



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

**October 16, 2024
6:00 p.m.**

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

To attend via videoconference, please use the following link:

Please join the meeting from your computer, tablet or smartphone.

<https://meet.goto.com/245724141>

You can also dial in using your phone.

United States: [+1 \(872\) 240-3212](tel:+18722403212)

Access Code: 245-724-141

Please mute your line.

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

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

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

Public comment on items within the jurisdiction of the Board is welcome, subject to reasonable time limitations for each speaker. The order of agenda items may be changed to accommodate those in attendance wishing to address a particular item. Please inform the General Manager if you have such a request.

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

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

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

I. ROLL CALL

II. PUBLIC FORUM AND COMMENTS

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

III. CONSENT CALENDAR

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

1. Minutes of the Board of Directors Meeting, September 18, 2024 (W & R)
Recommendation: **Approve draft minutes**
2. Cash in Lieu of Healthcare Benefits (W & R)
Recommendation: **Approve an amendment to section 6.1.15 of Board Policy HR-6.1 Employee Compensation and Benefits**
3. Water Treatment Plant Filter Backwash Hood Facilities Rehabilitation Project (W)
Recommendation: **Authorize the Director of Engineering Services to sign a construction contract with NMI Industrial Holdings, Inc. for the Water Treatment Plant Filter Backwash Hood Facilities Rehabilitation Project**
4. Water Treatment Plant Filter Backwash Hood Facilities Rehabilitation Project (W)
Recommendation: **Authorize the Director of Engineering Services to sign a Professional Services Agreement with Alpha CM, Inc. to provide construction management and inspection services for the Water Treatment Plant Filter Backwash Hood Facilities Rehabilitation Project**
5. ACWA JPIA's Commitment to Excellence Certification (W & R)
Recommendation: **Approve the signing of the ACWA Joint Power Insurance Authority's (JPIA) Commitment to Excellence (C2E) certification denoting San Juan Water District's (SJWD) commitment to safety and operational "best practices" to enhance the District's existing loss reduction programs**

IV. NEW BUSINESS

1. Hydropower Potential Update (W)
Discussion
2. Evaluation of Potential Groundwater Well Sites (W & R)
Action: **Direct staff on next steps**
3. Proposition 4 (W & R)
Action: **Consider a motion to approve position**

V. OLD BUSINESS

1. Low Income Rate Assistance Program (R)
Discussion
2. FY 2024-25 Operations Plan Report Card (W & R)
Review 1st Quarter Progress

3. Conjunctive Use and Groundwater Banking Activities Update (W & R)
Discussion
4. 2024 Hydrology and Operations Update (W & R)
Discussion

VI. INFORMATION ITEMS

1. General Manager's Report
 - 1.1 General Manager's Monthly Report (W & R)
Staff Report on District Operations
 - 1.2 Miscellaneous District Issues and Correspondence
2. Director of Finance and Human Resources' Report
 - 2.1 Miscellaneous District Issues and Correspondence
3. Director of Operations' Report
 - 3.1 Miscellaneous District Issues and Correspondence
4. Director of Engineering Services' Report
 - 4.1 Miscellaneous District Issues and Correspondence
5. Legal Counsel's Report
 - 5.1 Legal Matters

VII. DIRECTORS' REPORTS

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

VIII. COMMITTEE MEETINGS

1. Personnel Committee – October 1, 2024
<https://www.sjwd.org/2024-10-01-committees-meeting-personnel>
2. Finance Committee – October 8, 2024
<https://www.sjwd.org/2024-10-08-committees-meeting-finance>
3. Engineering Committee – October 9, 2024
<https://www.sjwd.org/2024-10-09-committees-meeting-engineering>

IX. UPCOMING EVENTS

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

President Zamorano to call for Closed Session

X. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to California Government Code Section 54956.9(d)(2) (one case)

XI. OPEN SESSION

1. Report from Closed Session

XII. ADJOURN

UPCOMING MEETING DATES

November 20, 2024

December 18, 2024

I declare under penalty of perjury that the foregoing agenda for the October 16, 2024, regular meeting of the Board of Directors of San Juan Water District was posted by October 11, 2024, on the outdoor bulletin boards at the District Office Building, 9935 Auburn Folsom Road, Granite Bay, California, and was freely accessible to the public. The agenda and the board packet is also posted on the District's website at sjwd.org.

Teri Grant, Board Secretary

SAN JUAN WATER DISTRICT

Board of Director's Board Meeting Minutes

September 18, 2024 – 6:00 p.m.

BOARD OF DIRECTORS

Manuel Zamorano	President
Ted Costa	Vice President
Ken Miller	Director
Dan Rich	Director
Pam Tobin	Director

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager
Donna Silva	Director of Finance
Tony Barela	Director of Operations
Andrew Pierson	Director of Engineering
Devon Barrett	Customer Service Manager
Adam Larsen	Field Services Manager
Teri Grant	Board Secretary/Administrative Assistant
Ryan Jones	General Counsel
Elizabeth Ewens	Water Counsel

OTHER ATTENDEES

Attendee	
Caller 01	
Stacy Helliker	
Roger Canfield	Customer
Gary Dahlbeck	Customer
Sandy Harris	Customer
Tom Gray	Customer
Mike McRae	Fair Oaks Water District
Mike Spencer	SJWD Employee

AGENDA ITEMS

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

XII. Open Session
XIII. Adjourn

President Zamorano 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 the Boardroom: Ted Costa, Ken Miller, Dan Rich, Pam Tobin and Manuel Zamorano.

Vice President Costa requested that the Agenda Item VI-2 “Conjunctive Use and Groundwater Banking Activities Update” be amended to include “or action”. General Counsel Jones stated that the agenda cannot be amended unless there were new facts that came up since the agenda was posted and suggested that this request wait until the agenda item is discussed.

II. PUBLIC FORUM

Mr. Gary Dahlbeck addressed the Board and stated that he heard about the merger with Sacramento Suburban Water District (SSWD) and wanted to know if that was true and why the District would want to do that. GM Helliker offered to talk to him after the meeting since his response will be limited. GM Helliker stated that there have been discussions with SSWD since 2011 and a Business Case Analysis (BCA) has been approved by the Boards, which he will report on during his agenda item. GM Helliker stated that the BCA will look at the pros and cons of merging the two agencies and should be completed in about six months.

Mr. Dahlbeck also voiced concern about subsidizing rate payers and increasing rates in order to fund a Low Income Rate Assistance Program. Ms. Silva responded that staff is investigating a Low Income Rate Assistance Program and will provide more information at the October Board meeting.

Mr. Tom Gray addressed the Board as a Granite Bay community resident and rate payer. He stated that his interactions with the community lead him to see a concern regarding the SJWD electoral divisions and the proposed merger with SSWD which may result in a reduction of representation for Granite Bay residents. In addition, he asked if Directors Miller and Tobin would advocate for the community of Granite Bay to have its own retail water district. President Zamorano informed Mr. Gray that since this wasn't on the agenda that there could be no discussion, but if he wanted it to be on a future agenda to let him know. Director Rich commented that this was looked into a few years ago and the analysis showed significant financial implications. GM Helliker commented that he will look for the staff report regarding this and also mentioned that LAFCO is not really interested in increasing the number of water agencies, but quite the opposite.

III. CONSENT CALENDAR

All items under the Consent Calendar are considered to be routine and are approved by one motion. There was no separate discussion of these items unless a member of the

Board, audience, or staff requested a specific item removed. Consent Calendar item documents are available for review in the Board packet.

Director Tobin requested that Consent Calendar Item 2 be removed from the agenda until she can provide information regarding New Business item #3 “Comments on Brown Act” from the August 29, 2024, Special Board meeting minutes. General Counsel Jones suggested that the Board remove Consent Calendar Item 2 for discussion and vote on the other two Consent Calendar items.

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

Director Rich moved to approve the Consent Calendar items 1 and 3. President Zamorano seconded the motion, and it carried unanimously.

Director Tobin explained that she wanted Consent Calendar Item 2 pulled since she was not given the opportunity to provide the document that she wanted added to the administrative record. General Counsel Jones stated that she could provide the document. In response to Director Rich’s question, Director Tobin stated that there is nothing incorrect about the minutes of the August 29, 2024; however, what was stated in the meeting was wrong.

Director Rich moved to approve the Minutes of the Board of Directors Special Meeting, August 29, 2024. Director Miller seconded the motion, and it carried unanimously.

IV. PUBLIC HEARING

1. **Ordinance No. 24-03 Amending Ordinances 2000 and 5000 (W & R)**

President Zamorano opened the Public Hearing at 6:23 p.m.

The Public Hearing was duly posted and published. There were no formal written or verbal comments received.

Ms. Silva reported that, at the last staff meeting, the Board introduced and waived the first reading of Ordinance 24-03 which amends Ordinances 2000 and 5000.

President Zamorano opened the floor for public comment. In response to Mr. Canfield's question, Ms. Silva explained that the two ordinances reference the Policies and Procedures Manual, which has since been superseded by the Personnel Manual and therefore needs to be updated.

President Zamorano closed the Public Hearing at 6:26 p.m.

Vice President Costa moved to waive the second reading of Ordinance No. 24-03 and adopt Ordinance No. 24-03 – An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinances 2000 and 5000. Director Tobin seconded the motion, and it carried unanimously.

V. NEW BUSINESS

1. COTP Transmission Capacity Contract (W)

GM Helliker reviewed the staff report which was provided in the Board packet. He explained that the District purchased 1 MW of transmission capacity in the California-Oregon Transmission Project (COTP) and later leased another 1 MW of capacity from Trinity Public Utilities District. The District's current lease, now with SMUD, expires at the end of this year and staff is recommending that the District accept the joint offer from the Turlock Irrigation District and City of Roseville to purchase the District's 1 MW of transmission capacity in the COTP for \$150,000 since SMUD is not renewing the lease.

GM Helliker reviewed the District's cost and revenue from the project, which shows the District's return on investment of \$547,320 should the Board accept the \$150,000 offer from the two agencies. President Zamorano commended GM Helliker and Mr. Zlotnick for their work on this and mentioned that he had staff's analysis of this reviewed by an independent expert who agreed with the analysis and noted that the District is not an electrical company and needs to focus on water. Director Miller commented that it was he and Vice President Costa who were involved in the 1986 decision to be involved with the COTP Project and is happy to hear about the positive financial results and understands that it is now time to move on.

Director Miller moved to accept the joint offer from the Turlock Irrigation District (TID) and the City of Roseville (Roseville) for the purchase of the District's 1 MW of transmission capacity in the California-Oregon Transmission Project (COTP) for \$150,000. Director Rich seconded the motion, and it carried unanimously.

Vice President Costa stated that the District was formed to provide water and power, and voiced concern that staff did not inform the Board regarding their work on the COTP lease. President Zamorano mentioned a discussion he had with the expert he referred staff to regarding this topic and they discussed the possibility of installing in-line generators on the pipelines. President Zamorano informed the Board that the expert's opinion was that it was too costly and that the District has the best prices

with WAPA for the power. GM Helliker informed the Board that Mr. Barela will be providing more information at the October Board meeting regarding inline generators (turbines).

Mr. Mike McRae addressed the Board (he had technical difficulties, and his connection dropped during the public comment period, so President Zamorano allowed his comment after the next agenda item was completed) and inquired if the transmission line capacity was offered to multiple providers. GM Helliker reported that staff worked with the Transmission Authority of Northern California (TANC) to identify potential interested parties and was directed to the two agencies and there were no other offers.

VI. OLD BUSINESS

1. Lime Silo Recoating Project (W)

Mr. Pierson reviewed the staff report which was provided in the Board packet. He explained that the Lime Silo needs to have a second coat of paint applied to protect the structure and additional funds are needed. Therefore, a contract amendment is requested in the amount of \$6,554, bringing the total construction budget to \$110,456.

Director Tobin moved to authorize a contract amendment to the construction contract with River City Painting, Inc.. Vice President Costa seconded the motion and it carried unanimously.

2. Conjunctive Use and Groundwater Banking Activities Update (W & R)

GM Helliker reviewed the staff report which was provided in the Board packet. His report covered Previously-Banked Water, Additional Funding Request, and Individual Partnerships. He informed the Board that the Groundwater Bank Program Committee met today and discussed previously-banked water. In addition, Paul Selsky, SGA Chair, created an ad hoc committee to discuss this topic and GM Helliker will be meeting with him on Friday to discuss having the meeting open to the public. He noted that there are agencies that want their previously-banked water accounted for in the new water bank.

GM Helliker reviewed the Sacramento Regional Water Bank funding since 2019 for Phase 1 and Phase 2 of the project. He informed the Board that they want additional funding for Phase 3 of the project in the amount of \$629,000. He explained what the funds would be used for, and that the District's portion of the funding would be approximately \$40,000. In addition, he explained that if the District does not contribute then the District will not be part of the deliberations going forward; therefore, he highly recommends that the District continue to participate in the program. In response to Director Rich's question, GM Helliker informed the Board that the EIR is targeted for completion in the middle of 2025. In response to Director Tobin's question, Ms. Silva informed the Board that she does have the opportunity to review funding requests with the General Manager and he is correct that there are

wholesale funds available to cover this project. Vice President Costa voiced concern that it would be a taking if the agencies were not allowed to show their banked water in the new water bank since they have been banking water and spending funds over many years.

GM Helliker provided an update on the individual partnerships with Fair Oaks, Citrus Heights and Sacramento Suburban Water Districts and Orange Vale Water Company. He explained that since the District is discussing a merger with SSWD, he does not expect to finalize the financial arrangement discussion with SSWD regarding the options prior to finalizing the merger discussions.

The Board discussed groundwater wells including the wholesale customer agency wells and independent District wells. President Zamorano expressed his desire to construct wells within the District boundaries. Director Tobin mentioned that there is funding available for new projects. Director Rich voiced concern on the cost of constructing a new well. Director Miller voiced concern about discussing the construction of a new well while the District is in the process of discussing a merger with an agency that already has over 75 wells. Director Rich commented that the District will need to figure out what the best option is with SSWD whether it's a merger or a partnership, or if the District should construct its own wells. Director Miller pointed out that there are three Board members who expressed some level of non-support of a merger and he is concerned about moving forward and spending money on a study.

In response to Vice President Costa's comment about already completing studies with SSWD and that the process has been very slow, GM Helliker pointed out that the District has not completed a Business Case Analysis. Director Tobin commented that it is important for Board members to attend ACWA region events in order to gain information about topics that are relevant to the District, such as the recent Region 5 event which discussed a \$600 million new project which obtained federal and state funding to cover the project completely. GM Helliker pointed out that the District is receiving \$1.4 million from EPA for the Kokila Reservoir Project, and that there is funding for other projects as long as they are ready to go.

In response to President Zamorano's comment about delays, GM Helliker pointed out that, for the last two years, he has reported monthly to the Board regarding the discussions between staff and SSWD regarding groundwater production capacity. President Zamorano requested that, at the next Board meeting, the Board discuss hiring a consultant to evaluate the possibility of installing a well. GM Helliker voiced concern that the District would have to spend millions of dollars and spend over ten years to complete a well installation, when an agreement with SSWD would likely be within a year.

Director Tobin mentioned that should the Special District Grant Accessibility Act pass, then special districts will have access to various forms of federal funding. GM Helliker commented that funding is usually at 50% for federal funding and they are

very competitive grants, and there is no guarantee that the District would receive a grant. In addition, he mentioned that a staff report will be prepared for this topic which will outline the various pros and cons.

3. 2024 Hydrology and Operations Update (W & R)

GM Helliker reviewed data which included the current reservoir storage levels across the state, data on releases, temperature and precipitation outlooks, and storage levels and projections at Folsom Reservoir.

VII. INFORMATION ITEMS

1. GENERAL MANAGER'S REPORT

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

GM Helliker provided the Board with a written report for August which was included in the Board packet.

1.2 Miscellaneous District Issues and Correspondence

GM Helliker reported that SB 366 passed the House and Senate without opposition, and it's expected to be signed by the Governor. He reported that two proposals were received for the Business Case Analysis – one from Baker Tilly and another from Stantec. Those proposals will be reviewed by staff prior to interviews on September 30th, with staff's recommendation to be presented at the Joint Board meeting on October 3rd.

GM Helliker reported that the State Water Board adopted the Conservation Regulations in July but they have not yet been approved by the Office of Administrative Law. It is expected that the standards will be approved later this month and go into effect in January. The projected reduction in deliveries that the District will have to meet is a minimum of 23% by 2040. He informed the Board that he will review the options to take regarding the Conservation Standards at the next Board meeting.

GM Helliker reported that Sacramento County announced that they would be reducing their funding for the Water Forum from \$800,000 to their proportional share, yet to be determined. He stated that the District and other agencies in Sacramento County will now have the prospect of making up the difference. He commented that the region needs the Water Forum because they are included in the activities that will be funded by the Voluntary Agreement and they do a good job with managing the habitat projects and we will benefit from their work.

2. DIRECTOR OF FINANCE AND HUMAN RESOURCES' REPORT

2.1 Miscellaneous District Issues and Correspondence

Ms. Silva reported that staff is working on the Retail Financial Plan update and the items that the Board have been discussing, such as wells and partnering, will impact the plan so she hopes to receive direction from the Board prior to the Prop. 218 notice being released.

3. DIRECTOR OF OPERATIONS' REPORT

3.1 Miscellaneous District Issues and Correspondence

Mr. Barela reported that over the last year, the Water Treatment Plant operations team conducted multiple manual operations exercises related to emergency response. Last week, the operations team conducted an exercise where they actually shut down the SCADA system and operated the treatment plant manually. The exercise and training were a great success. He commended the Water Treatment Plant team for their excellent training and gave an extra shout out to Greg Turner, WTP Manager, and Mike Spencer, WTP Chief Operator, and the Board concurred. Mr. Spencer thanked Mr. Barela for the overview of the training and commended the WTP staff for their work. Mr. Spencer informed the Board that a manual operations drill will be scheduled annually.

4. DIRECTOR OF ENGINEERING SERVICES' REPORT

4.1 Miscellaneous District Issues and Correspondence

Mr. Pierson reported that the project at Douglas Blvd. and Auburn Folsom Road is complete, and Placer County is going to start work in the same area, which is not the District's contractors. In addition, he reported that there have been some slight changes to the Wholesale Master Plan and that document should be finalized soon.

5. LEGAL COUNSEL'S REPORT

5.1 Legal Matters

No report.

VIII. DIRECTORS' REPORTS

1. SACRAMENTO GROUNDWATER AUTHORITY (SGA)

Vice President Costa reported that the next meeting is scheduled in October. He reported that he and President Zamorano are meeting with Jim Peifer in the morning.

2. REGIONAL WATER AUTHORITY (RWA)

No report.

3. ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)

3.1 ACWA - Pam Tobin

Director Tobin reported that she attended the Region 5 event and encouraged the Board members to attend ACWA Region events. She also attended the Federal Affairs Committee meeting that met this morning and provided some information on legislative bills that they discussed at the meeting. She reviewed the ACWA documents that were included in the Board packet. She mentioned funding that the District should look into.

3.2 Joint Powers Insurance Authority (JPIA) - Pam Tobin

No report.

4. CVP WATER USERS ASSOCIATION

Vice President Costa reported that CVP Water Users Association met on September 5, 2024.

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

Director Miller suggested that the District investigate purchasing a large screen monitor for the boardroom to help with clarity, definition, and presentation. President Zamorano directed staff to research large screen monitors and report back at the October Board meeting. In response to Director Rich's question, GM Helliker informed the Board that the microphones in the boardroom pick up the speakers just fine as long as they speak in a normal voice.

IX. COMMITTEE MEETINGS

1. Finance Committee – August 10, 2024

The committee meeting minutes were included in the Board packet. Director Tobin reported that the Legal Bill analysis will be attached to the meeting minutes.

X. UPCOMING EVENTS

1. 2024 ACWA Fall Conference

December 3-5, 2024
Palm Desert, CA

At 7:50 p.m., President Zamorano announced that the Board was adjourning to Closed Session and called for public comment. There was no public comment.

XI. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Section 54956.9)

Citrus Heights Water District, et al. vs. San Juan Water District, Case Number: 24WM000064, Sacramento County Superior Court

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code § 54957

Title: General Manager

XII. OPEN SESSION

There was no reportable action.

XIII. ADJOURN

The meeting was adjourned at 8:20 p.m.

MANUEL ZAMORANO, President
Board of Directors
San Juan Water District

ATTEST: _____
TERI GRANT, Board Secretary

STAFF REPORT

To: Board of Directors
From: Donna Silva, Director of Finance and Human Resources
Date: October 1, 2024
Subject: Amendment to Board Policy HR-6.1 for Adjustment to Cash In Lieu of Healthcare Stipend

RECOMMENDED ACTION

Staff requests a Board motion approving an amendment to section 6.1.15 of Board Policy HR-6.1 Employee Compensation and Benefits. The amendment would increase the Cash in Lieu of Medical Insurance stipend from of \$450 per month to 50% of the maximum premium the District would pay for medical insurance for the employee through the Blue Shield Access Plus plan offered by CalPERS each year. The staff recommendation was reviewed by the Personnel Committee, which recommends approval by the Board of Directors.

BACKGROUND

On September 13, 2017, the Board approved policy HR-6.1 Employee Compensation and Benefits. Section 6.1.15 of this policy, titled “Cash in Lieu of Medical Insurance”, created a Cash in Lieu of Medical Insurance stipend of \$450. Under this policy, any employee who is eligible for coverage under the District’s medical plan but can prove they have coverage elsewhere, can elect to NOT be covered by the District’s medical plan and in return receive a monthly stipend of \$450. At the time, \$450 represented approximately 50% of the monthly premium of the maximum District contribution towards health care insurance for an employee with no spouse or dependents.

