

AGENDA ITEM III-4

SAN JUAN WATER DISTRICT

Board of Director's Board Meeting Minutes
March 24, 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

Joanna Gin	Legal Counsel, Citrus Heights Water District
Alan Driscoll	Forsgren Associates, Inc.
Cullen Wilder	Customer
Paul Little	

AGENDA ITEMS

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

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

I. ROLL CALL

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

II. PUBLIC FORUM

Ms. Joanna Gin inquired how the public would know when to return to Open Session after the Closed Session ends. The Board Secretary informed the public that they could remain on the line, as the Board would be dialing into a separate GoToMeeting line and would be returning to the Open Session GoToMeeting line once the Closed Session adjourns. Director Costa suggested that the Closed Session be placed at the end of the meeting; however, President Tobin did not agree to change the agenda.

Director Miller moved to have the Closed Session be held at the end of the regular business.

Legal Counsel Buckman made a point of order that the Board would have to return to Open Session after the Closed Session. In addition, she stated that there is no procedure under the Board Rules to change the agenda as it is set by the President. GM Helliker stated that the Board can take action on any item on the agenda, including changing the order of the agenda. The Board discussed the Closed Session and President Tobin informed the public that the Closed Session would take approximately 20 minutes. Director Miller voiced concern that he was not allowed to make a motion to change the order of the agenda.

III. CONSENT CALENDAR

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

1. Minutes of the Board of Directors Meeting, February 24, 2021 (W & R)

Recommendation: Approve draft minutes

2. Vehicle #8 Replacement (W)

Recommendation: Authorize the purchase of a replacement vehicle for vehicle #8 with a Ford F450, with Scelzi utility bed, and Auto Crane from Downtown Ford

3. Equipment #15 Replacement (R)

Recommendation: Authorize the purchase of a replacement for the current backhoe with a new (mini) Hydraulic Excavator, a Takeuchi TB250-2, from Global Machinery of Sacramento

4. ACWA Elections (W & R)

Recommendation: Adopt Resolution 21-02 nominating Pam Tobin for ACWA President

5. ACWA/JPIA Executive Committee (W & R)

Recommendation: Support a candidate for the ACWA JPIA Executive Committee

President Tobin removed item number 1 from the Consent Calendar for discussion. At Director Miller's request, President Tobin removed item 4 from the consent calendar for discussion.

Director Rich moved to approve Consent Calendar items 2, 3 and 5.

At Director Hanneman's request, President Tobin removed item 5 from the consent calendar for discussion.

Director Rich moved to amend his motion to approve Consent Calendar items 2 and 3. 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

President Tobin informed the Board that she pulled Consent Calendar item 1, the meeting minutes from the February 24, 2021, Board meeting because there should be some corrections. Legal Counsel Buckman informed the Board that she sent an email earlier in the day with revisions to the Board minutes. She explained some of the corrections needed, stated that all of her other clients have legal counsel review the minutes and that the January minutes, which Director Miller requested be corrected, will need to be approved as amended at the April Board meeting.

Director Costa moved to have the Board Secretary work with Legal Counsel on the February 24, 2021, Board minutes and bring them back at the April meeting for approval. 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

President Tobin directed staff to include Board Meeting Minutes to the April Board meeting. She suggested that verbatim minutes be considered.

In response to Director Miller's question on Consent Calendar item 4, regarding the dates for the office of the ACWA President, President Tobin informed the Board that the election takes place November 2021 and the release of

information is usually in May/June, with the Nominating Committee being announced after the ACWA Spring Conference in May. President Tobin explained that she wanted to get support from the Board now since it will be difficult to campaign virtually this year. In response to Director Miller's question, President Tobin explained that she only expects the expense of postcards this year and she will cover the cost if the Board does not agree to cover the expense.

Director Rich would like to see more information regarding the costs to the District in the event that she is elected as ACWA President.

Director Hanneman moved to adopt Resolution 21-02 nominating Pam Tobin for ACWA President. Director Costa seconded the motion.

Director Costa and President Tobin explained that the resolution does not have any costs associated with it. Director Rich explained that he would like to see the future costs and table the motion for a month so that everything is completed together. Legal Counsel Buckman stated that it is usually a cost savings when a Board member is elected as the ACWA President.

Director Hanneman requested that President Tobin call for the vote.

The motion carried with the following roll call vote:

Ayes: Directors Costa, Hanneman and Tobin

Noes: Miller and Rich

Absent: None

Director Rich requested that the cost information be brought back to the Board at a future meeting.

Under Consent Calendar item 5, President Tobin informed the Board that the deadline to submit a nominating resolution for the ACWA JPIA Executive Committee has passed; however, she would still like the Board to support the candidates.

President Tobin moved to support the two incumbents on the ACWA JPIA Executive Committee.

Director Hanneman, who requested this item be pulled, voiced his concern that he was unfamiliar with the candidates and wanted to know why the Board is being requested to vote on this. President Tobin explained that the District gets a vote and they asked for support.

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

Director Miller asked to discuss Consent Item 4, which he and Director Rich would have preferred been tabled until the costs were discussed, and now there is a split vote on the nomination. He stated that he would like to Board to show full support for President Tobin's candidacy as the intent was to receive more information, and would like to know what could be done to promote this. GM Helliker suggested that he could request that this be on the next meeting agenda and then re-visit the resolution. Legal Counsel Buckman informed the Board that they would have to undo the resolution then redo it; however, she recommends that the Board do a resolution of support in conjunction with the cost.

President Tobin announced that the Board members and Legal Counsel would be the only ones in the Closed Session. Legal Counsel Buckman explained that the first item is to answer questions regarding the letter that BKS sent to the Board and, for the second item, if the Board wants to invite the General Manager to join then that is their decision.

At 6:42 p.m., President Tobin announced that the Board was adjourning to Closed Session under a separate conference line.

IV. CLOSED SESSION

1. Public Employee Performance Evaluation: General Counsel (Government Code sections 54954.5(e) and 54957).
2. Public Employment: General Counsel (Government Code sections 54954.5(e) and 54957).

V. OPEN SESSION

At 7:45 p.m., President Tobin reported that the Board voted to accept Legal Counsel's resignation and re-appoint the Legal Affairs Committee with Ted Costa as Chair and Marty Hanneman as a member.

VI. NEW BUSINESS

1. District Counsel (W & R)

GM Helliker provided a staff report and informed the Board that recruitment of Legal Counsel should begin with the Board directing staff on the structure of the Request for Proposals (RFP):

- One RFP for legal services OR
Two RFPs – one counsel for general and one counsel for water – with firms submitting proposals on either or both.
- Timeframe
- Establish Legal Affairs Committee – which happened under Closed Session

President Tobin stated that the Legal Affairs Committee would be charged with seeking out the RFPs, have the RFP authored by Eddie Kreisberg (later Director

Costa mentioned another attorney that he would like to contact), and possibly making the RFP a Request for Qualifications (RFQ) instead.

President Tobin reviewed some of the issues that she had with the RFP and then referred review of the RFP to the Legal Affairs Committee.

Director Costa stated that the committee would draw up guidelines on how Legal Counsel would work with the General Manager, the Board Secretary and the Board.

VII. OLD BUSINESS

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

GM Helliker reviewed current precipitation and snowpack levels and projections for precipitation and temperature. He reported that Folsom is at 35% capacity and storage is at 58% average. He reviewed the run-off projections and informed the Board that storage levels are projected to be at 183,000 AF by the end of December.

GM Helliker informed the Board that there is no curtailment at this time for the District's 1854 water rights water; however, he does expect to see more information from the State Water Board regarding curtailments which could affect the 1928 water rights water. In addition, PCWA informed the District that there should be no issues supplying water up to the full contract amount. He informed the Board that he expects the City of Roseville to call on the 4,000 AF of water that is in our contract with them. He also informed the Board that there is up to 10,000 AF of water available through the Antelope Pump Station.

GM Helliker reported that the District's total water supply is 64,000 AF while demands are expected to be 42,284 AF this year. In response to Director Rich's question regarding conducting water transfers with the unused portion, Legal Counsel Buckman stated that the inflow projections are sketchy and Folsom is projected to end at a lower level this year than in 2014. GM Helliker informed the Board that 4,000 AF of water will be transferred to Sacramento Suburban Water District. He stated that this will be a good year for water transfers and informed the Board that if Carmichael Water District receives a curtailment from the State Water Board, then there is a possibility that the District could assist them with about 2,000 AF water transfer.

GM Helliker informed the Board that staff is looking into a conserved water transfer with an agency that is not reliant on DWR or Reclamation for water transfers. He explained that the white paper for conserved water transfers will not be ready for months. However, the agency for this transfer does not rely on DWR or Reclamation for their water supply, so the District would only need approval from the contract officer to release the water rights water to the base of the dam, similar to 2018.

In response to Director Miller's question, GM Helliker explained that the City of Roseville, per our contract with them, is entitled to 4,000 AF of water out of the 25,000 AF of PCWA water that we are entitled to. In addition, GM Helliker explained that the City of Roseville's contract required them to install wells during a period where they were not paying for or receiving the 4,000 AF of water. GM Helliker explained that he renegotiated the contract in 2017 and the City of Roseville started paying the District for that water regardless of them using it or not. GM Helliker will look at the contract to verify Director Miller's comments about the wells.

2. FY 2020-21 Mid-Year Budget Review (W & R)

Ms. Silva was having technical difficulties, so GM Helliker started the presentation on the mid-year budget review. He reviewed Ms. Silva's staff report which will be attached to the meeting minutes. He explained that Wholesale Operations revenues are anticipated to be higher than budgeted and expenses should be close to those budgeted, which will result in an anticipated transfer to Wholesale Capital reserves of around \$3 million. GM Helliker reported that Wholesale Capital revenues are anticipated to come in slightly above the budget while expenses should be slightly below budget. He explained that 10 of the 24 projects are being pushed into fiscal year 2022-23 or beyond.

GM Helliker reported that Retail Operations revenues are anticipated to be higher than the budget while expenses are tracking lower than the budget. Ms. Silva explained that this should result in an anticipated transfer to Retail Capital reserves of around \$1.9 million.

Ms. Silva reported that Retail Capital revenues are anticipated to come in 77% higher than the budget due to an increase in unexpected capital facility connection fees. She explained that Retail Capital expenses will come in below budget due to 15 of 30 projects being pushed into fiscal year 2022-23 or beyond. She informed the Board that this will result in an increase in the expected ending reserves from \$3,179,640 to \$10,942,751.

In response to Director Rich's question, Ms. Silva informed the Board that she is meeting with the consultant for the Retail Financial Plan in the next week or so and anticipates bringing something back to the Board in June/July.

3. Water Loss Regulations (R)

GM Helliker provided a staff report which will be attached to the meeting minutes. He informed the Board that the State Water Board came out with a model in November 2020 regarding water loss regulations. This model will result in over two-thirds of the RWA agencies, including the District, facing the prospect of having to reduce water loss by more than 50% by 2028. He reported that there was a workshop today with the State Water Board to review the peer reviews. He explained that the peer reviewers' questions were related more to the economic modeling rather than the feasibility of the regulations, which is the main issue for the water agencies.

GM Helliker informed the Board that RWA conducted an independent review with a well-known economic firm and some of their comments are included in the staff report. He reported that RWA is doing a great job of keeping on top of this issue for the region.

Mr. Cullen Wilder addressed the Board and inquired about the District having to reduce leakage by 50% and wasn't sure how the District could accomplish that. GM Helliker explained that the District's proposed standard would actually be a 76% reduction and that would be based on the annual water loss audit that the District conducts. GM Helliker explained that the District's real losses are 4-5% and the differences that make up the water loss could be due to meter inaccuracies, reading the meters incorrectly and actual water loss from the pipelines.

VIII. INFORMATION ITEMS

1. GENERAL MANAGER'S REPORT

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

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

1.2 Miscellaneous District Issues and Correspondence

GM Helliker reported there have been two reports produced for the Collaboration/Integration Study and the draft of the third report is being reviewed by the general managers. He informed the Board that a meeting of the Ad Hoc committee will be scheduled in April/May.

GM Helliker reported that a meeting is scheduled to discuss conjunctive use and groundwater banking with Orange Vale Water District next week.

2. DIRECTOR OF FINANCE'S REPORT

2.1 Miscellaneous District Issues and Correspondence

No report.

3. OPERATION MANAGER'S REPORT

3.1 Miscellaneous District Issues and Correspondence

Mr. Barela reported that staff has been conducting performance testing on the Hinkle Reservoir Project for operations and emergency response planning. He informed the Board that a 5-day continuous operation via the temporary tanks is in progress with Hinkle Reservoir completely offline.

Mr. Barela reported that he conducted a brief presentation at the Fair Oaks Water District board meeting regarding the Hinkle Reservoir Project which went well; however, the discussion turned towards master agreements which GM Helliker addressed.

4. ENGINEERING SERVICES MANAGER'S REPORT

4.1 Miscellaneous District Issues and Correspondence

No report.

5. LEGAL COUNSEL'S REPORT

5.1 Legal Matters

Legal Counsel Buckman reiterated that the January and February minutes will need to be revised and approved at the April Board meeting. At her request, President Tobin directed the Board Secretary to revise the January Board minutes and bring back to the April Board meeting.

Legal Counsel Buckman requested that the Board meeting minutes be reviewed by Legal Counsel prior to being finalized.

Legal Counsel Buckman suggested that the April Board meeting agenda include an item to indicate that Kim Silvers will be the designated person to staff the Personnel Committee meetings when it is considering the evaluation of the General Manager, as that reference was not included in the final motion at the February Board meeting. In addition, she recommends that the April Board meeting agenda include some action items related to the drought year since the inflow and CVP numbers are not great this year and the Board may need to take action. GM Helliker commented that the hydrology update is included on the agenda.

IX. DIRECTORS' REPORTS

1. SGA

No report.

2. RWA

Director Rich referred the Board to the written report which will be attached to the meeting minutes. He reported that RWA held a strategic planning workshop on March 19th. Mr. Zlotnick reported that the strategic plan had a 20-page synopsis which identified priorities. Mr. Zlotnick explained that, at the workshop, the plan was reviewed but discussion was limited. He expects to see more discussion on the plan as it is developed in conjunction with the budget. Mr. Zlotnick and Director Rich commended Jim Peifer, RWA Executive Director, for responding to the requests of the region.

3. ACWA

3.1 ACWA - Pam Tobin

President Tobin provided a written report on ACWA activities which will be attached to the meeting minutes.

3.2 JPIA - Pam Tobin

President Tobin provided a written report which will be attached to the meeting minutes.

3.3 Energy Committee - Ted Costa

Director Costa reported that the Energy Committee has been discussing reducing emissions and he voiced concern regarding access to back up diesel generators. Legal Counsel Buckman commented that hydroelectric might become a topic of discussion this summer with the reservoir levels being so low and expectations of running out of energy by September. GM Helliker pointed out that there is a zero-emission vehicle fleet rule that is in the works which may affect the District's operations.

4. CVP WATER ASSOCIATION

No report.

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

Director Hanneman noticed that some Board members on the videoconference are not wearing masks and is concerned that the District is not following the CDC guidelines. President Tobin thanked Director Hanneman for bringing this to the attention of the Board. Legal Counsel Buckman informed the Board that the CDC guidelines were recently updated and allow for fully vaccinated people to able to not wear masks; however, it was then discovered that not everyone had been fully vaccinated. Ms. Silva informed the Board that the District's Pandemic Response Plan requires that everyone within 6' of each other inside wears a mask.

Director Costa inquired about Ms. Kim Silvers being appointed to the Personnel Committee as a staff person. Legal Counsel Buckman explained that the final motion from Director Miller did not include having Ms. Silvers appointed as staff to the committee and should be added to the April Board meeting agenda to clarify the point of contact. Director Costa commented that he requested that Mr. Zlotnick attend the Legal Affairs Committee meetings and questioned whether that needed Board approval. Legal Counsel Buckman informed the Board that approval for that was not needed.

X. COMMITTEE MEETINGS

1. Engineering Committee – March 16, 2021

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

2. Finance Committee – March 23, 2021

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

XI. UPCOMING EVENTS

1. **2021 ACWA Spring Conference**
May 12-13, 2021
Virtual

XII. ADJOURN

The meeting was adjourned at 8:44 p.m.

ATTEST:

PAMELA TOBIN, President
Board of Directors
San Juan Water District

TERI GRANT, Board Secretary

AGENDA ITEM III-2

STAFF REPORT

To: Board of Directors
From: Greg Turner, Water Treatment Plant Manager
Date: March 24, 2021
Subject: Authorization of purchase for vehicle #8 replacement

RECOMMENDED ACTION

Staff recommends authorizing the purchase of a replacement vehicle for vehicle #8. The replacement vehicle would be a Ford F450, with a Scelzi utility bed, and Auto Crane for Water Treatment from Downtown Ford, a item that is included in the FY2020-21 budget. This item will be reviewed by the Finance Committee on March 23, 2021.

BACKGROUND

The District's existing Vehicle #8 is a 2005 Ford F450, with a CTEC utility bed with pipe rack. The vehicle has approximately 94,000 miles and is 16 years old. The vehicle has reached the point where repair and maintenance costs to District are no longer cost effective. The overall condition of the vehicle is poor and it does not meet the needs of the department.

The District's policy for vehicle replacement is that, when a vehicle reaches 10 years old and/or reaches 100,000 miles, it should be replaced. This policy has been developed based upon vehicle expenditures by District operations staff and experience with vehicle repairs and identification of the typical point at which the vehicle begins to experience maintenance costs that exceed the vehicle's residual value. This policy is typical of other water districts, as well.

The District will utilize the State of California vehicle contract 1-18-23-20A-I CLIN 30. Staff selected the gasoline replacement; based upon vehicle mileage, maintenance costs, and towing capability. In addition, staff assessed two acceptable utility beds that offered different crane options; CTEC with the Liftmoore Crane, and Scelzi; with the Auto Crane. The department currently does not have a crane bed to perform motor and pump lifting necessary to maintain the WTP. The Scelzi utility body/ Auto Crane was the best cost to replace the current vehicle and meet the needs of the department.

FINANCIAL CONSIDERATIONS

Staff is recommending that the Board approve the vehicle #8 replacement with a Ford F450, with Scelzi utility bed, and Auto Crane from Downtown Ford, in the amount of \$85,072.25. The existing vehicle will be sold through auction.

AGENDA ITEM III-3

STAFF REPORT

To: Board of Directors
From: Adam Larsen, Field Services Manager
Date: March 24, 2021
Subject: Authorization of purchase (Mini) Hydraulic Excavator

RECOMMENDED ACTION

Staff recommends authorizing the purchase of a new (Mini) Hydraulic Excavator, a budgeted item for FY2020-21. The excavator is a Takeuchi TB250-2 and will be purchased from Global Machinery of Sacramento in the amount of \$68,902.76. This item will be reviewed by the Finance Committee on March 23, 2021.

BACKGROUND

The District distributed and Invitation to bid for a (Mini) Hydraulic Excavator and received six responsive bids. Each bid and equipment items were evaluated against 81 equipment specification standards, as developed by the District Field Services team. The bidder and equipment proposed were scored to be in compliance to each standard, and a calculated weighted score was tabulated, when the equipment complied with the standard. The categories included; general requirements, engine, transmission & powertrain, safety guards and security, operator cabin and console, under-carriage, delivery, warranty, and training.

The equipment award criteria and selection is based upon the bidder responsiveness and compliance to the equipment standard specifications, and their overall weighted score. The summary table as follows records the results of this analysis.

Rating	Bidder	Equipment	Score	Bid Price
1	Global Machinery Equipment	2021 Takeuchi TB250-2	225	\$ 68,902.76
2	Sara Holding - Volvo Construction	2021 Volvo ECF58F	216	\$ 67,567.50
3	Valley Truck & Trailer	2021 John Deere 50G	208	\$ 72,983.20
4	Pape Machinery	2021 John Deere 50G	199	\$ 82,966.46
5	Holt Equipment	2021 CAT 305E2	175	\$ 82,544.96
6	United Rentals	2021 Takeuchi TB250-2	*	\$ 74,156.30

* Note- United Rentals Did not complete the equipment standard specification - checklist

There were several key standards the team required, that set the Takeushi TB250-2 apart from the rest of the equipment item bids. The power and robustness of the Takeuchi with digging breakout force of 10,430 Lbs. is unmatched by any other equipment. The lowest bidder Sara Holding – Volvo Construction at \$67,567.50 was 1.9% lower; however, the ECF58F has a lower digging breakout force at 8,950 Lbs. Other standards that set the Takeushi apart from the Volvo were greater lifting capability, and equipment under-carriage width. Sales and service are local for any issues and the warranty is 2 years / 2,000 hours. The District contacted the Takeuchi

references provided and confirmed their recommendations for the equipment, and support from Global Machinery Equipment. Takeushi (Mini) Hydraulic Excavator is the equipment of choice for Amador Water District as well as most contractors these days. The flexibility and power of this equipment will allow our operators to improve the speed and digging processing time with a smaller footprint than a standard backhoe.

FINANCIAL CONSIDERATIONS

Staff is recommending the Board to approve the purchase of the Takeuchi TB250-2 from Global Machinery of Sacramento in the amount of \$68,902.76.

After equipment #15 is replaced, it will go to public auction and then the amount that it is sold for will go back into the District's General CIP Fund.

AGENDA ITEM III-4

STAFF REPORT

To: Board of Directors

From: Teri Grant
Board Secretary

Date: March 24, 2021

Subject: Resolution to Nominate President Tobin for ACWA President (2022-2023)

Background

Every two years the Association of California Water Agencies (ACWA) appoints a Nominating Committee to recommend a slate of candidates for election as ACWA President and Vice-President.

Candidates for these offices must have Resolutions of support from the agency's Board upon which they serve.

The Board approved such a Resolution in 2019 in support of President Tobin's interest in being nominated for ACWA Vice President.

This Resolution would satisfy ACWA's requirement for a Board resolution to support President Tobin's nomination for ACWA President for the 2022-2023 term.

While ACWA has not yet announced the 2021 Nominating schedule, based on the 2019 schedule, the following is the likely timeline:

- ACWA President announces Nominating Committee at Spring Conference in May
- Call for submittal of Nominations in June
- Resolutions of Nomination and Support due beginning of September
- Recommended Slate announced at ACWA Board Meeting at the end of September
- Approval of slate by acclamation, or contested election vote, at Fall Conference

RESOLUTION NO. 21-02

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SAN JUAN WATER DISTRICT
TO NOMINATE AND SUPPORT
PAMELA TOBIN
AS A CANDIDATE FOR THE POSITION OF ACWA PRESIDENT**

WHEREAS, the Association of California Water Agencies (ACWA) will appoint a 2021 Nominating Committee to nominate a slate for ACWA's statewide positions of President and Vice President; and

WHEREAS, the individual who fills these ACWA officer positions will need to have a working knowledge of water industry issues and concerns, possess strength of character and leadership capabilities, and be experienced in matters related to the performance of the duties of the office; and

WHEREAS, this person must be able to provide the dedication of time and energy to effectively serve in this capacity, and Pamela Tobin was previously elected to serve as ACWA Vice President and has done so since January, 2020; and

WHEREAS, Pamela Tobin has served in a leadership role as a member of the San Juan Water District Board of Directors since December 2004; and

WHEREAS, Pamela Tobin prior to her service as ACWA Vice President served in a leadership role as a member of the ACWA Board of Directors since 2018; served on the ACWA Region 4 Board from 2016-2019 and Region 4 Chair in 2018-2019; served on the ACWA Federal Affairs Committee and the ACWA Local Government Committee from 2014-2019; and served on the ACWA Board of Directors' Steering Committee for Long-Term Strategic Planning in 2019; and

WHEREAS, Pamela Tobin served on the Board of the Sacramento Regional Water Authority (RWA) from 2004-2019, including as RWA Board Chair, and as a member of the RWA Executive Committee for a number of years, and received the RWA "Distinguished Service" Award for 2018; and

WHEREAS, Pamela Tobin served on the Board of the Sacramento Groundwater Authority (SGA) from 2004-2019, and has previously served as SGA Chair, including in 2019; and

WHEREAS, it is the opinion of the San Juan Water District Board of Directors that Pamela Tobin possesses all of the qualities needed to fulfill the duties of the office of ACWA President.

NOW, THEREFORE, BE IT RESOLVED, that the San Juan Water District Board of Directors does hereby nominate and support Pamela Tobin as a candidate for the office of ACWA President, pledging the District's support of her endeavors in fulfilling the duties of this office if elected.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 24th day of March 2021, by the following vote:

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

ATTEST

PAM TOBIN
President, Board of Directors
San Juan Water District

TERI GRANT
Secretary, Board of Directors



AGENDA ITEM III-5

San Bernardino Valley Water Conservation District

Helping Nature Store Our Water

February 10, 2021

Pamela Tobin
San Juan Water District
8700 Golden Spur Dr
Granite Bay, CA 95746

Dear Pamela Tobin,

The Board of Directors of the San Bernardino Valley Water Conservation District has nominated its President, Melody A. McDonald, to continue in her position on the ACWA/JPIA Executive Committee. Enclosed is a certified copy of SBVWCD Resolution No. 581 nominating Mrs. McDonald for ACWA/JPIA Executive Committee.

Melody currently serves on the ACWA/JPIA Executive Committee, Personnel Committee, Chairs the Liability Program Subcommittee, served on the Building & Property Ad Hoc Committee, and was past chair of the Property & Workers Compensation Program Subcommittees. Melody has an institutional knowledge of all of JPIA's programs, their history, how coverage's evolved for the JPIA membership and has helped the organization grow to 188 Million in assets. Melody participates in training at various JPIA members facilities; she has personally visited and presented rate stabilization fund refund checks back to JPIA members totaling over 45 Million, since the inception of the fund. This year, JPIA has held nearly over 600 training classes resulting in more than 4,000 employees receiving training. Melody believes the best claim is the one that never happened, and that there is a direct correlation between risk management, training, and minimizing losses. She pursues all her duties with a strong sense of commitment and dedication. Enclosed is her Statement of Qualifications.

The District respectfully requests your organization consider adopting a concurring resolution of nomination in support of Mrs. McDonald. Enclosed is a sample concurring resolution for your consideration in support of her nomination or it can be found at <https://www.acwajpi.com/election/>. Since time is of the essence, and that this will require Board action, please include this on your agenda for your next Board meeting. Please send a certified copy to:

ACWA/JPIA and
Attention: Sylvia
Robinson
P.O. Box 619082
Roseville, CA 95661

San Bernardino Valley Water
Conservation District
Attention: Athena Lokelani
1630 W. Redlands Blvd. Ste "A"
Redlands, CA 92374

This resolution must be received by ACWA/JPIA no later than 4:30 pm Friday March 19, 2021.

Sincerely,

Daniel B. Cozad
General Manager

1630 W. Redlands Blvd, Suite A
Redlands, CA 92373
Phone: 909.793.2503
Fax: 909.793.0188
www.sbvwc.org Email: info@sbvwc.org

BOARD OF DIRECTORS

Division 1:
Richard Corneille
Division 2:
David E. Raley

Division 3:
Robert Stewart

Division 4:
John Longville
Division 5:
Melody McDonald

GENERAL MANAGER

Daniel B. Cozad

RESOLUTION NO. 581

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
NOMINATING ITS ACWA/JPIA BOARD
MEMBER TO THE EXECUTIVE COMMITTEE
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY ("ACWA/JPIA")

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

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

WHEREAS, President McDonald has served District and the ACWA/JPIA Executive Committee for many years and brings leadership experience and perspective.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Bernardino Valley Water Conservation District that its member of the ACWA/JPIA Board of Directors, Melody McDonald, be nominated as a candidate for the Executive Committee for the election to be held at JPIA's Spring 2021 Conference.

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

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

ADOPTED this 13th day of January 2021.


President, Board of Directors

ATTEST:


Secretary



Melody.sbvwd@gmail.com

**Melody
Henriques-McDonald**

P.O. BOX 30197
SAN BERNARDINO, CA 92413

(909) 793-2503 District
(909) 499-5175 cell
(909) 867-9821 fax

Like @ <https://www.facebook.com/Melody4Water>

Candidate for:

**ACWA JPIA
EXECUTIVE COMMITTEE**
(Incumbent, seeking re-election)



Melody & Board receiving, District of Distinction Award, the highest governance and best practices accreditation possible.

