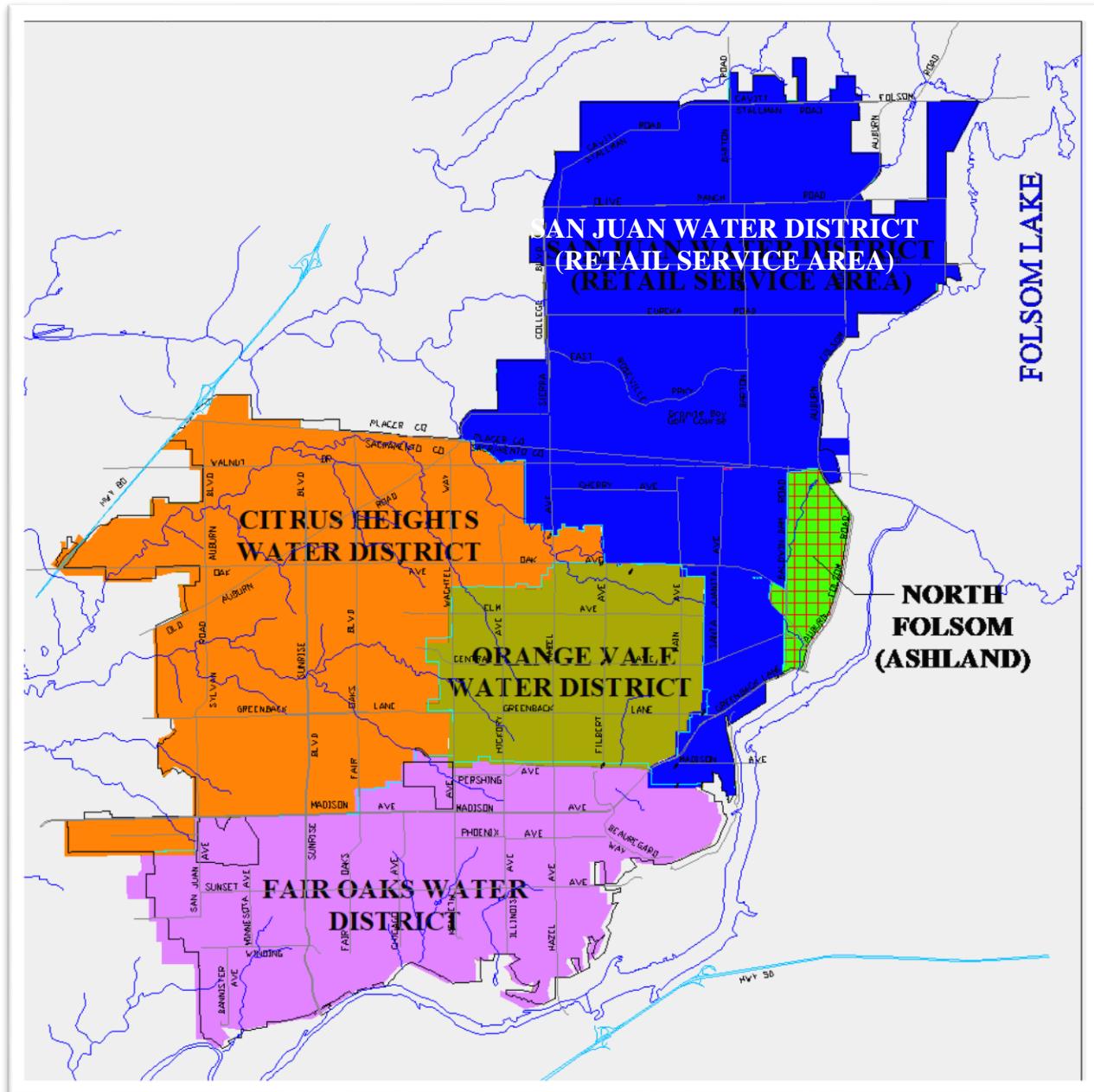
# **San Juan Water District**

Fiscal Year 2021-22 Budget

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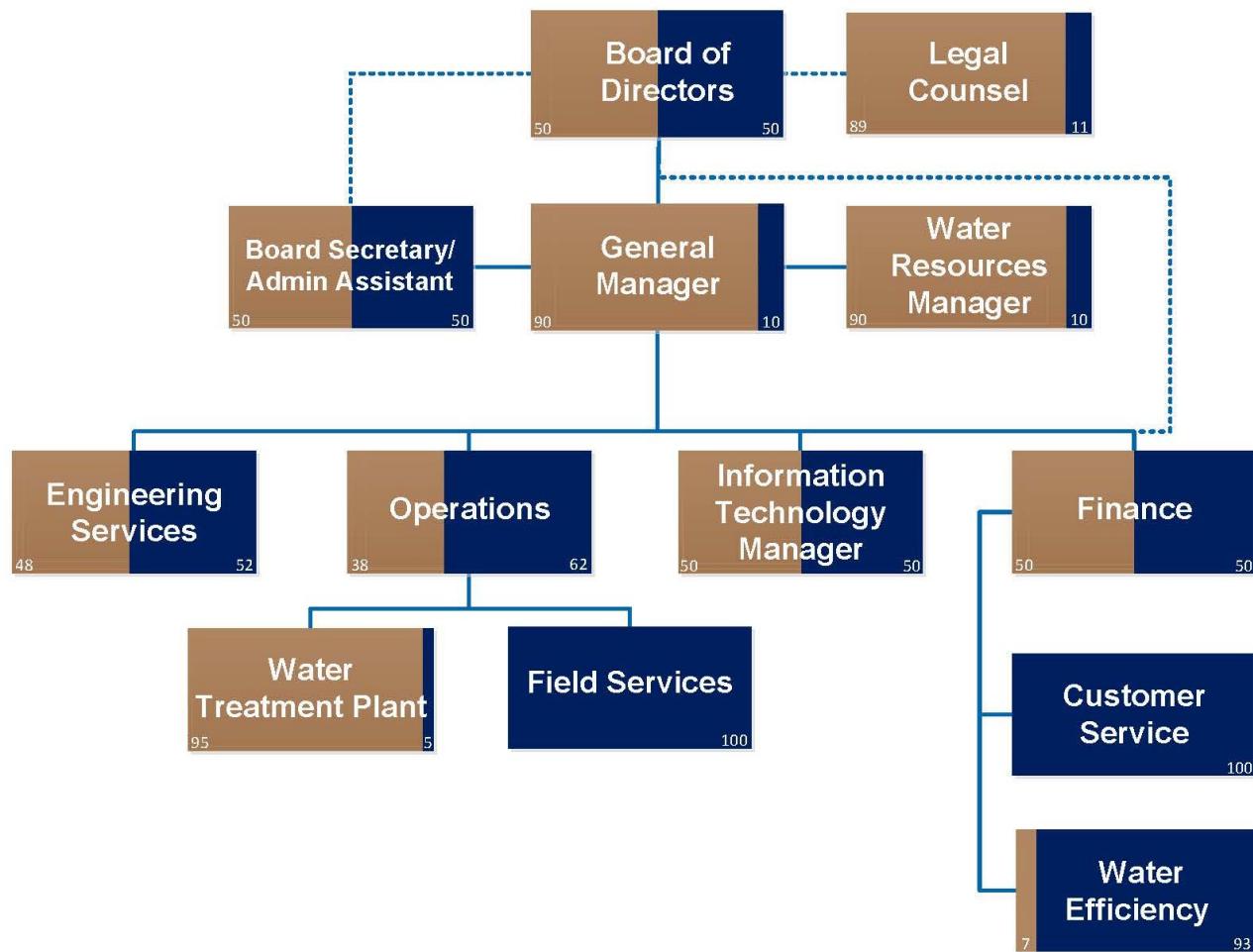
## **Wholesale Service Area Map** (SJWD Retail Service Area – in blue)



# San Juan Water District

Fiscal Year 2021-22 Budget

## Organization Chart by Functional Area



### Allocation of Costs



**GFOA Budget Award**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**San Juan Water District  
California**

For the Fiscal Year Beginning

**July 01, 2020**

*Christopher P. Morill*

Executive Director

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

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

# San Juan Water District

Fiscal Year 2021-22 Budget

## By The Numbers – Summary of District Information

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

Miscellaneous Statistical Information	
Size of Service Area	46 square miles
Size of Retail Service Area Only	17 square miles
Population of Service Area (per FY 2019-20 CAFR)	156,948
Population of Retail Service Area Only (per FY 2019-20 CAFR)	30,083
Number of Active Employees	48
Number of Bond Issues Outstanding	2
Wholesale Operating Budget	\$ 9,040,200
Wholesale Capital Budget	\$ 22,285,200
Retail Operating Budget	\$ 13,487,100
Retail Capital Budget	\$ 9,952,800



## **ABOUT THE DISTRICT**

# **San Juan Water District**

## Fiscal Year 2021-22 Budget

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## **ABOUT THE DISTRICT**

The San Juan Water District (District) initially began as the North Fork Ditch Company dating back to 1854 providing water to the area. The District, as in existence today, was formed as the result of petitions being presented to the Board of Supervisors of Sacramento and Placer Counties by Citrus Heights Water District, Fair Oaks Water District, Orange Vale Water Company and a group of homeowners in South Placer County. An election was then held within the boundaries of the sponsoring districts including the District's current Placer County service area on February 10, 1954. At this election, voters approved the formation of the San Juan Water District by nearly a two-thirds majority and elected five Directors. The District is a Community Services District formed under Section 60000 et seq., Title 5, Division 3 of the California Government Code.

The District provides water on a wholesale and retail basis to an area of approximately 17 square miles for retail and 46 square miles for wholesale (which includes the retail area) in Sacramento and Placer Counties.

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

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

The District's existing water supply consists of three separate raw water contracts. The first source of water comes from a settlement contract with the U.S. Bureau of Reclamation (Reclamation) whereby it is required to deliver the District's pre-1914 and post-1914 water rights water from the American River, totaling 33,000 acre-feet, in perpetuity. The second source is a water repayment contract with Reclamation for 24,200 acre-feet of Central Valley Project water, also in perpetuity, subject to standard shortage policies. The third water source is a contract with Placer County Water Agency (PCWA) for up to 25,000 acre-feet of water.

All sources of surface water are either stored or flow through Folsom Lake and delivery is taken at Folsom Dam outlets, either by gravity or pumped by Reclamation's Folsom Pumping Plant. Total raw water delivery to the plant for the 2019-2020 fiscal year was 38,896 acre-feet (excluding pass through deliveries for SSWD) and is anticipated to be 45,917 acre-feet for Fiscal Year (FY) 2020-21 (inclusive of SJWD water sold to SSWD), and 36,703 for FY 2021-22 (excluding pass through deliveries for SSWD).

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

# San Juan Water District

## Fiscal Year 2021-22 Budget

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

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

The District's water efficiency programs include:

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

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

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

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

### **Budget Purpose, Process and Control**

The District operates on a fiscal year that runs from July 1 through June 30. The District adopts an annual operating budget and an annual capital improvement budget to ensure the adequacy of resources to meet District needs and to accomplish the District's mission. As required by certain debt covenants, the annual operating budget is evaluated, to ensure that net revenues, as defined by the various debt covenants, are equal to or exceed a minimum of 115 percent of the anticipated debt service for the budget year.

In March of 2018, the Board of Directors adopted a Strategic Plan which staff now uses as the guiding light in preparing an operations plan and annual budget. Using the goals in the Strategic Plan, as well as direction received throughout the year from the Board of Directors, the Department Managers prepare and submit draft budgets to the Finance Department. The Finance Department prepares the revenue budget, and reviews and compiles the various department budgets. A budget workshop is held in May of each year to present and discuss the draft budget with the Board of Directors and interested members of the public. Feedback from that meeting is used to adjust the draft budget, if necessary. A public hearing is then held in June after which the Board of Directors votes on budget adoption.

Budget to actual financial data is monitored continuously throughout the year by management and is reported on a monthly and annual basis to the Board of Directors. The General Manager has the authority to move budget between specific lines within a fund, or between funds to correct posting errors. Transfers between funds, for purposes other than error correction, or to maintain required reserve levels, require approval from the Board of Directors.

### **Budget Format**

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

# San Juan Water District

## Fiscal Year 2021-22 Budget

presented in a functional format (Salaries & Benefits, Materials & Supplies, etc.) to provide readers with an alternate view.

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

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

The District completed a Financial Plan and Rate Study, resulting in a 5-Year Rate Schedule. The Wholesale Rate Schedule went into effect on January 1, 2017, and resulted in an effective increase of 16%. Wholesale rates are authorized to increase by 9% per year through January 2020 and by 5% in January of 2021. The Retail Rate Schedule went into effect on May 1, 2017, and resulted in an effective increase of 8%. Retail rates are authorized to increase by 9% on January 2018 and 8% on January 1, 2019 and 2020, with a 6% increase approved for January 1, 2021. In an effort to bring rates into alignment with the District's fixed versus variable expenses, all rate increases are applied to the fixed portion of the rate with the volumetric portion of the rate unchanged. This will bring stability to the rate structure and provide reliable funding to cover fixed operating costs regardless of water demand. The District recently completed the new Retail Master Plan and is currently conducting a new Retail Financial Plan and Rate Study. The Wholesale Master Plan will be completed in the 2021-22 Fiscal Year and upon completion the Wholesale Financial Plan and Rate Study will commence.

## Financial Policies

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

### Reserve Policy

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

**WHOLESALE RESERVES:**

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

**RETAIL RESERVES:**

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

**Debt Policy**

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

**Investment Policy**

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

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

### Procurement Policy

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

### Accounting System and Controls

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

### Fund Structure and Descriptions

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

#### Enterprise Funds:

- Wholesale Operating Fund
- Retail Operating Fund

#### Capital Outlay Funds:

- Wholesale Capital Outlay Fund
- Retail Capital Outlay Fund

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

## Budget Assumptions

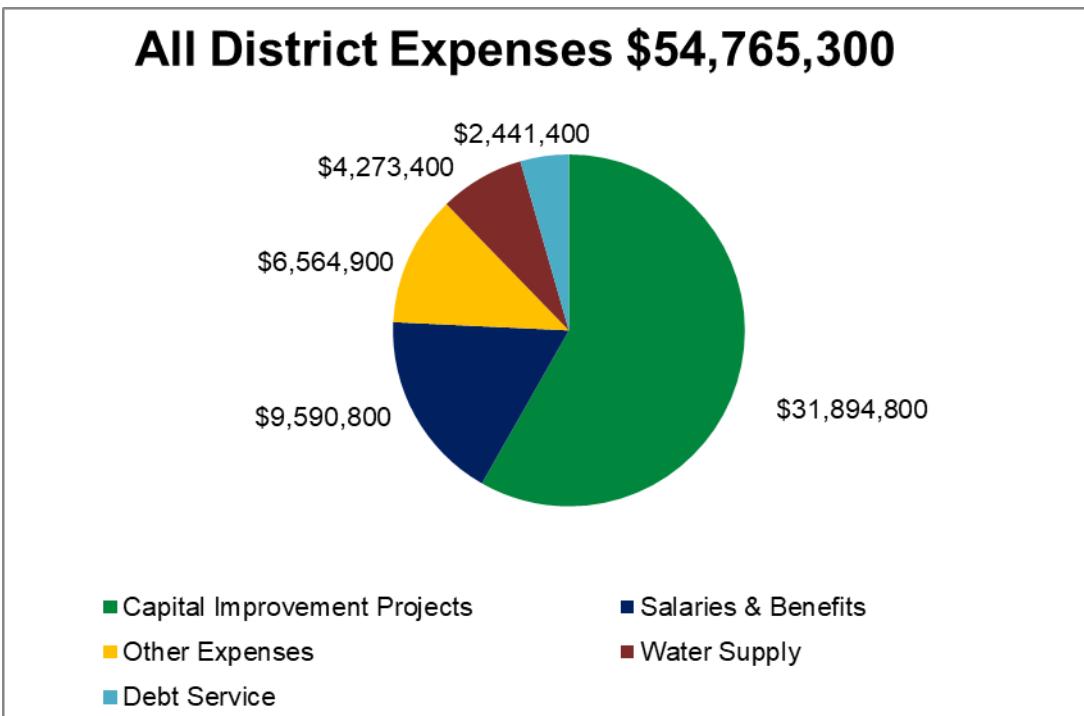
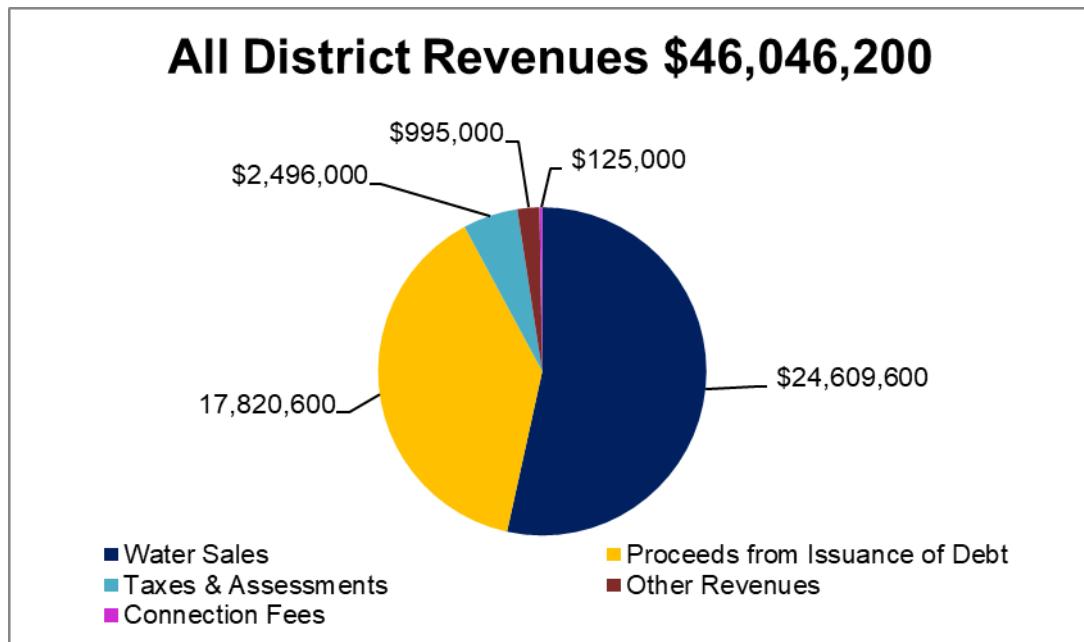
A budget is an estimate of revenues and expenditures for a set period of time. The creation of estimates involves a set of assumptions. It is important that the reader of this budget understands the assumptions used in preparing the revenue and expenditures estimates contained herein. Listed below are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

- No increase to wholesale water rates.
- Activation of 2019 Debt Service Charge for last quarter of fiscal year (April-June 2022). Debt charge will be reduced upon issuance of debt to reflect actual terms of debt.
- No increase to retail water rates. Board and public to consider rate increase during late summer/early fall. However, potential rate increase not incorporated into this budget.
- 8% decline in wholesale water demand due to Hinkle Reservoir Cover and Liner replacement project.
- 5% decline in retail water demand due to drought messaging and Hinkle Reservoir Cover and Liner replacement project.
- Sale of 2,000 acre feet of water to the Suburban Water District (SSWD), under the existing transfer agreement.
- No market based groundwater substitution water transfers.
- Property taxes increase 2%
- No late fees assessed on past due retail water accounts.
- No Central Valley Project water to be purchased.
- 5% increase in health care insurance costs.
- Salary budget was prepared in accordance with the Board of Directors Compensation Policy which requires the District utilize the CalPERS assumed salary increases. Any COLA's, adjustments from the Compensation Study or merit increases will be constrained by the Salary budget.
- Incentive Award Program funded.
- Budget includes additional payment to CalPERS of \$200,000 to reduce unfunded pension liability.
- Liability and Property Insurance expected to increase by 10%
- General increase in materials and supplies due to weather and COVID related supply chain issues

# San Juan Water District

Fiscal Year 2021-22 Budget

## Estimated Revenues and Expenditures of Funds – Summary



## Estimated Revenues and Expenditures of Funds – Summary

	Wholesale Operations	Wholesale Capital Outlay	Retail Operations	Retail Capital Outlay	Total
Est. Beginning Available Reserves July 1, 2021	\$ 1,723,255	\$ 15,503,133	\$ 2,467,141	\$ 11,099,351	\$ 30,792,880
Revenues					
Water Sales	\$ 10,793,600	\$ -	\$ 13,816,000	\$ -	\$ 24,609,600
Taxes & Assessments	-	1,248,000	-	1,248,000	2,496,000
Capital Contributions	-	-	-	-	-
Connection Fees	-	75,000	-	50,000	125,000
Other Revenues	141,100	150,000	620,700	83,200	995,000
Proceeds from Issuance of Debt	-	13,820,600	-	4,000,000	17,820,600
Total Revenues	\$ 10,934,700	\$ 15,293,600	\$ 14,436,700	\$ 5,381,200	\$ 46,046,200
Expenses					
Capital Improvement Projects	\$ -	\$ 21,942,000	\$ -	\$ 9,952,800	\$ 31,894,800
Salaries & Benefits	4,184,300	-	5,406,500	-	9,590,800
Water Supply	912,700	-	3,360,700	-	4,273,400
Debt Service - Interest	776,100	-	480,300	-	1,256,400
Debt Service - Principal	762,900	-	422,100	-	1,185,000
Other Expenses	2,404,200	343,200	3,817,500	-	6,564,900
Total Expenses	\$ 9,040,200	\$ 22,285,200	\$ 13,487,100	\$ 9,952,800	\$ 54,765,300
Net Income	\$ 1,894,500	\$ (6,991,600)	\$ 949,600	\$ (4,571,600)	\$ (8,719,100)
Transfer In/(Out)	(1,809,700)	1,809,700	(707,800)	707,800	-
Ending Available Reserves Est.	\$ 1,808,055	\$ 10,321,233	\$ 2,708,941	\$ 7,235,551	\$ 22,073,780

# **San Juan Water District**

## Fiscal Year 2021-22 Budget

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## **MAJOR REVENUES AND EXPENDITURES**

# **San Juan Water District**

Fiscal Year 2021-22 Budget

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## MAJOR REVENUES AND EXPENDITURES

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

### Water Sales

Revenue from the sale of water accounts for 87% of all District revenues, excluding the proceeds from the issuance of debt. Water revenues are driven by two primary factors, the amount of water sold and the rate per unit. The Board of Directors considers and adopts rates through separate processes for wholesale and retail. Wholesale customers are presented with a rate study and are given 150 days to provide comments to the Board of Directors on proposed rate changes. After the 150 day comment period, the Board of Directors review the comments and make a decision on rates for the upcoming calendar year.

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

The District completed a Financial Plan and adopted a 5-Year Rate Schedule for both wholesale and retail water rates in early 2017. A new rate study is currently underway for the retail division and the District expects to commence a wholesale rate study in January 2022 after completion of the Wholesale Master Plan.

Charts 1 and 2 show water deliveries and water revenues from FY 2010-11 to current.

WHOLESALE WATER DELIVERIES - ACRE FEET

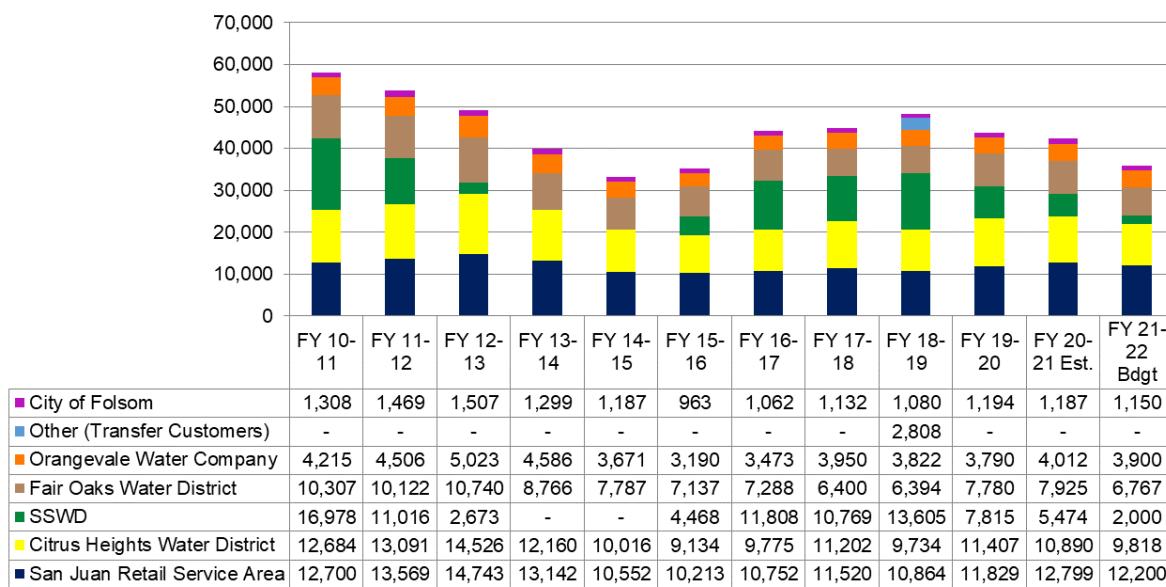
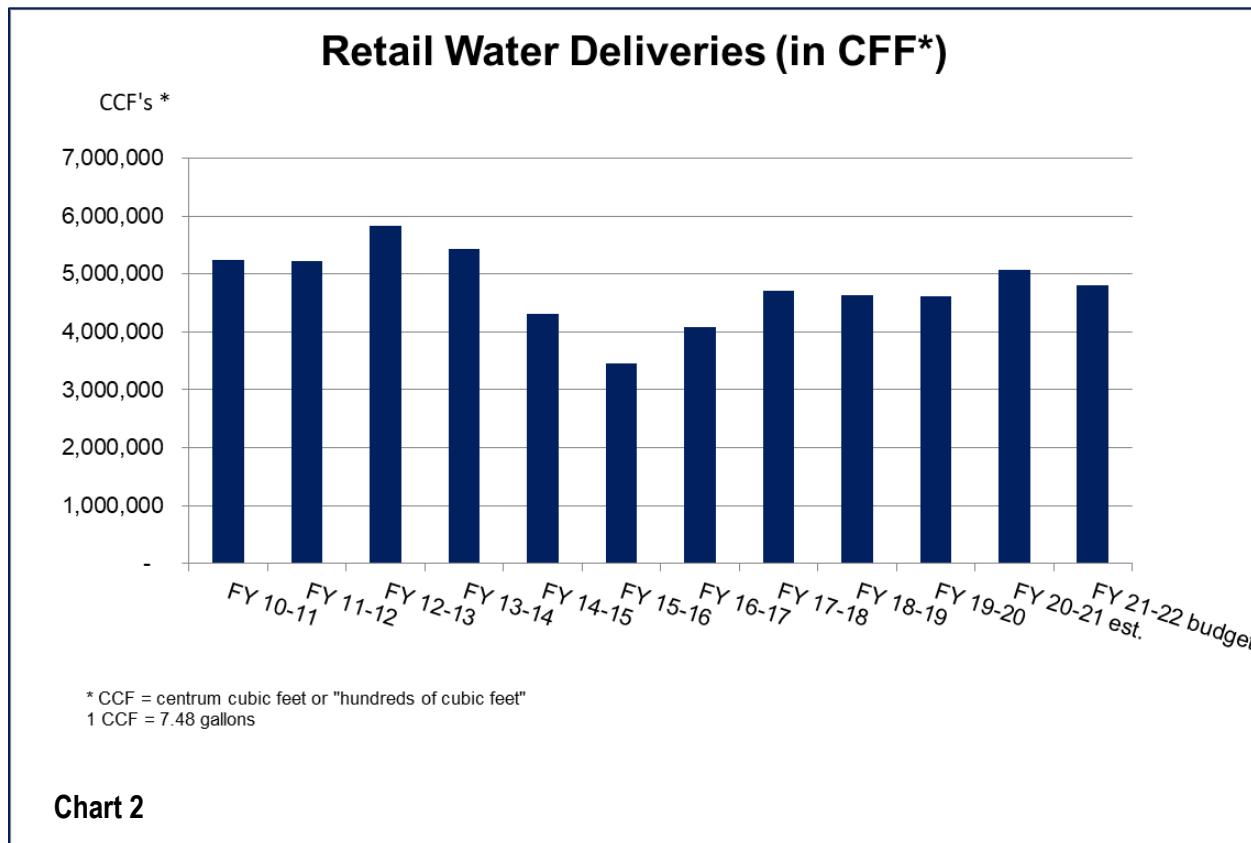


Chart 1

# San Juan Water District

## Fiscal Year 2021-22 Budget



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

Absent the water treated for SSWD, wholesale demand did not begin to increase until FY 2016-17. Demand from the District’s regular wholesale customers slowly increased through FY 2019-20 but is expected to decrease by approximately 7.25% in FY 2020-21 with a total of 34,134 acre-feet anticipated to be sold in this budget year to the regular wholesale customers. The anticipated decline in water sales is due to the replacement of the Hinkle Reservoir cover and liner. The project will commence in November 2021 and not be completed until April 2022. During that time the reservoir will be off line and the District will be encouraging conservation and potentially asking the Citrus Heights Water District and Fair Oaks Water District’s to utilize more of the groundwater, rather than purchasing the District’s surface water.