The District’s maximum contribution towards health care insurance is tied to the monthly premium for the Blue Shield Access Plus plan offered through CalPERS. The actual amount depends upon the employee’s spousal and dependent status. For example, if the employee is single, with no dependents, then the maximum contribution is the corresponding rate for “employee only” for the Blue Shield Access Plus plan. If the employee is married, with children, the district’s contribution is tied to the “family” rate for the Blue Shield Access Plus plan.

Staff is recommending a change to the cash in lieu of medical insurance stipend for two reasons. The first reason is to maintain its relativity to the Blue Shield Access plus plan premium. The stipend began at 50% of the premium for a single employee. Because the Blue Shield Access Plus plan premium has increased over time, the stipend now only represents 41.79% of the premium for a single employee with no dependents, making it less attractive to employees. Second, since creating the stipend, it has only been utilized by one employee. Creating a stipend with a range to match the employee’s spousal and dependent status may make the stipend more attractive to more employees thereby creating a greater benefit for the employees while decreasing costs for the District.

ATTACHMENTS

Board Policy HR-6.1 Employee Compensation and Benefits – Red-lined

Section	HR-6 Human Resources	Approval Date	9/13/17
Policy	HR-6.1 Employee Compensation and Benefits Policy	Latest Revision	12/16/20

HR-6.1 Employee Compensation Policy

6.1.1 COMPENSATION PHILOSOPHY

It is the intention of the District to recruit and retain talented, results-driven employees to support the District’s mission, values and goals. A compensation program is necessary to provide each employee with fair and equitable compensation for the skills the employee brings to the District and the position in which they serve. In order to provide each employee with fair and equitable compensation, the District has developed a systematic method to establish and maintain a compensation program by defining the process and clarifying the role and responsibility of the General Manager in that process. Pursuant to California Government Code section 61051(d) and 61060(f), the General Manager has the responsibility to determine the compensation of employees subject to approval by the Board as given during the annual budget process.

6.1.2 PROCESS

To ensure consistency in setting compensation, it is necessary to compare the District to other survey agencies in the appropriate labor market. In order to achieve that goal, the District will conduct a compensation survey with oversight and approval by the Personnel Committee at regular intervals (approximately every four years or sooner as deemed necessary or as directed by the Board). Following the methodology prescribed below, the standard process will consist of:

- Selection of a study lead (consultant, agency, staff member, etc.);
- Determination of classes to be surveyed (or all as required);
- Prepare survey criteria and contact survey agencies;
- Collect, analyze and determine comparability of survey data; and
- Present recommendations of study lead.
- Recommendations will be evaluated and implemented at the Board of Directors’ discretion, taking into account the District’s standard methodology criteria as outlined in section 6.1.3.

6.1.3 SURVEY AGENCIES

To ensure consistency from one compensation survey to another the District will utilize the following survey agencies:

Carmichael Water District
Citrus Heights Water District

Elk Grove Water District
Fair Oaks Water District

City of Fairfield
City of Folsom
City of Roseville
City of Vallejo
El Dorado Irrigation District

Placer County Water Agency
Sacramento County
Sacramento Suburban Water District
South San Joaquin Irrigation District
Stockton East Water District

6.1.4 METHODOLOGY

- In order to maintain a fair and equitable compensation program, the District has established a standard methodology to be used in conducting compensation studies. Total compensation program includes: base salary; longevity and other specialized pay (such as, but not limited to auto allowance and incentives); District contribution towards health, dental, or vision insurance(s); and District payment of employee retirement or deferred compensation contribution. In addition, studies may include life insurance, short and long term disability, retirement formula, paid time off (holidays, vacation, sick and administrative leave) and training/educational programs. The total compensation program will be used when comparing the District's pay level to survey agencies as described below, which may include public and private sector when data is available. The intent of utilizing total compensation is to determine modifications other than salary which may be determined necessary.
- Survey agencies will include those providing similar services of similar size (number of employees, connections, population and budget) or otherwise deemed to be comparable within a radius identified based on position to the extent possible.
- Cost of living differences between surveyed agencies and the Sacramento Metropolitan Area will be evaluated to determine if significant wage differences require an adjustment to the data.
- Upon review of the survey results, the Board will determine the desirable labor market position of the top of the range. The target position will be at least equal to market median as calculated in the survey.

6.1.5 AUTHORITY AND RESPONSIBILITY

The General Manager (or his/her designee) is responsible for preparing a compensation budget in accordance with this Policy, as well as all applicable District Policies, which will be included as part of the annual budget review process. The General Manager will have the authority to fix and alter employee compensation in accordance with the intent of this policy and within the budgetary guidelines approved by the Board of Directors.

The General Manager may change or alter the compensation budget during the year by either: 1) requesting the Board of Directors to authorize the General Manager to make such changes at budget adoption; or 2) submitting an amended compensation budget, explaining reasons and recommendations for the change, and receiving Board approval for the change.

The General Manager will have full operational authority to implement this policy up to the limits of the approved compensation budget, which includes:

- Determining staffing requirements, titles, positions, responsibilities and organization structure. All new positions require Board approval.

- Recommending pay/salary ranges and/or total compensation to the Board for approval
- Setting goals and conducting performance reviews.
- Establishing annual pay/salary adjustments, including annual merit increases and cost-of-living adjustments (COLA) in accordance with section 6.1.7 of this policy.
- Implementing and managing Board approved incentive pay programs.
- Creating programs for position upgrades and special assignments.
- Providing pay/salary and benefit benchmarking information and studies for Board review.

The General Manager will ensure the equitable and uniform implementation of this policy including reporting to the Board at least annually, typically during the budget process.

The Board of Directors is responsible for reviewing the compensation budget as part of the District's annual budget and has the authority to consider, amend as needed, and approve that budget.

6.1.6 SALARY RANGES

The District has established pay ranges for the various job classifications. In establishing these ranges, the Board of Directors considered several factors, including the total compensation for similar positions in other comparable agencies, and each position's level of responsibility, technical qualifications and the relative degree of decision-making. Salary ranges may be changed from time to time by the Board of Directors and in accordance with this policy.

6.1.7 MERIT INCREASES

Each position at the District has a salary range. Each salary range allows for placement in the range based on experience and progression through the range based on performance of the employee, at the discretion of the General Manager.

When an employee is not at the top of their salary range, they are eligible for consideration of a merit increase. The amount of the merit increase is determined by their manager, in consultation with the General Manager, based on their performance the previous 12 months. Any merit increase applied to an employee's salary increases the base salary amount for that employee.

Merit increases are provided to eligible employees during the first full pay period in February. Those employees that are paid at the top of their salary range are not eligible for any merit salary increases.

6.1.8 ANTI-SPIKING POLICY RELATED TO SALARIES

The intent of the Board of Directors is to reduce the possibility of increasing the retirement liability of the District, as well as forbid the policy of spiking salaries for the purpose of increasing retirement. The Board of Directors recognizes the benefits of allowing the General Manager the authority to award step increases based on actual work performance and merit. The Board further desires to keep employee salaries at pace with inflation.

The assumptions used by CalPERS in calculating the actuarial projections in retirement costs includes a component related to the amount of increase in salary each employee will receive. The assumptions are based on the age of employee, and number of years of service. Each year, the actuarial valuation is

updated using actual salary costs, so the actuarial assumptions are not interdependent from year to year. The CalPERS table will be used to calculate the assumed base salary increase for each employee. This will form the proposed compensation budget, and will ensure that salary increases do not exceed those assumed by CalPERS

6.1.9 COST OF LIVING ADJUSTMENT

The General Manager has the authority to determine the specific advancement within the salary range for each employee, and to determine and award an Annual Cost of Living Adjustment (generally based on the CPI West B/C index) under the condition that the total increase for all employees does not exceed the total assumed increase used by CalPERS. Upon Board approval of the budget, the General Manager has the authority to award a combination of merit and COLA increases within the total amount of the compensation budget. Should the total increase in payroll costs for recommended step increases exceed the estimated assumed merit increase used by CalPERS, the General Manager will obtain Board approval prior to implementation.

Any COLA awarded will be effective as of July 1st of the new fiscal year.

6.1.10 PUBLIC EMPLOYEES' RETIREMENT SYSTEM

The District is a member of the Public Employees' Retirement System of the State of California (CalPERS) and membership is compulsory for all employees. Full-time employees and those meeting the 1,000-hours per year requirement of CalPERS are covered under CalPERS. This plan requires an employee to make contributions based upon a percentage of their salary depending on their pension tier.

Full vesting occurs after five years of continuous coverage with a CalPERS participating employer; however, a member's accumulated CalPERS contributions will remain on deposit with CalPERS upon a member's separation from CalPERS-covered employment, regardless of the member's years of credited service, until the member requests to withdraw the contributions. In addition, the District contributes a substantial amount to this plan at a rate adjusted annually by CalPERS.

Upon retirement, an employee may elect to convert accumulated sick leave into service credit toward retirement according to the District's CalPERS contract. An employee may either cash out vested sick leave, as described in Chapter 3, Section 3.10 of the Personnel Manual, or convert it to service credit, but not both.

Benefit Tiers

An employee's retirement benefit formula depends upon their length of service in CalPERS, as well as the employee's entry date into CalPERS and hire date with the District, as described below.

Tier One

Employees hired prior to February 14, 2009, are eligible for the 3% at 60 Miscellaneous Retirement Benefit. Final compensation is calculated by utilizing the highest average compensation during any consecutive 12 months of employment.

Tier Two

Employees hired on or after February 14, 2009, and prior to January 1, 2013, are eligible for the 3% at 60 Miscellaneous Retirement Benefit. Employees joining the District on or after January 1, 2013, that were first hired into a CalPERS participating agency, without a break in service of six months or more, are also eligible for the 3% at 60 Miscellaneous Benefit. Final compensation is calculated by utilizing the average full-time pay rate of the employee's 36 highest consecutive months.

PEPRA Tier

Employees first hired into a CalPERS participating agency on or after January 1, 2013, or those with a break in CalPERS covered service of six months or greater, are eligible for the 2% at 62 Miscellaneous Retirement Benefit, with final compensation calculated by utilizing the average full-time pay rate of the employee's 36 highest consecutive months.

Detailed provisions of the plan are provided in the District's contract with CalPERS and in the CalPERS Law. Employees should contact CalPERS at 1-888-CAL-PERS or the internet website at www.CalPERS.ca.gov for more information.

6.1.11 INCENTIVE AWARD PROGRAM

Program Purpose

The purpose of this program is to further the District's ability to attract and retain the services of the most experienced, motivated and capable group of employees, and to award employees for independent and creative ideas and projects that put downward pressure on water rates. Through recruitment and retention of a superior workforce, the District can better serve the interests of its customers, staff and the broader regional community.

This program is available to those employees who exhibit exemplary performance demonstrated through any of the following:

- The achievement of significant cost savings or new/increased revenue generation
- A significant improvement to efficiency
- A significant improvement in safe work practices
- A significant improvement to the District's operations

It is not the intent of this program to provide awards to employees whose continued and ongoing performance exceeds expectations. General exceptional performance is awarded through merit increases provided in the annual employee evaluation process. The Board intends incentive awards to be considered a one-time recognition of an act of exceptional merit, not as an increase to base salary. This program is funded out of the general salary and benefits annual budget, which is prepared in conformance with the Board's Compensation Policy.

Eligible Participants

This program is available to full or part-time regular employees who have been with the District for at least one year. The General Manager operates under a contract and is considered separately from this policy.

Award Amount and Timing and Process

The incentive award will be a fixed amount up to \$10,000 per award (subject to budget). Awards should be given as soon as possible after the event warranting the award. At the end of each calendar year, the General Manager will review the awards given and determine if additional awards are merited. Nothing in this policy guarantees that the General Manager will expend any portion of the budget for employee incentive awards or that any employee will receive an award.

Process for Determining Award

Managers may recommend an employee for an award at any time. The recommendation should include a detailed description of the basis for the award and a recommended amount. The General Manager will review the recommendation, and either approve, amend or deny the award. In reviewing recommendations, the General Manager will consider the merits of the recommendation, the amount available within the budget, and the overall distribution of awards between management and non-management staff.

Payment of Award

Performance incentives, when awarded, shall be paid in one installment on either the next available payroll or in February in conjunction with the annual performance evaluation process.

6.1.12 UNIFORM ALLOWANCE

Certain positions, described further in Chapter 5.7 of the Personnel Manual, are required to wear district uniforms. Uniforms will be issued on an “as needed” basis during each fiscal year, not to exceed an annual value of \$1,000. The value of the uniforms provided is reported to CalPERS as compensation subject to retirement contributions for employees in classic retirement tiers (not PEPRA). The General Manager has the authority to set or change uniform requirements including brand, quantity, clothing type for each employee as long as the total annual value per employee does not exceed \$1,000 (excluding safety items).

6.1.13 GENERAL INSURANCE

The District provides a wide variety of insurance coverage. It is the employee's responsibility to fill out claim forms and submit them for processing.

The District may delete or change employee insurance and other benefits with or without amending this manual, and with or without notice to employees. The specific terms of the District insurance benefits are set forth in various insurance policy and plan documents. This chapter summarizes the key benefits. In the event of any conflict between this chapter and a policy or plan document, the policy or plan document shall govern.

6.1.14 GROUP HEALTH INSURANCE

Full-time regular employees and their eligible dependents, as defined by CalPERS, are covered under the health insurance plan of their choice from among those offered by CalPERS. Coverage generally begins on the first day of the month following the date of hire. If a new employee is already covered by a CalPERS health plan that plan will likely provide coverage through the month following separation from

the previous employer, resulting in continuous coverage between the former employer and hire with the District. Effective January 1, 2020, the District's contribution is capped at the "Blue Shield Access Plus" rate for CalPERS Region 1. The District will contribute an amount equal to the premium for Blue Shield Access Plus Region 1 for each eligible employee, spouse and any dependents. For example, a single employee, with no children would receive a District contribution towards health care up to the amount of the Blue Shield Access Plan premium for "employee only". If that employee marries, they would receive a District contribution towards health care up to the amount of the Blue Shield Access Plan premium for "employee plus spouse". The specific terms, scope and limitations of the coverage are set forth in the insurance plan documents that are available for review by employees at the District's Finance Department.

It is mandatory that each employee notify the District whenever any additions or deletions occur in their dependent status. Employees are also subject to the eligibility requirements, timing and deadlines determined by the health insurance provider.

Under federal law, if an employee's group health benefits end due to specified qualifying events, the employee or dependent may elect to continue coverage under the District's health plan for a limited period and at the employee's or dependent's expense. A qualifying event is any of the following:

For an employee:

Termination of employment (other than for gross misconduct) or reduction of hours worked so as to render the employee ineligible for coverage.

For dependents:

Death of the employee;

Divorce or legal separation;

Loss of coverage due to the employee becoming eligible for Medicare;

For a dependent child, ceasing to qualify as a dependent under the Plan.

Employees and dependents who qualify and wish to continue their coverage will receive notification of their rights and will receive the necessary information and forms to initiate the conversion process.

6.1.15 CASH IN LIEU OF MEDICAL INSURANCE

An employee who is eligible for coverage under the District's medical plan specified in Section 6.1.8, but who is covered by another medical plan, may elect not to be covered by the District's medical plan by furnishing the District with proof of such medical coverage and by signing a waiver of benefits. In return for not contributing for an employee's medical coverage, the District shall pay the employee ~~\$450 per month~~ **50% of the maximum amount the District would otherwise pay for their health care coverage** (spread over 24 pay periods). If the employee later elects to reinstate under the District's medical plan, these payments will terminate. Employees may make the coverage election only upon initial hire, annually during CalPERS open enrollment, or in the event of a qualifying event (as defined by CalPERS).

6.1.16 POST-RETIREMENT HEALTH

Full-time regular employees who retire from the District remain covered under a health insurance plan of their choice from among those offered by CalPERS, provided that CalPERS' guidelines are met. In

accordance with the policy adopted by the Board effective as of February 14, 2009, employees are divided into two tiers for purposes of District-paid retiree health benefits premium payments: (1) those hired prior to February 1, 2009, are in the First Tier; and (2) those hired on or after February 1, 2009, are in the Second Tier. Benefits under the two tiers are:

First Tier (hired prior to February 1, 2009)

Employees in the First Tier vest after five years of service in the District’s payment of 100 percent of the District’s current contribution amount (as defined in Section 6.1.8 - Group Health Insurance) toward post-retirement health insurance benefits under the plans offered by CalPERS. To receive this benefit, an eligible employee must formally retire through CalPERS within 120 days of separating from employment with the San Juan Water District. Any future changes to the amount of the District’s contribution for active employees would apply to retired employees receiving the First Tier benefit. The District may, once each year without discrimination, allow employees who are covered under the First Tier to elect to be subject to the provisions of the Second Tier. The District must notify CalPERS which employees made that election.

Second Tier (Hired on or after February 1, 2009)

Employees in the Second Tier, who have worked for the San Juan Water District for at least five years, will vest in an entitlement to District-paid health benefits premiums for CalPERS-sponsored health plans in an amount computed using the 100/90 method as described in Government Code Section 22893 and in accordance with the following vesting schedule:

<u>Years of Service in CalPERS</u>	<u>Percentage of Contribution</u>
Less than 10	0%
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%
19	95%
20	100%

To receive this benefit, an eligible employee must formally retire through CalPERS within 120 days of separating from employment with the District. However, if an employee in Tier 2 has 20 years of service with the District, they are entitled to the full benefit whether they retire from the District or from any other entity, public or private, unless another entity offers a richer benefit than the District’s, in which case the employee may be eligible for that benefit. See Government Code Section 22893 for further clarification and exceptions.

6.1.17 DENTAL INSURANCE

The District provides dental insurance for full-time regular employees and their dependents. The specific terms, scope and limitations of the coverage are set forth in the insurance plan documents that are available for review by employees at the District's Finance Department.

The District pays 100% of the employee premium for this coverage and 75% of the premium for eligible dependents. Eligible dependents are spouses, domestic partners, dependent children under age 26, and other dependents as required by state or federal law. An employee with dependent coverage contributes the remaining 25% of the premium for their dependents through payroll deductions.

6.1.18 VISION INSURANCE

The District provides vision insurance for full-time regular employees and their eligible dependents. The specific terms, scope and limitations of the coverage are set forth in the insurance plan documents that are available for review by employees at the District's Finance Department.

The District pays 100% of the premium for full-time regular employees and their eligible dependents.

6.1.19 GROUP LIFE INSURANCE

Full-time regular employees are covered by group life insurance in the amount of one-times annual salary or wages. The specific terms, scope and limitations of the coverage are set forth in the insurance plan documents that are available for review at the District's Finance Department.

6.1.20 EMPLOYEE-PAID INSURANCE

Supplemental insurance may be available to full-time regular employees. Premiums are paid by employees through payroll deductions. See the Director of Finance/Human Resources for more details.

6.1.21 DISABILITY

Full-time regular employees are covered by short-term and long-term disability insurance. Premiums are paid by the District. The specific terms, scope and limitations of the coverage are set forth in the insurance plan documents that are available for review by employees at the District's Finance Department.

Short-term and long-term disability coverages provide weekly benefits to partially replace lost income for employees who are unable to work as the result of a disability. The nature of the disability can be injury or illness and can be work-related or non-work-related.

Physician certification is required to apply for disability benefits. While receiving disability benefits, employee leave accruals are discontinued, except to the extent the employee is integrating leave balances to augment disability payments. Safety Days earned by full or part-time regular employees will be prorated for an employee who is out on disability based upon the amount of time they worked during the Safety Day accrual period. Any Floating Holidays granted while the employee is on leave will be added to their leave bank upon their return. The District will continue to pay health and dental

benefits for employees for one year from the date of injury, while on short and long-term disability. After the one-year period, the employee may continue coverage by paying the portion of the District's insurance premium attributable to the employee's coverage. See Section 6.1.16 – Workers' Compensation Insurance for additional information about disability for work-related injuries.

6.1.22 WORKERS' COMPENSATION INSURANCE

It is the employee's responsibility to report immediately to their Department Manager any work-related injuries or illness, regardless of severity.

This coverage protects employees if injured or disabled on the job. It also provides medical, surgical, and hospital treatment in addition to payment for a portion of lost earnings that result from work-related injuries. Compensation payments begin from the first day of employee's hospitalization or after the third day following the injury if employee is not hospitalized. The cost of this coverage is completely paid for by the District. Time spent going to the District's current District Workers Compensation Medical Provider for immediate/initial treatment, up to the end of the employee's regular work day, should be reported and paid as regular time worked. However, accumulated sick, vacation or other earned time-off will need to be used for the three-day waiting period to bring the employee's compensation up to, but not greater than, the employee's regular gross pay. Disability benefits may be able to be coordinated with workers' compensation benefits, depending on the determination of both the disability and workers' compensation insurance providers. Employees needing follow-up medical appointments will be charged the time-off from their accumulated sick or vacation leave. Any overpayment of benefits will require reimbursement to the District.

Employees may choose to integrate their leave balances with their workers' compensation benefit, to bring compensation to 100%. While out on workers' compensation leave, health, dental and vision will continue to be paid for up to one year, as if the employee were working. Sick and vacation leave time will accrue for 90 days. Beyond 90 days, leave will accrue in proportion to the amount the employee is using leave balances to augment the workers' compensation insurance. Any Floating Holidays granted while the employee is on leave will be added to their leave bank upon their return.

Questions regarding workers' compensation coverage should be directed to the Director of Finance.

6.1.23 UNEMPLOYMENT INSURANCE

Unemployment insurance coverage may be available to employees in the event of separation or layoff from employment with the District. To apply for benefits or to determine eligibility, employees should contact their nearest Employment Development Department Office.