Kathleen Tiegs, former Special Districts Board Member & ACWA President presenting. 2017

ASSOCIATIONS

Member, Board of Directors of the San Bernardino Valley Water Conservation District (Elected), Currently President, originally appointed in 1991, and first woman on the board.

Member, Executive Committee ACWA/JPIA

Chair, JPIA Liability Program Committee

Vice-Chair, Employee Benefits Committee

Director, ACWA/Joint Powers Insurance Authority

Member ACWA Federal Affairs Committee

Board Member, Association of the San Bernardino County Special Districts

Over 28 + Years, Experience in the Water Industry includes:

Past Member, (CWA) California Women for Agriculture

Past Member, ACWA Water Management Committee

Past Member, ACWA State Legislative Committee

Past Chair & Vice-Chair, JPIA Property & Workers Compensation Programs

Past Member, Board of Directors ACWA, Region 9 Chair

Past Chair, Water Management Certification Subcommittee

**Chair, California Water Quality Control Board, Santa Ana Region
8 Years of service, Gubernatorial Appointment 1993-2000**

CURRENT EMPLOYMENT

**Southwest Lift & Equipment, Inc. (Heavy Duty Vehicle Lifts)
Broker/Associate, Century 21 Lois Lauer Realty**

PROFESSIONAL ASSOCIATIONS & LICENSES

Redlands Association of Realtors

California Real Estate Broker's License

Arizona Real Estate Broker's License

ORGANIZATIONS AND SOCIETIES

Highland Chamber of Commerce

San Bernardino Chamber of Commerce

Immanuel Baptist Church Highland, CA

BSF International

EDUCATION

San Gorgonio High School, 1976

Western Real Estate School, 1989

Graduate, Special Districts Board Management Institute, 1997

Studied at Crafton Hills College



10440 Ashford Street, Rancho Cucamonga, CA 91730-2799
P.O. Box 638, Rancho Cucamonga, CA 91729-0638
(909) 987-2591 Fax (909) 476-8032

John Bosler
Secretary/General Manager/CEO

January 27, 2021

Dear Fellow ACWA/JPIA Member:

On January 26, 2021 the Cucamonga Valley Water District Board of Directors adopted Resolution No. 2021-1-2 nominating President Randall James Reed for the position of ACWA/JPIA Executive Committee. We are formally requesting your support of President Reed's nomination through the adoption of a concurring resolution from your agency.

President Reed is well qualified to take on this leadership role in ACWA/JPIA as you will see in his attached statement of qualifications, and he is committed to continuing the great work of providing quality insurance and employee benefit services that ensure our agencies and ratepayers are receiving the most cost-effective service possible.

I have attached a sample concurring resolution in support of his nomination, as well as his candidate statement. The elections for ACWA/JPIA Executive Committee will be held this spring, and the deadline to submit nominations is March 19, 2021. Should you desire to adopt a resolution or if you have questions please contact our Executive Assistant to the Board, Taya Victorino at 909.987.2591 or tayav@cvwdwater.com.

Thank you in advance for your consideration.

John Bosler
General Manager/CEO

Attachments:

Resolution No. 2021-1-2 Nominating Randall Reed
Candidate Statement – President Reed
Sample Concurring Resolution

Randall James Reed
President

Luis Cetina
Vice President

James V. Curatalo, Jr.
Director

Mark Gibboney
Director

Kevin Kenley
Director

RESOLUTION NO. 2020-1-2

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CUCAMONGA VALLEY WATER DISTRICT NOMINATING ITS JPIA BOARD MEMBER TO THE EXECUTIVE COMMITTEE OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES JOINT POWERS INSURANCE AUTHORITY ("JPIA")

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

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

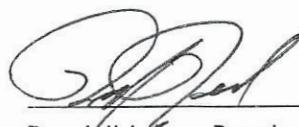
**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS
OF THE CUCAMONGA VALLEY WATER DISTRICT** that its member of the JPIA Board of Directors, **Randall James Reed**, be nominated as a candidate for the Executive Committee for the election to be held during the JPIA's spring 2021 Board of Directors' meeting.

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

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

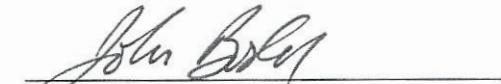
APPROVED, ADOPTED AND SIGNED this 26th day of January 2021.

CUCAMONGA VALLEY WATER DISTRICT



Randall James Reed
President

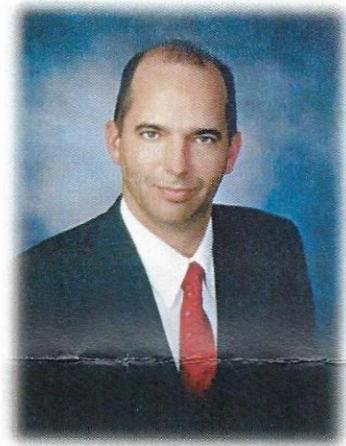
ATTEST:



John Bosler
Secretary and General Manager/CEO

Randall James Reed
Statement of Qualifications
Association of California Water Agencies
Joint Powers Insurance Authority (ACWA/JPIA) Executive Committee

I am pleased to share with you my interest in continuing my service on the Executive Committee for ACWA/JPIA. I am prepared and ready to help lead the organization as we continue to uphold ACWA/JPIA's mission "*to consistently and cost effectively provide the broadest possible affordable insurance coverage and related services to its member agencies.*"



My experience with ACWA/JPIA began over a year ago when I was appointed by the Cucamonga Valley Water District (CVWD) to serve as their ACWA/JPIA representative. In that same year I was elected to the Executive Committee to fill a vacancy and eagerly rose to the challenge. Now I am dedicated to ensuring the success of ACWA/JPIA. We provide a vital service to the water community and they provide a vital service to their communities. I know how important this organization is for the member agencies who depend on our success.

I have served on the CVWD board of directors for approximately 18 years, and currently serve as their President. At CVWD, we have taken full advantage of all the programs the ACWA/JPIA has to offer to ensure our employees are working in the safest environment possible. Our board of directors has also adopted a *Commitment to Excellence* pledge putting into place best management practices which bolsters our effectiveness for loss prevention and safety.

I currently serve on the board of the Association of San Bernardino County Special Districts. In my past roll as board president, I was focused on increasing my understanding of our members needs so that I may know how to better serve and lead the association. I will continue to use this same approach if re-elected to serve on the ACWA/JPIA Executive Committee.

Professionally, I am retired from a 32 year career in the wastewater management field as an electrical and instrumentation supervisor. I earned a Bachelor's degree in Information Management Systems from California State University San Bernardino and have been an active member in the Association of California Water Agencies, California Special Districts Association and the California Water Environment Association. I'm a pound veteran of the United States Marie Corp.

Thank you for allowing me to share my experience, leadership and knowledge. I look forward to the opportunity to represent you and your agency. Please feel free to contact me directly at (909) 240-1344 should you have questions or if you would like to support my candidacy.

Thank you in advance for your consideration,

A handwritten signature in blue ink that reads "Randall James Reed". The signature is fluid and cursive, with "Randall" on top and "James Reed" stacked below it.

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE

(NAME OF MEMBER DISTRICT)

CONCURRING IN NOMINATION TO THE EXECUTIVE COMMITTEE

OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY ("JPIA")

WHEREAS, this district is a member district of the JPIA; and

WHEREAS, the Bylaws of the JPIA provide that in order for a nomination to be made to JPIA's **Executive Committee**, three member districts must concur with the nominating district, and

WHEREAS, another JPIA member district, the (NAME OF NOMINATING DISTRICT) has requested that this district concur in its nomination of its member of the JPIA Board of Directors to the **Executive Committee** of the JPIA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the (NAME OF MEMBER DISTRICT) that this district concur with the nomination of (NAME OF NOMINEE) of (NAME OF NOMINATING DISTRICT) to the **Executive Committee** of the JPIA.

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

ADOPTED this (DATE) day of (MONTH), 2021.

(SIGNATURE)
Board President

ATTEST:

(SIGNATURE)
Secretary

AGENDA ITEM VI-1

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: March 24, 2021
Subject: Selection of a New Legal Counsel

RECOMMENDED ACTION

Direct the General Manager to Issue a Request for Proposals for Legal Services

BACKGROUND

The District will be transitioning from its current legal services contract with Bartkiewicz, Kronick and Shanahan to a new legal counsel or counsels no later than June 30, 2021. The Board will need to decide on the timing and scope of the process, including answers to the following questions:

Does the Board prefer to have one law firm providing all legal services, or would it like to solicit proposals for general counsel services and water rights counsel services from firms, allowing them to bid on either or both?

When would the Board like the proposals to be delivered (a minimum of 30 days after issuance is recommended)?

Does the Board wish to establish a committee (for example, re-constituting the Legal Affairs Committee), to review the proposals and make a recommendation on a list of firms to be interviewed by the Board?



Public Notice

REQUEST FOR PROPOSALS FOR GENERAL COUNSEL/WATER COUNSEL LEGAL SERVICES

Release Date: March 25, 2021

Deadline for Submission: April 26, 2021

Contact person: Paul Helliker, General Manager

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

<u>RELEASE DATE:</u>	March 25, 2021
<u>CLOSING DATE:</u>	Proposals must be received via E-mail by Monday, April 26, 2021 by 5:00 PM PDT.
<u>CONTACT PERSON:</u>	Paul Helliker, General Manager E-mail: phelliker@sjwd.org Direct: 916-205-8316
<p style="text-align: center;">San Juan Water District 9935 Auburn-Folsom Road Granite Bay, CA 95746</p> <hr/>	

THE DISTRICT

The San Juan Water District (SJWD) is located in the Sacramento region, about 20 miles northeast of downtown Sacramento. SJWD is a Community Services District, founded in 1954, operating under the State of California Government Code (and related codes). The District serves both retail municipal and industrial customers in 17 square miles of Placer and Sacramento Counties, via approximately 10,700 service connections and a population of approximately 30,000 people. SJWD also serves a population of approximately 120,000 on a wholesale basis, delivering water to these customers via four Wholesale Customer Agencies: the City of Folsom, the Orangevale Water Company and the Citrus Heights and Fair Oaks Water Districts (the latter three being in unincorporated Sacramento County or in the City of Citrus Heights). The District's total wholesale service area comprises 46 square miles.

The District is governed by a five member Board of Directors, currently elected at large from throughout the District's service area. The District is led by a senior management team composed of a General Manager, a Director of Finance, an Engineering Services Manager and an Operations Manager. The staff includes 48 full-time regular unrepresented employees, including employees licensed or certified as attorneys, registered professional engineers, certified public accountants, water distribution operators, water treatment operators, cross-connection specialists, water conservation practitioners and other qualifications. There are no bargaining units at CHWD.

The District's mission is to ensure the delivery of a reliable water supply of the highest quality at the lowest reasonable price. The District diverts water from the American River through Folsom Dam and treats it to meet all state and federal drinking water standards, and delivers the treated water to its retail and wholesale customers. 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. In 2020, the District delivered approximately 39,000 acre-feet of treated water supplies to its wholesale area, and 4,000 acre-feet of treated water to the Sacramento Suburban Water District through the Cooperative Transmission Pipeline.

INTRODUCTION

The SJWD Board of Directors invites interested firms with a minimum of ten (10) years of California local government and/or water law experience to submit written proposals to provide General and/or Water Counsel legal services.

Firms are invited to submit proposals for: 1) the full range of legal services, including: general government and water practices; or 2) general government only; or 3) water practices only. San Juan Water District may opt to contract with one legal firm for all legal services, or select one general government legal services, and a second firm for water law services.

As General Counsel or Water Counsel, the selected law firm(s) will be expected to provide a wide range of legal services to the District. The law firm(s) is/are selected by the Board of Directors, and will work closely with the General Manager and District staff.

SCOPE OF SERVICES REQUESTED

The anticipated services will include, but are not limited to, the following:

1. Represent and advise the Board of Directors and other agencies for which the Board of Directors serve as the governing body (e.g., Finance Corporation) and all District Officers in all matters of law pertaining to their offices.
2. Represent and appear for any District Officer and/or employee or any former District Officer and/or employee in legal proceedings in which any such officer or employee is entitled by law to representation furnished by the District.
3. Attend regular and special meetings of the Board of Directors and of Board Committees, when so requested, and provide legal advice and opinion as requested by the Board of Directors, General Manager or designee. Note - generally, legal counsel does not attend regular or special Board Meetings unless requested to do so or there is an issue requiring legal counsel attendance.
4. To be promptly available for telephone consultation and to render written opinions on given issues related to District business in a timely manner.
5. Approve the form and content of reports to the Board of Directors, District contracts and all performance bonds, certificates of insurance and like documents tendered to the District, as requested by the General Manager or designee.

6. Prepare/review all Ordinances, Resolutions, Contracts, Deeds, Leases, and all other legal documents, as requested by the Board of Directors or by the General Manager or designee.
7. Provide recommendation and advice when requested by the Board of Directors or General Manager pertaining to the retention of and employment of outside law specialists in complex and important matters in which the District may be involved.
8. Investigate all claims and complaints by or against the District and prepare civil cases and act as trial counsel as required and requested by the Board of Directors or General Manager.
9. Review citations for violations of District ordinances in accordance with criminal/civil law and procedures; prepare and try infractions, misdemeanors, and ordinance violations as required and requested by the General Manager.
10. Prepare extended legal opinions of a complex nature as requested by the Board of Directors or General Manager.
11. Generally oversee and manage the legal affairs of the District and ensure that the policies, programs, and activities of the District and its employees and agents are carried out in compliance with all applicable law and that the best interests of the District are otherwise protected to the fullest extent possible.

The law firm(s) selected by SJWD shall provide the full normal range of services of the General Counsel and/or Water legal counsel as described above. Among other things, the General Counsel shall have expertise on California and Federal water law, the Ralph M. Brown Act (California Government Code section 54952 et seq.), the California Public Records Act (Govt. Code section 6200 et seq.), California conflict of interest law (Govt. Code section 1090), the Political Reform Act of 1974 (Govt. Code section 81000 et seq.), the California Tort Claims Act (Govt. Code section 815 et seq.), the California Environmental Quality Act (California Public Resources Code section 21000 et seq.), public works construction, and the federal Americans with Disabilities Act. The law firm(s) selected by SJWD shall establish and maintain services to the District in case of their unavoidable absence, through temporary legal services satisfactory to the District. The General Counsel and/or Water legal counsel will provide the District with education and in-service seminars as mutually agreed to maintain a level of education among the Board of Directors members, staff and management in order, to the fullest extent possible, to increase the knowledge of District staff and Board Members, and to reduce liability.

Attendance at Board of Directors meetings is on a requested or as-needed basis only. The Board of Directors generally meets once per month, on the fourth Wednesday of each calendar month (the second Wednesday in November and December). When attendance is requested, the General or Water Counsel may be asked to attend closed sessions. The District does not require regular office hours, but expects the law firm(s) selected by SJWD to be available to attend meetings in person or remotely (via video, web-streaming or teleconference) if needed.

Prior to initiation of any work, the District may request a written statement of the estimated cost of the work.

The District requests proposals covering the full scope of requested legal services, including general government and/or water legal services.

RFP RESPONSE FORMAT

The RFP respondent shall submit an electronic copy of the RFP response with all of the information requested. In order to simplify the proposal evaluation process, the District is seeking RFP responses in the following format:

PROPOSAL FORM AND CONTENT

A. Proposal Submittal

Respondents must include the following items in their proposals addressing the Scope of Services above. Proposals and the fee schedule must be valid and binding for 120 days following the proposal due date, and may become part of the agreement with the District.

B. Letter of Transmittal

Include a cover letter signed by a duly authorized representative of the firm. The cover letter must include name, address, telephone number (cell phone number preferred but not required) and e-mail address of the Respondent submitting the proposal. In addition, the name, title, address, telephone number, and e-mail address of the person or persons who are authorized to represent the Respondent and to whom correspondence should be directed shall be included. An unsigned proposal is grounds for rejection.

C. Table of Contents

Include a clear identification of the submitted material by section and by page number.

D. Summary

Introduce the proposal and summarize the key provisions of the proposal. Based on your firm's expertise and qualifications, explain why your firm is best suited to provide the services described herein.

E. Statement of Understanding

Include a detailed statement of understanding of the legal services to be provided. If there are services listed in this RFP that the Respondent will not be able to provide, please be certain to address such in your response.

F. Background and Experience

1. Official name and address and specify the type of entity (partnership, LLC, corporation, etc.).
2. Describe the firm's background and history, including the number of years in practice. Describe in detail the firm's public agency and/or water practices legal services expertise.
3. List the location of office(s) that would serve the San Juan Heights Water District.
4. Provide an organization chart and staffing plan identifying key personnel, related lines of authority and responsibility of those team members who will provide the services described in this RFP.

G. Approach to Legal Services

Describe your view of the role of the General Counsel and/or Water Practices counsel.

Describe how the firm would keep the District informed about the status of litigation and other legal matters.

Provide your best example of a written communication to a governing body about a legal issue, prepared within the past 5 years and not to exceed 6 pages, in which options are explained and a recommendation is given.

Describe how you track and manage legal fees and costs.

Describe how you would proactively advise the District about legal developments or issues of concern, without being asked. If you use Newsletters, News Briefs, or other communications, please describe the general content and frequency of publication.

Please list relevant specialty services your firm does not provide. Such specialty services might include employee relations/human resources; civil rights/voting rights; or water utility/enterprise finance. For any specialty services your firm does not directly provide, describe how you propose the District would receive such services. Options may include but are not limited to: separate agreement(s) between the District and a specialty services firm selected by the District where the contract is administered by District; separate agreement(s) between the District and a specialty services firm selected by the District where the contract is administered by Respondent for the District; or a specialty services firm subcontract to Respondent. You are not required to address who would provide such relevant specialty services, just how such services are proposed to be provided.

H. Proposed Attorney(s)

Name the person whom you propose to designate as the General Counsel and or Lead Water Counsel.

Provide the following resume information for each designee:

1. Certificates or licenses, including the date of admission to the State Bar of California;
2. Description of education, including names of educational institutions, degrees conferred, and year of each degree;
3. Professional background and professional associations;
4. Experience with and knowledge of the law relating to public agencies (particularly public water agencies and/or local government agencies);
5. Specific areas of expertise and training; and
6. Provide names and detailed qualifications for all other attorneys in your firm who are proposed to provide supporting legal services in support of the primary attorney(s).

I. References and Potential Conflicts of Interest

1. Provide contact information for five public water agency (preferred) or other local government agency clients for which services have been provided by the proposed General Counsel or Lead Water Counsel in the last five years, so reference checks can be conducted. Please include the contact person's name, agency, phone and email address.
2. List all public clients within the Sacramento Region for whom your firm currently provides services under a fee for services basis or on a retainer basis and indicate the services provided. Identify any foreseeable or potential conflicts of interest that could result from such representation and the manner in which you would propose to resolve such conflicts.
3. For the person proposed as General Counsel or Lead Water Counsel, list all public clients that person presently represents as General Counsel, Deputy General Counsel, Assistant General Counsel, or Water Counsel, along with the meeting dates and times for each governing body.
4. List all private clients of your firm such as water contractors, construction contractors, land developers, or other contractors that could potentially pose a conflict of interest while representing the District.
5. Identify all situations in the last five years in which your firm represented a public entity in a litigated or administrative proceeding and the decision or outcome was adverse to that public entity. Similarly, please identify all situations within the last five years in which your firm represented a public entity in a litigated or administrative proceeding and the decision or outcome was beneficial to the public entity.

6. If, within the past 10 years the firm, or any of the attorneys employed by the firm has been sued by a District or other local public agency for legal malpractice, been the subject of a legal malpractice claim, been the subject of a complaint filed with the State Bar, or received discipline imposed by the State Bar, please describe in detail the circumstances of said suit, claim, complaint or discipline.

J. Compensation and Reimbursement

San Juan Water District requests a “Fee- for-Services”/hourly billing methodology. Respondent shall identify the applicable hourly rates and list all known non-labor/other direct costs. District will reimburse non-labor/other indirect costs at Respondent’s actual/documented cost.

If Respondent proposes to utilize a subcontractor for rendering of any legal services, it shall identify applicable hourly rates and all known non-labor/other directs incurred in such subcontracted legal services. Respondent shall provide the same assurances of the competence of subcontractors as it does with respect to itself, plus the demonstrated ability to manage and supervise the subcontracted work. Subcontractors shall not be allowed to further subcontract with others without the prior consent of the District. The District will not provide compensation for any administrative overhead incurred in supervising the work of a subcontractor.

The District may accept and incorporate the proposed fee schedule as part of the award/agreement process without further negotiations or, alternatively, may use it as the basis for negotiations. Consequently, Respondents are encouraged to provide their best pricing.

The District anticipates that the General Counsel and/or Employment Practices Legal Services Agreement which may be awarded through this RFP process will be an initial contract period of five years, with options to renew for additional five year increments, subject to a written termination provisions that can be exercised at any time by either the District or Legal Counsel.

The Respondent shall identify how it proposes to be considered for fee increases and at what intervals.

K. Agreement

At the conclusion of the initial evaluation process, negotiations between the District and the selected Respondent for a contract will proceed. If the District engages a Respondent in negotiations and satisfactory agreement provisions cannot be reached, then negotiations may be terminated and the District may elect to contact another Respondent. This sequence may continue until an agreement is reached.

The District contemplates entering into a legal services contract containing its standard terms and conditions which will include specific standards for the firm’s billing of costs and

services. The contract will also set forth requirements for the scrupulous exercise of good billing judgment, billing documentation, and insurance requirements. The contract will contain an express provision that in the event of any dispute concerning any matter regarding the agreement, each party agrees to bear its own attorney's fee. In addition, the contract will require that the Agreement be governed by California law, without regard to conflict of laws principles, and that venue for any dispute be in Sacramento County.

L. Additional Information

In this section, provide any other information that the Respondent believes is applicable to the evaluation of the proposal or your qualifications for providing the proposed legal services. You may use this section to address those aspects of your services that distinguish your firm from other firms.

REVIEW AND SELECTION PROCESS

A. Process

The Board of Directors, General Manager and key staff will evaluate proposals, and the Board of Directors will conduct interviews with the top Respondent(s). Respondents will be evaluated on the basis of cost, experience, qualifications, and approach to the services requested. The Respondent determined to be best qualified to perform this service will be identified by the Board of Directors for commencement of contract negotiations.

B. Evaluation Criteria

The following information will be considered during the evaluation process:

1. Experience and qualifications identified in the Proposal (i.e. general government and water practices).
2. Cost of providing services.
3. Complete and clear response to requested matters in the Proposal.
4. Familiarity with laws and regulations governing California water agencies and public agencies.
5. Communication skills.
6. References from other client water agencies and local government agencies.
7. Depth and breadth of experience and expertise in the practice of law, most specifically in those areas most often encountered in water district and/or local government operations.
8. Other qualifications/criteria as deemed appropriate by the Board of Directors.

GENERAL TERMS AND CONDITIONS

Limitation: The Request for Proposals (RFP) for General Counsel Services and/or Water Practice Services does not commit the San Juan Water District to award a contract, to pay any cost incurred in the preparation of an RFP response or to procure or contract for services or supplies. The District reserves the right to reject any or all proposals for any reason and to amend, modify or terminate the RFP process in any manner at any time.

Award: The firm/entity chosen to conduct the legal services may be required to participate in negotiations and to submit such revisions of its proposal as may result from negotiations. The District reserves the right to award a contract without discussion based upon the initial proposals.

Signature: Each proposal must be signed on behalf of the Respondent by an officer authorized to bind it.

PROPOSAL SUBMISSION

Proposals should be responsive to the questions set forth in this Request for Proposals. All materials which are submitted may be deemed to be part of the responding proposal, and may be incorporated in any subsequent contract between the District and any selected Respondent.

Proposals should be submitted electronically to phelliker@sjwd.org with a Subject title of "Proposal for General Counsel Services" and/or "Proposal for Water Practice Legal Services."

An electronic copy in PDF format **must be received** via e-mail no later than **5:00 PM PDT, Monday, April 26, 2021.**

Proposals shall be addressed to:

Paul Helliker
General Manager
San Juan Water District
9935 Auburn Folsom Road
Granite Bay, CA 95746

Late proposals will not be accepted.

