



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

**February 19, 2025  
5:00 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](mailto: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](mailto: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, January 15, 2025 (W & R)  
**Recommendation: Approve draft minutes**
2. Minutes of the Board of Directors Workshop, February 4, 2025 (W & R)  
**Recommendation: Approve draft minutes**
3. Finance Committee Charter Update (W & R)  
**Recommendation: Approve revision to the Finance Committee Charter**
4. Board Compensation Policy (W & R)  
**Recommendation: Approve the out of state travel on January 28, 2025, for Director Zamorano**
5. Treasurer's Report – Quarter Ending December 31, 2024 (W & R)  
**Recommendation: Receive and file**

## IV. OLD BUSINESS

1. Presentation on Draft Retail Financial Plan Update and Proposed 4-Year Rate Schedule (R)  
*Discussion and Direction to Staff*
2. District's 457 Deferred Compensation Plan (W & R)  
**Action: Approve Resolution 25-02, authorizing an employer matching contribution to the District's Deferred Compensation plans**
3. Conjunctive Use and Groundwater Banking Activities Update (W & R)
  - 3.1 Potential Letter to FOWD Board from SJWD Board re: Joint Board Meeting (W & R)
4. 2024 Hydrology and Operations Update (W & R)  
*Discussion*

## V. 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

## VI. 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 Water Association (CVPWA) – T. Costa
5. Other Reports, Correspondence, Comments, Ideas and Suggestions

## **VII. FUTURE AGENDA ITEMS**

1. Requests by Board Members for Agenda Items
2. Meeting Date Changes and Board Attendance

## **VIII. COMMITTEE MEETINGS**

1. Finance Committee – February 11, 2025  
<https://www.sjwd.org/2025-02-11-committees-meeting-finance>

## **IX. UPCOMING EVENTS**

1. ACWA DC2025 Conference  
February 25-27, 2025  
Washington, DC
2. 2025 ACWA Legislative Symposium  
March 26, 2025  
Sacramento
3. 2025 ACWA Spring Conference  
May 13-15, 2025  
Monterey, CA

## **President Costa 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)
2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Section 54956.9)  
Citrus Heights Water District, et al. vs. San Juan Water District, Case Number: 23WM000064, Sacramento County Superior Court

### **XI. OPEN SESSION**

1. Report from Closed Session

### **XII. ADJOURN**

## **UPCOMING MEETING DATES**

March 19, 2025

April 16, 2025

I declare under penalty of perjury that the foregoing agenda for the February 19, 2025, regular meeting of the Board of Directors of San Juan Water District was posted by February 14, 2025, 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](http://sjwd.org).

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Teri Grant, Board Secretary

## **SAN JUAN WATER DISTRICT**

Board of Director's Board Meeting Minutes

January 15, 2025 – 6:00 p.m.

### **BOARD OF DIRECTORS**

Ted Costa	President
Mike McRae	Vice President
Dan Rich	Director
Pam Tobin	Director
Manuel Zamorano	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
Adam Larsen	Field Services Manager
Devon Barrett	Customer Service Manager
Greg Turner	Water Treatment Manager
Greg Zlotnick	Water Resources Manager
Teri Grant	Board Secretary/Administrative Assistant
Ryan Jones	General Counsel
Elizabeth Ewens	Water Counsel

### **OTHER ATTENDEES**

Anonymous	
Anthony Wong	
Cheryl Berkema	
Gary Flanagan	
Guest	
Karen Humphrey	
Meera Deshmane	
Sandy Harris	
Stacy Helliker	
Steve Kenning	
Tom Andrews	
Vish Deshmane	
Jennifer Farr	DavisFarr, Certified Public Accountants
Mark Hildebrand	Hildebrand Consulting
Craig Locke	Sacramento Suburban Water District
Mike Spencer	SJWD Employee

### **AGENDA ITEMS**

- I. Roll Call**
- II. Public Forum and Comments**
- III. Consent Calendar**

- IV. New Business
- V. Old Business
- VI. Information Items
- VII. Directors' Reports
- VIII. Committee Meetings
- IX. Upcoming Events
- X. Closed Session
- XI. Open Session
- XII. Adjourn

President Costa called the meeting to order at 6:00 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, Mike McRae, Dan Rich, Pam Tobin, and Manuel Zamorano.

President Costa asked if there were any changes to the agenda.

Director Rich requested that Agenda Item V-1 Resolution 24-10 Censure of Director Tobin be moved to the June Board meeting and reassess the committee assignments at that time.

***Director Rich moved to continue Agenda Item V-1 (Resolution 24-10 Censure of Director Tobin) to the June Board meeting. Director Zamorano seconded the motion.***

Legal Counsel Jones stated that discussion should be allowed on the motion to continue the agenda item to the June Board meeting but not on the original agenda item. In response to Vice President McRae's question, Legal Counsel Jones explained that a majority vote to continue is required at this time, but to undo an action would require a motion for reconsideration; however, since that action was not completed at the meeting where the resolution was adopted would then it would require a 4/5<sup>th</sup> vote.

Director Tobin voiced concern regarding the six-month timeline as extreme since it was previously suggested that a 30-day timeline be established at the last meeting. Vice President McRae suggested that a solution be presented that does not cause more division on the Board. President Costa commented that he suggested that this topic be discussed at this meeting because there was too much heated discussion at the last meeting.

President Costa opened the floor for public comment.

Ms. Cheryl Berkema addressed the Board and stated that the Board should be looking for solutions and not dwell on grievances, and to look at outside help to solve the issues.

Mr. Steve Kenning addressed the Board and would like his Division 2 director to be able to operate fully to support their constituency. President Costa commented that Director Tobin is not affected in any way with communicating with her constituents or working for the District

internally. Director Tobin voiced concern that there has been no due process regarding the censure.

Ms. Berkema requested to read a comment letter from Larissa Berry that was addressed to GM Helliker and the Board of Directors. A copy of the letter was posted to the District's website prior to the Board meeting.

Mr. Gary Flanagan addressed the Board and voiced concern about moving this item to a future meeting and also questioned the fact that the censure was enacted prior to the current term.

Mr. Ken Miller addressed the Board and stated that he was directly affected by the actions of Director Tobin and the censure should be tabled for a year, not just six months. In addition, he challenged the premise that the use of the District logo was inadvertent and there was never a retraction from Director Tobin. He commented that Director Tobin has incurred expenses almost four times that of any other director and that needs to be addressed as the District should not be supplementing someone's income. He further commented that the censure does not curtail Director Tobin from performing her elected duties.

Ms. Karen Humphrey addressed the Board and mentioned that she is not a customer of the District but wanted to voice support for women in public office. She voiced concern regarding the censure and strongly recommended that the censure be rescinded or ended with the previous term.

Legal Counsel Jones informed the Board that there is broad discretion to the majority of the Board with regard to a censure as it is not specified in the government code so a censure can last through multiple terms or indefinitely. Director Rich commented that his focus is to revisit the committee assignments in June but not rescind the censure.

Director Tobin commented that she fails to see how the mailer and unintentional use of the logo had any affect on Mr. Miller's campaign, but felt that the comments from GM Helliker and Director Rich on the Next Door page is what possibly affected his campaign.

Director Zamorano commented that what happened was serious as it was a violation of state law, and he gave her a chance to apologize for the use of the logo and offered to support her, but Director Tobin never called him back.

***Director Zamorano offered a substitute motion for the item to be tabled for one year. There was no second and the motion failed.***

President Costa called for the vote.

***The motion to continue Agenda Item V-1 (Resolution 24-10 Censure of Director Tobin) to the June Board meeting carried with 4 Aye votes and 1 No vote (Director Tobin)***

## **II. PUBLIC FORUM**

There were no public comments.

### III. CONSENT CALENDAR

All items under the Consent Calendar are considered to be routine and are approved by one motion. There 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.

**1. Minutes of the Board of Directors Meeting, December 18, 2024 (W & R)**

*Recommendation: Approve draft minutes*

**2. Fiscal Year 2023-2024 Annual Audit and Comprehensive Audited Financial Report – DavisFarr, Certified Public Accountants (W & R)**

*Recommendation: Receive and file*

**3. Bacon Pump Station Fence Project (R)**

*Recommendation: To authorize and approve the award of a construction contract to apparent lowest responsive and responsible bidder for the Bacon Pump Station Fence Project*

**4. Hydrant and Valve Maintenance FY 2024/25 (R)**

*Recommendation: Authorize and approve Amendment #2, 2nd year renewal to the contract with Wachs Water Services (WWS) for professional services related to the inspection and maintenance of the District's hydrants and valves for the fiscal year 2024/25*

Director Tobin requested that Consent Item 1 be removed from the Consent Calendar for discussion.

***Director Zamorano moved to approve the Consent Calendar items 2, 3 and 4. Director Rich seconded the motion.***

Vice President McRae noted that Consent Calendar item 2 regarding the audit had data stated on the table on page 86 that seemed incorrect regarding the Pre-1914 Water Rights water deliveries in 2024 as the amount exceeded the available amount for the same year. GM Helliker commented that it may be stated in error and that staff will follow-up with the auditor to make sure that the data is correct.

***The motion carried unanimously.***

Director Tobin suggested an edit to the December 18, 2024, Board meeting minutes under Agenda Item VI-5 to reflect the word "merger". President Costa suggested adding "/merger" where the word "combination" is used.

***Director Tobin moved to approved Consent Calendar item 1 with the amendment to the minutes to reflect "/merger" when the word "combination" is used. Director Rich seconded the motion and it carried unanimously.***

#### **IV. NEW BUSINESS**

##### **1. 2025 Board Committees (W & R)**

President Costa opened the floor to discuss the preferences of the Board members regarding committee assignments. President Costa made the committee assignments, and the 2025 Committee Assignment list will be posted to the District's webpage.

#### **V. OLD BUSINESS**

##### **1. Resolution 24-10 Censure of Director Tobin**

This item was discussed at the beginning of the meeting and continued to the June Board meeting.

##### **2. Presentation on Draft Retail Financial Plan Update and Proposed 4-Year Rate Schedule (R)**

Ms. Silva reviewed the staff report which was included in the Board packet. She explained that staff needs direction from the Board regarding the proposed rate schedule and the Prop. 218 hearing notice and commented that there is no request for adoption of rate increases at the meeting tonight.

Ms. Silva reported that the Retail Master Plan was last updated in FY 2020-21 and as a result the 10-year Capital Improvement Plan was updated. She explained that at the last Board meeting, the Board directed staff to return with a prioritization of the Capital Improvement Projects. She informed the Board that staff met and prioritized the project list and was able to delay approximately \$2 million in projects; however, this will result in higher costs associated with those projects due to inflation. In addition, she explained that the current rate increase recommendation is 4% for the next 3 years then 3% thereafter, which is basically inflationary rate increases. She then reviewed the project prioritization which moved each project into one of the following categories: Regulatory Projects, Risk Mitigation Projects, or Other System Improvements.

Mr. Mark Hildebrand conducted a brief presentation which was included in the Board packet. He reviewed the staff recommended Capital Spending Scenario and then 2 alternatives. He then reviewed the Financial Forecasts for the different scenarios and the proposed rate schedule.

Director Rich voiced concern regarding construction cost inflation, which was about 11% last year, and inquired if staff took this into consideration in the financial plan. Mr. Hildebrand explained that there is concern regarding higher construction costs, but he cannot include a higher number until it happens, including the rising cost of insurance. Ms. Silva commented that, even though the higher construction costs were not factored into the budget in the last few years, the District has had operating results that were better than anticipated, as indicated by the proposed lower rate increases.



Ms. Silva informed the Board that staff's recommendation is to complete all of the projects based on the Retail Master Plan and she recommends issuing the Prop. 218 notice based on that recommendation. She noted that, prior to approving the rates, the Board could look at Alternative 2 which would push out the Other System Improvement projects by 4 years. In response to Director Rich's question regarding projects needed for the continued reliability of the District, Ms. Silva explained that staff does not recommend delaying the Regulatory or Risk Mitigation projects.

Vice President McRae commented that he believes that the retail rates are too high and are the highest retail rates in the San Juan Wholesale Customer Agencies and are among the highest in the region. He commented that to help the Board understand how rate payer dollars are spent is to have a prioritized list of projects, and he does not feel that the list that staff provided is the correct prioritized list. He suggested that the list be a vertical list with the most important projects at the top and the funding source associated with each project listed to the right. He suggested that the highest priority projects be funded with rates and that the lower priority projects be funded with reserves.

Vice President McRae informed the Board that he consulted with an ADA consultant regarding the requirements to bring a building in compliance with ADA requirements. He explained that if there is not an employee with accessibility needs then there is no need to bring the building to code as long as any employee with a need is accommodated, such as having them work from a building that meets their needs. In addition, he was told that requirements are conditional regarding spending money to repair/update a building – that it is fine as long as you do not move walls or do anything structural, then there is a trigger amount (@ \$200,000) that would then require bringing the whole building up to code. Vice President McRae suggested that the project list be reviewed so that the Board can run the District cheaper and still provide a high-value service.

Director Tobin agreed that she feels that the rates are too high and informed the Board that she and Supervisor Suzanne Jones are putting together a community committee and this will be a topic.

Director Zamorano asked for staff's opinion on Vice President McRae's suggestions. Mr. Pierson commented that every system is different, so it is hard to compare district systems with others; however, staff did take time after the last Board meeting to look at each project and identify the risk to the District and place them in the category that they felt each project belonged in. In response to Vice President McRae's comment, GM Helliker informed the Board that no project was removed from the CIP and staff would be happy to review the list, item by item, with the Board. President Costa suggested a workshop and commented that it would not make sense to lower the rates since the District is working towards pay-as-you-go funding for projects.

Ms. Silva commented that she has been working towards pay-as-you-go funding and is proud that the financial plans and the master plans identify the on-going capital improvement projects that can be funded with cash. In addition, she stated that staff

recommends that the Board maintain the system following best management practices; however, it is the Board's decision to set the level of system maintenance. Mr. Greg Zlotnick commented that the Board needs to decide what are the ends that it wants to achieve with the dollars.

Vice President McRae commented that he only sees the projects under Regulatory Projects as being mandatory, and the rest as optional. GM Helliker commented that if the Risk Mitigation Projects are not completed then you run the risk of spending more money for emergency repairs. Director Zamorano, agreed with President Costa, that a workshop is needed to review the list of projects.

Vice President McRae commented that this agenda topic has two issues related – the retail rates and the rate structure. He commended Ms. Meera Deshmane for her comments at the last meeting regarding the District's rate structure, and her opinion that lower water use customers are supplementing higher use water users, and the rate structure is flawed and biased towards the high-volume users. Mr. Miller suggested that Vice President McRae spend time with District staff to familiarize himself with the rates and the reason for the rate structure in the retail area. GM Helliker informed the Board that he has met with Ms. Deshmane regarding her suggestion for changing the rate structure, and it would be good for the Board to hear her suggestion at some point, possibly the February 19<sup>th</sup> Board meeting.

Ms. Deshmane voiced concern regarding the effective cost of water, which is not the same for all customers. She noted that the lower use customers pay much more for the effective cost of water as compared to higher use customers. She thanked GM Helliker for providing her with the information that she needed to work on the rate structure. She explained that if the District had a tier structure for the fixed amount of water based on different consumption units then the District could create a fair rate structure.

Ms. Berkema voiced concern that the District is pushing this financial plan and rate increase through during the first 100 days and there are many executive orders that might affect the District.

Director Rich commented that he reviewed the CIP and concurred with the prioritization that staff provided and supports staff recommendations.

The Board discussed conducting a workshop and decided to set a workshop to discuss the Capital Improvement Projects on Tuesday, February 4, 2025, at 5:00 pm.

### **3. Wholesale Late Payment Fee**

Ms. Silva provided a staff report which was included in the Board packet. In response to Vice President McRae's question of what triggered this request, Ms. Silva informed the Board that after the Board adopted the wholesale rates by motion, the action was called into question by Citrus Heights and Fair Oaks Water Districts since the action was not completed by a resolution. Therefore, the Board reaffirmed that

action by a resolution, similar to this request. She explained that the government code language is a little ambiguous as to whether the District is required to adopt such fees by resolution or may choose to do so. In addition, she informed the Board that recently a wholesale customer paid their last bill late and it did not seem prudent to assess the late fee without the late fee being previously approved by resolution.

The Board discussed the 10% late payment fee. GM Helliker pointed out that the action requested is to reaffirm the previous Board action and discussion of the level of the late fee could be brought back to the Board even if the Board adopts this resolution. Ms. Silva informed the Board that a user fee study is being conducted and this could be wrapped into that conversation.

***President Costa moved to adopt Resolution 25-01 Reaffirming Wholesale Late Payment Fee. Director Zamorano seconded the motion, and it carried with 3 Aye votes and 2 No votes (Directors McRae and Tobin).***

#### **4. Evaluation of Potential Groundwater Well Sites (W & R)**

Mr. Greg Zlotnick reviewed the staff report which was included in the Board packet. He stated that staff's recommendation is to continue to pursue partnerships with neighboring agencies (including Wholesale Customer Agencies) to expand groundwater banking/transfer activities rather than pursuing the District's own facility. He noted that the cost to construct a new well is increasing as evidenced by Sacramento Suburban Water District's recent cost of \$9 million and City of Pleasanton at \$23 million for two wells. He mentioned that the staff report included information regarding funding opportunities.