The end of the drought resulted in increased water demand in the retail service area. There was an 18% increase in FY 2016-17 retail water deliveries and a 15% increase in FY 2017-18. Water demand stabilized in FY 18-19 with a minor 2% decline. It remained stable in FY 2019-20 with just a ½ percent decline from the prior year. While the District planned for decreased water demand during the pandemic, the opposite occurred, with demand on track to exceed the prior year by 9.7%. The District is anticipating a 5% decline in FY 2021-22 due to conservation messaging from both the previous dry winter and the Hinkler Reservoir project.

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

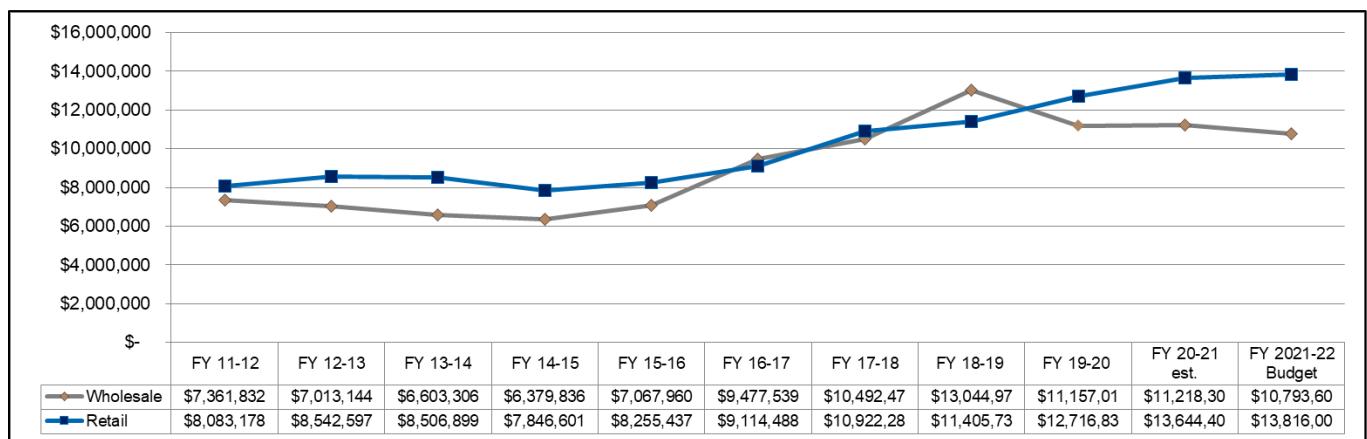


Chart 3

Wholesale water sale revenues declined steadily from FY 2010-11 through FY 2014-15. Revenues increased steadily from FY 2015-16 through FY 2018-19 for a number of reasons:

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

Wholesale water sale revenue declined in FY 2019-20, in spite of the rate increase and increased sales to the wholesale customer agencies, due to SSWD taking less PCWA water. In addition, wholesale water rates were reduced on July 1, 2019 to reflect savings incurred by refinancing a debt issuance in 2017. Wholesale water sale revenues are expected to hold steady in FY 2020-21, in spite of a planned 5% effective rate increase on January 1, 2021. Due to hydrologic conditions, SSWD was not able to take its PCWA

# San Juan Water District

## Fiscal Year 2021-22 Budget

water. However, the two water districts entered into an agreement wherein SSWD is purchasing treated water directly from the District. While the District earns more money by selling its own water to the SSWD, as opposed to simply treating their PCWA water, the amount sold was 2,340 acre-feet less than what was treated in the prior year, resulting in a decline in revenues. The existing agreement ends in October 2021, therefore, the budget includes selling 2,000 acre-feet of treated water to SSWD in FY 2021-22.

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

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

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

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

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

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

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

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

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

The last rate increase from the 5-year rate plan went into effect on January 1, 2021. This 6% effective increase was expected to be partially offset by a 10% decline in consumption, as a result of the COVID-19 pandemic, resulting in a revenue increase of 3.48%. However, the pandemic resulted in an increase, not a decrease in water sales and the District is now expecting revenues to be up by 7.29% from the prior year.

For the FY 2021-22 budget, the District assumes no rate increase on January 1, 2022, although at least an inflationary increase is possible. The Board will be presented with the results of the rate study over the summer and a Prop 218 rate hearing will be held late summer/early fall if recommended in the study and approved by the Board to move forward to the public hearing. Consumptions is anticipated to fall by 5% due to conservation messaging, resulting in just a 1.2% expected increase in revenues.

## Property Tax

Representing just under 9% of total District revenues, excluding the proceeds from the issuance of debt, Property Taxes are the second largest revenue source. Property Tax revenue is shared evenly between wholesale and retail and has been designated by the Board of Directors to be spent on capital projects, not operations.

Property Tax Revenues

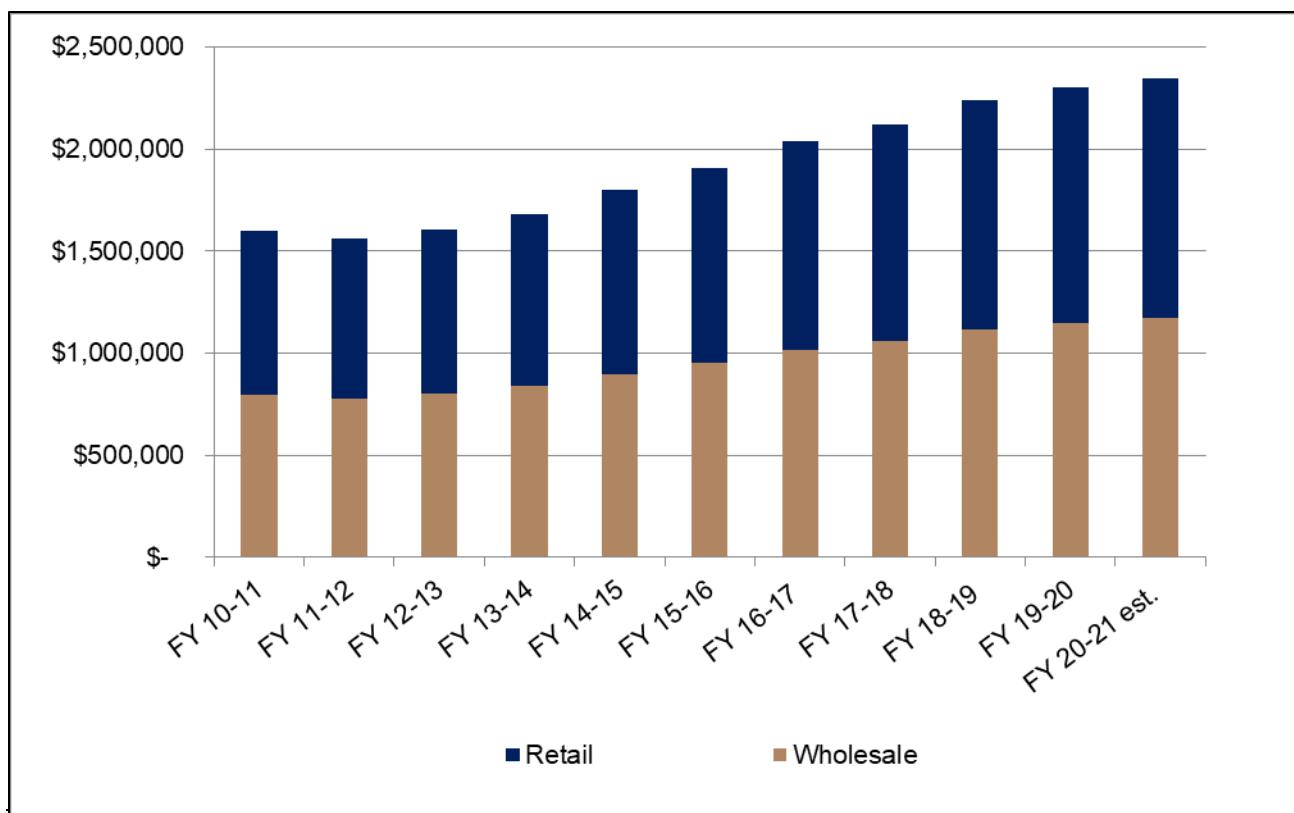


Chart 4

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

# San Juan Water District

## Fiscal Year 2021-22 Budget

### Proceeds from the Issuance of New Debt

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

Project	Total Project Cost	Debt Financing
Replacement of the Hinkle Reservoir Cover and Liner	\$ 24,331,100	\$ 13,820,600
Replacement of the transmission pipeline in Eureka Road, between Barton and Auburn Folsom Roads	\$ 4,000,000	\$ 4,000,000

Both projects will utilize the State of California's Drinking Water Revolving Loan Fund, which offers project financing at lower than market rate. The District anticipates receiving an interest rate of less than 1% and will be requesting a repayment period of 30 years, on both loans. Repayment commences upon project completion. Both projects are expected to be completed in the spring of 2022. Principal and interest payments will commence in FY 2022-23.

The District may end up taking on more debt for the Hinkle Reservoir project, depending upon interest rates in the fall. The District can call the 2012 Refunding Bonds as early as November 2021. Depending upon interest rates at that time, it might make financial sense to utilize wholesale reserves to pay off its share of the 2012 bonds, refinance retail's share of the 2012 bonds and take on more debt for the Hinkle project.

## Salaries and Benefits

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

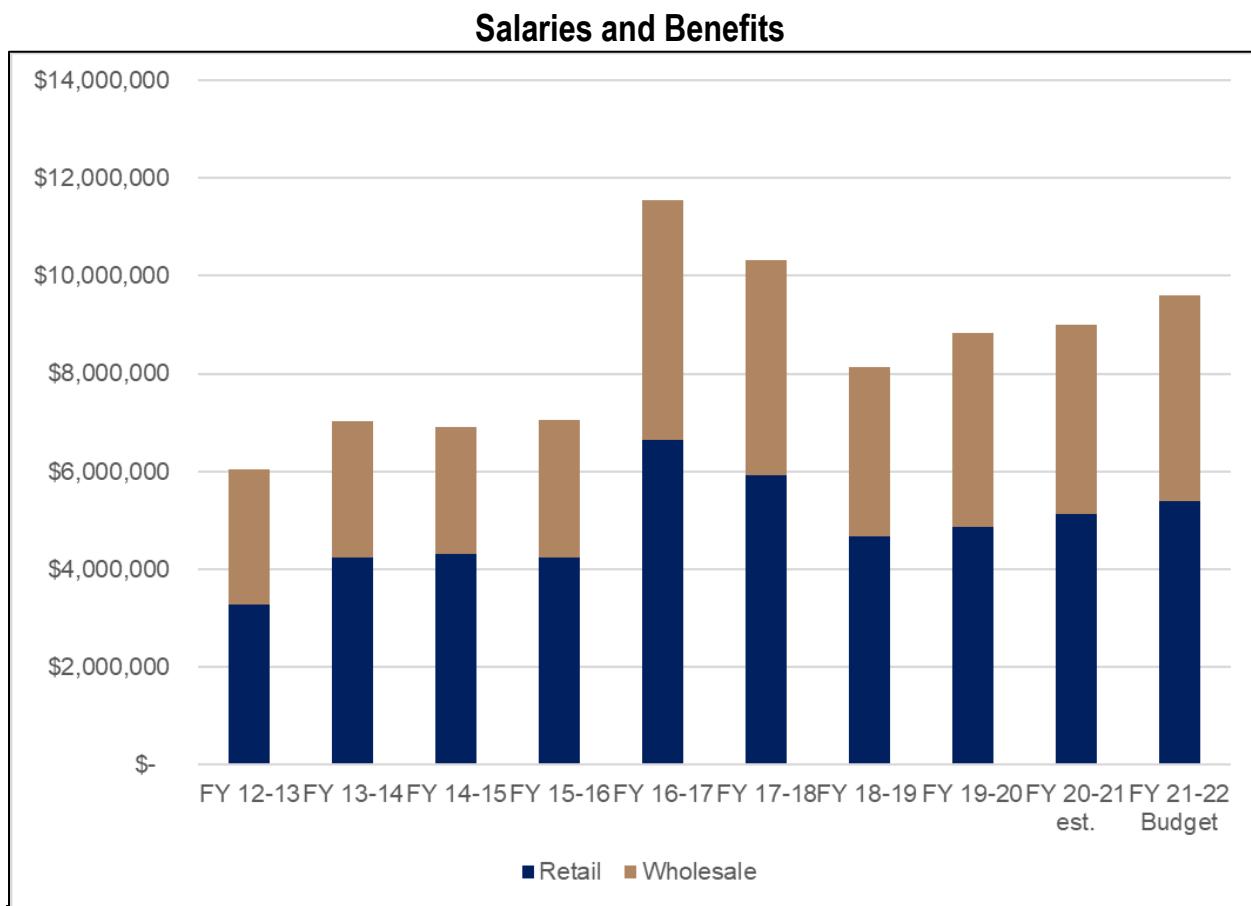


Chart 5

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

Salaries and Benefits are expected to increase by 6.7% in FY 2021-22 or \$598,000 due to the following factors:

- A 6.9% increase in salaries. Per the Board of Directors Compensation Policy the salary budget is calculated using the California Public Employees Retirement System (CalPERS) assumptions for salary increases, so that salaries increases are constrained and do not increase more than the CalPERS assumed increase.

# San Juan Water District

## Fiscal Year 2021-22 Budget

This methodology controls future pension costs by ensuring a reasonable cap on the combination of cost of living adjustments and merit pay increases.

- The addition of incentive awards, which were not awarded in the prior year. With more than half of the District's salaries frozen, due to the Board's decision to adjust total compensation to market median, down from 10% above market average, the Incentive Award Program provides a way for exceptional performance to be rewarded. The one-time bonus provides employees incentive and reward, without affecting future pay or pension costs. A total of \$60,000, plus taxes, has been included in the budget for this purpose.
- Increase of 5% in health benefit costs.

The level of District staffing (number of employees) had remained relatively unchanged for many years, in spite of significant increases in regulatory compliance work and an aging infrastructure. In FY 2016-17, the Board of Directors approved the addition of one Water Treatment Plant Operator, in FY 2017-18, the Board of Directors approved the addition of a Safety/Regulatory Compliance Coordinator, and in FY 2018-19, the Board of Directors approved the additional of a Customer Service Technician to improve internal controls and better serve our customers. The District now has 48 Full Time Equivalent (FTE) positions.

The Compensation Policy, amended by the Board of Directors in September of 2017, requires a compensation study be performed at least once every four years. The purpose of the study is to ensure the District is offering a fair and competitive compensation package to its employees. The District completed its most recent Compensation Study in the Spring of 2019. The Board of Directors changed their target market position for total compensation from "10% above market average", to "market median". As a result, the District has two compensation schedules. Compensation Schedule A reflects the salary ranges in effect prior to the change. Compensation Schedule B reflects the salary ranges in accordance with market median. Compensation Schedule A is frozen. Employees remain in Schedule A until Schedule B is greater than Schedule A. The result is that employees on Schedule A have a reduced ability to get merit pay increases and cost of living adjustments. This budget includes funding for another Compensation Study to be performed in the spring of 2022.

## Water Supply Costs

The District's existing water supply consists of three separate raw water contracts. The first source of water is 33,000 acre-feet of water rights on the American River. The second source is a contract with Reclamation for 24,200 acre-feet of Central Valley Project water. The third water source is a contract with PCWA for up to 25,000 acre-feet of water. All sources of surface water are either stored or flow through Folsom Lake and delivery is taken at Folsom Dam outlets, either by gravity or pumped by Reclamation's Folsom Pumping Plant. Total water deliveries for FY 2019-20 were 36,292 acre-feet and are anticipated to be 37,229 acre-feet for FY 2020-21, and 34,134 for FY 2021-22, excluding pass through deliveries for SSWD.

### Wholesale Water Supply Cost

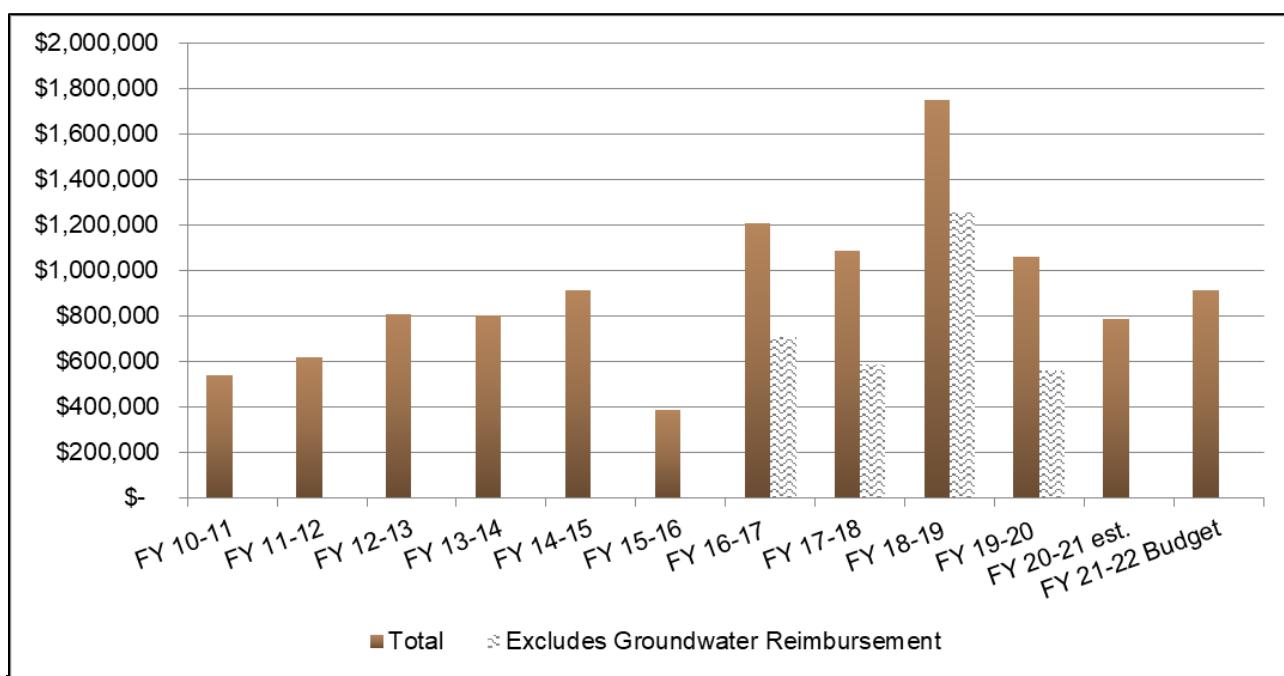


Chart 6

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

The FY 2016-17 costs increased for two primary reasons. First, in 2008 a surface water shortage and reimbursement agreement to provide groundwater supplies during times of surface water shortage was prepared, and referenced in the signed 2008 Wholesale Water Supply Agreements. The District, in its capacity as the wholesale supplier, determined that there was a potential need for groundwater pumping between 2009 and 2013, and asked both the Citrus Heights Water District and Fair Oaks Water District to maintain their readiness to supply groundwater. In 2014, due to a potential shortage in surface water supplies caused by a third year of drought, the District requested

# San Juan Water District

## Fiscal Year 2021-22 Budget

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

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

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

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

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

Water Supply costs for FY 2020-21 are expected to be lower than the prior four years for two reasons:

- The groundwater reimbursement payments to Citrus Heights and Fair Oaks Water Districts were completed in FY 2019-20, reducing annual costs by \$495,400.
- No groundwater substitution transfers.

The slight uptick in Water Supply Costs for the 2021-22 FY is predominately due to an increase in the PCWA take or pay contract costs. The rate increased from \$21.11 to \$34.55 per acre foot.

## Capital Spending

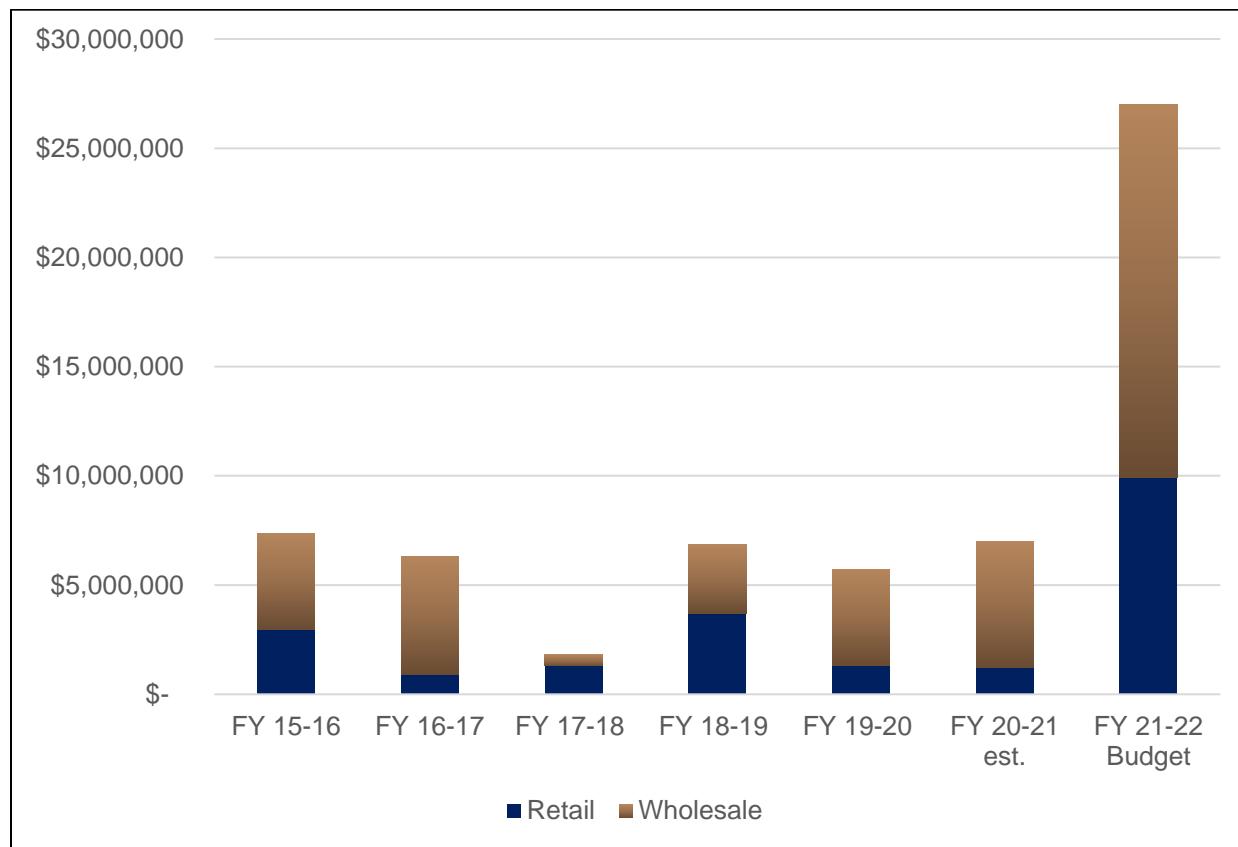


Chart 7

Capital spending has fluctuated from \$7.3 million in FY 2015-16 to a low of \$1.8 million in FY 2017-18 then increasing to a seven year planned high of \$27 million.