SELECTION PROCESS AND TIME FRAME

Thursday, March 25, 2021

Release date of RFPs

Monday, April 26, 2021

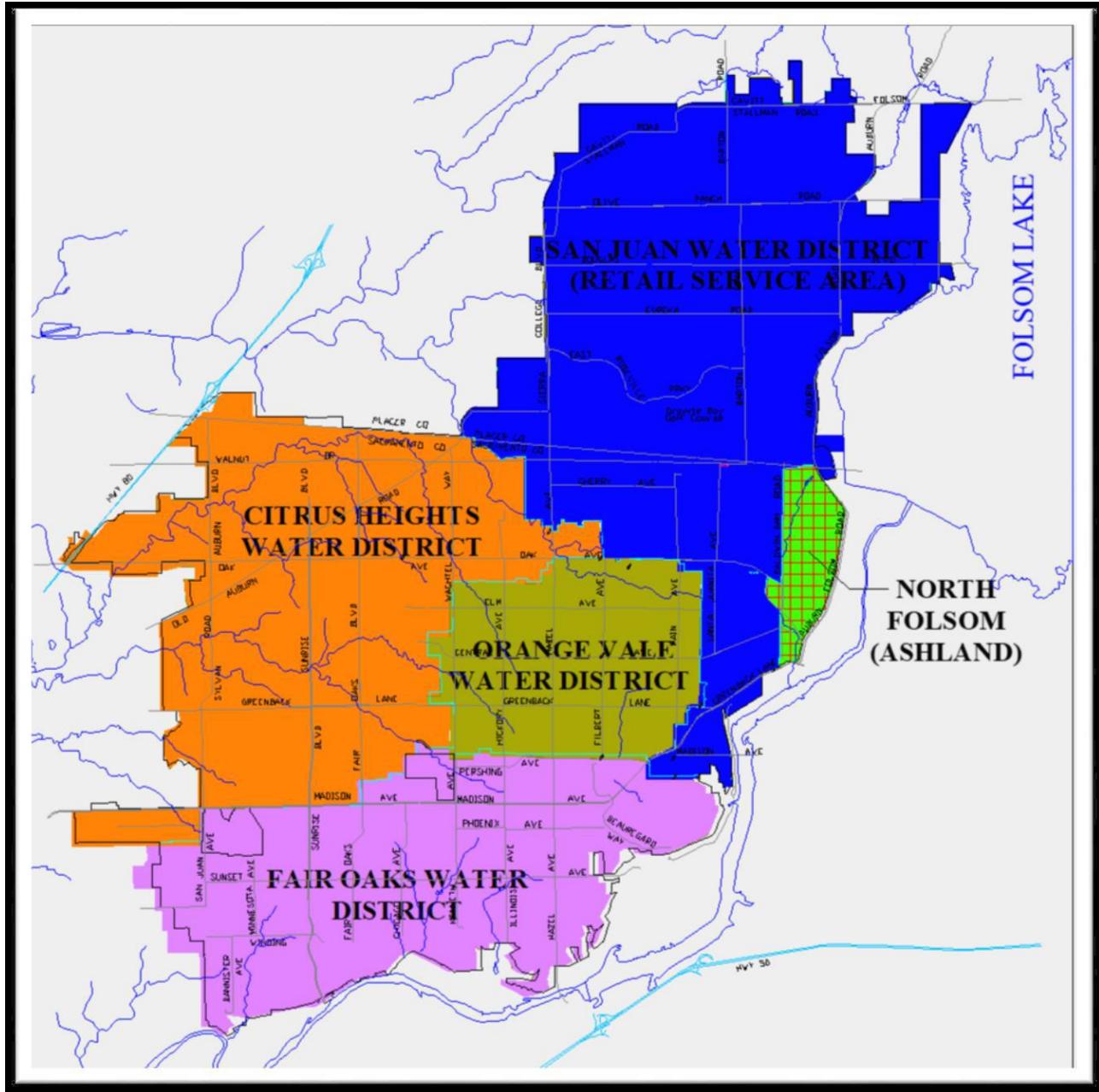
RFP responses due via E-mail no later than 5:00PM PDT

Week of May 3, 2021	Board of Directors Committee meets to review and rank proposals
Weeks of May 10 and May 17, 2021	Top scoring law firms interviewed by Board of Directors
Week of May 24, 2021	Top firm/firms notified of SJWD's intent to negotiate (a) professional services agreement(s) with firm/firms selected
Weeks of May 24 through June 14, 2021	Contract Development
Wednesday, June 23, 2021	Board approves a contract(s) with RFP respondent(s) selected to provide General Counsel/Water Practices legal services to the District

- Attachment A—District Boundary Map
- Attachment B—Organization Chart

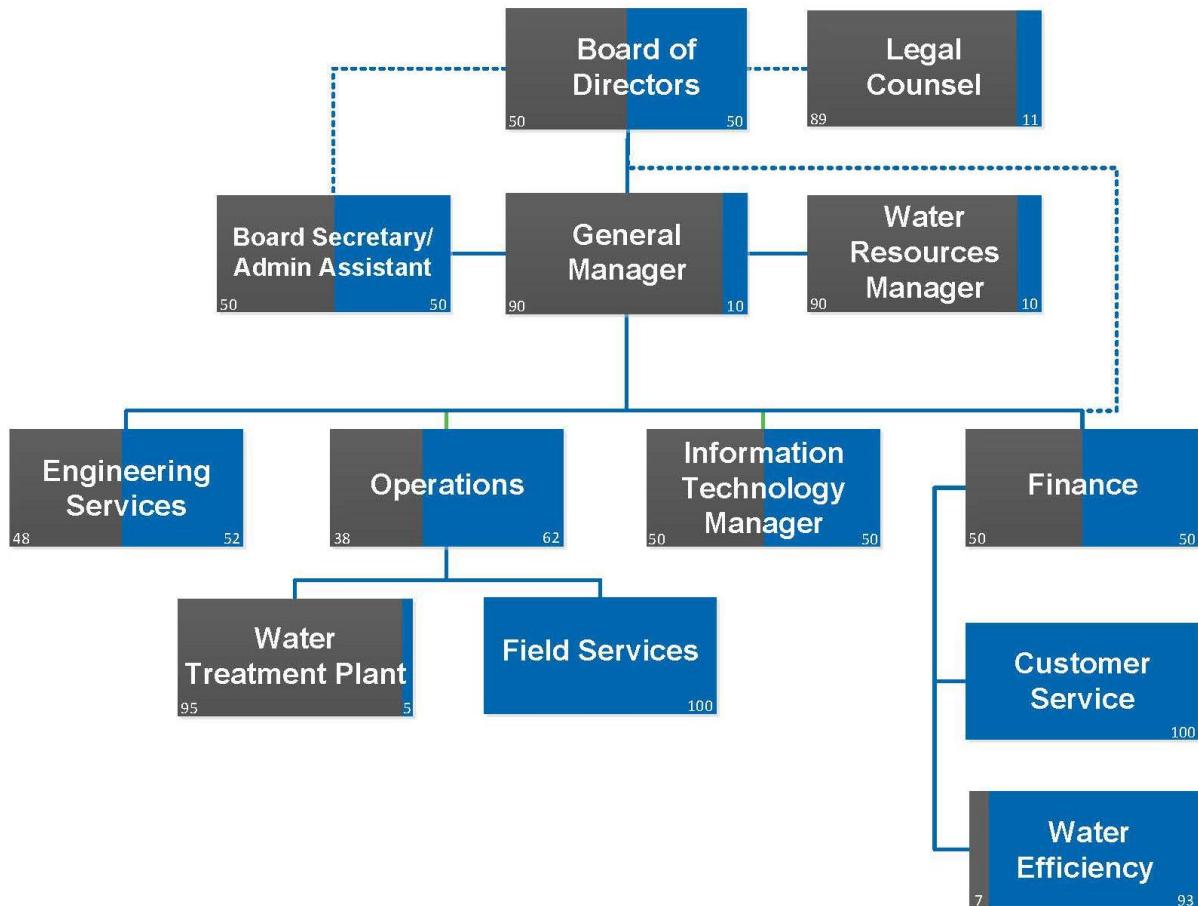
Attachment A

San Juan Water District Boundary Map



Attachment B

San Juan Water District Organization



AGENDA ITEM VII-2

STAFF REPORT

To: Board of Directors
From: Donna Silva, Director of Finance
Date: March 24, 2021
Subject: Mid-Year Financial Report – Fiscal Year 2020-21

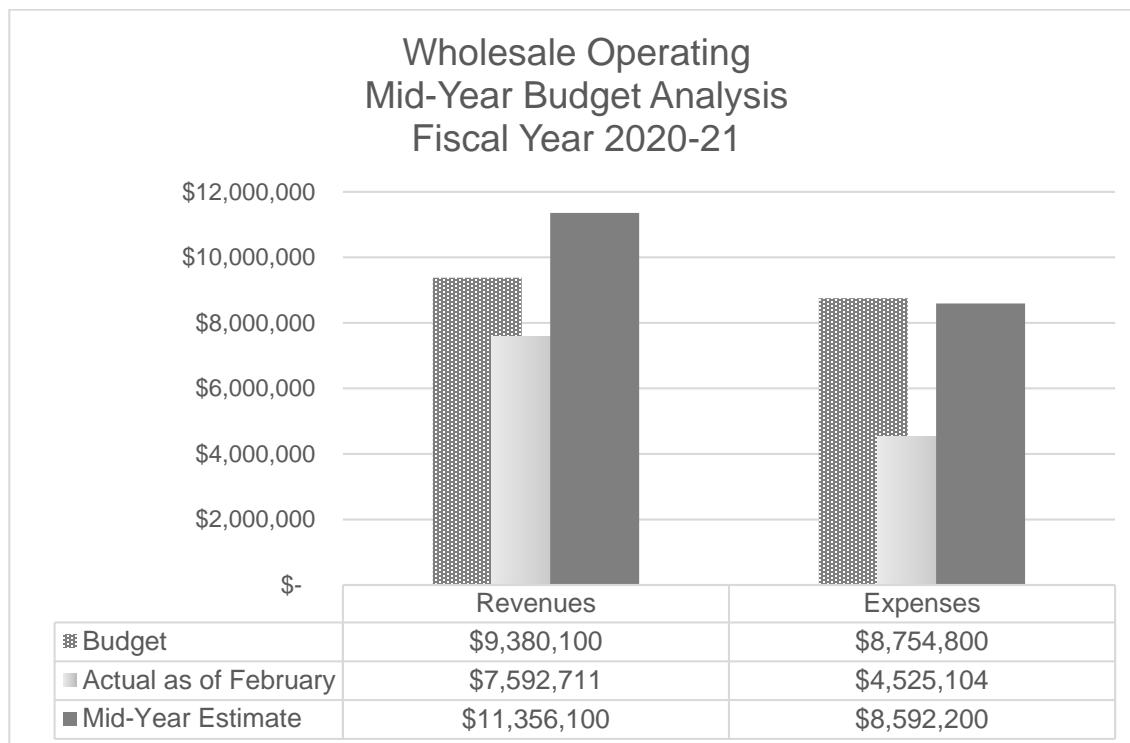
RECOMMENDED ACTION

Receive report.

BACKGROUND

The Board of Directors adopted the Fiscal Year 2020-21 Operating and Capital Budget on June 24, 2020. The Board of Directors receives monthly budget to actual reports at each Board Meeting. Approximately half way through a fiscal year, staff performs a deep analysis of the year to date revenues and expenses and projects what the annual results will be, as compared to the adopted budget. A mid-year analysis of this nature, affords the District the opportunity to course correct if necessary and/or to be assured that the financial activities and position of the District are on course with the approved budget. The purpose of this report is to report the summary results of that analysis to the Board of Directors.

Wholesale Operations:



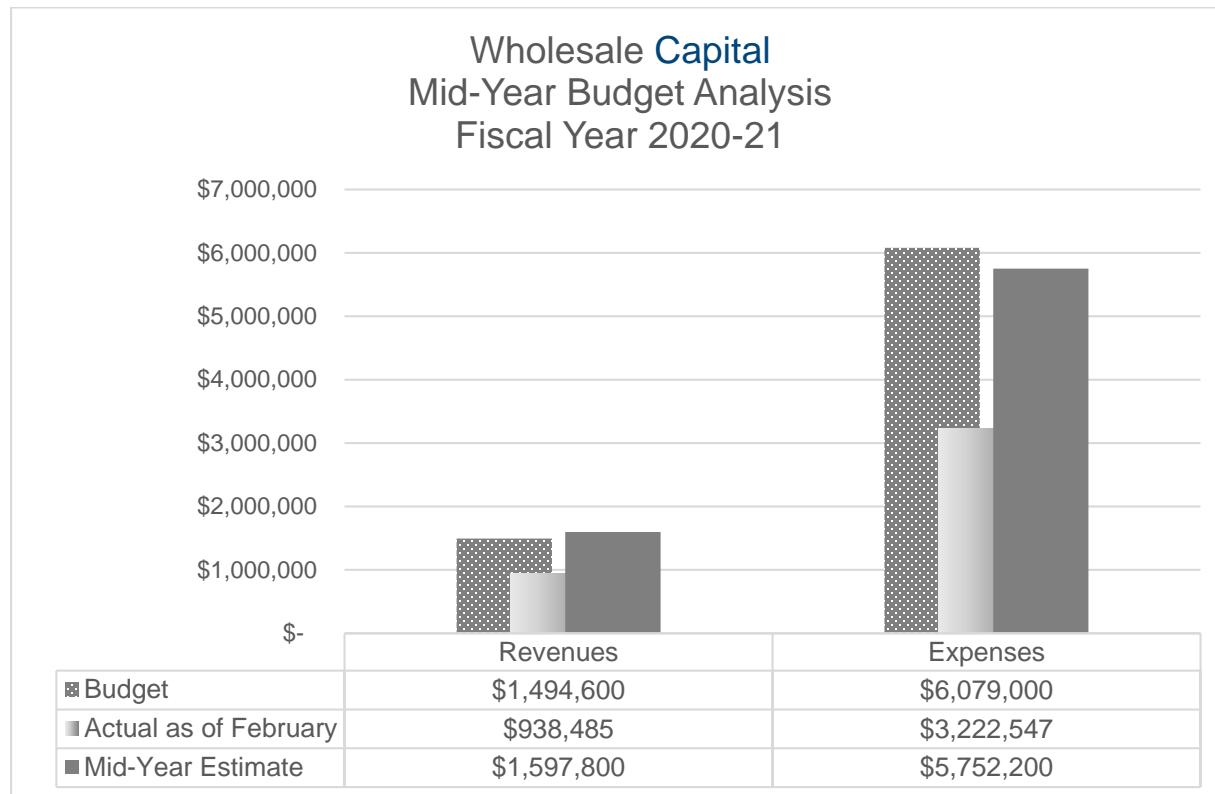
As illustrated in the graph above, wholesale operating revenues are now expected to be approximately 21% greater than anticipated in the original budget. This equates to additional revenues of approximately \$1.9 million. Of that approximately \$1.5 million is from the sale of water to the Sacramento Suburban Water District (SSWD), which was not anticipated in the budget. The remainder is primarily due to increased sales to all other wholesale customers, as the anticipated decline in water use due to the pandemic did not materialize.

Wholesale operating expenses are tracking nicely with the budget with expectations for them to come in under budget by 2%, or around \$163,000. As a result, the District can expect net income from operations to be approximately \$2.1 million greater than anticipated in the budget, therefore increasing the transfer to capital reserves.

The budget anticipated a transfer out to capital reserves of \$617,500. Based on the mid-year budget analysis, the transfer is now expected to be around \$3 million.

Wholesale Capital:

The original budget for Wholesale Capital revenue was \$1,494,600. District staff is currently estimating fiscal year revenues of \$1,597,800, an increase of \$103,200 or 6.9%. Half of the increase is attributable to property tax revenue and the other half is from increased connection fees.



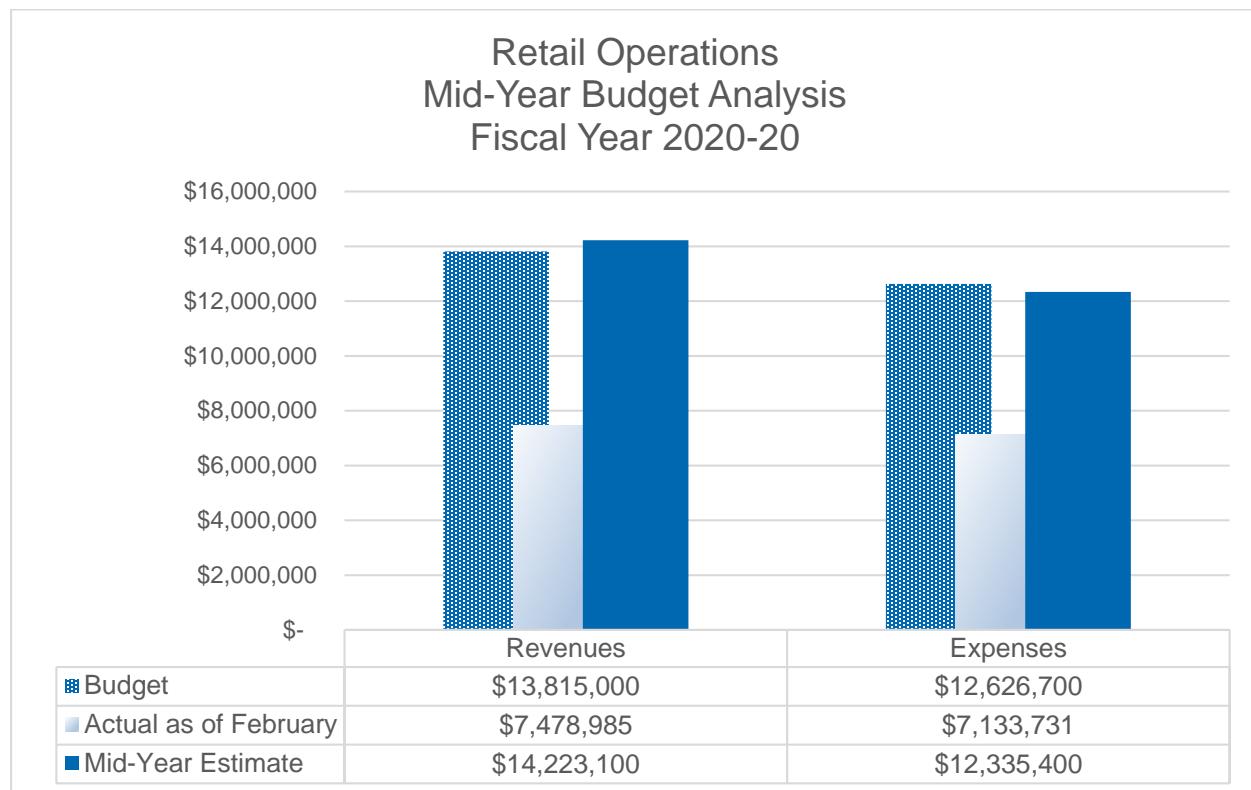
The wholesale capital expenditure budget funded 24 projects/equipment purchases totaling \$6,079,000. Staff estimates that all but 10 will be completed by the end of year.

Most of the 10 projects are being pushed to fiscal year 2022-23 or beyond so that staff can focus on the successful completion of the Hinkle Reservoir cover and liner replacement project. However, the largest of the 10 projects is the Wholesale Master Plan, at \$250,000. This is expected to be underway by the end of the fiscal year.

The budget anticipated wholesale capital reserves of \$11.8 million. Given the extra revenues from the sale of water to SSWD and the delay of some projects, staff now estimates reserves of \$15.8 million. The next wholesale financial plan will determine how much of the additional reserves should be used to pay down debt and how much will be needed to fund future projects.

Retail Operations:

Retail operations are on track with the budget, with a comfortable positive variance. Revenues were budgeted for \$13,815,000 which anticipated a 10% decline in demand due to the pandemic, which has not materialized. In fact, demand is now projected to be about 2% greater than last year. As a result, revenues are expected to be about \$408,100 greater than budget.

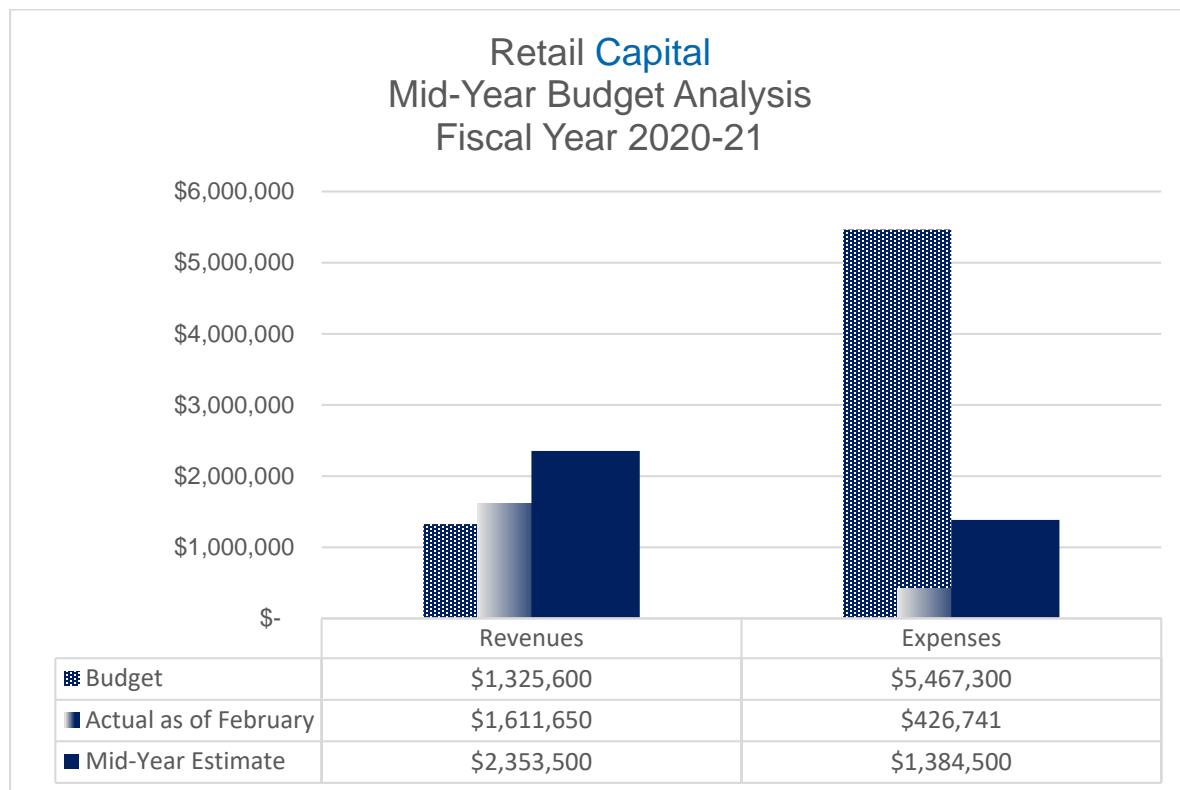


Operating Expenses were budgeted for \$12,626,700 and are looking to come in around \$12,335,400, about 2.3% less than the budget.

The budget anticipated a transfer out to capital reserves of \$592,400. Assuming the mid-year estimates are close to actual, the transfer should be able to be around \$1.9 million.

Retail Capital:

The Retail Capital Fund has budgeted revenues of \$1,325,600. Staff's mid-year analysis estimates actual revenues will be at least 77% greater than budget, generating extra revenues of over \$1 million. While property taxes are looking to come in higher than anticipated the vast majority of this increase is due to the receipt of \$1 million in capital facility connection fees. The category is extremely difficult to predict and budget as it is solely dependent upon developers and their decisions of when to pay the fees.



The retail capital expenditure budget anticipated expenses of \$5.5 million to fund 30 projects, 15 of which will not be completed this year. Staff expects 9 of them to be under contract by the end of the year, with completion next year. The remainder are being pushed to next year, or the year beyond, either for purposes of efficiency (bundling with other projects) or due to workload constraints.

The Retail Capital Fund started fiscal year 2020-21 with greater reserves than anticipated, due to projects being delayed from the prior year. That, combined with a higher than anticipated transfer in from operations, higher than anticipated capital revenues and the need to push some projects into next year, will result in an increase in the expected ending reserves from \$3,179,640 to \$10,942,751. These additional reserves will pay for projects that have been delayed and will assist in providing funding for future capital needs recently identified in the Retail Master Plan.

Year to date income statements by fund can be found in the General Manager's Monthly Report included in this meeting's agenda packet.

AGENDA ITEM VII-3

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: March 24, 2021
Subject: State Water Board Proposed Water Loss Regulations

RECOMMENDED ACTION

Information and Discussion

BACKGROUND

Water Code Section 10632.34(i) requires that “no later than July 1, 2020, the <State Water Board> shall adopt rules requiring urban retail water suppliers to meet performance standards for the volume of water losses.” These rules shall employ full lifecycle cost-accounting to evaluate the costs of meeting the performance standards.

Proposed Performance Standards

Since 2018, the State Water Board has been developing proposed methodologies for defining these performance standards. In April of 2020, they released an economic model that was designed to define the costs and benefits of water loss control, using various input parameters and calculations of cost increases and decreases over a 30-year time period. The model is very complex, and is focused on defining water loss that cannot be monitored, and a performance standard quantified in gallons of water loss per system connection per day (gpcd) that must be met by 2028. The baseline value for San Juan (using an average of three years of water loss audit report results from 2017-2019) is 77.1 gpcd. The proposed target for San Juan in the April model was 18.8 gpcd, or a 76% reduction in water loss.

A variety of water suppliers and associations provided extensive comments on the April 2020 model and standards, including San Juan. Of the 405 suppliers who are covered by the proposed regulations, 266 are required to reduce water losses in varying amounts, with more than half of those being required to reduce losses by more than 50%. As we and others noted (including Folsom, EBMUD, EID and others), such loss reductions are likely not even feasible, let alone cost-effective. All water agency commenters requested an independent peer-review of the model and proposed regulations, which the State Water Board is required to do, pursuant to Health and Safety Code Section 57004.

The State Water Board revised the economic model in November of 2020, to make a few adjustments, including defining the default values for the amount of water loss for pipeline breaks, by splitting them into the two categories of mainline breaks and lateral breaks. The proposed target for San Juan in the revised model changed to 19.4 gpcd,

which would be a 75% reduction by 2028 (down from 76% by 2028 in the April model and proposed regulations). This still appears to be infeasible and not cost-effective.

Peer Review

The independent peer review documents have not yet been released by the State Water Board, although a workshop on the subject is scheduled for March 24, in which we will participate.

The Regional Water Authority commissioned its own peer review of the November model and proposed regulations, which was conducted by a respected economics consulting firm, MCubed. That peer review found a number of flaws and incorrect assumptions embedded in the model, perhaps the most glaring being the projected increase in water supply costs of 5.6% per year, over the 30-year period of analysis. MCubed's findings are summarized in the following bullets from their report:

- The model is not robust. Small changes to inputs result in large and implausible changes in model outputs. As one example, the model only works for a very narrow range of the infrastructure condition factor (ICF). While in practice, ICFs frequently range between 1 and 3, a value greater than 1.4 causes the model to generate negative water savings and negative benefit-cost ratios.
- The model overstates benefits and understates costs of water loss management.
- The model overstates benefits by using unjustifiably high estimates of avoided water supply cost and escalation. As a result, the model estimates an average unit benefit of \$2,263/AF despite the fact that the average variable cost of production water suppliers subject to the regulation is only \$510/AF.
- The model understates costs by ignoring market dynamics that will drive up initial costs of water loss management following adoption of the regulation and failing to escalate future leak detection and repair costs. As a result, the model estimates that 47% of suppliers will have unit costs of compliance under \$250/AF.
- Because the model overstates benefits and understates costs, it generates implausibly high benefit-cost ratios for most water suppliers. The median 30-year BCR generated by the model is 9 while the average is 14. For a quarter of water suppliers, the 30-year BCR is greater than 16. These rates of return on water loss management are simply not credible.
- Because of the misrepresentation of costs and benefits, the model generates extremely arduous water loss reduction targets for a large percentage of suppliers. Approximately 21% of suppliers would be required to reduce their real losses by more than 50% and 5% of suppliers would be required to reduce their real losses by more than 70%. For 5 suppliers, the Water Board has proposed reductions in excess of 90%.
- It does not appear that the Water Board has taken into account the high degree of uncertainty in the model's outputs. As a result, the Water Board is proposing very different requirements for water suppliers where there is unlikely to be any

statistically significant difference in the benefits and costs of water loss management.

In the final section of the report, entitled “Turning a Blind Eye to Uncertainty,” the authors provide this observation:

“The Water Board appears to be ignoring the implicit uncertainty in the model’s outputs. The model consists of 22 separate inputs woven together through a complex set of dynamic non-linear equations. This is a recipe for the butterfly effect, where small changes in initial conditions can produce large differences in model outputs. The model’s non-linear dynamics will propagate and amplify errors in the inputs. As a consequence, the uncertainty band on model outputs is likely to be quite wide.

By ignoring the uncertainty in the model’s outputs, the Water Board risks proposing arbitrary and capricious water loss standards.”

STAFF REPORT

AGENDA ITEM VIII-1.1

To: Board of Directors
From: Paul Helliker, General Manager
Date: March 24, 2021
Subject: General Manager's Monthly Report (February)

RECOMMENDED ACTION

For information only, no action requested.