Director Tobin commented that the Governor is a proponent of identifying new water storage and she listed off various earmark funding for water projects. She added that wells provide an extra asset of assurance and insurance for the District.

Mr. Zlotnick pointed out that a groundwater well is listed as a potential retail project; however, the retail service area is unlikely to have a location for a groundwater well, which would then require looking at the wholesale service area and may be an issue aside from the issue of pumping the water back to the retail area. In addition, he reported that San Juan wholesale has highly secure water supplies, but the concern is losing water supply from Folsom Reservoir during extended drought periods. Therefore, he suggested that the Board consider making this a wholesale project if it is determined to move forward with a groundwater well.

Vice President McRae stated that he highly recommends keeping the District's money within the wholesale customer agencies and not going outside of the District. He pointed out that Citrus Heights and Fair Oaks Water Districts are eager to work with the District regarding this. He mentioned that FOWD's Skyway well is capable of pumping water to Hinkle Reservoir.

Director Zamorano agreed with Director Tobin that the District needs a groundwater well for insurance and believes that funding is available for a well. Mr. Zlotnick

pointed out that there is funding available but there are conditions that need to be met such as having some planning work and preliminary studies completed regarding a location for the well. He explained that jointly pursuing funds with a partner that has already performed the work would save the District funds. In response to Director Rich's question, Mr. Zlotnick stated that staff recommends that the Board direct staff to continue pursuing partnerships then in March bring back a list of potential projects that could potentially receive federal funding.

President Costa voiced concern with groundwater banking with CHWD or FOWD since the water flows down the basin into Sacramento Suburban Water District and may be an issue during a drought when the water is needed.

In response to Mr. Zlotnick's request for Board direction, Director Zamorano and Director Tobin stated that staff should do both (partnership and District well). President Costa prefers setting up a fund to save the money and not debt-finance anything. GM Helliker requested that direction to staff be in the form of a motion and informed the Board that staff has been pursuing partnerships as directed by the Board for 2-3 years and are close to having an agreement with SSWD. President Costa stated that staff should reach out to CHWD and FOWD as well and that we should all work with SSWD since it is one basin. In response to Director Rich's question, GM Helliker explained that staff cannot start looking into a groundwater well until the Board gives formal approval to fund that endeavor, but staff can continue to pursue partnerships with SSWD and even with FOWD and CHWD.

President Costa commented that there are several things that staff can do including looking into ponds and leach lines, which he brought to the attention of the engineering staff. GM Helliker commented that the District needs an arrangement with SSWD to pull the water out of the basin regardless of the method used to inject the water. In response to Mr. Zlotnick's comment on Board direction, Director Zamorano stated that the partnership approach and a plan to build a District well are not mutually exclusive issues, the District can do both. Vice President McRae suggested that staff continue their talks with SSWD and also contact CHWD and FOWD and then if the partnerships do not work out, then look into a District well.

***Vice President McRae moved to 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 consider development of its own groundwater facilities. Director Rich seconded the motion, and it carried unanimously.***

**5. District's 457 Deferred Compensation Plan (W & R)**

Ms. Silva reviewed the staff report which was included in the Board packet, which included a quick review of the Deferred Compensation plans that are available under various sections of the Internal Revenue Code. She reviewed the 3 existing tiers of CalPERS member types and explained that the existing 457(b) Plan could work for

District matching. In addition, she provided the financial implication to the District for different matching contributions.

Director Zamorano advocated for a 2% matching contribution for all employees. In response to President Costa's question, Legal Counsel Jones informed the Board that there is a low risk for an age discrimination lawsuit, and many agencies provide a similar benefit with no issues. Ms. Silva commented that the law provides an exception for a benefit that's based on something besides age, and this is not age-based.

Vice President McRae commented that he prefers to make decisions, such as this, based on total compensation and suggested that the Board wait until the next compensation study is performed. Ms. Silva reported that the next compensation study will be conducted in FY 2025-26. Director Rich commented that the policy is to base the study on total cash, mainly because of the employees who fall under the PEPRRA tier. Ms. Silva commented that one of the main reasons to move from a total compensation-based study to a cash-based study was because of the disparity for the cost of healthcare between individual, married, and family plans.

Ms. Silva informed the Board that the last compensation study included the cash value of the District's contributions to deferred compensation plans. Therefore, if the same methodology is used for the next study and an employer matching contribution is approved, then this could result in the reduction of some employees' take-home salaries if they do not contribute to the plan. She explained that if the Board's desire is to provide additional compensation through a deferred compensation plan, then the District's contributions would need to be excluded from the total cash calculations.

The Board discussed and requested that staff bring a resolution to the next Board meeting.

**6. FY 2024-25 Operations Plan Report Card (W & R)**

GM Helliker provided the 2<sup>nd</sup> quarter progress on the FY 2024-25 Operations Plan Report Card.

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

No report as it was discussed earlier in the meeting.

**8. 2025 Hydrology and Operations Update (W & R)**

GM Helliker reported that the region is above normal on rainfall and the snow levels are also above normal in Northern California. He will have the Hydrology slides posted to the website. He reported that if this pattern continues then he expects a market for a groundwater substitution transfer.

## **VI. INFORMATION ITEMS**

### **1. GENERAL MANAGER'S REPORT**

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

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

#### **1.2 Miscellaneous District Issues and Correspondence**

No report.

### **2. DIRECTOR OF FINANCE AND HUMAN RESOURCES' REPORT**

#### **2.1 Rates/Fees/Charges updated by 3.13% CPI or 2.55% CCI effective Jan. 1, 2025, where applicable**

Ms. Silva reported that the non-water rate and fee schedule was updated in accordance with the November CPI and CCI with an effective date of January 1, 2025.

#### **2.2 Miscellaneous District Issues and Correspondence**

No report.

### **3. DIRECTOR OF OPERATIONS' REPORT**

#### **3.1 Miscellaneous District Issues and Correspondence**

No report.

### **4. DIRECTOR OF ENGINEERING SERVICES' REPORT**

#### **4.1 Miscellaneous District Issues and Correspondence**

No report.

### **5. LEGAL COUNSEL'S REPORT**

#### **5.1 Legal Matters**

General Counsel Jones reported that there will only be two items in Closed Session.

## **VII. DIRECTORS' REPORTS**

### **1. SACRAMENTO GROUNDWATER AUTHORITY (SGA)**

No report.

### **2. REGIONAL WATER AUTHORITY (RWA)**

President Costa reported that RWA met January 9<sup>th</sup> and re-elected the same chair.

### **3. ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)**

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

Director Tobin reviewed a written report which will be attached to the meeting minutes. She mentioned that she will be attending the ACWA DC2025 conference in Washington, DC. Director Rich commented that it is the Board policy for any Board member to obtain Board approval for any out-of-state conferences, and that is not directed at her specifically. Director Tobin stated that she would like to put in a request for approval and suggested that Vice President McRae attend as well. Vice President McRae thanked Director Tobin for the offer but declined the offer at this time. In response to Director Rich's comment about seeking Board approval at the meeting, GM Helliker confirmed that the Board policy states that expenses for out-of-state travel need to be approved by the Board in advance, but the resolution of censure which was adopted in November states that only San Juan Board and Committee expenses can be reimbursed. In response to President Costa's question, GM Helliker confirmed that if he wanted expenses to be paid for travel to the CVP Water Users Association meeting in Reno, then he would need prior approval.

Ms. Berkema addressed the Board and voiced concern regarding Director Tobin's representation at the state and federal levels, as she is experienced and attends these meetings which correlates to the expenses that she incurs. Director Tobin commented that by serving as an ACWA officer for four years, she has saved the District about \$80,000 in related expenses.

#### **3.2 Joint Powers Insurance Authority (JPIA) - Pam Tobin**

Director Tobin reviewed a written report which will be attached to the meeting minutes.

### **4. CVP WATER USERS ASSOCIATION**

President Costa reported that he will be attending the CVP Water Users Association meeting on January 28, 2025.

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

President Costa reported that on February 29, 2025, the local FBI regional headquarters will be conducting a forum on water and sewer sabotage and encouraged staff to attend.

## **VIII. COMMITTEE MEETINGS**

#### **1. Finance Committee – January 7, 2025**

The committee meeting minutes were included in the Board packet.

#### **2. Engineering Committee – January 9, 2025**

The committee meeting minutes were included in the Board packet.

**IX. UPCOMING EVENTS**

- 1. ACWA DC2025 Conference**  
February 25-27, 2025  
Washington, DC
- 2. 2025 ACWA Legislative Symposium**  
March 26, 2025  
Sacramento
- 3. 2025 ACWA Spring Conference**  
May 13-15, 2025  
Monterey, CA

At 9:54 p.m., President Costa announced that the Board was adjourning to Closed Session. GM Helliker announced that only items 2 and 3 of the Closed Session will be discussed.

**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)
- 2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Section 54956.9)**  
Citrus Heights Water District, et al. vs. San Juan Water District, Case Number: 23WM000064, Sacramento County Superior Court
- 3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
Pursuant to Government Code § 54957  
Title: General Manager

**XI. OPEN SESSION**

There was no reportable action.

**XII. ADJOURN**

The meeting was adjourned at 10:15 p.m.

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

ATTEST: \_\_\_\_\_  
TERI GRANT, Board Secretary



## SAN JUAN WATER DISTRICT

Board of Director's Workshop Minutes

February 4, 2025 –5:00 p.m.

### BOARD OF DIRECTORS

Ted Costa	President
Mike McRae	Vice President
Dan Rich	Director
Pam Tobin	Director via videoconference
Manuel Zamorano	Director

### SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager
Donna Silva	Director of Finance and Human Resources
Tony Barela	Director of Operations
Andrew Pierson	Director of Engineering
Devon Barrett	Customer Service Manager
Greg Zlotnick	Water Resources Manager
Teri Grant	Board Secretary/Administrative Assistant
Ryan Jones	General Counsel

### OTHER ATTENDEES

Cheryl Berkema	
Sandy Harris	
Bob N.	
Mark Hildebrand	Hildebrand Consulting
Craig Locke	Sacramento Suburban Water District
Mark Hargrove	SJWD Employee
Mike Spencer	SJWD Employee

### AGENDA ITEMS

- I. **Roll Call**
- II. **Workshop**
- III. **Adjourn**

President Costa called the meeting to order at 5:00 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, Mike McRae, Dan Rich (late), and Manuel Zamorano. Director Pam Tobin attended via videoconference (late) due to illness, as a Brown Act "just cause" exception.

President Costa called for a moment of silence for Director Tobin's loss.

GM Helliker apologized to the Board for the Board packet not being mailed. Director Tobin voiced concern that the public was not informed of the workshop. GM Helliker informed the Board that the agenda was posted on the two bulletin boards and on the District website as required. The Board Secretary confirmed that the Board agenda email was sent to the distribution list as required as well.

## **II. CAPITAL IMPROVEMENT PROGRAM REVIEW WORKSHOP**

GM Helliker informed the Board that Mr. Tony Barela would be conducting a presentation on the Retail Master Plan which was completed in 2020 and is the foundation for the Capital Improvement Program (CIP), and Mr. Andrew Pierson would be reviewing the projects in the CIP in detail.

Mr. Barela conducted a presentation on the Retail Master Plan. A copy of the presentation will be attached to the meeting minutes. He reviewed the background of the master plan which included a pipeline evaluation and an appurtenance evaluation; System Piping and Hydraulic Connectivity; Service Lateral Replacements; Condition Assessments; Air Release Valves; Hydrant Maintenance & Replacement; Fire Flow Requirements; Valve Maintenance & Replacement; Meter Replacements; and the Administration Building.

In response to Vice President McRae's comment, Mr. Barela confirmed that the plan is considered preventative maintenance and not corrective/reactionary maintenance. Mr. Barela explained that evaluation of the system factored into the plan to determine the amount and which appurtenances to replace/maintain each year. GM Helliker commented that there are regulatory requirements to meet regarding water loss. In response to President Costa's question, Ms. Silva explained that when repairs are completed reactively, there may be emergency rates added to the cost to repair, unplanned water outages to customers, and interruptions to staff's planned projects. Mr. Pierson stated that it has been his experience that being proactive is more cost effective as you can plan to have a contractor work on a project that includes more than just one pipeline or service lateral so they only have to mobilize once and other costs may be less as seen when a contractor bids on a project that includes more items (economy of scale).

Mr. Pierson reviewed the CIP list along with showing some locations of various projects on the District's GIS software. The Board and staff discussed the projects in detail.

The Board discussed the Groundwater Production Facilities Project and GM Helliker reminded the Board that they directed staff, at the last Board meeting, to continue to pursue partnerships, and not to pursue our own well at this time. GM Helliker informed the Board that staff has been meeting with SSWD and are close to an agreement through which the District may secure dedicated capacity of groundwater production. In addition, GM Helliker informed the Board that he reached out to CHWD and FOWD and has not received a response to date regarding partnership opportunities. President Costa requested that the next Board agenda include a topic to discuss sending a letter to CHWD and FOWD boards from the San Juan Board to meet to discuss groundwater banking.

Vice President McRae commented that he spoke with staff and was informed that this is an opportunity for the Board to change anything on the list, such as remove, delay, change or expedite a project. In addition, he suggested that the list be prioritized as he suggested at the December Board meeting. President Costa stated that they have a prioritized list, which is kind of informal since it needs to be flexible. Director Rich commented that there is a prioritization already but might not be the way Vice President McRae is used to seeing it. Director Rich commented that the District has been accruing reserves to be able to implement this program, so the CIP projects do not really impact the rates significantly, and the proposed rates are mostly inflationary.

Director Tobin agreed that prioritization is crucial and agrees with Vice President McRae regarding the plan. GM Helliker stated that there is a 10-year plan that is staged to be able to manage the projects, with priorities categorized by drivers such as meeting regulatory requirements or risk mitigation. Vice President McRae suggested that the prioritized list shows every project in a ranking order based on urgency/priority to the District, with the most important projects being paid with revenue, then show which projects would need to be debt financed. President Costa commented that the plan needs to be flexible so if it is economically advantageous to move a project then staff could move the project. Vice President McRae agreed as something like that would move the priority of that project up. Vice President McRae suggested that the current list be prioritized adding how projects are currently slated to be funded.

***Vice President McRae moved to have the Finance Committee work with staff to create a prioritized CIP project list with the current mode of financing before bringing the list back to the Board for approval. Director Tobin seconded the motion.***

Mr. Mark Hildebrand informed the Board that debt is usually issued on larger projects as administratively it would make it very difficult to issue debt for smaller projects; however, the District could use the list to identify which smaller projects are driving the need for the debt. Vice President McRae voiced concern that the Board is being requested to approve a list of projects and a budget but has not approved the actual debt financing; therefore, his other concern is that, if the District spends all their revenue on lower priority projects and a higher priority project is needed, then the Board has to borrow money to cover the higher priority project. GM Helliker commented that is why staff is proposing that the two large projects (Kokila Tank and Cavitt Stallman Pipeline) be debt financed. Vice President McRae commented that what he proposed was that the prioritized list identify each project with its current mode of funding.

Director Rich commented that the Board reviewed in detail the entire CIP list and there is a proposed finance plan that can fund every single project with the suggested rate increase of 4%, 4%, 4% and 3%, but he did not hear from anyone that they want to remove a project. He stated that the goal is not to reduce projects, but to do all the projects, minimize additional debt and to prioritize the projects by the regulatory or risk mitigation ones first and the others later. In addition, he commented that the District

collected money from customers and if the projects are not going to be completed then the money should be returned to the customers.

GM Helliker stated that there are approximately \$23.4 million in reserves, over the 10-year period, and staff estimates that there is \$22.7 million of available funding from the District's revenue stream that would not be used for operating expenses; therefore, staff is anticipating \$46.1 million in available funding. He pointed out that the 10-year CIP anticipates expenses at \$77 million; therefore, with no rate increases, all the CIP projects could not be completed. Ms. Silva explained that the projects get funded from a combination of savings (reserves) and the excess of revenues minus operating expenses. She pointed out that inflation is projected from 3-5% so if rates are not increased by a commensurate amount, then every year the excess funds that would go to the capital fund are reduced until eventually there is no excess revenue to transfer into the capital fund.

In response to Director Rich's question, Ms. Silva explained that staff will be looking for direction from the Board at the February Board meeting to issue the Prop. 218 notice – the Prop. 218 notice is sent to every property owner in the retail service area and notifies them of the maximum rate increase that the Board will be considering. In addition, she explained the timing of the notice, the hearing, and when the Board will adopt the 4-year rate schedule and stated that if the Board gives direction to staff at the February meeting, then any rate increase would be implemented on July 1, 2025.

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

**Ayes:** *Directors Costa, McRae, Rich, Tobin and Zamorano*  
**Noes:** *None*  
**Absent:** *None*

Vice President McRae asked the Board if there were any projects that any member wanted to take off the list. No Board member requested that any item be taken off the CIP list.

During and after the presentation, members of the public posed questions which were answered by the presenters and/or the Board members.