6.1.24 EDUCATION PROGRAM

The District encourages employees to participate in educational and training activities. In addition to increasing employee job proficiency, this education should improve work force stability and the District's ability to attract and retain outstanding employees. The education program is available to all employees after the six-month probationary period has been completed.

On-Duty Education

Employees may, with prior approval, attend seminars, conferences, workshops, cross-training activities or meetings that provide specific training in subjects related directly to water operations, to the employee's position, or to one they may reasonably aspire to, and that will provide benefit to the District.

All departments will annually review and identify areas of training required to maintain employees' technical and administrative capabilities. Specific schools, conferences and/or seminars are to be listed on budget submission requests wherever applicable and available. The District will pay all fees, tuition and expenses for approved training. Supervisor and/or Department Manager approval for all requests for this training must be obtained prior to enrollment.

Off-Duty Education

Educational assistance is available to employees who desire to obtain skills and/or knowledge that enables them to become more proficient in their present duties and/or prepare them for future assignments. Assistance for off-duty educational expenses is at the discretion of the General Manager and subject to availability of budgeted funds.

This education may occur after regular working hours at a college, vocational trade school or through a self-study correspondence course, which leads to a certificate, license or diploma related to the general functions of the District.

Under special circumstances, employees may attend classes during business hours if (1) the course is not available (and will not be) at night or through a correspondence course, (2) the course pertains to a District-approved degree program, and (3) the employee arranges a flexible time schedule with their supervisor to make up time spent in class during normal work hours.

Eligibility for Off-Duty Education Assistance

Only full-time regular employees, who are performing their jobs satisfactorily, are eligible for this program.

The following off-duty education may qualify for financial assistance:

- A. Post-secondary Degree (Associates, Bachelors, Masters, other as approved).
- B. Specific courses taken for credit relating to water service functions of the District.
- C. Specific courses taken for credit relating to support functions of the District (i.e., accounting, administrative, welding, chemistry, etc.).
- D. Specific courses resulting in certificates or professional licenses.
- E. Self-study/correspondence courses from reputable institutions with final exam and certificate in subjects that relate to District functions.
- F. Other programs deemed appropriate by the General Manager for District personnel.

Conditions for Financial Assistance

- A. District financial assistance is limited to \$1,000 per fiscal year and \$5,000 career maximum per employee.
- B. Every course that the employee desires to attend must be approved in advance by submitting an Off-Duty Education Assistance Request Form.
- C. Any District financial support under this provision shall be implemented by a contract between the District and employee.
- D. Completion of the course with a minimum final grade of “B” or equivalent.
- E. Funds received from outside sources, such as scholarships or Veteran's Education Benefits, must be applied to the cost of the program first. Then, the remaining cost, up to the maximum available, will be eligible for payment by the District.
- F. Total financial assistance for Degree programs require a commitment by the employee to continue District employment for a minimum of three years following completion of the program.

If the employee leaves the District after two years, but less than three years following completion of the degree requirements, financial assistance from the District will be one-half of the cost of the degree program, with the remaining one-half the employee's responsibility. If the District has already paid the full amount, the employee will be required to re-pay the District for their half of the expense.

If the employee leaves the District less than two years following completion of the degree requirements, the employee is responsible to reimburse the District in full for its financial assistance toward the cost of the degree program.

- G. Unless arrangements have been made to pay the costs directly to the school, the assistance check is issued to the employee after they furnish evidence of expenses incurred (i.e., receipts, canceled checks, etc.).
- H. The employee will furnish the District proof of their successful completion of the course, and final grade, as soon as possible after the end of the class. Reimbursement for subsequent enrollment requires evidence of grade B or better on previously reimbursed courses.

Procedure

The Degree program is approved by the General Manager on a case-by-case basis. Employees desiring to obtain a degree should submit their written request stating goals and objectives, institution that they plan to attend and schedule of estimated expenditures via their Department Manager to the General Manager. If approved, the District's financial assistance may be used only to pay for tuition, books, fees and parking.

6.1.25 PROFESSIONAL CERTIFICATION

The District encourages employees to pursue professional certifications that are necessary to perform in their positions or to obtain promotions, or otherwise will be beneficial to themselves and the District.

The District will pay for the first testing cost for a certification that benefits the District. If the employee does not pass on the first attempt, subsequent testing fees will be paid by the employee. Certification and recertification fees will be paid by the District.

6.1.26 CREDIT UNION

All District employees are eligible for membership in various local Credit Unions. Employees should check with their Credit Union of interest to determine eligibility.

6.1.27 EMPLOYEE ASSISTANCE PROGRAM

All District employees have access to a variety of support services through the District Employee Assistance Program. Services include a limited amount of counseling, financial and legal consultation, and more. Information on the program can be found in the brochure located in the hallway of the Administration Building, or by contacting a staff member in the Finance/Human Resources Department.

Revision History:

Revision Date	Description of Changes	Requested By
8/28/19	Added section 6.5.3 Survey Agencies and renumbered sections accordingly; changed Section 6.5.4 “average” to “median” in last bullet; and Section 6.5.8 moved paragraph 2 to 1, added last sentence in paragraph 2, and changed last sentence to reflect COLA effective date.	Donna Silva, Finance Director
12/16/20	Incorporated all compensation and benefits policies as seen in the Finance Committee staff report from December 15, 2020	Donna Silva, Finance Director

STAFF REPORT

To: Board of Directors
From: Mark Hargrove, Senior Engineer
Date: October 16, 2024
Subject: WTP Filter Backwash Hood Facilities Rehabilitation Project – Construction Contract

RECOMMENDED ACTION

Staff requests a Board motion to authorize the Director of Engineering Services to sign a construction contract with NMI Industrial Holdings, Inc. (NMI) in the amount of \$3,341,547.44 with a construction contingency of \$334,154.74 (10%) for a total authorized budget of \$3,675,702.18. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors.

BACKGROUND

This project involves the rehabilitation of the District’s Water Treatment Plant’s northwest and southwest filter backwash hood facilities including, but not limited to, the pump houses, backwash hoods, decks, crane bridges, bridge track systems, bridge drive systems, pumps, piping, valves, hydraulic system, coating, electrical instrumentation, disinfection, and start-up and testing.

The work will be phased over two fiscal years (2024/2025 and 2025/2026), with each construction season beginning December 1 and ending May 1. One filter backwash hood facility will be rehabilitated in each season and be fully operational for use by District by each May 1 of the that same season.

The Engineer’s construction estimate is approximately \$1.4 million.

CURRENT STATUS

On September 12, 2024, Fifteen (15) contractors attended the mandatory pre-bid meeting, and two (2) bids were received on October 1, 2024. The Bid outcomes are summarized as follows:

Bidder	Bid Amount
NMI Industrial Holdings, Inc.	\$3,341,547.44
W.M. Lyles Co.	\$3,877,500.00

NMI was the lowest responsive, responsible bidder. NMI’s bid documents were reviewed and found to be complete and in order, including license, insurance, and bonds.

FINANCIAL CONSIDERATIONS

The project is included in the FY 2024/2025 approved Wholesale CIP budget and the FY 2025/2026 Wholesale CIP planning budget with a total project budget of \$1,800,000, or \$900,000 per fiscal year. District staff is currently re-prioritizing projects to accommodate the additional budget required for this project.

STAFF REPORT

To: Board of Directors
From: Mark Hargrove, Senior Engineer
Date: October 16, 2024
Subject: WTP Filter Backwash Hood Facilities Rehabilitation Project - Construction Management and Inspection Services

RECOMMENDED ACTION

Staff requests a Board motion to authorize the Director of Engineering Services to sign a Professional Services Agreement with Alpha CM, Inc. (Alpha) to provide construction management and inspection services for the Water Treatment Plant Filter Backwash Hood Facilities Rehabilitation Project (Project) in the amount of \$377,524.00 with a total authorized budget of \$415,276.40 which includes a 10% contingency. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors.

BACKGROUND

This project involves the rehabilitation of the District's Water Treatment Plant's northwest and southwest filter backwash hood facilities including, but not limited to, the pump houses, backwash hoods, decks, crane bridges, bridge track systems, bridge drive systems, pumps, piping, valves, hydraulic system, coating, electrical instrumentation, disinfection, and start-up and testing.

The work will be phased over two fiscal years (FY24/25 and FY25/26), with each construction season beginning December 1 and ending May 1. One filter backwash hood facility will be rehabilitated in each season and be fully operational for use by District by each May 1 of the that same season.

CURRENT STATUS

On September 11, 2024, five (5) firms attended the mandatory pre-proposal meeting, and three (3) proposals were received on September 26, 2024. A 5-person review panel reviewed and ranked each Technical Proposal based on Project understanding, work plan, originality & innovation, responsiveness to the RFP, and experience and qualifications. The reviewers ranked Kenndy Jenks Consultants as the top Technical Proposal with Alpha CM a close second. After the technical ranking, the Cost Proposals were opened and reviewed. The following table summarizes the proposed costs from each firm.

Consultant	Proposal Total Amount
Alpha CM, Inc.	\$377,524.00
Kennedy Jenks Consultants	\$596,357.00
JLR Environmental	\$798,525.00

Based on the reviewer's evaluation of both the technical and cost proposals, it was determined that interviews would not be necessary, and that Alpha CM, Inc. is the recommended firm to complete the services for the Project.

FINANCIAL CONSIDERATIONS

The project is included in the FY24/25 approved Wholesale CIP budget and the FY25/26 Wholesale CIP planning budget with a total project budget of \$1,800,000, or \$900,000 per fiscal year. District staff is currently re-prioritizing projects to accommodate the additional budget required for this project.

STAFF REPORT

To: Board of Directors
From: Tony Barela, Director of Operations
Date: October 16, 2024
Subject: ACWA JPIA's Commitment to Excellence (W & R)

RECOMMENDED ACTION

Staff requests a Board motion to approve the signing of the ACWA Joint Power Insurance Authority's (JPIA) Commitment to Excellence (C2E) certification (See Attachment 1), denoting San Juan Water District's (SJWD) commitment to safety and operational "best practices" to enhance the District's existing loss reduction programs. The staff recommendation was reviewed by the Engineering Committee, which recommends approval by the Board of Directors.

BACKGROUND

Since the most frequent and costly losses come from incidents associated with operating vehicles, infrastructure failures, construction activities, employment practices, workplace ergonomics, tripping or falling hazards, and wildfires, the JPIA is encouraging members to implement programs and practices that can reduce these types of risks. The JPIA Commitment to Excellence Program (C2E) is a partnership effort to meet that goal by helping members reduce the frequency and severity of liability, workers' compensation, and property losses. JPIA provides this program and additional resources to member agencies to help them establish policies and protocols to maximize safety on the job.

The ACWA JPIA Commitment to Excellence Best Practices has been developed for each loss reduction category. Included are loss reduction focus elements, "best practices menus", and explanations for each menu item. Best Practices are reviewed with member districts during risk assessment visits and discussed in the JPIASource newsletter. JPIA members can select from the menu of best practices items they wish add or enhance to their existing loss reduction programs.

The District's current safety and risk management program is robust and meets or exceeds the requirements of the C2E program (see Attachment 2). The signed certification by the Board of Directors demonstrates their support and commitment to staff in our work to implement the best practices in the program, which will help to reduce losses. By signing this commitment certification, the District will also qualify to apply for grants through the JPIA's Risk Control Grant Program. Staff recommends that the Board sign the commitment certification to countify this support.

FINANCIAL CONSIDERATIONS

None.



Commitment to Excellence

San Juan Water District

and the ACWA JPIA in mutual support for ensuring the most consistent, cost effective, and broadest possible affordable insurance coverage and related services, and in partnership with all JPIA members, and in the interest of reducing **San Juan Water District's** insurance costs, commit to a program of excellence that through the implementation of "best practices" reduces the potential and frequency of:

- **Vehicle Losses**
- **Infrastructure Related Losses**
- **Construction Related Losses**
- **Employment Practices Claims**
- **Ergonomic (Musculoskeletal) and Fall Injuries**
- **Wildfire Prevention**

and fully support the goal of implementing effective preventative measures that work to achieve these loss reductions.

_____(CEO, ACWA JPIA)
Adrienne Beatty

_____(General Manager)
Signature

_____(Board Member)
Signature

_____(Board Member)
Signature

_____(Board Member)
Signature

_____(Board Member)
Signature

_____(Board Member)
Signature



JPIA Commitment to Excellence

JPIA In-Person or Virtual Classes
which support claims focus areas



Construction Related Losses

- Accident Investigation
- Confined Space Entry
- Electrical Safety
- Emergency Response
- Fall Protection
- Hazard Communication (GHS)
- Hazard ID
- Heat Illness Prevention
- Injury Illness Prevention
- Lock-out/Tag-out
- Respiratory Protection
- Risk Transfer
- Silica
- Traffic Control & Flagger
- Trench & Excavation

Vehicle Operations

- Accident Investigation
- Defensive Driver
- Drug & Alcohol Reasonable Suspicion
- Emergency Response
- Hiring Practices
- New Employee Orientation
- Policies & Procedures



Employment Practices

- Communication
- Discrimination & Harassment
- Documenting
- Drug & Alcohol Reasonable Suspicion
- Hiring Practices
- Injury Illness Prevention
- Job Descriptions
- Performance Appraisals
- Effective Performance Feedback
- Performance Management
- Policies & Procedures
- Return to Work
- Sexual Harassment Prevention

Ergonomics & Fall Injuries

- Accident Investigation
- Ergonomics
- Fall Protection
- Hazard ID
- Job Descriptions
- Return to Work
- Workers' Comp



Infrastructure

- Accident Investigation
- Confined Space Entry
- Documenting
- Electrical Safety
- Emergency Response
- Hazard ID
- Injury Illness Prevention
- Lock-out/Tag-out
- Policies & Procedures
- Risk Transfer
- Silica
- Traffic Control & Flagger
- Trench & Excavation

Hydropower Generation Evaluation

San Juan Water District
Board Meeting, October 4, 2024

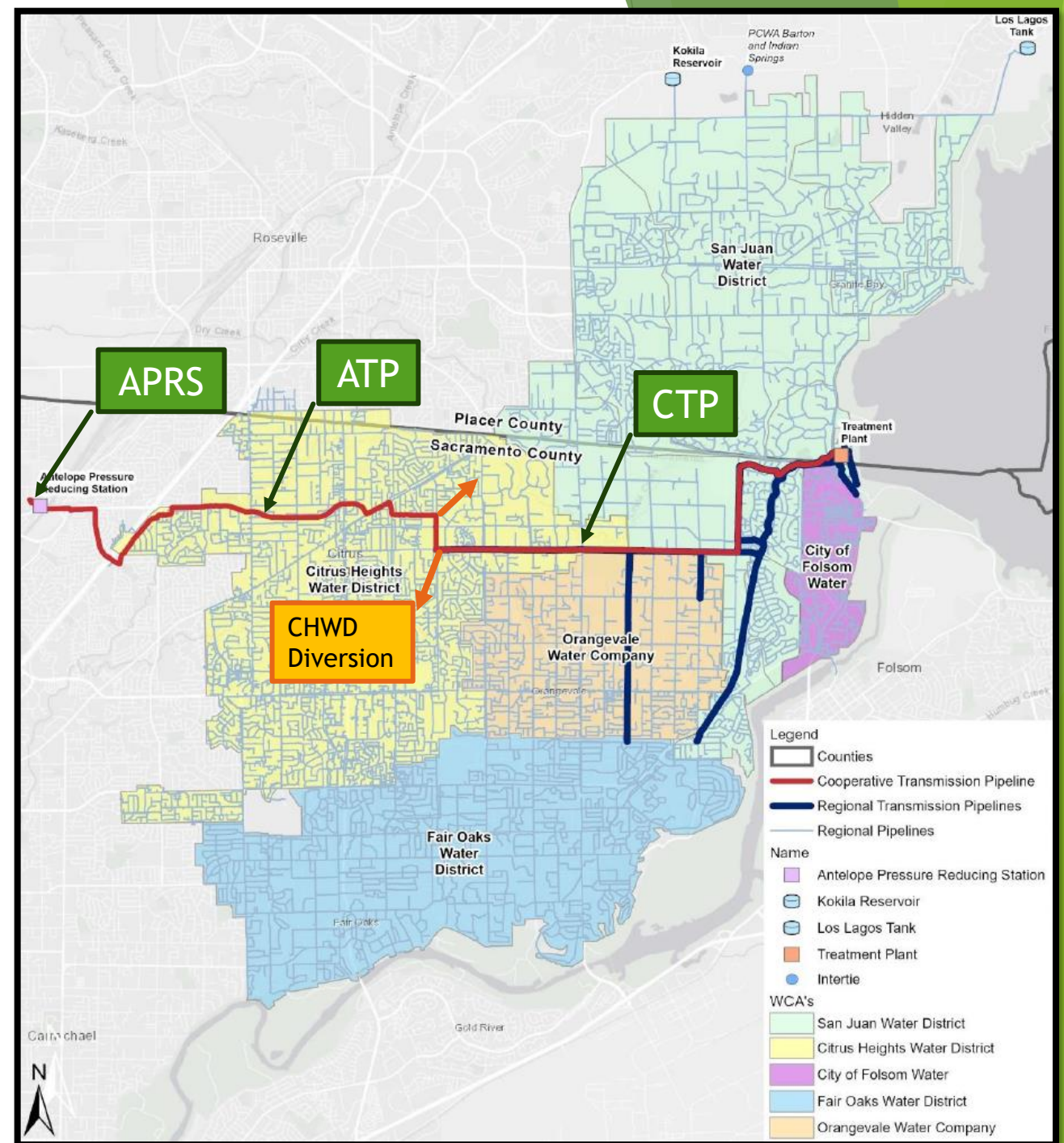


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AGENDA ITEM IV-1

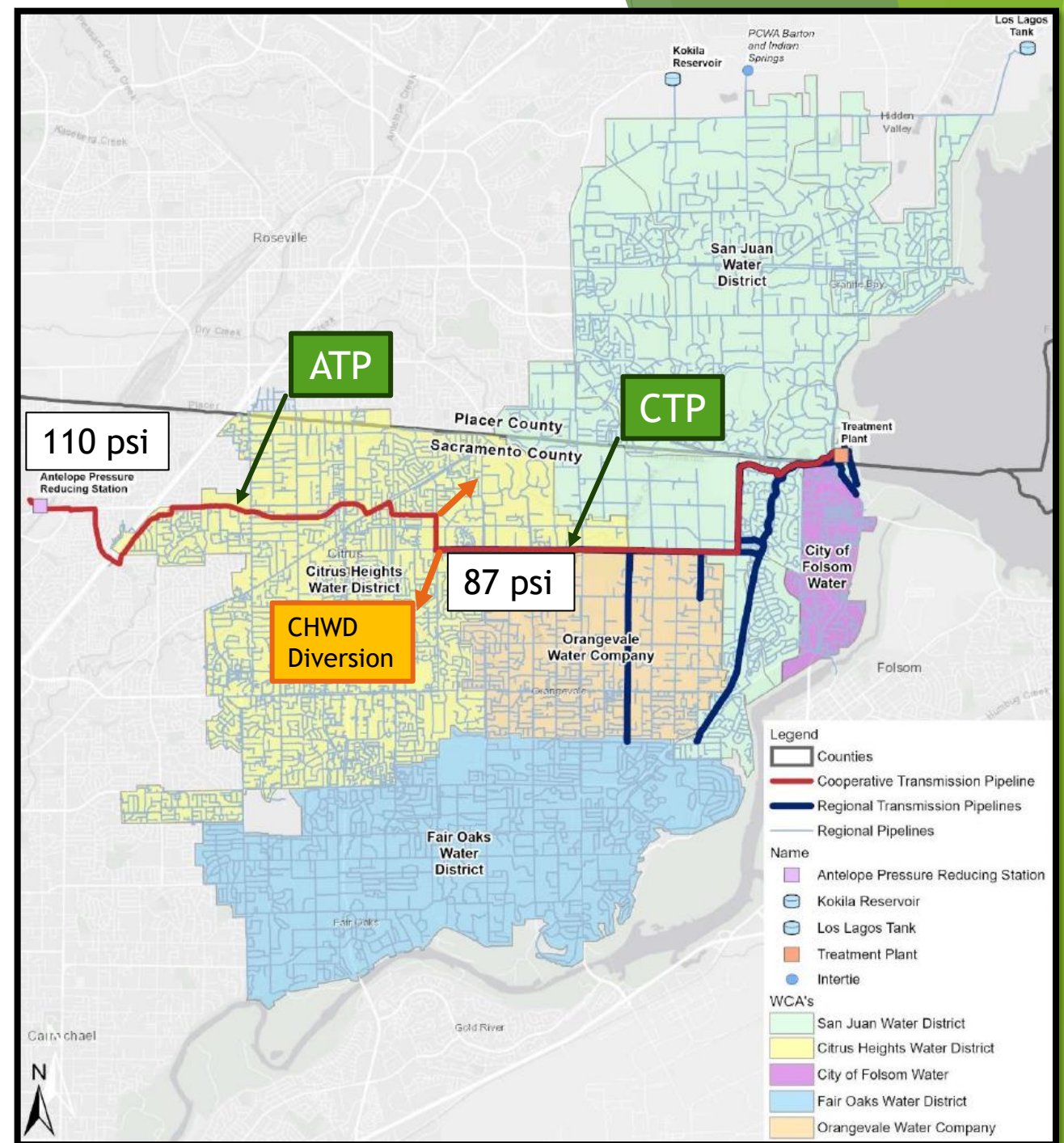
System Review

- ▶ Cooperative Transmission Pipeline (CTP)
- ▶ Antelope Transition Pipeline (ATP)
- ▶ Antelope Pressure Reducing Station (APRS)