The FY 2021-22 capital spending budget is the largest the District has undertaken in years, for both retail and wholesale. Driving the increase are two large projects. The first is the replacement of the cover and liner for the Hinkle Reservoir. The Water Treatment

# San Juan Water District

## Fiscal Year 2021-22 Budget

Plant is not capable of fast changes in production volume. Demands fluctuate throughout the day and night. The Hinkle Reservoir is used to store treated water, rising and falling based on water demand, thus buffering the production at the treatment plant. The reservoir holds 62 million gallons of water. Replacing the approximate 11 acres of cover, liner and interior baffle wall material is estimated to cost a total of \$24.3 million, \$21.1 million of which will be spent in FY 2021-22. The District is currently planning to use reserves to pay for approximately half of the project, with the remainder being financed through the California State Drinking Water Revolving Loan fund at a historically low interest rate. The reservoir project accounts for over 95% of wholesale capital spending for FY 2021-22.

The retail division plans to spend \$9.9 million on capital projects in FY 2021-22, the largest project being the replacement of transmission pipeline in Eureka Road, between Barton Road and Auburn Folsom Road. This project will also utilize financing from the California State Drinking Water Revolving Loan Fund. At \$4 million it represents almost half of all the retail capital spending for the year.

A complete list of projects planned for FY 2021-22 can be found on pages 50 and 55 of this document.

## Reserve Summary

### Wholesale and Retail Operating and Capital Reserves Combined

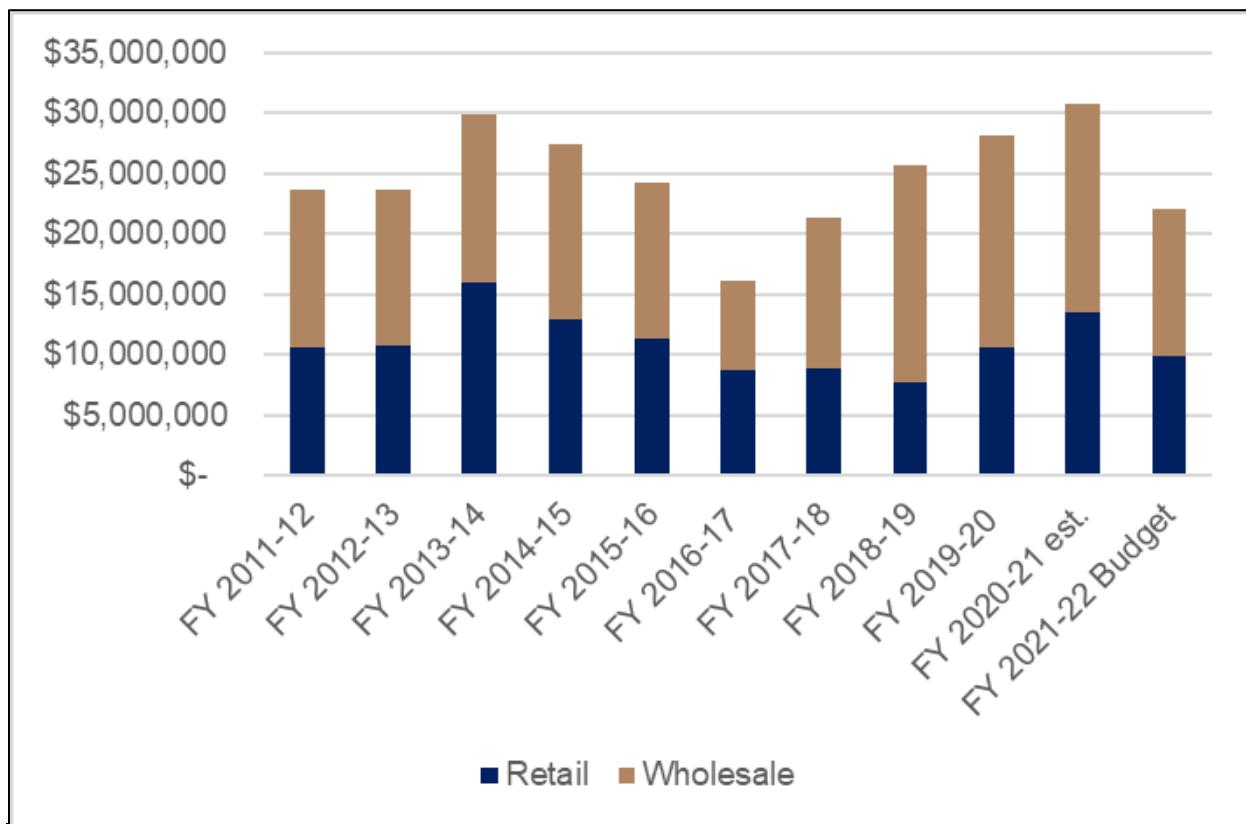


Chart 8

The combination of the Great Recession, followed by the drought, resulted in the need to defer maintenance and capital projects and utilize reserves to augment operations and critical capital projects. This is illustrated in Chart 8 by the sharp decline in District reserve balances between FY 2013-14 and 2017-18.

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

- *Paid off Unfunded Pension Liability:* The Board authorized two large payments intended to pay off the District's unfunded pension liability. The District was paying 7.5% interest on this liability, but only earning approximately 1.5% on its reserves. In May 2017, the District remitted \$4,112,000, and in April 2018 the District paid \$2,787,800. By drawing down reserves to pay down this debt, the District will save approximately \$8.8 million through FY 2036-37, with annual savings of approximately \$350,000. These savings can be used to fund critical infrastructure needs which will help reduce upward pressure on rates. Through these efforts the District has been able to achieve a funded rate of approximately 95%, one of the highest funded rates in the State of California. While this status is fluid, changing annually based on the performance of the CalPERS portfolio and subject to

# San Juan Water District

## Fiscal Year 2021-22 Budget

changing assumptions about future interest and mortality rates, it still signifies strong financial stewardship by the Board of Directors. This budget includes an additional \$200,000 to be paid towards the remaining unfunded liability.

- *Debt Refinanced:* In May of 2017, the Board of Directors approved an advance refunding of the District's Series 2009A Certificates of Participation. This refinancing will save the District approximately \$11.2 million through FY 2038-39.

The 2012 Refunding Bonds are callable, or can be refinanced in February 2022. This fall the District will evaluate whether to refinance the entire debt issuance, or pay off wholesale's share (retail does not have sufficient reserves to pay off its share of this debt early). Both actions are dependent upon interest rates remaining low through the end of calendar year 2021.

- *Renegotiated Contract with PCWA:* In December of 2017, the District negotiated an amendment to its contract with PCWA wherein the take or pay amount was reduced from 25,000 acre-feet to 12,500 acre-feet. The District still has the option to take up to 25,000 acre-feet, but is only required to pay for 12,500 acre-feet regardless of whether it takes the water or not. This cut the PCWA water supply cost in half, providing savings of approximately \$275,000 per year, starting in FY 2018-19.
- *Renegotiated Contracts with City of Roseville (City):* Under two separate contracts, the District is obligated to provide up to 4,000 acre-feet annually to the City from the District's PCWA take or pay contract. The amendments require the City to compensate the District for maintaining the availability of 4,000 acre-feet per year water supply for the City. This will generate annual revenues of approximately \$90,000 beginning in FY 2018-19.
- *5-Year Rate Schedule:* The District completed a Five Year Financial Plan and implemented a five year rate structure in 2017 that was designed to replenish reserves while ensuring that the District can continue its mission to deliver a reliable water supply of the highest quality at reasonable and equitable costs.
- *Completion of the First Groundwater Substitution Transfer:* The District has been working for many years to create a legal path for the sale of excess water supplies. Selling excess water supplies benefits all customers of the District as it generates additional revenues that can be used to maintain and/or improve infrastructure, reduce or eliminate the need for future debt which will reduce future upward pressure on water rates. The first groundwater transfer was completed in FY 2018-19 paving the way for more transfers in the future.
- *Water Transfers:* The Sacramento Suburban Water District (SSWD) has an agreement with PCWA to purchase surface water in years where the unimpaired flow into Folsom Lake exceeds a certain level. The District treats the raw PCWA water diverted from Folsom Lake for the SSWD. While these revenues are not guaranteed on an annual basis, they have significantly contributed to wholesale

reserves. In August of 2020, the District entered into a pilot agreement with the Sacramento Suburban Water District (SSWD) in August 2020 to sell them up to 4,000 acre feet of the District's water, in addition to treating any PCWA they may take. This program was successful for both agencies. Another agreement was entered into in February 2021 for the sale of up to 6,000 acre feet of District water to SSWD, from March 1, 2020 through February 2022, resulting in additional revenues in excess of \$1 million.

- *Salary Schedule Reduction:* The District has historically chosen to maintain salaries schedules that, when combined with benefits, put the District's total compensation at 10% above average amongst the selected comparator agencies. In FY 2019-20 the Board of Directors reduced this target down to market median. Current employees were not subject to pay decreases, but their ability to receive future pay increases is substantially reduced. All new hires will be hired into the new Compensation Schedule, which can be found on the District's website. Existing employees remain on their original pay scale until such time as the new schedule is greater than their existing scale. The old pay scale is not able to receive cost of living adjustments, as it is frozen until all employees migrate to the new pay scale, at which time it will become obsolete.

# **San Juan Water District**

Fiscal Year 2021-22 Budget

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# San Juan Water District

Fiscal Year 2021-22 Budget



## OPERATING FUNDS

# **San Juan Water District**

Fiscal Year 2021-22 Budget

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## **OPERATING FUNDS**

The Wholesale and Retail Operating Funds account for the operations of the District. Department operating costs are shared and split between wholesale and retail based upon the proportionate benefit received by each, which can differ from person to person, department to department and expense to expense. The major projects for the budget years are discussed in detail in the Operations Plan, which can be found on page 65.

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

### **Administration and General**

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

### **Customer Service**

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

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

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

### **Engineering Services**

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

### **Water Efficiency**

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

### **Water Treatment**

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

# San Juan Water District

## Fiscal Year 2021-22 Budget

### Wholesale Operating Fund

The Wholesale Operating Fund is used to account for the operating revenues and expenses of the wholesale division. This includes the acquisition of raw water, operation and maintenance of the Plant, and the related administrative support to conduct wholesale water activities. This fund holds and is used to report on all wholesale operating reserves. Details on projects funded for the year can be found in the District's Operations Plan, located at page 65.

### FISCAL YEAR 2021-22 BUDGET

<u>Wholesale Operations</u>		
<b>Est. Beginning Available Reserves July 1, 2021</b>	\$	<b>1,723,255</b>
Revenues		
Water Sales		10,793,600
Other Revenues		141,100
Total Revenues	\$	<u>10,934,700</u>
Expenses		
Salaries & Benefits		4,184,300
Water Supply		912,700
Other Expenses		2,404,200
Debt Service - Interest		776,100
Debt Service - Principal		762,900
Total Expenses	\$	<u>9,040,200</u>
Net Income	\$	<u>1,894,500</u>
Transfer In/(Out)		(1,809,700)
<b>Est. Ending Available Reserves June 30, 2022</b>	\$	<b>1,808,055</b>

# San Juan Water District

Fiscal Year 2021-22 Budget

## WHOLESALE OPERATING FUND SUMMARY

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21 Estimated	FY 2021-22 Budget
<b>Est. Beginning Available Reserves</b>	<b>\$ 2,175,888</b>	<b>\$ 2,390,365</b>	<b>\$ 1,784,360</b>	<b>\$ 1,733,755</b>	<b>\$ 1,723,255</b>
<b>Revenues</b>					
Water Sales	10,492,472	13,044,976	11,157,014	11,218,300	10,793,600
Other Revenues	561,569	356,641	294,047	137,800	141,100
Total Revenues	<b>\$ 11,054,041</b>	<b>\$ 13,401,617</b>	<b>\$ 11,451,061</b>	<b>\$ 11,356,100</b>	<b>\$ 10,934,700</b>
<b>Expenses</b>					
Administration and General					
Salaries & Benefits	\$ 1,226,834	\$ 1,297,958	\$ 1,347,397	\$ 1,463,000	\$ 1,534,500
Professional Services	523,750	544,709	418,729	455,800	449,800
Maintenance and Repair	95,217	10,268	11,298	7,500	9,500
Materials and Supplies	11,189	28,136	68,164	30,000	25,700
Other Expenses	248,887	335,696	391,591	507,400	449,800
Total Administration and General	<b>2,105,877</b>	<b>2,216,767</b>	<b>2,237,179</b>	<b>2,463,700</b>	<b>2,469,300</b>
Water Treatment Plant					
Salaries & Benefits	1,670,157	1,827,697	1,914,002	1,923,000	2,131,600
Professional Services	47,374	69,133	95,835	64,300	77,800
Maintenance and Repair	308,050	251,209	303,572	254,500	424,000
Materials and Supplies	467,194	499,656	489,061	565,900	587,100
Other Expenses	159,648	219,673	214,613	265,100	285,700
Total Water Treatment Plant	<b>2,652,424</b>	<b>2,867,367</b>	<b>3,017,082</b>	<b>3,072,800</b>	<b>3,506,200</b>
Water Supply					
Placer County Water Agency	451,198	403,495	413,785	648,600	768,100
Purchase of Treated Water (Groundwater)	495,360	1,197,360	495,360	-	-
Pumping to Treatment Plant	92,267	95,556	93,687	90,000	95,000
Pre - 1914 Water Rights Water	21,252	22,527	26,274	27,800	29,500
Central Valley Project Water	-	2,661	-	-	-
Other	23,756	27,977	28,794	21,500	20,100
Total Water Supply	<b>1,083,833</b>	<b>1,749,576</b>	<b>1,057,900</b>	<b>787,900</b>	<b>912,700</b>
Engineering					
Salaries & Benefits	323,952	340,166	341,241	348,600	393,300
Professional Services	4,091	48,489	10,859	135,000	42,500
Maintenance and Repair	907	2,317	2,433	1,800	3,000
Materials and Supplies	2,375	1,083	1,295	2,600	6,200
Other Expenses	15,688	4,893	3,706	4,200	12,300
Total Engineering	<b>347,013</b>	<b>396,948</b>	<b>359,535</b>	<b>492,200</b>	<b>457,300</b>
Water Efficiency					
Salaries & Benefits	-	-	-	34,400	36,900
Professional Services	600	250	500	5,100	7,000
Maintenance and Repair	11,548	15,179	12,425	17,000	17,000
Materials and Supplies	32	-	-	100	600
Other Expenses	3,376	3,829	3,825	100	4,700
Total Water Efficiency	<b>15,556</b>	<b>19,259</b>	<b>16,750</b>	<b>56,700</b>	<b>66,200</b>
Non-Departmental					
Debt Service - Principal	906,167	675,929	698,450	730,700	762,900
Debt Service - Interest	917,950	893,979	868,865	896,200	776,100
Addl. Pymt. Towards Unfunded Pension Liability	1,175,000	-	-	86,000	88,000
Other	1,903	1,474	1,441	1,500	1,500
Total Non-Departmental	<b>3,001,020</b>	<b>1,571,381</b>	<b>1,568,756</b>	<b>1,714,400</b>	<b>1,628,500</b>
<b>Total Expenses</b>	<b>\$ 9,205,723</b>	<b>\$ 8,821,298</b>	<b>\$ 8,257,201</b>	<b>\$ 8,587,700</b>	<b>\$ 9,040,200</b>
<b>Transfers (To)/From:</b>					
Capital Outlay Fund for Pension Liability Payment	-	-	-	-	-
Year End Transfer (To)/From Capital Outlay Fund	(1633,841)	(5,186,325)	(3,244,465)	(2,778,900)	(1,809,700)
<b>Est. Ending Available Reserves</b>	<b>\$ 2,390,365</b>	<b>\$ 1,784,360</b>	<b>\$ 1,733,755</b>	<b>\$ 1,723,255</b>	<b>\$ 1,808,055</b>

# San Juan Water District

## Fiscal Year 2021-22 Budget

### Retail Operating Fund

The Retail Operating Fund is used to account for the operating revenues and expenses of the retail service area. This includes the payment to the wholesale fund for the cost of treated water, as well as the distribution of the treated water to all customers in the District's retail service area, including related administrative support. This fund holds and is used to report on all retail operating reserves. Details on projects funded for the year can be found in the District's Operations Plan, located on page 65.

### FISCAL YEAR 2021-22 BUDGET

		<u>Retail Operations</u>
<b>Est. Beginning Available Reserves July 1, 2021</b>		<b>\$ 2,467,141</b>
Revenues		
Water Sales		13,816,000
Other Revenues		620,700
<b>Total Revenues</b>		<b><u>\$ 14,436,700</u></b>
Expenses		
Salaries & Benefits		5,406,500
Treated Water		3,360,700
Other Expenses		3,817,500
Debt Service - Interest		480,300
Debt Service - Principal		422,100
<b>Total Expenses</b>		<b><u>\$ 13,487,100</u></b>
Net Income		<u><u>\$ 949,600</u></u>
Transfer In/(Out)		(707,800)
<b>Est. Ending Available Reserves June 30, 2022</b>		<b><u>\$ 2,708,941</u></b>

# San Juan Water District

Fiscal Year 2021-22 Budget

## RETAIL OPERATING FUND SUMMARY

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21 Estimated	FY 2021-22 Budget
<b>Est. Beginning Available Reserves</b>	\$ 3,160,923	\$ 1,973,484	\$ 2,358,680	\$ 2,525,341	\$ 2,467,141
Revenues					
Water Sales	10,922,285	11,405,735	12,716,838	13,644,400	13,816,000
Other Revenues	420,874	521,986	635,438	578,700	620,700
Total Revenues	\$ 11,343,159	\$ 11,927,721	\$ 13,352,276	\$ 14,223,100	\$ 14,436,700
Expenses					
<b>Administration and General</b>					
Salaries & Benefits	\$ 988,595	\$ 1,039,897	\$ 1,105,749	\$ 1,203,500	\$ 1,238,500
Professional Services	162,958	278,762	179,110	277,300	194,200
Maintenance and Repair	99,790	10,624	10,962	7,500	9,100
Materials and Supplies	11,193	30,943	66,296	22,900	16,100
Other Expenses	165,222	223,311	276,858	305,000	334,900
Total Administration and General	1,427,757	1,583,536	1,638,974	1,816,200	1,792,800
<b>Distribution System</b>					
Salaries & Benefits	2,191,941	2,423,557	2,410,049	2,491,300	2,625,900
Professional Services	49,471	88,195	109,821	220,200	132,000
Maintenance and Repair	432,393	391,218	357,439	798,300	1,265,000
Materials and Supplies	199,884	350,814	365,388	403,700	725,300
Other Expenses	367,126	397,977	428,572	536,700	608,300
Total Distribution System	3,240,815	3,651,761	3,671,270	4,450,200	5,356,500
<b>Water Supply</b>					
Purchase Water from Wholesale	3,336,366	3,027,505	3,100,315	3,273,800	3,360,700
Total Water Supply	3,336,366	3,027,505	3,100,315	3,273,800	3,360,700
<b>Engineering</b>					
Salaries & Benefits	332,954	378,133	389,268	385,000	424,600
Professional Services	11,253	75,246	9,379	60,000	162,500
Maintenance and Repair	907	2,402	2,824	2,000	3,400
Materials and Supplies	9,212	1,455	1,563	2,700	6,200
Other Expenses	5,773	6,358	8,338	55,200	18,300
Total Engineering	360,099	463,594	411,372	504,900	616,000
<b>Water Efficiency</b>					
Salaries & Benefits	331,014	373,540	390,022	410,700	447,000
Professional Services	458	7,981	2,500	29,000	47,000
Maintenance and Repair	139	1,779	1,515	1,500	2,000
Materials and Supplies	6,773	1,570	1,494	3,100	6,600
Other Expenses	41,169	37,637	40,347	45,900	59,000
Total Water Efficiency	379,554	422,506	435,878	490,200	561,600
<b>Customer Service</b>					
Salaries & Benefits	416,338	464,958	559,789	532,700	558,500
Professional Services	153,176	105,723	67,918	78,500	30,100
Maintenance and Repair	4,751	4,178	2,851	7,000	5,600
Materials and Supplies	34,384	30,214	30,852	33,500	34,200
Other Expenses	68,142	90,057	112,190	130,000	156,200
Total Customer Service	676,790	695,131	773,601	781,700	784,600
<b>Non-Departmental</b>					
Debt Service - Principal	503,834	374,072	386,550	404,300	422,100
Debt Service - Interest	545,299	531,093	483,747	498,600	480,300
Addl. Pymt. Towards Unfunded Pension Liability	1,670,064	-	-	114,000	112,000
Other	(32,608)	(31,949)	1,441	1,500	1,500
Total Non-Departmental	2,686,588	873,215	871,737	1,018,400	1,015,900
<b>Total Expenses</b>	\$ 12,107,970	\$ 10,717,248	\$ 10,903,147	\$ 12,335,400	\$ 13,487,100
<b>Transfers (To)/From:</b>					
Establish Capital Reserve Fund	-	-	-	-	-
Capital Outlay Fund for Pension Liability Payment	-	-	-	-	-
Year End Transfer (To)/From Capital Outlay Fund	(422,628)	(825,277)	(2,282,468)	(1,945,900)	(707,800)
<b>Est. Ending Available Reserves</b>	\$ 1,973,484	\$ 2,358,680	\$ 2,525,341	\$ 2,467,141	\$ 2,708,941

# **San Juan Water District**

Fiscal Year 2021-22 Budget

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# San Juan Water District

## Fiscal Year 2021-22 Budget

### Wholesale Capital Outlay Fund

This fund was created in FY 2015-16 to receive and separately account for revenues that are designated by the Board of Directors to be utilized solely for wholesale capital expenditures and to account for the acquisition of wholesale capital assets, including large scale maintenance of capital assets and improvements made to such assets. Capital reserves were transferred out of operating into this new fund upon fund creation. This fund now holds and is used to report on all wholesale capital reserves. Details on the capital projects can be found on page 50.

### FISCAL YEAR 2021-22 BUDGET

#### Wholesale Capital Outlay

<b>Est. Beginning Available Reserves July 1, 2021</b>	<b>\$</b>	<b>15,503,133</b>
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#### Revenues

Capital Contributions	-
Taxes & Assessments	1,248,000
Connection Fees	75,000
Other Revenues	150,000
Proceeds from Issuance of Debt	<u>13,820,600</u>
<b>Total Revenues</b>	<b>\$ 15,293,600</b>

#### Expenses

Capital Improvement Projects	21,942,000
Professional Services	<u>343,200</u>
<b>Total Expenses</b>	<b>\$ 22,285,200</b>

<b>Net Income</b>	<b>\$ (6,991,600)</b>
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<b>Transfer In/(Out)</b>	<b>1,809,700</b>
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<b>Est. Ending Available Reserves June 30, 2022</b>	<b>\$ 10,321,233</b>
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# San Juan Water District

Fiscal Year 2021-22 Budget

## WHOLESALE CAPITAL OUTLAY FUND SUMMARY

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21 Estimated	FY 2021-22 Budget
<b>Est. Beginning Available Reserves</b>	<b>\$ 6,708,354</b>	<b>\$ 10,012,861</b>	<b>\$ 16,168,310</b>	<b>\$ 16,890,133</b>	<b>\$ 15,503,133</b>
<b>Revenues</b>					
Taxes & Assessments	1,061,598	1,118,187	1,164,350	1,223,400	1,248,000
Capital Contributions	950,048	2,601,290	232,052	68,600	-
Rebates	-	-	-	-	-
Connection Fees	152,351	124,971	61,216	127,500	75,000
Other Revenues	46,021	272,000	419,417	166,800	150,000
Proceeds from Issuance of Debt	-	-	-	-	13,820,600
<b>Total Revenues</b>	<b>\$ 2,210,018</b>	<b>\$ 4,116,448</b>	<b>\$ 1,877,035</b>	<b>\$ 1,586,300</b>	<b>\$ 15,293,600</b>
<b>Expenses</b>					
Water Treatment Plant Improvements	\$ 228,980	\$ 49,872	\$ 3,083,166	\$ 2,910,800	\$ 25,000
Reservoirs & Improvements	35,932	67,719	711,141	2,554,000	21,317,000
Land Improvements	-	10,674	19,370	35,000	275,000
Equipment and Furniture	25,802	38,229	44,433	32,800	70,000
Professional Services	-	-	-	25,000	343,200
Vehicles	-	-	-	120,600	-
Land Acquisition	-	-	-	50,000	-
Buildings & Improvements	-	10,734	1,912	8,800	225,000
Mains/Pipelines & Improvements	7,306	2,922,588	104,246	-	-
Software	19,677	53,125	66,180	11,500	30,000
Maintenance	245,132	32,701	369,229	3,700	-
Contributions to Others	(23,477)	(38,318)	-	-	-
<b>Total Expenses</b>	<b>\$ 539,352</b>	<b>\$ 3,147,324</b>	<b>\$ 4,399,677</b>	<b>\$ 5,752,200</b>	<b>\$ 22,285,200</b>
<b>Net Income</b>	<b>\$ 1,670,666</b>	<b>\$ 969,124</b>	<b>\$ (2,522,642)</b>	<b>\$ (4,165,900)</b>	<b>\$ (6,991,600)</b>
Transfer In	1,633,841	5,186,325	3,244,465	2,778,900	1,809,700
Transfer Out	-	-	-	-	-
<b>Est. Ending Available Reserves</b>	<b>\$ 10,012,861</b>	<b>\$ 16,168,310</b>	<b>\$ 16,890,133</b>	<b>\$ 15,503,133</b>	<b>\$ 10,321,233</b>

# San Juan Water District

## Fiscal Year 2021-22 Budget

### WHOLESALE CAPITAL PROJECTS FY 2021-22

#### Reservoirs and Improvements

##### Hinkle Reservoir Cover and Liner Replacement

Project Status:	In progress	Estimated Spending FY 2020-21 & Prior:	\$ 3,242,100
Start Date:	FY 2018-19	Budgeted Spending FY 2021-22:	\$21,089,000
Estimated Completion:	FY 2021-22	Total Project Cost:	\$24,331,100

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

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

Project Status:	In progress	Estimated Spending FY 2020-21 & Prior:	\$ 65,848
Start Date:	FY 2019-20	Budgeted Spending FY 2021-22:	\$ 228,000
Estimated Completion:	FY 2021-22	Total Project Cost:	\$ 293,848

The Hinkle Reservoir will be removed from service in FY 2021-22 in order to replace the cover and liner. The District is installing temporary storage tanks to buffer the difference between plant production and customer demand. The tanks will hold much less water than the reservoir. As such there will be an increased need to handle overflow of the tanks. Because the existing channel is unlined, the force of the overflow would likely cause disruptive erosion to the overflow channel. This project will line the channel to minimize environmental disruption.