### **III. ADJOURN**

**The meeting was adjourned at 8:35 p.m.**

ATTEST:

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

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TERI GRANT, Board Secretary

# BOARD WORKSHOP CAPITAL IMPROVEMENT PLAN REVIEW

San Juan Water District  
February 4, 2025

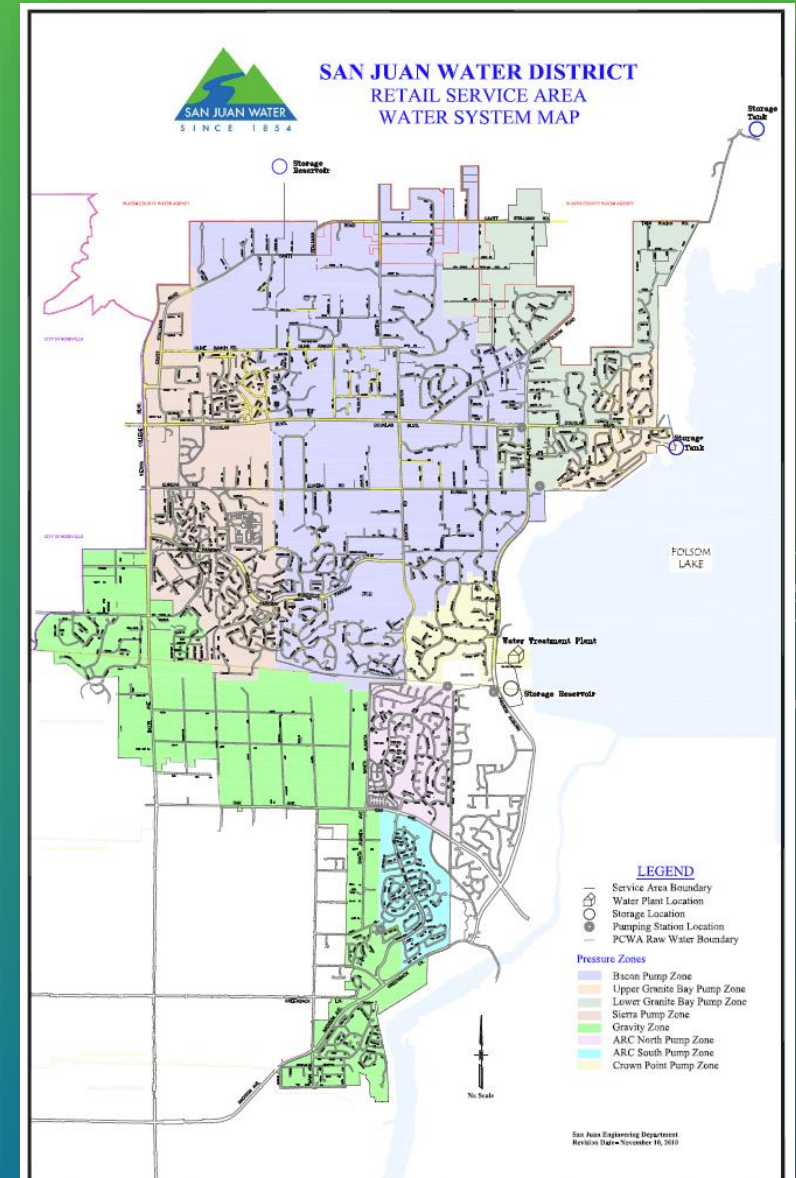


## Mission

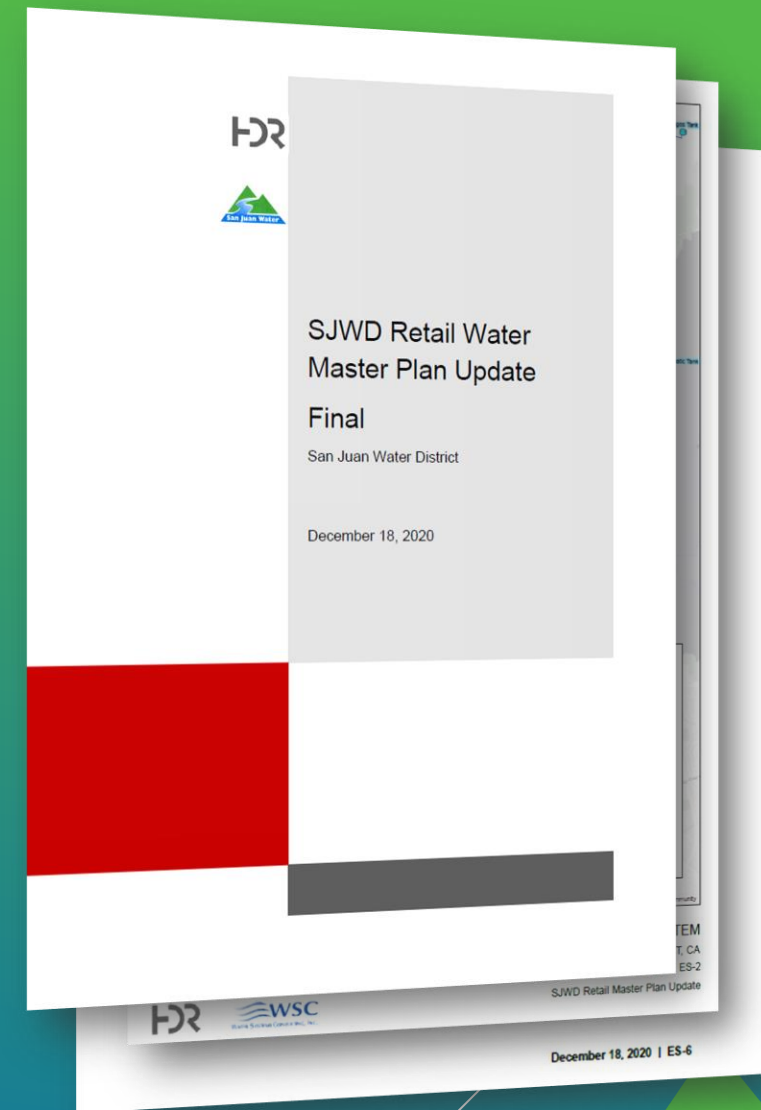
Our mission is to ensure the delivery of a reliable water supply of the highest quality at the lowest reasonable price.

## Vision

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



- ▶ Retail Maser Plan Update
  - ▶ Completed December 18, 2020
  - ▶ 10 Year Cycle
- ▶ Update Retail Hydraulic Model Update
- ▶ Pipeline Evaluation
  - ▶ Age
  - ▶ Leak History
- ▶ Appurtenance Evaluation
  - ▶ Service Laterals
  - ▶ Air Release Valves



# BACKGROUND



- ▶ 10+ Year Steel Main Replacement Program
- ▶ One Pipeline Replacement - Leak Criteria
- ▶ Five Pipeline Replacements – Hydraulic Connectivity
- ▶ Main Breaks:
  - ▶ 10X Better than National Avg.
  - ▶ 5X Better than State Avg.

# SYSTEM PIPING AND HYDRAULIC CONNECTIVITY

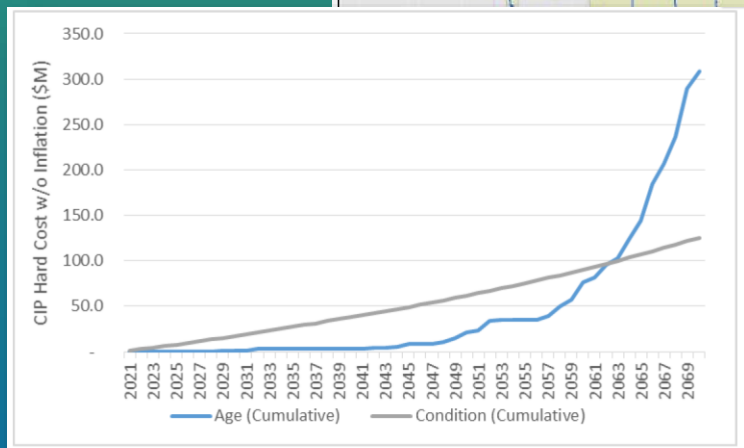
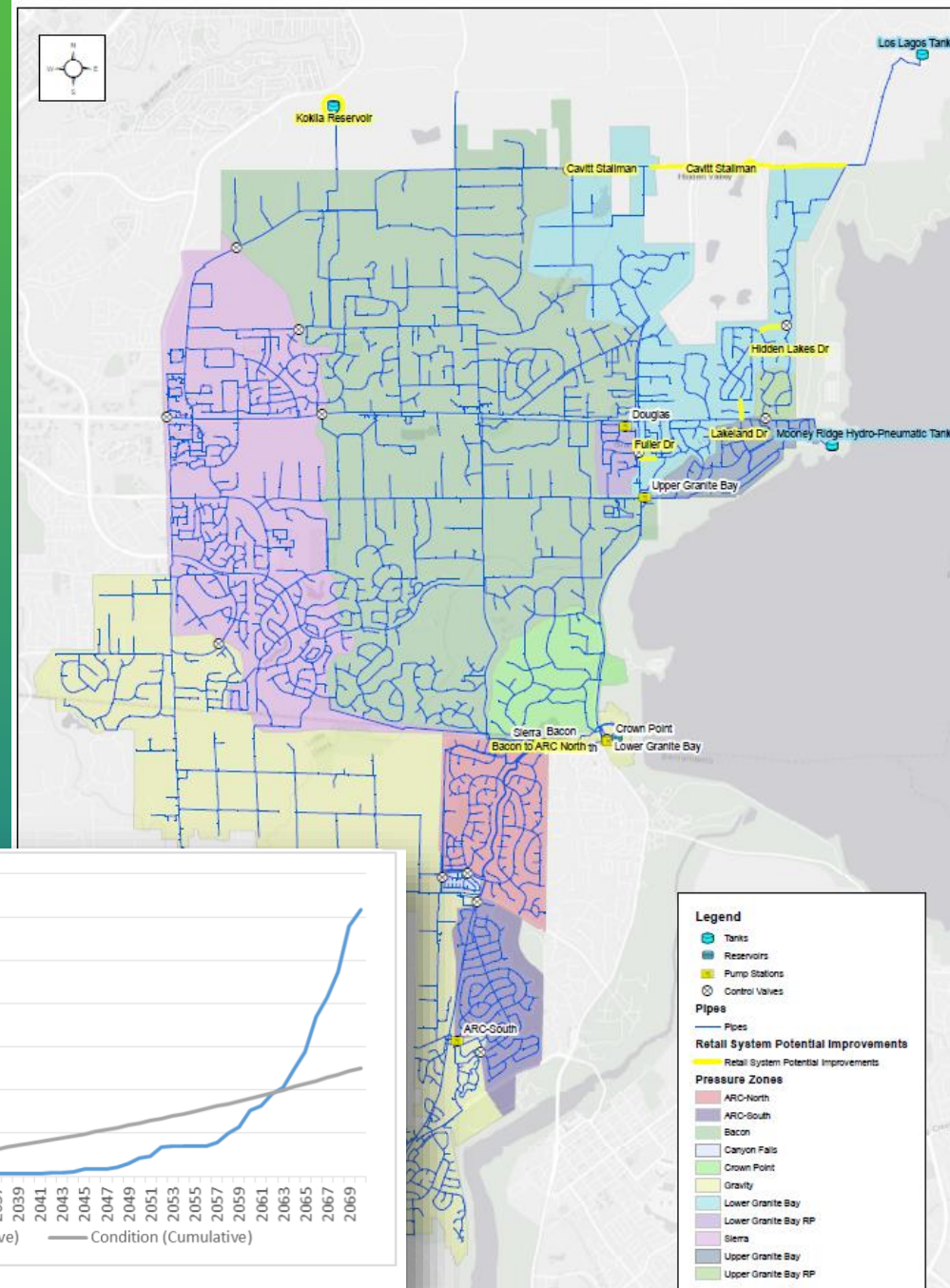
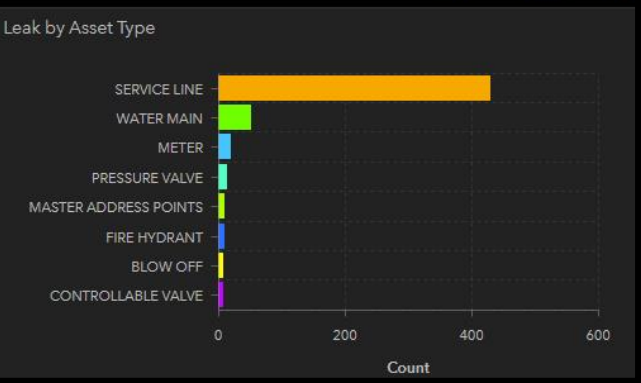
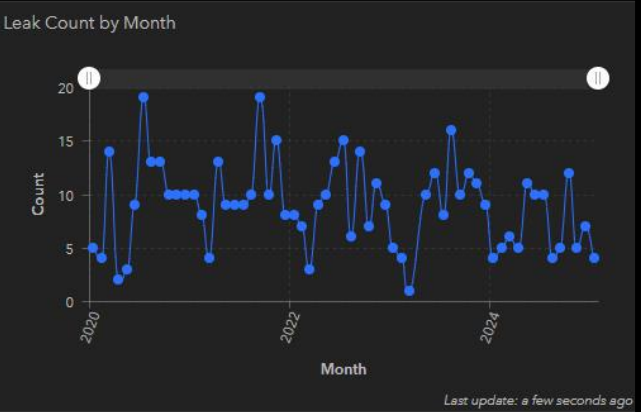
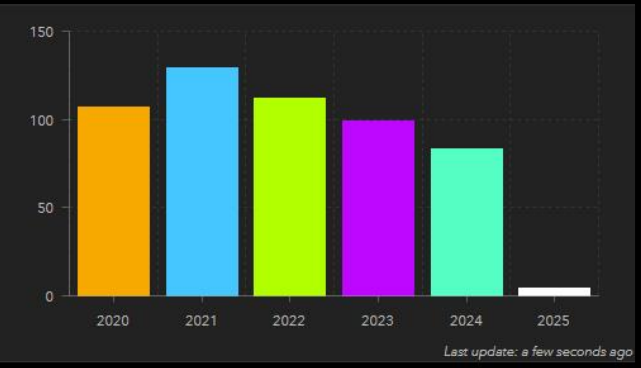
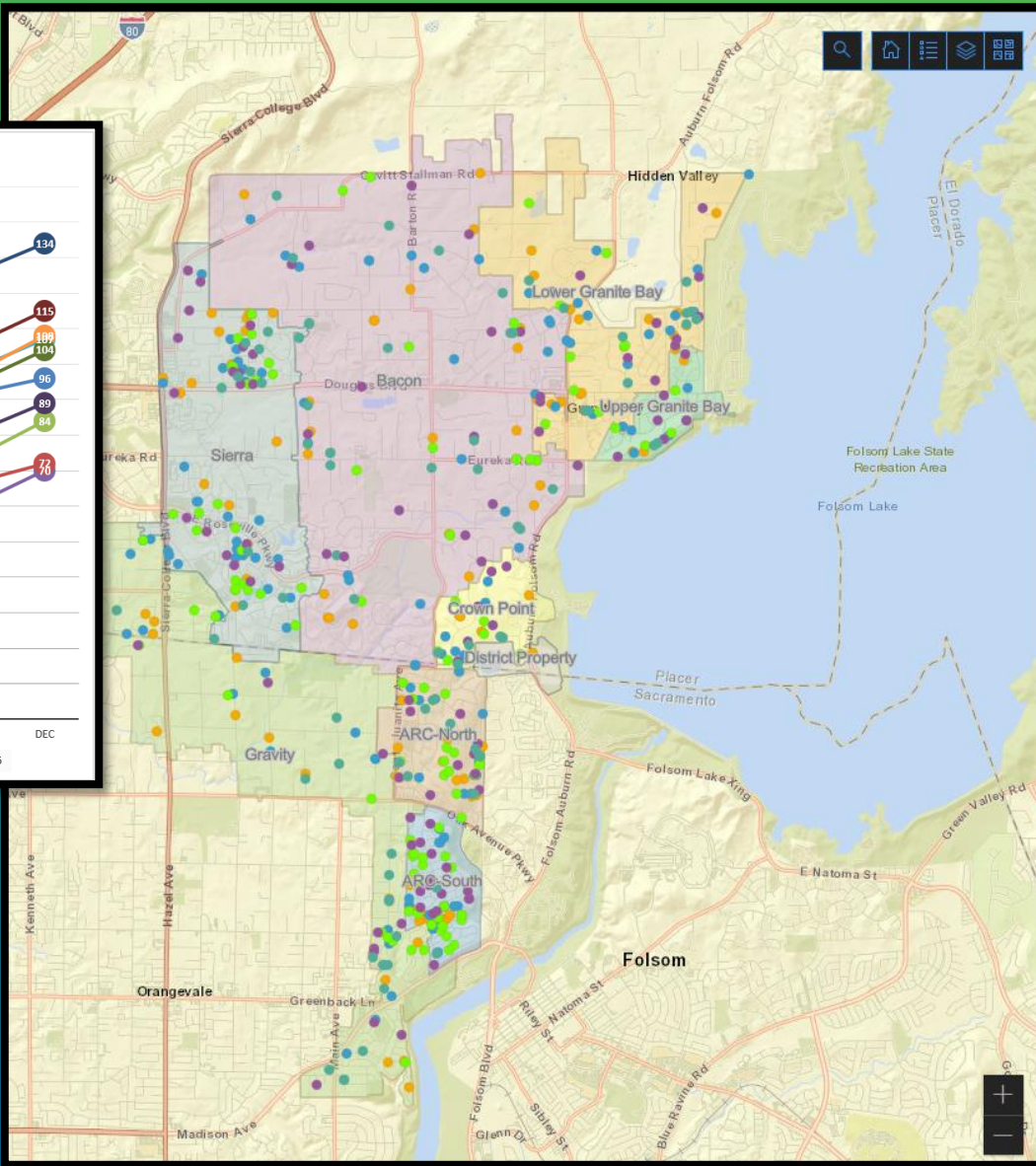
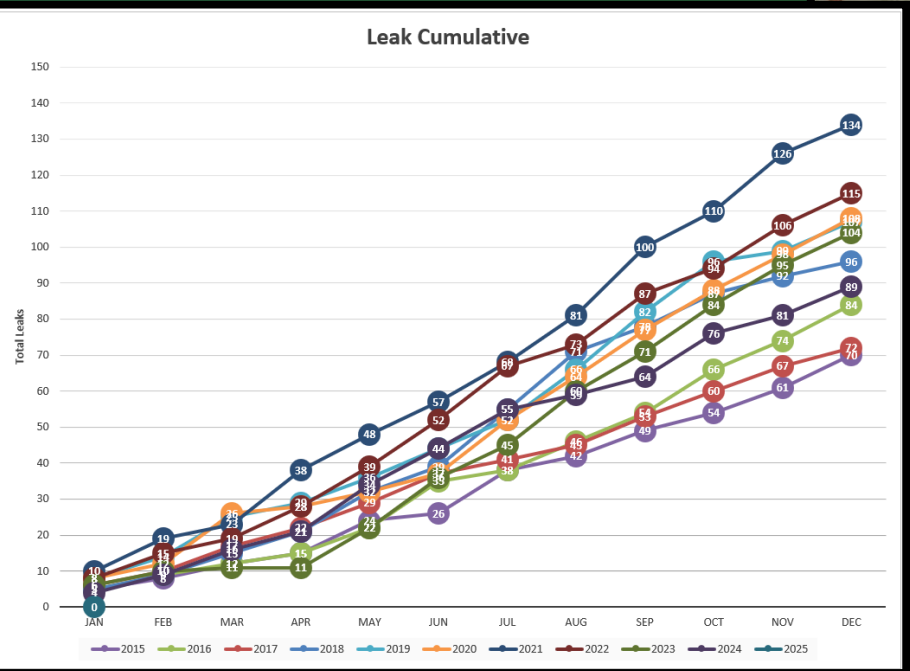