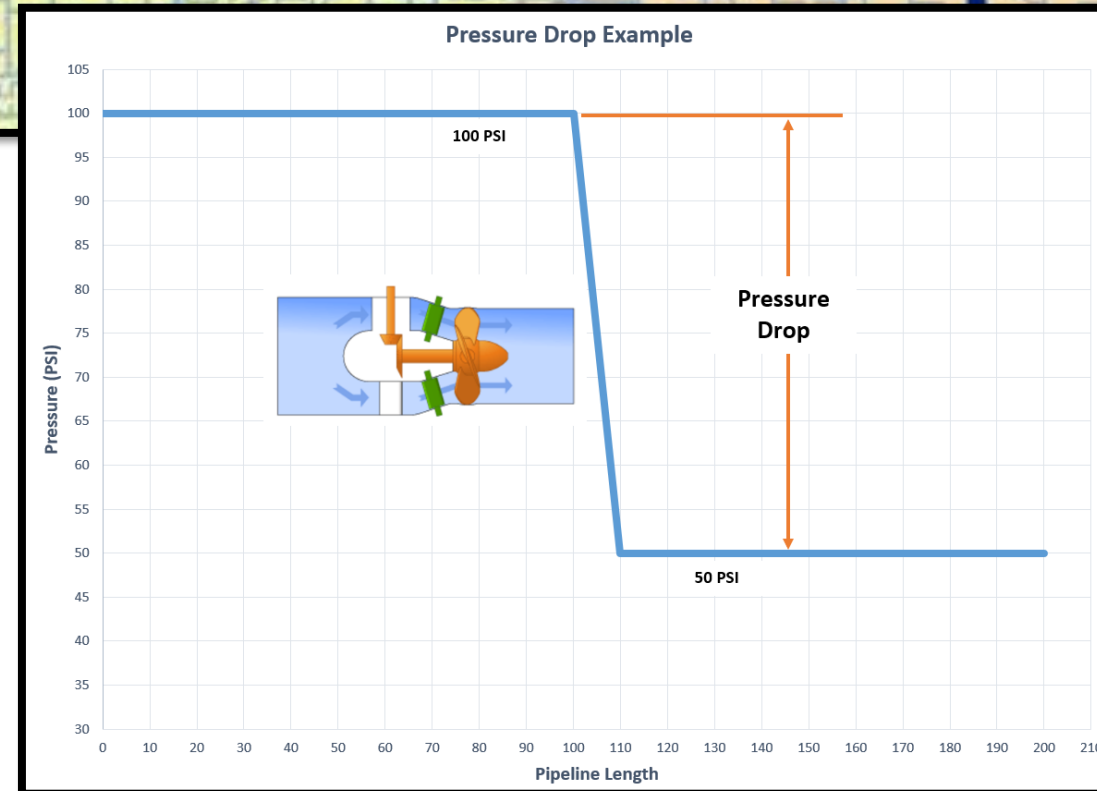
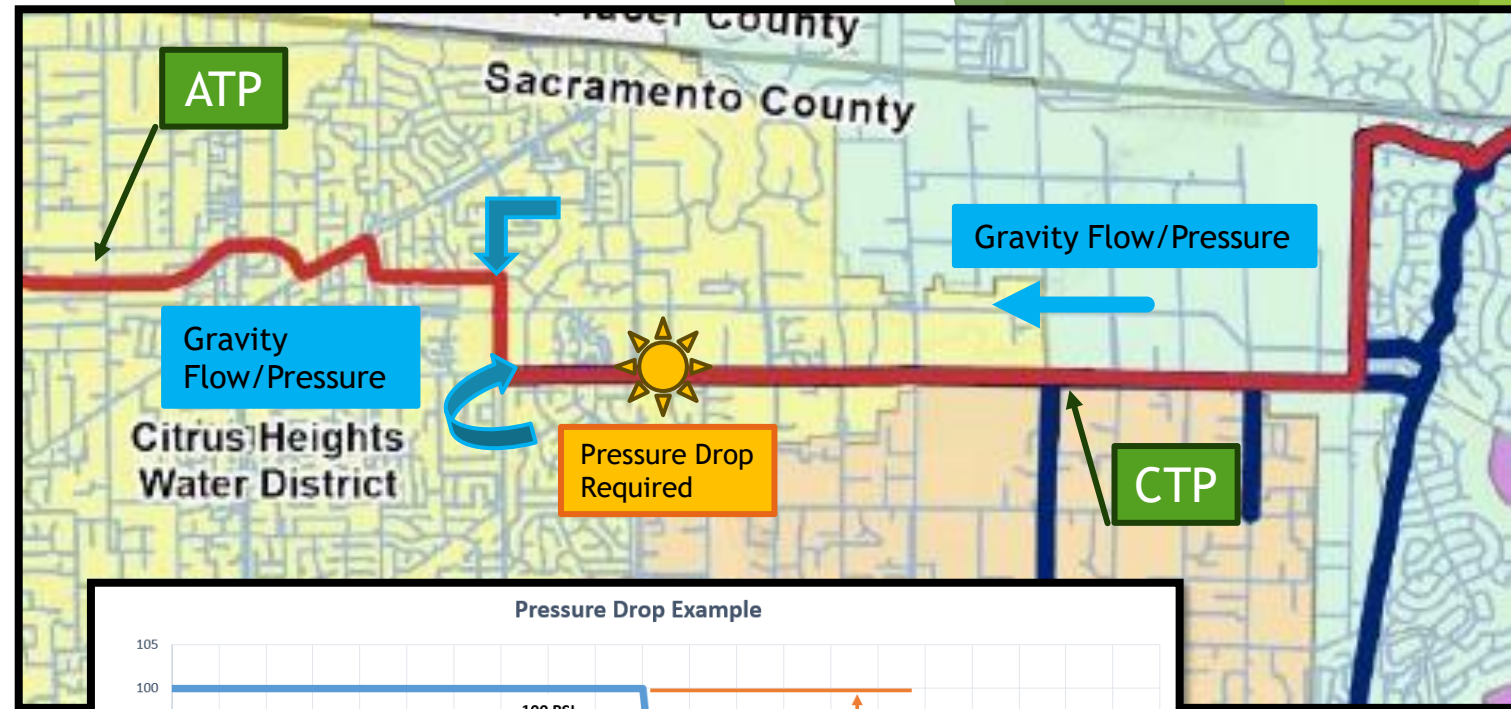
What's Needed for Hydropower?

- ▶ Pressure Drop Across Generator
- ▶ Flow
- ▶ Either Power to Offset or Purchaser



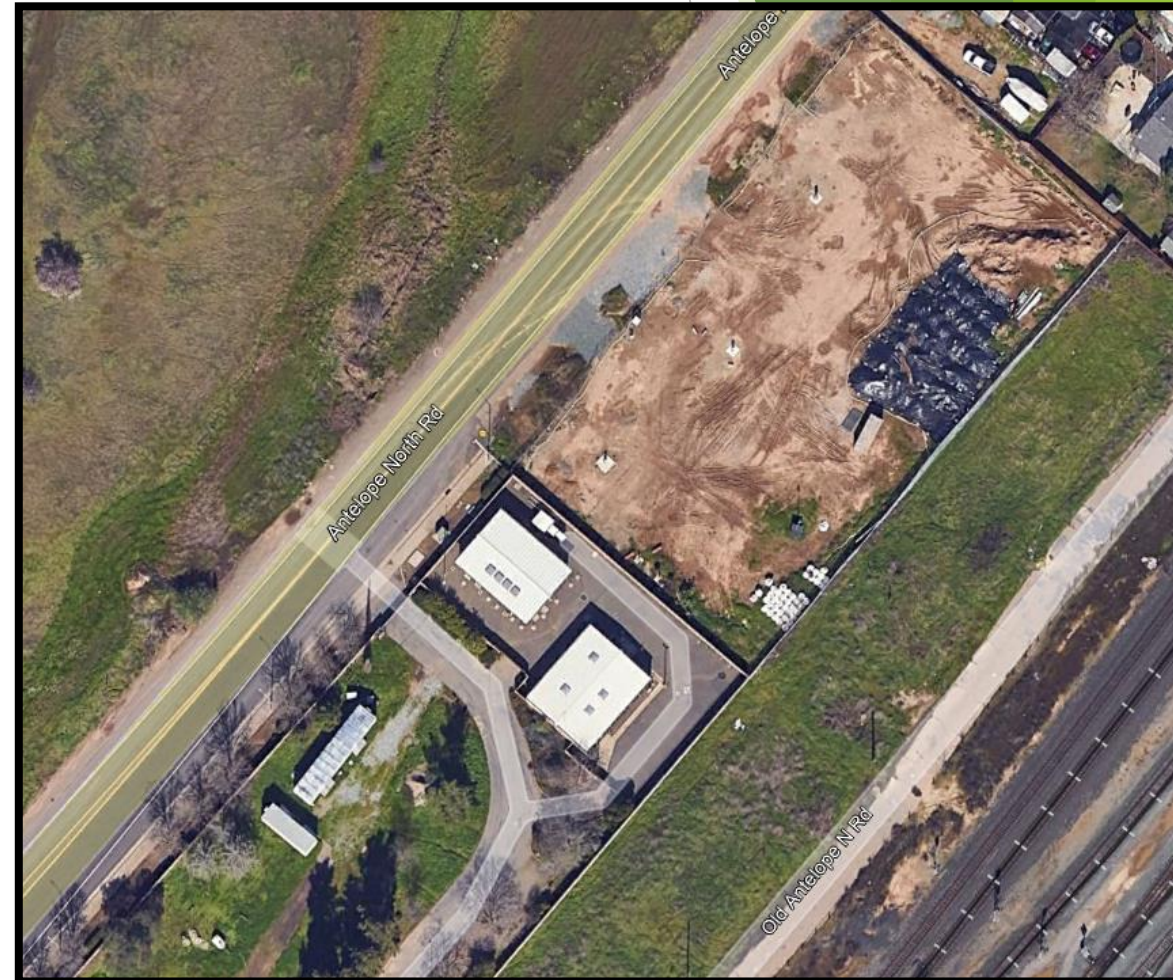
CTP Generator Limitations

- ▶ Downstream Connections Do Not Allow Pressure Drop
- ▶ Isolated Differential Pressure Necessary for System to Operate
- ▶ No Local Electrical Load to Supply
- ▶ Low SMUD Return



2012 SSWD In Conduit Hydroelectric Project Feasibility

- ▶ Reviewed Five (5) Locations
- ▶ SMUD Service Area
- ▶ Antelope Pressure Reducing Station Most Probable Location
 - ▶ Space for Construction
 - ▶ Approximately 50 PSI to Burn
 - ▶ PCWA Contract Water
 - ▶ SSWD Receives Flow 60% of the Years due to Folsom Reservoir Levels
 - ▶ SMUD Power Purchase Price: \$0.10/kWh
 - ▶ No Onsite use of Energy



2012 SSWD In Conduit Hydroelectric Project Feasibility - Conclusions

- ▶ Cost & Possible Generation
 - ▶ One Unit: \$704,000, 531 MWh/Yr
 - ▶ Two Units: \$1,148,000, 740 MWh/Yr
- ▶ Payback
 - ▶ >20 Years @ \$0.10/kWh at full annual allocation
- ▶ Criteria for Successful Project:
 1. Flow is available at the rates provided for 2010 for at least 9 out of 10 years
 2. Grant funding for at least 45% of the project or lower interest rates for loans can be obtained.
 3. SMUD rates increase by 50% or a net metering program is implemented.



Conclusions

- ▶ Location
 - ▶ Antelope Pressure Reducing Station Most Probable
 - ▶ Assuming New Well Completion
- ▶ Use of Power Generation
 - ▶ SMUD Energy Purchase Price: \$0.074/kWh
 - ▶ Need Power to Offset
- ▶ Continuous Flow
 - ▶ 2014-2024: 8/10 Years Delivered Flow (including transfers)
- ▶ Large Power Generation Viability Unlikely
- ▶ Small Generators Possible for Power Use Offset



Questions?



STAFF REPORT

To: Board of Directors

From: Greg Zlotnick, Water Resources Manager

Date: October 16, 2024

Subject: Potential San Juan Retail Groundwater Well

RECOMMENDATION

Continue to pursue partnerships with neighboring agencies (including Wholesale Customer Agencies) to expand groundwater banking/transfer activities and to improve dry year reliability. Only if such partnerships do not bear fruit should San Juan Retail pursue its own groundwater facilities.

CURRENT ACTIVITIES

It is premature for San Juan Retail (or Wholesale) to expend staff or monetary resources to consider pursuing a groundwater well project on its own until a determination is made relative to San Juan's potential combination with Sacramento Suburban Water District (SSWD). If a combination occurs, the merged organization will have more than enough groundwater wells to optimize conjunctive use and groundwater banking opportunities.

If a combination does not occur, Staff recommend continuing to pursue a groundwater banking partnership with SSWD, who have been most receptive to our overtures. We have collaborated with SSWD in evaluating three alternatives for such a partnership - San Juan buying part of a well or wells owned by SSWD, San Juan buying capacity in SSWD's groundwater production, or San Juan buying produced groundwater from SSWD – and we are close to having a draft document on joint financial arrangements.

Alternatively (or contemporaneously), San Juan could continue to pursue groundwater banking partnerships with its Wholesale Customer Agencies - Citrus Heights Water District (CHWD), Fair Oaks Water District (FOWD), and Orange Vale Water Company (OVWC).

This would include San Juan Staff and our federal advocates collaborating with partners in seeking any applicable Grant, Low-Interest Loan, or "Earmark" funding for a partnership project.

CONSIDERATIONS RELATED TO SAN JUAN DEVELOPING A GROUNDWATER WELL

STATED REASONS FOR SAN JUAN RETAIL TO DEVELOP A WELL

San Juan Board members have indicated various reasons for desiring Staff to potentially pursue development of a groundwater well by San Juan Retail: including (1) the “need” to use all of our water; (2) the desire to bank water for future sale; and (3) to increase dry year reliability.

With regard to all three of these expressed concerns, San Juan has already addressed or is continuing to address them and does not need a groundwater well of its own to do so.

USE OF SAN JUAN’S AVAILABLE WATER SUPPLIES

San Juan strives to use all of its pre-1914 and/or post-1914 water right water at least every three years, though the legal standard for maintaining those rights is to report total use at least every five years. Even were San Juan not to report full use of its water rights once every five years, no change would happen to those water rights unless and until the State Water Resources Control Board conducted a proceeding to reduce or eliminate them. Such proceedings would be highly unlikely to occur and generally take many years to complete.

San Juan has notified the Placer County Water Agency (PCWA) that we are reducing our take-or-pay obligation for our PCWA contract water from 12,500 acre-feet (AF) to 10,000 AF, which augments a prior reduction from 25,000 AF to 12,500 AF in 2017. The recent average annual demand in San Juan’s Placer County service area has been about 9,100 AF.

San Juan did not need to, nor did it, use any of its Central Valley Project (CVP) supplies for many years, presumably to maximize the use of PCWA take-or-pay water. Over the last two years, however, we have been able to take CVP supplies to build up our “historic use” to provide the basis for being able to receive CVP supplies under Reclamation’s “shortage policy” in future dry years to bolster dry year reliability. We plan to buy CVP water in the next “unconstrained” year as well, to increase the CVP’s supply calculation that would apply the next time deliveries to San Juan are subject to the shortage policy.

BANKING AND TRANSFERS

San Juan has already partnered with SSWD in groundwater banking by selling to SSWD surface water which it has used instead of pumping groundwater, thus resulting in in-lieu banking and credits to its Sacramento Groundwater Authority (SGA) Water Accounting Framework (WAF) balance. These sales in recent years, importantly, have also established a baseline for San Juan and SSWD to partner on market-rate groundwater substitution transfers in the future. This baseline will also be the foundation of the groundwater substitution transfers that SSWD and San Juan have committed to provide for the Voluntary Agreement/Healthy Rivers and Landscapes Program. With the pending agreement with SSWD to expand our partnership in groundwater banking

activities, San Juan will have the opportunity to secure a dedicated amount of groundwater, for its use for transfers or backup water supplies. The latter would be delivered via the Antelope Pump Station (and could also include supplies that were banked on behalf of OVWC and Folsom).

Once the Sacramento Regional Water Bank is federally acknowledged, San Juan will be able to utilize more of its available CVP supplies by partnering with SSWD to bank this water in SSWD's service area, which will result in a WAF balance for San Juan. San Juan can bank CVP water in the wholesale service area now, and we have tried to develop agreements to do so with CHWD and FOWD, but those discussions have yet to bear fruit. Staff will be discussing a potential well partnership with OVWC once it completes its current well project.

San Juan's pre-1914 water right is the easiest to use for transfers, in part because San Juan makes its own CEQA determination when transferring this water. As a result, this source of supply has been used in recent years for transfers to SSWD and will also be used for groundwater substitution transfers in partnership with SSWD, CHWD, FOWD, and OVWC, as has already been done with CHWD and FOWD in 2018 and 2022. San Juan will be partnering with each of these agencies to provide surface water supplies for the groundwater substitution transfers that we have jointly committed to conduct for the region's Voluntary Agreement/Healthy Rivers (VA) obligations.

DRY YEAR RELIABILITY

San Juan's surface water supplies are quite reliable, due to its settlement agreement with Reclamation for uninterrupted delivery of our full 33,000 AF of water right water. This source could probably meet all of San Juan Wholesale's demands during drought years, even without taking delivery of PCWA water, which has never been withheld. Moreover, per the terms of San Juan's contract with PCWA, if such a severe shortage were to occur such that PCWA would not be able to deliver San Juan's entitlement, PCWA would still deliver a proportional amount of its available water for use in San Juan Retail's Placer County service area.

Another factor impacting demands generally, which will also reduce dry year demands when further reductions in use may be necessary, is the implementation of the State's new urban conservation regulations. San Juan Retail is facing required delivery reductions by 2040 (which are expected to be accommodated via customers reducing outdoor usage) of either at least 23%, or alternatively about 1% if the current regulation's requirements related to outdoor use are overturned through legal action – a scenario that would not be known for a few years at least. The Wholesale Customer Agencies are also confronting similar mandated reductions in demand because of the new water conservation regulations, which will in turn contribute to reduced San Juan Wholesale demands (CHWD – at least 13%, FOWD – at least 31%, Folsom – at least 33% and OVWC – at least 6%).

Notably, too, the San Juan Consortium's currently proposed Purveyor Specific Agreement regarding dry year actions, pursuant to the updated Sacramento Water Forum Agreement now being developed, commits San Juan Consortium agencies to limit surface water diversions in the driest years to an amount below the 33,000 AF total of our water right water.

The only scenario that really threatens San Juan Wholesale's access to its surface water supplies is the possibility of the intake at Folsom Dam failing or going dry. Staff has already been developing plans to address that situation with Folsom and Roseville, in collaboration with Reclamation.

COSTS

While San Juan's wholesale master plan consultants estimated the costs of putting in a well to be \$4-5M a couple of years ago, the more recent experience of SSWD is that wells cost \$8-9M to plan and construct. However, there is no generic, one-size-fits-all cost estimate for pursuing a well project. Each such project is as unique as the aquifer into which the well may be drilled.

Nevertheless, according to consultants with expertise in groundwater well planning, property identification, assessments, modeling, and installation, initial immediate costs would likely range from about \$200,000 – \$250,000. Once groundwater modeling is carried out and hydrogeological analyses are completed (which may or may not be covered by that initial cost figure), if a promising test well site is identified, the cost of installing and operating a test well is approximately \$300,000. Consequently, it is probably a \$500-600,000 decision simply to identify and test a site that could be a possible location for a groundwater well.

Moreover, if San Juan ultimately decides to own and operate a groundwater well for municipal water supply purposes, then additional staff would also need to be hired since we currently have no staff with the knowledge and ability to operate and maintain a groundwater well, nor to carry out the regulatory monitoring and reporting that would be required.

The Board has authorized \$5M in the San Juan Retail budget to use in developing groundwater capacity, either ourselves or in partnership with another agency. This \$5M is specified as future debt to be issued, to pay for groundwater production capacity or supplies. Based on a 30-year repayment period and a range of interest rates between 2% and 4%, the total cost of this debt would range from \$6.7-8.7M. For a similar repayment timeframe and range of interest rates for a debt issuance of \$8M, the total cost would be \$10.7 – 13.9M.

To address the question of potential revenues from groundwater substitution transfers that could be accommodated by a San Juan-owned well, we estimated that the average price for such transfers would be \$600/AF (the average of the payments from our 2018 and 2022 transfers), from which the cost of producing the water from the well would have to be subtracted, which we estimate to be \$100/AF. We estimate that transfers might occur in about 1/3 of the years in the 30-year loan amortization period, and that, during a transfer window of July through September, a well that has a capacity of 1,500 gallons per minute could produce approximately 600 AF. Adding in a streamflow depletion factor of 10% (the approximate average of the factors in 2018 and 2022), the total volume of water transferred for the 10 of 30 years estimated would be 5,400 AF, which would fetch a total of \$2.7M at the net price of \$500/AF. This level of revenue would not offset the installation cost of the well. In addition, costs associated with the

necessary hiring of additional staff, as well as carrying out the ongoing operational and reporting requirements, would further reduce the return on investment.

ESTIMATED SCHEDULE

The following table shows the tasks that we have identified, based on conversations with other water agencies that install and operate wells, and with technical consultants who support such programs. It also shows rough estimated times of completion of the various tasks, using late 2024/early 2025 as a starting point.