TREATMENT PLANT OPERATIONS

Water Production

Item	2021	2020	Difference
Monthly Production AF	1,341.21	1,783.17	-24.8%
Daily Average MG	15.61	20.75	-24.8%
Annual Production AF	2,992.41	3,415.95	-12.4%

Water Turbidity

Item	February 2021	January 2021	Difference
Raw Water Turbidity NTU	2.43	2.36	3%
Treated Water Turbidity NTU	0.022	0.022	0%
Monthly Turbidity Percentage Reduction	99.09%	99.08%	

*Folsom Lake Reservoir Storage Level AF**

Item	2021	2020	Difference
Lake Volume AF	346,483	445,521	-22%

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

* Total Reservoir Capacity: 977,000 AF

Other Items of Interest:

- Replace lime feeder auger and gear box
- Install and complete SCADA program service pack update to improve performance
- Continued operational testing for Hinkle Lining Outage

SYSTEM OPERATIONS

Distribution Operations:

Item	February 2021	January 2021	Difference
Leaks and Repairs	9	10	-1
Mains Flushed	68	53	+15
Valves Exercised	359	0	359
Hydrants Maintained	128	0	128
Back Flows Tested	9	4	+5
Customer Service Calls	23	30	-7

Distribution System Water Quality:

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

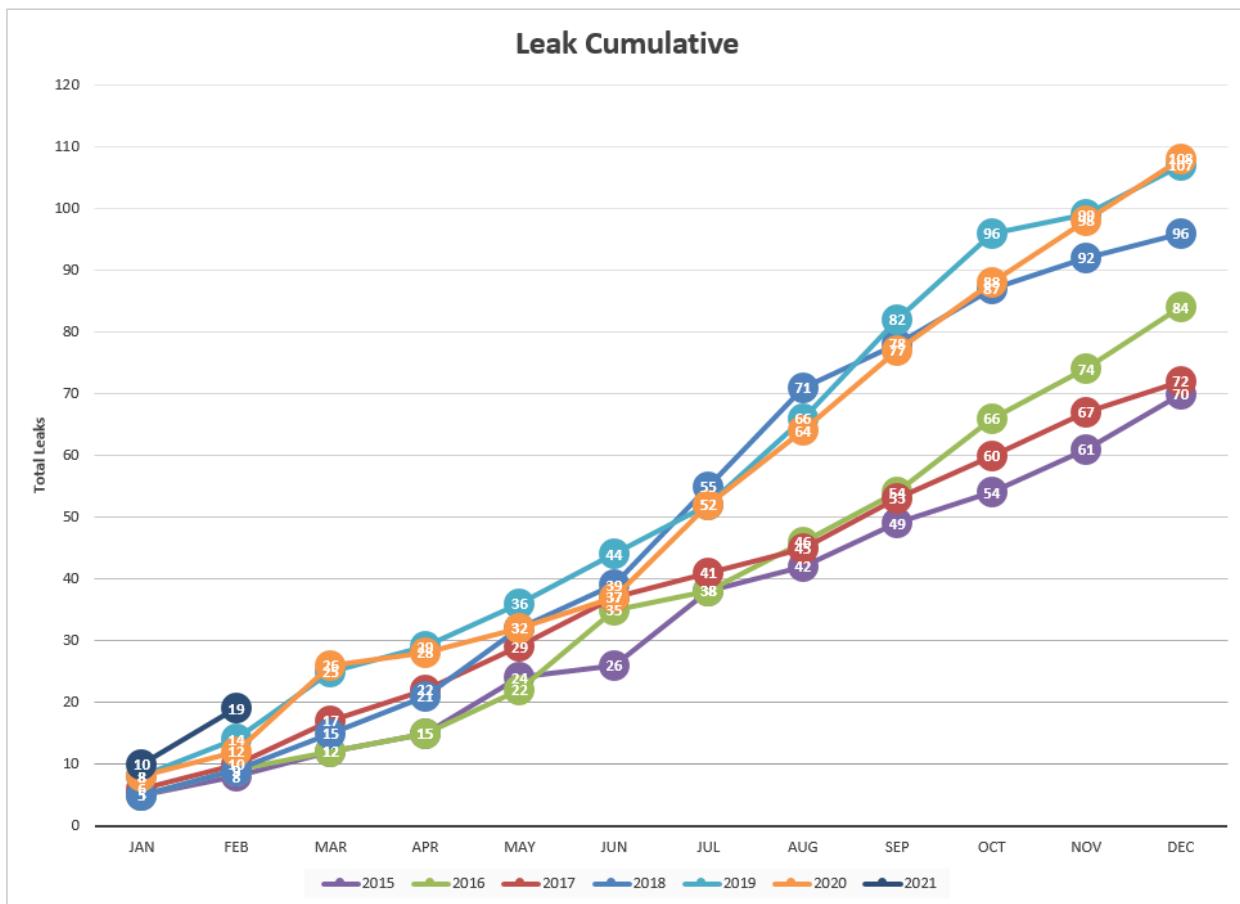


Figure 1: Annual Distribution System Leaks

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

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
5046	514	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)
4	227	7	123

Other Activities

- None

STAFF REPORT

General Manager's Monthly Report

Paul Helliker

ENGINEERING - NEW URBAN DEVELOPMENTS (SJWD Retail Service Area)

Project Title	Description	Status	Issues / Notes
Chula Acres	4-Lot Minor Subdivision (8149 Excelsior Ave)	In Construction	Water main installed. Construction in process.
GB Memory Care	Commercial Business (6400 Douglas Blvd)	In Design Review	Planning to begin construction in 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
Quarry Ridge Prof. Office Park	Comm Business (4 parcels to develop 4 gen/med office Bldgs; NE Corner of Douglas and Berg)	Complete	Project completed.
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 nd 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

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

Project Title	Description	Status	Issues / Notes
Retail Master Plan Update	Update the 2005/7 Retail Master Plan	Underway	
SCADA Radio Replacements – North Phase	Replace outdated 900 MHz radios with 173 MHz equipment	Under Construction	Radio router issues have now been resolved
GIS Implementation	Update the aged GIS with new software and integrate with the CMMS and FIS/CIS systems	In Project Close-out	Testing and training sessions completed.
Spahn Ranch Rd. Main Extension	Install new pipeline; provides looped distribution network	In Design	Construction in FY 21/22.
Cavitt Stallman 12" (Mystery Cr to Oak Pines)	Install new pipeline on Cavitt Stallman between Mystery Creek Ln and Oak Pines Ln.	In Design	Construction in FY 20/21
Woodminister Services Replacements	Replace 18 aged services	In Design	Construction in FY 20/21
Kokila (SJWD/PCWA) 12-Inch Intertie Pipeline	Interconnection with PCWA	In Design	Partial funding with RWA grant. Construction in FY 20/21
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 21/22
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

Project Title	Description	Status (% Complete)	Issues/ Notes
WTP Filters Improvements	R&R Filter Materials, nozzles, and resurface spalled filter floor and wall areas	In Construction	North Basin completion in FY 19/20 with South Basin in FY 20/21
Hinkle Liner & Cover Repl'mt	Replace both the hypalon cover and liner.	In Design Phase. 95% Design Plans & Specs review comments returned	Applying for SRF funding.
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	

SAFETY & REGULATORY TRAINING – February 2021

Training Course	Staff
Bloodborne Pathogens Training	All Staff
Gas Monitor Calibration	Operations Staff
Hot Work Program Requirements	Operations Staff

FINANCE/BUDGET

See attached



San Juan Water District, CA

Wholesale Operating Income Statement

Group Summary

For Fiscal: 2020-2021 Period Ending: 02/28/2021

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 010 - WHOLESALE					
Revenue					
41000 - Water Sales	9,264,600.00	9,264,600.00	0.00	7,564,578.94	1,700,021.06
43000 - Rebate	1,500.00	1,500.00	0.00	458.92	1,041.08
45000 - Other Operating Revenue	0.00	0.00	1.19	642.41	-642.41
49000 - Other Non-Operating Revenue	114,000.00	114,000.00	0.00	30,730.68	83,269.32
Revenue Total:	9,380,100.00	9,380,100.00	1.19	7,596,410.95	1,783,689.05
Expense					
51000 - Salaries and Benefits	4,071,700.00	4,071,700.00	253,959.57	2,272,967.46	1,798,732.54
52000 - Debt Service Expense	896,200.00	896,200.00	0.00	531,159.04	365,040.96
53000 - Source of Supply	503,600.00	503,600.00	10,399.95	356,235.67	147,364.33
54000 - Professional Services	814,400.00	814,400.00	-4,449.86	320,109.96	494,290.04
55000 - Maintenance	359,300.00	359,300.00	12,367.34	267,754.29	91,545.71
56000 - Utilities	149,300.00	149,300.00	0.00	135,172.76	14,127.24
57000 - Materials and Supplies	616,100.00	616,100.00	3,922.88	281,835.54	334,264.46
58000 - Public Outreach	49,400.00	49,400.00	0.00	8,735.65	40,664.35
59000 - Other Operating Expenses	562,600.00	562,600.00	10,609.40	412,464.18	150,135.82
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:	8,641,600.00	8,641,600.00	286,809.28	4,587,885.05	4,053,714.95
Fund: 010 - WHOLESALE Surplus (Deficit):					
Total Surplus (Deficit):	738,500.00	738,500.00	-286,808.09	3,008,525.90	-2,270,025.90

Wholesale Operating Income Statement

For Fiscal: 2020-2021 Period Ending: 02/28/2021

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESALE	738,500.00	738,500.00	-286,808.09	3,008,525.90	-2,270,025.90
Total Surplus (Deficit):	738,500.00	738,500.00	-286,808.09	3,008,525.90	



San Juan Water District, CA

Wholesale Capital Income Statement

Group Summary

For Fiscal: 2020-2021 Period Ending: 02/28/2021

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 011 - Wholesale Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,173,000.00	1,173,000.00	51.05	672,873.40	500,126.60
44000 - Connection Fees	75,000.00	75,000.00	3,699.00	100,800.00	-25,800.00
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:	2,112,100.00	2,112,100.00	3,750.05	928,306.12	1,183,793.88
Expense					
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	189,605.07	3,409,959.83	2,419,040.17
Expense Total:	6,079,000.00	6,079,000.00	189,605.07	3,413,706.78	2,665,293.22
Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):					
Total Surplus (Deficit):	-3,966,900.00	-3,966,900.00	-185,855.02	-2,485,400.66	-1,481,499.34

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	-185,855.02	-2,485,400.66	-1,481,499.34
Total Surplus (Deficit):	-3,966,900.00	-3,966,900.00	-185,855.02	-2,485,400.66	



San Juan Water District, CA

Retail Operating Income Statement

Group Summary

For Fiscal: 2020-2021 Period Ending: 02/28/2021

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 050 - RETAIL					
Revenue					
41000 - Water Sales	12,806,500.00	12,806,500.00	848,709.08	7,187,068.08	5,619,431.92
45000 - Other Operating Revenue	420,000.00	420,000.00	9,227.46	204,713.38	215,286.62
49000 - Other Non-Operating Revenue	204,700.00	204,700.00	0.00	92,419.16	112,280.84
Revenue Total:	13,431,200.00	13,431,200.00	857,936.54	7,484,200.62	5,946,999.38
Expense					
41000 - Water Sales	0.00	0.00	0.00	260.29	-260.29
51000 - Salaries and Benefits	5,403,300.00	5,403,300.00	362,010.49	3,059,723.37	2,343,576.63
52000 - Debt Service Expense	498,600.00	498,600.00	0.00	294,849.48	203,750.52
53000 - Source of Supply	3,034,700.00	3,034,700.00	0.00	2,271,302.85	763,397.15
54000 - Professional Services	1,459,200.00	1,478,100.00	8,222.67	448,387.04	1,029,712.96
55000 - Maintenance	226,800.00	226,800.00	18,985.15	193,675.00	33,125.00
56000 - Utilities	313,700.00	294,800.00	0.00	267,916.40	26,883.60
57000 - Materials and Supplies	463,900.00	463,900.00	18,658.87	307,573.99	156,326.01
58000 - Public Outreach	70,500.00	70,500.00	0.00	39,662.13	30,837.87
59000 - Other Operating Expenses	750,200.00	750,200.00	19,066.96	377,579.03	372,620.97
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:	12,814,800.00	12,814,800.00	426,944.14	7,262,380.08	5,552,419.92
Fund: 050 - RETAIL Surplus (Deficit):	616,400.00	616,400.00	430,992.40	221,820.54	394,579.46
Total Surplus (Deficit):	616,400.00	616,400.00	430,992.40	221,820.54	

Retail Operating Income Statement

For Fiscal: 2020-2021 Period Ending: 02/28/2021

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
050 - RETAIL	616,400.00	616,400.00	430,992.40	221,820.54	394,579.46
Total Surplus (Deficit):	616,400.00	616,400.00	430,992.40	221,820.54	



San Juan Water District, CA

Retail Capital Income Statement

Group Summary

For Fiscal: 2020-2021 Period Ending: 02/28/2021

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 055 - Retail Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,173,000.00	1,173,000.00	51.06	672,873.41	500,126.59
44000 - Connection Fees	100,000.00	100,000.00	31,452.00	903,720.00	-803,720.00
49000 - Other Non-Operating Revenue	52,600.00	52,600.00	0.00	45,037.73	7,562.27
49990 - Transfer In	592,400.00	592,400.00	0.00	0.00	592,400.00
Revenue Total:	1,918,000.00	1,918,000.00	31,503.06	1,621,631.14	296,368.86
Expense					
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	60,077.18	473,938.99	4,960,361.01
Expense Total:	5,467,300.00	5,467,300.00	60,077.18	500,553.38	4,966,746.62
Fund: 055 - Retail Capital Outlay Surplus (Deficit):					
Total Surplus (Deficit):	-3,549,300.00	-3,549,300.00	-28,574.12	1,121,077.76	-4,670,377.76

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	-28,574.12	1,121,077.76	-4,670,377.76
Total Surplus (Deficit):	-3,549,300.00	-3,549,300.00	-28,574.12	1,121,077.76	

Summary**Project Summary**

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<u>171109</u>	GIS Assessment and Implementation	0.00	10,967.74	-10,967.74
<u>181105</u>	Lime System Control & Feeder System	0.00	8,950.00	-8,950.00
<u>185135</u>	Upper & Lower GB Pump Stn Low Flov	1,159.75	44,809.96	-43,650.21
<u>185180</u>	Cavitt Stallman Main - Mystery Crk & (0.00	11,743.75	-11,743.75
<u>191235</u>	Solar Site Access Culvert Replacement	0.00	37,799.68	-37,799.68
<u>191255</u>	WTP Filter Basins Rehab Project	46,123.03	1,017,174.84	-971,051.81
<u>191260</u>	WTP Residual Area Storm Water Lift S	12,973.00	307,866.40	-294,893.40
<u>191275</u>	Clarifier Wall Lining & Leakage Repairs	-14,388.00	3,747.00	-18,135.00
<u>191280</u>	Hinkle Reservoir Cover	0.00	212,967.76	-212,967.76
<u>195210</u>	SCADA Radio Replacements North Phas	0.00	-2,409.78	2,409.78
<u>201111</u>	Hinkle Reservoir Overflow Channel Lin	0.00	30,779.07	-30,779.07
<u>201120</u>	Tag Line Replacement for BW Hoods	0.00	366.46	-366.46
<u>201135</u>	Sludge Feed Pump Replacement	0.00	15,331.71	-15,331.71
<u>201144</u>	Hinkle Reservoir Temporary Tanks anc	73,379.31	1,672,862.91	-1,599,483.60
<u>201171</u>	CMMS Implementation	0.00	28,643.52	-28,643.52
<u>201505</u>	Hinkle Reservoir 48" Bypass Pipe Clear	0.00	2,966.62	-2,966.62
<u>205114</u>	AFR 6 inch Main Extension Replaceme	0.00	19,116.25	-19,116.25
<u>205120</u>	Air/Vacuum Relief Valve Replacement	0.00	58,876.46	-58,876.46
<u>205123</u>	Five Hydrant Replacements	0.00	19,300.00	-19,300.00
<u>205135</u>	ARC South #1 thru #4 VFD Replaceme	0.00	57,228.08	-57,228.08
<u>205138</u>	UGB Auxiliary Genset Receptacle	0.00	592.98	-592.98
<u>205153</u>	Ford F450 Purchase	0.00	50,805.12	-50,805.12
<u>205159</u>	ARC-North Main Breaker Replacement	0.00	9,384.60	-9,384.60
<u>211122</u>	Backwash Hoods Electric Breaker Repl	0.00	11,971.30	-11,971.30
<u>211137</u>	Lab Particle Counter Replacement	0.00	32,796.45	-32,796.45
<u>215111</u>	ARC South Main Breaker Replacement	0.00	11,640.82	-11,640.82
<u>215114</u>	Bacon Pump Station Generator Repla	0.00	40,045.26	-40,045.26
<u>215117</u>	Upper Granite Bay Pump Station Gene	0.00	19,999.74	-19,999.74
Project Totals:		119,247.09	3,736,324.70	-3,617,077.61

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	133,635.09	3,729,611.08	-3,595,975.99
CIP - Expense	-14,388.00	6,713.62	-21,101.62
Group Totals:	119,247.09	3,736,324.70	-3,617,077.61

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Administration	0.00	28,643.52	-28,643.52
Engineering	74,539.06	2,058,985.78	-1,984,446.72
Field Services	0.00	60,189.72	-60,189.72
Water Treatment Plant	44,708.03	1,588,505.68	-1,543,797.65
Type Totals:	119,247.09	3,736,324.70	-3,617,077.61

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	0.00	0.00
011-20030	Retentions Payable	-118,087.34	2,966.62	-115,120.72
011-700-57120	Maintenance - Facility	0.00	3,747.00	3,747.00
011-700-61120	Capital Outlay - Land Improve...	0.00	30,589.37	30,589.37
011-700-61145	Capital Outlay - WTP & Improv...	0.00	1,361,660.71	1,361,660.71
011-700-61155	Capital Outlay - Reservoirs & I...	0.00	1,923,820.05	1,923,820.05
011-700-61160	Capital Outlay - Equipment and..	0.00	32,796.45	32,796.45

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-700-61180	Capital Outlay - Software	0.00	9,902.80	9,902.80
050-210-52000	Materials and Supplies	0.00	1,746.46	1,746.46
055-12000	Accounts Receivable	0.00	-2,409.78	-2,409.78
055-20030	Retentions Payable	-1,159.75	0.00	-1,159.75
055-700-61135	Capital Outlay - Pump Stations...	0.00	183,701.44	183,701.44
055-700-61150	Capital Outlay - Mains/Pipeline...	0.00	107,290.00	107,290.00
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	29,708.46	29,708.46
GL Account Totals:		-119,247.09	3,736,324.70	3,617,077.61



San Juan Water District, CA

Balance Sheet
Account Summary
As Of 02/28/2021

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
Asset					
Type: 1000 - Assets					
10010 - Cash and Investments	3,152,762.86	14,858,295.90	3,023,736.69	9,224,072.22	30,258,867.67
10510 - Accounts Receivable	1,674,622.10	0.01	382,959.82	-0.01	2,057,581.92
11000 - Inventory	0.00	0.00	177,431.14	0.00	177,431.14
12000 - Prepaid Expense	70,536.19	0.00	35,076.41	0.00	105,612.60
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	875,983.22	0.00	4,856,610.11
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
Total Type 1000 - Assets:		63,281,988.65	14,858,295.91	34,757,273.09	9,224,072.21
Total Asset:		63,281,988.65	14,858,295.91	34,757,273.09	9,224,072.21
Liability					
Type: 1000 - Assets					
10510 - Accounts Receivable	0.00	0.00	120,743.77	0.00	120,743.77
Total Type 1000 - Assets:		0.00	0.00	120,743.77	0.00
Type: 2000 - Liabilities					
20010 - Accounts Payable	57,418.55	229,598.40	118,198.74	73,984.93	479,200.62
20100 - Retentions Payable	0.00	223,965.26	0.00	1,159.76	225,125.02
20150 - Customer Deposits	147.40	0.00	0.00	0.00	147.40
21200 - Salaries & Benefits Payable	35,282.04	0.00	61,944.72	0.00	97,226.76
21250 - Payroll Taxes Payable	0.01	0.00	-0.01	0.00	0.00
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 02/28/2021

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	168,132.00	0.00	168,132.00
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
Total Type 2000 - Liabilities:	26,321,883.80	453,563.66	17,927,231.43	75,144.69	44,777,823.58
Total Liability:	26,321,883.80	453,563.66	18,047,975.20	75,144.69	44,898,567.35
Equity					
Type: 3000 - Equity					
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
Total Type 3000 - Equity:	33,951,578.95	16,890,132.91	16,487,477.35	8,027,849.76	75,357,038.97
Total Total Beginning Equity:	33,951,578.95	16,890,132.91	16,487,477.35	8,027,849.76	75,357,038.97
Total Revenue	7,596,410.95	928,306.12	7,484,200.62	1,621,631.14	17,630,548.83
Total Expense	4,587,885.05	3,413,706.78	7,262,380.08	500,553.38	15,764,525.29
Revenues Over/Under Expenses	3,008,525.90	-2,485,400.66	221,820.54	1,121,077.76	1,866,023.54
Total Equity and Current Surplus (Deficit):	36,960,104.85	14,404,732.25	16,709,297.89	9,148,927.52	77,223,062.51
Total Liabilities, Equity and Current Surplus (Deficit):	63,281,988.65	14,858,295.91	34,757,273.09	9,224,072.21	122,121,629.86



San Juan Water District, CA

Check Report

By Vendor Name

Date Range: 02/01/2021 - 02/28/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	Bank Code: APBNK-APBNK					
	Void	02/08/2021	Regular	0.00	0.00	56445
	Void	02/08/2021	Regular	0.00	0.00	56446
	Void	02/08/2021	Regular	0.00	0.00	56447
	Void	02/08/2021	Regular	0.00	0.00	56448
	Void	02/08/2021	Regular	0.00	0.00	56449
	Void	02/16/2021	Regular	0.00	0.00	56462
	Void	02/16/2021	Regular	0.00	0.00	56463
	Void	02/22/2021	Regular	0.00	0.00	56502
01041	Afman, Todd R	02/16/2021	Regular	0.00	793.65	56476
03681	Allied Electronics Inc.	02/01/2021	EFT	0.00	203.83	407148
03681	Allied Electronics Inc.	02/08/2021	EFT	0.00	6,497.60	407159
03681	Allied Electronics Inc.	02/16/2021	EFT	0.00	374.69	407177
03406	Alpha Analytical Laboratories Inc.	02/01/2021	Regular	0.00	90.00	56412
03406	Alpha Analytical Laboratories Inc.	02/08/2021	Regular	0.00	1,676.00	56424
03406	Alpha Analytical Laboratories Inc.	02/16/2021	Regular	0.00	783.00	56477
03406	Alpha Analytical Laboratories Inc.	02/22/2021	Regular	0.00	175.00	56490
01073	Amarjeet Singh Garcha	02/08/2021	Regular	0.00	2,700.00	56425
01073	Amarjeet Singh Garcha	02/16/2021	Regular	0.00	200.00	56478
01039	American Family Life Assurance Company of Colu	02/25/2021	Bank Draft	0.00	603.55	Q3869 02-25-21
01039	American Family Life Assurance Company of Colu	02/25/2021	Bank Draft	0.00	603.55	Q3869 02-25-21
01112	Applied Computer Solutions	02/01/2021	EFT	0.00	8,736.00	407149
01328	Association of California Water Agencies / Joint Po	02/22/2021	EFT	0.00	7,881.80	407187
01027	Association of California Water Agencies	02/08/2021	Regular	0.00	3,446.03	56426
01138	AT&T Mobility II LLC	02/08/2021	Regular	0.00	63.24	56427
03739	Azteca Systems Holdings, LLC	02/01/2021	EFT	0.00	100.00	407150
01164	Backflow Distributors Inc	02/22/2021	Regular	0.00	341.12	56491
03789	Banner Bank	02/08/2021	Regular	0.00	5,796.00	56428
03758	Barry W. Leeder, Inc.	02/08/2021	EFT	0.00	140.96	407160
01182	Bartkiewicz, Kronick & Shanahan	02/08/2021	Regular	0.00	20,487.95	56429
03594	Borges & Mahoney, Inc.	02/01/2021	Regular	0.00	7,691.61	56413
01234	Bryce HR Consulting, Inc.	02/08/2021	EFT	0.00	120.00	407161
01242	Bureau of Reclamation-MPR	02/08/2021	EFT	0.00	31,265.31	407162
03690	California Department of Tax and Fee Administrat	02/22/2021	Regular	0.00	410.00	56492
03080	California State Disbursement Unit	02/08/2021	Bank Draft	0.00	832.14	PAY000000000003
03080	California State Disbursement Unit	02/22/2021	Bank Draft	0.00	832.14	PAY000000000003
03078	CalPERS Health	02/05/2021	Bank Draft	0.00	40,433.73	1001773903
03078	CalPERS Health	02/05/2021	Bank Draft	0.00	48,673.24	1001773903
03078	CalPERS Health	02/05/2021	Bank Draft	0.00	48,673.24	1001773903
03130	CalPERS Retirement	02/05/2021	Bank Draft	0.00	36,874.85	1001779204
03130	CalPERS Retirement	02/19/2021	Bank Draft	0.00	36,920.47	1001788205
01310	Capital Rubber Co., Ltd	02/16/2021	Regular	0.00	276.55	56479
03059	Center For Hearing Health Inc	02/22/2021	Regular	0.00	4,083.75	56493
03221	Chemtrade Chemicals Corporation	02/08/2021	EFT	0.00	4,893.82	407163
03221	Chemtrade Chemicals Corporation	02/16/2021	EFT	0.00	4,904.28	407178
01366	Citistreet/CalPERS 457	02/05/2021	Bank Draft	0.00	4,039.85	1001779239
01366	Citistreet/CalPERS 457	02/19/2021	Bank Draft	0.00	4,017.10	1001788209
01378	Clark Pest Control of Stockton	02/08/2021	Regular	0.00	838.00	56430
01415	Cooks Truck Body	02/16/2021	Regular	0.00	97.02	56480
03780	CST Industries, Inc.	02/22/2021	EFT	0.00	238,439.39	407188
01521	DataProse, LLC	02/08/2021	EFT	0.00	3,734.60	407164
01494	Dewey Services Inc.	02/16/2021	Regular	0.00	99.00	56481
03163	Economic Development Department	02/05/2021	Bank Draft	0.00	8,814.50	0-865-150-112
03163	Economic Development Department	02/05/2021	Bank Draft	0.00	11.39	0-865-150-112
03163	Economic Development Department	02/22/2021	Bank Draft	0.00	8,131.10	1-864-119-456

Check Report

Date Range: 02/01/2021 - 02/28/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03775	ECORP Consulting, Inc.	02/22/2021	Regular	0.00	724.81	56494
03776	EETS Inc.	02/08/2021	EFT	0.00	7,120.00	407165
03776	EETS Inc.	02/16/2021	EFT	0.00	6,980.00	407179
03776	EETS Inc.	02/22/2021	EFT	0.00	1,550.00	407189
01554	Electrical Equipment Co	02/01/2021	Regular	0.00	374.95	56414
01554	Electrical Equipment Co	02/16/2021	Regular	0.00	908.94	56482
01566	Empire Safety & Supply	02/16/2021	Regular	0.00	177.21	56483
03699	Enviromental System Research Institute, Inc.	02/16/2021	EFT	0.00	25,000.00	407180
01584	ERS Industrial Services, Inc.	02/22/2021	EFT	0.00	99,053.63	407190
01611	Ferguson Enterprises, Inc	02/01/2021	EFT	0.00	503.36	407151
01611	Ferguson Enterprises, Inc	02/16/2021	EFT	0.00	341.40	407181
01623	Fisher Scientific Company LLC	02/08/2021	Regular	0.00	178.05	56431
03702	Flowline Contractors, Inc.	02/08/2021	EFT	0.00	56,398.00	407166
03702	Flowline Contractors, Inc.	02/16/2021	EFT	0.00	13,185.00	407182
03784	Forsgren Associates Inc.	02/22/2021	EFT	0.00	3,402.50	407191
01659	Gary Webb Trucking	02/08/2021	Regular	0.00	336.00	56432
01068	Glenn C. Walker	02/08/2021	Regular	0.00	1,299.76	56433
03091	Granite Bay Ace Hardware	02/08/2021	Regular	0.00	140.84	56434
03091	Granite Bay Ace Hardware	02/16/2021	Regular	0.00	80.48	56484
03091	Granite Bay Ace Hardware	02/22/2021	Regular	0.00	56.50	56495
02567	Grant, Teri	02/22/2021	Regular	0.00	43.70	56496
01721	Hach Company	02/01/2021	EFT	0.00	1,412.37	407152
01733	Harris Industrial Gases	02/01/2021	Regular	0.00	91.11	56415
01741	HDR Engineering, Inc.	02/01/2021	EFT	0.00	18,631.85	407153
01741	HDR Engineering, Inc.	02/16/2021	EFT	0.00	5,460.46	407183
01763	Holt of California	02/01/2021	Regular	0.00	823.45	56416
03072	HUNT & SONS INC.	02/16/2021	Regular	0.00	606.28	56485
03164	Internal Revenue Service	02/05/2021	Bank Draft	0.00	50,001.42	2701436815894
03164	Internal Revenue Service	02/05/2021	Bank Draft	0.00	391.82	2701436815894
03164	Internal Revenue Service	02/19/2021	Bank Draft	0.00	49,116.36	2701450857840
01917	Kennedy/Jenks Consultants, Inc.	02/22/2021	EFT	0.00	67,237.45	407192
01938	Kyle Yates, Inc.	02/01/2021	EFT	0.00	480.00	407154
03628	Lees Automotive Repair Inc.	02/01/2021	EFT	0.00	106.93	407155
03628	Lees Automotive Repair Inc.	02/08/2021	EFT	0.00	357.29	407167
03628	Lees Automotive Repair Inc.	02/16/2021	EFT	0.00	3,053.53	407184
03754	Liebert Cassidy Whitmore	02/01/2021	Regular	0.00	204.50	56417
03553	Mallory Safety and Supply LLC	02/08/2021	EFT	0.00	836.76	407168
03785	McGuire and Hetser	02/08/2021	Regular	0.00	110,124.00	56435
02024	MCI WORLDCOM	02/16/2021	Regular	0.00	56.48	56486
02027	Mcmaster-Carr Supply Company	02/01/2021	EFT	0.00	269.39	407156
02027	Mcmaster-Carr Supply Company	02/08/2021	EFT	0.00	189.47	407169
02027	Mcmaster-Carr Supply Company	02/16/2021	EFT	0.00	1,084.10	407185
02027	Mcmaster-Carr Supply Company	02/22/2021	EFT	0.00	279.99	407193
01472	Mel Dawson, Inc.	02/08/2021	EFT	0.00	4,257.55	407170
02463	New AnswerNet Inc.	02/08/2021	EFT	0.00	260.00	407171
03239	NorCal RotoCo, Inc.	02/22/2021	Regular	0.00	2,800.00	56497
02131	Office Depot, Inc.	02/08/2021	Regular	0.00	222.60	56436
02131	Office Depot, Inc.	02/16/2021	Regular	0.00	340.54	56474
02131	Office Depot, Inc.	02/22/2021	Regular	0.00	127.57	56498
02150	Pace Supply Corp	02/08/2021	Regular	0.00	831.11	56437
02150	Pace Supply Corp	02/16/2021	Regular	0.00	553.84	56475
02150	Pace Supply Corp	02/22/2021	Regular	0.00	1,517.76	56499
02158	Pacific Storage Company	02/22/2021	EFT	0.00	156.08	407194
03801	PeopleReady, Inc	02/08/2021	Regular	0.00	2,572.50	56438
03801	PeopleReady, Inc	02/16/2021	Regular	0.00	1,400.00	56464
03801	PeopleReady, Inc	02/22/2021	Regular	0.00	1,417.50	56500
03026	PFM Asset Management	02/08/2021	EFT	0.00	984.66	407172
02146	PG&E	02/16/2021	Regular	0.00	10.00	56465
02146	PG&E	02/22/2021	Regular	0.00	5,234.23	56501
02206	Placer County Clerk-Recorder-Registrar	02/22/2021	Regular	0.00	21,506.25	56503
02283	Recology Auburn Placer	02/22/2021	Regular	0.00	666.24	56504