Figure 8-3. Savings by Evolving from an Age-based to Performance-based Program

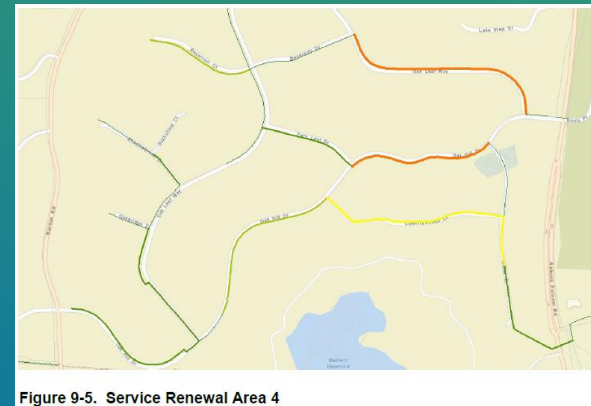
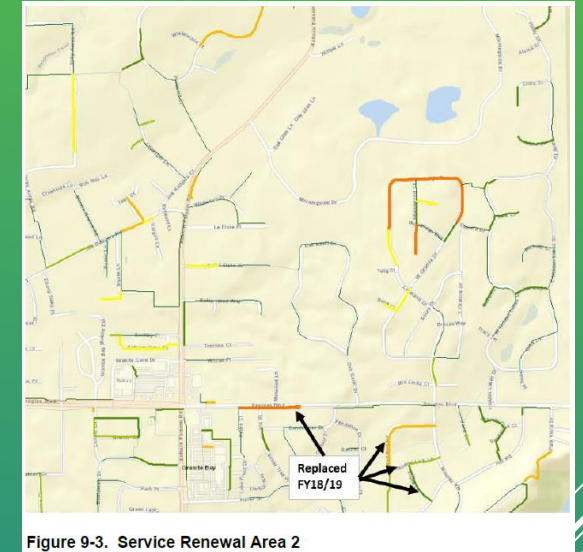
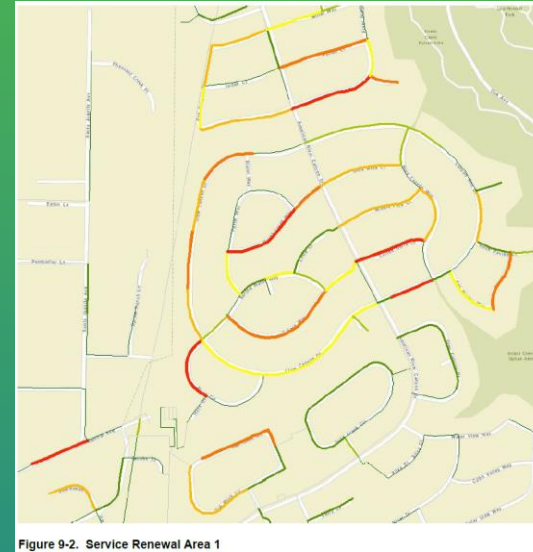
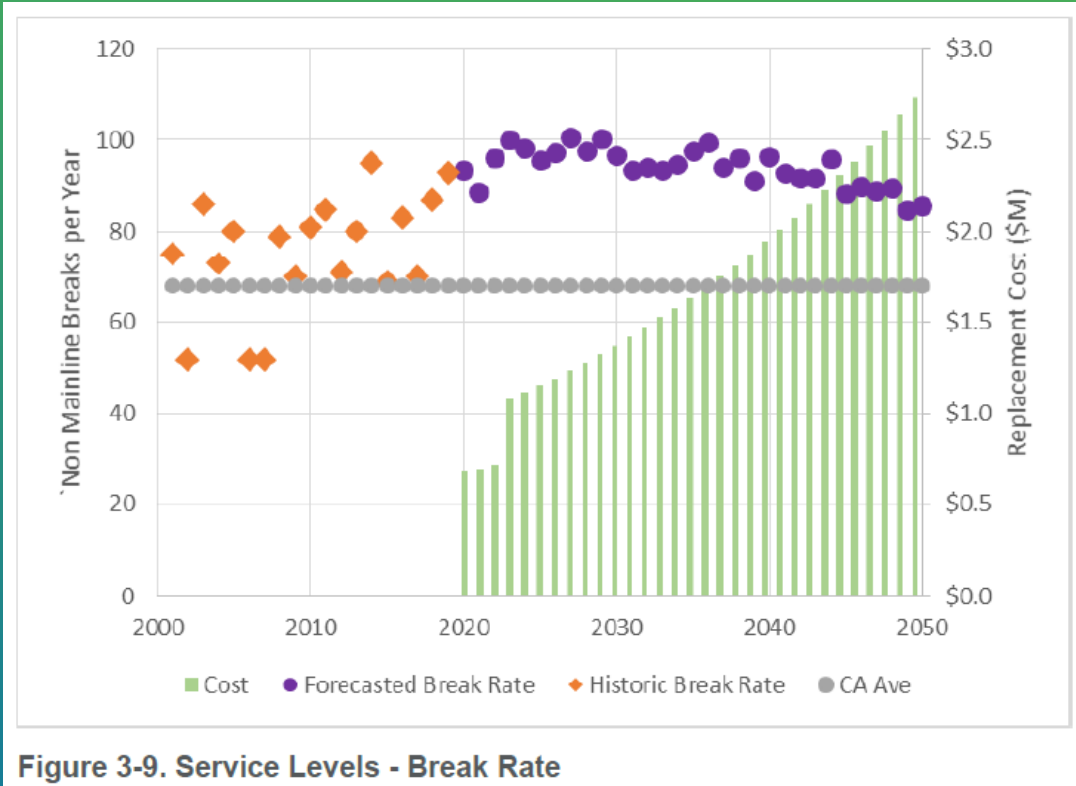


- ▶ Failure Rate 35% worse than national average
- ▶ Modeled Lateral Failure



# SERVICE LATERAL REPLACEMENTS

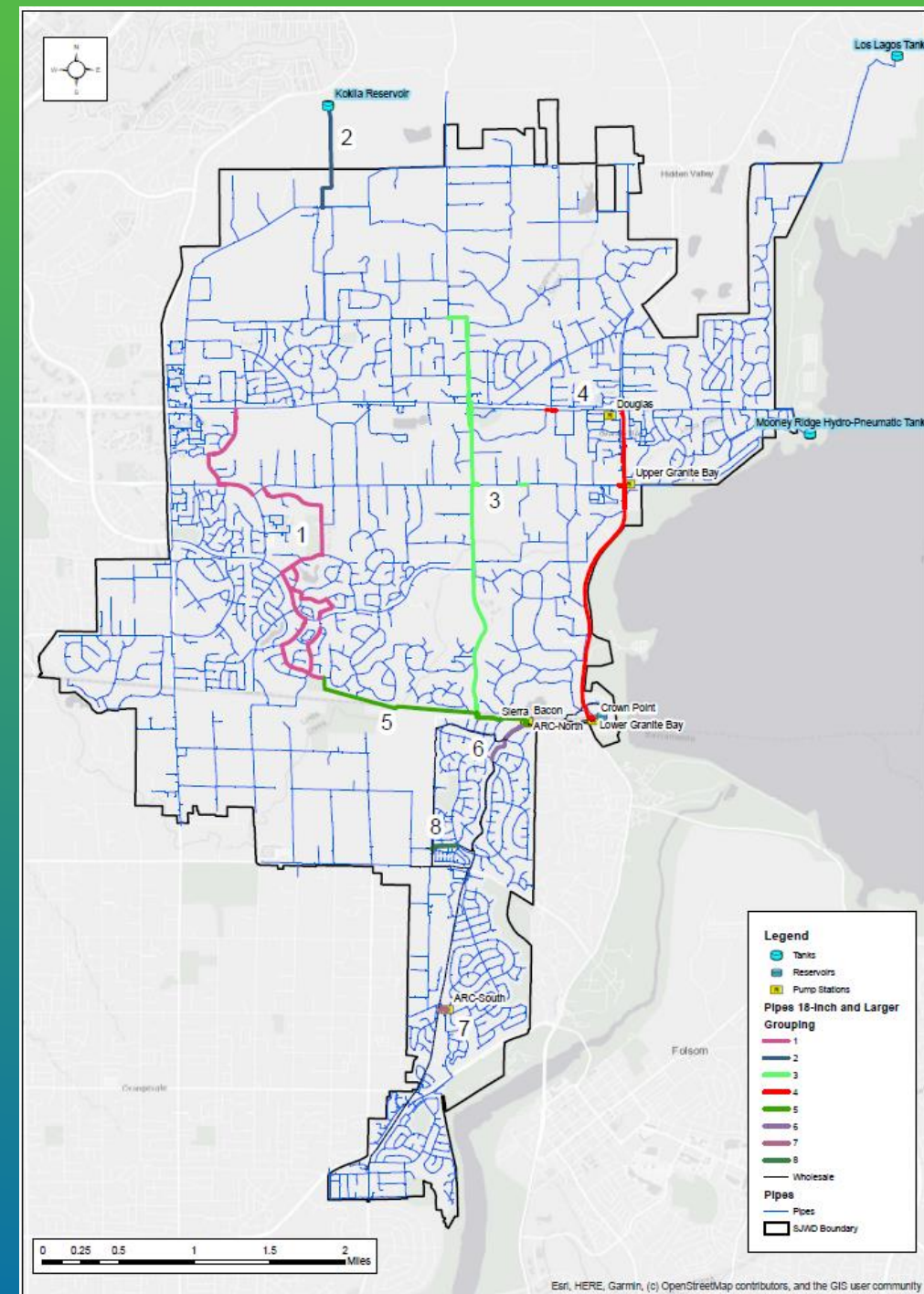
- ▶ Replacement Strategy: 85 Per Year
- ▶ Water Loss Issue



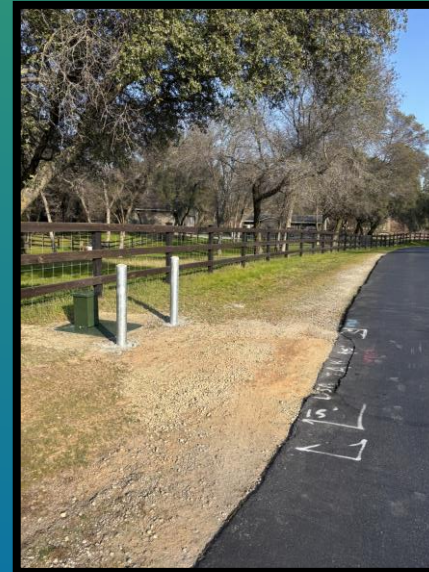
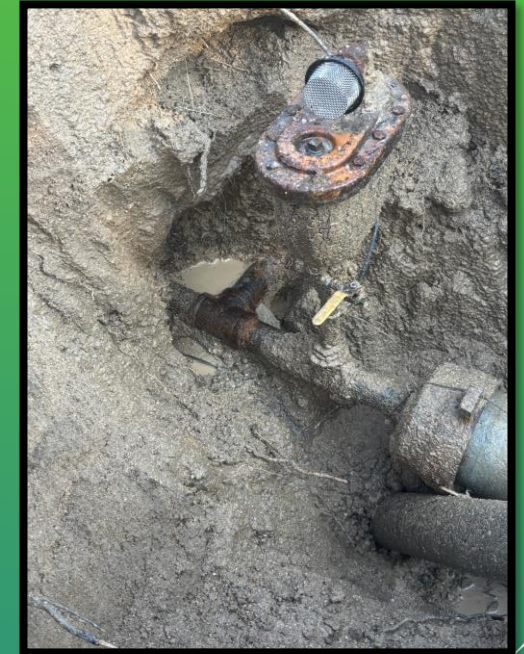
# SERVICE LATERAL REPLACEMENTS

# CONDITION ASSESSMENTS

- ▶ Condition Assessment
  - ▶ 18" and Greater
  - ▶ Manway/Access Point Improvements Required for Assessment
  - ▶ Projects to be divided for affordability



- ▶ Air Release/Vacuum Valve Replacements
  - ▶ Valves Under Pavement
  - ▶ Cross Contamination Issue
  - ▶ 958 Existing ARVs
  - ▶ Replacement: 45 Valves per year for  $\pm 17$  Years
- ▶ Title 22, §64576. Air-Release, Air Vacuum, and Combination Valves.
  - ▶ *Each new air-release, air vacuum, or combination valve, and any such valve installed to replace an existing valve shall be:*
    - ▶ *Installed such that its vent opening is above grade, above the calculated 100-year flood water level*
    - ▶ *Constructed and designed to prevent exposure to rainwater or runoff, vandalism, and birds, insects, rodents, or other animals*