Task	Estimated Completion
Property Acquisition (Real Estate and Geology Consulting Support)	2025
Test Well – Installation, Operation and Results Analysis	2026
Groundwater Well Viability Assessment and Preliminary Well Design; CEQA Analysis and Preliminary Site Layout	2027
Final Well Design and 60% Pump Station Design; Initiate Permitting	2028
Final Pump Station Design; Complete Permitting	2029
Request Bids and Initiate Construction	2030
Pump Station Construction	2031
Complete Construction and Commission Facilities	2032

LOANS, GRANTS AND “EARMARKS”

There are a number of avenues to secure funding support for pursuing development and installation of a groundwater well. However, all of them would not result in funds being available for at least a year, and more likely two to three years at best, with all avenues requiring an upfront investment of staff time and potentially consultant fees.

As the Board is aware, San Juan was successful in its application to receive an invitation to apply for the EPA’s WIFIA (Water Infrastructure Finance and Innovation Act) low interest financing for the Hinkle Reservoir Liner and Cover Replacement Project, but for various reasons chose to pursue, successfully, a California State Revolving Fund (SRF) low interest loan from the State Water Resources Control Board. These same sources of low interest loan funds are available to seek for a groundwater well project as well. WIFIA can provide a loan for up to 49% of the project cost, while the SRF can provide low interest loan funding for up to 100% of the total project cost.

There are no State grant programs at this time applicable to San Juan’s potential pursuit of installing a groundwater well. Should Proposition 4 pass in November, State funds may become available to seek.

The following information regarding potential federal funding was provided by our federal advocates, The Ferguson Group (TFG). TFG would support San Juan in any effort to secure funds from the following potential sources.

Reclamation's WaterSMART program has three potential grant programs that could be applicable to a well project if San Juan decided to pursue one:

1. **Drought Response Program Drought Resiliency Project Grants.** The FY 2026 solicitation will come out next summer. The non-federal cost-share is 50% of the total project cost.
2. **Planning and Project Design Grants.** Reclamation is expected to release the FY 2025 applications in July. This program can only be used for planning and design purposes. The non-federal cost share is 50% of total project cost.
3. **Small Surface Water and Groundwater Storage Projects.** The second round of FY 2025 has an application deadline of July 15, 2025. However, *all project applicants must submit an approved feasibility study to Reclamation before applying.* The applicable feasibility study would have to be approved by the Board and submitted to Reclamation by April 30, 2025. The non-federal cost share is 75% of total project cost.

There are three sources of "earmarks". Each of these would require a Congressional sponsor and legislative approval.

1. **EPA's State and Tribal Assistance Grants (STAG) Program** – This account provides grant like funding for any project eligible to receive funding under the State SRF program. The non-federal cost share is typically 20% of total project costs. San Juan helped OVWC secure STAG funding in the current Congressional session, as well as receiving our own \$1.25M in STAG funding for the Kokila Reservoir Replacement Project.
2. **Reclamation's Water and Related Resources Program** – This account funds water supply projects. It would be a stretch for a San Juan well project to qualify, but it may be worth exploring.
3. **United States Army Corps of Engineers (COE) Environmental Infrastructure (EI) Authorities -- Sacramento Area Section 219 Account and EI Programmatic Funding.** These two COE accounts could provide up to 75% federal share funding for design and construction of a groundwater well project. The Section 219 account was the source of funding for the current OVWC well project earmarks. However, there is no guarantee of ongoing funding year-to-year as there is for COE civil works projects. Also, so long as the amount of funding previously authorized under these accounts has not been exhausted, there is no need to get a specific project authorization in a Water Resources Development Act Bill. However, a specific project appropriation is required in an Energy and Water Appropriations Bill. For either of these to occur, a Congressional sponsor is required.

STAFF REPORT

To: Board of Directors

From: Paul Helliker, General Manager

Date: October 16, 2024

Subject: Proposition 4

RECOMMENDED ACTION

Approve a Board position

BACKGROUND

Proposition 4 would authorize \$10 billion in debt to spend on environmental and climate projects, with the biggest chunk, \$1.9 billion, for drinking water improvements. The bond prioritizes lower-income communities, and those most vulnerable to climate change, and requires annual audits. Repaying the money could cost \$400 million a year over 40 years, a legislative analysis said, meaning taxpayers could spend \$16 billion.

Environmental groups and renewable energy advocates have been clamoring for increased spending on climate change and the environment in recent years, particularly after Gov. Gavin Newsom and the Legislature approved a \$54.3 billion spending package called the “California Climate Commitment” in 2022, only to scale it back to \$44.6 billion this budget-plagued year.

About \$3.8 billion would be spent on water projects — half to improve water quality, the remainder on protecting the state from floods and droughts, and other activities, including restoring rivers and lakes. The rest of the money would be spent on: wildfire and extreme heat projects, \$1.95 billion; natural lands, parks and wildlife projects, \$1.9 billion; coastal lands, bays and ocean protection, \$1.2 billion; clean energy projects, \$850 million; agricultural projects, \$300 million. See Attachment A for more details on the water funds relevant to us, and on wildfire and extreme heat projects.

Supporters and Arguments

Supporters argue that, given the threat the state faces from wildfires, water pollution, and extreme heat, the need for more spending on these issues is “urgent.” Dozens of environmental groups are backing the measure.

Supporters

- Clean Water Action
- National Wildlife Federation
- California Professional Firefighters
- California Labor Federation
- California Teachers Association
- SEIU California
- League of Women Voters of California

- California Democratic Party
- Metropolitan Water District of Southern California
- California Municipal Utilities Association
- Regional Water Authority
- Mountain Counties Water Resources Association

Media Endorsements

- [Sacramento Bee](#)
- [San Francisco Chronicle](#)

Opponents and Arguments

Opponents argue that “bonds are the most expensive way for the government to pay for things” and that some of the money could go toward unproven technologies. They say that California should pay for such projects without taking on more debt.

Opponents

- Howard Jarvis Taxpayers Association
- California Republican Party
- Senate GOP leader Brian Jones
- Assemblymember Jim Patterson

Media Endorsements

- [San Gabriel Valley Tribune](#)
- [East Bay Times/Mercury News](#)
- [San Diego Union-Tribune](#)

Attachment 1

Summary of Proposition 4

The Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024

July 8, 2024

Category	Amount
Safe drinking water, drought, flood, and water resilience programs (See details for sections 91011, 91012, 91015, and 91031 below)	\$3.8 billion
Wildfire and forest resilience programs (See details for sections 91510, 91520, and 91530 below)	\$1.5 billion
Coastal resilience programs	\$1.2 billion
Extreme heat mitigation programs	\$0.45 billion
Biodiversity protection and nature-based climate solution programs	\$1.2 billion
Climate-smart, sustainable, and resilient farms, ranches, and working lands programs	\$0.3 billion
Park creation and outdoor access programs	\$0.7 billion
Clean air (energy) programs	\$0.85 billion
Total	\$10 billion

Safe Drinking Water, Drought, Flood, and Water Resilience

91011: State Water Board, \$610,000,000, for drinking water projects, water quality monitoring, innovation towards affordability, countywide drought and water shortage plans, treatment of groundwater contamination, remediation of PFAS, solutions for chromium-6, and consolidation of water and wastewater systems. At least \$25 million shall be for tribal projects. Forty (40) percent shall go to disadvantaged communities. Reasonable geographic allocation of funds shall be awarded.

91012: Department of Water Resources, \$386,250,000, for groundwater storage, groundwater banking, groundwater recharge, or instream flow projects that support the conjunctive use of groundwater and surface water supplies. Half of this amount shall go to projects that increase groundwater storage, management, and banking, and support implementation of SGMA. The other half shall support conjunctive use and recharge with the following benefits:

- a) Provide improved regional watershed management.

- b) Address current and projected drought conditions and demonstrate adaptation to climate change for a region.
- c) Provide ecosystem benefits to fish and wildlife and improve stream flow for anadromous fish. At least \$25 million shall be for tribal projects. Reasonable geographic allocation of funds shall be awarded.

91015: California Water Commission, \$75,000,000, for projects under the Water Storage Investment Program, with priority to support timely completion of existing approved projects by providing supplemental grants to reflect the increase in costs due to inflation since the original grant applications and any increase in public benefits.

91031: Department of Water Resources, \$100,000,000, for projects related to integrated regional water management to improve climate resilience on a watershed basis. The department shall update and revise the guidelines for the integrated regional water management program to address impacts associated with climate risk.

91032(g): Wildlife Conservation Board, \$10,000,000, for the Lower American River Conservancy Program.

Wildfire and Forest Resilience

91510: Office of Emergency Service, \$135,000,000, for a wildfire mitigation grant program for preventing wildfire, maintaining fuels reduction, and community and home hardening. Projects shall benefit disadvantaged communities. Allocations shall be prioritized based upon Fire Risk Reduction Community list.

91520: California Natural Resource Agency, \$1,205,000,000, to improve local fire prevention capacity, improve forest health and resilience, and reduce the risk of wildfire spreading into populated areas from wildlands. Projects may include activities on lands owned by the United States. Sub-agencies for distribution include the Department of Forestry and Fire Protection, Department of Conservation, Department of Parks and Recreation, and conservancies. The Sierra Nevada Conservancy was allocated

\$33,500,000 and the California Tahoe Conservancy was allocated \$25,500,000.

91530: Department of Conservation or State Energy Resources Conservation and Development Commission, \$50,000,000, for projects in California that provide long-term capital infrastructure to use forest and other vegetative waste removed for wildfire mitigation for noncombustible uses that maximize reductions in greenhouse gas emissions, provide local air quality benefits, and increase local community resilience against climate change impacts.

STAFF REPORT

To: Board of Directors

From: Donna Silva, Director of Finance and Human Resources
Devon Barrett, Customer Service Manager

Date: October 16, 2024

Subject: Continued Discussion on Low-Income Rate Assistance Programs

RECOMMENDED ACTION

Receive analysis and provide direction to staff on whether or not to pursue a Low-Income Rate Assistance Program.

BACKGROUND

At the June 26, 2024, Board meeting, Director Miller requested a discussion on Low Income Rate Assistance Programs. After some discussion, the Board directed staff to research available legal funding sources for such a program, and the threshold for “low-income” and to bring the results of the research back for discussion at the August 29, 2024 Board meeting.

After providing the analysis, which is included below, staff was directed to do additional research as follows:

1. Determine and report back on how many low-income census tracts there are in San Juan’s retail service area.
2. Provide more information about the programs operated by water utilities in our region – level of subsidy, who is eligible, and how many accounts participate, along with looking into the CARE program the PG&E utilizes.

Answers to these questions are provided below.

ANALYSIS

Because utilities are vital to public health and safety, some public utilities offer rate assistance programs to low-income households, providing discounted utility services. However, the California Constitution prohibits the use of water rate revenues to fund these programs. Article 13D of the California Constitution, added in 1996 by Proposition 218, states in section 6(2)(b) that:

- (1) Revenues derived from the fee or charge shall not exceed the funds required to provide the property related service.
- (2) Revenues derived from the fee or charge shall not be used for any purpose other than that for which the fee or charge was imposed;

- (3) The amount of a fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel.
- (4) No fee or charge may be imposed for a service unless that service is used by, or immediately available to, the owner of the property in question.
- (5) No fee or charge may be imposed for general governmental services.

In summary, the law requires water rates to be no higher than the cost of providing the service to the property. Utilizing rate revenues to fund low-income rate assistance programs would result in rates that exceed the cost of providing service to any individual property and is therefore unlawful. Consequently, the agencies that provide these programs must find an alternative revenue source to fund them. In a city, the funding usually comes via a transfer of property or sales tax revenues from the General Fund. Those revenues are generally not otherwise used by or available to the water utility fund and are considered legal funding sources for low-income rate assistance programs.

San Juan has two sources of the similar revenue (non-rate revenue) - property taxes and cell tower leases. While these revenue sources are currently considered legal funding sources for a low-income rate assistance program, San Juan's situation is slightly different from that of a city. This is because unlike a city, San Juan does not have a "General Fund". Rather, property tax revenues and cell tower lease revenues are deposited directly into the water utility fund where they are used to defray operating and capital costs, thereby lowering rates for all customers. ***Redirecting these revenues to fund a low-income rate assistance program would create the need for an overall rate increase, as the funds would no longer be available to defray operating and capital expenses.*** Even without these revenues, customers are still not paying more than the **cost** of providing the service. However, the fact that these revenues have been used historically to lower rates creates some risk of a potential legal challenge.

Another consideration is how this program would apply to rental properties. It is the property owner's obligation to provide access to water. As a result, the account is always in the name of the property owner. When the owner requires the tenant to pay the bill, a copy is sent to both the owner and the property address. San Juan frequently doesn't even know the name of the tenant. The fixed portion of the bill funds the ongoing maintenance and improvements to the system, which benefits the property owner over time. When landlords require their tenants to pay the water bill, they are passing this cost directly on to the tenant, but the property owner continues to receive the benefits associated with a well-maintained drinking water distribution system. If the tenant fails to pay the bill, the charges ultimately end up as a tax lien against the property, and the owner is responsible for payment. If San Juan had provided a discounted rate, due to the low-income status of the tenant, and the tenant doesn't pay the bill, the property owner, who likely is not low-income, would be the beneficiary of the lower rate.

San Juan's current revenues from property taxes that are allocated to the retail fund are \$1,530,000. The current revenues from cell tower leases are \$47,300. The total of these revenue sources is \$1,577,300, which is 7.2% of our annual retail revenues. If all these

funds were used for low-income rate assistance, additional rate revenue of a similar amount would be necessary to offset this funding shortfall, which would represent a one-time rate increase of approximately 9%.

If San Juan were to offer a low-income rate assistance program, it would have to determine several criteria, including the threshold for income eligibility. In looking at similar programs offered in the region, there appear to be two common thresholds used - 200% of the federal poverty level or the income thresholds for eligibility in the California Alternate Rates for Energy (CARE) program. The two income thresholds are as follows:

Federal Income Poverty Level		
# Persons in Household	Poverty Threshold	Max Annual Income
1	\$15,060	\$30,120
2	\$20,440	\$40,880
3	\$25,820	\$51,640
4	\$31,200	\$62,400
5	\$36,580	\$73,160
6	\$41,960	\$83,920
7	\$47,340	\$94,680
8	\$52,720	\$105,440
9	\$58,100	\$116,200
10	\$63,480	\$126,960

CARE	
# Persons in Household	Max Annual Income
1-2	\$40,880
3	\$51,640
4	\$62,400
5	\$73,160
6	\$83,920
7	\$94,680
8	\$105,440
9	\$116,200
10	\$126,960

The levels are the same except that the CARE program starts eligibility at a higher income than 2 times the federal poverty level. CARE’s first step is 1-2 persons per household, which is the same as 2 times the federal poverty level for a household of two people Staff is aware of six agencies in the region that offer this program, as follows:

- | | |
|----------------------------|-----------------------------------|
| City of Folsom | California American Water Company |
| City of Lincoln | Golden State Water Company |
| City of Sacramento | Sacramento County Water Agency |

All entities that provide the program have income eligibility tied to either the electric utility rate assistance program offered by either PG&E or SMUD, or the federal poverty level. Except for the City of Folsom, none of San Juan’s Wholesale Customer Agencies offer such a program, nor does the Sacramento Suburban Water District. After the August board meeting, the City of Lincoln cancelled its program. They are no longer accepting new applicants, and the program will end in February 2025 for existing participants. They cite a lack of available funds as the reason for program termination. See the attached matrix for a description of the programs offered by the entities cited above.

According to the census reporter website at [Granite Bay, CA - Profile data - Census Reporter](#), approximately 5% of the population in Granite Bay have incomes below the poverty level. If the threshold for program participation is approximately 2 times the federal poverty level, then it could be that approximately 10% of San Juan customers may

be eligible for a low-income rate assistance program. If San Juan were to exclude multi-family housing from the program, as most programs do, then the number eligible would likely be considerably lower. Multi-family housing is usually excluded because such facilities are typically served by a master meter, and water bills are typically paid by the property owner and not the tenants. Furthermore, the programs that we examined seem to require the bill to be in the occupant's name. San Juan already requires bills to be in the property owner's name. This common restriction would limit participation in the program to owner-occupied, single-family residences that meet the income eligibility criteria. This would significantly reduce the number of customers that would be eligible for such a program.

Another way to estimate potential program participation is to look at the participation rates of the other entities that offer the program. Thus far staff have been able to determine a participation rate of 6.3% in the City of Sacramento, and 1.3% in the City of Folsom. According to the census reporter, there are many low-income census tracts in the City of Sacramento. There is only one in the City of Folsom, but it lies entirely within the City of Folsom and encompasses a population of 4,478 which equates to approximately 1,660 connections. Only one low-income census tract extends into San Juan's retail service area, and this overlap includes just five homes. Therefore, San Juan is likely to experience lower participation than even the City of Folsom. If you assume a 1% participation rate and a 20% discount, that equates to approximately 110 customers and an annual cost of approximately \$30,000 which would equate to a rate increase of less than 1%.

Should the Board decide to pursue a low-income rate assistance program staff can draft a program guidelines document and return to the Board for review and approval. This information would need to be included in the Retail Financial Plan and Rate Study, currently underway, to ensure rates are sufficient to meet the operating and capital needs of the retail division.

ATTACHMENT

Matrix of Low-Income Rate Assistant Programs

Low-Income Rate Assistance Program Details

Agency	Amount	Percent Usage	Single Family Residences Only	Bill Must be in Applicants Name?	Usage Restrictions ?	Income Requirement	Income Verification Documents	Max Duration
California American Water	20%		Yes	Yes	No	CARE Income Guidelines	They do not verify income	Recertify every two years - can participate indefinitely so long as income qualified
City of Folsom	37%	1.27%	Yes	Yes	No	200% Federal Poverty Limit	Current 1040, SMUD bill showing EAPR discount, 2 months consecutive paystubs, award letter for SS, VA, Uemployment, Disability, food stamps, CalWorks, etc.). If NOT enrolled in public assistance programs proof of income for ALL adults is required.	2 years, unless a senior, then indefinitely.
City of Sacramento	apx. 25%	6.3%	Yes+ Condos	Yes	No	Same as SMUD Energy Assistance Program (EAPR)	SMUD bill showign participation in EAP	Must continue to be enrolled in SMUD's Energy Assistance Program
Golden State Water Company	Fixed dollar discount based on region. Arden Codova is \$6.10 per month		No - see note 1	Yes, unless you are a tenant in a sub-metered system in a mobile home park.		CARE Income Guidelines	Current utility bill showing participation in CARE.	Must renew every two years
PG&E - CARE	20%		Must not share an energy meter with another home.	Yes	Yes	200% Federal Poverty Limit except household of 1 person can't have more than \$40,880 annual income (200% Federal Poverty level for 1 person is \$30,120.		Renew every two years.
Sacramento County Water Agency	max \$7 /month					Not Posted	Evidence of participation in SMUD program	

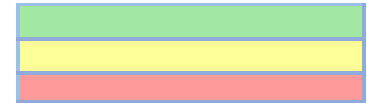
Note 1: also includes mobile homes on master meters, non-profit group living facilities, ag EE housing facilities and migrant worker housing enrolled in CARE program.