#### Professional Services

##### Wholesale Master Plan Update

Project Status:	In progress	Estimated Spending FY 2020-21 & Prior:	\$ 25,000
Start Date:	FY 2020-21	Budgeted Spending FY 2021-22:	\$ 273,200
Estimated Completion:	FY 2021-22	Total Project Cost:	\$ 298,200

The Wholesale Master Plan seeks to assess the District's treatment, storage and transmission needs based on analysis of foreseeable water demand, normal operations, facility condition and any additional required facilities. The District last completed a master plan in 2007.

##### SCADA Cyber Security Study

Project Status:	Planned	Estimated Spending FY 2020-21 & Prior:	\$ -
Start Date:	FY 2021-22	Budgeted Spending FY 2021-22:	\$ 70,000
Estimated Completion:	FY 2021-22	Total Project Cost:	\$ 70,000

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

# San Juan Water District

## Fiscal Year 2021-22 Budget

logic controller...computers that control the machinery. The server send plc signals that interprets and turns pumps off or on or opens and closes valves.

### Land Improvements

#### Solar Site Access Culvert Replacement

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ 57,700
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2021-22:</b>	\$ 275,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 332,700

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

### Buildings and Improvements

#### Electrical Service Upgrade at Administration Building

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2019-20 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2020-21:</b>	\$ 225,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 225,000

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

### Equipment and Furniture

#### Wholesale Meter Communication Radios

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2019-20 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2020-21:</b>	\$ 70,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 70,000

The District's wholesale distribution system has meters to measure the amount of water delivered to each wholesale customer agency. Each meter has a remote radio that communicates flow and pressure to the District's SCADA system. The existing radios have proved unreliable. This project replaces those radios with ones that operate on a smaller bandwidth, which will improve their reliability.

# San Juan Water District

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### Software

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

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 20,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 20,000

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

#### Tyler Content Management and Output Director

<b>Project Status:</b>	Under Consideration	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 10,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 10,000

The District uses a software called Tyler Technologies for its financial and utility billing processes. The purchase of this module would enhance reporting capabilities and functionality of the system. The specific benefits are currently under analysis and will determine the decision to purchase or not. While it ultimately may not be purchased it is being included in the budget to provide funding in case it is deemed advantageous to operations.

### Water Treatment Plant Improvements

#### Lime Tower Coating

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ 24,108
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2021-22:</b>	\$ 25,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Projected Future Spending FY 2022-23:</b>	\$ 200,000
		<b>Total Project Cost:</b>	\$ 249,108

The lime tower stores and distributes lime into the treated water as it leaves the treatment plant. Lime is used in the treatment process to manage pH levels in the distribution system. The small amount of lime in the treated drinking water protects the District's entire distribution system from untimely corrosion. The lime tower is aged. The District commissioned a study in FY 2019-20 to determine its rehabilitation needs. The study recommends re-doing the interior and exterior coating and installing additional anchor bolts. The design for this project will be done this year, and the re-coating and anchor installation will happen the following year.

**Retail Capital Outlay Fund**

This fund was created in FY 2015-16 to receive and separately account for revenues that are designated by the Board of Directors to be utilized solely for retail capital expenditures and to account for the acquisition of retail capital assets, including large scale maintenance of capital assets and improvements made to such assets. Capital reserves were transferred out of operating into this new fund upon fund creation. This fund now holds and is used to report on all retail capital reserves. Details on the projects can be found on page 55.

**FISCAL YEAR 2021-22 BUDGET****Retail Capital Outlay**

<b>Est. Beginning Available Reserves July 1, 2021</b>	<b>\$ 11,099,351</b>
<b>Revenues</b>	
Taxes & Assessments	1,248,000
Connection Fees	50,000
Other Revenues	83,200
Proceeds from Issuance of Debt	4,000,000
<b>Total Revenues</b>	<b>\$ 5,381,200</b>
<b>Expenses</b>	
Capital Improvement Projects	9,952,800
Professional Services	-
<b>Total Expenses</b>	<b>\$ 9,952,800</b>
<b>Net Income</b>	<b>\$ (4,571,600)</b>
Transfer In/(Out)	707,800
<b>Est. Ending Available Reserves June 30, 2022</b>	<b>\$ 7,235,551</b>

# San Juan Water District

## Fiscal Year 2021-22 Budget

### RETAIL CAPITAL OUTLAY FUND SUMMARY

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21 Estimate	FY 2021-22 Budget
<b>Est. Beginning Available Reserves</b>	\$ 6,444,253	\$ 6,921,927	\$ 5,419,940	\$ 8,027,851	\$ 11,099,351
Revenues					
Taxes & Assessments	1,061,598	1,118,187	1,164,350	1,223,400	1,248,000
Connection Fees	245,318	82,549	319,577	1,004,400	50,000
Other Revenues	50,650	161,996	157,483	119,700	83,200
Proceeds from Debt Issuance	-	-	-	-	4,000,000
<b>Total Revenues</b>	<b>\$ 1,357,565</b>	<b>\$ 1,362,732</b>	<b>\$ 1,641,411</b>	<b>\$ 2,347,500</b>	<b>\$ 5,381,200</b>
Expenses					
Mains/Pipelines & Improvements	\$ 705,085	\$ 3,004,752	\$ 382,645	\$ 362,500	\$ 5,834,900
Professional Services	897	-	253,120	26,600	-
Pump Stations & Improvements	346,549	194,811	359,840	508,200	2,331,900
Software	107,995	159,375	197,969	34,800	10,000
Buildings & Improvements	933	271,185	1,912	-	705,000
Equipment and Furniture	24,684	59,872	55,541	8,000	103,000
Land Improvements	8,086	-	10,638	-	-
Reservoirs & Improvements	-	-	5,267	-	795,000
Vehicles	64,789	-	49,036	281,800	173,000
Maintenance	43,502	-	-	-	-
<b>Total Expenses</b>	<b>\$ 1,302,520</b>	<b>\$ 3,689,996</b>	<b>\$ 1,315,967</b>	<b>\$ 1,221,900</b>	<b>\$ 9,952,800</b>
Net Income	\$ 55,045	\$ (2,327,264)	\$ 325,443	\$ 1,125,600	\$ (4,571,600)
Transfer In	422,628	825,277	2,282,468	1,945,900	707,800
Transfer Out	-	-	-	-	-
<b>Est. Ending Available Reserves</b>	<b>\$ 6,921,926</b>	<b>\$ 5,419,940</b>	<b>\$ 8,027,851</b>	<b>\$ 11,099,351</b>	<b>\$ 7,235,551</b>

## RETAIL CAPITAL PROJECTS FY 2021-22

*Mains/Pipelines and Improvements***Replace Steel Transmission Line in Eureka Road from Barton to Auburn Folsom Road**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 4,000,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 2,951,000

This project will replace 3,925 linear feet of aged steel transmission pipeline in Eureka Road from Barton Road to Auburn Folsom Road. This aged pipeline replacement will ensure system redundancy by improving the backbone intertie between the Bacon and Lower Granite Bay Zones, allowing either zone to supply the other in the event of a pump station loss. The design and construction will be completed in FY 20-21. In order to reduce paving costs, and cause the least disruption to traffic, the project will be completed in conjunction with a road widening and resurfacing project being undertaken at the same location by Placer County. Therefore, the timing of the construction will be driven by Placer County. Due to the high cost of the project the District is seeking financing for the project from the State of California Drinking Water Revolving Loan fund at a below market interest rate.

**Install 12" Distribution Line in Cavitt Stallman between Mystery Creek and Oak Pines with a Pressure Reducing Station**

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ 46,472
<b>Start Date:</b>	FY 2017-18	<b>Budgeted Spending FY 2021-22:</b>	\$ 413,400
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 459,872

This project includes the installation of approximately 360 linear feet of water main in Cavitt Stallman Road between Mystery Creek and Oak Pines, and includes the installation of a pressure reducing station. This project will eliminate two dead ends in the distribution system that require regular flushing to maintain water quality. The elimination of the two dead-ends will reduce operating costs as they will no longer require regular flushing. This installation of the pressure reducing station will provide system redundancy between the Bacon and Lower Granite Bay pressure zones. The design was started in FY 2019-20, and construction is scheduled to be completed in FY 2021-22.

**Kokila SJWD-PCWA Intertie**

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ 14,656
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2020-21:</b>	\$ 331,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 345,656

This project will construct an intertie between the District's water distribution system and the Placer County Water Agency. The intertie will provide the District with the ability to receive up to 2 million gallons per day from the Placer County Water Agency, when and if needed. Major components of the project include approximately 975 linear feet of 12-inch diameter ductile iron pipe, a pressure reducing control valve station, a 12-inch flowmeter, and other ancillaries. The project is partially funded with federal grant.

# San Juan Water District

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

#### Service Replacements on Woodminster Circle

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2020-21	<b>Budgeted Spending FY 2021-22:</b>	\$ 266,000
<b>Estimated Completion:</b>	FY 2020-21	<b>Total Project Cost:</b>	\$ 266,000

This project involves replacing 18 residential services and 2 commercial services on Woodminster Circle. A "service" is a pipeline, typically 1-inch to 1.5 inch, which runs from the distribution main to each residence or business. Replacing a service includes replacement of the 1-inch or 1.5-inch service line from the water main to the meter, as well as replacement of the brass saddle and other ancillaries that connect the service line to the water main. The District has repaired many leaks in this area and concluded that they are due to aged service connections.

#### Wharf Hydrant Replacements

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 218,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 218,000

The District is systematically replacing both aged and wharf style fire hydrants. Wharf style hydrants have less water capacity and are more likely to break than a standard hydrant. The District has approximately 100 wharf style hydrants in its distribution system. This replaces 10 of them.

#### Replace 8 Services on Margo Drive

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 180,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 180,000

This project involves replacing 8 residential services on Margo Drive. A "service" is a pipeline, typically 1-inch to 1.5 inch, which runs from the distribution main to each residence or business. Replacing a service includes replacement of the 1-inch or 1.5-inch service line from the water main to the meter, as well as the brass saddle and other ancillaries that connect the service line to the water main. The District has repaired many leaks in this area and concluded that they are due to aged service connections.

#### 6-Inch Main Extension Replacement 7975 - 8005 Auburn Folsom Road

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ 43,925
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2021-22:</b>	\$ 161,500
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 205,425

During a service line replacement project, it was discovered that material of the main is failing and in need of replacement. This project replaces approximately 250 linear feet of 6-inch water main on Auburn Folsom Road approximately between addresses 7975 to 8005 and includes replacement of all services coming off the line. Replacing a service includes replacement of the 1 or 1.5 inch pipe from the water main to the customer's meter, and replacement of the brass saddled and other ancillaries that connect the service line to the water main.

**Mains/Pipelines and Improvements (con't)****Fire Hydrant Replacements**

<b>Project Status:</b>	In-Progress	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	Ongoing	<b>Budgeted Spending FY 2020-21:</b>	\$ 140,000
<b>Estimated Completion:</b>	Ongoing	<b>Total Project Cost:</b>	\$ 140,000

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

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

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	Unknown	<b>Budgeted Spending FY 2021-22:</b>	\$ 75,000
<b>Estimated Completion:</b>	Unknown	<b>Total Project Cost:</b>	\$ 75,000

This project involves the replacement of approximately 100-LF of previously existing 6-inch pipe with new 8-inch pipe. In June of 2015 Placer County requested that the District remove the old water main running under the existing storm drainage channel to facilitate removal of the old North Glen Pedestrian Bridge. When the bridge washed out in 2015 the 6-inch pipeline was damaged. The District's only option at that time was to cut and remove the damaged section of pipe and then cap the water main on opposite sides of the drainage channel at this location. The County has plans to replace the bridge, and at that time the District can replace the currently disconnected pipeline. This project will involve designing the replacement water main that will be installed under the new bridge on the downstream side. Construction timing is dependent upon the County's project schedule, but the District needs to be ready to move forward concurrently with the County's project. This will be a joint project with Placer County, and the County has agreed to allow the District to install the replacement pipeline on or under the County's bridge which will result in a lower cost than replacing the pipeline under the drainage channel.

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

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 50,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 50,000

This project involves the installation of approximately 50 to 100 linear feet of 8-inch pipe to extend the existing southerly section of the Eckerman pipeline into the new piping that will be installed with the construction of "The Park" Subdivision. The costs are to be reimbursed by the developer of The Park subdivision project. This connection into The Park subdivision is needed to provide adequate supply for fire flow, and to facilitate source of supply redundancy.

**Pump Stations and Improvements****Bacon Pump Station Generator Replacement(s)**

<b>Project Status:</b>	In Progress	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ 53,400
<b>Start Date:</b>	FY 2020-21	<b>Budgeted Spending FY 2021-22:</b>	\$ 1,733,600
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 1,787,000

The generators at the Bacon Pump Station have reached the end of their life cycle. With PG&E power outages increasing to reduce fire risk, it is critical that the District maintain generators in good working order. This project will replace the existing configuration with one new generator. The State of California recently enacted new air quality control standards which will increase the cost of this project by 500,000

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

#### Upper Granite Bay Pump Station Generator Replacement

<b>Project Status:</b>	In Progress	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ 26,600
<b>Start Date:</b>	FY 2020-21	<b>Budgeted Spending FY 2021-22:</b>	\$ 393,400
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 420,000

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

#### Sierra Pump Station – Replace and Relocate VFD's #1 and #4

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 70,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 70,000

Variable frequency drives (VFD's) are used in an electro-mechanical system to adjust the speed and torque output of an electric motor. The VFD drives an electric motor, in this case the pump motor, by varying the frequency and voltage supplied to the electric motor. In the case of the District's pump stations VFD's are used to drive pump motors at the appropriate speed to match the water demand. Use of VFD's in the District's pump stations reduces electricity costs and reduces wear and tear on the pumps, which increases their reliability and life. This project will replace two aged VFD's, which have previously been housed in a non-air conditioned environment. On hot days the District would have to utilize portable AC units to keep the equipment cool. This project will locate the new VFD's into an air conditioned environment which will reduce operating costs and improve efficiency.

#### Douglas Booster Pump Station Electrical Improvements

<b>Project Status:</b>	In progress	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ 24,924
<b>Start Date:</b>	FY 2019-20	<b>Budgeted Spending FY 2021-22:</b>	\$ 54,900
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 79,824

The Douglas Booster Pump Station provides back-up to the Upper and Lower Granite Bay Pump Stations. This project will upgrade the aged electrical and mechanical systems for the Douglas Booster Pump Station to bring it up to current code, add safety, and provide improved operational efficiency. It will include either one or two variable frequency drives, depending upon the configuration of the pump(s). Variable frequency drives reduce electricity costs and reduce wear and tear on the pumps, which increases their reliability and life.

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

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 50,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 50,000

This project will replace the motors on pumps #3 and #4 with new 200 horsepower inverter rated motors. The existing motors are aged and in need of replacement to ensure reliability and reduce future maintenance and repair costs.

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

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 30,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 30,000

This project will replace 4 pumps that have aged and are in need of replacement to ensure continued reliability and reduce future maintenance and repair costs.

***Reservoirs and Improvements*****Kokila Reservoir Replacement**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 795,000
<b>Estimated Completion:</b>	FY 2022-23	<b>Projected Future Spending FY 2022-23:</b>	\$ 6,674,000
		<b>Total Project Cost:</b>	\$ 7,469,000

Kokila Reservoir is a 4.56 million gallon earthen reservoir which is lined and covered with Hypalon, a flexible membrane material used to protect the water from contamination. The reservoir serves as an operational and emergency storage facility at a high elevation point within the distribution system. The cover and liner were installed in 1984 and were expected to last 25 years. Proper maintenance has extended its life an additional 10 years. The reservoir is now in need of replacement. The District intends to replace the Hypalon cover and liner with a new partially buried concrete tank. This project will be financed with a low interest rate loan from the State of California's Drinking Water Revolving Loan Fund. The District intends to commence the design phase in FY 2021-22 and complete construction in FY 2022-23.

***Buildings and Improvements*****Parts Shelter for Field Services**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 480,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 480,000

The District's parts shelter was torn down in 2018. It was structurally unsound and it was determined more cost effective to replace rather than improve the existing structure. The District has been without a parts shelter for 3 years. Pipe and other materials need to be shaded from sunlight in order to prevent accelerated degradation. This project will construct a 3-sided parts steel parts shelter (40'x120') to store pipe, valves and other parts.

**Electrical Service Upgrade at Administration Building**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 225,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 225,000

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

***Vehicles*****Replace Field Services Vehicle #19 2012 F-150 SuperCab**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-21	<b>Budgeted Spending FY 2021-22:</b>	\$ 45,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 45,000

At 9 years old, this vehicle has over 125,000 miles on it and is becoming increasingly unreliable. When vehicles break down it disrupts the team's ability to perform their daily tasks. The District has spent approximately \$7,000 over last three years on repairs and maintenance. Repairs have included replacing the water pump, thermostat, ignition switch and solenoid.

# San Juan Water District

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### Vehicles (con't)

#### Replace Vehicle #23 Engineering 2008 F-150 SuperCrew

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-21	<b>Budgeted Spending FY 2021-22:</b>	\$ 45,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 45,000

This 13 year old vehicle has relatively low mileage (under 40,000). It is in need of certain repairs, such as a new steering wheel. This vehicle has been very reliable, but given its age it may be prudent to replace it before it starts breaking down. This vehicle is used by the Engineering Manager, Senior Engineer, Engineering Technician, and occasionally the Operations Manager. Vehicle reliability is important, as break-downs impair staffs ability to perform their daily tasks.

#### Replace Vehicle #16 Water Efficiency 2010 Chevy Colorado

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-21	<b>Budgeted Spending FY 2021-22:</b>	\$ 38,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 38,000

This 11 year old vehicle has 75,387 miles. The battery has been replaced twice and the thermostat failed in November 2018. Given its age and maintenance record the vehicle should be replaced to ensure continued reliability.

#### Replace Vehicle #13 Customer Service 2010 Chevy Colorado

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-21	<b>Budgeted Spending FY 2021-22:</b>	\$ 38,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 38,000

This 11 year old vehicle has over 117,900 miles. Vehicle reliability is important as break-downs impair staffs ability to perform their daily tasks. This vehicle required repairs to its air conditioning system and its left front turn signal this past year. The condition of the interior is poor and required repairs last year, as well as a new battery. Given its age, mileage and condition this vehicle should be replaced to ensure reliability going forward.

#### Replace Field Services 1998 Mud Trailer

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-21	<b>Budgeted Spending FY 2021-22:</b>	\$ 7,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 7,000

This trailer is used by the Field Services department to haul fill dirt and other equipment to job sites. At 23 years old it has a lot of wear and tear and is in need of replacement.

### Equipment and Furniture

#### SCADA Cellular Improvements

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 68,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 68,000

The District has been struggling with the reliability of its SCADA communications. After completing a SCADA master plan it was concluded that the solution is a mix of radios, at a lower frequency, and cellular communication. This solution will improve reliability and quality of the system. This project will put cellular communication at multiple sites in the retail service area.

***Equipment and Furniture (con't)*****Field Services Building – Sewer Lift Station – Tie In to SCADA**

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

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

**Purchase 2 Hand Held Meter Readers**

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

The District utilizes hand held meter reads to collect meter data from its retail customers. The customer service hand held meter reader is used daily to read customer meters. The Water Efficiency uses one as does the Field Services department. Both the hand held readers for Customer Service and Water Efficiency are in need of replacement. Due to the age of the equipment the readers are experiencing inefficient delays in uploading data.

**Purchase Asbestos-Cement Pipe Cutters**

<b>Project Status:</b>	Planned	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 8,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 8,000

The Field Services is in need of a specialized tool for cutting asbestos pipe. This will provide funding for one specialized pipe cutter.

***Software*****Tyler Content Management and Output Director**

<b>Project Status:</b>	Under Consideration	<b>Estimated Spending FY 2020-21 &amp; Prior:</b>	\$ -
<b>Start Date:</b>	FY 2021-22	<b>Budgeted Spending FY 2021-22:</b>	\$ 10,000
<b>Estimated Completion:</b>	FY 2021-22	<b>Total Project Cost:</b>	\$ 10,000

The District uses a software called Tyler Technologies for its financial and utility billing processes. The purchase of this module would enhance reporting capabilities and functionality of the system. The specific benefits are currently under analysis and will determine the decision to purchase or not. While it ultimately may not be purchased it is being included in the budget to provide funding in case it is deemed advantageous to operations.

# **San Juan Water District**

Fiscal Year 2021-22 Budget

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# OPERATIONS PLAN

# **San Juan Water District**

Fiscal Year 2021-22 Budget

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## FOREWORD

The following tables compose the Operations Plan for the San Juan Water District for Fiscal Year 2021-22. It defines the major actions that we plan to undertake during this coming fiscal year, to achieve the goals and strategic objectives laid out in the District's Strategic Plan. The Strategic Plan encompasses our mission, vision and values, and outlines the goals and objectives that we will pursue to meet our mission and achieve our vision. The Strategic Plan incorporates the principles of fiscal responsibility, customer service and operational excellence.

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

# San Juan Water District

Fiscal Year 2021-22 Budget

## ADMINISTRATION/WATER RESOURCES/IT

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Water Quality Control Plan – represent District interests and collaborate with regional and statewide partners to ensure the WQCP is reasonable and achievable.	A	5	Ongoing
Delta conveyance – engage as necessary to protect District interests as new project developed, permits sought.	A	5	Ongoing
Represent the District's interests in the implementation of groundwater banking and in the expansion of the regional groundwater bank	A	1, 2, 4	6/2022
Monitor and respond to regulatory proposals from the SWRCB and DWR in the "Making Conservation a Way of Life" program (water loss regulations, indoor and outdoor efficiency standards, reporting, etc.); collaborate with ACWA, RWA and others around the state to ensure regulations are reasonable	A C D	1,5 2 5	Ongoing
Develop an agreement with PCWA to provide treatment and conveyance capacity for their West County water supply needs.	A	5	Subject to PCWA timeline
Represent the District's interests in the preparation and completion of the Sacramento Groundwater Authority's Groundwater Sustainability Plan	A	5	12/2021
If conditions warrant and allow, complete actions necessary to implement a groundwater substitution and/or conserved water transfer	A	5	6/2022
Prepare annual water rights reports to SWRCB and submit estimated schedule of deliveries of PCWA and CVP supplies to Reclamation	A	All	Post-14 > 4/2021 Pre-14 > 7/2021 Reclamation > 3/2021
Provide Monthly summary reports to Reclamation showing usage of water rights, PCWA, and CVP supplies, as well as treatment of SSWD's PCWA deliveries	A	All	The 10 <sup>th</sup> of the following month
2 <sup>nd</sup> Annual SJWD Employee Kids Day	E	3	8/2022
Complete Board Policy Updates	C	1	12/2021
Facilitate Records Inventory Process	C	1	6/2022

## CUSTOMER SERVICE

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Cross train customer service staff to be proficient in customer service related functions to build redundancy to accommodate vacations, illnesses and staff turnover	C	3	6/2022
Work with Field Service and Water Efficiency staff to diagnose customer meter problems and repair promptly	C	2,3	6/2022

## DISTRIBUTION (Field Services)

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Complete the 2021 CO-OP Maintenance Program: <ul style="list-style-type: none"> <li>Inspect and maintain all of the appurtenances on the Cooperative Transmission Mainlines.</li> <li>Exercise all mainline valves on the Cooperative Transmission Mainlines.</li> </ul>	B	2	6/2022
Complete the 2021 Cross Connection Control Program: <ul style="list-style-type: none"> <li>Test 100% of the District Backflows.</li> <li>Re-Test 100% of the failed backflows.</li> <li>Repair or replace all failed backflows.</li> </ul>	B	2	12/2021
Complete the 2021 Leak Detection Program: <ul style="list-style-type: none"> <li>Complete the next phase of the Districts Leak Detection Program.</li> <li>Repair all leaks found during the inspection in a timely manner.</li> </ul>	B	2	6/2022
Complete the 2021 Air/Vacuum Relief Valve Program <ul style="list-style-type: none"> <li>Inspect and maintain 160 ARVs.</li> <li>Upgrade 20-failed ARVs to the Districts standards.</li> </ul>	B	2	6/2022
Complete the 2021 Dead End Flushing Program: <ul style="list-style-type: none"> <li>Inspect, maintain, and flush all of the Districts 501 dead end sites.</li> <li>Repair or replace all broken blow off valves.</li> </ul>	B	2	6/2022
Complete the 2021 Valve Exercise Program: <ul style="list-style-type: none"> <li>Inspect, maintain, and exercise 1,000 mainline valves.</li> <li>Repair or replace all broken mainline valves.</li> </ul>	B	2	6/2022
Complete the 2021 Hydrant Maintenance Program: <ul style="list-style-type: none"> <li>Inspect, maintain, and exercise 300 fire hydrants.</li> <li>Repair or upgrade all broken fire hydrants.</li> </ul>	B	2	6/2022
Implement the new District Meter Replacement and Testing Program: <ul style="list-style-type: none"> <li>Test and replace or repair as needed all large meters (3" and above).</li> <li>Test and replace or repair as needed 27 intermediate meters (1.5" to 2.5").</li> <li>Upgrade 515 residential meters (1" and below).</li> <li>Test 371 residential meters (1" and below).</li> <li>Install 2,100 Radio Read End Points</li> </ul>	B	2	6/2022

# San Juan Water District

## Fiscal Year 2021-22 Budget

### ENGINEERING SERVICES

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Complete construction of the Hinkle Reservoir Liner and Cover Replacement Project	B	3, 4	8/2022
Complete the SJWD/PCWA Intertie	B	3	12/2021
Complete an update of the Wholesale Master Plan	B	1	6/2022
Complete the design of the Kokila Reservoir/Tank Project	B	3	6/2022
Complete construction of the following pipeline and service replacement projects: <ul style="list-style-type: none"> <li>• Cavitt Stallman Pipeline Project</li> <li>• Auburn Folsom Pipeline Project</li> <li>• Woodminster Cir Services Replacement</li> <li>• Margo Dr Services Replacement</li> </ul>	B	3	6/2022
Complete construction of the Bacon and Upper Granite Bay Generator Replacement Project	B	3	6/2022
Complete construction of the Field Services Parts and Materials Shelter	B	3	6/2022

### FINANCE and HUMAN RESOURCES

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Complete funding agreement for State Revolving Loan Funds for Hinkle Reservoir Project	D	3 a.	8/2021
Complete funding agreement for State Revolving Loan Funds for Kokila Reservoir Project	D	3 a.	12/2021
Complete funding agreement for State Revolving Loan Funds for Eureka Road Transmission Pipeline Replacement Project	D	3 a.	12/2021
Refinance 2012 Refunding Bonds	D	3 a.	12/2021
Complete 5-Year Retail Financial Plan and Rate Study	D	1	8/2021
Commence 5-Year Wholesale Financial Plan and Rate Study	D	1	6/2022
Complete revisions to Treatment Plant Shift Operators MOU	E	1	9/2020
Conduct Compensation Study	E	3	6/2022