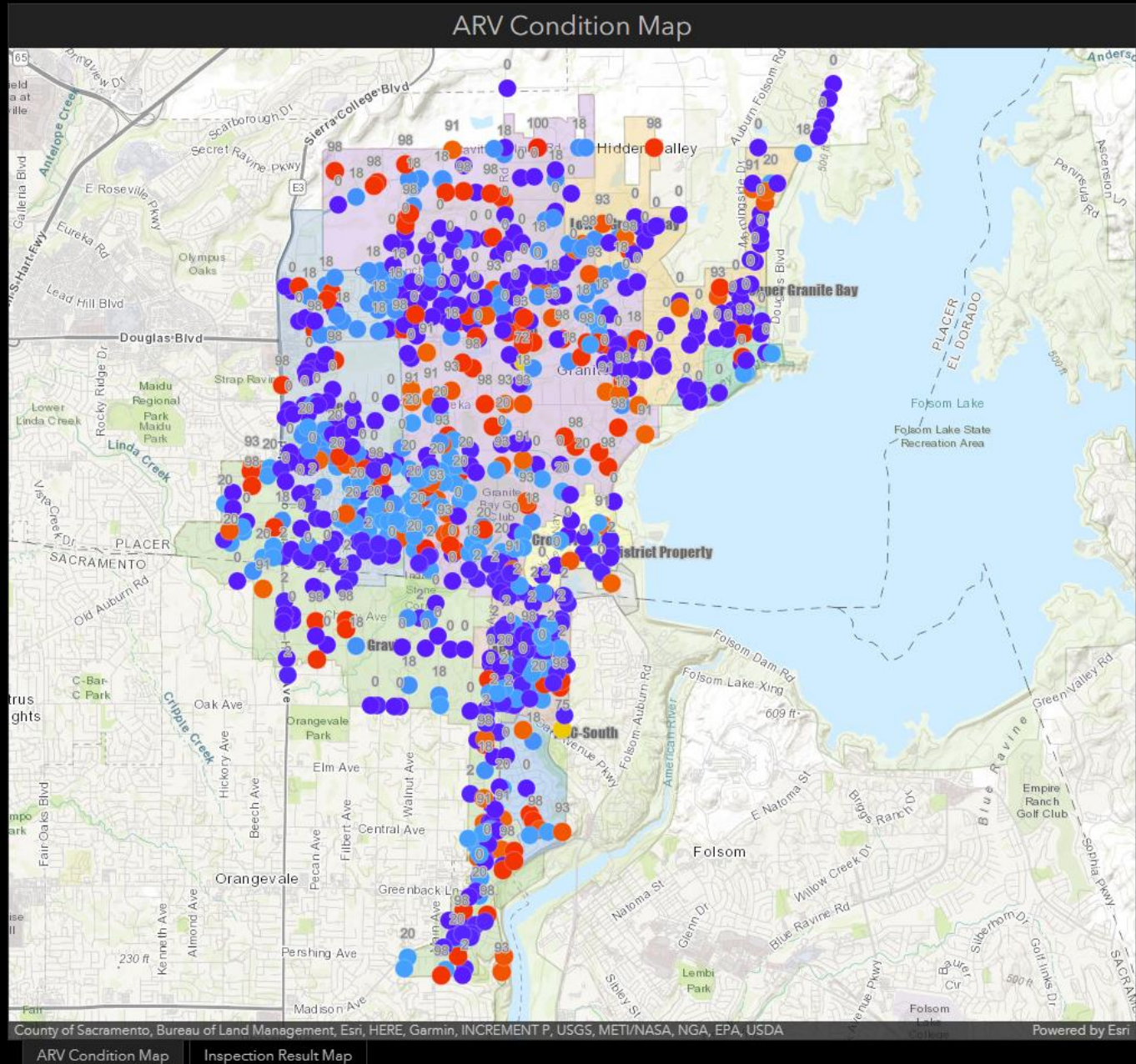
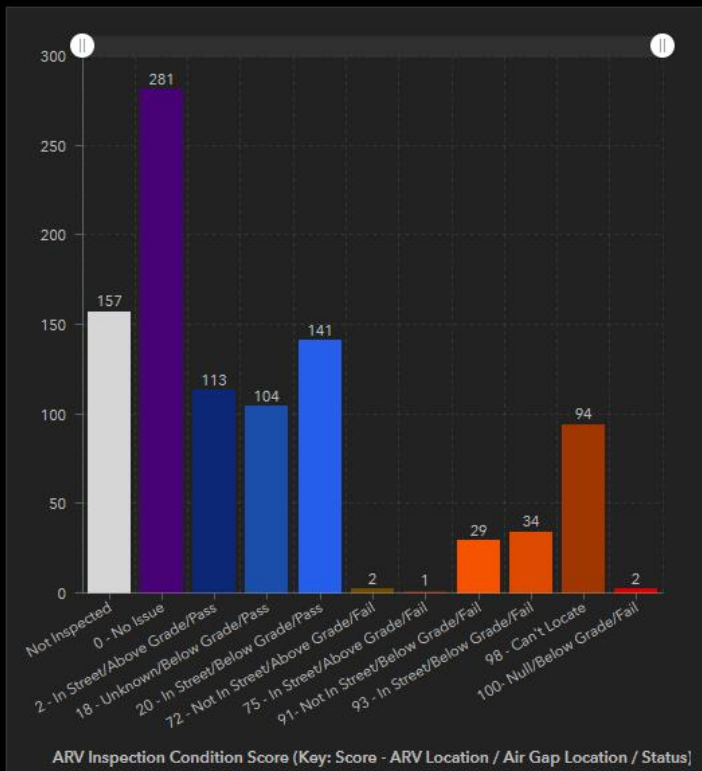


# AIR RELEASE VALVES

# ARV Count

# 958

Last update: 10 minutes ago



## High Priority ARVs with Issues

# 162

Condition Score > 50

- ### Inspection Information
- Inspection #: 3881**  
**Problem:** No drain plugs to test or flush  
**Solution:**  
 Asset ID: ARV-A10-002  
 Condition Score: 100
  - Inspection #: 46714**  
**Problem:** Galvanize maintenance bolts rusted in  
**Solution:** Needs upgrade  
 Asset ID: ARV-G08-001  
 Condition Score: 100
  - Inspection #: 46718**  
**Problem:** Can't find  
**Solution:** Needs more time to look  
 Asset ID: ARV-H10-023  
 Condition Score: 98
  - Inspection #: 46704**  
**Problem:** Could not locate  
**Solution:** Need to go back out and spend some time with metal detecting  
 Asset ID: ARV-H05-004  
 Condition Score: 98
  - Inspection #: 46708**  
**Problem:** Corps must be off no water?  
**Solution:**  
 Asset ID: ARV-H10-015  
 Condition Score: 98
  - Inspection #: 46728**  
**Problem:** 1" ARV broke below gate valve off at corps valve  
**Solution:** Marked out with a USA Mike Healy is going to schedule replace and upgrade soon  
 Asset ID: ARV-H09-004  
 Condition Score: 98
- Last update: a few seconds ago

- ▶ All Hydrants Maintenance on a 5-Year Cycle
- ▶ Replacement Plan: 20 Hydrants Annually
- ▶ 4" Wharf Hydrants are the Priority
- ▶ Upgrading based on Inspection and Age



# HYDRANT MAINTENANCE & REPLACEMENT

- ▶ Fire Districts Referenced:
  - ▶ City of Folsom, the City of Roseville, the South Placer Fire District, and the Sacramento Metropolitan Fire District (Metro Fire)
- ▶ Uniform/California Fire Code (UFC/CFC) Table A-111-A-1
  - ▶ *Minimum Required Fire Flow and Flow Duration for Buildings*
- ▶ System to Capabilities: Max Day Plus Fire Flow

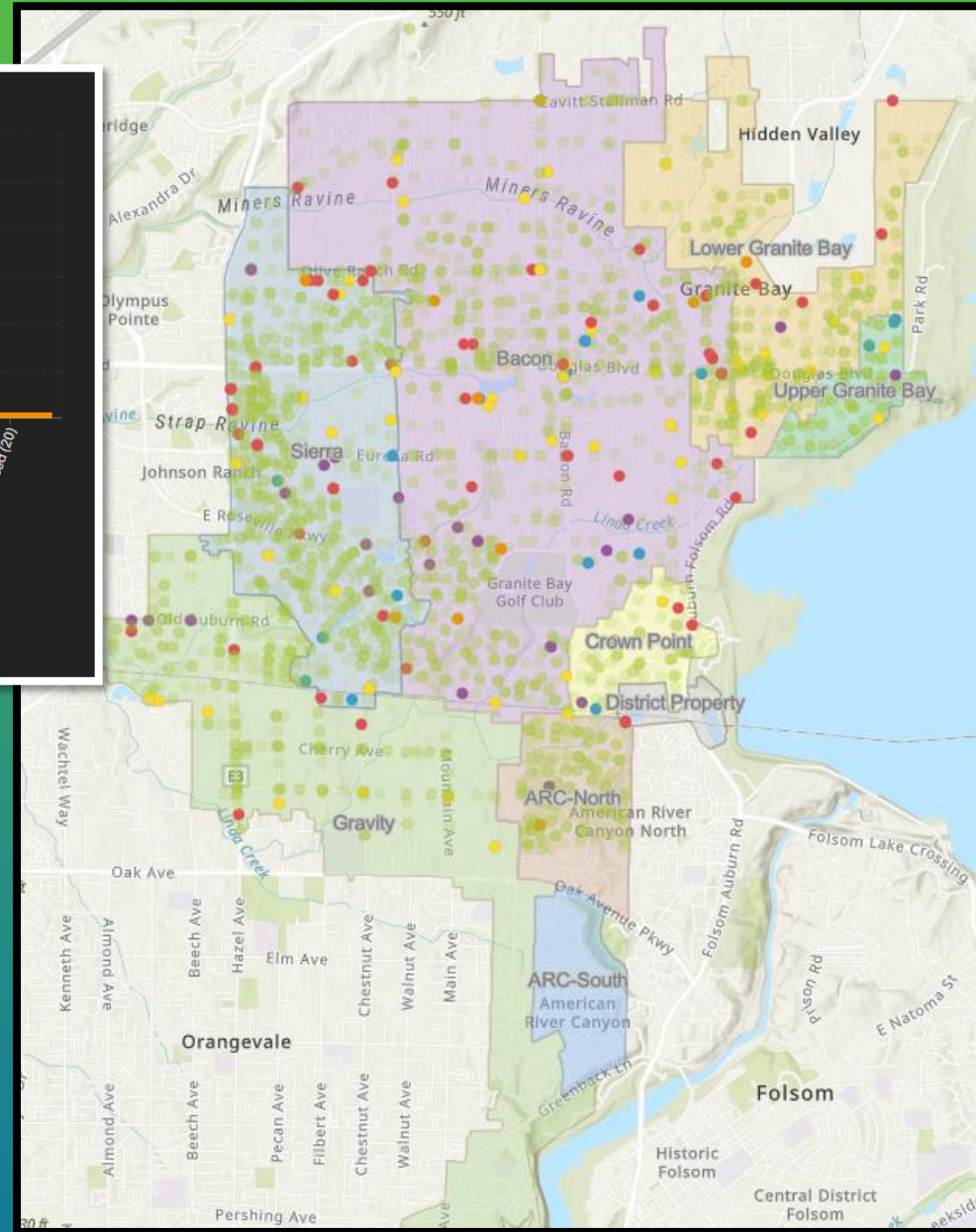
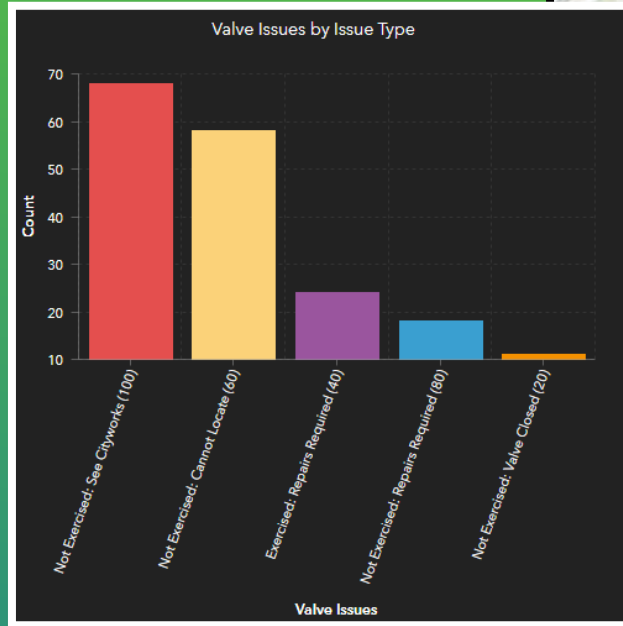
**Table 3-2. Fire Flow Requirements<sup>(a,b)</sup>**

Land Use	Future Criteria <sup>(c)</sup>	
	Fire Flow, gpm	Duration, hours
Single-Family Residential	1,500	2
Multi-Family Residential	2,500	2
Commercial	3,000	3
Institutional	4,000	4
Industrial/Business Park	4,000	4
School	4,000	4

# FIRE FLOW REQUIREMENTS



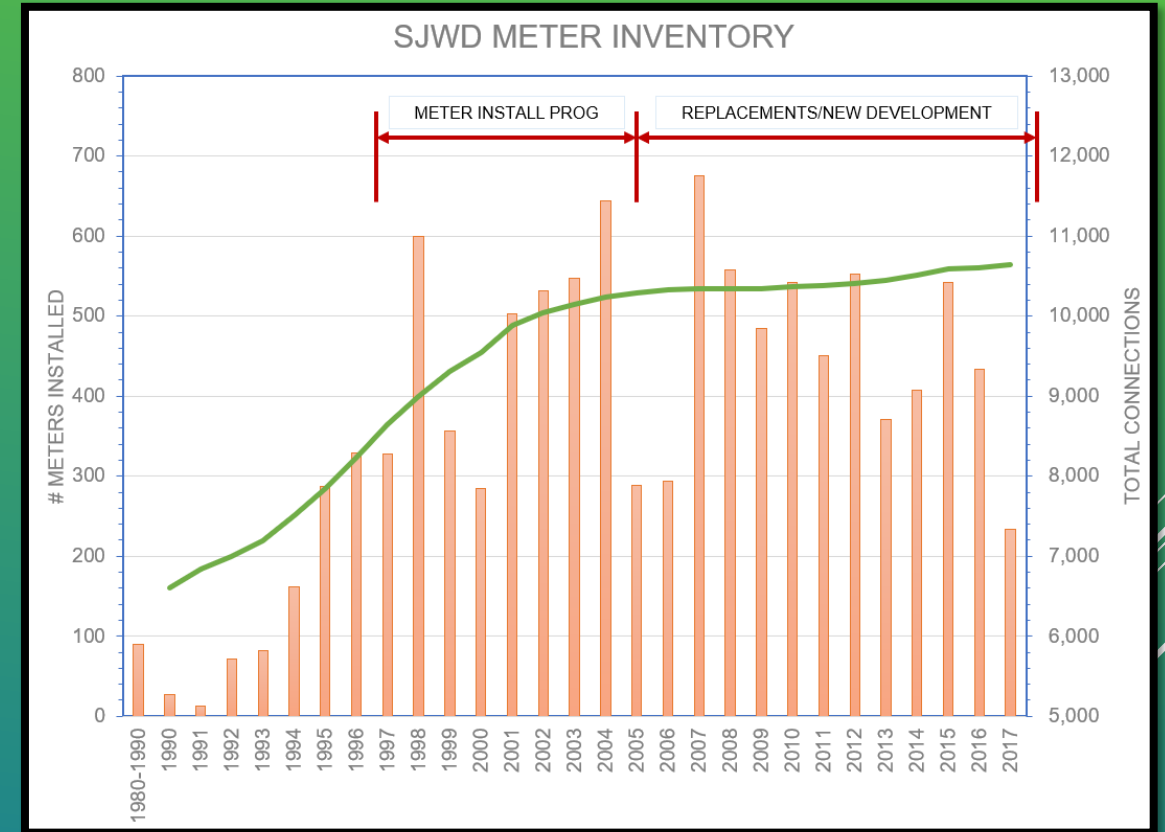
- ▶ All Valves Exercised on a 5-Year Exercise Cycle
- ▶ Upgrading based on Inspection and Age
- ▶ 144/3,222 Needing Repairs or to be Found
- ▶ 2,400 still to be Inspected



# VALVE MAINTENANCE & REPLACEMENT

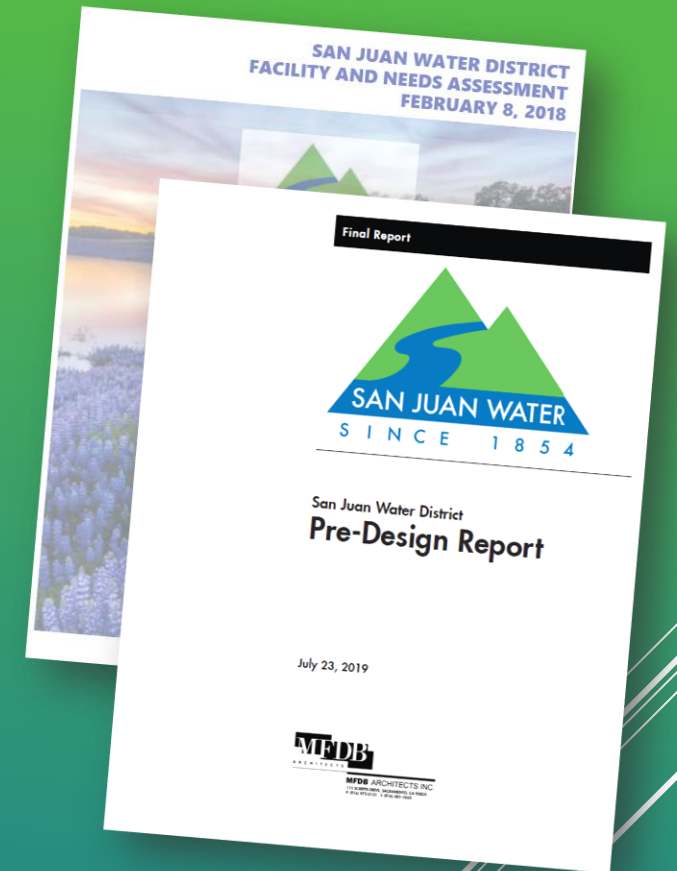


- ▶ Meters installed 1997-2004
- ▶ Meter Consortium Project
- ▶ Evaluated Options for Meter Replacements
- ▶ Good Water Quality – Longer Lasting Meters
- ▶ Current Program: 515 Meters/Year



# METER REPLACEMENTS

- ▶ Two Evaluations Completed, 2017 & 2019
- ▶ Maintenance/Engineering Bldg ADA Issues
  - ▶ “In fact, we don’t even know it would be possible at any cost.”
    - ▶ 2020 SJWD Pre-Design Report, Addendum 1
- ▶ Multiple Options Evaluated
  - ▶ Remodeling Maintenance Building
  - ▶ Expanding Admin & Relocating Engineering
  - ▶ Building New Maintenance/Engineering Building
  - ▶ Modular Units for Maintenance/Engineering
  - ▶ New Admin Building and Relocating Maintenance/Engineering
- ▶ Goal: Permanent solution to meet current and future goals
  - ▶ ADA Compliance
  - ▶ Site/Staff Security
  - ▶ Fleet Electrification
  - ▶ Long Term Operations



# ADMINISTRATION BUILDING





***SAFETY FIRST!!***





## Board of Directors – Standing Committee Charters

### Engineering Committee Charter

The purpose of the Engineering Committee is to discuss and make recommendations to the Board on matters related to the District's Capital Improvement Program, other facilities related projects, water treatment and distribution operations, property related topics, and review and recommend approval of contracts associated with these topics. The Board President may assign additional topics as needed. This committee generally meets as needed.