Operations Plan Report Card FY 2024-25

On Track

Delayed

Issues



ADMINISTRATION/WATER RESOURCES/IT

Task - Strategic Plan Goal & Objective	Original Target Date	Updated Target Date	Completion Date	Comments
Water Quality Control Plan – represent District interests and collaborate with regional and statewide partners to ensure the WQCP is reasonable and achievable - A/5; F/1	Ongoing			
Delta conveyance – engage as necessary to protect District interests as new project develops, permits sought - A/5	Ongoing			
Represent the District’s interests in the implementation of groundwater banking and in the expansion of the regional groundwater bank - A/1,2,4; F/1	Ongoing			
Monitor and respond to regulatory proposals from the SWRCB and DWR in the “Making Conservation a Way of Life” program (water loss regulations, indoor and outdoor efficiency standards, reporting, etc.); collaborate with ACWA, RWA and others around the state to ensure regulations are reasonable - A/1,5; C/2; D/5; F/1	Ongoing			
Collaborate with San Juan Board of Directors and employees, and SSWD Board and management in conducting discussions about and analysis of potential combination - A-F/All	Ongoing			
If conditions warrant and allow, complete actions necessary to implement a groundwater substitution and/or conserved water transfer - A/5; F/1	6/2025			
Prepare annual water rights reports to SWRCB and submit estimated schedule of deliveries of PCWA and CVP supplies to Reclamation - A/All	Post-14 > 2/2025 Pre-14 > 2/2025 Reclamation > 3/2025			
Provide Monthly summary reports to Reclamation showing usage of water rights, PCWA, and CVP supplies, as well as treatment of SSWD’s PCWA deliveries - A/All	The 10 th of the following month			Ongoing
3rd Annual SJWD Employee Kids Day - E/3	6/2025			
Complete Current Cycle of Reviewing and Updating all Board Ordinances - C/1	6/2025			
Update Records Retention Schedule - C/1	9/2024	12/2024		

CUSTOMER SERVICE

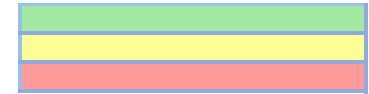
Task - Strategic Plan Goal & Objective	Target Date	Updated Target Date	Completion Date	Comments
Cross train customer service staff to be proficient in customer service related functions to build redundancy to accommodate vacations, illnesses and staff turnover - C/3	6/2025			Ongoing
Work with Field Service and Water Efficiency staff to diagnose customer meter problems and repair promptly - C/2,3	6/2025			Ongoing
Work with Field Service staff to update utility billing databases for the meter replacement rollout to ensure accurate customer billing - C/3	6/2025			Ongoing
Successful transition to Tax roll liens as the primary means of collecting delinquencies - D/6	8/2024		7/2024	

[Back to Agenda](#)

AGENDA ITEM V-2

Operations Plan Report Card FY 2024-25

On Track
 Delayed
 Issues



DISTRIBUTION (Field Services)

Task - Strategic Plan Goal & Objective	Target Date	Updated Target Date	Completion Date	Comments
Complete the 2025 CO-OP Maintenance Program - B/2	6/2025			
Complete the 2024 Cross Connection Control Program - B/2	12/2024			
Complete the 2025 Leak Detection Program - B/2	6/2025			
Complete the 2024 Air/Vacuum Relief Valve Program - B/2	12/2024		9/26/2024	
Complete the 2025 Dead End Flushing Program - B/2	6/2025			
Complete the 2025 Valve Exercise Program - B/2	6/2025			
Complete the 2025 Hydrant Maintenance Program - B/2	6/2025			
Complete the 2025 District Meter Replacement and Testing Program - B/2	6/2025			
Kokila Reservoir Replacement Project - B/1,3	6/2025			

ENGINEERING SERVICES

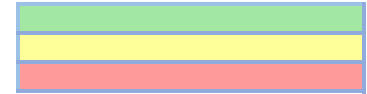
Task - Strategic Plan Goal & Objective	Target Date	Updated Target Date	Completion Date	Comments
Bid and start construction of the Kokila Reservoir Replacement Project - B/3	10/2024	11/2024		On hold pending DWSRF environmental review
Complete design and construction and/or rehabilitation of one of the Backwash Hoods (construction of the second Backwash Hood to be completed in FY25/26) B/3	6/2025			In Bid process
Complete construction of the Administration Building Electrical Service Upgrade Project - B/3	6/2025			
Complete design and construction of the Service Lines and Air Release Valves Replacement Programs - B/3	6/2025			In Construction
Complete construction of the Lime Tower Improvements Project - B/3	1/2025		9/2024	Completed
Complete design of FY24/25 Pipeline Replacement Projects (construction in FY27/28) - B/3	6/2025			

Operations Plan Report Card FY 2024-25

On Track

Delayed

Issues



FINANCE and HUMAN RESOURCES

Task - Strategic Plan Goal & Objective	Target Date	Updated Target Date	Completion Date	Comments
Complete funding agreement for State Revolving Loan Funds for Kokila Reservoir Project - D/4	12/2024			Application complete - in review by SRF
Apply for a grant from Environmental Protection Agency for a portion of the Kokila Reservoir Replacement Project - A/7	9/2024	10/31/2024		Grant application in process
Secure funding for the Retail Groundwater Supply project - A/2	6/2025			
Complete Retail Financial Plan and Rate Study - D/1	6/2025			in process
Conduct User Fee Study and make fee recommendations to Board - D/5	6/2025			
Update Personnel Manual - E/3	8/2024	9/2024	9/23/2024	
Fill any open positions within six months - E/5	6/2025			
Complete annual performance evaluations by the end of February - E/6	2/2025			
Complete revisions to Treatment Plant Shift Operators MOU - E/6	8/2024	12/2024		Progress made but delayed by CalPERS - work in progress
Provide Retirement Planning workshop for employees utilizing VALIC - E/2	12/2024		7/2024	

WATER EFFICIENCY

Task - Strategic Plan Goal & Objective	Target Date	Updated Target Date	Completion Date	Comments
Provide 6 educational customer workshops (wholesale) - C/2,7	6/2025			On Track
Implement rebate incentive programs and provide on-site assistance to 100 customers to support State mandated water use reductions requirements - C/1,2,5	6/2025			On Track
Conduct a student art calendar contest to be distributed to all wholesale agencies annually - C/2,7	5/2025			On Track
Test and replace inoperable meter reading equipment upon failure and send failed meter information to Field Services for replacement - C/3,5	6/2025			On Track

WATER TREATMENT

Task - Strategic Plan Goal & Objective	Target Date	Updated Target Date	Completion Date	Comments
Rebuild and Retrofit Filter Underdrain Pumping System - B/2	3/2025			
Replace WTP Entry Carpeting - B/2	4/2025		9/1/2024	
Rehabilitate Sludge Vac Valving - B/2	4/2025			
Perform Pipelines Cathodic Protection Survey - B/2	6/2025			

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: October 16, 2024
Subject: General Manager’s Monthly Report (September)

RECOMMENDED ACTION

For information only, no action requested.

TREATMENT PLANT OPERATIONS

Water Production

Item	September 2024	September 2023	Difference
Monthly Production AF	6,429.85	5,877.41	9.4%
Daily Average MG	69.84	63.84	9.4%
Annual Production AF	40,969.98	36,829.70	11.2%

Water Turbidity

Item	September 2024	August 2024	Difference
Raw Water Turbidity NTU	2.09	1.71	22%
Treated Water Turbidity NTU	0.018	0.018	0%
Monthly Turbidity Percentage Reduction	99.13%	98.92%	

*Folsom Lake Reservoir Storage Level AF**

Item	2024	2023	Difference
Lake Volume AF	458,732	664,377	-31%

AF – Acre Feet
MG – Million Gallons
NTU – Nephelometric Turbidity Unit
* Total Reservoir Capacity: 977,000 AF

Other Items of Interest:

- Complete full scale manual plant operations drill
- Perform annual crane inspections
- Complete large pipelines Corrosion Monitoring Assessment Survey

SYSTEM OPERATIONS

Distribution Operations:

Item	September 2024	August 2024	Difference
Leaks and Repairs	5	4	+1
Mains Flushed	0	0	0
Valves Exercised	0	0	0
Hydrants Maintenance	0	0	0
Back Flows Tested	0	9	-9
Customer Service Calls	38	27	+11

Distribution System Water Quality:

Water Quality Samples Taken	# Failed Samples	Supporting Information
40 Lab 15 In-House	0	

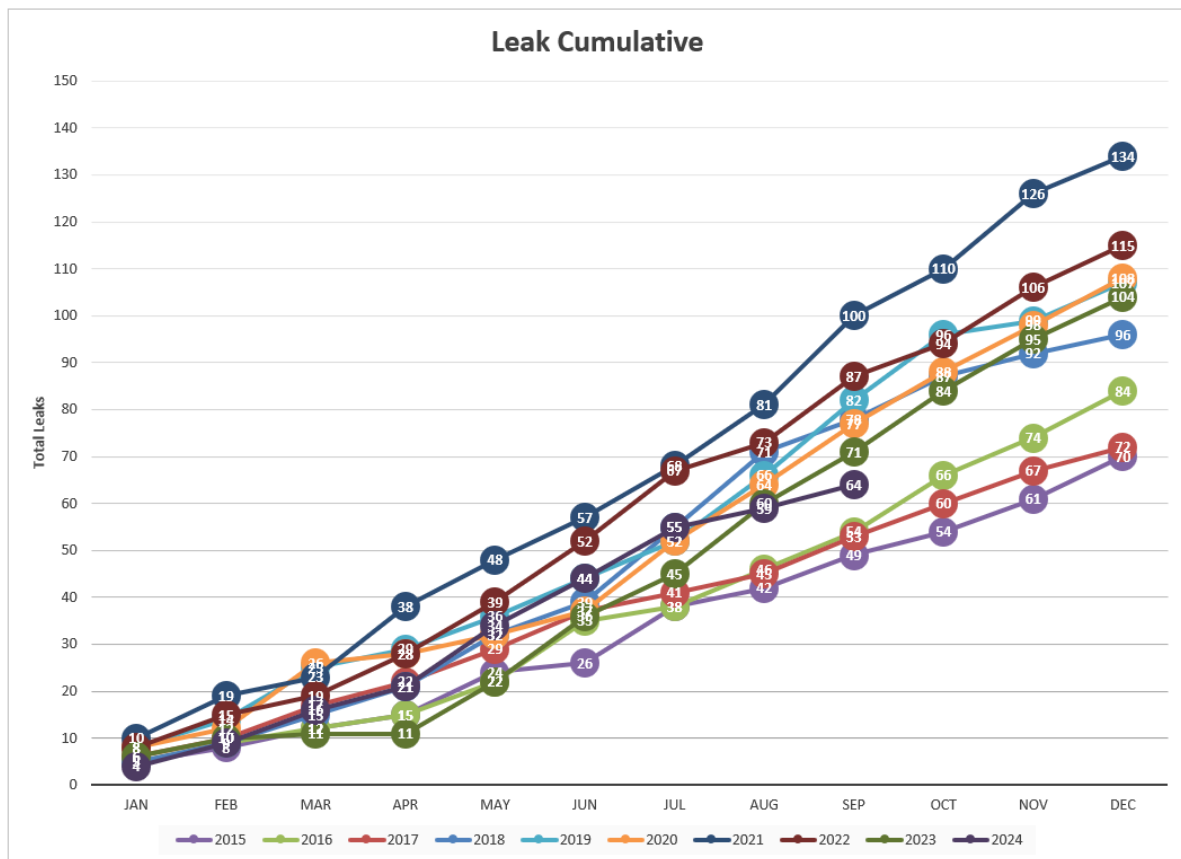


Figure 1: Annual Distribution System Leaks

CUSTOMER SERVICE ACTIVITIES

Billing Information for Month of September

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
4453	577	0	0

Water Efficiency Activities for September

Water Waste Complaints Received	Number of Customers Contacted for High Usage (potential leaks)	Number of Rebates Processed	Number of Meters Tested/Repaired (non-reads)
3	105	3	27

Other Activities

- None

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 on hold.
Greenside Parcel Split (5640 Macargo)	Minor parcel split of 2.0-Ac parcel into 3 lots	Approved for Construction	Design approved. Construction to start in 2024.
The Ivy at Granite Bay (formerly Pond View)	Senior Living Community (5620, 5630, 5640, 5650 Douglas Blvd; APNs 048-142-089, -092)	In Planning	Developer to submit improvement plans in 2024.
The Residences at GB	4-Lot Minor Subdivision (NW Cor. Barton & E Rsvl Pkwy)	In Design Review	Project on hold
Hawk Estates	6-Lot Minor Subdivision (Dearwester Ln)	In Planning	Anticipate 1 st plan review submittal in 2024
Canyon Terrace Apartments	Apartment Complex (7 new buildings; 1600 Canyon Terrace Ln)	In Construction	Construction started November 2022
Whitehawk I	24 Lot Subdivision (Douglas, east of Sierra College)	In Design	Initial plan review submitted 11/2023
WellQuest Granite Bay Cottages	16 Senior Housing Units (just east of 9747 Sierra College Blvd)	In Planning	Anticipate 1 st plan review submittal in 2024

ENGINEERING - CAPITAL PROJECTS

Status Update for Current Retail Projects

Project Title	Description	Status	Issues / Notes
Spahn Ranch Rd. Main Extension	Install new pipeline; provides looped distribution network	In Design	Construction in FY 25/26
Kokila Reservoir Replacement	Replace existing hypalon lined and covered reservoir with a new concrete tank	In Design	Secured EPA Grant, and applying for SRF funding. Construction in FY 24/25
Canyon Falls Village and "Subway" PRS Replacements	Rehabilitation of existing Pressure Reducing Stations (near the intersections of Canyon Falls Dr and Santa Juanita Ave, and AFR and Park PI)	In Design	Construction in FY 24/25
Service Line Replacement Projects (85/year)	Yearly program to replace 85 services per year as identified in the 2020 Retail Master Plan	In Construction	FY23/24 replacements (ACE Shopping Center & Hidden Oaks) to be Bid in 2024
Air Release Valve Replacements (45/year for next 20 years)	Replacement of 45 Air Release Valves per year for the 20 years as identified in the 2020 Retail Master Plan	In Construction	Construction to start in 9/2024
Douglas Blvd and Auburn Folsom Road Pipeline Replacement	Replacement of approx. 130-lf of existing 6-in pipe with new 10-in	Complete	Construction complete, Notice of Completion filed
Lakeland Dr Pipeline Replacement	Replacement of approx. 650-lf of 8-in pipe with new 12-in (from Douglas Blvd to W Granite Dr)	In Design	Design in FY24/25, Construction in FY26/27
W Hidden Lakes Dr Pipeline Replacement	Replacement of approx. 950-lf of existing 8-in pipe with new 12-in (from 7960 W Hidden Lakes Dr to Haley Dr)	In Design	Design in FY24/25, Construction in FY26/27
Fuller Dr Pipeline Extension	Installation of approx. 575-lf of new 10-in pipe (Fuller Dr, just east of AFR)	In Design	Design in FY24/25, Construction in FY26/27
Santa Juanita Ave Pipeline Replacement	Replacement of approx. 1,500-lf of existing 3-in pipe with new 8-in (from 8045 Santa Junita Ave to Barton Rd)	In Design	Design in FY24/25, Construction in FY25/26
Administration Building Electrical Panel Upgrade	Replacement of the electrical service at the Administration Building (50/50 split W/R)	In Design	Construction in FY24/25

Status Update for Current Wholesale Projects

Project Title	Description	Status (% Complete)	Issues/ Notes
Hinkle Liner & Cover Replacement	Replace both the hypalon cover and liner	Complete	Construction complete, Notice of Completion filed
Lime System Improvements	Improvements for the WTP's lime system control and feeder system	Complete	Construction complete, Notice of Completion filed
Clarifier Access Ladders	Installation of new ladders for each of the three Clarifiers	Complete	Construction complete, Notice of Completion filed
Backwash Hood Rehabilitation and Rail Track Improvements	Rehabilitate or replace the two oldest Filter Backwash Hoods in the North and South basins, and replacement of the Rail Track.	In Bid	Construction for first Hood in FY24/25, second Hood in FY25/26
Administration Building Electrical Panel Upgrade	Replacement of the electrical service at the Administration Building (50/50 split W/R)	In Design	Construction in FY24/25

SAFETY & REGULATORY TRAINING – September 2024

Training Course	Staff
Access to Employee Medical Records	All Staff
Risk Management Plan	Treatment

FINANCE/BUDGET

See attached



San Juan Water District, CA

Wholesale Operating Income Statement Group Summary

For Fiscal: 2024-2025 Period Ending: 09/30/2024

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 010 - WHOLESAL					
Revenue					
41000 - Water Sales	11,508,200.00	11,508,200.00	0.00	1,997,350.00	9,510,850.00
43000 - Rebate	2,000.00	2,000.00	546.88	546.88	1,453.12
49000 - Other Non-Operating Revenue	242,300.00	242,300.00	0.00	32,832.98	209,467.02
49990 - Transfer In	82,300.00	82,300.00	0.00	0.00	82,300.00
Revenue Total:	11,834,800.00	11,834,800.00	546.88	2,030,729.86	9,804,070.14
Expense					
51000 - Salaries and Benefits	4,727,800.00	4,727,800.00	312,447.12	1,002,631.77	3,725,168.23
52000 - Debt Service Expense	853,300.00	853,300.00	0.00	43,104.38	810,195.62
53000 - Source of Supply	893,800.00	893,800.00	84,399.98	274,772.69	619,027.31
54000 - Professional Services	879,500.00	879,500.00	10,435.88	75,901.44	803,598.56
55000 - Maintenance	691,900.00	691,900.00	6,534.27	95,466.52	596,433.48
56000 - Utilities	365,800.00	365,800.00	0.00	19,406.62	346,393.38
57000 - Materials and Supplies	1,307,200.00	1,307,200.00	89,312.93	406,465.15	900,734.85
58000 - Public Outreach	46,500.00	46,500.00	0.00	12,192.16	34,307.84
59000 - Other Operating Expenses	818,100.00	818,100.00	5,782.53	279,881.13	538,218.87
69000 - Other Non-Operating Expenses	2,500.00	2,500.00	0.00	0.00	2,500.00
Expense Total:	10,586,400.00	10,586,400.00	508,912.71	2,209,821.86	8,376,578.14
Fund: 010 - WHOLESAL Surplus (Deficit):	1,248,400.00	1,248,400.00	-508,365.83	-179,092.00	1,427,492.00
Total Surplus (Deficit):	1,248,400.00	1,248,400.00	-508,365.83	-179,092.00	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESAL	1,248,400.00	1,248,400.00	-508,365.83	-179,092.00	1,427,492.00
Total Surplus (Deficit):	1,248,400.00	1,248,400.00	-508,365.83	-179,092.00	



San Juan Water District, CA

Wholesale Capital Income Statement Group Summary

For Fiscal: 2024-2025 Period Ending: 09/30/2024

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 011 - Wholesale Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,530,000.00	1,530,000.00	800.81	800.81	1,529,199.19
44000 - Connection Fees	75,000.00	75,000.00	9,304.00	20,035.00	54,965.00
49000 - Other Non-Operating Revenue	850,000.00	850,000.00	0.00	138,592.61	711,407.39
Revenue Total:	2,455,000.00	2,455,000.00	10,104.81	159,428.42	2,295,571.58
Expense					
55000 - Maintenance	720,000.00	720,000.00	0.00	11,805.43	708,194.57
61000 - Capital Outlay	2,934,900.00	2,934,900.00	6,172.44	122,056.53	2,812,843.47
69900 - Transfers Out	82,300.00	82,300.00	0.00	0.00	82,300.00
Expense Total:	3,737,200.00	3,737,200.00	6,172.44	133,861.96	3,603,338.04
Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):	-1,282,200.00	-1,282,200.00	3,932.37	25,566.46	-1,307,766.46
Total Surplus (Deficit):	-1,282,200.00	-1,282,200.00	3,932.37	25,566.46	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
011 - Wholesale Capital Outl...	-1,282,200.00	-1,282,200.00	3,932.37	25,566.46	-1,307,766.46
Total Surplus (Deficit):	-1,282,200.00	-1,282,200.00	3,932.37	25,566.46	



San Juan Water District, CA

Retail Operating Income Statement Group Summary

For Fiscal: 2024-2025 Period Ending: 09/30/2024

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 050 - RETAIL					
Revenue					
41000 - Water Sales	17,455,000.00	17,455,000.00	1,523,999.80	1,833,825.38	15,621,174.62
45000 - Other Operating Revenue	472,100.00	472,100.00	20,106.00	24,500.98	447,599.02
49000 - Other Non-Operating Revenue	282,600.00	282,600.00	0.00	46,720.85	235,879.15
Revenue Total:	18,209,700.00	18,209,700.00	1,544,105.80	1,905,047.21	16,304,652.79
Expense					
41000 - Water Sales	0.00	0.00	714.76	1,103.17	-1,103.17
51000 - Salaries and Benefits	6,974,200.00	6,974,200.00	451,986.98	1,474,516.73	5,499,683.27
52000 - Debt Service Expense	556,800.00	556,800.00	0.00	28,736.25	528,063.75
53000 - Source of Supply	3,367,800.00	3,367,800.00	0.00	668,900.00	2,698,900.00
54000 - Professional Services	1,144,300.00	1,144,300.00	6,018.57	69,651.75	1,074,648.25
55000 - Maintenance	441,200.00	441,200.00	16,797.21	76,055.38	365,144.62
56000 - Utilities	767,000.00	767,000.00	0.00	121,919.15	645,080.85
57000 - Materials and Supplies	365,900.00	365,900.00	6,051.40	37,242.69	328,657.31
58000 - Public Outreach	85,000.00	85,000.00	0.00	9,373.75	75,626.25
59000 - Other Operating Expenses	1,076,100.00	1,076,100.00	13,563.70	241,939.43	834,160.57
69000 - Other Non-Operating Expenses	58,800.00	58,800.00	0.00	0.00	58,800.00
69900 - Transfers Out	2,284,100.00	2,284,100.00	0.00	0.00	2,284,100.00
Expense Total:	17,121,200.00	17,121,200.00	495,132.62	2,729,438.30	14,391,761.70
Fund: 050 - RETAIL Surplus (Deficit):	1,088,500.00	1,088,500.00	1,048,973.18	-824,391.09	1,912,891.09
Total Surplus (Deficit):	1,088,500.00	1,088,500.00	1,048,973.18	-824,391.09	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
050 - RETAIL	1,088,500.00	1,088,500.00	1,048,973.18	-824,391.09	1,912,891.09
Total Surplus (Deficit):	1,088,500.00	1,088,500.00	1,048,973.18	-824,391.09	



San Juan Water District, CA

Retail Capital Income Statement Group Summary

For Fiscal: 2024-2025 Period Ending: 09/30/2024

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 055 - Retail Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,530,000.00	1,530,000.00	800.81	800.81	1,529,199.19
44000 - Connection Fees	100,000.00	100,000.00	24,763.00	66,628.00	33,372.00
49000 - Other Non-Operating Revenue	1,930,000.00	1,930,000.00	0.00	103,331.09	1,826,668.91
49792 - Proceeds from Issuance of Debt	17,110,000.00	17,110,000.00	0.00	0.00	17,110,000.00
49990 - Transfer In	2,284,100.00	2,284,100.00	0.00	0.00	2,284,100.00
Revenue Total:	22,954,100.00	22,954,100.00	25,563.81	170,759.90	22,783,340.10
Expense					
54000 - Professional Services	400,000.00	400,000.00	0.00	0.00	400,000.00
61000 - Capital Outlay	24,090,600.00	24,090,600.00	212,825.82	571,693.51	23,518,906.49
Expense Total:	24,490,600.00	24,490,600.00	212,825.82	571,693.51	23,918,906.49
Fund: 055 - Retail Capital Outlay Surplus (Deficit):	-1,536,500.00	-1,536,500.00	-187,262.01	-400,933.61	-1,135,566.39
Total Surplus (Deficit):	-1,536,500.00	-1,536,500.00	-187,262.01	-400,933.61	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
055 - Retail Capital Outlay	-1,536,500.00	-1,536,500.00	-187,262.01	-400,933.61	-1,135,566.39
Total Surplus (Deficit):	-1,536,500.00	-1,536,500.00	-187,262.01	-400,933.61	