## WATER EFFICIENCY

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Rehabilitate outdated sections of the demonstration WEL (Water Efficient Landscape) Garden (wholesale)	C	2,7	6/2022
Provide 4 educational customer workshops (wholesale)	C	2,7	6/2022
Implement rebate incentive programs and provide on-site assistance to 100 customers to support State mandated water use reductions requirements	C	1,2,5	6/2022
Conduct a student art calendar contest to be distributed to all wholesale agencies	C	2,7	6/2022
Test and replace inoperable radio read units upon failure and send failed meter information to Field Services for replacement.	C	3,5	6/2022
Complete landscape area measurements for SWRCB conservation requirements	C	2	6/2022
Evaluate SWRCB variance process and submit any variance requests that would improve the District's aggregate water budget.	C	2	6/2022

## WATER TREATMENT

Task	Strategic Plan Goal	Strategic Plan Objective	Target Date
Complete Land Maintenance Project at Baldwin Reservoir to Reduce Fire Danger	B	2	6/2022
Integrate In-plant pumps into SCADA System	B	2	5/2022
Replace Wholesale Meter Network Switches	B	2	4/2022
Retrofit North Filter Lighting and Circuitry to Energy Efficient LED	B	2	12/2021

# **San Juan Water District**

Fiscal Year 2021-22 Budget

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## **SUPPLEMENTAL INFORMATION**

# **San Juan Water District**

Fiscal Year 2021-22 Budget

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**Transfers In and Transfers Out**

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

**Transfer In To:**

Wholesale Capital Fund	\$ 1,809,700
Retail Capital Fund	\$ 707,800

**Total Transfers In****\$ 2,517,500****Transfer Out From:**

Wholesale Operating Fund	\$ 1,809,700
Retail Operating Fund	\$ 707,800

**Total Transfers Out****\$ 2,517,500**

# San Juan Water District

Fiscal Year 2021-22 Budget

## Debt Service Schedules

### Refunding Revenue Bonds, Series 2012A Debt Service Schedule - Fiscal Year Basis

Fiscal Year	Principal		Interest		Total		Combined Debt Service
	Wholesale	Retail	Wholesale	Retail	Wholesale	Retail	
2022	359,696	195,305	265,373	144,090	625,068	339,394	964,463
2023	375,898	204,102	247,050	134,141	622,948	338,243	961,192
2024	395,341	214,659	231,145	125,505	626,486	340,164	966,650
2025	408,303	221,697	219,123	118,977	627,426	340,674	968,100
2026	421,265	228,735	202,762	110,094	624,027	338,829	962,856
2027	440,708	239,292	180,220	97,855	620,928	337,147	958,075
2028	463,392	251,609	156,587	85,022	619,979	336,631	956,609
2029	489,316	265,685	131,692	71,505	621,007	337,189	958,197
2030	511,999	278,001	105,507	57,287	617,506	335,288	952,794
2031	541,164	293,837	77,989	42,346	619,152	336,182	955,334
2032	570,328	309,672	48,940	26,573	619,268	336,245	955,513
2033	599,493	325,508	18,359	9,969	617,852	335,476	953,328
Outstanding	\$ 5,576,901	\$ 3,028,100	\$ 1,884,746	\$ 1,023,364	\$ 7,461,647	\$ 4,051,464	\$11,513,110
Paid 2012-2021	\$ 3,253,462	\$ 1,766,538	\$ 3,023,363	\$ 1,641,600	\$ 6,276,825	\$3,408,138	\$ 9,684,964
Total	\$ 8,830,363	\$ 4,794,638	\$ 4,908,110	\$ 2,664,965	\$13,738,472	\$7,459,602	\$21,198,074
	combined	\$13,625,000	combined	\$7,573,074			

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

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

# San Juan Water District

## Fiscal Year 2021-22 Budget

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### Labor Allocation

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

# San Juan Water District

Fiscal Year 2021-22 Budget

Dept.	Position Title	Budgeted	Budgeted in	#	Budgeted in Fiscal Year 2021-2022			
		in FY19-20	FY20-21	Budgeted	Wholesale Allocation	Retail Allocation	Wholesale FTE	Retail FTE
<b>Executive</b>	General Manager	1.00	1.00	1.00	90%	10%	0.90	0.10
	Water Resources Manager	1.00	1.00	1.00	90%	10%	0.90	0.10
	Information Technology Manager	1.00	1.00	1.00	50%	50%	0.50	0.50
	Board Secretary/Administrative Assistant	1.00	1.00	1.00	50%	50%	0.50	0.50
	Total Executive	4.00	4.00	4.00			2.80	1.20
<b>Finance and Administrative Services</b>	Director of Finance	1.00	1.00	1.00	50%	50%	0.50	0.50
	Finance and Administrative Services Analyst	1.00	1.00	1.00	50%	50%	0.50	0.50
	Accountant	1.00	1.00	1.00	50%	50%	0.50	0.50
	Purchasing Agent	1.00	1.00	1.00	50%	50%	0.50	0.50
	Accounting Technician II	1.00	1.00	1.00	50%	50%	0.50	0.50
	Total Finance and Administrative Services	5.00	5.00	5.00			2.50	2.50
<b>Customer Service</b>	Customer Service Manager	0.50	0.50	0.50	0%	100%	-	0.50
	Meter Technician	1.00	1.00	1.00	0%	100%	-	1.00
	Customer Service Technician I - III	3.00	3.00	3.00	0%	100%	-	3.00
	Total Customer Service	4.50	4.50	4.50			-	4.50
<b>Engineering Service</b>	Engineering Services Manager	1.00	1.00	1.00	50%	50%	0.50	0.50
	Associate/Senior Engineer	1.00	1.00	1.00	50%	50%	0.50	0.50
	Engineering Technician III	1.00	1.00	1.00	50%	50%	0.50	0.50
	Construction Inspector III	1.00	1.00	1.00	50%	50%	0.50	0.50
	Total Engineering Service	4.00	4.00	4.00			2.00	2.00
<b>Field Services (Distribution System)</b>	Operations Manager <sup>1</sup>	0.60	-	-	0%	100%	-	-
	Safety-Regulatory Compliance Coordinator <sup>1</sup>	0.50	-	-	0%	100%	-	-
	Field Services Manager	1.00	1.00	1.00	0%	100%	-	1.00
	Pump Station Lead	1.00	1.00	1.00	0%	100%	-	1.00
	Distribution Lead Worker	2.00	2.00	2.00	0%	100%	-	2.00
	Distribution Operator II - IV	7.00	7.00	7.00	0%	100%	-	7.00
	Pump Station Technician/Mechanic	1.00	1.00	1.00	0%	100%	-	1.00
	CMMS/GIS Coordinator <sup>1</sup>	0.75	-	-	0%	100%	-	-
	Utilities Coordinator	1.00	1.00	1.00	0%	100%	-	1.00
	Total Field Services (Distribution System)	14.85	13.00	13.00			-	13.00
<b>Operations</b>	Operations Manager <sup>1</sup>	-	1.00	1.00	40%	60%	0.40	0.60
	Safety-Regulatory Compliance Coordinator <sup>1</sup>	-	1.00	1.00	50%	50%	0.50	0.50
	CMMS/GIS Coordinator <sup>1</sup>	-	1.00	1.00	25%	75%	0.25	0.75
	Total Water Efficiency	-	3.00	3.00			1	1.85
<b>Water Efficiency</b>	Customer Service Manager	0.50	0.50	0.50	0%	100%	-	0.50
	Water Efficiency Lead	1.00	1.00	1.00	0%	100%	-	1.00
	Water Efficiency Technician I - II	2.00	2.00	2.00	0%	100%	-	2.00
	Total Water Efficiency	3.50	3.50	3.50			-	3.50
<b>Water Treatment Plant</b>	Operations Manager <sup>1</sup>	0.40	-	-	100%	0%	-	-
	Safety-Regulatory Compliance Coordinator <sup>1</sup>	0.50	-	-	100%	0%	-	-
	Water Treatment Plant Manager	1.00	1.00	1.00	100%	0%	1.00	-
	Maintenance Chief	1.00	1.00	1.00	100%	0%	1.00	-
	Chief Operator	1.00	1.00	1.00	100%	0%	1.00	-
	Water Treatment Plant Operator IV	2.00	2.00	2.00	100%	0%	2.00	-
	Water Treatment Plant Operator III	2.00	2.00	2.00	100%	0%	2.00	-
	Water Treatment Plant Operator II	1.00	1.00	1.00	100%	0%	1.00	-
	Electrical & Instrumentation Technician	1.00	1.00	1.00	70%	30%	0.70	0.30
	CMMS/GIS Coordinator <sup>1</sup>	0.25	-	-	100%	0%	-	-
	Facilities Maintenance Worker II	1.00	1.00	1.00	100%	0%	1.00	-
	Facilities Maintenance Help	1.00	1.00	1.00	100%	0%	1.00	-
	Total Water Treatment Plant	12.15	11.00	11.00			10.70	0.30
<b>Total Funded Full Time Equivalents (FTE)</b>	<b>48.00</b>	<b>48.00</b>	<b>48.00</b>				<b>19.15</b>	<b>28.85</b>

<sup>1</sup> Safety-Regulatory Compliance Coordinator, and CMMS/GIS Coordinator were moved from Field Services and Water Treatment to Operations Department.

# San Juan Water District

## Fiscal Year 2021-22 Budget



### SAN JUAN WATER DISTRICT COMPENSATION SCHEDULE - B

**EFFECTIVE: July 4, 2020 - Schedule B is for all employees hired after August 28, 2019 and those hired prior if maximum pay on this schedule is greater than maximum pay on Schedule A**

Non-Exempt Positions	Hourly Rate Range	
	Minimum	Maximum
Accountant	\$ 34.87	\$ 41.84
Accounting Technician I	\$ 24.61	\$ 29.53
Accounting Technician II	\$ 27.18	\$ 32.63
Accounting Technician III	\$ 30.03	\$ 36.04
Admin. Assistant - Board Secretary	\$ 37.38	\$ 44.85
CMMS/GIS Coordinator	\$ 35.57	\$ 42.68
Chief Operator	\$ 47.00	\$ 56.40
Construction Inspector I	\$ 30.03	\$ 36.04
Construction Inspector II	\$ 33.17	\$ 39.81
Construction Inspector III	\$ 36.64	\$ 43.97
Customer Service Technician I	\$ 22.51	\$ 27.01
Customer Service Technician II	\$ 24.86	\$ 29.83
Customer Service Technician III	\$ 27.46	\$ 32.95
Distribution Lead Worker	\$ 39.29	\$ 47.15
Distribution Operator I	\$ 26.38	\$ 31.66
Distribution Operator II	\$ 29.15	\$ 34.98
Distribution Operator III	\$ 32.20	\$ 38.64
Distribution Operator IV	\$ 35.57	\$ 42.68
Electrical & Instrumentation Technician	\$ 43.40	\$ 52.08
Engineering Technician I	\$ 28.01	\$ 33.61
Engineering Technician II	\$ 30.94	\$ 37.13
Engineering Technician III	\$ 34.18	\$ 41.01
Facilities Maintenance Helper	\$ 22.72	\$ 27.28
Facilities Maintenance Worker I	\$ 27.74	\$ 33.28
Facilities Maintenance Worker II	\$ 30.64	\$ 36.77
Finance & Administrative Services Analyst	\$ 42.12	\$ 50.54
Information Technology Technician I	\$ 27.18	\$ 32.63
Information Technology Technician II	\$ 30.03	\$ 36.04
Maintenance Chief	\$ 45.84	\$ 55.01
Meter Technician	\$ 25.87	\$ 31.04
Pump Station Lead	\$ 43.40	\$ 52.08
Pump Station Technician	\$ 39.29	\$ 47.15
Purchasing Agent	\$ 30.33	\$ 36.40
Utilities Coordinator	\$ 35.57	\$ 42.68
Water Efficiency Helper	\$ 21.63	\$ 25.95
Water Efficiency Lead Worker	\$ 32.20	\$ 38.64
Water Efficiency Technician I	\$ 26.38	\$ 31.66
Water Efficiency Technician II	\$ 29.15	\$ 34.98
Water Treatment Plant Operator I	\$ 26.38	\$ 31.66
Water Treatment Plant Operator II	\$ 29.15	\$ 34.98
Water Treatment Plant Operator III	\$ 32.20	\$ 38.64
Water Treatment Plant Operator IV	\$ 35.57	\$ 42.68

Exempt Positions (Annual Salaries based on 2080 Hours)	Annual Rate Range	
	Minimum	Maximum
Associate Engineer	\$ 100,713.60	\$ 117,769.60
Customer Service Manager	\$ 107,972.80	\$ 129,563.20
Director of Finance	\$ 148,449.60	\$ 178,152.00
Engineering Services Manager	\$ 139,859.20	\$ 167,835.20
Field Services Manager	\$ 110,697.60	\$ 132,828.80
General Manager (Contract)	\$ 191,588.80	\$ 191,588.80
Information Technology Manager	\$ 107,972.80	\$ 129,563.20
Operations Manager	\$ 148,449.60	\$ 178,152.00
Safety/Regulatory Compliance Specialist	\$ 92,996.80	\$ 111,612.80
Senior Engineer	\$ 111,238.40	\$ 133,494.40
Water Resources Manager	\$ 107,972.80	\$ 129,563.20
Water Treatment Plant Manager	\$ 113,484.80	\$ 136,177.60

In accordance with Board Policy HR-6.1 Employee Compensation and Benefits, the General Manager is authorized to apply a COLA to this compensation schedule in an amount not to exceed 2.6% which is the increase in the March 2021 Consumer Price Index for West Cities B.

**HOLD FOR BOARD RESOLUTION**

# San Juan Water District

## Fiscal Year 2021-22 Budget

### Glossary of Terms

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

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

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

# San Juan Water District

## Fiscal Year 2021-22 Budget

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

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

# San Juan Water District

## Fiscal Year 2021-22 Budget

### Acronyms

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

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

# STAFF REPORT

## AGENDA ITEM VII-1.1

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To: Board of Directors  
From: Paul Helliker, General Manager  
Date: May 26, 2021  
Subject: General Manager's Monthly Report (April)

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### RECOMMENDED ACTION

For information only, no action requested.

### TREATMENT PLANT OPERATIONS

#### *Water Production*

Item	2021	2020	Difference
Monthly Production AF	3,554.07	2,366.31	50.2%
Daily Average MG	38.60	25.70	50.2%
Annual Production AF	8,446.28	7,642.16	10.5%

#### *Water Turbidity*

Item	April 2021	March 2021	Difference
Raw Water Turbidity NTU	3.08	-	#DIV/0!
Treated Water Turbidity NTU	0.021	0.024	-13%
Monthly Turbidity Percentage Reduction	99.33%	98.05%	

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

Item	2021	2020	Difference
Lake Volume AF	360,333	702,244	-49%

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

\* Total Reservoir Capacity: 977,000 AF

#### *Other Items of Interest:*

- None

## SYSTEM OPERATIONS

### Distribution Operations:

Item	April 2021	March 2021	Difference
Leaks and Repairs	15	4	+11
Mains Flushed	53	132	-79
Valves Exercised	0	430	-430
Hydrants Maintenance	0	177	-177
Back Flows Tested	211	86	+125
Customer Service Calls	50	32	+18

### Distribution System Water Quality:

Water Quality Samples Taken	# Failed Samples	Supporting Information
40 Lab 12 In-House	0 0	Procedures were followed and addition samples were taken. All additions samples came back negative.

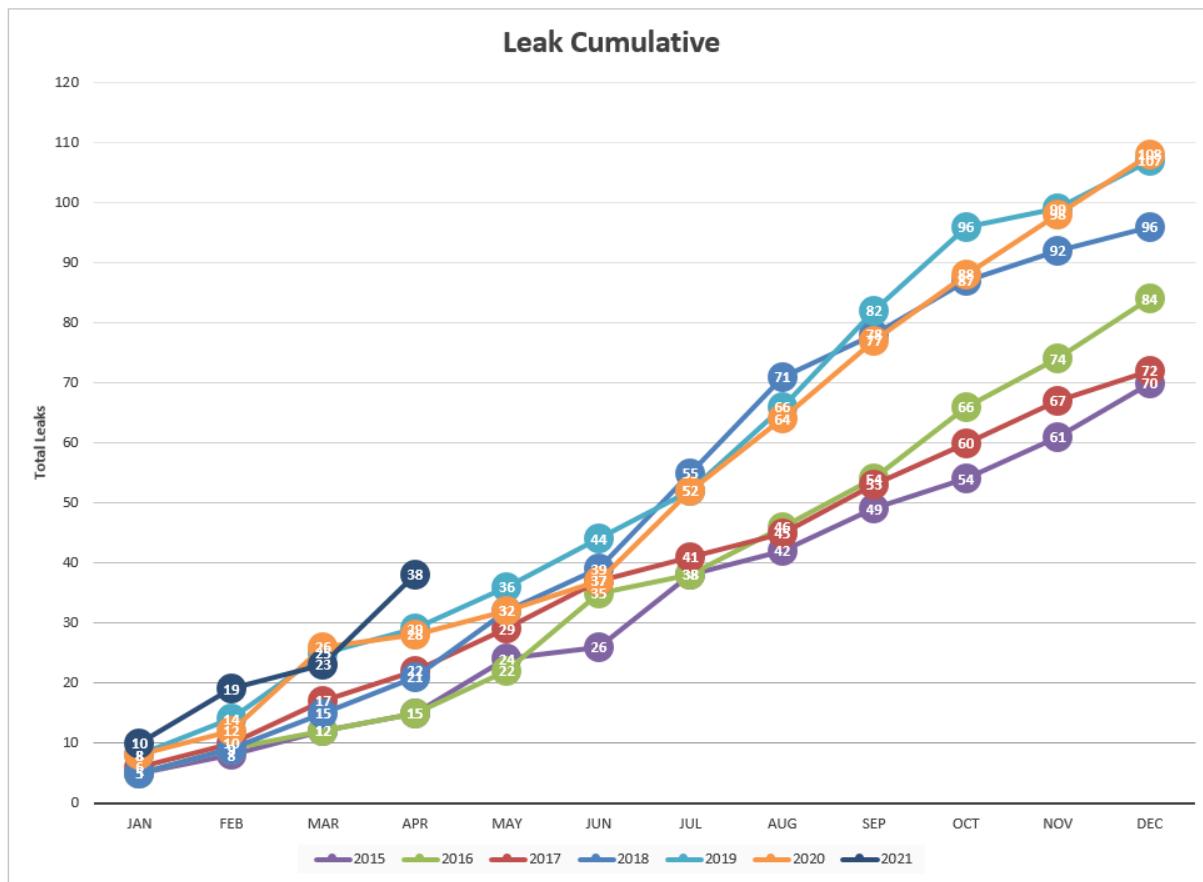


Figure 1: Annual Distribution System Leaks

### Other Items of Interest:

- On May 12, 2021, a valve connected to the Crown Point Pump Station failed and released high pressure water onto the Hinkle Reservoir embankment. As a result, a 30-foot section of the sloped surface was eroded. The Engineering and Operations Teams are working with DSOD and a contractor to make repairs to the embankment.

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

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
5033	561	0	0

*Water Efficiency Activities*

Water Waste Complaints Received	Number of Customers Contacted for High Usage (potential leaks)	Number of Rebates Processed	Number of Meters Tested/Repaired (non-reads)
8	215	8	107

*Other Activities*

- None

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

Paul Helliker

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

<b>Project Title</b>	<b>Description</b>	<b>Status</b>	<b>Issues / Notes</b>
Chula Acres	4-Lot Minor Subdivision (8149 Excelsior Ave)	In Construction	Water main installed. Construction in process.
GB Memory Care	Commercial Business (6400 Douglas Blvd)	In Design Review	Planning to begin construction in 2021.
Eureka Grove (former Greyhawk III Proj.)	44 high-density & 28 SFR lots (NE Cor. Eureka & SCB)	In Construction	Construction started October 2020.
Premier Soleil (formerly Granite Bay Townhomes)	52-Lot Subdivision (Douglas, east of Auburn Folsom)	In Construction	Construction started October 2020.
Greenside Parcel Split (5640 Macargo)	Minor parcel split of 2.0-Ac parcel into 3 lots	In Design Review	Design reviewed and returned. Waiting for resubmittal.
Placer County Retirement Residence (3905 Old Auburn)	Commercial Business (145-Unit Multi-story Assisted Living Facility; 3865 Old Auburn Rd)	Approved for Construction	Planning to begin construction in 2021.
Pond View	Commercial Business (5620 5630 5640 Douglas Blvd)	Approved for Construction	Planning to begin construction in 2021
Self Parcel Split (3600 & 3630 Allison Ave)	4 Lot Minor Subdivision (on a new street "Laura Lane", off Allison Dr.)	In Construction	Construction complete. In project close-out.
The Park at Granite Bay	56 lot Subdivision (SCB south of Annabelle)	Approved for Construction	Mass grading done. Re-start in 2021.
The Residences at GB	4-Lot Minor Subdivision (NW Cor. Barton & E Rsvl Pkwy)	In Design Review	
Ventura of GB	33-Lot High Density Subdivision (6832 Eureka Rd)	In Design Review	Initially will only have one source of supply connection, planning for a future 2 <sup>nd</sup> connection.
Wellquest Senior Living (prior Ovation)	Commercial Business (114-Unit 2-story Assisted Living Facility; 9747 Sierra College Blvd.)	In Construction	Construction nearing completion, finish in 2021.
Whitehawk II	56-Lot Subdivision (Douglas, west of Barton)	In Design Review	Design submitted, under review now
Rancho Del Oro Estates	89-Lot Subdivision (Olive Ranch Rd, east of Cavitt Stallman)	In Design Review	Design submitted, under review now
Canyon Terrace Apartments	Apartment Complex (7 new buildings; 1600 Canyon Terrace Lane)	In Design Review	Design submitted, under review now

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

Paul Helliker

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

Project Title	Description	Status	Issues / Notes
Retail Master Plan Update	Update the 2005/7 Retail Master Plan	Complete	Project completed
SCADA Radio Replacements – North Phase	Replace outdated 900 MHz radios with 173 MHz equipment	Under Construction	Radio router issues have now been resolved
GIS Implementation	Update the aged GIS with new software and integrate with the CMMS and FIS/CIS systems	Complete	Project completed
Spahn Ranch Rd. Main Extension	Install new pipeline; provides looped distribution network	In Design	Construction in FY 22/23.
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 21/22
Woodminister Services Replacements	Replace 18 aged services	In Design	Construction in FY 21/22
Kokila (SJWD/PCWA) 12-Inch Intertie Pipeline	Interconnection with PCWA	In Bid	Partial funding with RWA grant. Construction in FY 21/22
Canyon Falls Village PRS Replacement	Rehabilitation of an existing Pressure Reducing Station (PRV) located near the intersection of Canyon Falls Drive and Santa Juanita Ave.	East PRS is now completed, doing design for West PRS	Construction in FY 22/23
UGB & LGB Low Flow Pumps and LGB/CP MOV	Installation of two new low flow pumps, one each at the Lower and Upper Granite Bay pump stations	In Construction	Installation and commission in FY 20/21

**STAFF REPORT**

General Manager's Monthly Report

Paul Helliker

**Status Update for Current Wholesale Projects**

<b>Project Title</b>	<b>Description</b>	<b>Status (% Complete)</b>	<b>Issues/ Notes</b>
WTP Filters Improvements	R&R Filter Materials, nozzles, and resurface spalled filter floor and wall areas	In Construction	North Basin completion in FY 19/20 with South Basin in FY 20/21
Hinkle Liner & Cover Repl'mt	Replace both the hypalon cover and liner.	In Bid	Applying for SRF funding. Bids due June 10, 2021.
Temporary Storage Tanks	Installation of two temporary ±1.0-MG finished water storage tanks to operate when Hinkle Reservoir is out of service	In Construction	Construction complete. In project close-out.
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 Construction	Contractor began work in Jan 2021. Construction to be completed in FY 20/21.
Bacon and Upper Granite Bay Pump Station Generator Replacements	Replacing generators at both the Bacon Pump Station Facility and at Upper Granite Bay Pump Station	In Design	
Baldwin Chnl Lining and Solar Field Culvert Replacement Project	Lining the Baldwin Ditch on the main campus to minimize costs for maintenance within the ditch and the replacement of the Solar Field Culvert to provide emergency discharge capacity to Baldwin Reservoir	Design and Environmental Underway	

**STAFF REPORT***General Manager's Monthly Report**Paul Helliker***SAFETY & REGULATORY TRAINING – April 2021**

Training Course	Staff
Heat Illness Prevention	Operations Staff
Heat Illness Prevention – Managers & Supervisors	Managers & Supervisors
Welding Safety	Operations Staff

**FINANCE/BUDGET***See attached*



San Juan Water District, CA

# Wholesale Operating Income Statement

## Group Summary

For Fiscal: 2020-2021 Period Ending: 04/30/2021

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 010 - WHOLESALE</b>					
<b>Revenue</b>					
41000 - Water Sales	9,264,600.00	9,264,600.00	1,760,515.50	9,856,303.89	-591,703.89
43000 - Rebate	1,500.00	1,500.00	0.00	743.29	756.71
45000 - Other Operating Revenue	0.00	0.00	31,846.72	32,490.32	-32,490.32
49000 - Other Non-Operating Revenue	114,000.00	114,000.00	0.00	41,792.26	72,207.74
Revenue Total:	<b>9,380,100.00</b>	<b>9,380,100.00</b>	<b>1,792,362.22</b>	<b>9,931,329.76</b>	<b>-551,229.76</b>
<b>Expense</b>					
51000 - Salaries and Benefits	4,071,700.00	4,071,700.00	337,551.39	2,990,509.98	1,081,190.02
52000 - Debt Service Expense	896,200.00	896,200.00	0.00	531,196.64	365,003.36
53000 - Source of Supply	503,600.00	503,600.00	110,021.90	615,761.66	-112,161.66
54000 - Professional Services	814,400.00	814,400.00	81,379.54	500,088.55	314,311.45
55000 - Maintenance	359,300.00	359,300.00	35,066.18	318,319.99	40,980.01
56000 - Utilities	149,300.00	149,300.00	917.84	140,741.79	8,558.21
57000 - Materials and Supplies	616,100.00	616,100.00	39,558.51	357,514.68	258,585.32
58000 - Public Outreach	49,400.00	49,400.00	675.00	10,495.40	38,904.60
59000 - Other Operating Expenses	562,600.00	562,600.00	26,113.52	448,465.88	114,134.12
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	1,450.50	49.50
69900 - Transfers Out	617,500.00	617,500.00	0.00	0.00	617,500.00
Expense Total:	<b>8,641,600.00</b>	<b>8,641,600.00</b>	<b>631,283.88</b>	<b>5,914,545.07</b>	<b>2,727,054.93</b>
<b>Fund: 010 - WHOLESALE Surplus (Deficit):</b>					
Total Surplus (Deficit):	<b>738,500.00</b>	<b>738,500.00</b>	<b>1,161,078.34</b>	<b>4,016,784.69</b>	<b>-3,278,284.69</b>