### Finance Committee Charter

The purpose of the Finance Committee is to discuss and make recommendations to the Board on matters related to the District's finances such as rates, fiscal policies, debt issuance, District budget, and review and recommend approval of contracts associated with these topics. The Board President may assign additional topics as needed. The committee serves as the Audit Oversight Committee for purposes of the annual audit. This committee generally meets monthly on the Tuesday of the week prior to the Board meeting ~~at 4:00 p.m.~~

### Legal Affairs Committee Charter

The purpose of the Legal Affairs Committee is to discuss and make recommendations to the Board on matters related to legal issues such as Board policies required by law or desired to improve District governance, proposed legislation or other state or federal actions impacting the District, key contracts and other legal documents affecting the District's substantive legal rights or governance, and litigation in which the District is involved. The Board President may assign additional topics as needed. This committee generally meets only as needed.

### Personnel Committee Charter

The purpose of the Personnel Committee is to discuss and make recommendations to the Board on all matters related to the District's human resource management at the District including employee compensation and staffing levels. The Board President may assign additional topics as needed. This committee generally meets as needed.

### Public Information Committee Charter

The purpose of the Public Information Committee is to discuss and make recommendations to the Board on all matters related to the District's communications planning and public outreach. The Board President may assign additional topics as needed. This committee generally meets as needed.

### Urban Water Management/Water Transfer Committee Charter

The purpose of the Urban Water Management/Water Transfer Committee is to discuss and make recommendations to the Board on matters related to water supply issues such as water rights, contracts, water transfers, groundwater, water use efficiency activities, the Urban Water Management Plan, and water resources management. The Board President may assign additional topics as needed. This committee generally meets as needed.

## STAFF REPORT

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To: Board of Directors  
From: Paul Helliker, General Manager  
Date: February 19, 2025  
Subject: Board Compensation Policy

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### RECOMMENDED ACTION

Approve Director Zamorano's attendance at the CVP Water Association meeting in Reno, NV on January 28, 2025. The Finance Committee reviewed this item at its February 11, 2025, meeting and recommends approval.

### BACKGROUND

Director Zamorano attended the annual CVP Water Association meeting in Reno, NV on January 28, 2025. Section 2.2.1 of Board Policy BOD-2.2, Compensation and Reimbursement for Directors, specifies that Directors must secure approval in advance from the Board of Directors to attend out of state events. Director Zamorano has requested that the Board waive this advance approval requirement and allow him to be compensated for a day of service for his attendance at the meeting.

# STAFF REPORT

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To: Board of Directors  
From: Donna Silva, Director of Finance and Human Resources  
Date: February 19, 2025  
Subject: Treasurer's Report – Quarter Ending December 31, 2024

---

## RECOMMENDED ACTION

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

## BACKGROUND

The purpose of the treasurer's report is to update the Board and the public on the status of the District's cash balances and investments and highlight material changes from one period to another. The scope of this report covers the second quarter of the fiscal year 2024-2025, ending December 31, 2024.

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

1. Safety
2. Liquidity
3. Yield

Attached is the quarterly Treasurer's Report for the three months ending December 31, 2024.

At September 30, 2024, the end of the previous quarter, the value of the District's total portfolio was \$55.06 million. Since that time, the value of the District's portfolio increased by \$3,776,800.81 for an ending balance of \$58.83 million as of December 31, 2024. Cash and short-term investments increased by \$3,852,285. Medium-term investments decreased by \$419,843 and long-term investments increased by \$344,360.

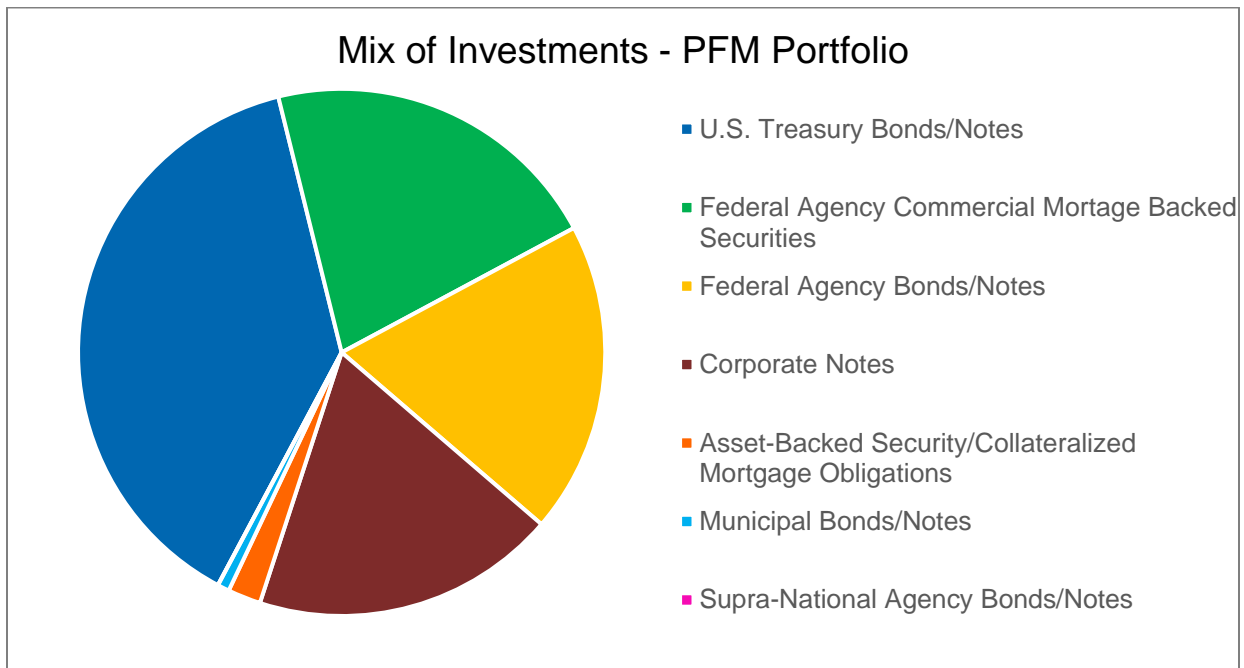
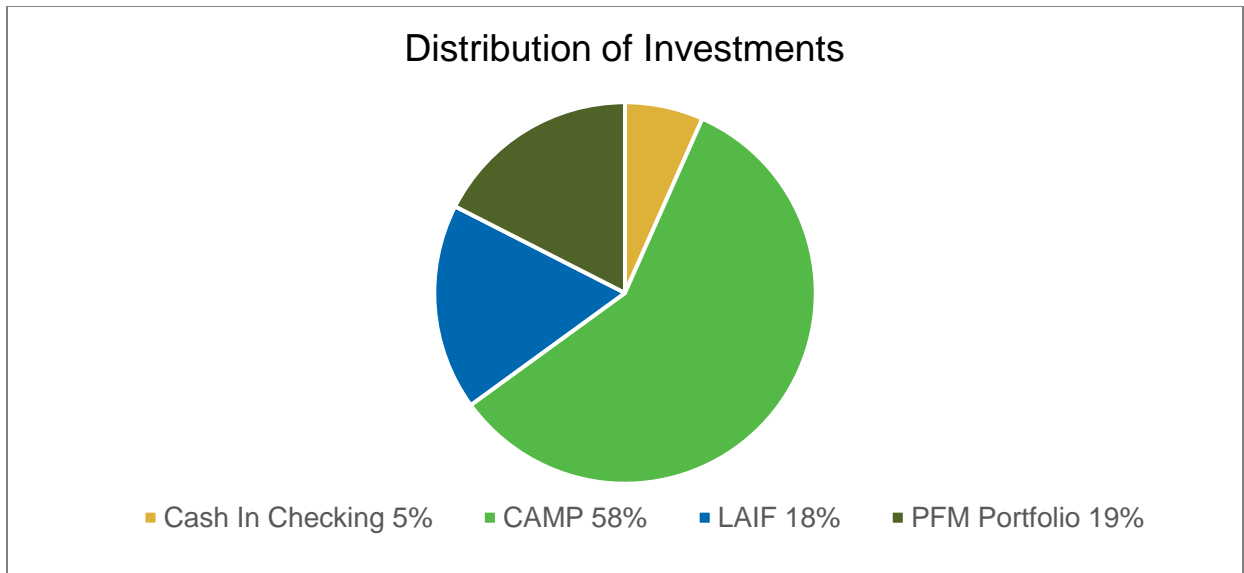
The funds are currently held as follows:

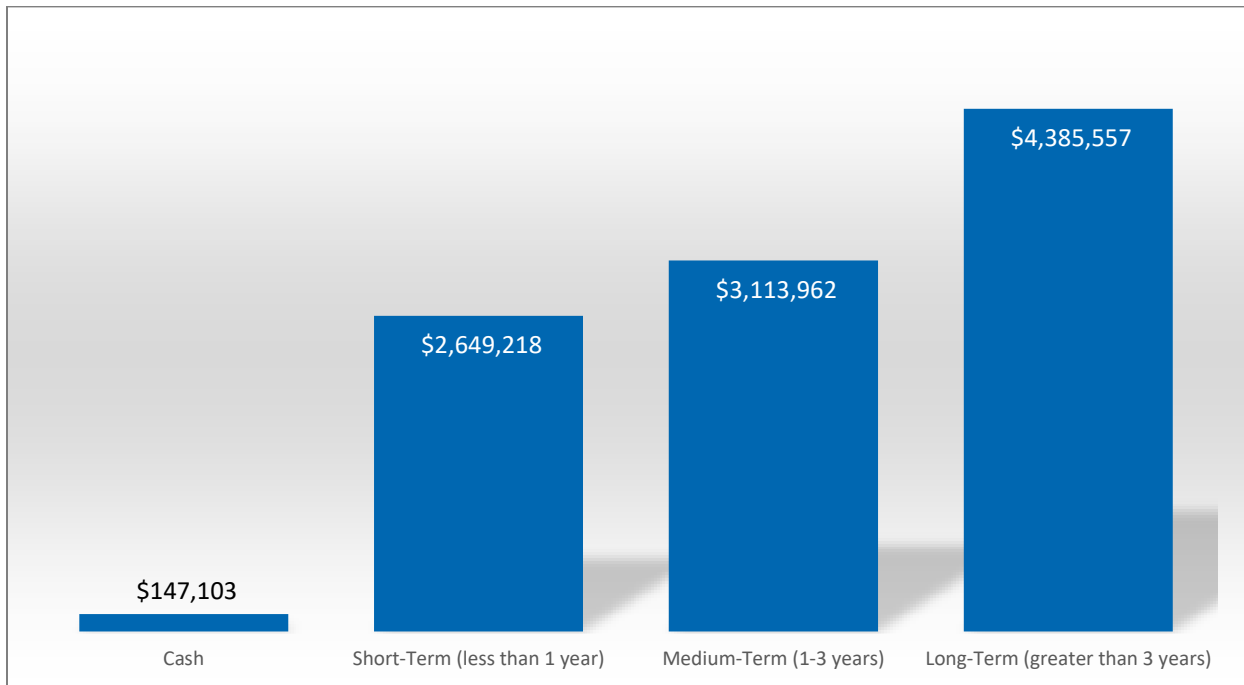
Cash at Banking Institutions	\$3,911,928.28
California Asset Management Pool (CAMP)	34,326,830.90
Local Agency Investment Fund (LAIF)	10,299,240.45
PFM Managed Investment Portfolio	<u>10,295,840.56</u>
	\$58,833,840.19

The overall portfolio is diversified with 19% invested in marketable securities (PFM Portfolio), 76% invested in short-term investments that are considered liquid (LAIF and CAMP) and 5% on deposit with US Bank. Staff, in conjunction with your financial advisors, periodically review the mix of liquid and long-term investments and adjust the portfolio according to the market conditions and the District's short term cash needs.

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

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





In the last quarter of 2024, the job market remained strong, boosting economic growth. Consumer spending and job creation were robust, while inflation stayed the same. The Federal Reserve lowered interest rates twice but hinted at fewer cuts in the future. As a result, yields on LAIF and CAMP investments might stay higher than previously anticipated.

The PFM managed portfolio continues to perform well relative to the benchmark (Bank of America Merrill Lynch “BAML” 0-5 year Treasury Index) on an historical basis.

Total Returns – period ending December 31, 2024

	Duration (years)	Quarter Ending 12/31/2024	Past Year	Since Inception
San Juan Water District	2.05	(0.18%)	4.29%	1.78%
BAML 0-5 Year Treasury Index	2.04	(0.37%)	3.82%	1.47%



**San Juan Water District  
Treasurer's Report  
December 31, 2024**

	Yield %	Par Value	Cost	Current Market Value	Maturity Date
CASH & DEMAND DEPOSITS - US Bank:	0.75%			3,911,928.28	na
CALIFORNIA ASSET MANAGEMENT POOL (CAMP)	5.07%			24,326,830.90	
CAMP TERM	4.61%			10,000,000.00	7/10/2025
LOCAL AGENCY INVESTMENT FUND (LAIF)	4.56%			10,299,240.45	na
PFM MONEY MARKET ACCOUNT	na			147,103.33	na
LONG-TERM INVESTMENTS (PFM Investment Portfolio):					
<i>U.S. Treasury Bonds/Notes:</i>					
US Treasury Notes	2.72%	90,000.00	86,189.06	89,896.95	1/15/2025
US Treasury Notes	0.64%	120,000.00	118,715.63	118,476.60	4/30/2025
US Treasury Notes	0.67%	145,000.00	142,564.45	140,784.85	9/30/2025
US Treasury Notes	0.78%	100,000.00	97,882.81	96,776.60	10/31/2025
US Treasury Notes	1.02%	175,000.00	170,515.63	168,988.40	11/30/2025
US Treasury Notes	0.77%	125,000.00	122,753.91	120,364.25	12/31/2025
US Treasury Notes	2.95%	250,000.00	227,343.75	239,873.00	1/31/2026
US Treasury Notes	3.19%	260,000.00	235,381.25	249,467.92	1/31/2026
US Treasury Notes	1.15%	310,000.00	301,644.53	296,994.57	2/28/2026
US Treasury N/B Notes	0.81%	85,000.00	84,731.05	80,952.56	5/31/2026
US Treasury N/B Notes	2.99%	135,000.00	123,725.39	128,571.71	5/31/2026
US Treasury N/B Notes	0.79%	200,000.00	199,562.50	190,476.60	5/31/2026
US Treasury N/B Notes	2.77%	135,000.00	124,300.20	127,390.46	9/30/2026
US Treasury Notes	3.21%	160,000.00	140,662.50	145,862.56	6/30/2027
US Treasury Notes	3.40%	130,000.00	123,251.17	123,555.90	8/15/2027
US Treasury N/B Notes	3.93%	295,000.00	294,216.41	291,577.41	12/31/2027
US Treasury N/B Notes	3.83%	170,000.00	171,235.16	168,432.77	2/29/2028
US Treasury N/B Notes	3.53%	220,000.00	220,962.50	215,445.34	3/31/2028
US Treasury N/B Notes	3.61%	100,000.00	99,523.44	97,464.80	4/30/2028
US Treasury Notes	4.00%	100,000.00	99,996.09	98,953.10	6/30/2028
US Treasury Notes	4.64%	220,000.00	219,819.53	222,079.66	4/30/2029
US Treasury N/B Notes	4.24%	140,000.00	140,076.56	139,207.04	6/30/2029
US Treasury N/B Notes	4.29%	70,000.00	69,480.47	69,185.13	10/31/2029
US Treasury N/B Notes	4.18%	275,000.00	274,323.24	271,798.73	10/31/2029
Subtotal		4,010,000.00	3,888,857.23	3,892,576.91	
<i>Supra-National Agency Bond/Note</i>					
	0.00%	-	-	-	
Subtotal		-	-	-	
<i>Municipal Bonds/Notes</i>					
FL ST Board of Admin Txbl Rev Bonds	1.11%	20,000.00	20,141.40	19,666.40	7/1/2025
FL ST Board of Admin Txbl Rev Bonds	1.26%	55,000.00	55,000.00	54,082.60	7/1/2025
Subtotal		75,000.00	75,141.40	73,749.00	