Check Report

Date Range: 02/01/2021 - 02/28/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02223	Rexel Inc (Platt - Rancho Cordova)	02/01/2021	Regular	0.00	1,021.42	56418
02223	Rexel Inc (Platt - Rancho Cordova)	02/08/2021	Regular	0.00	2,774.89	56439
02223	Rexel Inc (Platt - Rancho Cordova)	02/16/2021	Regular	0.00	1,045.69	56466
02293	RFI Enterprises, Inc	02/16/2021	Regular	0.00	1,167.63	56467
03782	RGM Kramer Inc	02/01/2021	Regular	0.00	2,335.00	56419
03782	RGM Kramer Inc	02/08/2021	Regular	0.00	2,585.00	56440
02302	Riebes Auto Parts, LLC	02/08/2021	Regular	0.00	22.26	56441
02302	Riebes Auto Parts, LLC	02/16/2021	Regular	0.00	74.41	56468
02328	Rocklin Industrial Co	02/01/2021	Regular	0.00	192.71	56420
02328	Rocklin Industrial Co	02/16/2021	Regular	0.00	1,053.81	56469
03385	S J Electro Systems Inc	02/08/2021	EFT	0.00	246.25	407173
02357	Sacramento Municipal Utility District (SMUD)	02/22/2021	Regular	0.00	10,285.46	56505
02384	Sacramento Suburban Water District	02/22/2021	Regular	0.00	6,626.94	56506
02459	Sierra Safety Company	02/22/2021	Regular	0.00	268.13	56507
01391	Sinnock, Cody	02/01/2021	Regular	0.00	120.00	56421
03783	Stratus Building Solutions of Northern California, I	02/01/2021	EFT	0.00	1,550.00	407157
01641	Sun Life Assurance Company of Canada	02/01/2021	Bank Draft	0.00	10,104.53	506606
01411	SureWest Telephone	02/01/2021	Regular	0.00	2,030.50	56422
02572	Thatcher Company of California, Inc.	02/22/2021	EFT	0.00	4,594.80	407195
02580	The Eidam Corporation	02/16/2021	Regular	0.00	5,221.60	56470
02580	The Eidam Corporation	02/22/2021	Regular	0.00	64.52	56508
02581	The Ferguson Group, LLC	02/08/2021	EFT	0.00	6,000.00	407174
03799	Thrikettle Corporation	02/08/2021	Regular	0.00	12,715.56	56442
03799	Thrikettle Corporation	02/16/2021	Regular	0.00	11,737.44	56471
03644	Tully & Young, Inc.	02/22/2021	Regular	0.00	2,362.50	56509
02638	Tyler Technologies, Inc.	02/08/2021	Regular	0.00	137.50	56443
02651	United Parcel Service Inc	02/01/2021	Regular	0.00	121.49	56423
02651	United Parcel Service Inc	02/16/2021	Regular	0.00	77.94	56472
02651	United Parcel Service Inc	02/22/2021	Regular	0.00	49.64	56510
03298	United Rentals (North America), Inc.	02/22/2021	EFT	0.00	427.25	407196
02667	US Bank Corporate Payments Sys (CalCard)	02/08/2021	Regular	0.00	13,201.29	56444
02674	Utility Services Associates, LLC	02/22/2021	Regular	0.00	6,486.65	56511
03077	VALIC	02/05/2021	Bank Draft	0.00	4,238.75	176810
03077	VALIC	02/19/2021	Bank Draft	0.00	4,239.62	178050
02690	Verizon Wireless	02/22/2021	Regular	0.00	2,638.95	56512
02700	Viking Shred LLC	02/22/2021	Regular	0.00	50.00	56513
01687	W. W. Grainger, Inc.	02/08/2021	Regular	0.00	38.26	56450
01687	W. W. Grainger, Inc.	02/16/2021	Regular	0.00	555.49	56473
01687	W. W. Grainger, Inc.	02/22/2021	Regular	0.00	153.84	56514
03387	WageWorks, Inc	02/08/2021	EFT	0.00	268.30	407175
03387	WageWorks, Inc	02/22/2021	EFT	0.00	268.30	407197
01486	WAPA - Department of Energy	02/08/2021	EFT	0.00	2,043.15	407176
01486	WAPA - Department of Energy	02/16/2021	EFT	0.00	348.80	407186
03791	Water Systems Consulting, Inc.	02/01/2021	EFT	0.00	9,085.00	407158

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	140	81	0.00	292,691.64
Manual Checks	0	0	0.00	0.00
Voided Checks	0	8	0.00	0.00
Bank Drafts	20	20	0.00	357,553.35
EFT's	75	50	0.00	650,715.90
	235	159	0.00	1,300,960.89

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	140	81	0.00	292,691.64
Manual Checks	0	0	0.00	0.00
Voided Checks	0	8	0.00	0.00
Bank Drafts	20	20	0.00	357,553.35
EFT's	75	50	0.00	650,715.90
	235	159	0.00	1,300,960.89

Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	2/2021	1,300,960.89



San Juan Water District, CA

Vendor History Report

By Vendor Name

Posting Date Range 07/01/2020 - 02/28/2021

Payment Date Range -



Payroll Set: 01-San Juan Water District

Employee Number	Employee Name	Pay Code	# of Payments	Units	Pay Amount
<u>0690</u>	Costa, Ted	Reg - Regular Hours	8	57.00	7,125.00
			0690 - Costa Total:	57.00	7,125.00
<u>1028</u>	Hanneman, Martin	Reg - Regular Hours	8	42.00	5,250.00
			1028 - Hanneman Total:	42.00	5,250.00
<u>0670</u>	Miller, Ken	Reg - Regular Hours	8	33.00	4,125.00
			0670 - Miller Total:	33.00	4,125.00
<u>1003</u>	Rich, Daniel	Reg - Regular Hours	7	37.00	4,625.00
			1003 - Rich Total:	37.00	4,625.00
<u>0650</u>	Tobin, Pamela	Reg - Regular Hours	8	80.00	10,000.00
			0650 - Tobin Total:	80.00	10,000.00
			Report Total:	249.00	31,125.00



Pay Code Report

Account Summary

7/1/2020 - 2/28/2021

Payroll Set: 01-San Juan Water District

Account	Account Description	Units	Pay Amount
<u>010-010-58110</u>	Director - Stipend	124.50	15,562.50
		010 - WHOLESALE Total:	124.50
<u>050-010-58110</u>	Director - Stipend	124.50	15,562.50
		050 - RETAIL Total:	124.50
		Report Total:	249.00
			31,125.00

**Pay Code Report**

Pay Code Summary

7/1/2020 - 2/28/2021

Payroll Set: 01-San Juan Water District

Pay Code	Description	# of Payments	Units	Pay Amount
Reg - Regular Hours	Regular Hours	39	249.00	31,125.00
		Report Total:	249.00	31,125.00

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

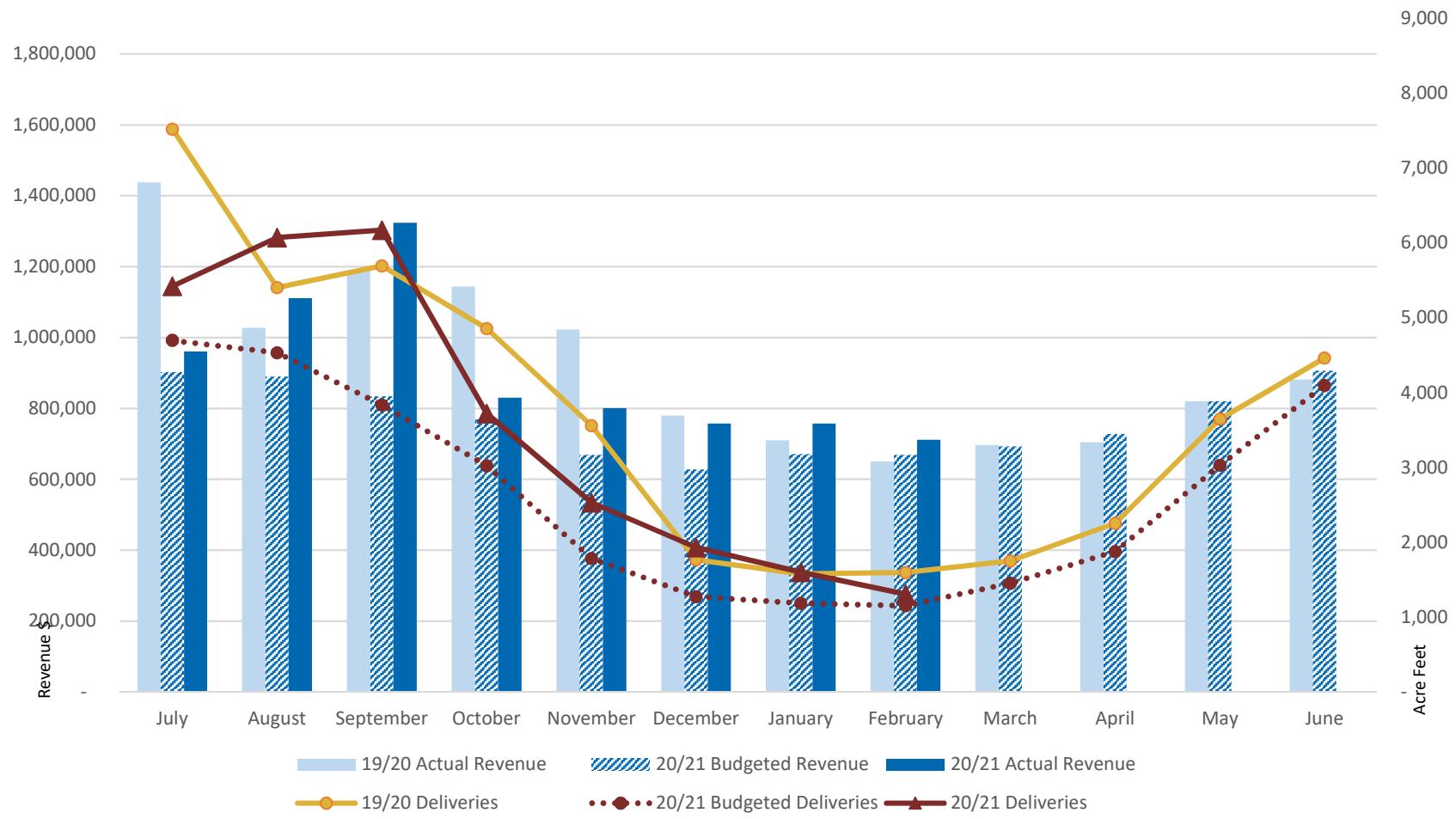
	July 2020 - February 2021							
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance		Revenue Variance	
San Juan Retail	7,012	\$ 1,971,144	8,655	\$ 2,104,385	1,642	23.4%	\$ 133,241	6.8%
Citrus Heights Water District	6,861	\$ 1,892,763	7,290	\$ 1,927,564	429	6.3%	\$ 34,801	1.8%
Fair Oaks Water District	4,497	\$ 1,311,020	5,588	\$ 1,399,572	1,091	24.3%	\$ 88,552	6.8%
Orange Vale Water Co.	2,258	\$ 652,074	2,680	\$ 686,351	422	18.7%	\$ 34,276	5.3%
City of Folsom	708	\$ 197,690	807	\$ 205,728	99	14.0%	\$ 8,037	4.1%
Granite Bay Golf Course	154	\$ 5,435	276	\$ 9,760	122	79.6%	\$ 4,326	79.6%
Sac Suburban Water District	-	\$ -	3,474	\$ 917,508	3,474		\$ 917,508	
TOTAL	21,489	\$ 6,030,127	28,769	\$ 7,250,868	7,280.21	33.9%	\$ 1,220,741	20.2%
					Budgeted Deliveries		21,488.97	
					Actual Deliveries		<u>28,769.18</u>	
					Difference		7,280.21	
							33.9%	
					Budgeted Water Sale Revenue		\$ 6,030,127	
					Actual Water Sale Revenue		<u>\$ 7,250,868</u>	
					Difference		\$ 1,220,741	
							20.2%	

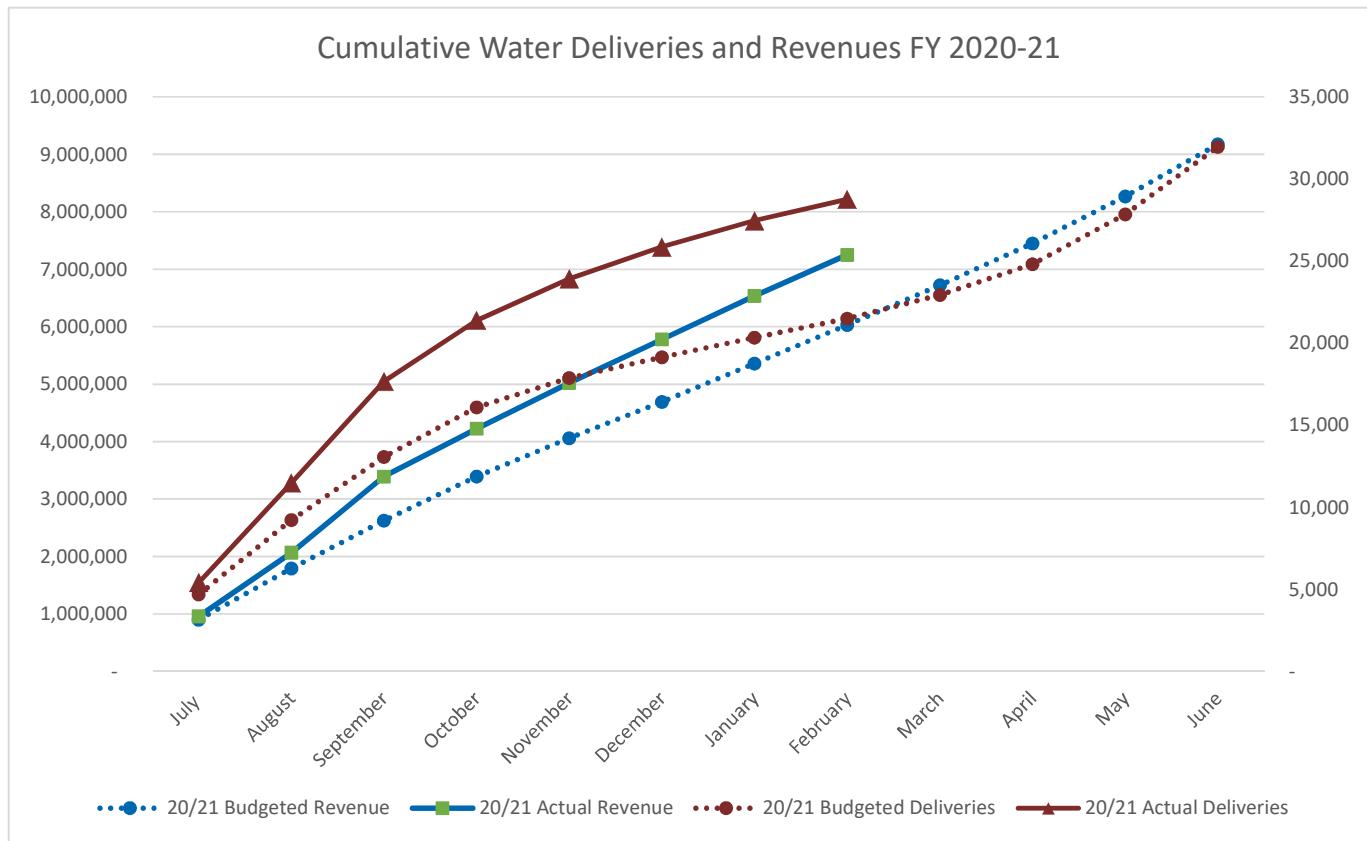
Conclusion:

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 - February are 33.9% greater than anticipated in the budget and revenues outpace the budget by 20.2%.

Excluding SSWD, deliveries for July-February outpaced the prior year by 1,123 acre feet (4.65% increase).

Comparison of Fiscal Year 2019/2020 Actual to 2020/2021 Projections of Deliveries and Revenue





AGENDA ITEM IX-2

RWA Meeting notes
Board Meeting
3/11/21

Closed Session/Common Interest Agreement

The Board unanimously approved the CIA.

RWA Dues Structure

The Board approved the revised dues structure with one dissent (Cal-Am). The new dues structure replaces the tiered dues that had one amount per tier with a tiered structure that establishes a base amount for each tier and then adds additional amounts, based on the number of retail connections. Under the new structure, SJWD's dues will drop by 15%, and those of smaller agencies such as Del Paso Manor and Rancho Murrieta will drop by 38%. Those facing increased dues are Sacramento County Water Agency, Cal-Am and City of Sacramento, in the amounts of an additional 9%, 10% and 17%, respectively. The dues for Yuba City and West Sacramento will be reduced by 10%, as they are not directly involved with American River issues (the bulk of the work that RWA does). Dues for PCWA and Orangevale will drop by 4% and 3%, respectively, and those of Roseville and SSWD will increase by 3% and 4%, respectively. Dues for other agencies remain unchanged.

SCGA

The Board discussed a proposal to secure free facilitation assistance from CBI, via a contract with DWR. This contract has not yet been adopted, but is expected to be in place in the next two months.

The scope proposes to have a discussion among the three Boards (RWA, SGA and SCGA) about a detailed staffing proposal, and then if the decision is made to proceed further, have individual interviews with member agencies about concerns/priorities, and then have a subsequent joint discussion among the Boards on governance and policy issues. The SGA Board agreed at its February, 2021 meeting to have a discussion among the three Boards about questions they have about the general proposal for merger between SGA and SCGA (including policy and governance issues) and then have an in-depth workshop of the SGA Board on all issues, including staffing.

Legislation

Ryan Ojakian gave an update on a few bills, including SB 222 and 223 and AB 1434. ACWA has taken an oppose unless amended position on the first two (which have to do with low income assistance and shutoffs), and SJWD has joined the ACWA coalition on these bills. AB 1434, which seeks to further reduce existing conservation requirements, was just introduced, and RWA will be considering the bill soon. ACWA has taken an "Opposed" position. Elk Grove mentioned their sponsorship of a bill on water theft penalties.

Space Planning Committee

RWA's current lease runs through 2022. RWA has a new staff person (Michelle Banonis) who does not have space in RWA's current office area, and an additional staff person may be hired next fiscal year by SGA. An ad hoc committee has been set up to evaluate these issues and make recommendations to the Board, composed of Sean Bigley, Dan York, Ron Greenwood and Tony Firenzi.

Board Meeting

3/19/21

This Board meeting was called to discuss the priorities associated with the Strategic Plan, which had been presented to the Executive Committee on January 27, 2021. At that meeting, the Executive Committee requested Jim Peifer to schedule a special Board meeting to discuss the information. Jim had developed this information in part as a response to the request from Dan Rich and Greg Zlotnick to define the relationship between the recently-adopted strategic plan and RWA's operational and financial priorities. The matrix is available here:

<https://r wah2o.org/wp-content/uploads/2021/03/Strategic-Plan-Matrix.pdf>

The matrix reflects Jim's perspective of where items in the strategic plan fall on the priority spectrum. Despite the Board being asked to affirm the 20 page matrix, there was very little discussion. While Greg Z raised a similar concern early in the meeting, Grace Espindola (Yuba City Councilmember) expressed her concern that such a complex and long matrix needed more time to be digested before being voted on. In response, Jim said it should be considered a "living document" and that as he worked to refine the upcoming budget to reflect the matrix there would be additional opportunity for refinement. Ultimately, the budget is what sets the priorities. Notably, in the matrix, two-thirds of the items are designated as "high" priorities. During the discussion, Greg Z. also asked that Jim provide some sense of where his and staff time (including the new resiliency/MPMS subscription staff) was being spent among the items since setting priorities also has to account for the staff resources necessary to address them appropriately.

The staff report is available here:

<https://r wah2o.org/wp-content/uploads/2021/03/Mar-19-Special-Board-Meeting-Staff-Report.pdf>

Jim noted that RWA will likely have approximately \$75,000 in cost savings in the current fiscal year, which it could use to reduce dues increase in FY 21-22 or for some other purpose. One item on which the funds could be spent would be to hire a consultant to analyze staffing, operations, and financing models for opportunities to improve long-term organizational sustainability, the cost of which he estimated to be \$23,000. It was not clear how this project would relate to the recently-completed recommendations from the ad hoc dues committee, which would change the dues structure to improve financial

sustainability, and Jim received comments from some Board members supporting such a contract and from others recommending the money be spent on other priorities.

Jim then discussed potentially hiring a staff person to manage a joint purchasing program. He referenced the meter collaborative, but members of this collaborative noted that it has not completed its analysis and is not ready to proceed to consider any joint purchases. There was general support for conducting any such purchasing program under a subscription program, and not funding it as a core program.

Jim finished his presentation by discussing the potential need for an additional \$20,000 in consultant funding for communications, to promote articles such as the recent one on “supersheds”. Some Board members commented that he should evaluate shifting funding to this item from other RWA expenses, if this is a high priority.

AGENDA ITEM IX-3.1 & 3.2

Page 1 of 4

3/17/2021 Director Tobin Report
ACWA-JPIA Executive Committee Meeting 3/15/2021

Executive Committee Per Diem Rate

Mr. Sells stated that the current daily rate of Per Diem for Executive Committee members and Directors attending Program Committee meetings is \$327. The maximum increase of 5% allowed by Government code would move the rate to \$343, effective February 9, 2021.

Finance & Audit Committee Structure

Mr. Sells stated that when the Finance and Audit Committee was created in 1979, its original role included approving warrants, preparing budgets and help with arranging and preparing for the annual audit. Now, the Committee is more policy focused, similar to that of other JPIA Program committees. The current structure of the Committee established by the By-Laws consists of seven members, all of which are to be a finance officer of a member district and have a financial background. The structure for the other Program Committees are nine members on each committee: members of the Executive Committee sit as Chair and Vice-chair and the other seven members are composed of staff and Directors of the JPIA member agencies. Staff proposed a change in the structure of the Finance and Audit Committee to match that of the other JPIA Program Committees and submit a change in the By-Laws to the Board at spring conference.

A discussion was held on the advantages of keeping the current members, all of which have strong financial backgrounds vs. adding Directors. Ultimately, the Executive Committee decided to keep the seven members as staff with financial backgrounds and add two members of the Executive Committee to sit as Chair and Vice-chair.

Rate Stabilization Funds

Mr. deBernardi reported that total refunds to members with no changes to the Rate Stabilization Fund (RSF) calculation are anticipated at \$8.9 million. Staff has projected that member refunds may not continue past 2022 where the hard market for both the Property and Liability Programs is likely to put the funding backwards. To smooth the refunding process, staff proposed changing the refund calculation by modifying the target balance of RSF accounts from 50% of their basic Liability Program premium to the proposed 70%. This change revises member refunds to \$6.2 million. These refunds will go out to approximately 195 active members. The grounds for these refunds are largely due to Workers' Comp policy year 2016/17 (\$5.2 million) and Liability policy year 2016/17 (\$3.8 million) having favorable adjustments. Property retrospective premium adjustments of approximately \$100,000 were excluded from the process this year to reduce the anticipated amounts due from Property Program members for policy year 2018/19.

Insurance Market Update

Mr. Sells provided a short update on the state of the insurance market. The excess/ reinsurance market for the Liability and Property Programs continues to be very challenging. Both JPIA programs saw significant increases in the costs of the excess/reinsurance purchased for the 2019/20 and 2020/21 policy years. Looking forward to the 2021/22 policy years, the current projections are anticipating continued increases in the excess/reinsurance costs. The exception to the rising costs is the Workers' Compensation Program. Current indications are that excess

pricing will remain stable. A meeting with insurance brokers will take place in the next few weeks with the Property Program renewal as the first to be addressed.

RISK MANAGEMENT MEETING 315/2021

RISK CONTROL DEPARTMENT UPDATE

Review the Commitment to Excellence – Wildfire Loss Reduction Focus

Ms. Flint stated that wildfire prevention was added to the Commitment to Excellence (C2E) Program as a new loss reduction focus area. Wildfire prevention includes best practices for planning and coordination, staff training, facility protection and readiness, and response and recovery. Resource links were highlighted. Many of these resources are at no charge to our members. During the coming year, the Risk Management staff will continue to add more resources and best practices documents to our C2E webpage.

The Risk Management Committee asked about adding a pandemic response to the C2E. Ms. Flint shared possible new resources on pandemic preparedness may be considered for the Risk Control Manual and resources for C2E wildfire prevention.

Risk Control Manual

Ms. Flint reviewed the Risk Control Manual (Manual) on the JPIA's website. She reported that the Manual was recently updated. These resources are referenced during risk assessment visits, consultation visits, and risk assessment reports. Every six months, these resources will be reviewed, and new resources will be added or revised.

2020/2021 Risk Assessment Focus Areas

In 2019, Risk Control staff recognized the need for a more uniform focus for our annual risk assessment visits with members. Risk Control staff focus is assisting members with the continuous improvement of their safety programs in addition to regulatory compliance.

Due to the pandemic, the Risk Management staff is conducting virtual risk assessment visits. To supplement the virtual visits, staff identified risk assessment focus areas to assist members with maintaining effective safety programs. The following focus areas were developed: *Reviewing the JPIA's Commitment to Excellence Program, Professional Development Program, and the Risk Control Manual.*

A comment was made by one Risk Management Committee member that their agency appreciates that the Professional Development Program classes were moved online. Having the classes available online makes it more accessible for their employees.

Overview of the Risk Assessment Process 4 *Unapproved Risk Management Committee Meeting Minutes of February 9, 2021* Ms. Flint highlighted the pre-risk assessment visit, what is covered during the risk assessment visit, and post-risk assessment visit. Each member is visited annually. The JPIA continues to support each member during the year with service plans, consultation visits, attend exercises at agencies, and regional safety meetings.

Mr. Kuchinsky, Lead Risk Control Advisor, provided an overview of the Risk Assessment process held with Rancho California Water District.

On November 9, 2020, the District had a fatality incident when a contractor fell from a tank. The JPIA was notified. The District's legal counsel investigated in case a claim was filed. The District reviewed their construction inspector procedures, risk transfer language, and reviewed their engineering controls in the contractor process.

The District shared their five-year capital improvement project which includes a review of their contractor safety program. The District is considering installing stairs and fixed guard rails on their tanks. The JPIA's risk advisor will continue to support this member with their risk management and safety programs.

LOSS REPORTS

Review Claims Analysis for Liability, Property, and Workers' Compensation Programs
Mr. Sells discussed the loss reports for the Liability, Property, and Workers' Compensation Programs.

Liability Program

The graph for the Liability Program Reported Losses per \$1 Million of Payroll was reviewed. The graph for Occurrences per \$1 Million of Payroll was also reviewed. There has been a lot of growth in the Liability Program. This graph shows that claims are very stable.

Property Program

Reported Losses per \$100 Million of Insured Values graph was reviewed. The Occurrences per \$100 Million of Insured Values graph was reviewed. This graph shows a large claim in 2018/19 for the wildfires in Paradise, CA.