**Wholesale Operating Income Statement**

For Fiscal: 2020-2021 Period Ending: 04/30/2021

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESALE	738,500.00	738,500.00	1,161,078.34	4,016,784.69	-3,278,284.69
<b>Total Surplus (Deficit):</b>	<b>738,500.00</b>	<b>738,500.00</b>	<b>1,161,078.34</b>	<b>4,016,784.69</b>	



San Juan Water District, CA

# Wholesale Capital Income Statement

## Group Summary

For Fiscal: 2020-2021 Period Ending: 04/30/2021

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 011 - Wholesale Capital Outlay</b>					
<b>Revenue</b>					
42000 - Taxes & Assessments	1,173,000.00	1,173,000.00	0.00	672,873.40	500,126.60
44000 - Connection Fees	75,000.00	75,000.00	70,518.00	204,135.00	-129,135.00
44500 - Capital Contributions - Revenue	68,600.00	68,600.00	0.00	68,657.74	-57.74
49000 - Other Non-Operating Revenue	178,000.00	178,000.00	0.00	85,974.98	92,025.02
49990 - Transfer In	617,500.00	617,500.00	0.00	0.00	617,500.00
Revenue Total:	<b>2,112,100.00</b>	<b>2,112,100.00</b>	<b>70,518.00</b>	<b>1,031,641.12</b>	<b>1,080,458.88</b>
<b>Expense</b>					
55000 - Maintenance	250,000.00	250,000.00	0.00	3,746.95	246,253.05
61000 - Capital Outlay	5,829,000.00	5,829,000.00	83,795.63	4,007,655.42	1,821,344.58
Expense Total:	<b>6,079,000.00</b>	<b>6,079,000.00</b>	<b>83,795.63</b>	<b>4,011,402.37</b>	<b>2,067,597.63</b>
<b>Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):</b>					
Total Surplus (Deficit):	<b>-3,966,900.00</b>	<b>-3,966,900.00</b>	<b>-13,277.63</b>	<b>-2,979,761.25</b>	<b>-987,138.75</b>

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
011 - Wholesale Capital Outlay	-3,966,900.00	-3,966,900.00	-13,277.63	-2,979,761.25	-987,138.75
<b>Total Surplus (Deficit):</b>	<b>-3,966,900.00</b>	<b>-3,966,900.00</b>	<b>-13,277.63</b>	<b>-2,979,761.25</b>	



San Juan Water District, CA

# Retail Operating Income Statement

## Group Summary

For Fiscal: 2020-2021 Period Ending: 04/30/2021

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 050 - RETAIL</b>					
<b>Revenue</b>					
41000 - Water Sales	12,806,500.00	12,806,500.00	869,071.88	9,001,718.74	3,804,781.26
45000 - Other Operating Revenue	420,000.00	420,000.00	61,046.84	295,748.77	124,251.23
49000 - Other Non-Operating Revenue	204,700.00	204,700.00	21,488.00	124,966.91	79,733.09
Revenue Total:	<b>13,431,200.00</b>	<b>13,431,200.00</b>	<b>951,606.72</b>	<b>9,422,434.42</b>	<b>4,008,765.58</b>
<b>Expense</b>					
41000 - Water Sales	0.00	0.00	0.00	258.36	-258.36
51000 - Salaries and Benefits	5,403,300.00	5,403,300.00	453,702.97	4,041,147.08	1,362,152.92
52000 - Debt Service Expense	498,600.00	498,600.00	0.00	294,869.90	203,730.10
53000 - Source of Supply	3,034,700.00	3,034,700.00	566,188.84	2,941,377.67	93,322.33
54000 - Professional Services	1,459,200.00	1,478,100.00	85,130.45	648,796.73	829,303.27
55000 - Maintenance	226,800.00	226,800.00	28,849.59	236,178.30	-9,378.30
56000 - Utilities	313,700.00	294,800.00	15,520.95	313,556.01	-18,756.01
57000 - Materials and Supplies	463,900.00	463,900.00	12,839.54	396,629.30	67,270.70
58000 - Public Outreach	70,500.00	70,500.00	0.00	44,571.13	25,928.87
59000 - Other Operating Expenses	750,200.00	750,200.00	28,982.95	437,984.46	312,215.54
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	1,450.50	49.50
69900 - Transfers Out	592,400.00	592,400.00	0.00	0.00	592,400.00
Expense Total:	<b>12,814,800.00</b>	<b>12,814,800.00</b>	<b>1,191,215.29</b>	<b>9,356,819.44</b>	<b>3,457,980.56</b>
<b>Fund: 050 - RETAIL Surplus (Deficit):</b>	<b>616,400.00</b>	<b>616,400.00</b>	<b>-239,608.57</b>	<b>65,614.98</b>	<b>550,785.02</b>
<b>Total Surplus (Deficit):</b>	<b>616,400.00</b>	<b>616,400.00</b>	<b>-239,608.57</b>	<b>65,614.98</b>	

**Retail Operating Income Statement**

For Fiscal: 2020-2021 Period Ending: 04/30/2021

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
050 - RETAIL	616,400.00	616,400.00	-239,608.57	65,614.98	550,785.02
<b>Total Surplus (Deficit):</b>	<b>616,400.00</b>	<b>616,400.00</b>	<b>-239,608.57</b>	<b>65,614.98</b>	



San Juan Water District, CA

# Retail Capital Income Statement

## Group Summary

For Fiscal: 2020-2021 Period Ending: 04/30/2021

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 055 - Retail Capital Outlay</b>					
<b>Revenue</b>					
42000 - Taxes & Assessments	1,173,000.00	1,173,000.00	0.00	672,873.41	500,126.59
44000 - Connection Fees	100,000.00	100,000.00	21,784.00	1,041,878.00	-941,878.00
49000 - Other Non-Operating Revenue	52,600.00	52,600.00	9,362.19	54,399.92	-1,799.92
49990 - Transfer In	592,400.00	592,400.00	0.00	0.00	592,400.00
Revenue Total:	<b>1,918,000.00</b>	<b>1,918,000.00</b>	<b>31,146.19</b>	<b>1,769,151.33</b>	<b>148,848.67</b>
<b>Expense</b>					
54000 - Professional Services	33,000.00	33,000.00	0.00	26,614.39	6,385.61
61000 - Capital Outlay	5,434,300.00	5,434,300.00	11,887.66	608,554.35	4,825,745.65
Expense Total:	<b>5,467,300.00</b>	<b>5,467,300.00</b>	<b>11,887.66</b>	<b>635,168.74</b>	<b>4,832,131.26</b>
<b>Fund: 055 - Retail Capital Outlay Surplus (Deficit):</b>					
Total Surplus (Deficit):	<b>-3,549,300.00</b>	<b>-3,549,300.00</b>	<b>19,258.53</b>	<b>1,133,982.59</b>	<b>-4,683,282.59</b>

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
055 - Retail Capital Outlay	-3,549,300.00	-3,549,300.00	19,258.53	1,133,982.59	-4,683,282.59
<b>Total Surplus (Deficit):</b>	<b>-3,549,300.00</b>	<b>-3,549,300.00</b>	<b>19,258.53</b>	<b>1,133,982.59</b>	

**Summary****Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<a href="#">171109</a>	GIS Assessment and Implementation	0.00	10,967.74	-10,967.74
<a href="#">181105</a>	Lime System Control & Feeder System	0.00	8,950.00	-8,950.00
<a href="#">185135</a>	Upper & Lower GB Pump Stn Low Flov	3,842.01	81,169.44	-77,327.43
<a href="#">185180</a>	Cavitt Stallman Main - Mystery Crk & (	0.00	11,990.38	-11,990.38
<a href="#">191235</a>	Solar Site Access Culvert Replacement	0.00	41,914.80	-41,914.80
<a href="#">191255</a>	WTP Filter Basins Rehab Project	59,061.66	1,328,947.69	-1,269,886.03
<a href="#">191260</a>	WTP Residual Area Storm Water Lift S	17,128.50	400,653.75	-383,525.25
<a href="#">191275</a>	Clarifier Wall Lining & Leakage Repairs	-14,388.00	3,747.00	-18,135.00
<a href="#">191280</a>	Hinkle Reservoir Cover	0.00	289,392.82	-289,392.82
<a href="#">195210</a>	SCADA Radio Replacements North Phas	0.00	-2,409.78	2,409.78
<a href="#">195225</a>	Kokila SJWD/PCWA Intertie	0.00	2,698.34	-2,698.34
<a href="#">195240</a>	Woodminister 18 Service Replacemen	0.00	182.87	-182.87
<a href="#">195265</a>	Douglas Booster Pump Station Electric	0.00	484.98	-484.98
<a href="#">201111</a>	Hinkle Reservoir Overflow Channel Lin	0.00	34,894.20	-34,894.20
<a href="#">201120</a>	Tag Line Replacement for BW Hoods	0.00	366.46	-366.46
<a href="#">201135</a>	Sludge Feed Pump Replacement	0.00	15,331.71	-15,331.71
<a href="#">201144</a>	Hinkle Reservoir Temporary Tanks anc	51,459.05	1,780,196.04	-1,728,736.99
<a href="#">201171</a>	CMMS Implementation	0.00	33,231.33	-33,231.33
<a href="#">201505</a>	Hinkle Reservoir 48" Bypass Pipe Clear	0.00	2,966.62	-2,966.62
<a href="#">205111</a>	Margo Ln Services Replacements (8 Sh	0.00	182.88	-182.88
<a href="#">205114</a>	AFR 6 inch Main Extension Replaceme	0.00	19,362.87	-19,362.87
<a href="#">205120</a>	Air/Vacuum Relief Valve Replacement	0.00	65,190.46	-65,190.46
<a href="#">205123</a>	Five Hydrant Replacements	0.00	46,146.00	-46,146.00
<a href="#">205135</a>	ARC South #1 thru #4 VFD Replaceme	0.00	87,149.85	-87,149.85
<a href="#">205138</a>	UGB Auxiliary Genset Receptacle	0.00	592.98	-592.98
<a href="#">205153</a>	Ford F450 Purchase	0.00	50,805.12	-50,805.12
<a href="#">205159</a>	ARC-North Main Breaker Replacemen	0.00	9,384.60	-9,384.60
<a href="#">211122</a>	Backwash Hoods Electric Breaker Repl	0.00	11,971.30	-11,971.30
<a href="#">211137</a>	Lab Particle Counter Replacement	0.00	32,796.45	-32,796.45
<a href="#">215111</a>	ARC South Main Breaker Replacement	0.00	11,640.82	-11,640.82
<a href="#">215114</a>	Bacon Pump Station Generator Repla	0.00	42,876.68	-42,876.68
<a href="#">215117</a>	Upper Granite Bay Pump Station Gene	0.00	21,413.32	-21,413.32
<b>Project Totals:</b>		<b>117,103.22</b>	<b>4,445,189.72</b>	<b>-4,328,086.50</b>

**Group Summary**

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	131,491.22	4,438,476.10	-4,306,984.88
CIP - Expense	-14,388.00	6,713.62	-21,101.62
<b>Group Totals:</b>	<b>117,103.22</b>	<b>4,445,189.72</b>	<b>-4,328,086.50</b>

**Type Summary**

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Administration	0.00	33,231.33	-33,231.33
Engineering	55,301.06	2,278,162.61	-2,222,861.55
Field Services	0.00	60,189.72	-60,189.72
Water Treatment Plant	61,802.16	2,073,606.06	-2,011,803.90
<b>Type Totals:</b>	<b>117,103.22</b>	<b>4,445,189.72</b>	<b>-4,328,086.50</b>

**GL Account Summary**

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
010-15000	Capital - Work In Progress	0.00	796.82	796.82
011-20030	Retentions Payable	-113,261.21	2,966.62	-110,294.59

**GL Account Summary**

<b>GL Account Number</b>	<b>GL Account Name</b>	<b>Total Revenue</b>	<b>Total Expense</b>	<b>Revenue Over/ (Under) Expenses</b>
011-700-57120	Maintenance - Facility	0.00	3,747.00	3,747.00
011-700-61120	Capital Outlay - Land Improve...	0.00	34,704.49	34,704.49
011-700-61145	Capital Outlay - WTP & Improv...	0.00	1,766,220.91	1,766,220.91
011-700-61155	Capital Outlay - Reservoirs & I...	0.00	2,111,693.37	2,111,693.37
011-700-61160	Capital Outlay - Equipment and..	0.00	32,796.45	32,796.45
011-700-61180	Capital Outlay - Software	0.00	11,049.75	11,049.75
050-210-52000	Materials and Supplies	0.00	1,746.46	1,746.46
050-300-50010	Salaries and Wages	0.00	1,901.52	1,901.52
055-12000	Accounts Receivable	0.00	-2,409.78	-2,409.78
055-20030	Retentions Payable	-3,842.01	0.00	-3,842.01
055-700-61135	Capital Outlay - Pump Stations...	0.00	254,712.67	254,712.67
055-700-61150	Capital Outlay - Mains/Pipeline...	0.00	141,309.00	141,309.00
055-700-61155	Capital Outlay - Reservoirs & I...	0.00	0.00	0.00
055-700-61170	Capital Outlay - Vehicles	0.00	50,805.12	50,805.12
055-700-61180	Capital Outlay - Software	0.00	33,149.32	33,149.32
<b>GL Account Totals:</b>		<b>-117,103.22</b>	<b>4,445,189.72</b>	<b>4,328,086.50</b>



San Juan Water District, CA

**Balance Sheet**  
**Account Summary**  
As Of 04/30/2021

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
<b>Asset</b>					
<b>Type: 1000 - Assets</b>					
10010 - Cash and Investments	4,297,193.23	14,244,632.62	2,926,296.91	9,174,603.29	30,642,726.05
10510 - Accounts Receivable	1,621,650.13	0.01	424,444.35	-0.01	2,046,094.48
11000 - Inventory	0.00	0.00	152,937.49	0.00	152,937.49
12000 - Prepaid Expense	144,626.41	0.00	34,806.12	0.00	179,432.53
14010 - Deferred Outflows	2,763,407.36	0.00	2,774,087.63	0.00	5,537,494.99
17010 - Capital Assets - Work in Progress	3,980,626.89	0.00	875,230.51	0.00	4,855,857.40
17150 - Capital Assets - Land Non-depreciable	98,212.00	0.00	166,272.00	0.00	264,484.00
17160 - Capital Assets - Land Improvements	824,743.09	0.00	94,608.30	0.00	919,351.39
17200 - Capital Assets - Pump Stations & Improvements	7,047,178.00	0.00	6,083,048.68	0.00	13,130,226.68
17300 - Capital Assets - Buildings & Improvements	1,279,892.05	0.00	275,982.16	0.00	1,555,874.21
17350 - Capital Assets - Water Treatment Plant & Imp	35,618,552.26	0.00	16,000.00	0.00	35,634,552.26
17400 - Capital Assets - Mains/Pipelines & Improvements	28,209,998.95	0.00	46,000,012.63	0.00	74,210,011.58
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	13,691,268.95	0.00	1,118,898.17	0.00	14,810,167.12
17750 - Capital Assets - Vehicles	304,780.00	0.00	548,262.51	0.00	853,042.51
17800 - Capital Assets - Software	445,614.45	0.00	415,403.40	0.00	861,017.85
17850 - Capital Assets - Intangible	666,196.00	0.00	0.00	0.00	666,196.00
17900 - Less Accumulated Depreciation	-39,469,850.00	0.00	-29,722,911.57	0.00	-69,192,761.57
<b>Total Type 1000 - Assets:</b>		<b>64,447,537.27</b>	<b>14,244,632.63</b>	<b>34,675,801.19</b>	<b>9,174,603.28</b>
<b>Total Asset:</b>		<b>64,447,537.27</b>	<b>14,244,632.63</b>	<b>34,675,801.19</b>	<b>9,174,603.28</b>
<b>Liability</b>					
<b>Type: 1000 - Assets</b>					
10510 - Accounts Receivable	0.00	0.00	111,858.48	0.00	111,858.48
<b>Total Type 1000 - Assets:</b>		<b>0.00</b>	<b>0.00</b>	<b>111,858.48</b>	<b>0.00</b>
<b>Type: 2000 - Liabilities</b>					
20010 - Accounts Payable	209,164.63	115,121.84	141,974.09	8,928.91	475,189.47
20100 - Retentions Payable	0.00	219,139.13	0.00	3,842.02	222,981.15
20150 - Customer Deposits	1,147.40	0.00	0.00	0.00	1,147.40
21200 - Salaries & Benefits Payable	35,844.32	0.00	61,146.95	0.00	96,991.27
21250 - Payroll Taxes Payable	3,981.48	0.00	4,573.97	0.00	8,555.45
21300 - Compensated Absences	384,418.36	0.00	494,414.58	0.00	878,832.94
21500 - Premium on Issuance of Bonds Series 2017	1,679,588.29	0.00	936,350.59	0.00	2,615,938.88
21600 - OPEB Liability	1,362,313.49	0.00	1,765,048.61	0.00	3,127,362.10

## Balance Sheet

As Of 04/30/2021

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
21700 - Pension Liability	1,059,627.55	0.00	1,396,796.86	0.00	2,456,424.41
22010 - Deferred Income	0.00	0.00	224,199.39	0.00	224,199.39
22050 - Deferred Inflows	1,174,187.61	0.00	1,525,245.84	0.00	2,699,433.45
24200 - 2012 Bonds Payable	5,576,900.50	0.00	3,028,099.50	0.00	8,605,000.00
24250 - Bonds Payable 2017 Refunding	14,992,000.00	0.00	8,433,000.00	0.00	23,425,000.00
<b>Total Type 2000 - Liabilities:</b>	<b>26,479,173.63</b>	<b>334,260.97</b>	<b>18,010,850.38</b>	<b>12,770.93</b>	<b>44,837,055.91</b>
<b>Total Liability:</b>	<b>26,479,173.63</b>	<b>334,260.97</b>	<b>18,122,708.86</b>	<b>12,770.93</b>	<b>44,948,914.39</b>
<b>Equity</b>					
<b>Type: 3000 - Equity</b>					
30100 - Investment in Capital Assets	33,720,732.31	0.00	16,166,351.01	0.00	49,887,083.32
30500 - Designated Reserves	230,846.64	16,890,132.91	321,126.34	8,027,849.76	25,469,955.65
<b>Total Type 3000 - Equity:</b>	<b>33,951,578.95</b>	<b>16,890,132.91</b>	<b>16,487,477.35</b>	<b>8,027,849.76</b>	<b>75,357,038.97</b>
<b>Total Total Beginning Equity:</b>	<b>33,951,578.95</b>	<b>16,890,132.91</b>	<b>16,487,477.35</b>	<b>8,027,849.76</b>	<b>75,357,038.97</b>
Total Revenue	9,931,329.76	1,031,641.12	9,422,434.42	1,769,151.33	22,154,556.63
Total Expense	5,914,545.07	4,011,402.37	9,356,819.44	635,168.74	19,917,935.62
Revenues Over/Under Expenses	4,016,784.69	-2,979,761.25	65,614.98	1,133,982.59	2,236,621.01
<b>Total Equity and Current Surplus (Deficit):</b>	<b>37,968,363.64</b>	<b>13,910,371.66</b>	<b>16,553,092.33</b>	<b>9,161,832.35</b>	<b>77,593,659.98</b>
<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b>64,447,537.27</b>	<b>14,244,632.63</b>	<b>34,675,801.19</b>	<b>9,174,603.28</b>	<b>122,542,574.37</b>



San Juan Water District, CA

# Check Report

By Vendor Name

Date Range: 03/01/2021 - 04/30/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	Bank Code: APBNK-APBNK					
	**Void**	03/15/2021	Regular	0.00	0.00	56579
	**Void**	03/15/2021	Regular	0.00	0.00	56588
	**Void**	03/15/2021	Regular	0.00	0.00	56589
	**Void**	03/15/2021	Regular	0.00	0.00	56590
	**Void**	03/15/2021	Regular	0.00	0.00	56591
	**Void**	03/15/2021	Regular	0.00	0.00	56592
	**Void**	03/15/2021	Regular	0.00	0.00	56593
	**Void**	03/15/2021	Regular	0.00	0.00	56594
	**Void**	03/22/2021	Regular	0.00	0.00	56616
	**Void**	04/13/2021	Regular	0.00	0.00	56690
	**Void**	04/13/2021	Regular	0.00	0.00	56691
	**Void**	04/13/2021	Regular	0.00	0.00	56692
	**Void**	04/13/2021	Regular	0.00	0.00	56693
	**Void**	04/13/2021	Regular	0.00	0.00	56694
	**Void**	04/26/2021	Regular	0.00	0.00	56728
	**Void**	03/22/2021	EFT	0.00	0.00	407242
03781	A-1 Construction General Engineering Inc	03/15/2021	EFT	0.00	21,920.26	407226
01041	Afman, Todd R	03/01/2021	Regular	0.00	787.12	56515
01041	Afman, Todd R	03/22/2021	Regular	0.00	525.53	56599
01041	Afman, Todd R	04/05/2021	Regular	0.00	1,040.67	56642
03109	Alfa Laval Inc.	03/01/2021	EFT	0.00	517.48	407198
03109	Alfa Laval Inc.	04/13/2021	EFT	0.00	1,498.03	407282
03681	Allied Electronics Inc.	03/01/2021	EFT	0.00	423.51	407199
03681	Allied Electronics Inc.	03/08/2021	EFT	0.00	202.25	407211
03681	Allied Electronics Inc.	03/15/2021	EFT	0.00	126.68	407227
03681	Allied Electronics Inc.	04/13/2021	EFT	0.00	485.35	407283
03406	Alpha Analytical Laboratories Inc.	03/01/2021	Regular	0.00	846.00	56516
03406	Alpha Analytical Laboratories Inc.	03/08/2021	Regular	0.00	513.00	56544
03406	Alpha Analytical Laboratories Inc.	03/15/2021	Regular	0.00	653.00	56570
03406	Alpha Analytical Laboratories Inc.	03/22/2021	Regular	0.00	508.00	56600
03406	Alpha Analytical Laboratories Inc.	03/29/2021	Regular	0.00	320.00	56632
03406	Alpha Analytical Laboratories Inc.	04/05/2021	Regular	0.00	846.00	56643
03406	Alpha Analytical Laboratories Inc.	04/13/2021	Regular	0.00	653.00	56667
03406	Alpha Analytical Laboratories Inc.	04/19/2021	Regular	0.00	508.00	56697
03406	Alpha Analytical Laboratories Inc.	04/26/2021	Regular	0.00	90.00	56715
01073	Amarjeet Singh Garcha	03/08/2021	Regular	0.00	1,500.00	56545
01073	Amarjeet Singh Garcha	04/13/2021	Regular	0.00	1,500.00	56668
01039	American Family Life Assurance Company of Colu	03/25/2021	Bank Draft	0.00	60.59	Q3869 03-25-21
01039	American Family Life Assurance Company of Colu	03/25/2021	Bank Draft	0.00	542.96	Q3869 03-25-21
01039	American Family Life Assurance Company of Colu	03/25/2021	Bank Draft	0.00	60.59	Q3869 03-25-21
01039	American Family Life Assurance Company of Colu	03/25/2021	Bank Draft	0.00	542.96	Q3869 03-25-21
01039	American Family Life Assurance Company of Colu	04/29/2021	Bank Draft	0.00	542.96	Q3869 04-29-21
01039	American Family Life Assurance Company of Colu	04/29/2021	Bank Draft	0.00	542.96	Q3869 04-29-21
01026	American River Ace Hardware, Inc.	04/05/2021	Regular	0.00	302.92	56644
01328	Association of California Water Agencies / Joint Po	03/22/2021	EFT	0.00	7,522.64	407241
01328	Association of California Water Agencies / Joint Po	04/26/2021	EFT	0.00	7,115.88	407306
01138	AT&T Mobility II LLC	03/08/2021	Regular	0.00	63.24	56546
01138	AT&T Mobility II LLC	04/05/2021	Regular	0.00	63.24	56645
03739	Azteca Systems Holdings, LLC	03/22/2021	EFT	0.00	100.00	407243
01164	Backflow Distributors Inc	03/01/2021	Regular	0.00	116.04	56517
01165	Backflow Technologies	03/01/2021	Regular	0.00	940.44	56518
03789	Banner Bank	03/08/2021	Regular	0.00	4,237.25	56547
03789	Banner Bank	04/26/2021	Regular	0.00	4,155.50	56716
01182	Bartkiewicz, Kronick & Shanahan	03/01/2021	Regular	0.00	13,151.05	56519