Summary

Project Summary

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
185170	Bacon Pump Station Perimeter Fenci	0.00	6,678.00	-6,678.00
191280	Hinkle Reservoir Cover	-863,069.75	428.50	-863,498.25
201117	Backwash Hood Rehabilitation (Two)	0.00	60,783.28	-60,783.28
201126	Lime Tower Design and Replacemen	1,314.30	38,868.28	-37,553.98
201153	Thickener Access Ladders (3)	0.00	17,244.72	-17,244.72
215114	Bacon Pump Station Generator Rep	-90,573.27	2,240.00	-92,813.27
241105	Powdered Activated Carbon System	0.00	8,616.68	-8,616.68
245107	FY23-24 Meter Replacement Progra	0.00	164.09	-164.09
245108	FY23-24 Air/Vacuum Relief Valve Rej	0.00	7,711.92	-7,711.92
255133	FY24-25 Air/Vacuum Relief Valve Rej	0.00	30,515.81	-30,515.81
255137	FY24-25 Failed Service Laterals Repl	0.00	173,491.00	-173,491.00
255147	FY 24-25 Meter Replacement Progra	0.00	220,321.68	-220,321.68
255149	Vacuum Pit Improvements	0.00	38,994.33	-38,994.33
Project Totals:		-952,328.72	606,058.29	-1,558,387.01

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	-952,328.72	597,441.61	-1,549,770.33
CIP - Expense	0.00	8,616.68	-8,616.68
Group Totals:	-952,328.72	606,058.29	-1,558,387.01

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	-89,258.97	559,793.37	-649,052.34
Field Services	0.00	45,836.42	-45,836.42
Water Treatment Plant	-863,069.75	428.50	-863,498.25
Type Totals:	-952,328.72	606,058.29	-1,558,387.01

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-20030	Retentions Payable	861,755.45	0.00	861,755.45
011-700-54120	Professional Services - Other	0.00	8,616.68	8,616.68
011-700-61145	Capital Outlay - WTP & Impro...	0.00	99,651.56	99,651.56
011-700-61155	Capital Outlay - Reservoirs & ...	0.00	428.50	428.50
011-700-61160	Capital Outlay - Equipment a...	0.00	17,244.72	17,244.72
055-20030	Retentions Payable	90,573.27	0.00	90,573.27
055-700-61120	Capital Outlay - Improvemen...	0.00	45,672.33	45,672.33
055-700-61135	Capital Outlay - Pump Station...	0.00	2,240.00	2,240.00
055-700-61150	Capital Outlay - Mains/Pipeli...	0.00	432,040.41	432,040.41
055-700-61153	Capital Outlay - Meters and E...	0.00	164.09	164.09
GL Account Totals:		952,328.72	606,058.29	1,558,387.01



Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
Asset					
Type: 1000 - Assets					
10010 - Cash and Investments	6,042,171.64	24,231,437.57	6,985,250.15	17,773,165.44	55,032,024.80
10510 - Accounts Receivable	0.00	0.01	646,319.49	-0.01	646,319.49
11000 - Inventory	6,628.50	0.00	440,731.86	443,602.83	890,963.19
12000 - Prepaid Expense	128,579.16	0.00	275.16	0.00	128,854.32
12850 - Lease Receivable	969,664.74	0.00	969,664.75	0.00	1,939,329.49
14010 - Deferred Outflows	4,331,567.56	0.00	4,927,206.29	0.00	9,258,773.85
17010 - Capital Assets - Work in Progress	779,207.35	0.00	2,178,784.38	0.00	2,957,991.73
17150 - Capital Assets - Land Non-depreciable	120,712.00	0.00	166,272.00	0.00	286,984.00
17160 - Capital Assets - Improvements Other Than Buildings	1,292,811.55	0.00	108,342.32	0.00	1,401,153.87
17200 - Capital Assets - Pump Stations & Improvements	7,047,178.00	0.00	9,438,813.81	0.00	16,485,991.81
17300 - Capital Assets - Buildings & Improvements	1,336,421.99	0.00	304,844.05	0.00	1,641,266.04
17350 - Capital Assets - Water Treatment Plant & Imp	42,079,818.94	0.00	16,000.00	0.00	42,095,818.94
17400 - Capital Assets - Mains/Pipelines & Improvements	28,130,034.95	0.00	60,143,204.00	0.00	88,273,238.95
17410 - Capital Assets - Meters	17,097.25	0.00	1,100,805.78	0.00	1,117,903.03
17500 - Capital Assets - Reservoirs & Improvements	27,012,211.53	0.00	2,492,421.90	0.00	29,504,633.43
17700 - Capital Assets - Equipment & Furniture	13,759,391.25	0.00	1,133,444.66	0.00	14,892,835.91
17750 - Capital Assets - Vehicles	434,187.29	0.00	1,115,711.84	0.00	1,549,899.13
17800 - Capital Assets - Software	277,730.52	0.00	629,123.80	0.00	906,854.32
17850 - Capital Assets - Intangible	666,196.00	0.00	0.00	0.00	666,196.00
17900 - Less Accumulated Depreciation	-46,864,620.37	0.00	-34,010,832.98	0.00	-80,875,453.35
Total Type 1000 - Assets:	87,566,989.85	24,231,437.58	58,786,383.26	18,216,768.26	188,801,578.95
Total Asset:	87,566,989.85	24,231,437.58	58,786,383.26	18,216,768.26	188,801,578.95
Liability					
Type: 1000 - Assets					
10510 - Accounts Receivable	0.00	0.00	94,596.38	0.00	94,596.38
Total Type 1000 - Assets:	0.00	0.00	94,596.38	0.00	94,596.38
Type: 2000 - Liabilities					
20010 - Accounts Payable	122,806.90	14,789.12	30,442.06	95,254.25	263,292.33
20100 - Retentions Payable	0.00	227,530.48	0.00	63,551.07	291,081.55
21200 - Salaries & Benefits Payable	41,218.24	0.00	77,764.67	0.00	118,982.91
21250 - Payroll Taxes Payable	0.01	0.00	-0.01	0.00	0.00
21300 - Compensated Absences	596,164.61	0.00	680,419.42	0.00	1,276,584.03
21373 - Deferred Inflows of Resources - Leases	942,670.58	0.00	942,669.78	0.00	1,885,340.36

Balance Sheet

As Of 09/30/2024

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
21500 - Premium on Issuance of Bonds Series 2017	914,344.22	0.00	616,561.50	0.00	1,530,905.72
21600 - OPEB Liability	2,238,823.79	0.00	3,065,844.31	0.00	5,304,668.10
21700 - Pension Liability	2,611,908.12	0.00	3,455,920.54	0.00	6,067,828.66
22010 - Deferred Income	0.00	0.00	47,212.33	0.00	47,212.33
22050 - Deferred Inflows	983,749.92	0.00	1,038,091.43	0.00	2,021,841.35
23000 - Loans Payable	23,468,452.60	0.00	3,633,472.95	0.00	27,101,925.55
24000 - Current Bonds Payables	426,000.00	0.00	284,000.00	0.00	710,000.00
24250 - Bonds Payable 2017 Refunding	12,450,000.00	0.00	8,300,000.00	0.00	20,750,000.00
24300 - Loan - Refunding	3,811,517.43	0.00	2,069,546.35	0.00	5,881,063.78
29010 - Other Payables	9.93	0.00	0.00	0.00	9.93
Total Type 2000 - Liabilities:	48,607,666.35	242,319.60	24,241,945.33	158,805.32	73,250,736.60
Total Liability:	48,607,666.35	242,319.60	24,336,541.71	158,805.32	73,345,332.98
Equity					
Type: 3000 - Equity					
30100 - Investment in Capital Assets	33,863,776.22	0.00	29,652,709.37	0.00	63,516,485.59
30500 - Designated Reserves	5,274,639.28	23,963,551.52	5,621,523.27	14,128,930.77	48,988,644.84
30600 - Restricted Fund Balance	0.00	0.00	0.00	4,329,965.78	4,329,965.78
Total Type 3000 - Equity:	39,138,415.50	23,963,551.52	35,274,232.64	18,458,896.55	116,835,096.21
Total Total Beginning Equity:	39,138,415.50	23,963,551.52	35,274,232.64	18,458,896.55	116,835,096.21
Total Revenue	2,030,729.86	159,428.42	1,905,047.21	170,759.90	4,265,965.39
Total Expense	2,209,821.86	133,861.96	2,729,438.30	571,693.51	5,644,815.63
Revenues Over/Under Expenses	-179,092.00	25,566.46	-824,391.09	-400,933.61	-1,378,850.24
Total Equity and Current Surplus (Deficit):	38,959,323.50	23,989,117.98	34,449,841.55	18,057,962.94	115,456,245.97
Total Liabilities, Equity and Current Surplus (Deficit):	87,566,989.85	24,231,437.58	58,786,383.26	18,216,768.26	188,801,578.95



San Juan Water District, CA

Check Report

By Vendor Name

Date Range: 09/05/2024 - 10/02/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
	Void	09/17/2024	Regular	0.00	0.00	60346
03406	Alpha Analytical Laboratories Inc.	09/17/2024	Regular	0.00	1,673.00	60332
03406	Alpha Analytical Laboratories Inc.	09/24/2024	Regular	0.00	200.00	60355
03406	Alpha Analytical Laboratories Inc.	10/01/2024	Regular	0.00	450.00	60363
03981	Alpha CM, Inc.	09/10/2024	EFT	0.00	8,880.00	409546
03981	Alpha CM, Inc.	09/17/2024	EFT	0.00	8,617.50	409563
01026	American River Ace Hardware, Inc.	09/17/2024	Regular	0.00	87.23	60333
03133	Applied Industrial Technologies - CA, LLC	10/01/2024	EFT	0.00	37,441.64	409590
01328	Association of California Water Agencies / Joint	10/01/2024	EFT	0.00	7,542.76	409591
03739	Azteca Systems Holdings, LLC	09/10/2024	Regular	0.00	787.50	60317
01167	Badger Meter, Inc.	09/17/2024	EFT	0.00	24,441.67	409564
03789	Banner Bank	09/10/2024	Regular	0.00	12,214.60	60318
01189	Bay Area Coating Consultants, Inc.	09/17/2024	Regular	0.00	2,938.25	60334
01242	Bureau of Reclamation-MPR	09/17/2024	EFT	0.00	28,608.00	409565
03080	California State Disbursement Unit	09/13/2024	Bank Draft	0.00	1.50	PAY000000000
03080	California State Disbursement Unit	09/13/2024	Bank Draft	0.00	1,741.26	PAY000000000
03080	California State Disbursement Unit	09/27/2024	Bank Draft	0.00	1,741.26	PAY000000000
03080	California State Disbursement Unit	09/27/2024	Bank Draft	0.00	1.50	PAY000000000
01290	California Surveying & Drafting Supply Inc	09/17/2024	EFT	0.00	1,220.93	409566
03078	CalPERS Health	09/09/2024	Bank Draft	0.00	55,774.90	1002731277
03078	CalPERS Health	09/09/2024	Bank Draft	0.00	55,774.90	1002731277
03078	CalPERS Health	09/09/2024	Bank Draft	0.00	44,470.53	1002731277
03130	CalPERS Retirement	09/13/2024	Bank Draft	0.00	47,643.16	1002735186
03130	CalPERS Retirement	09/13/2024	Bank Draft	0.00	1,050.00	1002735694
03130	CalPERS Retirement	09/27/2024	Bank Draft	0.00	47,743.62	1002743731
03221	Chemtrade Chemicals Corporation	09/17/2024	EFT	0.00	27,527.85	409567
03221	Chemtrade Chemicals Corporation	10/01/2024	EFT	0.00	27,391.95	409592
01366	Citistreet/CalPERS 457	09/13/2024	Bank Draft	0.00	9,010.51	1002735189
01366	Citistreet/CalPERS 457	09/27/2024	Bank Draft	0.00	9,074.77	1002743734
01372	City of Folsom	09/17/2024	Regular	0.00	36.57	60335
01378	Clark Pest Control of Stockton	09/17/2024	Regular	0.00	1,541.00	60336
01378	Clark Pest Control of Stockton	10/01/2024	Regular	0.00	1,862.00	60364
02214	County of Placer Engineering & Surveying	10/01/2024	Regular	0.00	89.42	60365
01423	County of Sacramento	10/01/2024	Regular	0.00	119.00	60366
04003	Cumming Management Group, Inc.	09/24/2024	Regular	0.00	428.50	60356
03890	Datalink Networks, Inc.	09/10/2024	EFT	0.00	714.00	409547
01521	DataProse, LLC	10/01/2024	EFT	0.00	4,654.66	409593
01509	Domenichelli & Associates, Inc.	09/17/2024	EFT	0.00	4,284.00	409568
04009	E.W. Carroll & Son, Inc.	09/17/2024	Regular	0.00	195.00	60337
03163	Economic Development Department	09/13/2024	Bank Draft	0.00	12,036.77	0-777-023-632
03163	Economic Development Department	09/13/2024	Bank Draft	0.00	567.04	0-777-023-632
03163	Economic Development Department	09/27/2024	Bank Draft	0.00	11,839.36	1-442-900-112
03775	ECORP Consulting, Inc.	09/24/2024	Regular	0.00	131.25	60357
03776	EETS Inc.	09/17/2024	EFT	0.00	1,540.00	409569
01575	Engineering Supply Company, Inc	09/17/2024	Regular	0.00	1,500.00	60338
03702	Flowline Contractors, Inc.	09/17/2024	EFT	0.00	878.00	409570
01644	Franchise Tax Board	09/17/2024	Regular	0.00	75.00	60339
01644	Franchise Tax Board	10/01/2024	Regular	0.00	75.00	60367
01651	Future Ford, Inc.	09/17/2024	EFT	0.00	1,882.22	409571
03091	Granite Bay Ace Hardware	09/17/2024	Regular	0.00	101.55	60340
01706	Graymont Western US Inc.	09/17/2024	EFT	0.00	7,844.20	409572
01454	Griego, Daniel	10/01/2024	Regular	0.00	407.00	60368
01721	Hach Company	09/17/2024	EFT	0.00	983.74	409573
01738	Hazardous Disposal Specialists, Inc.	09/11/2024	EFT	0.00	2,637.84	409562

Check Report

Date Range: 09/05/2024 - 10/02/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01741	HDR Engineering, Inc.	09/10/2024	EFT	0.00	2,000.00	409548
01748	Herc Rentals Inc.	09/17/2024	EFT	0.00	750.15	409574
03810	Hildebrand Consulting, LLC	09/24/2024	Regular	0.00	6,000.00	60358
01763	Holt of California	09/17/2024	Regular	0.00	2,679.31	60341
03164	Internal Revenue Service	09/13/2024	Bank Draft	0.00	63,427.05	270465753009
03164	Internal Revenue Service	09/13/2024	Bank Draft	0.00	2,136.20	270465753009
03164	Internal Revenue Service	09/13/2024	Bank Draft	0.00	504.90	270465753009
03164	Internal Revenue Service	09/27/2024	Bank Draft	0.00	214.20	270467103468
03164	Internal Revenue Service	09/27/2024	Bank Draft	0.00	59,563.13	270467103468
01917	Kennedy/Jenks Consultants, Inc.	09/17/2024	EFT	0.00	32,510.40	409575
03993	Larkin Benefits Administrators	09/10/2024	EFT	0.00	1,943.00	409549
03868	Lords Electric Inc	09/17/2024	EFT	0.00	90,573.27	409576
02024	MCI WORLDCOM	09/17/2024	Regular	0.00	53.12	60342
02027	Mcmaster-Carr Supply Company	09/10/2024	EFT	0.00	42.94	409550
02027	Mcmaster-Carr Supply Company	09/17/2024	EFT	0.00	161.10	409577
01472	Mel Dawson, Inc.	09/10/2024	EFT	0.00	2,061.10	409551
02069	Motion Industries	09/10/2024	EFT	0.00	38.12	409552
02093	NDS Solutions, Inc	09/10/2024	Regular	0.00	50.84	60319
03550	Netwrix Corporation	09/10/2024	EFT	0.00	3,126.31	409553
02131	ODP Business Solutions, LLC	09/10/2024	Regular	0.00	343.40	60320
02131	ODP Business Solutions, LLC	09/17/2024	Regular	0.00	311.59	60343
02150	Pace Supply Corp	09/17/2024	Regular	0.00	10,606.94	60344
02158	Pacific Storage Company	09/17/2024	EFT	0.00	112.18	409578
02146	PG&E	09/17/2024	Regular	0.00	26,361.08	60345
02205	Placer County Air Pollution Control District	10/01/2024	Regular	0.00	1,609.41	60369
02225	Polydyne, Inc	09/17/2024	EFT	0.00	6,713.40	409579
01736	Quadient Leasing USA, Inc. - Lease	09/10/2024	EFT	0.00	462.81	409554
03843	Raptis, Matthew	10/01/2024	Regular	0.00	407.00	60370
02283	Recology Auburn Placer	09/17/2024	Regular	0.00	812.25	60347
02223	Rexel Inc (Platt - Rancho Cordova)	09/10/2024	Regular	0.00	1,930.50	60321
02293	RFI Enterprises, Inc.	09/24/2024	EFT	0.00	56.10	409584
03828	Richard D. Jones, A Professional Law Corporatio	09/24/2024	Regular	0.00	23,092.68	60359
02328	Rocklin Windustrial Co	09/17/2024	Regular	0.00	23.39	60348
02357	Sacramento Municipal Utility District (SMUD)	09/17/2024	Regular	0.00	38,043.61	60349
02504	Starr Consulting	09/10/2024	EFT	0.00	2,450.00	409555
02517	Steve P Rados, Inc.	09/10/2024	EFT	0.00	232,077.43	409556
03830	Stoel Rives LLP	09/10/2024	EFT	0.00	20,011.00	409557
01641	Sun Life Assurance Company of Canada	09/09/2024	Bank Draft	0.00	11,948.20	1364099
01411	SureWest Telephone	09/17/2024	Regular	0.00	7,508.50	60350
02572	Thatcher Company of California, Inc.	09/17/2024	EFT	0.00	48,060.00	409580
02581	The Ferguson Group, LLC	09/10/2024	EFT	0.00	20,250.00	409558
02581	The Ferguson Group, LLC	09/24/2024	EFT	0.00	6,750.00	409585
02162	Tobin, Pamela	09/17/2024	EFT	0.00	825.62	409581
03880	TW Associates LLC	09/17/2024	EFT	0.00	1,153.84	409582
03846	U.S. Bancorp Asset Management, Inc.	09/24/2024	EFT	0.00	1,025.57	409586
02651	United Parcel Service, Inc.	09/10/2024	Regular	0.00	32.90	60322
02651	United Parcel Service, Inc.	09/17/2024	Regular	0.00	123.55	60351
03637	Urban Futures, Inc.	09/24/2024	EFT	0.00	1,400.00	409587
02667	US Bank Corporate Payments Sys (CalCard)	09/18/2024	Bank Draft	0.00	35,179.10	474-506113-24
03077	VALIC	09/12/2024	Bank Draft	0.00	3,309.04	360657
03077	VALIC	09/26/2024	Bank Draft	0.00	3,334.33	363273
03079	Van Dusen, Darren	10/01/2024	Regular	0.00	407.00	60371
03986	Vaneli's Inc.	09/24/2024	EFT	0.00	152.75	409588
02690	Verizon Wireless	09/17/2024	Regular	0.00	3,167.73	60352
02700	Viking Shred LLC	09/17/2024	Regular	0.00	64.00	60353
01687	W. W. Grainger, Inc.	09/10/2024	Regular	0.00	725.75	60323
01687	W. W. Grainger, Inc.	09/17/2024	Regular	0.00	36.35	60354
01687	W. W. Grainger, Inc.	10/01/2024	Regular	0.00	1,483.61	60372
02710	WageWorks, Inc.	09/10/2024	EFT	0.00	110.00	409559
03387	WageWorks, Inc	09/17/2024	EFT	0.00	438.07	409583
03387	WageWorks, Inc	10/01/2024	EFT	0.00	438.07	409594

Check Report

Date Range: 09/05/2024 - 10/02/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01486	WAPA - Department of Energy	09/10/2024	EFT	0.00	702.48	409560
03791	Water Systems Consulting, Inc.	09/24/2024	EFT	0.00	8,506.25	409589
02727	West Yost & Associates, Inc.	10/01/2024	EFT	0.00	8,616.68	409595
03969	Xylem Dewatering Solutions, Inc.	09/10/2024	EFT	0.00	125,033.00	409561
02766	Youngdahl Consulting Group, Inc.	09/24/2024	Regular	0.00	1,282.00	60360

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	86	45	0.00	152,068.38
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	24	24	0.00	478,087.23
EFT's	80	50	0.00	815,642.60
	190	120	0.00	1,445,798.21

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	86	45	0.00	152,068.38
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	24	24	0.00	478,087.23
EFT's	80	50	0.00	815,642.60
	190	120	0.00	1,445,798.21

Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	9/2024	1,352,803.01
999	INTERCOMPANY	10/2024	92,995.20
			1,445,798.21



San Juan Water District, CA

Vendor History Report

By Vendor Name

Posting Date Range 07/01/2024 - 09/30/2024

Payment Date Range -

Payable Number	Description	Units	Price	Post Date	1099 Account Number	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description				Amount	Account Number		Account Name	Dist Amount					
Vendor Set: 01 - Vendor Set 01													
02162 - Tobin, Pamela													
Exp Reimb 07-2024	ACWA BOD Wrkshp Prkng, SSWD/SJWD BC9/17/2024					409581	9/17/2024	124.50	0.00	0.00	0.00	124.50	124.50
	ACWA BOD Wrkshp Prkr	0.00	0.00	124.50	010-010-52110		Training - Meetings, Education & Tr	62.25					
					050-010-52110		Training - Meetings, Education & Tr	62.25					
Exp Reimb 08-2024	Reg 8 Prgm Airport,CH Chmbr Meet Electec9/17/2024					409581	9/17/2024	701.12	0.00	0.00	0.00	701.12	701.12
	Reg 8 Prgm Reg/Flight/P:	0.00	0.00	701.12	010-010-52110		Training - Meetings, Education & Tr	350.56					
					050-010-52110		Training - Meetings, Education & Tr	350.56					
Vendors: (1) Total 01 - Vendor Set 01:								825.62	0.00	0.00	0.00	825.62	825.62
Vendors: (1) Report Total:								825.62	0.00	0.00	0.00	825.62	825.62