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...continued	Yield %	Par Value	Cost	Current Market Value	Maturity Date
<i>Federal Agency Commercial Mortgage-Backed Security</i>					
FHMA K061 A2	4.29%	102,377.99	99,226.67	99,922.35	11/1/2026
FHMS K064 A2	4.94%	100,000.00	94,328.13	97,259.30	3/1/2027
FHMS K065 A2	4.93%	55,000.00	51,856.84	53,394.00	4/1/2027
FHMC K066 A2	4.97%	90,000.00	84,164.06	87,030.81	6/1/2027
FHMS K507 A1	5.19%	95,490.54	93,992.00	95,643.04	4/1/2028
FHMS KJ46 A1	4.78%	79,175.24	79,173.25	78,946.58	6/1/2028
FHMS K505 A2	4.59%	100,000.00	100,998.80	100,227.70	6/1/2028
FNA 2023-M6 A2	4.58%	95,553.99	93,934.05	93,663.26	7/1/2028
FHMS K506 A2	4.99%	100,000.00	98,520.70	99,783.20	8/1/2028
FHMS K508 A2	5.25%	100,000.00	97,806.40	99,970.90	8/1/2028
FHMS K509 A2	5.60%	75,000.00	72,608.78	75,292.50	9/1/2028
FHMS K507 A2	5.07%	100,000.00	98,804.70	100,194.40	9/1/2028
FHMS K510 A2	5.14%	40,000.00	39,884.36	40,434.08	10/1/2028
FHMS K511 A2	4.93%	55,000.00	54,841.99	55,177.49	10/1/2028
FHMS K512 A2	4.79%	50,000.00	50,466.90	50,431.60	11/1/2028
FHMS K513 A2	4.50%	55,000.00	55,549.40	54,934.61	12/1/2028
FHMS K514 A2	4.34%	60,000.00	60,599.94	59,578.98	12/1/2028
FHMS K518 A2	4.83%	70,000.00	71,690.15	71,654.10	1/1/2029
FHMS K517 A2	4.67%	90,000.00	92,698.74	91,953.72	1/1/2029
FHMS K515 A2	4.79%	100,000.00	102,694.00	102,105.70	1/1/2029
FHMS K516 A2	4.79%	100,000.00	102,999.70	102,614.10	1/1/2029
FHMS K520 A2	5.09%	55,000.00	55,223.25	55,821.43	3/1/2029
FHMS K524 A2	4.58%	80,000.00	80,491.28	79,835.92	5/1/2029
FHMS K522 A2	4.80%	100,000.00	99,999.70	100,052.30	5/1/2029
FHMS K526 A2	4.33%	90,000.00	90,841.86	89,114.94	7/1/2029
FHMS K530 A2	4.67%	100,000.00	100,520.70	100,027.70	9/1/2029
Subtotal		2,137,597.76	2,123,916.35	2,135,064.71	
<i>Federal Agency Bonds/Notes:</i>					
Freddie Mac Notes	1.52%	250,000.00	249,807.50	249,186.75	2/12/2025
Federal Home Loan Bank Notes	0.60%	100,000.00	99,504.00	98,919.10	4/14/2025
Fannie Mae Notes	0.67%	125,000.00	124,742.50	123,633.88	4/22/2025
Fannie Mae Notes	0.61%	160,000.00	160,118.40	158,251.36	4/22/2025
Fannie Mae Notes	0.54%	145,000.00	144,699.85	142,563.57	6/17/2025
Freddie Mac Notes	0.48%	90,000.00	89,551.80	88,056.63	7/21/2025
Fannie Mae Notes	0.47%	100,000.00	99,532.00	97,496.00	8/25/2025
Fannie Mae Notes	0.49%	135,000.00	134,269.65	131,619.60	8/25/2025
Fannie Mae Notes (Callable)	4.00%	315,000.00	314,984.25	314,292.51	8/28/2025
Freddie Mac Notes	0.44%	140,000.00	139,578.60	136,151.12	9/23/2025
Freddie Mac Notes	0.47%	175,000.00	174,177.50	170,188.90	9/23/2025
Fannie Mae Notes	0.51%	105,000.00	104,960.10	101,719.70	11/7/2025
Federal Home Loan Bank Nts (Callable)	5.40%	130,000.00	129,974.00	129,730.64	2/23/2026
Subtotal		1,970,000.00	1,965,900.15	1,941,809.76	
<i>Corporate Notes:</i>					
Amazon.com Inc. Corp Notes	3.06%	50,000.00	49,920.50	49,798.90	4/13/2025
Goldman Sachs Group Inc. Corp Notes	0.94%	65,000.00	72,616.70	64,762.23	5/22/2025
Bristol-Myers Squibb Co Corporate Notes	0.98%	35,000.00	34,651.40	33,905.24	11/13/2025
Bank of America Corp Notes (Callable)	3.38%	70,000.00	70,000.00	69,737.85	4/2/2026
Paccar Financial Corp	4.90%	100,000.00	100,411.00	100,918.40	8/10/2026

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...continued	Yield %	Par Value	Cost	Current Market Value	Maturity Date
Bank of American NA Corporate Notes	5.85%	100,000.00	99,158.00	101,316.00	8/18/2026
Target Corp (Callable)	1.99%	15,000.00	14,974.50	14,269.05	1/15/2027
Target Corp Corporate (Callable) Notes	1.96%	60,000.00	59,963.40	57,076.20	1/15/2027
Bank of New York Mellon Corp (Callable)	1.98%	100,000.00	100,322.00	95,217.20	1/26/2027
Adobe Inc (Callable) Corp Note	4.20%	100,000.00	92,310.00	95,436.90	2/1/2027
PNC Financial Services Corp Notes (Callabl	4.69%	105,000.00	98,590.80	101,281.74	5/19/2027
PNC Financial Services Corp Notes (Callabl	4.80%	110,000.00	102,786.20	106,104.68	5/19/2027
Amazon.com Inc. (Callable) Corp Notes	3.56%	110,000.00	98,514.90	101,958.34	6/3/2027
Home Depot Inc. Corp (Callable) Notes	4.16%	100,000.00	94,340.00	95,805.40	9/14/2027
JP Morgan Chase & Co Corp Notes (Callabl	4.95%	150,000.00	153,100.50	152,561.25	4/22/2028
John Deere Capital Corp	4.98%	45,000.00	44,932.95	45,434.70	7/14/2028
John Deere Capital Corp	4.73%	55,000.00	55,539.00	55,531.30	7/14/2028
Citibank NA Corp Notes (Callable)	5.30%	100,000.00	101,934.00	103,112.50	9/29/2028
State Street Corp (Callable)	4.53%	50,000.00	50,000.00	49,435.10	2/20/2029
Blackrock Funding Inc. Corp Notes	4.74%	10,000.00	9,981.90	10,008.87	3/14/2029
Balckrock Funding Inc. Corporate Notes	4.81%	90,000.00	89,582.40	90,079.83	3/14/2029
Mastercard Inc Corp Notes (Callable)	4.82%	100,000.00	91,865.00	93,311.60	6/1/2029
PepsiCo Inc. (Callable)	4.53%	65,000.00	64,899.25	64,869.35	7/17/2029
Toyota Motor Credit Corp	4.60%	15,000.00	14,969.55	14,822.48	8/9/2029
Toyota Motor Credit Corp	4.58%	30,000.00	29,965.50	29,644.95	8/9/2029
Toyota Motor Credit Corp	4.64%	30,000.00	29,876.70	29,644.95	8/9/2029
Eli Lilly & Co (Callable)	4.25%	15,000.00	14,967.15	14,707.67	8/14/2029
Eli Lilly & Co (Callable)	4.17%	60,000.00	60,087.60	58,830.66	8/14/2029
Subtotal		1,935,000.00	1,900,260.90	1,899,583.34	
<i>Asset-Backed Security/Collateralized Mortgage Obligation:</i>					
TOAT 2021-C A3	0.43%	2,440.62	2,440.43	2,432.68	1/15/2026
Hart 2021-C A3	75.00%	1,567.40	1,567.05	1,561.12	5/15/2026
Harot 2023-3 A3	5.42%	65,000.00	64,986.60	65,647.66	2/18/2028
Taot 2023-C A3	5.17%	20,000.00	19,995.48	20,156.12	4/17/2028
Fitat 2023-1 A3	5.53%	70,000.00	69,995.66	70,767.76	8/15/2028
BACCT 2023-A2 A2	4.98%	35,000.00	34,995.30	35,337.09	11/15/2028
GMCAR 2024-1 A3	4.85%	10,000.00	9,997.99	10,051.08	12/18/2028
Subtotal		204,008.02	203,978.51	205,953.51	
<b>TOTAL LONG TERM INVESTMENTS</b>		<b>10,331,605.78</b>	<b>10,158,054.54</b>	<b>10,148,737.23</b>	
<b>TOTAL CASH &amp; INVESTMENTS AT 12/31/2024</b>		<b>10,331,605.78</b>	<b>10,158,054.54</b>	<b>58,833,840.19</b>	

## STAFF REPORT

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To: Board of Directors  
From: Donna Silva, Director of Finance and Human Resources  
Date: February 19, 2025  
Subject: Presentation of Draft Retail Financial Plan and Rate Study

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### RECOMMENDED ACTION

Receive presentation; direct staff to prepare Proposition 218 Notice based on the rate schedule selected by the Board after receiving and considering the results of the study.

### BACKGROUND

The District completed the Retail Master Plan in FY 2020-21, which identified the capital improvements needed to the distribution system over the next 10 years. This informed the 2021 Financial Plan and rate schedule for 2022-2024 and continues to serve as an important driver for this update to the financial plan and new rate schedule. As a result of the master plan, the District implemented new annual infrastructure replacement programs that have contributed to an ongoing increase in capital spending. Examples include the service lateral replacement program, meter replacement program, Air Relief Valve Replacement program, etc.

The District's last Retail Financial Plan and Rate Study was completed in March 2022, resulting in a three-year rate schedule ending January 1, 2024.

Hildebrand Consulting was selected in February 2024 to update the financial plan and develop recommendations for retail water rates for a four-year period from Calendar year 2025 through 2028. The purpose of the study was to ensure that the District's water rates are sufficient to fund ongoing operations and maintenance, debt service (including meeting rate covenants) and capital improvements while maintaining prudent reserves.

The study builds upon the actual results for FY 2023-24 and generally utilizes the FY 2024-25 budget as the base year for analysis. Certain one-time expenses were removed prior to applying inflation assumptions. The following cost inflation assumptions were used in the financial plan:

Salaries:	3% per year
Health Benefits:	5% per year
Utilities:	5% per year
Source of Supply:	5% for two years then 4% thereafter
Operating Expenses:	3% per year

When combined, the inflation assumptions range between 3 and 4%.

The draft retail plan was first presented to the Board in December at which time staff presented the following three scenarios:

- **Scenario A: All Recommended Projects: No rate increases and no new debt:** this approach was not recommended as revenues would not be sufficient to fund the CIP projects.
- **Scenario B: All Recommended Projects: No debt issuance – all pay as you go:** while this option results in the lowest costs over time, due to the large upcoming projects it would require larger rate increases in the next three years and therefore was not recommended by staff.
- **Scenario C: All Recommended Projects with utilization of the low-interest rate State Revolving Loan Fund for the Kokila Reservoir Replacement and the Pipeline on Cavitt Stallman between Sierra Ponds and Vogel Valley.** This option assumes a bond issuance for the Retail Groundwater Facility project. This is staff's recommended scenario. Due to reevaluation of the project list, the proposed rate increases under this scenario have gone down 2% in FY 2025 and 3% thereafter.

After presenting these scenarios to the Board, some Board members requested prioritizing projects in the 10-Year Capital Improvement Plan (CIP) and to look at different rate scenarios based on that prioritization. Staff prioritized the projects into the following categories:

1. **Regulatory:** these are projects that are needed to satisfy a regulatory or statutory requirement, primarily addressing water loss
2. **Risk Mitigation:** these are projects that are needed to reduce the risk of system failure, reduce the risk of untimely deterioration of supplies, reduce the risk of losing an ADA lawsuit and increase site security.
3. **Other System Improvements:** this category includes projects that improve system efficiency, protect equipment, increase water supply reliability, etc.

The categorized CIP list was presented to the Board at the January 15, 2025 Board meeting along with the following additional rate scenarios.

- **Scenario G: Regulatory Projects As Scheduled – All other projects delayed by 4 years**
- **Scenario H: Regulatory & Risk Mitigation Projects As Scheduled – All other projects delayed by 4 years**

The Board discussed the various scenarios and the CIP projects, and then decided to hold a workshop on February 4, to discuss the CIP projects further. At that workshop, after reviewing and discussing the CIP list, the Board approved a motion to have the Finance Committee work with staff to create a further prioritization of the list, using existing proposed funding sources.

**CURRENT STATUS**

Staff removed the subcategories from the CIP project list and moved certain projects to higher positions on the list. Staff then added 8 priority designations to the list. The newly-formatted list was discussed with the Finance Committee on February 11. The Committee requested that staff add three additional scenarios, for presentation to the Board at the February 19 meeting:

- **Scenario D: All CIP Projects except the Administration Building and Related Projects, issuing debt as proposed.** This scenario had two alternatives – issue debt as proposed and use the savings to reduce rates, or use the savings to reduce debt.
- **Scenario E: Keep all CIP projects except the new Administration Building and Related Projects, do not issue new debt, hold rate increases at 2%.**
- **Scenario F: Keep all CIP projects as scheduled, do not issue new debt, limit rate increases to those associated with staff recommendation.**

For each of these scenarios, the Committee requested that staff define how much of the proposed CIP project list would not be implemented, or conversely, how long it would take to finish the CIP project list with the funding that would be available. The rate consultant has analyzed these scenarios and will be presenting the results at the board meeting. The rate and CIP impacts are summarized in the table that is included on slide 25 of the presentation. While reviewing the CIP staff were able to reduce the CIP by more than \$2 million by reconfiguring certain projects. Based on these lower costs, the staff’s recommended rate increases are even lower than they were at the last meeting. Below is a summary of the proposed rates:

	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>Thereafter</b>
2021 Financial Plan	7%	6%	6%	6%	3%
1 <sup>st</sup> Draft 2024 Financial Plan	5%	5%	5%	4%	4%, 3%
<b>Current Recommendation</b>	<b>2%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>

The Financial Plan recommends the following rate schedule for 2025 through 2028:

	Current	Proposed Implementation Dates				
		July 1, 2025	Jan. 1, 2026	Jan. 1, 2027	Jan. 1, 2028	Jan. 1, 2029
Overall Rate Revenue Increase -->		2%	3%	3%	3%	3%
<b>Daily Base Charges</b>						
Up to 1" meter	\$2.92	\$2.82	\$2.90	\$2.99	\$3.08	\$3.17
1 1/2" meter	\$7.34	\$7.18	\$7.40	\$7.62	\$7.85	\$8.09
2" meter	\$11.61	\$11.37	\$11.71	\$12.06	\$12.42	\$12.79
3" meter	\$21.54	\$21.14	\$21.77	\$22.42	\$23.09	\$23.78
4" meter	\$35.72	\$35.10	\$36.15	\$37.23	\$38.35	\$39.50
6" meter	\$71.18	\$69.99	\$72.09	\$74.25	\$76.48	\$78.77
8" meter	\$113.73	\$111.87	\$115.23	\$118.69	\$122.25	\$125.92
<b>Water Usage Charge (\$/CCF)</b>						
All water usage	\$1.07	\$1.24	\$1.28	\$1.32	\$1.36	\$1.40
<b>Daily Private Fire Line Rates*</b>						
4" line	\$1.09	\$1.91	\$1.97	\$2.03	\$2.09	\$2.15
6" line	\$1.28	\$2.19	\$2.26	\$2.33	\$2.40	\$2.47
8" line	\$1.42	\$2.48	\$2.55	\$2.63	\$2.71	\$2.79
10" line	\$1.55	\$2.73	\$2.81	\$2.89	\$2.98	\$3.07
12" line	\$1.70	\$2.93	\$3.02	\$3.11	\$3.20	\$3.30

\* Fire Line Rates are increased by 3% per year based on estimated cost inflation

**Next Steps:**

Staff request direction from the Board on the preferred rate schedule and informal approval to prepare and send the required notice of public hearing for the chosen rate schedule. Staff, in consultation with the rate consultant and legal counsel, will finalize the Retail Financial Plan and Rate Study Report and prepare and send the required Proposition 218 notice of public hearing. The rates published in the notice set the maximum amount of a potential rate increase. After the hearing, the Board could choose to approve rates lower than those noticed, but not higher. The notice must be sent at least 45 days prior to the public hearing. The public hearing on the proposed rates will be held in the spring.