Workers' Compensation Program

The graph for Reported Losses per \$1 Million of Payroll was reviewed. The Workers' Compensation Program is very stable. The graph for Claims per \$100 Million of Payrolls was reviewed showing the Program is very stable. Claims continue to go down even though new members were added.

ACWA

Staffing update

Dave Eggerton is looking at new staffing reorganization. Changes will be proposed at the March 26th board meeting with an updated organization chart.

Federal Webinar

ACWA DC2021 offered a series of 3 webinars to keep everyone up to date on federal water issues. There were 3 webinars: March 17, 24th and there is one more on the 31st.

Comment Letters:

- 1) Support for Wildfire and Forest Resilience Action Plan (attached)
- 2) Gap-analysis for funding solutions for human right to water and at risk drinking water systems.

3) SB 45 Bond Act of 2022 (see attached)

Position letters: SB223 Discontinuation of Residential Water Service for Nonpayment
SB 222 (Dodd) Water Affordability

EPA Extends Lead and Copper Rule

The U.S. Environmental Protection Agency (EPA) said that it is extending the effective date for the recently revised Lead and Copper Rule (LCR) to allow time for more public input. To achieve this goal, EPA issued two notices regarding the LCR.

The first notice extends the LCR effective date from March 16, 2021 to June 17, 2021. The second notice proposes to extend the effective date an additional six months to Dec. 16 and extend the compliance deadline from January 16, 2024 to September 16, 2024.

DWR Draft CA Groundwater, Public Comment

On March 11th, 2021 the Department of Water Resources (DWR) released the draft California's Groundwater – Update 2020, update containing information on the condition of the State's groundwater, which is especially important as California faces a critically dry water year. DWR encourages community members and water managers to review the publication and provide input.

This version provides a comprehensive look at statewide groundwater activities, compiling technical information and data from 2003-2020. With the passage of the Sustainable Groundwater Management Act (SGMA) in 2014 it's used to build a statewide framework to share new information and progress made by locals who are managing groundwater basins across the state



*Bringing
Water
Together*

March 15, 2021

The Honorable Wade Crowfoot
Secretary for Natural Resources
California Natural Resources Agency
1416 9th Street #1311
Sacramento, CA 95814

**Re: Support for Governor Newsom's Wildfire and Forest Resilience Action Plan and
Agreement for Shared Stewardship of California's Forest and Rangelands**

Dear Secretary Crowfoot,

The Association of California Water Agencies (ACWA) represents over 460 public water agencies across the state, many of which are directly engaged in proactive efforts to improve forest health and restore watershed function to achieve greater resiliency in the face of climate change. ACWA member agencies have long been concerned with protecting the state's forested headwaters – the primary source of water supply for California's citizens, agriculture, and businesses.

ACWA has been informing state and federal decision-makers of the critical need to proactively manage our forested headwaters for the last decade. Promoting policy advances on headwaters management continues to be a priority for ACWA and its members, and we recently updated our policy principles on "Improved Management of California's Headwaters" (Headwaters Principles). These principles fall into four categories:

1. Improved planning, coordination, and implementation;
2. Management of headwater resources;
3. Research; and,
4. Financing of headwater improvements.

It is from this perspective that ACWA offers its enthusiastic support for actions that Governor Newsom's Administration is taking to promote fire resilience for California's communities and natural areas. ACWA's goals are well-aligned with the policies laid out in the Wildfire and Forest Resilience Action Plan (Action Plan) as well as the State's continued progress on collaboration with the federal government through the August 2020 Agreement for Shared Stewardship of California's Forest and Rangelands (Agreement). The Agreement is precisely the vehicle necessary to articulate the goals and direction for a coordinated effort between the State and the USDA Forest Service, the largest headwater resource manager. The Action Plan provides more specific actions that are necessary to accomplish the goal of increased protection of our headwater resources and to help prevent catastrophic wildfire. ACWA offers our support for the Agreement and Plan as well as some observations that we believe will be helpful in the united effort to turn the tide on catastrophic fire in California.

Some of ACWA's member agencies have already taken major steps in planning, funding, and implementing projects that accomplish the visions of the Plan and the Agreement. For example, in Placer and Yuba counties, water agencies have successfully developed partnerships with the USDA

Forest Service, environmental organizations, Tribes, local land managers, and other stakeholders and are currently increasing headwater fire resiliency through the practices of ecological forestry. Funding comes from a combination of federal, state, local government, and private sources.

Primary in our perspective is the understanding that greater, more rapid, efficient, and enduring success in improving fire resiliency can be achieved by utilizing local and regional levels of public organization as a conduit to deliver funds from the state to on-the-ground projects. One of our Headwaters Principles is that strategies should recognize that one size does not fit all, and there is great variability across the state. Actionable strategies should provide for accommodation of local and regional diversity based upon resource conditions, institutional capacity, ongoing projects, and local and regional priorities. This goal is best achieved by empowering local and regional entities to manage funds and collaborate across regions, including water agencies, fire departments, municipalities, fire safe councils, prescribed fire cooperatives, resource conservation districts, and other special districts. They are ideally positioned to: identify projects with the greatest tangible needs and benefits for the areas affected; build and lead local coalitions; successfully permit projects; realize “boots-on-the-ground” management; and achieve effective reporting.

With restoration projects in the Yuba and Placer headwaters, for example, county-level government serves as the accumulator of funds from federal, state, local, and private sources as well as: the lead agency for state environmental processes; the primary partner in master stewardship agreements for federal lands; and the contracting agent for all local private sector watershed management work. The Placer and Yuba projects have developed efficient funding, contract management, and reporting models that can easily be adapted to the needs of other regions of the state for internal capacity building. Local relationships developed by regionally focused organizations such as the Sierra Nevada Conservancy are valuable in coordinating locally managed projects to accomplish regional goals.

ACWA also strongly supports the Action Plan’s identification of the need to increase economic opportunities for use of forest materials. It is widely recognized that a major hurdle to the viability of forest health projects is the limited market for removed fuels. With the Placer project, for example, there are very few places to take removed excess vegetation, thus hampering the effectiveness of fire resiliency objectives. Stimulation of biofuel and other wood product infrastructure is an imperative part of creating a viable fire resiliency business model for the state.

Another action imperative to promoting more widespread fire resiliency is adapting state funding mechanisms to accomplish work at the local level. The Plan recognizes the importance of ecological, economic, and social linkages in creating a fire resilient forest resource culture. To realize the work force necessary to accomplish largescale fuels removal, funding must be provided within local contractors’ billing cycles. Few contractors can afford to wait for quarterly payments, which are common for state funding. Channeling state funds through regional entities can provide cash-flow resiliency to help manage payment cycles, an important step to realize the business model necessary to achieve the goals of increased pace and scale for fire resiliency projects.

In conclusion, ACWA supports the Governor’s January 8, 2021 budget proposal regarding wildfire funding and urges the Administration and Legislature to work together to ensure funding flows to local communities that can put monies to effective and efficient use in projects on the ground. ACWA applauds the efforts of the Newsom Administration to actively address the accelerating crisis posed by catastrophic, high severity forest fires with a changing climate. ACWA is committed to continuing as a partner in creating a culture of fire resilience for California.

Thank you for your consideration of these suggestions. If you have questions or would like to discuss these issues, please contact me at davee@acwa.com or Cindy Tuck, Deputy Executive Director for Government Relations at cindyt@acwa.com.

Sincerely,



Dave Eggerton

cc: Ms. Cindy Tuck, Deputy Executive Director for Government Relations, ACWA
Ms. Julia Hall, Senior Legislative Advocate, ACWA

Headwaters/Wildfire Legislative Update – 3/15/21

Measure	Author	Topic	Location	Position/Notes
AB 78	O'Donnell D	San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy: territory: Dominguez Channel watershed and Santa Catalina Island.	1/11/2021-A. NAT. RES.	WATCH
AB 267	Valladares R	California Environmental Quality Act: exemption: prescribed fire, thinning, and fuel reduction projects.	1/28/2021-A. NAT. RES.	FAVOR
AB 322	Salas D	Energy: Electric Program Investment Charge program: biomass.	2/12/2021-A. U. & E.	FAVOR
AB 418	Valladares R	Emergency services: grant program.	2/12/2021-A. EMERGENCY MANAGEMENT	FAVOR
AB 522	Fong R	Forestry: Forest Fire Prevention Exemption.	2/18/2021-A. NAT. RES.	FAVOR
AB 642	Friedman D	Wildfires.	2/25/2021-A. NAT. RES.	Not Yet Considered – Interested in Headwaters feedback – See bill copy included for review.
AB 697	Chau D	Forest resources: national forest lands: Good Neighbor Authority Fund: ecological restoration and fire resiliency projects.	2/25/2021-A. NAT. RES.	FAVOR
AB 926	Mathis R	Fire prevention: local assistance grant program: projects: report.	2/25/2021-A. NAT. RES.	FAVOR
AB 1086	Aguiar-Curry D	Organic waste: implementation strategy.	3/4/2021-A. NAT. RES.	Not Yet Considered - Staff intend to recommend a “Favor” position
AB 1142	Frazier D	Fire prevention: detection and response.	3/4/2021-A. NAT. RES.	Not Yet Considered – ACWA staff are still getting additional information. This bill would require CalFIRE to predict and respond to wildfire using remote sensing/weather technology. Provide for information sharing with other levels of government.
AB 1255	Bloom D	Fire prevention: Department of Forestry and Fire Protection: grant programs.	3/4/2021-A. NAT. RES.	FAVOR
AB 1431	Frazier D	Forestry: forest carbon plan: state goals.	3/11/2021-A. NAT. RES.	FAVOR
ACR 33	Friedman D	Wildfire mitigation.	3/11/2021-A. NAT. RES.	FAVOR
SB 63	Stern D	Fire prevention: vegetation management: public education: grants: defensible space: fire hazard severity zones: forest management.	1/28/2021-S. N.R. & W.	Not Yet Considered – Interested in Headwaters feedback – See bill copy included for review.
SB 208	Dahle R	Sierra Nevada Conservancy: Sierra Nevada Region: subregion: definitions: annual report.	1/28/2021-S. N.R. & W.	FAVOR
SB 312	Nielsen R	California Renewables Portfolio Standard Program.	2/4/2021-S. RLS.	Not Yet Considered – Staff will likely recommend a “Favor”

<u>SB 347</u>	<u>Caballero D</u>	Urban forestry: California Community and Neighborhood Tree Voluntary Tax Contribution Fund.	2/17/2021-S. N.R. & W.	FAVOR
<u>SB 462</u>	<u>Borgeas R</u>	Disaster relief: Creek Fire: allocation to local agencies.	3/9/2021-S. APPR.	FAVOR



**Bringing
Water
Together**

March 9, 2021

The Honorable Henry Stern
Chair, Senate Natural Resources and Water Committee
State Capitol, Room 5080
Sacramento, CA 95814

RE: SB 45 (Portantino): The Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2022 – SUPPORT IF AMENDED

Dear Chair Stern:

The Association of California Water Agencies (ACWA) has adopted a Support if Amended position on SB 45 and recommends additional funding for water infrastructure projects that will increase the State's water resilience and reduce the impacts of climate change. ACWA is keenly aware of the growing impacts of climate change on our State's natural resources. From droughts, floods, catastrophic wildfires, and sea level rise, water managers and many others are faced with growing challenges as a result of climate change. For this reason, ACWA encourages the legislature to consider significant funding in the following key areas.

Regional and Inter-Regional Water Resilience

Consistent with Governor Newsom's bond proposal in his January 2020 budget, ACWA believes significant funding should be made available for regional and inter-regional water management projects. ACWA requests consideration of \$1.5 billion for regional and inter-regional water resilience projects, including \$500 million to the Department of Water Resources (DWR) for competitive grants or loans to support local and regional water conveyance projects and \$250 million to the State Water Resources Control Board (State Water Board) for competitive grants or loans for water quality projects. In addition, \$100 million to DWR for implementation of Integrated Regional Water Management plans.

Groundwater

Many parts of the state rely on groundwater wells as a source of drinking water and other uses. In order to ensure that groundwater resources are sustainably managed, it is imperative that DWR successfully implement the Sustainable Groundwater Management Act (SGMA). For this reason, ACWA is proposing \$395 million to DWR for competitive grants for projects that support implementation of SGMA as well as an additional \$350 million to DWR for competitive grants to local agencies for projects and programs that support groundwater banking, conjunctive use, water quality monitoring and remediation, including for contaminants of emerging concern, prevention of seawater intrusion, or other groundwater projects and programs that improve water resilience.

Dam Safety/Reservoir Operations

As periods of intense rain and extended droughts become more severe, ensuring dam safety and sound reservoir operations will become even more critical. ACWA is proposing \$700 million for dam safety projects at high hazard dams, reservoir seismic retrofit projects, and new spillways and repairs at existing dams to facilitate implementation of Forecast Informed Reservoir Operations.

Water Recycling and Desalination

Recycled water is an important part of the State's path to water resilience. With billions of dollars in projects in various stages of planning and implementation it is important to dedicate significant funding to ensure water recycling increases to meet the State Water Board's recycled water goals. ACWA is requesting \$500 million to the State Water Board's existing program for water recycling and reuse projects as well as \$150 million for brackish and seawater desalination projects.

Flood Protection

Flood protection is a critical issue for many parts of the state. ACWA is requesting consideration of \$340 million to DWR for flood infrastructure projects to support flood risk reduction and provide the State cost share for priority U.S. Army Corps of Engineers projects. In addition, \$270 million to DWR for Central Valley and Sacramento-San Joaquin Delta multi-benefit flood control projects that support flood risk reduction and ecosystem restoration efforts.

Safe Drinking Water

Providing safe drinking water for all Californians continues to be a top priority for ACWA and its members. ACWA requests the inclusion of \$360 million to the State Water Board for competitive grants or loans for the purposes described in Chapter 5 (commencing with Section 79720) of Division 26.7 of the Water Code to help provide clean, safe and reliable drinking water to all Californians.

ACWA appreciates the importance of the funding categories identified in SB 45 and believes that a comprehensive approach to addressing the impacts of climate change is certainly needed. Additional funding for water infrastructure would increase water resilience and reliability, mitigate the impacts of climate change, and create jobs. We greatly appreciate your consideration of these important amendments (attached) and look forward to working with you in the coming months.

Sincerely,



Adam Quiñonez
State Relations Director
Association of California Water Agencies
AdamQ@acwa.com
707-761-9247
Enclosure: SB 45 ACWA Amendments

AQ:sn

cc: The Honorable Anthony Portantino
Members, Senate Natural Resources and Water Committee
Mr. Dennis O'Connor, Chief Consultant, Senate Natural Resources and Water
Committee
Mr. Todd Moffit, Consultant, Senate Republican Caucus

A Roadmap To Achieving the Voluntary Agreements

January 2021

CALL TO ACTION

The Biden Administration Should Embrace the Voluntary Agreements

Public water agencies across California call on the Biden Administration to embrace the Voluntary Agreements (VAs) and engage in negotiations with the Newsom Administration and stakeholders to successfully complete the VAs. To implement this modern water management approach, the Association of California Water Agencies (ACWA) asks the Biden Administration to take the following actions:

ACTION

1

Resolve the litigation between the federal government, State of California, public water agencies and NGOs regarding the Incidental Take Permit and the Biological Opinion.

ACTION

2

Work with California to convene all parties to complete the VAs and the related efforts to advance the implementation of the State's Water Quality Control Plan through the VAs.

ACTION

3

Support and assist water agencies that have proposed early implementation projects to accelerate improvements for fish and wildlife, including with direct funding, a mechanism to collect fees and streamlined permitting processes.

A Watershed-Wide Approach



The VAs would encompass the Sacramento-San Joaquin Delta and each of the following tributaries to improve reliability for the 35 million people and nearly 8 million acres of farmland dependent on the Delta watershed and its water supply.

- American River
- Feather River
- Mokelumne River
- Putah Creek
- Sacramento River
- San Joaquin River Settlement Upstream of the Merced River (Friant Diversion)
- Tuolumne River
- Yuba River

Background

The Voluntary Agreements (VAs) represent a collaborative, modern and holistic approach to improving the California Bay-Delta ecosystem and water supply reliability. Through the VAs, a group of public water agencies are proposing a comprehensive suite of actions that will improve habitat and flows in the Sacramento- San Joaquin Delta and its tributaries to help native fish and wildlife species. This integrated approach presents a historic opportunity to protect and restore the Bay-Delta ecosystem, while improving habitat for native species and water reliability for the 35 million people, nearly 8 million acres of farmland, and remaining California wetlands dependent on the Delta watershed and its water supply.

Governor Gavin Newsom's *Water Resilience Portfolio* recognizes the VAs as an alternative to the California State Water Resources Control Board's unimpaired flows approach to updating the State's Bay-Delta Water Quality Control Plan and that the VAs hold "the promise to adaptively manage enhanced flows and habitat to improve conditions for fish and wildlife." The *Water Resilience Portfolio* is intended to provide a blueprint to meet the

water needs of California's communities, economy, and the environment through the 21st Century. It includes several actions to support the VAs to meet the goal of protecting and enhancing natural ecosystems, including to "bring together regulators, tribes, water users, public water agencies, non-governmental organizations, and other stakeholders to develop innovative, voluntary solutions to water supply, water quality, and ecosystem protection" [Action 9.3], to "identify opportunities to meet legal standards in creative, collaborative ways, such as through voluntary agreements that enhance flows and habitat" [Action 13.7], and to "complete the update to the Bay-Delta Water Quality Control Plan for San Francisco Bay and the Delta, as required by law, and implement the Plan, potentially through voluntary agreements" [Action 18.2].

ACWA embraces this new path forward to support a "California for All" and the coequal goals of protecting, restoring and enhancing the Delta ecosystem and providing more reliable water supplies for California. Public water agencies are actively uniting to implement progressive and innovative 21st Century water management.

The decades old regulatory approach has not served any interests well. Species have continued to decline, and water supplies have continued to diminish. California cannot afford to adhere to a regulatory and operational framework solely based on additional flows which will result in years of protracted litigation, while at-risk fish populations continue to decline, and California's water supply becomes less resilient to the increasing effects of climate change. Now is the time to complete the VAs to put California on a path of success for the environment, the public, farms and businesses.

Commitment of Public Water Agencies at the VAs Table

ACWA and the 450 California public water agencies it represents recognize the VAs as the superior approach to achieving the coequal goals of protecting, restoring and enhancing the Delta ecosystem and increasing water supply reliability throughout California. ACWA's water agencies together serve water for millions of Californians, the safest and most productive agricultural economy in the world, the wildlife refuges and rice lands that serve birds and wildlife along the Pacific Flyway, salmon and many other fish, hydro-electric generation, and recreation. The public water agencies participating in the VAs stand ready to begin the implementation of the VAs, pledging to contribute hundreds of millions of dollars and an extensive series of restoration projects to enhance fish and wildlife habitat. ACWA and its members recognize that more can be accomplished for California when the state, federal and local agencies work together. The public water agencies which have been at the VAs table are eager to continue working with state and federal agencies, conservation groups, and other stakeholders in an open and transparent process to achieve the VAs and advance California on a path toward water resilience.

- **Early Implementation** - As part of the VAs, the group of public water agencies is committed to the immediate implementation of a list of "no-regrets" habitat restoration and creation projects and related flow actions. Some of these actions could begin or otherwise be implemented within the next 12 to 18 months. The VAs have the added co-benefit of immediately injecting tens of millions of dollars into California's economy at this critical time.

- **Integrated Actions** - The group of public water agencies commit to the implementation of a broad spectrum of tools, coordinated to maximize benefits to the Delta ecosystem and native fish and wildlife species. These tools include improving targeted tributary flows and Delta outflows, restoration projects and the collection of funds from these water agencies to begin building the accounts necessary to implement the long-term program.

- **NGO Participation in the Governance Framework** - Water agencies remain committed to a collaborative decision-making approach that includes non-governmental organization participation in the governance structure.

Essential Elements of a Watershed-Wide Agreement

The VAs hold the potential to achieve meaningful solutions that comprehensively manage the Delta watershed as a whole. A Delta watershed-wide agreement should incorporate the following essential elements.

- **Watershed-Wide Coordination** - A solution must encompass a Delta watershed-wide approach with coordinated operations to efficiently and effectively protect native fish and wildlife species. The VAs would facilitate coordination of restoration, operations, and research across all participating tributaries and Delta operations to provide improved ecosystem functions across major California waterways.
- **Collaborative Approach** - Partnership among diverse stakeholders must be the cornerstone of this durable solution. The VAs would establish a 15-year framework that includes participation from state and federal agencies, public water agencies, and conservation groups to help guide funding and management actions to improve water supply and environmental conditions in the Delta. A path of continued litigation would negatively affect water reliability and ratepayers across California, while delaying vital investments to restore and enhance the Delta ecosystem.

- **Integrated Solutions** - A Delta watershed-wide solution should provide a substantial “budget” of water for the environment, coupled with significant new habitat, an integrated science program, and adaptive management to provide a more comprehensive framework to recover fish populations, as opposed to a flows-only approach.
- **Coequal Goals** - A Delta watershed-wide solution must recognize the coequal goals of increasing water supply in California and improving the Delta ecosystem for hundreds of native fish and wildlife species.
- **Expedited Implementation** - The VAs commitment of functional flows and habitat can help fish populations recover more quickly, holistically and with fewer negative social and economic impacts than traditional regulatory requirements. As water agencies stand ready to implement a comprehensive series of ecological restoration and stewardship projects, state and federal agencies must also work to increase permitting effectiveness, expedite project review and approval, and improve cross-jurisdictional collaboration.
- **Governance** - Consistent with the VAs, a structured decision-making process that informs the implementation of flow and non-flow measures to achieve outcomes should be the foundation of any solution. This process



should be collaborative and informed by a robust science program. To the extent possible, the governance structure should coordinate with and be implemented through any existing management structures in the Delta tributaries.

- **Science and Adaptive Management** - A Delta watershed-wide agreement should include the development of a sound, shared, modern science program that explores all assets available to manage the Delta and monitors and evaluates their success in achieving the biological and environmental outcomes. This will serve as the basis for adaptive management decision-making. The VAs would establish both a Science Program and Independent Science Advisory Team to address uncertainties in current science using testable hypotheses to refine management solutions over time.
- **Funding Portfolio** - A Delta watershed-wide agreement should identify resources from a variety of agencies and programs for a large sustained investment for fish and wildlife measures, habitat restoration projects and science programs. Under the VAs approach, the total estimated contributions from the public water agencies to a Water Revolving Fund are projected to be \$1 billion. The state and federal financial commitment should be commensurate to the local investment.



ACWA UPDATE ON PRIORITY ISSUES

A high-level look at recent ACWA activity and initiatives.



MARCH 2021

Water Affordability (SB 222 and SB 223)

ACWA distributed an Outreach Alert on March 4 urging members to join two ACWA-led coalitions and contact legislators to oppose separate but related bills SB 222 (Dodd) and SB 223 (Dodd) unless they are amended to address ACWA's concerns. The author pulled both bills from a scheduled March 15 hearing. The bills are now expected to be heard by the Senate Committee on Energy, Utilities and Communications on April 12.

SB 222 (Dodd) would require the State Water Resources Control Board to create an overly broad and costly water and wastewater affordability program that would be implemented in part by public water systems. ACWA's State Legislative Committee has taken an oppose-unless-amended position. ACWA believes a water and wastewater low-income rate assistance program, designed in a reasonable, efficient and effective manner and funded with a progressive funding source, is the right approach. SB 223 (Dodd) would require water agencies to forgive the entire balance of a customer's unpaid water debt if the customer enters into an arrearage management plan and would re-write the restrictions on discontinuation of residential water service that the enactment of SB 998 (Dodd, 2018) put into place. ACWA's State Legislative Committee has taken an oppose-unless-amended position on SB 223 in part because the proposed forgiveness of debt would violate the State Constitution and have significant financial consequences for public water agencies and their ability to provide reliable service. More information and talking points on both bills are available for members at www.acwa.com.

STAFF CONTACT

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ACWA-Sponsored SB 323 (Caballero)

ACWA is urging members to support SB 323 by signing on to ACWA's coalition as soon as possible. SB 323 would improve financial stability for public water agencies by providing water and sewer service rates the same protections already afforded to fees and charges that fund other essential government services. It would also give ACWA member agencies more financial certainty by helping to prevent costly and time-consuming litigation challenging rates and charges years after they have been adopted and collected, while still ensuring that adopted rates and charges comply with Proposition 218 and other existing laws. The bill is scheduled to be heard at the Senate Governance and Finance Committee hearing on March 25. A [fact sheet](#) with more information about the bill is also available at www.acwa.com/resources.

STAFF CONTACT

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California Water Commission Water Conveyance Infrastructure

ACWA submitted a comment letter Feb. 17 to the California Water Commission (Commission) that provided recommendations on the state's role in financing conveyance projects.

ACWA's recommendations call for state investment for conveyance projects and suggest the development of new financing, such as a General Obligation Bond and low-interest loans, as well as opportunities to leverage existing funds. ACWA's comments detail a wide range of benefits that would stem from greater state investment in conveyance.

The Commission initiated a series of workshops to gather input in late 2020 and will incorporate comments into a draft white paper this spring and a final whitepaper with recommendations for state policymakers later this year. ACWA's full comment letter is available at www.acwa.com/resources.

STAFF CONTACT

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State Water Board Water Rights Updates

The State Water Board released the draft "Water Rights Drought Effort Review" report on Feb. 5. The [report](#) summarizes stakeholder interviews conducted with water users and managers, including three interviews with ACWA, to gather input on the State Water Board's actions during the last drought, and to solicit recommendations for improving the program during a future drought. ACWA also submitted written comments and provided comments at the State Water Board's Feb. 16 meeting on the report.

In addition, the State Water Board recently released "[Recommendations for an Effective Water Rights Response to Climate Change](#)." The report identifies data needs, opportunities, and potential approaches for an effective water rights response to climate change and includes recommendations for changing specified aspects of water rights applications and other procedures to include more climate change considerations. ACWA will submit written comments by the March 31 deadline.

The first letter is posted at www.acwa.com/resources.

STAFF CONTACT

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PFAS Regulatory Determination

The U.S. Environmental Protection Agency (EPA) previously issued a final regulatory determination on Feb. 22 to set a drinking water standard for PFOA and PFOS, two types of PFAS under the Safe Drinking Water Act. The regulatory determination was initially on hold due to a regulatory freeze issued on the first day of the Biden Administration. After further review, EPA decided to move forward and published the [final regulatory determination](#) in the Federal Register on March 3. This kicks off the federal rulemaking process to set enforceable drinking water standards for these two contaminants.

EPA currently maintains an unenforceable Public Health Advisory that identifies 70 parts per trillion as a threshold level for both PFOS and PFOA in drinking water systems. ACWA will continue to track the developing rulemaking process.

STAFF CONTACT

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Safe and Affordable Drinking Water Fund Implementation

The State Water Board will host a [webinar](#) on April 13, from 9 a.m. to noon to release the results of its Needs Assessment for the Safe and Affordable Funding for Equity and Resilience (SAFER) program. State Water Board staff will provide an overview of the results of the risk assessment, cost assessment and affordability assessment.

ACWA and the California Municipal Utilities Association submitted a joint comment letter on March 12 regarding the draft methodology for preparation of the "gap analysis" for this program. The gap analysis is a comparison of the cost of need and the available funding. ACWA and CMUA offered suggestions for how to not inflate the gap analysis. ACWA will continue to engage with the State Water Board on the implementation of the Safe and Affordable Drinking Water Fund to help ensure that the \$130 million per year for the program can achieve the results that it was intended to achieve. The comment letter is available at www.acwa.com/resources.

STAFF CONTACT

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Federal and State COVID-19 Relief Funding

Last month, ACWA and other statewide associations submitted a letter to Gov. Gavin Newsom requesting a meeting to discuss how to expedite distribution of California's share of the COVID-19 stimulus bill that contains \$638 million to help low-income families cover the costs of their drinking water and waste water utility bills. The program, to be run through the U.S. Department of Health and Human Services, will provide grants to states and tribes, who in turn will provide funds to owners or operators of public water systems or treatment works to reduce arrearages and rates to low-income households. ACWA will continue to work with state officials on this issue. The full coalition letter is available at www.acwa.com/resources.

ACWA, together with other statewide water associations, is also seeking \$1 billion in state emergency relief funding to help cover drinking water and wastewater arrearages at public water agencies and arrearages.