## Check Report

Date Range: 03/01/2021 - 04/30/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01182	Bartkiewicz, Kronick & Shanahan	03/22/2021	Regular	0.00	20,492.50	56601
03818	Bishop, Daniel OR Katherine	04/19/2021	Regular	0.00	5,339.79	56698
03807	Blue Mountain Construction	03/08/2021	Regular	0.00	2,879.80	56548
03594	Borges & Mahoney, Inc.	04/13/2021	Regular	0.00	1,105.54	56669
01232	Brower Mechanical, Inc.	03/08/2021	EFT	0.00	1,015.00	407212
01232	Brower Mechanical, Inc.	04/05/2021	EFT	0.00	1,015.00	407270
01242	Bureau of Reclamation-MPR	03/08/2021	EFT	0.00	17,275.50	407213
01242	Bureau of Reclamation-MPR	03/08/2021	EFT	0.00	2,552.55	407214
01242	Bureau of Reclamation-MPR	03/15/2021	EFT	0.00	3,174.60	407228
01242	Bureau of Reclamation-MPR	03/15/2021	EFT	0.00	28,792.50	407229
03149	Burlingame Engineers	04/26/2021	Regular	0.00	1,842.54	56717
03080	California State Disbursement Unit	03/08/2021	Bank Draft	0.00	1,611.68	PAY000000000003
03080	California State Disbursement Unit	03/19/2021	Bank Draft	0.00	1,611.68	PAY000000000003
03080	California State Disbursement Unit	04/02/2021	Bank Draft	0.00	1,611.68	PAY000000000003
03080	California State Disbursement Unit	04/16/2021	Bank Draft	0.00	1,611.67	PAY000000000003
01290	California Surveying & Drafting Supply Inc	03/22/2021	EFT	0.00	994.21	407244
03078	CalPERS Health	03/04/2021	Bank Draft	0.00	48,673.24	1001799387
03078	CalPERS Health	03/04/2021	Bank Draft	0.00	48,673.24	1001799387
03078	CalPERS Health	03/04/2021	Bank Draft	0.00	40,433.73	1001799387
03078	CalPERS Health	04/05/2021	Bank Draft	0.00	40,433.73	1001816253
03078	CalPERS Health	04/05/2021	Bank Draft	0.00	47,615.51	1001816253
03078	CalPERS Health	04/05/2021	Bank Draft	0.00	1,057.73	1001816253
03078	CalPERS Health	04/05/2021	Bank Draft	0.00	1,057.73	1001816253
03078	CalPERS Health	04/05/2021	Bank Draft	0.00	47,615.51	1001816253
03130	CalPERS Retirement	04/29/2021	Regular	0.00	200,000.00	56738
03130	CalPERS Retirement	03/05/2021	Bank Draft	0.00	36,861.25	1001800306
03130	CalPERS Retirement	03/05/2021	Bank Draft	0.00	538.39	1001800306
03130	CalPERS Retirement	03/19/2021	Bank Draft	0.00	215.36	1001808724
03130	CalPERS Retirement	03/19/2021	Bank Draft	0.00	36,829.34	1001808724
03130	CalPERS Retirement	04/02/2021	Bank Draft	0.00	36,844.87	1001817331
03130	CalPERS Retirement	04/16/2021	Bank Draft	0.00	36,912.22	1001829098
03130	CalPERS Retirement	04/30/2021	Bank Draft	0.00	36,816.32	1001843622
03226	Capitol Sand and Gravel Co.	03/15/2021	Regular	0.00	3,186.34	56571
01330	CDW Government LLC	03/22/2021	EFT	0.00	1,722.75	407245
01330	CDW Government LLC	04/05/2021	EFT	0.00	171.75	407271
03221	Chemtrade Chemicals Corporation	03/22/2021	EFT	0.00	5,042.31	407246
03221	Chemtrade Chemicals Corporation	04/13/2021	EFT	0.00	5,098.78	407284
03221	Chemtrade Chemicals Corporation	04/19/2021	EFT	0.00	5,079.95	407298
01366	Citistreet/CalPERS 457	03/05/2021	Bank Draft	0.00	4,808.38	1001800310
01366	Citistreet/CalPERS 457	03/19/2021	Bank Draft	0.00	4,888.55	1001808728
01366	Citistreet/CalPERS 457	04/02/2021	Bank Draft	0.00	4,838.51	1001817336
01366	Citistreet/CalPERS 457	04/16/2021	Bank Draft	0.00	4,855.21	1001829102
01366	Citistreet/CalPERS 457	04/30/2021	Bank Draft	0.00	4,863.24	1001843625
01372	City of Folsom	03/01/2021	Regular	0.00	31.55	56520
01372	City of Folsom	03/22/2021	Regular	0.00	32.95	56602
01372	City of Folsom	04/26/2021	Regular	0.00	32.95	56718
01374	City of Sacramento - Department of Utilities	03/08/2021	Regular	0.00	500.00	56549
01378	Clark Pest Control of Stockton	03/08/2021	Regular	0.00	1,825.00	56550
01378	Clark Pest Control of Stockton	03/22/2021	Regular	0.00	150.00	56603
01378	Clark Pest Control of Stockton	04/13/2021	Regular	0.00	300.00	56670
03817	Clear Marketing Strategies Inc	04/19/2021	Regular	0.00	276.90	56699
01423	County of Sacramento	04/05/2021	Regular	0.00	98.00	56646
01423	County of Sacramento	04/26/2021	Regular	0.00	98.00	56719
02616	Darr, Toni	03/29/2021	Regular	0.00	11.63	56633
01521	DataProse, LLC	03/08/2021	EFT	0.00	3,295.66	407215
01521	DataProse, LLC	03/15/2021	EFT	0.00	1,350.00	407230
01521	DataProse, LLC	04/13/2021	EFT	0.00	3,502.82	407285
03424	Davis, Aaron	03/22/2021	Regular	0.00	132.40	56604
01494	Dewey Services Inc.	03/22/2021	Regular	0.00	99.00	56605
01494	Dewey Services Inc.	04/13/2021	Regular	0.00	99.00	56671
01503	Division 5-15, A California Corporation	04/26/2021	EFT	0.00	28,927.60	407307

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01532	E&M Electric & Machinery, Inc.	03/29/2021	EFT	0.00	3,300.00	407264
03163	Economic Development Department	03/19/2021	Bank Draft	0.00	8,301.27	0-233-946-272
03163	Economic Development Department	04/28/2021	Bank Draft	0.00	351.35	0-305-011-360
03163	Economic Development Department	04/02/2021	Bank Draft	0.00	8,557.62	0-508-248-736
03163	Economic Development Department	03/08/2021	Bank Draft	0.00	8,665.27	1-026-411-680
03163	Economic Development Department	04/16/2021	Bank Draft	0.00	386.32	1-373-588-128
03163	Economic Development Department	04/16/2021	Bank Draft	0.00	8,635.21	1-373-588-128
03163	Economic Development Department	03/08/2021	Bank Draft	0.00	65.61	1-831-718-048
03163	Economic Development Department	03/08/2021	Bank Draft	0.00	464.55	1-831-718-048
03775	ECORP Consulting, Inc.	03/22/2021	Regular	0.00	954.39	56606
03776	EETS Inc.	03/15/2021	EFT	0.00	9,055.00	407231
03776	EETS Inc.	03/22/2021	EFT	0.00	1,895.00	407247
03776	EETS Inc.	04/13/2021	EFT	0.00	4,245.00	407286
03740	E-Hazard Management LLC	04/13/2021	EFT	0.00	37,434.52	407287
03749	Eide Bailly LLP	03/01/2021	EFT	0.00	875.00	407200
01554	Electrical Equipment Co	03/15/2021	Regular	0.00	15,829.57	56572
01554	Electrical Equipment Co	04/05/2021	Regular	0.00	1,906.67	56647
03621	Eletrick Motorsports, Inc.	03/01/2021	Regular	0.00	2,552.81	56521
03621	Eletrick Motorsports, Inc.	04/19/2021	Regular	0.00	231.57	56700
01566	Empire Safety & Supply	03/08/2021	Regular	0.00	302.05	56551
03699	Enviromental System Research Institute, Inc.	03/01/2021	EFT	0.00	3,000.00	407201
01584	ERS Industrial Services, Inc.	03/15/2021	EFT	0.00	99,750.00	407232
01584	ERS Industrial Services, Inc.	04/13/2021	EFT	0.00	245,833.87	407288
01604	Fastenal Company	03/22/2021	EFT	0.00	62.14	407248
01611	Ferguson Enterprises, Inc	03/01/2021	EFT	0.00	445.25	407202
01611	Ferguson Enterprises, Inc	03/08/2021	EFT	0.00	21.55	407216
01611	Ferguson Enterprises, Inc	03/22/2021	EFT	0.00	2,558.86	407249
01611	Ferguson Enterprises, Inc	04/05/2021	EFT	0.00	229.70	407272
01611	Ferguson Enterprises, Inc	04/26/2021	EFT	0.00	541.61	407308
03702	Flowline Contractors, Inc.	03/22/2021	EFT	0.00	61,879.00	407250
03702	Flowline Contractors, Inc.	04/05/2021	EFT	0.00	9,177.00	407273
03702	Flowline Contractors, Inc.	04/13/2021	EFT	0.00	2,509.00	407289
03702	Flowline Contractors, Inc.	04/19/2021	EFT	0.00	25,782.00	407299
03702	Flowline Contractors, Inc.	04/26/2021	EFT	0.00	17,888.00	407309
01630	FM Graphics, Inc.	03/15/2021	Regular	0.00	1,258.39	56573
01634	Folsom Lake Ford, Inc.	03/01/2021	Regular	0.00	134.77	56522
01634	Folsom Lake Ford, Inc.	03/08/2021	Regular	0.00	1,178.49	56552
03819	Freschi Construction Inc.	04/26/2021	Regular	0.00	1,645.36	56720
01068	Glenn C. Walker	03/08/2021	Regular	0.00	1,299.76	56553
01068	Glenn C. Walker	04/05/2021	Regular	0.00	1,299.76	56648
01684	Government Finance Officers Association	04/05/2021	Regular	0.00	310.00	56649
03091	Granite Bay Ace Hardware	03/01/2021	Regular	0.00	101.03	56523
03091	Granite Bay Ace Hardware	03/08/2021	Regular	0.00	77.19	56554
03091	Granite Bay Ace Hardware	03/29/2021	Regular	0.00	8.68	56634
03091	Granite Bay Ace Hardware	04/05/2021	Regular	0.00	279.83	56650
03091	Granite Bay Ace Hardware	04/13/2021	Regular	0.00	164.68	56672
03091	Granite Bay Ace Hardware	04/26/2021	Regular	0.00	295.04	56721
02567	Grant, Teri	03/15/2021	Regular	0.00	131.60	56574
02567	Grant, Teri	04/13/2021	Regular	0.00	137.76	56673
01706	Graymont Western US Inc.	03/22/2021	EFT	0.00	6,568.50	407251
01706	Graymont Western US Inc.	04/26/2021	EFT	0.00	6,715.59	407310
03804	Guy Rents, Inc	03/22/2021	Regular	0.00	453.69	56607
03804	Guy Rents, Inc	04/13/2021	Regular	0.00	258.60	56674
01721	Hach Company	03/22/2021	EFT	0.00	1,193.92	407252
01721	Hach Company	04/13/2021	EFT	0.00	2,159.50	407290
01721	Hach Company	04/26/2021	EFT	0.00	607.63	407311
01733	Harris Industrial Gases	03/01/2021	Regular	0.00	109.88	56524
03235	HD Supply Construction Supply LTD	03/01/2021	Regular	0.00	158.76	56525
03235	HD Supply Construction Supply LTD	04/13/2021	Regular	0.00	392.92	56675
01741	HDR Engineering, Inc.	03/01/2021	EFT	0.00	33,687.36	407203
01741	HDR Engineering, Inc.	03/08/2021	EFT	0.00	13,484.24	407217

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01741	HDR Engineering, Inc.	03/15/2021	EFT	0.00	2,347.98	407233
01741	HDR Engineering, Inc.	03/22/2021	EFT	0.00	2,202.24	407253
01741	HDR Engineering, Inc.	04/05/2021	EFT	0.00	9,962.14	407274
01741	HDR Engineering, Inc.	04/13/2021	EFT	0.00	4,487.81	407291
01741	HDR Engineering, Inc.	04/26/2021	EFT	0.00	52,130.42	407312
03810	Hildebrand Consulting, LLC	03/08/2021	Regular	0.00	1,470.00	56555
03810	Hildebrand Consulting, LLC	04/13/2021	Regular	0.00	13,860.00	56676
01768	Hopkins Technical Products, Inc.	03/01/2021	Regular	0.00	164.30	56526
03072	HUNT & SONS INC.	03/22/2021	Regular	0.00	1,616.82	56608
03072	HUNT & SONS INC.	04/05/2021	Regular	0.00	1,778.79	56651
03072	HUNT & SONS INC.	04/26/2021	Regular	0.00	488.77	56722
03682	HydroScience Engineers, Inc.	03/29/2021	Regular	0.00	7,042.35	56635
01416	ICONIX Waterworks (US) Inc.	03/01/2021	EFT	0.00	2,517.17	407204
01416	ICONIX Waterworks (US) Inc.	04/26/2021	EFT	0.00	957.01	407313
01778	IDEXX Distribution, Inc.	03/22/2021	EFT	0.00	46.18	407254
03383	Inferrera Construction Management Group, Inc.	03/22/2021	Regular	0.00	28,862.50	56609
03383	Inferrera Construction Management Group, Inc.	03/29/2021	Regular	0.00	1,397.50	56636
01794	Innovuze, Inc	04/13/2021	EFT	0.00	18,552.15	407292
03164	Internal Revenue Service	03/05/2021	Bank Draft	0.00	50,680.37	2701464116484
03164	Internal Revenue Service	03/05/2021	Bank Draft	0.00	2,051.50	2701464902171
03164	Internal Revenue Service	03/05/2021	Bank Draft	0.00	248.92	2701464902171
03164	Internal Revenue Service	03/05/2021	Bank Draft	0.00	710.91	2701464902171
03164	Internal Revenue Service	03/19/2021	Bank Draft	0.00	49,627.16	2701478426561
03164	Internal Revenue Service	04/02/2021	Bank Draft	0.00	49,820.32	2701492849983
03164	Internal Revenue Service	04/16/2021	Bank Draft	0.00	51,108.86	2701506155966
03164	Internal Revenue Service	04/16/2021	Bank Draft	0.00	1,471.86	2701506155966
03164	Internal Revenue Service	04/21/2021	Bank Draft	0.00	4,337.45	2701511444047
03164	Internal Revenue Service	04/30/2021	Bank Draft	0.00	49,715.17	2701520024383
03814	Kreisberg Law Firm	04/05/2021	Regular	0.00	1,110.00	56652
03814	Kreisberg Law Firm	04/13/2021	Regular	0.00	1,890.00	56677
03772	Larsson, Thomas	03/01/2021	Regular	0.00	1,000.00	56527
03628	Lees Automotive Repair Inc.	03/01/2021	EFT	0.00	1,119.08	407205
03628	Lees Automotive Repair Inc.	03/08/2021	EFT	0.00	177.36	407218
03628	Lees Automotive Repair Inc.	03/15/2021	EFT	0.00	835.13	407234
03628	Lees Automotive Repair Inc.	03/22/2021	EFT	0.00	206.46	407255
03628	Lees Automotive Repair Inc.	03/29/2021	EFT	0.00	3,104.49	407265
03628	Lees Automotive Repair Inc.	04/05/2021	EFT	0.00	297.80	407275
03628	Lees Automotive Repair Inc.	04/13/2021	EFT	0.00	359.47	407293
01959	Les Schwab Tire Centers of California Inc	03/08/2021	Regular	0.00	228.78	56556
01959	Les Schwab Tire Centers of California Inc	03/15/2021	Regular	0.00	602.74	56575
03553	Mallory Safety and Supply LLC	04/19/2021	EFT	0.00	316.39	407300
02367	McClatchy Newspapers Inc	03/22/2021	EFT	0.00	647.38	407256
03785	McGuire and Hetser	03/08/2021	Regular	0.00	80,507.75	56557
03785	McGuire and Hetser	04/26/2021	Regular	0.00	78,954.50	56723
02024	MCI WORLDCOM	03/15/2021	Regular	0.00	111.06	56576
02024	MCI WORLDCOM	04/19/2021	Regular	0.00	0.64	56701
02027	Mcmaster-Carr Supply Company	03/01/2021	EFT	0.00	779.37	407206
02027	Mcmaster-Carr Supply Company	03/08/2021	EFT	0.00	188.55	407219
02027	Mcmaster-Carr Supply Company	03/22/2021	EFT	0.00	542.86	407257
02027	Mcmaster-Carr Supply Company	04/05/2021	EFT	0.00	801.06	407276
02027	Mcmaster-Carr Supply Company	04/13/2021	EFT	0.00	851.27	407294
01472	Mel Dawson, Inc.	03/15/2021	EFT	0.00	4,968.86	407235
01472	Mel Dawson, Inc.	04/19/2021	EFT	0.00	6,564.11	407301
02069	Motion Industries	03/08/2021	EFT	0.00	8.02	407220
03464	National Water Resources Association Inc (NWRA)	03/22/2021	Regular	0.00	525.00	56610
02093	NDS Solutions, Inc	03/15/2021	Regular	0.00	16.57	56577
02463	New AnswerNet Inc.	03/08/2021	EFT	0.00	260.00	407221
02463	New AnswerNet Inc.	04/13/2021	EFT	0.00	260.00	407295
03402	Normac, Inc	03/22/2021	Regular	0.00	116.21	56611
03402	Normac, Inc	04/19/2021	Regular	0.00	38.40	56702
02119	Northern California Water Association	04/13/2021	Regular	0.00	5,944.00	56678

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02131	Office Depot, Inc.	03/15/2021	Regular	0.00	1,051.50	56578
02131	Office Depot, Inc.	03/22/2021	Regular	0.00	561.43	56612
02131	Office Depot, Inc.	04/05/2021	Regular	0.00	483.37	56653
02131	Office Depot, Inc.	04/13/2021	Regular	0.00	207.61	56679
02131	Office Depot, Inc.	04/19/2021	Regular	0.00	393.71	56703
02131	Office Depot, Inc.	04/26/2021	Regular	0.00	316.88	56724
02150	Pace Supply Corp	03/01/2021	Regular	0.00	1,694.29	56528
02150	Pace Supply Corp	03/08/2021	Regular	0.00	8,784.48	56558
02150	Pace Supply Corp	03/15/2021	Regular	0.00	3,857.27	56580
02150	Pace Supply Corp	03/22/2021	Regular	0.00	2,906.05	56613
02150	Pace Supply Corp	04/05/2021	Regular	0.00	15,457.19	56654
02150	Pace Supply Corp	04/13/2021	Regular	0.00	53.54	56680
02150	Pace Supply Corp	04/26/2021	Regular	0.00	2,506.04	56725
02158	Pacific Storage Company	03/22/2021	EFT	0.00	88.07	407258
02158	Pacific Storage Company	04/19/2021	EFT	0.00	93.48	407302
03752	Pavement Coatings Co.	03/08/2021	Regular	0.00	-1,727.76	55824
03752	Pavement Coatings Co.	03/08/2021	Regular	0.00	1,727.76	56559
03801	PeopleReady, Inc	03/01/2021	Regular	0.00	1,400.00	56529
03801	PeopleReady, Inc	03/08/2021	Regular	0.00	1,120.00	56560
03801	PeopleReady, Inc	03/15/2021	Regular	0.00	1,426.25	56581
03801	PeopleReady, Inc	03/22/2021	Regular	0.00	1,531.25	56614
03801	PeopleReady, Inc	04/13/2021	Regular	0.00	2,800.00	56681
03801	PeopleReady, Inc	04/19/2021	Regular	0.00	1,400.00	56704
03801	PeopleReady, Inc	04/26/2021	Regular	0.00	1,400.00	56726
03026	PFM Asset Management	03/22/2021	EFT	0.00	1,488.88	407259
03026	PFM Asset Management	03/29/2021	EFT	0.00	894.54	407266
02146	PG&E	03/08/2021	Regular	0.00	5,021.94	56561
02146	PG&E	03/15/2021	Regular	0.00	10.00	56582
02146	PG&E	03/22/2021	Regular	0.00	5,063.59	56615
02146	PG&E	03/29/2021	Regular	0.00	3,138.00	56637
02146	PG&E	04/05/2021	Regular	0.00	1,046.00	56655
02146	PG&E	04/13/2021	Regular	0.00	10.00	56682
02146	PG&E	04/26/2021	Regular	0.00	2,742.51	56727
02210	Placer County Water Agency	03/22/2021	Regular	0.00	113,145.98	56617
02210	Placer County Water Agency	04/19/2021	Regular	0.00	107,968.75	56705
03150	Professional Id Cards Inc	03/01/2021	Regular	0.00	26.50	56530
03543	Quadient Finance USA, Inc. - Postage	03/15/2021	EFT	0.00	571.00	407236
01736	Quadient Leasing USA, Inc. - Lease	03/08/2021	EFT	0.00	489.23	407222
01736	Quadient Leasing USA, Inc. - Lease	03/29/2021	EFT	0.00	79.59	407267
02275	Ramos Oil Recyclers Inc	03/01/2021	EFT	0.00	110.00	407207
02275	Ramos Oil Recyclers Inc	03/22/2021	EFT	0.00	110.00	407260
02281	Ray A Morgan Company Inc	04/13/2021	Regular	0.00	339.94	56683
03377	RDO Construction Equipment Co.	03/15/2021	EFT	0.00	1,322.11	407237
02283	Recology Auburn Placer	03/22/2021	Regular	0.00	1,332.48	56618
02283	Recology Auburn Placer	04/26/2021	Regular	0.00	407.26	56729
02223	Rexel Inc (Platt - Rancho Cordova)	03/01/2021	Regular	0.00	17,908.34	56531
02223	Rexel Inc (Platt - Rancho Cordova)	03/08/2021	Regular	0.00	2,726.86	56562
02223	Rexel Inc (Platt - Rancho Cordova)	03/15/2021	Regular	0.00	19,451.47	56583
02223	Rexel Inc (Platt - Rancho Cordova)	03/22/2021	Regular	0.00	323.63	56619
02223	Rexel Inc (Platt - Rancho Cordova)	04/05/2021	Regular	0.00	11,738.54	56656
02223	Rexel Inc (Platt - Rancho Cordova)	04/13/2021	Regular	0.00	5,984.46	56684
02223	Rexel Inc (Platt - Rancho Cordova)	04/26/2021	Regular	0.00	279.00	56730
02293	RFI Enterprises, Inc	03/01/2021	Regular	0.00	51.34	56532
02293	RFI Enterprises, Inc	03/22/2021	Regular	0.00	51.34	56620
02298	Richardson & Company, LLP	03/08/2021	Regular	0.00	24,160.00	56563
02302	Riebes Auto Parts, LLC	03/01/2021	Regular	0.00	1.82	56533
02302	Riebes Auto Parts, LLC	03/08/2021	Regular	0.00	94.81	56564
02302	Riebes Auto Parts, LLC	03/22/2021	Regular	0.00	79.64	56621
02302	Riebes Auto Parts, LLC	04/05/2021	Regular	0.00	117.34	56657
02302	Riebes Auto Parts, LLC	04/13/2021	Regular	0.00	53.32	56685
02302	Riebes Auto Parts, LLC	04/19/2021	Regular	0.00	129.21	56706

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03183	River City Printers LLC	03/01/2021	Regular	0.00	1,473.35	56534
02328	Rocklin Windustrial Co	03/01/2021	Regular	0.00	347.21	56535
02328	Rocklin Windustrial Co	03/08/2021	Regular	0.00	2,689.42	56565
02328	Rocklin Windustrial Co	03/22/2021	Regular	0.00	257.40	56622
02328	Rocklin Windustrial Co	04/13/2021	Regular	0.00	219.05	56686
02328	Rocklin Windustrial Co	04/19/2021	Regular	0.00	64.35	56707
03385	S J Electro Systems Inc	03/15/2021	EFT	0.00	1,442.00	407238
03385	S J Electro Systems Inc	04/19/2021	EFT	0.00	8,549.00	407303
02379	Sacramento Metropolitan Chamber of Commerce	04/26/2021	Regular	0.00	-1,000.00	56339
02379	Sacramento Metropolitan Chamber of Commerce	04/26/2021	Regular	0.00	1,000.00	56731
02357	Sacramento Municipal Utility District (SMUD)	03/22/2021	Regular	0.00	11,281.02	56623
02357	Sacramento Municipal Utility District (SMUD)	04/19/2021	Regular	0.00	10,950.00	56708
02384	Sacramento Suburban Water District	03/22/2021	Regular	0.00	4,368.72	56624
02384	Sacramento Suburban Water District	04/19/2021	Regular	0.00	27,820.00	56709
02395	SAFETY KLEEN SYSTEMS INC.	03/29/2021	Regular	0.00	1,081.55	56638
02452	Sierra National Construction, Inc.	03/15/2021	Regular	0.00	20,849.12	56584
02459	Sierra Safety Company	03/15/2021	Regular	0.00	69.71	56585
02464	Signs Made In A Day, Inc	03/01/2021	Regular	0.00	220.89	56536
02466	Silvers HR, LLC	03/22/2021	EFT	0.00	2,300.00	407261
03375	Sorensen, Elishia	03/08/2021	Regular	0.00	75.05	56566
01492	State of California, Department of Water Resources	04/13/2021	Regular	0.00	4,476.00	56687
03783	Stratus Building Solutions of Northern California, Inc.	03/01/2021	EFT	0.00	1,550.00	407208
03783	Stratus Building Solutions of Northern California, Inc.	04/05/2021	EFT	0.00	1,550.00	407277
01641	Sun Life Assurance Company of Canada	03/04/2021	Bank Draft	0.00	10,104.53	528104
01641	Sun Life Assurance Company of Canada	04/01/2021	Bank Draft	0.00	10,187.50	533634
01411	SureWest Telephone	03/01/2021	Regular	0.00	3,463.54	56537
01411	SureWest Telephone	03/08/2021	Regular	0.00	3,371.00	56567
01411	SureWest Telephone	04/13/2021	Regular	0.00	3,536.99	56688
02572	Thatcher Company of California, Inc.	03/29/2021	EFT	0.00	4,500.00	407268
02572	Thatcher Company of California, Inc.	04/26/2021	EFT	0.00	4,500.00	407314
02580	The Eidam Corporation	03/22/2021	Regular	0.00	5,993.75	56625
02581	The Ferguson Group, LLC	03/15/2021	EFT	0.00	6,000.00	407239
02581	The Ferguson Group, LLC	04/13/2021	EFT	0.00	6,000.00	407296
01844	Thorne, Jedediah	03/29/2021	Regular	0.00	105.00	56639
03799	Thrikettle Corporation	03/01/2021	Regular	0.00	4,324.32	56538
03799	Thrikettle Corporation	03/08/2021	Regular	0.00	2,012.62	56568
03799	Thrikettle Corporation	03/22/2021	Regular	0.00	18,103.80	56626
02624	Trace Analytics LLC	03/01/2021	Regular	0.00	677.16	56539
03763	Trucksmart	03/22/2021	Regular	0.00	127.63	56627
03644	Tully & Young, Inc.	03/08/2021	Regular	0.00	3,362.50	56569
03644	Tully & Young, Inc.	03/22/2021	Regular	0.00	3,990.00	56628
03644	Tully & Young, Inc.	04/19/2021	Regular	0.00	17,187.50	56710
02638	Tyler Technologies, Inc.	03/01/2021	Regular	0.00	960.00	56540
02638	Tyler Technologies, Inc.	04/19/2021	Regular	0.00	7,243.29	56711
02651	United Parcel Service Inc	03/01/2021	Regular	0.00	324.29	56541
02651	United Parcel Service Inc	03/15/2021	Regular	0.00	76.58	56586
02651	United Parcel Service Inc	04/05/2021	Regular	0.00	146.44	56658
02651	United Parcel Service Inc	04/19/2021	Regular	0.00	132.00	56712
03298	United Rentals (North America), Inc.	03/01/2021	EFT	0.00	1,630.73	407209
03298	United Rentals (North America), Inc.	04/05/2021	EFT	0.00	167.31	407278
03637	Urban Futures Inc	03/01/2021	Regular	0.00	1,960.00	56542
02667	US Bank Corporate Payments Sys (CalCard)	03/15/2021	Regular	0.00	23,539.98	56587
02667	US Bank Corporate Payments Sys (CalCard)	04/13/2021	Regular	0.00	10,955.50	56689
03077	VALIC	03/08/2021	Bank Draft	0.00	4,240.21	179738
03077	VALIC	03/19/2021	Bank Draft	0.00	4,240.21	180882
03077	VALIC	04/02/2021	Bank Draft	0.00	4,540.21	182315
03077	VALIC	04/19/2021	Bank Draft	0.00	4,546.46	183749
02690	Verizon Wireless	03/15/2021	Regular	0.00	2,185.60	56595
02690	Verizon Wireless	04/19/2021	Regular	0.00	2,275.75	56713
02700	Viking Shred LLC	03/22/2021	Regular	0.00	50.00	56629
02700	Viking Shred LLC	04/19/2021	Regular	0.00	50.00	56714