Payroll Set: 01-San Juan Water District

<u>Employee Number</u>	<u>Employee Name</u>	<u>Pay Code</u>	<u># of Payments</u>	<u>Units</u>	<u>Pay Amount</u>
0690	Costa, Ted	Reg - Regular Hours	3	23.00	3,925.00
			0690 - Costa Total:	23.00	3,925.00
0670	Miller, Ken	Reg - Regular Hours	3	12.00	2,025.00
			0670 - Miller Total:	12.00	2,025.00
1003	Rich, Daniel	Reg - Regular Hours	3	9.00	1,575.00
			1003 - Rich Total:	9.00	1,575.00
0650	Tobin, Pamela	Reg - Regular Hours	3	26.00	4,450.00
			0650 - Tobin Total:	26.00	4,450.00
1039	Zamorano, Manuel	Reg - Regular Hours	3	11.00	1,900.00
			1039 - Zamorano Total:	11.00	1,900.00
			Report Total:	81.00	13,875.00



Payroll Set: 01-San Juan Water District

Account	Account Description	Units	Pay Amount
010-010-58110	Director - Stipend	40.50	6,937.50
	010 - WHOLESALE Total:	40.50	6,937.50
050-010-58110	Director - Stipend	40.50	6,937.50
	050 - RETAIL Total:	40.50	6,937.50
	Report Total:	81.00	13,875.00



Payroll Set: 01-San Juan Water District

Pay Code	Description	# of Payments	Units	Pay Amount
Reg - Regular Hours	Regular Hours	15	81.00	13,875.00
		Report Total:	81.00	13,875.00

2024/25 Actual Deliveries and Revenue - By Wholesale Customer Agency

July - September 2024								
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance		Revenue Variance	
San Juan Retail	5,101.78	\$ 939,090	5,328.00	\$ 951,071	226.22	4.4%	\$ 11,981	1.3%
Citrus Heights Water District	3,991.20	\$ 813,049	4,304.50	\$ 829,641	313.30	7.8%	\$ 16,592	2.0%
Fair Oaks Water District	2,572.35	\$ 574,232	3,678.51	\$ 632,814	1,106.16	43.0%	\$ 58,582	10.2%
Orange Vale Water Co.	1,567.66	\$ 305,748	1,701.90	\$ 312,858	134.24	8.6%	\$ 7,109	2.3%
City of Folsom	444.60	\$ 89,596	480.40	\$ 91,492	35.80	8.1%	\$ 1,896	2.1%
Granite Bay Golf Course	198.50	\$ 7,017	172.67	\$ 6,104	(25.83)	-13.0%	\$ (913)	-13.0%
Sac Suburban Water District	3,484.00	\$ 925,838	5,562.35	\$ 1,478,139	2,078.35	59.7%	\$ 552,301	59.7%
TOTAL	17,360.09	\$ 3,654,570	21,228.33	\$ 4,302,118	3,868.24	22.3%	\$ 647,548	17.7%

\$ -

Budgeted Deliveries	17,360.09
Actual Deliveries	21,228.33
Difference	3,868.24
	22.3%

Budgeted Water Sale Revenue	\$ 3,654,570
Actual Water Sale Revenue	\$ 4,302,118
Difference	\$ 647,548
	17.7%

Conclusion:

Fiscal Year 2024-25 water sales continue to be strong. Sales to all customers except Granite Bay Golf course, were greater than anticipated. In total deliveries for July-September were 22.3% higher than our projection. The largest variances came from Fair Oaks Water District who has taken 43% more than expected and the amount of water treated for SSWD, which is consistently budgeted on the low end. As a result, revenues exceed the budget by 17.7% for the period.

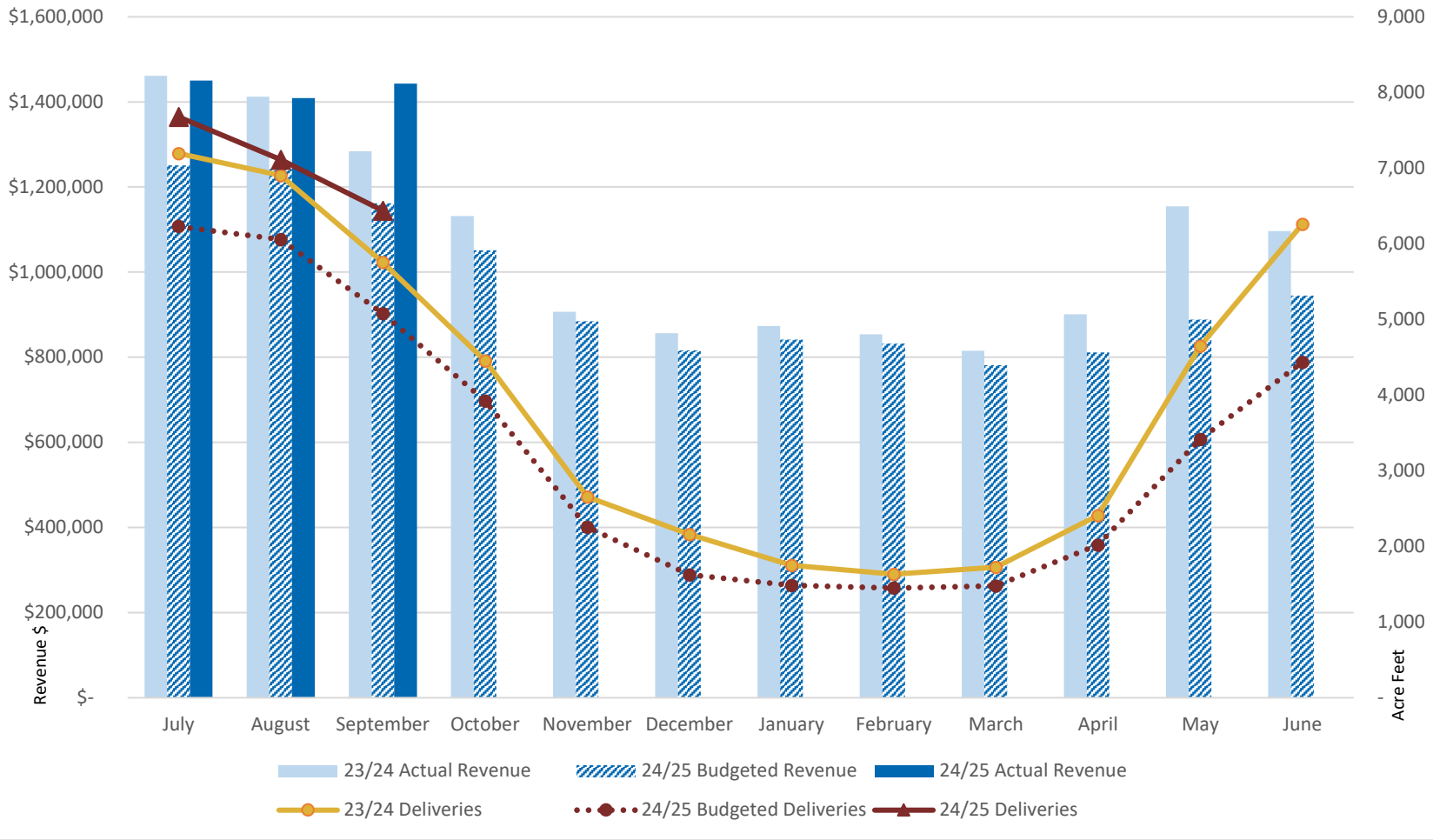
FIXED RATES - QUARTERLY

	2024	2025
SJWD	\$ 668,900	\$702,345.00
CHWD	\$ 601,675	\$631,758.75
FOWD	\$ 438,000	\$459,900.00
OVWC	\$ 222,725	\$233,861.25
FOLSOM	\$ 66,050	\$ 69,352.50

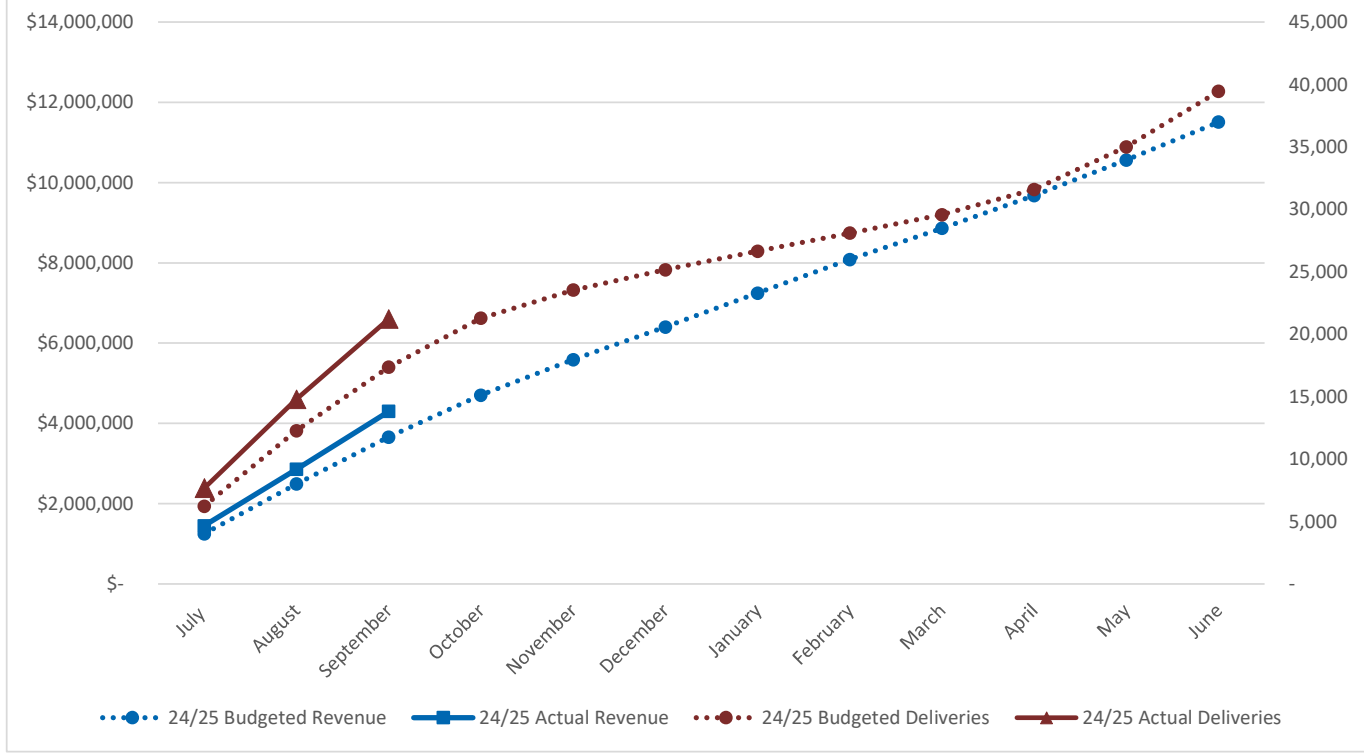
VARIABLE RATES

	2024	2025
GBGC	\$ 35.35	\$ 35.35
SSWD	\$ 265.74	\$ 279.03
EVERYONE ELSE	\$ 52.96	\$ 55.61

Comparison of Fiscal Year 2023/2024 Actuals to 2024/2025 Projections and Actuals of Deliveries and Revenue



Cumulative Water Deliveries and Revenues FY 2024-25



**Personnel Committee Meeting Minutes
San Juan Water District
October 1, 2024
4:00 p.m.**

Committee Members: Ken Miller, Chair
Ted Costa

District Staff: Paul Helliker, General Manager
Donna Silva, Director of Finance
Teri Grant, Board Secretary/Administrative Assistant

Topics: Cash in Lieu of Healthcare Benefits (W & R)
Other Personnel Matters
Public Comment

1. Cash in Lieu of Healthcare Benefits (W & R)

Ms. Silva reviewed the staff report which will be included in the Board packet. She explained that, in 2017, the Board adopted a Cash in Lieu of provision in the Employee Compensation and Benefits policy. This benefit paid participating employees \$450 in lieu of the District providing healthcare benefits. She explained that only one employee participated in the benefit and staff would like to make this option more attractive to employees by increasing the stipend with a range to match the employee's spousal and dependent status, thereby creating a greater benefit for the employees while decreasing costs for the District. The Committee discussed the recommendation, and Ms. Silva also informed the Committee that the stipend would be taxable income to the employee.

The Personnel Committee recommends that the Board approve an amendment to section 6.1.15 of Board Policy HR-6.1 Employee Compensation and Benefits

2. Other Personnel Matters

Ms. Silva informed the Committee that staff is working on a Memorandum of Understanding (MOU) that governs the Water Treatment Plant shift operators. The shift operators currently have an MOU that was signed by Mr. Keith Durkin and the employees; however, CalPERS requires the MOU to be approved by the Board in order for certain compensation to be included in the employee's pension. The Committee prefers that this topic be reviewed directly by the Board and another Committee meeting is not needed.

Director Costa requested that the Committee meet later in the year or the beginning of next year to discuss staff's participation in the Hinkle Reservoir Replacement Project. He would like to see if it's possible to recognize the employees who worked on the project and provide a monetary award.

3. Public Comment

There were no public comments.

The meeting was adjourned at 4:14 p.m.

**Finance Committee Meeting Minutes
San Juan Water District
October 8, 2024
4:00 p.m.**

Committee Members: Pam Tobin, Director (Chair)
Ken Miller, Director (Member)

District Staff: Paul Helliker, General Manager
Donna Silva, Director of Finance & Human Resources
Teri Grant, Board Secretary/Administrative Assistant

Members of the Public: Attendee

1. Review General Manager Reimbursements (W & R)

The committee reviewed the August credit card charges for the General Manager and found them to be in order and there was no reimbursement request from the General Manager.

2. Review Check Register from September 2024 (W & R)

The committee reviewed the September 2024 check register and found it to be in order.

3. Review of Legal Bills (W & R)

The committee reviewed the legal bills and found them to be in order.

4. Other Finance Matters (W & R)

Ms. Silva informed the Committee that she normally brings the quarterly Treasurer's Report to the Committee prior to placing on the Board agenda; however, with the change in the Board meeting schedule to the third Wednesday of each month, she is having difficulty having the report ready in time for the committee meeting. She explained that she is still waiting for information from PFM and is not sure if she will have the information in order to be placed on the agenda for the October Board meeting so the report might be delayed until the November Finance Committee meeting.

5. Public Comment

There were no public comments.

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



San Juan Water District
 Analysis of Legal Bills by Category, Month and Fiscal Year

STOEL RIVES, LLP Fiscal Year 2024-2025												
	Water Fix	Water Transfer	SWRCB Flow & WQCP	Biological Opinion Litigation	Water Rights	CVP Contract Litigation	General Services*	General American River	CHWD Litigation	Total Invoice	Total Hours	\$/Hour
July	-	-	652.50	-	-	565.50	18,030.00	763.00	-	20,011.00	46.40	\$ 431.27
August	-	-	-	-	-	-	-	-	-	-	0.00	#DIV/0!
September	-	-	-	-	-	-	-	-	-	-	0.00	#DIV/0!
October	-	-	-	-	-	-	-	-	-	-	0.00	#DIV/0!
November	-	-	-	-	-	-	-	-	-	-	0.00	#DIV/0!
December	-	-	-	-	-	-	-	-	-	-	0.00	#DIV/0!
January	-	-	-	-	-	-	-	-	-	-	0.00	#DIV/0!
February	-	-	-	-	-	-	-	-	-	-	0.00	#DIV/0!
March	-	-	-	-	-	-	-	-	-	-	0.00	#DIV/0!
April	-	-	-	-	-	-	-	-	-	-	0.00	#DIV/0!
May	-	-	-	-	-	-	-	-	-	-	0.00	#DIV/0!
June	-	-	-	-	-	-	-	-	-	-	0.00	#DIV/0!
Total	\$ -	\$ -	\$ 652.50	\$ -	\$ -	\$ 565.50	\$ 18,030.00	\$ 763.00	\$ -	\$ 20,011.00	46.40	\$ 431.27

Jones & Mayer Fiscal Year 2024-2025									
	Biological Opinion Litigation	CVP	COVID Related	Labor	CHWD/FOWD Wholesale Rate Litigation	General Services	Total Invoice	Total Hours	\$/Hour
July	-	-	-	653.95	1,144.44	1,913.98	3,712.37	20.50	\$ 181.09
August	-	-	-	16,568.74	2,016.36	4,507.58	23,092.68	133.70	\$ 172.72
September	-	-	-	-	-	-	-	0.00	#DIV/0!
October	-	-	-	-	-	-	-	0.00	#DIV/0!
November	-	-	-	-	-	-	-	0.00	#DIV/0!
December	-	-	-	-	-	-	-	0.00	#DIV/0!
January	-	-	-	-	-	-	-	0.00	#DIV/0!
February	-	-	-	-	-	-	-	0.00	#DIV/0!
March	-	-	-	-	-	-	-	0.00	#DIV/0!
April	-	-	-	-	-	-	-	0.00	#DIV/0!
May	-	-	-	-	-	-	-	0.00	#DIV/0!
June	-	-	-	-	-	-	-	0.00	#DIV/0!
Total	\$ -	\$ -	\$ -	\$ 17,222.69	\$ 3,160.80	\$ 6,421.56	\$ 26,805.05	154.20	\$ 173.83

Combined Total		
Total Legal Expenses	Total Hours	\$/Hour
\$ 23,723.37	66.90	\$ 354.61
\$ 23,092.68	133.70	\$ 172.72
\$ -	0.00	#DIV/0!
\$ -	0.00	#DIV/0!
\$ -	0.00	#DIV/0!
\$ -	0.00	#DIV/0!
\$ -	0.00	#DIV/0!
\$ -	0.00	#DIV/0!
\$ -	0.00	#DIV/0!
\$ -	0.00	#DIV/0!
\$ -	0.00	#DIV/0!
\$ -	0.00	#DIV/0!
\$ -	0.00	#DIV/0!
\$ 46,816.05	200.60	\$ 233.38

Engineering Committee Meeting Minutes
San Juan Water District
October 9, 2024
4:00 p.m.

Committee Members: Dan Rich, Chair
Ken Miller, Member

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

Topics: Water Treatment Plant Filter Backwash Hood Facilities Rehabilitation Project (W)
Water Treatment Plant Filter Backwash Hood Facilities Rehabilitation Project (W)
ACWA JPIA's Commitment to Excellence Certification (W & R)
Other Engineering Matters
Public Comment

1. Water Treatment Plant Filter Backwash Hood Facilities Rehabilitation Project (W)

Mr. Hargrove reviewed the written staff report which will be included in the Board packet. He explained that this contract is for the construction portion of the project which will be phased out over two years. He reported that the two bids came in over the Engineer's estimate of \$1.4 million; however, since the bids came in relatively close to each other and the cost breakdown is realistic for this unique project, he recommends proceeding with the project since costs are not expected to decrease in the future.

Mr. Pierson commented that this is for the rehabilitation of two of the four backwash hoods, and if the hoods were completely replaced then the cost would be three times higher for brand new ones. In addition, the other two hoods were installed 20 years after these were and are in good shape, so those hoods should not need rehabilitation for approximately another 20 years.

Mr. Hargrove informed the Committee that staff will re-prioritize projects to accommodate the additional budget required for this project. Ms. Silva confirmed that she will work with staff to re-prioritize other projects in order to stay within the Board approved budget.

The Engineering Committee recommends consideration of a motion by the Board to authorize the Director of Engineering Services to sign a construction contract with NMI Industrial Holdings, Inc. (NMI)

2. Water Treatment Plant Filter Backwash Hood Facilities Rehabilitation Project (W)

Mr. Hargrove reviewed the written staff report which will be included in the Board packet. He explained that the contract for this portion of the project is for construction management and inspection services. The Committee discussed the qualifications of Alpha CM and agreed with staff's recommendation.

The Engineering Committee recommends consideration of a motion by the Board to authorize the Director of Engineering Services to sign a Professional Services Agreement with Alpha CM, Inc. to provide construction management and inspection services for the Water Treatment Plant Filter Backwash Hood Facilities Rehabilitation Project

3. ACWA JPIA's Commitment to Excellence Certification (W & R)

Mr. Barela provided a written staff report which will be included in the Board packet. He explained that the District's current safety and risk management program is robust and meets or exceeds the requirements of the C2E program. In addition, he explained that by signing this commitment certification, the District will also qualify to apply for grants through the JPIA's Risk Control Grant Program.

The Engineering Committee recommends consideration of a motion by the Board to approve the signing of the ACWA Joint Power Insurance Authority's Commitment to Excellence certification, denoting San Juan Water District's commitment to safety and operational "best practices" to enhance the District's existing loss reduction programs

4. Other Engineering Matters

Mr. Barela informed the committee that he will be presenting the Board with information regarding hydropower generation. He explained that after conducting a system review and reviewing the 2012 SSWD In Conduit Hydroelectric Project Feasibility study, staff determined that it is not feasible to construct hydropower generation due to the cost. GM Helliker commented that there is currently no place in the gravity system to install a hydropower generator.

5. Public Comment

There were no public comments.

The meeting was adjourned at 4:35 p.m.