STAFF CONTACT

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Water Use Efficiency Updates

The Department of Water Resources (DWR) was required by Jan. 1, 2021, to provide each urban retail water supplier with data regarding the area of residential irrigable lands in a manner that can reasonably be applied to the outdoor water standards. Provisional data for over 80 percent of suppliers has been provided, with a specified review period to validate data. ACWA submitted comments to DWR last month requesting additional time and guidance to validate data. DWR is considering extending the review period and holding an additional stakeholder meeting in April. The full comment letter is available at www.acwa.com/resources.

STAFF CONTACT

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Clean Fleet Rule

On March 2 and 4, the California Air Resources Board (CARB) hosted workshops on the proposed Clean Fleet Rule. The Clean Fleet Rule would require fleets across California to purchase cleaner vehicle options in the future. ACWA continues to engage through a coalition, including California Municipal Utilities Association, California Association of Sanitation Agencies, California Special Districts Association, Southern California Public Power Authority and Southern California Gas Company, to ensure that the regulation allows ACWA member agencies to maintain core services while striving to help the state reach its climate goals. ACWA commented at the March 4 meeting and plans to submit written comments. The previous comment letter that ACWA submitted on this issue is available at www.acwa.com/resources.

Nick Blair

Regulatory Advocate
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Upcoming Events - Visit www.acwa.com/events for more

- **ACWA DC2021, Federal Water Issues Webinars** - March 24 & 21
- **Defining Social Media Success: Analytics and What Matters Webinar** - April 7
- **Creating an Effective Utility Rate Change Outreach Strategy Webinar** - April 22
- **ACWA 2021 Virtual Spring Conference and Exhibition** - May 12-13

AGENDA ITEM X-1

DRAFT

Engineering Committee Meeting Minutes San Juan Water District March 16, 2021 11:00 a.m.

Committee Members: Marty Hanneman, Chair
Dan Rich, Member

District Staff: Paul Helliker, General Manager
Tony Barela, Operations Manager
Donna Silva, Finance Director
Lisa Brown, Customer Service Manager
Andrew Pierson, Engineering Services Manager
Mark Hargrove, Senior Engineer
Teri Grant, Board Secretary/Administrative Assistant

Members of the Public: Eric Vaughan, Harris and Associates
Rebecca Scott, Harris and Associates

Topics: Regional Water Meter Replacement Program Project (R)
Hinkle Reservoir Liner and Cover Replacement Project Update (W)
Other Engineering Matters
Public Comment

1. Regional Water Meter Replacement Program Project (R)

Mr. Barela provided the committee with a staff report which will be attached to the meeting minutes. He introduced Mr. Eric Vaughan from Harris and Associates, Inc. who led the project for all the agencies participating in the Regional Water Meter Replacement Program. Mr. Vaughan informed the committee that the District and Citrus Heights Water District are participating in the project at the highest level as compared to others in the region.

Mr. Vaughan conducted a presentation which will be attached to the meeting minutes. He reviewed the Meter Program Overview which included Meter Testing, Meter Replacement and Meter Reading. He explained the difference between mechanical meters and solid-state meters, and reviewed residential meter accuracy. In addition, he reviewed the Annual Meter Replacements and recommended meter replacement cycles. He reviewed data on how meter age and consumption affect meters and discussed when it is anticipated to replace the meters.

Mr. Vaughan informed the committee that the District should accumulate more data through regular testing which will help fine tune the replacement program. He explained that every year the District should replace 412-515 small meters and test 371 small meters and watch for trends. He reviewed information regarding Automatic Meter Reading (AMR) and Advanced Meter Infrastructure (AMI) and explained a couple different reading scenarios. He explained that if the District were converted to AMR within five years, the District could purchase the AMI communication hardware. Mr. Vaughan discussed the Regional Collaboration including information sharing, joint purchasing, and SOP standardization.

Mr. Barela informed the committee that staff is reviewing implementation plans for staffing and contractor needs. He reviewed the current program and staffing limitations, and provided the committee with various options which are included in the staff report. Ms. Silva informed the committee that the cost of the program has not been determined yet and staff is working to

evaluate the costs for each option and then incorporate the options into the 5-year financial plan for the Board to review.

2. Hinkle Reservoir Liner and Cover Replacement Project Update (W)

Mr. Barela informed the committee that testing is being performed on the operation of the temporary storage tanks, with a 5-day continuous test to be performed next week. He explained that staff has been running various scenarios such as simulating an outage from the Folsom intake. He informed the committee that Citrus Heights Water District participated in a successful test. In addition, he has been having discussion with Fair Oaks Water District regarding their participation in the project.

Mr. Barela informed the committee that a letter agreement with CHWD will be sent out regarding operations during this project. In addition, a letter agreement was sent to Reclamation regarding their participation during the project.

Mr. Pierson informed the committee that the final design from HDR should be received soon and the bid documents should be available in early April with award of the contract in May. He informed the committee that all documentation has been submitted for the SRF funding and the SRF representative will be sending everything for legal review. In response to Director Hanneman's question, Mr. Pierson informed the committee that Construction Management for the project has not been decided.

3. Other Engineering Matters

There were no other matters discussed.

4. Public Comment

There were no public comments.

The meeting was adjourned at 12:03 p.m.

STAFF REPORT

To: Engineering Committee
From: Tony Barela, Operations Manager
Date: March 16, 2021
Subject: Regional Water Meter Replacement Program Update

RECOMMENDED ACTION

Information Only

BACKGROUND

In June 2019, the District entered into an agreement with CHWD and multiple other agencies to complete a detailed evaluation of their meter programs. The focus of the study is to examine numerous parts of the program, including: an inventory and assessment of the current meter fleet; an evaluation of potential replacement meter technology options and specifications; a summary and assessment of current meter testing programs and options for optimizing performance; an evaluation of potential replacement meter procurement programs and financing models. Harris and Associates, Inc. (H&A) was hired to complete this analysis for all participating agencies.

The study is nearing completion and Staff has received recommendations for replacing meters within the Retail Service Area (RSA). Table 1 displays a proposed annual strategy for small, intermediate, and large meter replacements and testing.

Table 1: Meter Replacement and Testing Strategy

Meter Components	Small	Intermediate	Large
	1-inch & smaller	1.5 & 2-Inch	3-inch & Larger
Total Deployed	10,290	269	27
Annual Tests*	371	27	15
Annual Replacements/Rebuilds**	412-515	27	TBD
End Point Replacements***	2,058	54	27

* Staff currently tests 129 small meters, 0 intermediate meters, and 27 large meters annually.

** Assumes a 20-Year replacement strategy

*** Assumes a 5-Year replacement strategy

Staff is currently reviewing options for implementing the proposed meter replacement and testing program. Understanding that this program is new and will require significant time and costs to complete on an annual basis, Staff is evaluating the differing options related to existing and future work tasks for the participating departments. Attachment A displays options being evaluated by Staff related to this proposed program. Each option has its pros and cons related to their approach. As we complete the study, Staff will refine the options and bring forward a recommendation to the Board of Directors.

In addition to evaluating meter replacement options, the study reviewed potential meter reading options for the District. This evaluation included a detailed review of Automatic Meter Reading (AMR) and Advanced Meter Infrastructure (AMI) options. AMI is a system where meters reads are conveyed directly to the District's on-site servers via radio or cellular communications. AMR still requires the Meter Reader to travel near the location of the meter to pick up the reads through radio communications, but does not require the Meter Reader to go to the meter itself to pick up the reading. The District has been working toward AMR with the anticipation of moving toward AMI in the future. AMI will require changes to our Customer Service system to implement; therefore, Staff is working to implement a system that can accommodate AMI in the future while spreading out system changes and costs.

FINANCIAL CONSIDERATIONS

Implementation options, including the option above, are being developed for consideration in the 5-Year Financial Plan. Upon completion of the meter study and the financial plan, Staff will bring forward a recommendation to the Board for consideration.

Program Options	Pros	Cons
<p>Option 1: One New Staff Member</p> <ul style="list-style-type: none"> - Hire one new D2 Operator that reports to Field Services - This would account for approximately 1560 hours - The Other 1,356 hours would be split between Field Services and Conservation for the first 2-3 years. - Conservation to continue with register and endpoint failure replacements - Field Services to continue with meter testing and intermediate meter replacements? Or would you continue with meter replacements? or a blend? - As more end points are installed in the system, the Meter Reader's time will become more free and that time would be spent with the new operator to take over duties from Conservation and Field Services. - Ultimately the meter reader with the new D2 operator would be the 2 person meter Team. 	<ul style="list-style-type: none"> - Limits new staff - New position range would be limited to +/-D2. - As the Meter Readers time becomes available, their time will be transferred to the Meter Team - Frees approximately >1500 hours/year for staff to address deficiencies and other neglected work items. - Over 5-Years, allows Conservation Staff to return to Conservation assignments and allows time to address proposed Water Conservation Measures. 	<ul style="list-style-type: none"> - Requires new hire in Field Services - Requires new vehicle for meter team - Still limits time to be applied to Field Services deficiencies - Requires the Conservation Team to continue working on Field Services tasks - Requires staff member to accompany new employee for safety purposes - Limited work space in Maintenance Building for new Team

Program Options	Pros	Cons
<p>Option 2: Contractor Option</p> <ul style="list-style-type: none"> - Contract with a contractor for the meter and endpoint replacements. - Only new meter replacements are included in the costs. - Meter, end point and register failures will be replaced by staff. - As meters and registers are replaced due to failures, the endpoints will be replaced at the same time. This will add approximately 15 minutes to each of these replacements for staff. Approximately 290 Hrs/Yr, decreasing over 5 years. - Staff would be responsible for Intermediate Meter Testing (New Program). This programs includes coordinating with the customer, replacing the meters and testing. Approximately 95 Hrs/Yr. 	<ul style="list-style-type: none"> - No new staff or vehicle required 	<ul style="list-style-type: none"> -No change in current assignment for Field Services or Conservation - Adds additional time to Field Services for the management of contracts and for intermediate meter replacements/testing - Further limits time for addressing deficiencies in the distribution system. - As Conservation Regulations require additional time from the Conservation Team, Field Staff will be required to backfill time that would have been applied to the Meter Program.
<p>Option 3: Two New Staff Meter Team</p> <ul style="list-style-type: none"> - The 2-Person would take over all items listed in the 10-Year Outlay 	<ul style="list-style-type: none"> - Provides the largest benefit to both Field Services and Conservation related to addressing other neglected and future work tasks. - The Meter Reader Position would not be backfilled in this option - Provides a dedicated 2-person Team for all meter related items. - Provides two person Team for safety - New positions range would be limited to +/- D2. 	<ul style="list-style-type: none"> - Largest initial cost until Meter Reader position becomes vacant - Requires two new hires in Field Services - Requires new vehicle for meter team - Limited work space in Maintenance Building for new Team

Program Options	Pros	Cons
<p>Option 4: Temp Partnered with Current Staff</p> <ul style="list-style-type: none"> - Temp Time would reduce over 5 years as the Meter Readers time becomes available. - Team to address all items on the 10-Year Outlay - This would account for approximately 1560 hours <ul style="list-style-type: none"> - Temporary Employees are limited to 1000 Hours per year - The Other 1,356 hours would be split between Field Services and Conservation for the first 2-3 years. <ul style="list-style-type: none"> - Conservation to continue with register and endpoint failure replacements - Field Services to continue with meter testing and intermediate meter replacements? Or would you continue with meter replacements? or a blend? 	<ul style="list-style-type: none"> - No new staff - As the Meter Readers time becomes available, their time will be transferred to the Meter Team - Frees approximately >1500 hours/year for staff to address deficiencies and other neglected work items. - Over 5-Years, allows Conservation Staff to return to Conservation assignments and allows time to address proposed Water Conservation Measures. 	<ul style="list-style-type: none"> - Continuous Training for the Temp Position, requiring Field Services Time for management - Temp would be subject to CalPers - Temps limited as to work assignments - No dedicated employee assigned to the Meter Team - Requires new vehicle for meter team - Further limits time to be applied to Field Services deficiencies - Requires the Conservation Team to continue working on Field Services tasks - Requires staff member to accompany new employee for safety purposes - Limited work space in Maintenance Building for new Team
<p>Option 5: One New Staff Member and Temp</p> <ul style="list-style-type: none"> - The 2-Person Team would take over all items listed in the 10-Year Outlay 	<ul style="list-style-type: none"> - Provides great benefit to both Field Services and Conservation related to addressing other neglected work tasks. - One full time dedicated employee to the Meter Program - The Meter Reader Position would not be backfilled in this option - Provides a dedicated 2-person Team for all meter related items. - Provides two person Team for safety - New position range would be limited to +/-D2. 	<ul style="list-style-type: none"> - Largest initial cost until Meter Reader position become vacant - Continuous Training for the Temp Position, requiring Field Services Time for management - Temp would be subject to CalPers - Temps limited as to work assignments - Requires one new hire in Field Services - Requires new vehicle for pump team - Limited work space in Maintenance Building for new Team - Requires Field Services/Conservation staff to cover gap in Temp Services





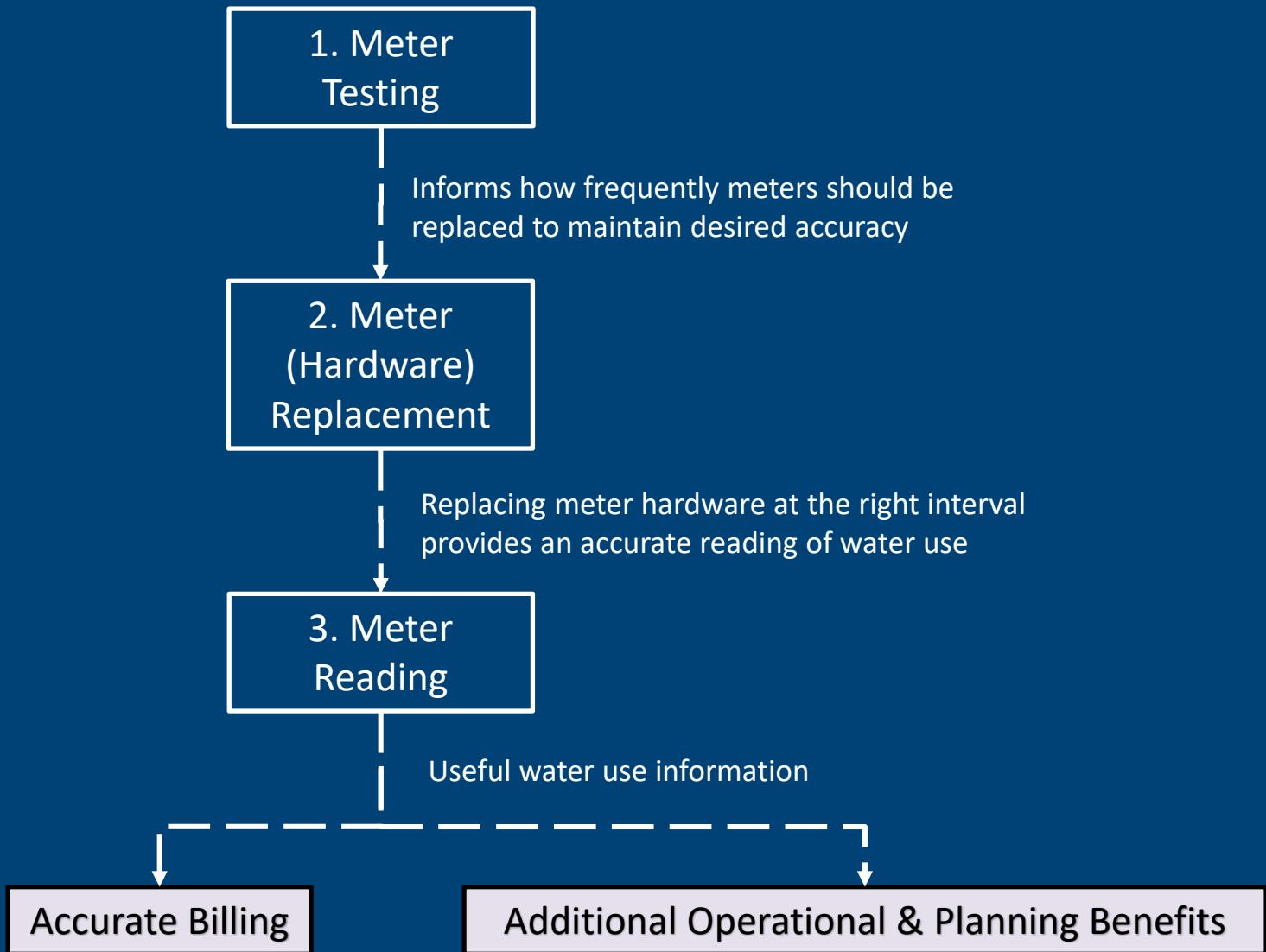
**METER
REPLACEMENT
PROGRAM**

ACCURACY + EFFICIENCY + TECHNOLOGY

Engineering Committee Meeting

May 16, 2020

Meter Program Overview



Residential Meter Technologies

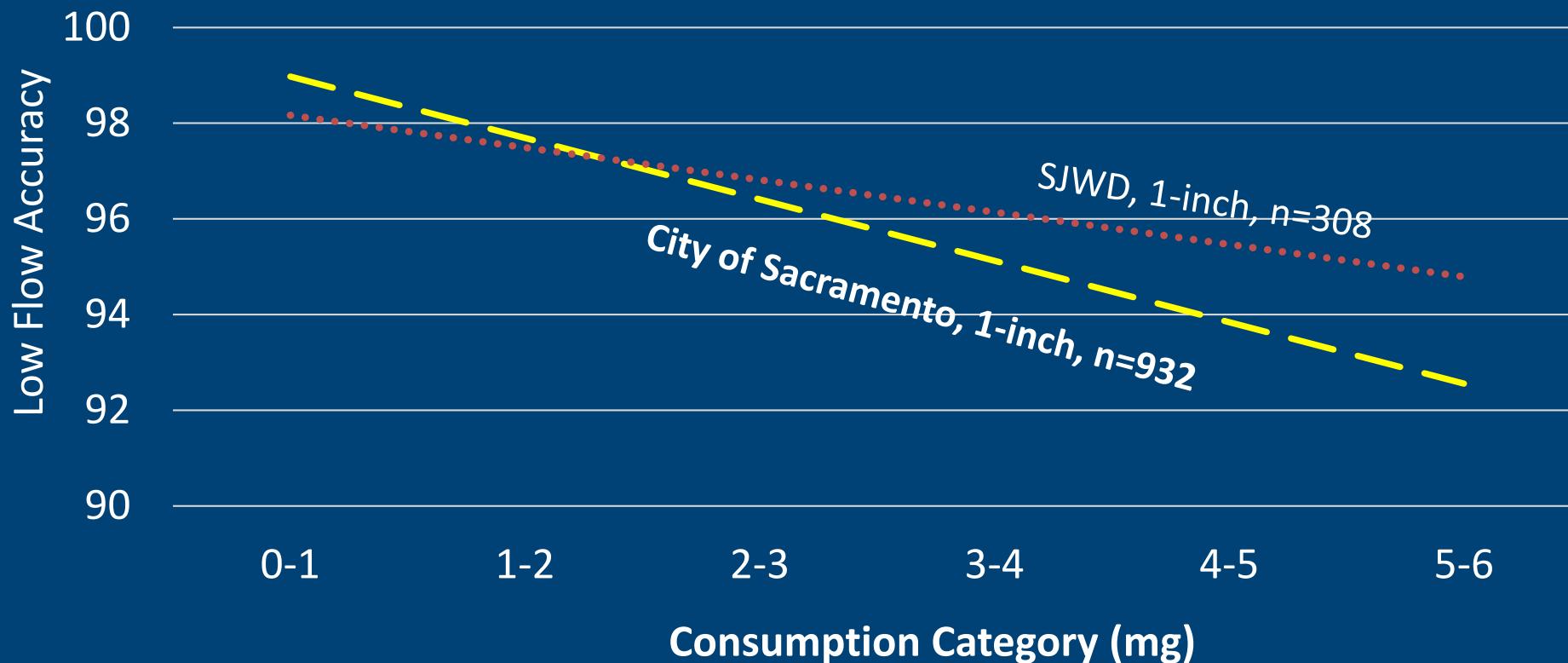
Factors to consider when selecting meter technologies

Factor	Discussion	Importance
Length of Deployment	Warranty periods can be similar but solid-state meter life is limited by battery	+++
Cost	Brand makes a bigger difference than technology for retail pricing but the bids and warranty periods are what really count	+++
Flexibility	Mechanical meter registers are replaceable	++
Revenue Generation	Solid-state meters specified to better register ultra-low flows, likely limited additional revenue to be captured	+

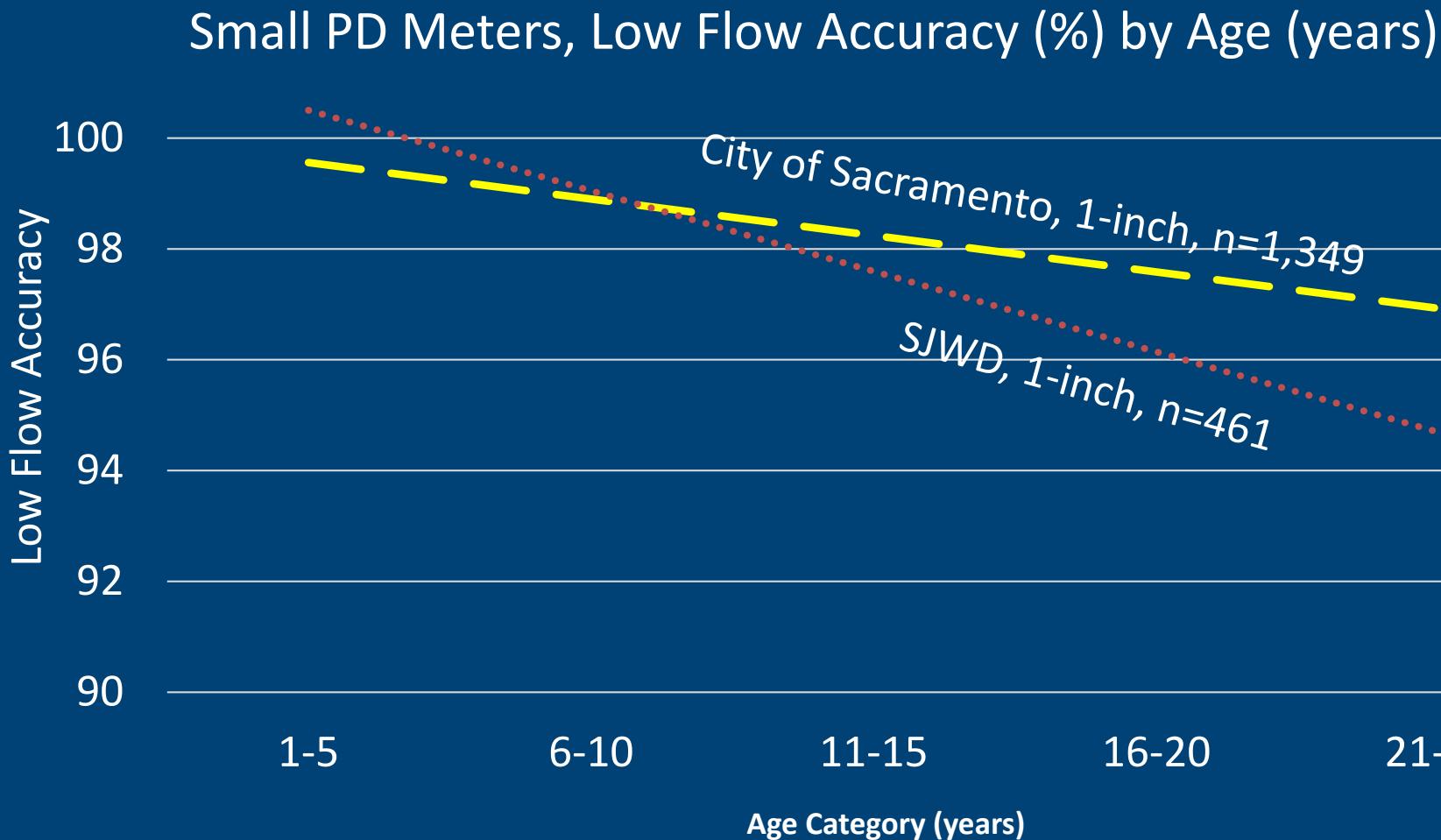
At this point, mechanical meters afford SJWD a more flexibility lifespan, good potential for cost savings, and likely marginal revenue losses at ultra-low flows

Residential Meter Accuracy

1-Inch PD Meters, Low Flow Accuracy (%) by Consumption (MG)



Residential Meter Accuracy



Annual Meter Replacements

Small Meters (1-inch & smaller) - Replace between 4% and 5% (a 20-25 year replacement cycle):

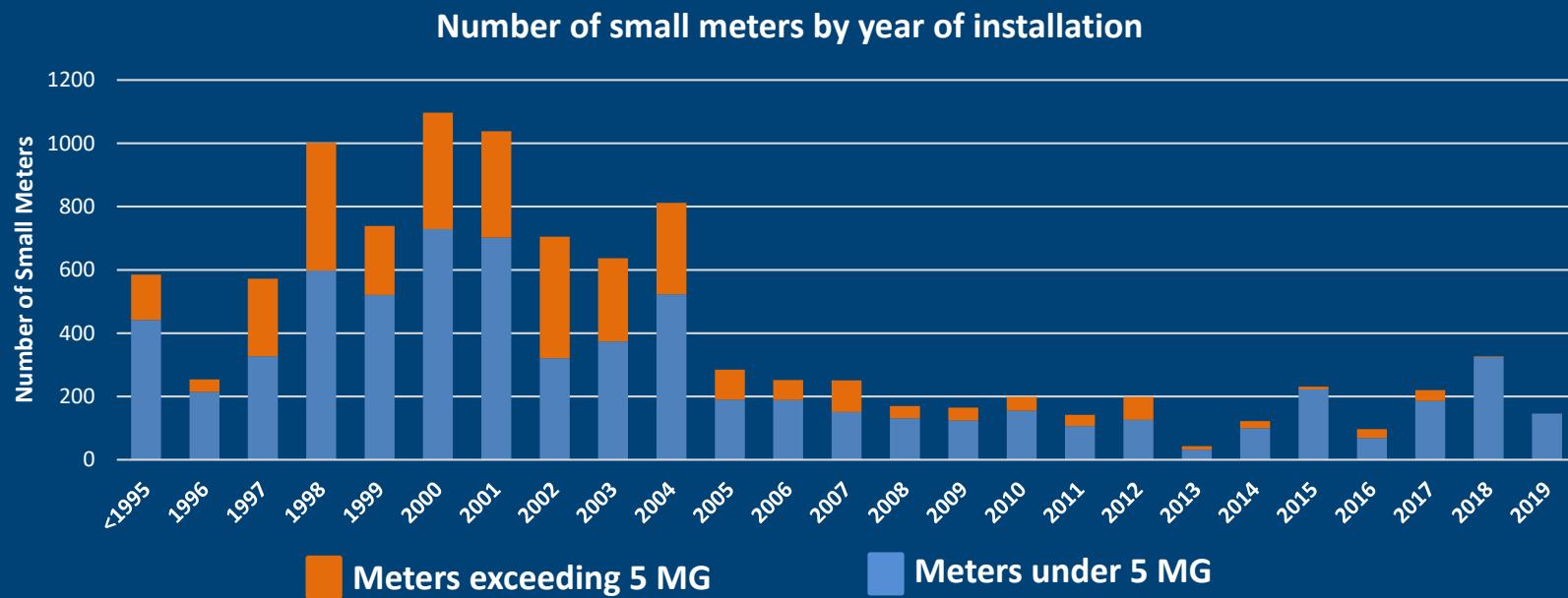
1. Prioritize the meters that have most exceeded 5 MG
2. Add the oldest meters that have exceeded 25 years

Intermediate Meters (1.5 & 2-inch) – Rebuild 10% (a 10 year re-build cycle) until more accuracy test data is available