## Check Report

Date Range: 03/01/2021 - 04/30/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02675	VWR Funding, Inc	04/13/2021	Regular	0.00	2,001.35	56695
01687	W. W. Grainger, Inc.	03/01/2021	Regular	0.00	31.05	56543
01687	W. W. Grainger, Inc.	03/15/2021	Regular	0.00	43.18	56596
01687	W. W. Grainger, Inc.	04/13/2021	Regular	0.00	58.97	56696
01687	W. W. Grainger, Inc.	04/26/2021	Regular	0.00	748.58	56732
02710	WageWorks, Inc	03/08/2021	EFT	0.00	104.00	407224
02710	WageWorks, Inc	03/22/2021	EFT	0.00	104.00	407263
02710	WageWorks, Inc	04/26/2021	EFT	0.00	104.00	407315
03387	WageWorks, Inc	03/08/2021	EFT	0.00	268.30	407223
03387	WageWorks, Inc	03/22/2021	EFT	0.00	268.30	407262
03387	WageWorks, Inc	04/05/2021	EFT	0.00	268.30	407279
03387	WageWorks, Inc	04/19/2021	EFT	0.00	268.30	407304
01486	WAPA - Department of Energy	03/08/2021	EFT	0.00	2,043.15	407225
01486	WAPA - Department of Energy	03/15/2021	EFT	0.00	3,037.20	407240
01486	WAPA - Department of Energy	04/05/2021	EFT	0.00	2,043.15	407280
01486	WAPA - Department of Energy	04/13/2021	EFT	0.00	3,037.20	407297
03791	Water Systems Consulting, Inc.	03/01/2021	EFT	0.00	12,172.50	407210
03791	Water Systems Consulting, Inc.	04/19/2021	EFT	0.00	7,840.00	407305
02730	Western Area Power Administration	03/29/2021	EFT	0.00	6,621.00	407269
02730	Western Area Power Administration	04/05/2021	EFT	0.00	5,429.00	407281
02766	Youngdahl Consulting Group, Inc.	03/22/2021	Regular	0.00	1,320.00	56630
02766	Youngdahl Consulting Group, Inc.	03/29/2021	Regular	0.00	1,315.00	56640
02766	Youngdahl Consulting Group, Inc.	04/26/2021	Regular	0.00	900.00	56733

## Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	299	193	0.00	1,115,352.72
Manual Checks	0	0	0.00	0.00
Voided Checks	0	17	0.00	-2,727.76
Bank Drafts	54	54	0.00	826,630.63
EFT's	180	118	0.00	942,357.40
	<b>533</b>	<b>382</b>	<b>0.00</b>	<b>2,881,612.99</b>

## All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	299	193	0.00	1,115,352.72
Manual Checks	0	0	0.00	0.00
Voided Checks	0	17	0.00	-2,727.76
Bank Drafts	54	54	0.00	826,630.63
EFT's	180	118	0.00	942,357.40
	<b>533</b>	<b>382</b>	<b>0.00</b>	<b>2,881,612.99</b>

## Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	3/2021	1,305,387.08
999	INTERCOMPANY	4/2021	1,576,225.91
			<b>2,881,612.99</b>



San Juan Water District, CA

## **Vendor History Report**

### **By Vendor Name**

Posting Date Range 07/01/2020 - 04/30/2021

Payment Date Range -



Payroll Set: 01-San Juan Water District

<b>Employee Number</b>	<b>Employee Name</b>	<b>Pay Code</b>	<b># of Payments</b>	<b>Units</b>	<b>Pay Amount</b>
<u>0690</u>	Costa, Ted	Reg - Regular Hours	10	69.00	8,625.00
			<b>0690 - Costa Total:</b>	<b>69.00</b>	<b>8,625.00</b>
<u>1028</u>	Hanneman, Martin	Reg - Regular Hours	10	57.00	7,125.00
			<b>1028 - Hanneman Total:</b>	<b>57.00</b>	<b>7,125.00</b>
<u>0670</u>	Miller, Ken	Reg - Regular Hours	10	39.00	4,875.00
			<b>0670 - Miller Total:</b>	<b>39.00</b>	<b>4,875.00</b>
<u>1003</u>	Rich, Daniel	Reg - Regular Hours	9	45.00	5,625.00
			<b>1003 - Rich Total:</b>	<b>45.00</b>	<b>5,625.00</b>
<u>0650</u>	Tobin, Pamela	Reg - Regular Hours	10	100.00	12,500.00
			<b>0650 - Tobin Total:</b>	<b>100.00</b>	<b>12,500.00</b>
			<b>Report Total:</b>	<b>310.00</b>	<b>38,750.00</b>



# Pay Code Report

## Account Summary

7/1/2020 - 4/30/2021

Payroll Set: 01-San Juan Water District

Account	Account Description	Units	Pay Amount
<a href="#"><u>010-010-58110</u></a>	Director - Stipend	155.00	19,375.00
		<b>010 - WHOLESALE Total:</b>	<b>155.00 19,375.00</b>
<a href="#"><u>050-010-58110</u></a>	Director - Stipend	155.00	19,375.00
		<b>050 - RETAIL Total:</b>	<b>155.00 19,375.00</b>
		<b>Report Total:</b>	<b>310.00 38,750.00</b>

**Pay Code Report**

Pay Code Summary

7/1/2020 - 4/30/2021

Payroll Set: 01-San Juan Water District

Pay Code	Description	# of Payments	Units	Pay Amount
Reg - Regular Hours	Regular Hours	49	310.00	38,750.00
		Report Total:	<b>310.00</b>	<b>38,750.00</b>

## 2020/21 Actual Deliveries and Revenue - By Wholesale Customer Agency

	July 2020 - April 2021							
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance		Revenue Variance	
San Juan Retail	7,955	\$ 2,425,089	10,253	\$ 2,611,548	2,298	28.9%	\$ 186,460	7.7%
Citrus Heights Water District	8,015	\$ 2,347,001	8,437	\$ 2,381,188	421	5.3%	\$ 34,186	1.5%
Fair Oaks Water District	5,278	\$ 1,624,716	6,497	\$ 1,723,627	1,219	23.1%	\$ 98,911	6.1%
Orange Vale Water Co.	2,600	\$ 804,469	3,163	\$ 850,197	564	21.7%	\$ 45,728	5.7%
City of Folsom	815	\$ 243,567	958	\$ 255,144	143	17.5%	\$ 11,577	4.8%
Granite Bay Golf Course	157	\$ 5,557	277	\$ 9,798	120	76.3%	\$ 4,240	76.3%
Sac Suburban Water District	-	\$ -	4,461	\$ 1,219,448	4,461		\$ 1,219,448	
<b>TOTAL</b>	<b>24,820</b>	<b>\$ 7,450,399</b>	<b>34,045</b>	<b>\$ 9,050,949</b>	<b>9,225</b>	<b>37.2%</b>	<b>\$ 1,600,550</b>	<b>21.48%</b>

Budgeted Deliveries	24,820
Actual Deliveries	<u>34,045</u>
Difference	9,225
	37.2%

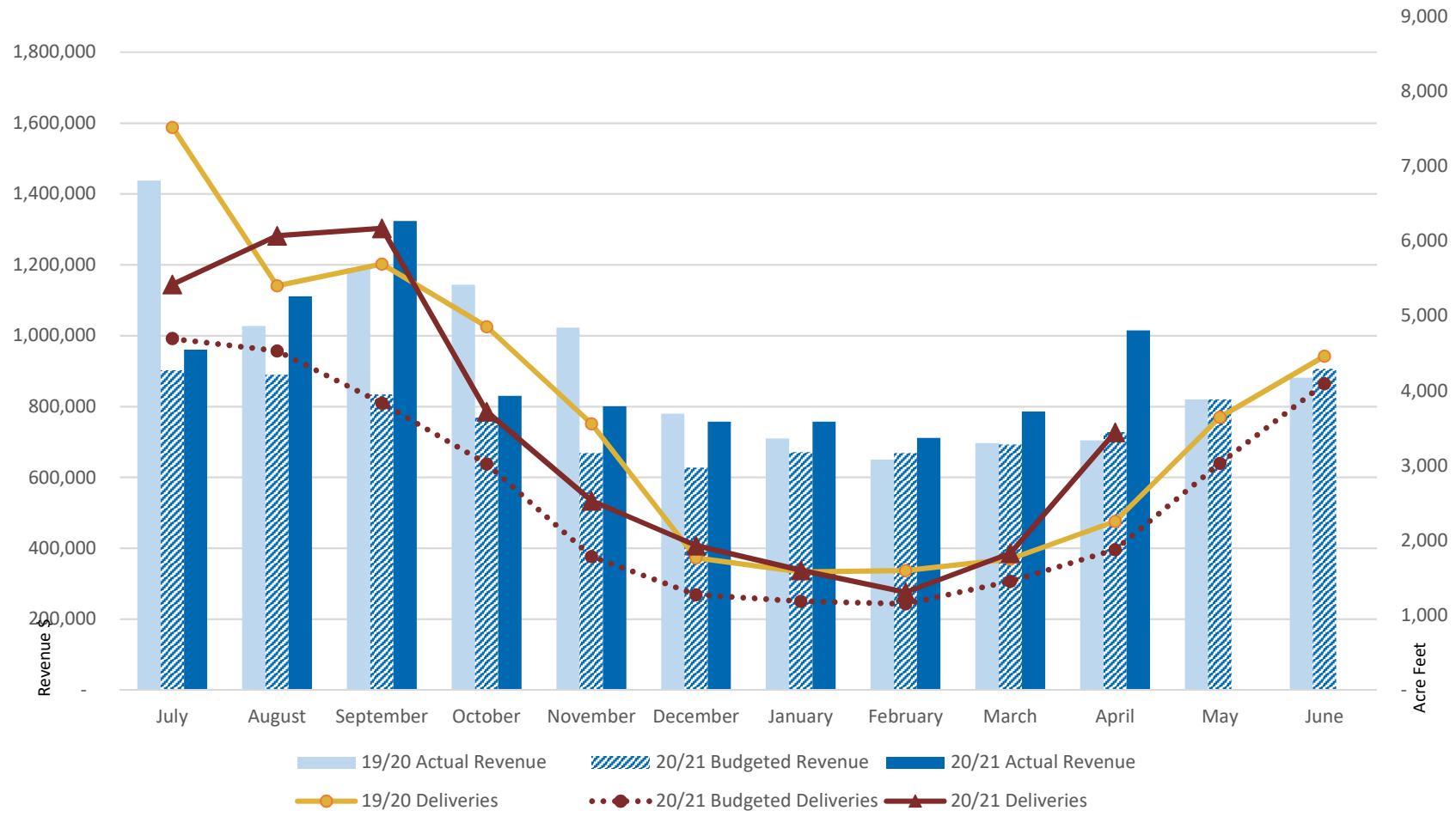
Budgeted Water Sale Revenue	\$ 7,450,399
Actual Water Sale Revenue	<u>\$ 9,050,949</u>
Difference	\$ 1,600,550
	21.48%

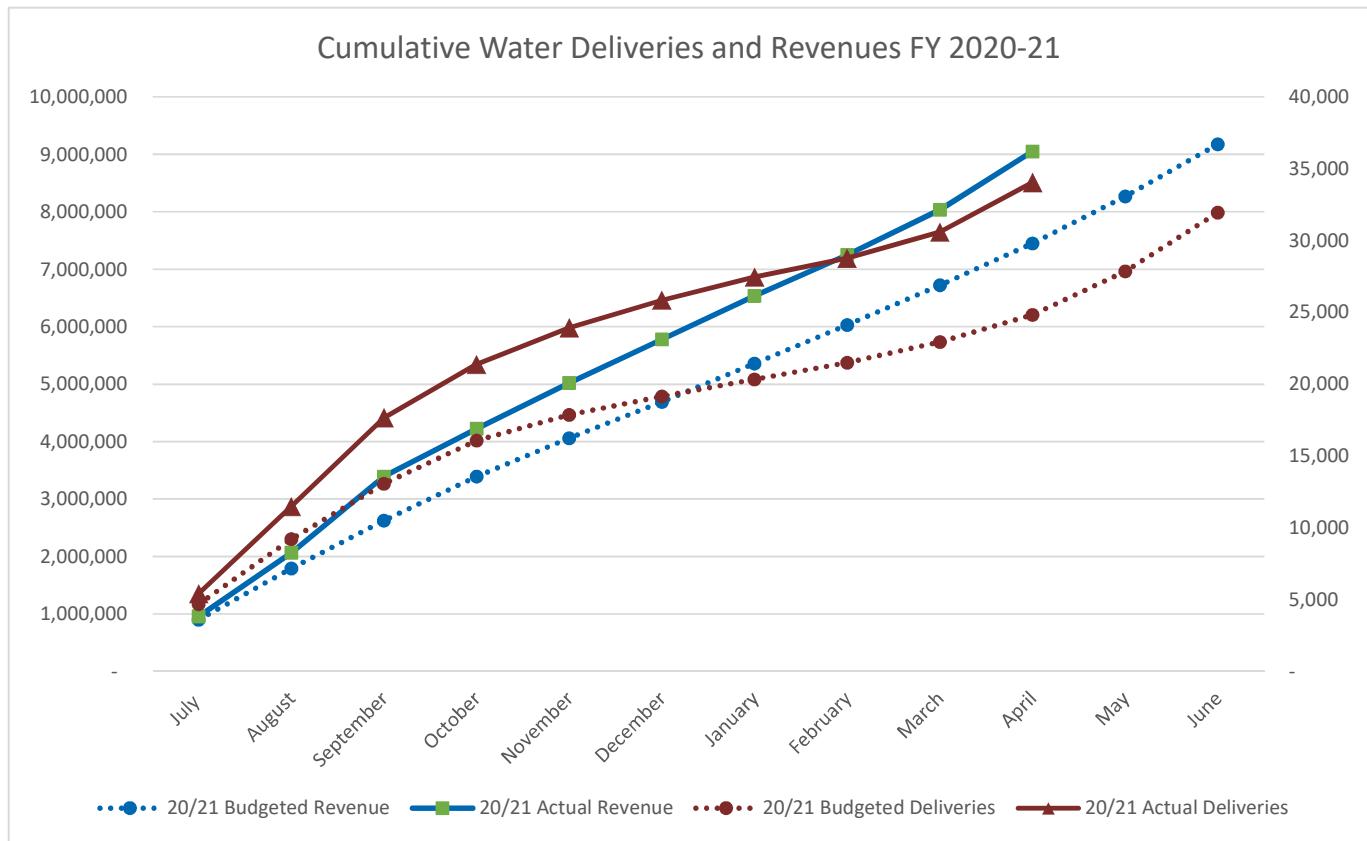
**Conclusion:**

Due to the possible effects from the COVID-19 pandemic, the budget anticipated a 10% decline in water deliveries. Those effects have not materialized. The budget did not anticipate selling water to SSWD but an agreement was reached subsequent to budget adoption. As a result, deliveries from July - April are 37.2% greater than anticipated in the budget and revenues outpace the budget by 21.48%.

Excluding SSWD, deliveries for July-April outpaced the prior year by 1,405 acre feet (4.99% increase).

## Comparison of Fiscal Year 2019/2020 Actual to 2020/2021 Projections of Deliveries and Revenue





# AGENDA ITEM VIII-1

DRAFT

## Personnel Committee Meeting Minutes San Juan Water District May 14, 2021 1:00 p.m.

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

**District Staff:** Paul Helliker, General Manager  
Teri Grant, Board Secretary/Administrative Assistant

**Members of the Public:** Kim Silvers, Silvers HR, LLC

**Topics:** General Manager Performance Review Form (2021-22) (W & R)  
Other Personnel Matters  
Public Comment

### 1. General Manager Performance Review Form (2021-22) (W & R)

Ms. Kim Silvers informed the committee that Director Tobin provided the same comments and revisions to the General Manager performance evaluation form as she provided earlier in the year and then GM Helliker added some comments to that document.

Ms. Silvers explained that there were no substantial changes, just some re-wording and moving items around that added to clarity. She said she could not comment on external agency responsibilities that were reworded. In addition, she reviewed the current Key Competencies as compared to the revisions from Director Tobin and explained that the current form covers all the Key Competencies. The committee discussed the evaluation form, the recommended changes and discussed Ms. Silvers' recommendations for keeping the form as is or revising it.

The Personnel Committee recommends that the current General Manager Performance Evaluation form remain as the form for the General Manager's evaluation for 2021-22.

### 2. Other Personnel Matters

Director Costa suggested that the General Manager's evaluation be scheduled for completion by the March Board meeting.

### 3. Public Comment

There were no public comments.

The meeting was adjourned at 1:13 p.m.

# AGENDA ITEM VIII-2

DRAFT

## Engineering Committee Meeting Minutes San Juan Water District May 17, 2021 1:00 p.m.

**Committee Members:** Marty Hanneman, Chair  
Dan Rich, Member

**District Staff:** Paul Helliker, General Manager  
Tony Barela, Operations Manager  
Andrew Pierson, Engineering Services Manager  
Mark Hargrove, Senior Engineer  
Greg Zlotnick, Water Resources Manager  
Teri Grant, Board Secretary/Administrative Assistant

**Topics:** Wholesale Master Plan Project (W)  
Eureka Road Pipeline Replacement Project (R)  
Hinkle Reservoir Liner and Cover Replacement Project Update (W)  
Other Engineering Matters  
Public Comment

### 1. Wholesale Master Plan Project (W)

Mr. Pierson provided the committee with a staff report which will be attached to the meeting minutes. He informed the committee that the last Wholesale Master Plan (WMP) was completed in 2001 with a supplement update completed in 2007. He explained that the plan is used to help complete the Wholesale Financial Plan.

Mr. Pierson informed the committee that only two firms showed up for the pre-proposal meeting and only one firm (WSC) submitted a proposal. He explained that the Project Manager identified by WSC has in-depth knowledge of the District while serving in the same capacity during the Hinkle Reservoir Outage Operations Plan as well as the SJWD Retail Master Plan Update. He informed the committee that WSC is the recommended consultant to complete the project.

The committee discussed the project including the timeline, the frequency of completing WMPs, how the Urban Water Management Plan is used in conjunction with the WMP, and what the scope of work covers including recommendations for any changes to the current treatment process or infrastructure to meet regulatory standards. Mr. Pierson informed the committee that the proposal is in line with the budget for the project.

*The Engineering Committee recommends consideration of a motion to authorize and approve a professional services contract to Water Systems Consulting, Inc. to prepare the District's Wholesale Master Plan.*

### 2. Eureka Road Pipeline Replacement Project (R)

Mr. Pierson provided the committee with a staff report which will be attached to the meeting minutes. He explained that the existing steel pipeline that is to be replaced along Eureka Road is over 50 years old and will be replaced with an 18-in ductile-iron pipeline.

Mr. Pierson informed the committee that seven firms submitted proposals and a 3-person review panel unanimously ranked Domenichelli & Associates, Inc. as the top Technical Proposal.

The Engineering Committee recommends consideration of a motion to authorize and approve a professional services contract to Domenichelli & Associates, Inc. for design of the Eureka Road Pipeline Replacement Project.

**3. Hinkle Reservoir Liner and Cover Replacement Project Update (W)**

Mr. Pierson reported that the mandatory pre-bid meeting was held on May 5<sup>th</sup> and eight contractors attended, including the two qualified contractors that install the Hypalon liner and cover material. In addition, he reported that the RFP for the Construction Management and Inspection Services for the project was posted last week. He anticipates bringing the recommendations for these contracts to the committee then to the Board for approval in June. In response to Director Rich's question regarding the possibility of delaying the project, GM Helliker explained that he is in contact with Reclamation regarding projected water storage levels at Folsom Reservoir for the end of the year which will determine if the project needs to be delayed. GM Helliker explained that once the forecasts are released from Reclamation this month, then staff will make a determination to proceed or not.

Mr. Barela informed the committee that two 24" pipelines were installed on the temporary water storage tanks to allow for more inflow and outflow. He reported that additional tests were completed with PCWA in order to evaluate the intertie water supply into the Bacon Zone. He explained that the testing window is coming to an end with water demands increasing during the warmer weather.

**4. Other Engineering Matters**

Mr. Barela informed the committee that a valve failed near the west side of the Hinkle Reservoir causing erosion on the embankment on May 12<sup>th</sup>. The Engineering and Operations groups are in contact with Division of Safety of Dams (DSOD) and will work with them to determine the proper repair plan. GM Helliker informed the committee that this project will be added to the May Board agenda.

**5. Public Comment**

There were no public comments.

The meeting was adjourned at 1:39 p.m.

# AGENDA ITEM VIII-3

DRAFT

## Legal Affairs Committee Meeting May 18, 2021 11:00 a.m.

**Committee Members:** Ted Costa, Chair  
Marty Hanneman, Director

**District Staff:** Paul Helliker, General Manager  
Greg Zlotnick, Water Resources Manager  
Teri Grant, Board Secretary/Administrative Assistant

**Topics:** Other Legal Affairs Matters  
Public Comment  
Closed Session  
Open Session

### 1. Other Legal Affairs Matters (W & R)

There were no other matters discussed.

### 2. Public Comment

There were no public comments.

### 3. Closed Session

*Public Employment: General Counsel (Government Code sections 54954.5(e) and 54957).*

### 4. Open Session

There was no reportable action.

The meeting was adjourned at 11:30 a.m.

## AGENDA ITEM VIII-4

**Finance Committee Meeting Minutes**  
**San Juan Water District**  
**May 25, 2021**  
**4:00 p.m.**

**Committee Members:** Ted Costa, Director (Chair)  
Marty Hanneman, Director

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

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

There was no reimbursement request from the General Manager.

**2. Review Check Register from April 2021 (W & R)**

The committee reviewed the April 2021 check register and found it to be in order.

**3. Eureka Road Transmission Pipeline Project (R)**

Ms. Silva provided a staff report which will be attached to the meeting minutes. She explained that two resolutions are required by the California State Water Resources Control Board for financing the Eureka Road Transmission Pipeline Project from the Drinking Water State Revolving Loan Fund. The committee discussed the funding of the project and agreed with the staff recommendation.

*The Finance Committee recommends consideration of a motion to adopt Reimbursement Resolution 21-03 stating San Juan Water District's intent and reasonable expectation to be reimbursed for expenditures paid prior to the issuance of funds from the Drinking Water State Revolving Fund or the approval by the State Water Board of the project funds.*

*The Finance Committee recommends consideration of a motion to adopt Authorizing Resolution 21-04 designating the Director of Finance or designee, as the authorized representative of the San Juan Water District to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.*

**4. Kokila Reservoir Rehabilitation Project (R)**

Ms. Silva provided a staff report which will be attached to the meeting minutes. She explained that two resolutions are required by the California State Water Resources Control Board for financing the Kokila Reservoir Rehabilitation Project from the Drinking Water State Revolving Loan Fund. The committee discussed the funding of the project and agreed with the staff recommendation.

*The Finance Committee recommends consideration of a motion to adopt Reimbursement Resolution 21-05 stating San Juan Water District's intent and reasonable expectation to be reimbursed for expenditures paid prior to the issuance of funds from the Drinking Water State Revolving Fund or the approval by the State Water Board of the project funds.*

The Finance Committee recommends consideration of a motion to adopt Authorizing Resolution 21-06 designating the Director of Finance or designee, as the authorized representative of the San Juan Water District to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

**5. Treasurers Report – Quarter Ending March 31, 2021 (W & R)**

Ms. Silva provided a staff report which was included in the Board packet. She explained that the purpose of the treasurer's report is to update the Board and the public on the status of the District's cash balances and investments. She informed the committee that the District's investment portfolio is still performing well and continues to outperform the benchmark (Bank of America Merrill Lynch "BAML" 0-5 year Treasury Index) on a historical basis.

**6. Proposed Wheeling Agreement with Citrus Heights Water District (W)**

Ms. Silva referred the committee to the staff report which will be attached to the meeting minutes. She explained that there was no contract in place for the wheeling charge with Citrus Heights Water District (CHWD) for the distribution of the District's wholesale water supplies which utilizes a section of a CHWD pipeline known as the Citrus Heights 42" Pipeline.

Ms. Silva reported that staff worked on a new wheeling contract, in collaboration with CHWD, that captures the current cost calculation methodology and rate setting process. She explained that the average annual cost to the District for this conveyance over the past five years has been \$6,200; however, under the terms of the agreement, the annual cost will likely increase to approximately \$67,000. The committee discussed the pipeline and the agreements with CHWD and agreed with the staff recommendation.

The Finance Committee recommends consideration of a motion to approve the proposed Wheeling Agreement with the Citrus Heights Water District (CHWD)

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

There were no other matters discussed.

**8. Public Comment**

There were no public comments.

The meeting was adjourned at 4:22 p.m.