Large Meters (3-inch & larger) – Rebuild as needed based upon annual testing

Deployed Meter Age and Consumption

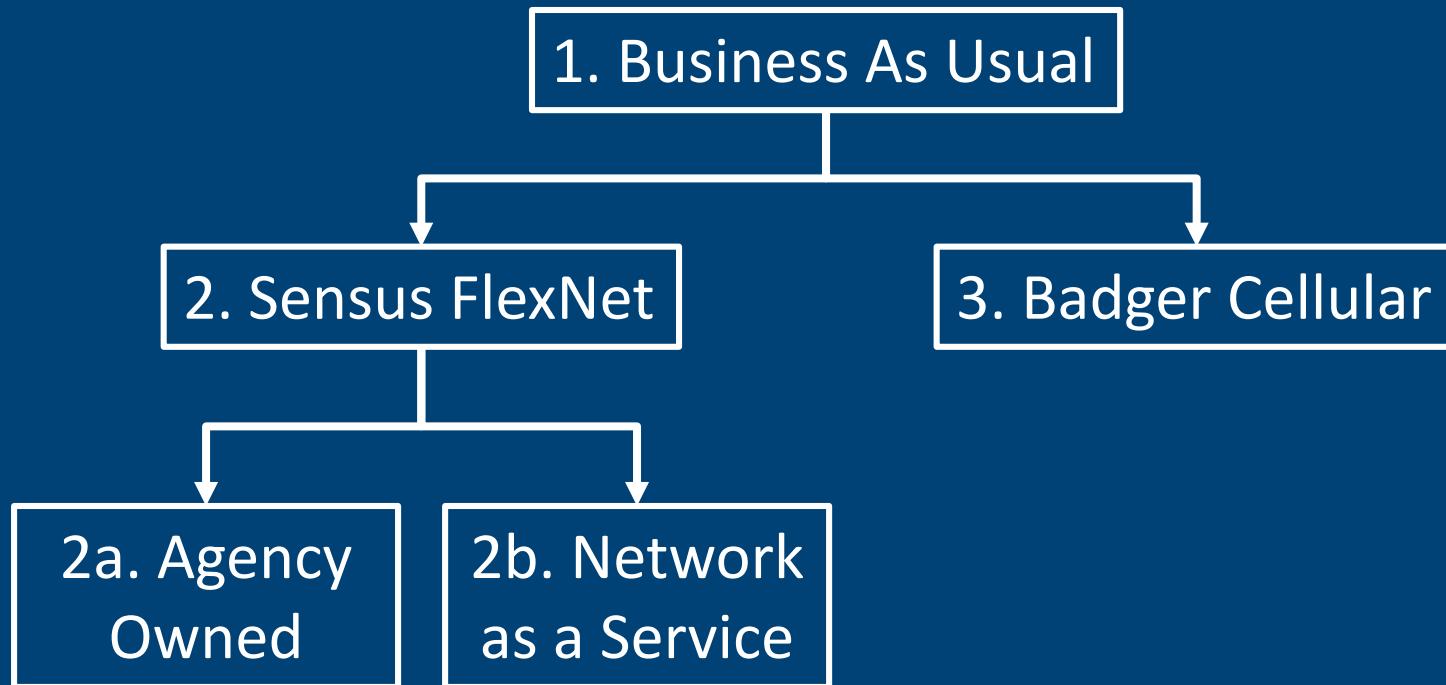
	Small	Intermediate
	<i>1-inch & smaller</i>	<i>1.5 & 2-Inch</i>
Total Deployed	10,290	269
More than 25 Years Old	585	80
More than 5 MG Consumption	3,286	130
Exceed Both Criteria	143	47



Meter Testing and PM Summary

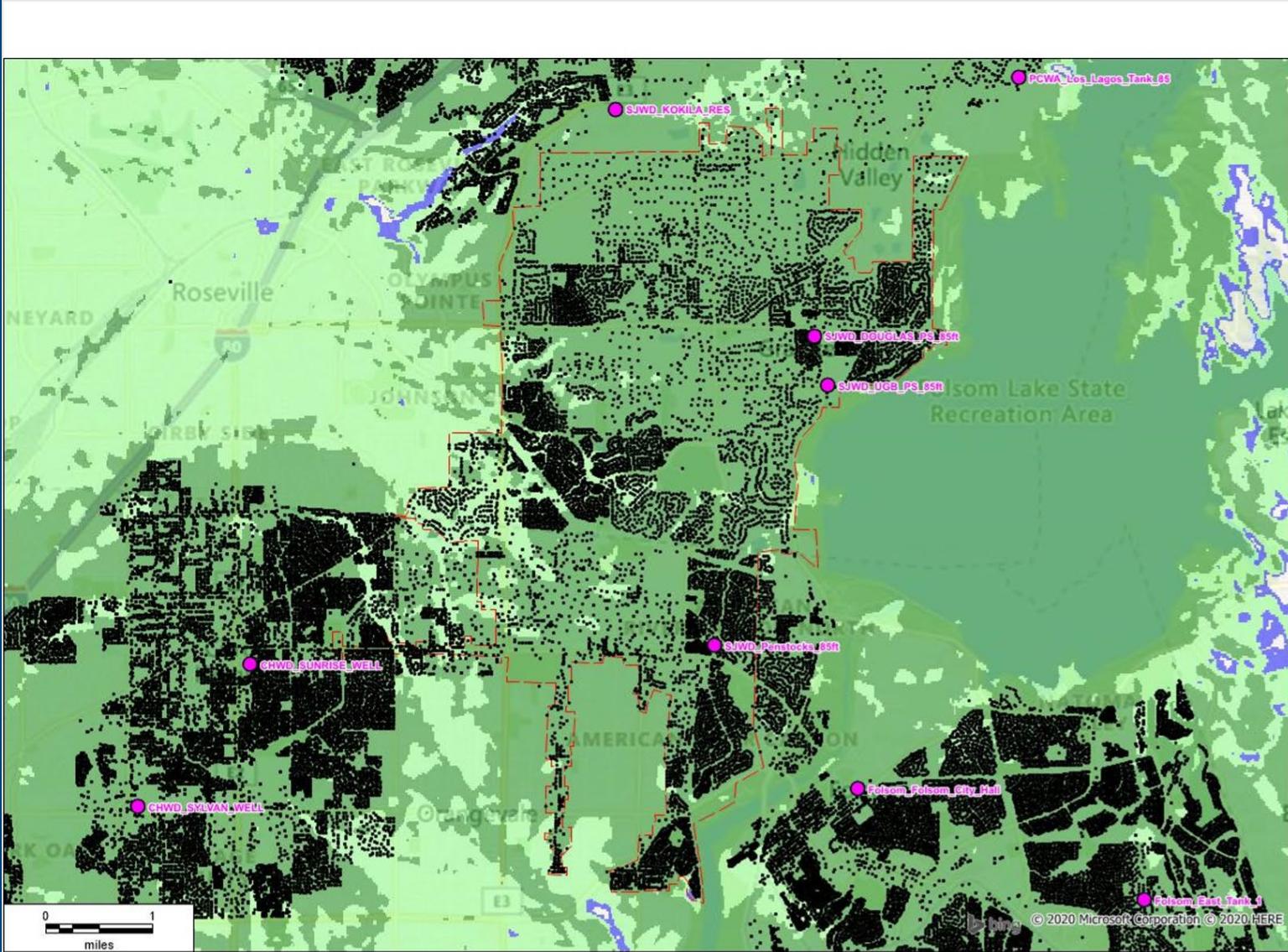
	Small	Intermediate	Large
	<i>1-inch & smaller</i>	<i>1.5 & 2-Inch</i>	<i>3-inch & Larger</i>
Total Deployed	10,290	269	27
Annual Tests	371	27	15
Annual Replacements/Rebuilds	412-515	27	TBD

Meter Reading Scenarios



- The two systems most widely used within Consortium
- Contrast in scalability and cost structure
- Agency owned versus Network as a Service

Sensus FlexNet Coverage



FlexNet Design Propagation Analysis

9209 - Northern California Consortium
San Juan Water District

RF Engineer: Jon Jobe
Date: 05/29/2020

Proposed Site Details

Total Site Locations: 7
Total Base station Counts: 7
M400B2 = 7

Design Factors
Flex Net Version: V1
Endpoint Type: Water
Smart point Location: PitSetAL

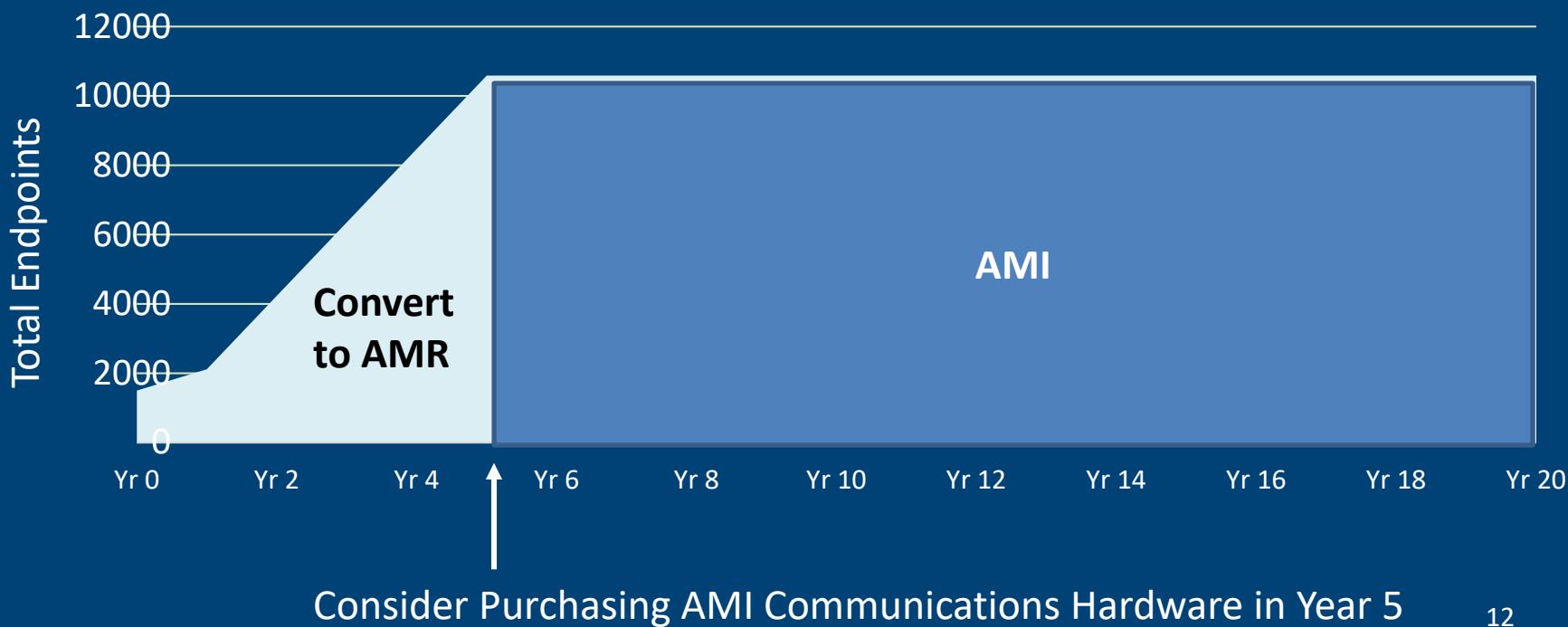
	Count	%
Total Endpoints Covered	11,793	100.00%
Ally Coverage	10,055	85.26%
2 Way Coverage	1,675	14.20%
1 Way Coverage	63	0.53%
Total Endpoints Analyzed	11,793	

LEGEND

- ally Coverage
- 2 Way Coverage
- 1 Way Coverage
- Site Location
- Endpoint Location

Meter Reading Selection

- The Sensus FlexNet (AMI) scenario was the least cost alternative
- However, a **hybrid** Sensus AMR to AMI alternative affords the District additional time to implement a smooth transition and buy fewer endpoint up front.



Regional Collaboration

Opportunity Type	Key Opportunities	Key Considerations
Information Sharing	<ul style="list-style-type: none"> • Greater potential benefits across the Consortium • Better informed, more efficient agency decision-making • Inter-agency consistency 	<ul style="list-style-type: none"> • Additional cost • Data Consistency
Joint Purchasing	<ul style="list-style-type: none"> • Cost savings 	<ul style="list-style-type: none"> • Purchase Commitments • Negotiations more complex
SOP Standardization	<ul style="list-style-type: none"> • Inter-agency consistency • Shared best practices 	<ul style="list-style-type: none"> • Time Commitment • Less individual agency control

Project Timeline



- Jan – Feb : Agency Interviews, Regional Planning (COMPLETE)
- Mar – Apr : Draft TM 5, Implementation Plan (IN PROCESS)
- May – Jun: Final Review, Complete TM 5, Submit Final Report

STAFF REVIEWING IMPLEMENTATION OPTIONS

Options Include:

- Developing a Meter Team
 - 2-Person Team Dedicated to the meter program
 - Multiple Options for achieving this goal
- Contractor Option for Meter/Endpoint Replacements
- Working Toward Global Solution
 - Meter Program Goals
 - Conservation Duties (2023)
 - Field Services Deficiencies



WSO

Level 1 Validation Summary Notes
 This document includes detailed notes about utility practices as reviewed during third-party level-one water audit validation.

Call Information

Utility Name: San Juan Water District	Validator: Kim Manago, Water Systems Optimization
Utility Participants: Lisa Brown, Greg Turner (WTP manager), Tony Barela (operations manager); Adam Larsen (Field Services Manager)	Validator Qualifications: Water Audit Validator Certificate from the AWWA California Nevada Section
Call Date: 8/27/2020	

Validation Call Notes

Audit Input	Grade	Audit Input Notes	Data Validity Grade Notes
Volume from Own Sources	n/a	Source & Meter Profile: SJWD is both a retailer and wholesaler. The water is considered imported from the wholesale system to the retail system	
Volume from Own Sources Master Meter and Supply Error Adjustment	n/a		n/a
Water Imported	7	Import Meter Profile: 18 meters are considered import connections, 4 with San Juan Retail - Placer County and with San Juan Retail - Sacramento County. Details: Import meters are tested per "Monthly Consumption Summary Reports". Comments: Input derivation from supporting documents confirmed. Exclusion of non-potable volumes confirmed.	Approximate Percent of Volume Metered: 100% Approximate Percent Tested and/or Calibrated: 100% Calibration Frequency Annual: Volumetric Testing Frequency: Within last 5 years but less than annually. Volumetric Testing Method: Pilot-test Calibration Documentation: Calibration documentation provided for all connections. Volumetric accuracy testing conducted on 7 meters.

See the table at the end of this document for a list of meters used to calculate water imported (highlighted yellow).

Through discussion about the Water Treatment Plant, it was confirmed that Treatment Plant Process Water should NOT be subtracted from water Imported.

GLOBAL SOLUTION

Current Program

- Conservation
 - 405 Register Replacements/Yr
 - 510 End Point Replacements/Yr
- Field Services
 - 250 Meter Replacements/Yr
 - 125 Meter Tests/Yr

Work Task Limitations

- Conservation Water Loss Requirement
 - Implementation in 2023
- Field Services Deficiencies
 - 88 ARVs Replacements/Repairs/Locations
 - 45 Blow Off Valve Repairs/Replacement/Installs
 - 7 Hydrant Improvements

A	B	C	D	E	
Appurtenance	Type	Priority	Asset I.D. #	Repairs Needed	Date Repaired
1	ARV	High	K9-A1	Upgrade/Failed Inspection	
2	ARV	High	C14-A4	Upgrade/Failed Inspection	3/1/2020
3	ARV	High	B9-A7	Upgrade/Failed Inspection	7/7/2019
4	ARV	High	D11-A12	Upgrade/Failed Inspection	5/29/2019
5	ARV	High	C10-A15	Upgrade/Failed Inspection	5/31/2019
6	ARV	High	B9-A5	Upgrade/Failed Inspection	11/26/2019
7	ARV	High	C9-A2	Upgrade/Failed Inspection	7/6/2019
8	ARV	High	F6-A12	Upgrade/Failed Inspection	
9	ARV	High	B10-A3	Upgrade/Failed Inspection	6/10/2020
10	ARV	High	B10-A5	Upgrade/Failed Inspection	6/9/2020
11	ARV	High	B12-A5	Upgrade/Failed Inspection	
12	ARV	High			
13	ARV	High			
14	ARV	High			
15	ARV	High			
16	ARV	High			
A	B	C	D	E	
Appurtenance	Type	Priority	Asset I.D. #	Repairs Needed	Date Repaired
17	ARV	High	110 BOV	High	Myers Ln.
18	ARV	High	111 BOV	High	Oakhill Ln.
19	ARV	High	112 BOV	High	Rose Springs Ln.
20	ARV	High	113 BOV	High	Daphne Dr.
21	ARV	High	114 BOV	High	Wingate Ct.
22	ARV	High	115 BOV	High	Wyndham Hill Ct.
23	ARV	High	116 BOV	High	Jeanette Way
24	ARV	High	117 BOV	High	High Ct.
25	ARV	High	118 BOV	High	Montclair Ct.
26	ARV	High	119 BOV	High	Rook Dr.
27	BOV	High	120 BOV	High	Monterey Pines Pl.
28	BOV	High	121 BOV	High	Carson Ranch Ct.
29	BOV	High	122 BOV	High	Summerwood Ct.
30	BOV	High	123 BOV	High	Johnson Ln.
31	BOV	High	124 BOV	High	8258 Royal Oaks Dr.
32	BOV	High	125 BOV	High	8265 Royal Oaks Dr.
33	BOV	High	126 BOV	High	Granite Cove Dr.
34	BOV	High	127 BOV	High	Durward Ct.
35	BOV	High	128 BOV	High	Adam Ct.
36	BOV	High	129 BOV	High	8224 Shadowood Ct.
37	BOV	High	130 BOV	High	Robert Ct.
38	BOV	High	131 BOV	High	Kirk Ct.
39	BOV	High	132 BOV	High	Crown Ct.
40	BOV	High	133 BOV	High	Golden Spur Way

METER TEAM TASKS

Meter Replacement Plan – *New Items*

Meter Failure Replacements

Register Failure Replacements

End Point Replacement Plan – *New Items*

Residential Meter Testing – *Increased per Plan*

Intermediate Meter Replacements

Intermediate Meter Testing – *New Items*

Large Meter Rebuilding (Contract Management)

Large Meter Testing (Contract Management)

Meter Reading (Transitioned over 5-Years)

Meter Re-Reads/Move-In/Out



IMPLEMENTATION OPTIONS

Option 1: One Additional Staff Member

- Conservation/Field Staff to partner to complete tasks over 5-Year period
- 5-Year Meter Reader Position to transition to Meter Team
- Increased time to Distribution Deficiencies
- Returns Conservation over a period of time

Option 2: Contractor Option

- New Meters and Register Replacements Only
- No change to Staffing Assignments
- Conservation 2023 and Deficiencies Issues Remain

Program Options		Pros										Cons										
Option 1: One New Staff Member		- New one new D2 Operator that reports to Field Services - This would account for approximately 1560 hours - The Other 1,356 hours would be split between Field Services and Conservation for the first 2-3 years. - Conservation would be meter testing and endpoint failure replacements - Field Services to continue with meter testing and intermediate meter replacements? Or would you continue with meter replacements? or a blend? - As more end points are replaced in the system, the Meter Reader's time will become available free and that time would be given to the new operator to take over duties from Conservation and Field Services - Ultimately the meter reader with the new D2 operator would be the 2 person meter team.										- Limits new staff - New position (page would be limited to v-D2) - As the Meter Readers time becomes available, their time will be transferred to the Meter Team - Field Services would be >1500 hours/year for staff to address deficiencies, and other assigned work items. - Over 5-Years, allows Conservation Staff to return to Water Conservation assignments and allows time to address proposed Water Conservation Measures.										
Option 2: Contractor Option		- No new staff or vehicle required										- Requires new hire in Field Services - Requires new vehicle for meter team - Still limits time to be applied to Field Services deficiencies - Requires the Conservation Team to continue working on Field Services tasks - Requires staff member to accompany new employee for safety purposes - Limited work space in Maintenance Building for new team										
Option 3: Two New Staff Meter Team		- No change in current assignment for Field Services or Conservation - Adds additional time to Field Services for the management of contracts and for intermediate meter replacements/testing - Further limits time for addressing deficiencies in the distribution																				
Option 4: Temp Staff Partnered with Current Staff		- The 2-person would be: - Staff would be replaced - This programs includes: - and testing. Apparently - replaced at the same time - these replacements for 5 years - Motor Replacement Plan - Motor Failure Replacements - Register Failure Replacements - Motor Re-Reads/Move in/Out - End Point Failure Replacement - Motor Box Vegetation Management - Residential Meter Testing - Intermediate Meter Testing - Large Meter Testing - Rebuilding Large Meters (Contract Management) - Large Meter Testing (Contract Management) - Meter Re-Reads/Move in/Out										- No change in current assignment for Field Services or Conservation - Adds additional time to Field Services for the management of contracts and for intermediate meter replacements/testing - Further limits time for addressing deficiencies in the distribution										
Option 5: One New Staff Member Partnered with Temp Staff		- Reallocated Time - Staff Time										- Field Services - Conservation - Customer Service - Total - FTE:										
Contractor Assistance Option		- Additional Staff Time (Hours)										- Year 1 Year 2 Year 3 Year 4 Year 5 Year 6 Year 7 Year 8 Year 9 Year 10										
		- Meter & End Point Replacement (Contract Management & Waking Up - Endpoint) - Meter and Register Endpoint Replacements - Meter Initiation (15/Min) - Intermediate Meter Replacements and Testing (1.5-3" Meters)										- 136 136 136 136 136 136 136 136 136 136 - 291 290 290 290 290 290 290 290 290 290 - 108 108 108 108 108 108 108 108 108 108 - 534 488 442 396 350 317 296 276 251 231										
		- FTE:										- 0.3 0.3 0.3 0.3 0.2 0.2 0.2 0.2 0.2 0.2										

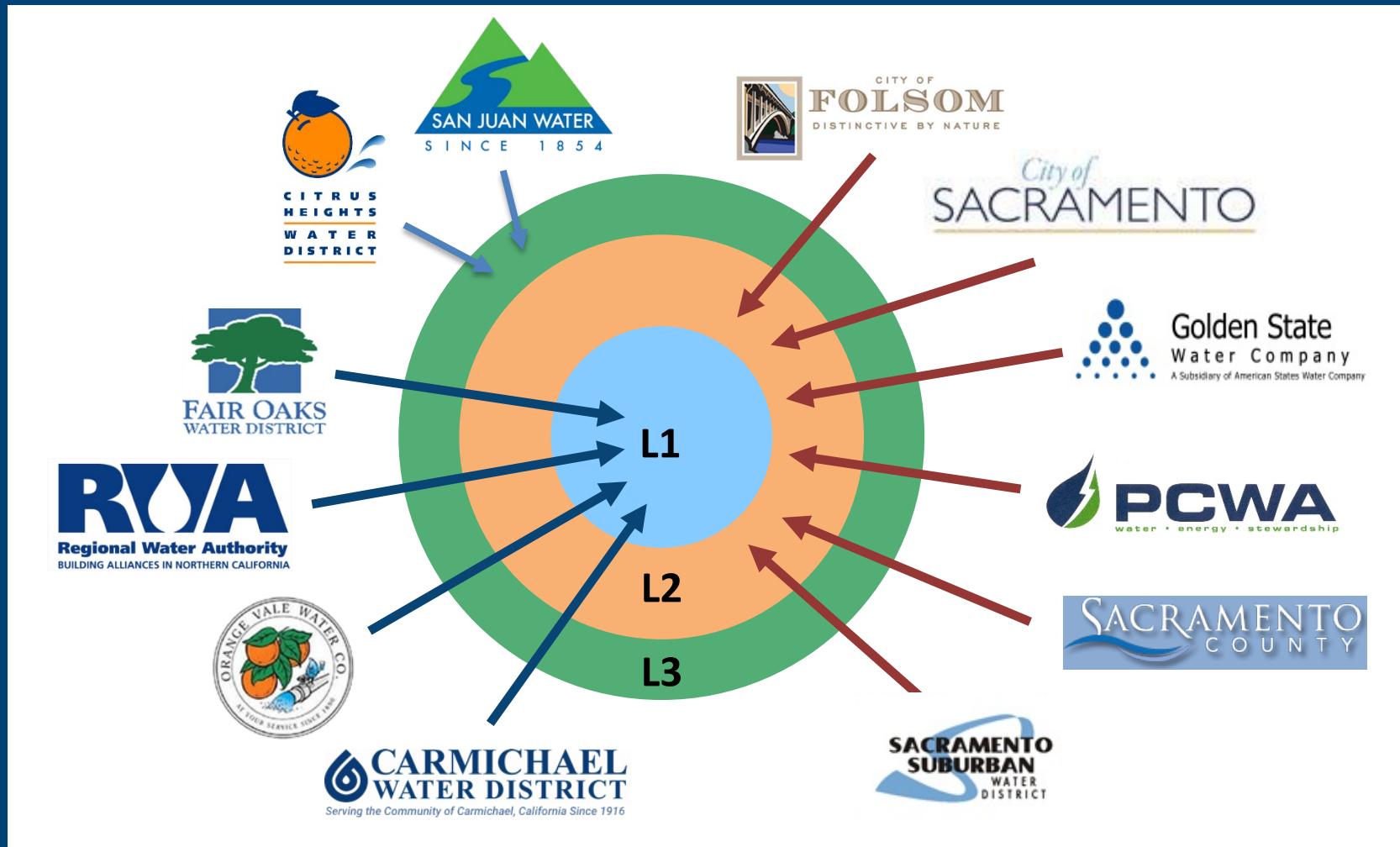
Option 5: One New Staff Member Partnered with Temp Staff

- Freed Conservation and Field Teams to address deficiencies
- Inefficiencies with Turnover and Training
- Subject to CalPers
- Meter Reader Position to Transition to Meter Team



Discussion & Questions

Study Participants



AGENDA ITEM X-2

**Finance Committee Meeting Minutes
San Juan Water District
March 23, 2021
4:00 p.m.**

Committee Members: Ted Costa, Director (Chair)
Marty Hanneman, Director

District Staff: Paul Helliker, General Manager
Donna Silva, Finance Director
Adam Larsen, Field Services Manager
Greg Turner, Water Treatment Plant Manager
Teri Grant, Board Secretary/Administrative Assistant

Member of the Public: Ken Miller, SJWD Board Member

1. Review General Manager Reimbursements (W & R)

There was no reimbursement request from the General Manager.

2. Review Check Register from February 2021 (W & R)

The committee reviewed the February 2021 check register and found it to be in order.

Director Hanneman expressed concern that the line item for BKS on the check register did not match up with the attachment in Agenda Item 5, page 2. Ms. Silva explained that there are other legal categories that were not broken out in detail that make up for the full amount of the February BKS invoice that was paid. The committee discussed the item and requested that the information in the annual summary on the first page of Item 5 be displayed on a monthly basis for FY 19-20 and 20-21. Donna Silva will distribute that additional spreadsheet to the Committee and the Board when she prepares it later this week.

3. Vehicle #8 Replacement (W)

Director Costa informed the committee that he requested information from staff regarding the District's policy to replace vehicles. He is concerned that the policy is outdated and that most vehicles' end of life are longer than 10 years/100,000 miles. GM Helliker will work with staff to review and revise the policy for the Board's consideration.

Mr. Turner provided a staff report which will be attached to the meeting minutes. He explained the need to replace vehicle #8.

The Finance Committee recommends consideration of a motion to authorize the purchase of a replacement vehicle for vehicle #8 with a Ford F450, with Scelzi utility bed, and Auto Crane from Downtown Ford

4. Equipment #15 Replacement (R)

Mr. Larsen provided a staff report which will be attached to the meeting minutes. He explained that there is a need to replace equipment #15.

The Finance Committee recommends consideration of a motion to authorize the purchase of a replacement for the current backhoe with a new (Mini) Hydraulic Excavator, a budgeted item for FY2020-21. The excavator is a Takeuchi TB250-2 and will be purchased from Global Machinery of Sacramento

5. Review of Legal Expenses (W & R)

Director Costa stated that this item was discussed under Agenda Item 2.

6. Other Finance Matters (W & R)

There were no other matters discussed.

7. Public Comment

There were no public comments.

The meeting was adjourned at 4:25 p.m.