**Attachments:**

San Juan 2024 Retail Rate Study Presentation  
 Prioritized Capital Improvement Plan (CIP)



# 2024 Retail Water Rate Study

Board Presentation

February 19, 2025





# Agenda

1. Retail Enterprise Financial Plan
2. Cost of Service / Rate Design
3. Project Schedule

# The Rate Setting Process

**Revenue Requirements**

Compares the revenues of the utility to its expenses to determine the overall level of rate adjustment

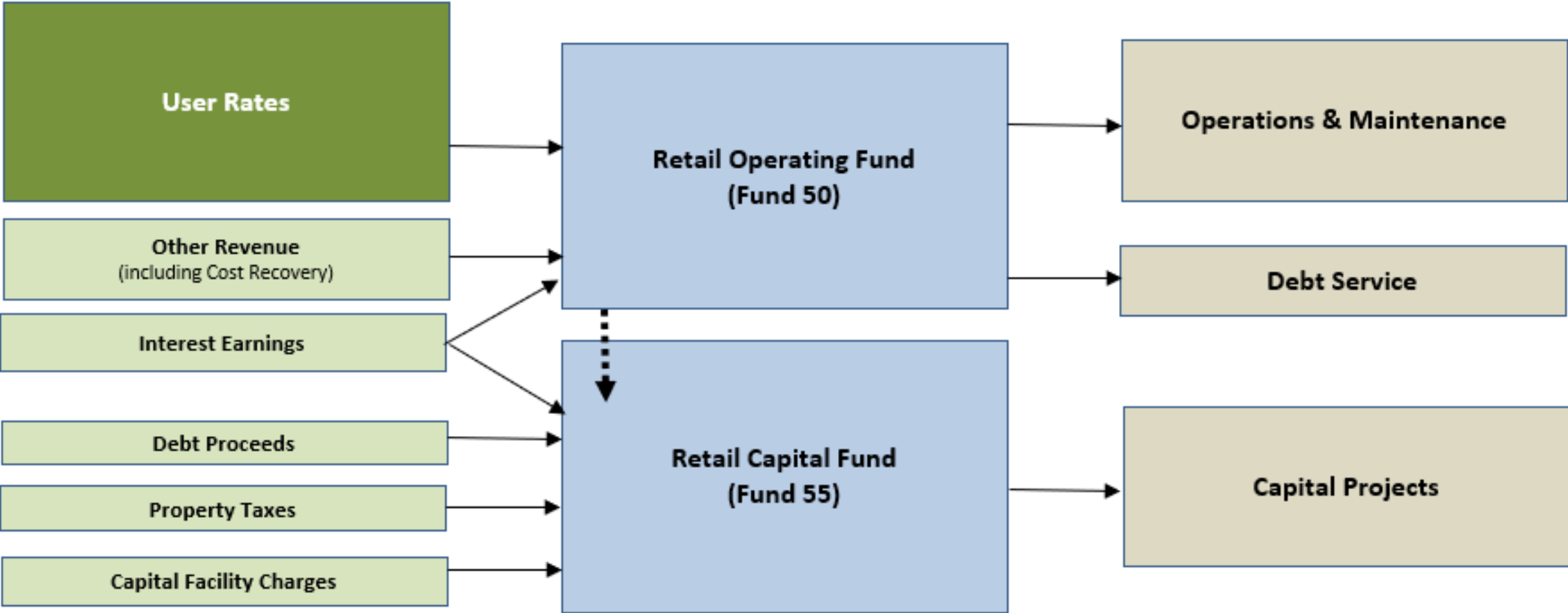
**Cost-of-Service**

Equitably allocates the revenue requirements between the various customer classes of service

**Rate Design**

Design rates for each class of service to meet the revenue needs of the utility, along with any other rate design goals and objectives

# Schematic of Retail Utility Funds/Reserve Structure



# Cash Balances

Fiscal Year beginning July 1, 2024

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Operating Fund	\$3,231,000
Capital Fund	\$23,110,000
<b>Combined Total:</b>	<b>\$26,341,000</b>

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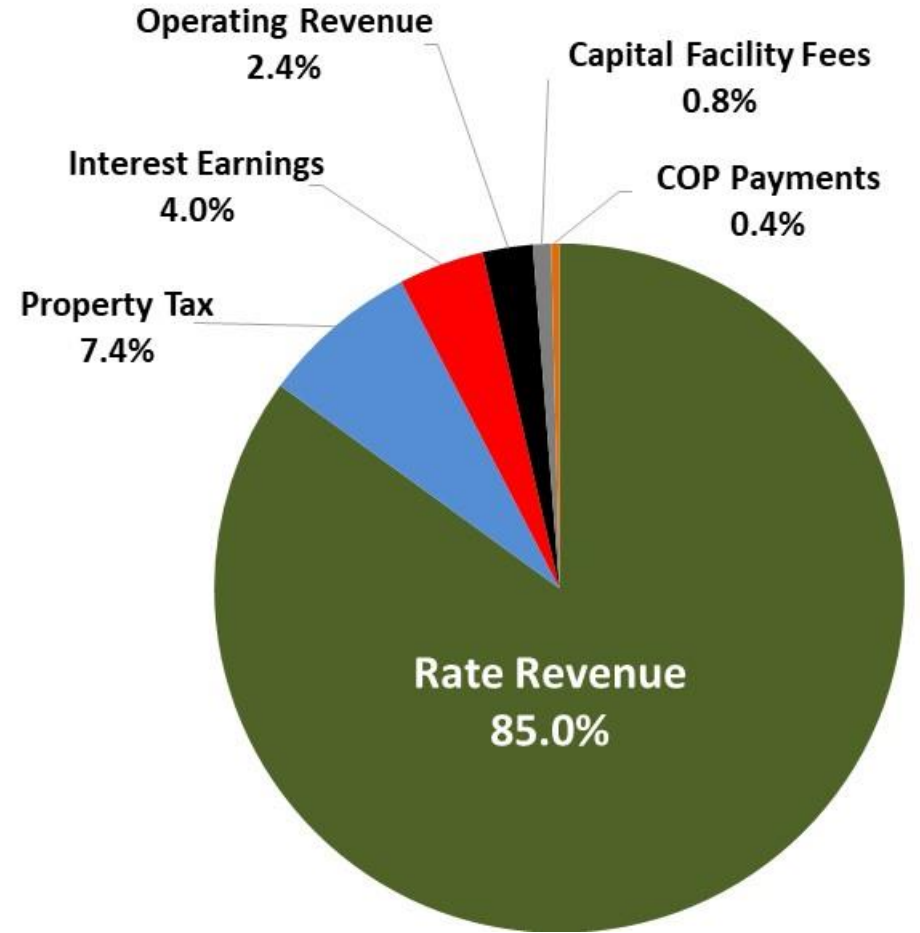
# Revenue

FY2024/25 Forecast \*

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Rate Revenue	\$17,542,000
<b>Non-Rate Revenue</b>	
Property Tax	\$1,530,000
Interest Earnings	\$825,000
Operating Revenue	\$485,000
Capital Facility Fees	\$175,000
COP Payments	\$79,000
<b>Total:</b>	<b>\$20,636,000</b>

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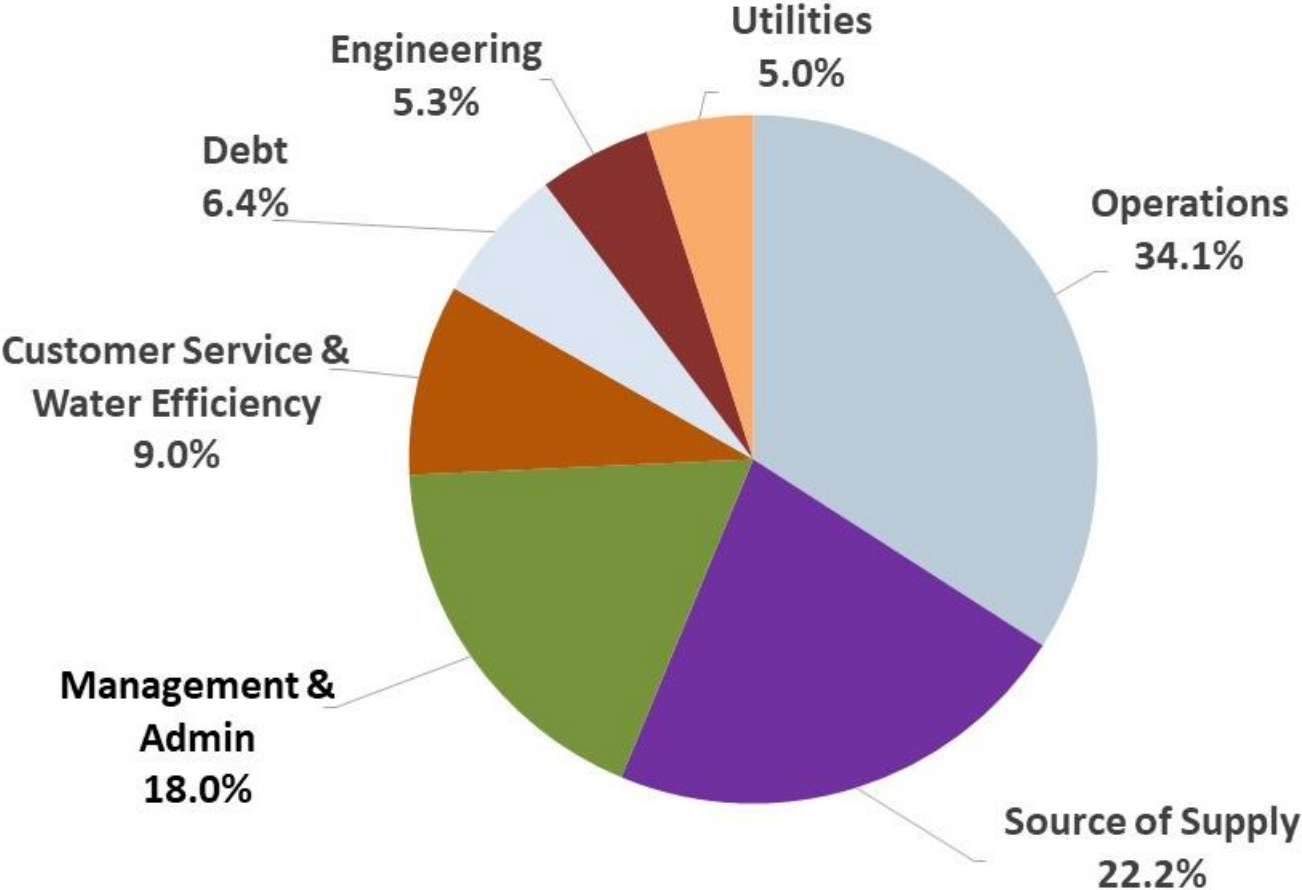


\* All revenue based on 24/25 budget except rate revenue which is equal to 23/24 actual revenue

# Operating Expenses

FY2024/25 Budget

Operations	\$5,183,000
Source of Supply	\$3,368,000
Management & Admin	\$2,739,000
Customer Service & Water Efficiency	\$1,367,000
Debt	\$976,000
Engineering	\$806,000
Utilities	\$761,000
<b>Total Budget:</b>	<b>\$15,200,000</b>



# Escalation Assumptions

Salaries	3% per year
Health Benefits and OPEB	5% per year
Utilities	5% per year
Sources of Supply	5% for two years then 4% thereafter
Chemicals	3% per year
Supplies	3% per year
Professional Services	3% per year

# Reserve Policies

The following are established District reserve policies. In addition to protecting the District against unforeseen circumstances, these policies also contribute towards the District's credit rating.

*“Minimum Reserve”*

**Operating Reserve:** 20% of O&M budget (\$2.8 million)

*“Target Reserve”*

**Capital Reserve:**

- Consistent with 2021 Recommendation: Propose a reserve level equal to 100% of average annual capital spending in order to support PayGo capital funding (\$10.0M)



# Rate Increase Drivers\*

- Escalation (see previous slide)
- Continue to transition to Pay-Go

## Cost Control Measures

Action	Impact
Paid down unfunded pension liability	Savings of \$11.2 million through FY 2038/39
Debt refinance	Savings of \$8.8 million through FY 2036/37
Renegotiated contract with PCWA (twice)	Savings of over \$275,000 per year
Completion of two groundwater substitution transfers	Lower wholesale revenue requirements; therefore, lower Retail supply costs
Water transfers	Lower wholesale revenue requirements; therefore, lower Retail supply costs
Salary schedule reduction	Partial salary freeze FY 2019/20 through FY 2021/22

\* Note that the 2021 Rate Study anticipated slightly higher rate increases for this time period

# Large PayGo Capital Projects (over \$1 million)

	Approx. Annual Cost	Total Cost Over Planning Period
85 Service Line Replacements Per Year	\$1.7M	\$19,112,000
ARV Replacements, 45 per year for 20 years	\$1M	\$12,310,000
Condition Assessments	\$568K	\$5,680,000
Hydrant Replacements (20 per year)	\$449K	\$5,379,000
New Admin/Executive Building and modifications to existing Kenneth H. Miller Admin Building (40W/60R)		\$4,996,000
Residential Meter & Endpoint Replacements	\$387K	\$3,876,000
Future Main Replacement (TBD)	\$349K	\$3,439,000
Seeno Ave. (Replace apx. 3,000 lf of 10' pipe and all appurtenances)		\$1,744,000
Cavitt Stallman (Oak Pine to Sierra Ponds 2000 LF of 12")		\$1,684,000
Del Oro Rd. (Replace approx. 3,050 lf of 6 in steel pipeline w/ 8 in)		\$1,529,000
Granite Ave. (replace approx. 1,300 LF of 12" pipe w/ all appurtenances)		\$1,359,000
Wilhoff Ln. (Replace approx. 2,300 LF of 6 in steel pipe w/ 8 in)		\$1,164,000

# Large Debt Capital Projects (over \$1 million)

	Total Cost Over Planning Period
Kokila Reservoir Replacement – SRF	\$12,860,000
Cavitt Stallman (Sierra Ponds to Vogel Valley, 6,900 LF of 12") – SRF Loan	\$7,968,000
Retail Groundwater Production Capacity – Funding source TBD	\$5,150,000

# Capital Project Prioritization

1. **Regulatory Projects** – projects that are needed to satisfy a regulatory or statutory requirement, primarily addressing water loss
1. **Risk Mitigation Projects** – projects that reduce the risk of system failure, untimely deterioration of supplies, losing an ADA lawsuit and increase site security
1. **Other System Improvements** – projects that improve system efficiency, protect equipment, increase water supply reliability, etc.

# Capital Spending List (1 of 2)

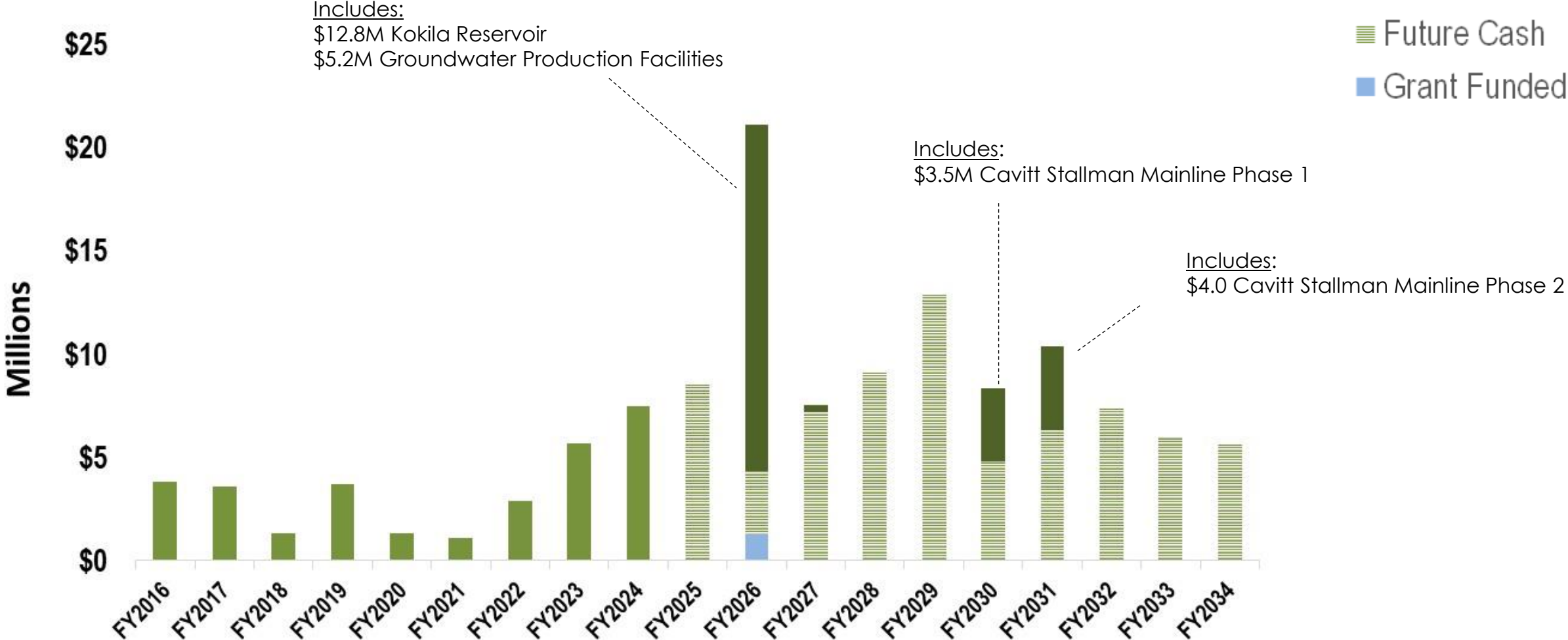
Project Name	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30	FY30-31	FY31-32	FY32-33	FY33-34
<i>Kokila Tank</i>		12,860,000								
Service Line Replacements (85 Planned Replacements/Yr)	2,350,000		1,650,000	1,700,000	1,750,000	1,803,000	1,857,000	1,913,000	1,970,000	2,029,000
Air Release Valve Replacements (20yrs @ 45 ARV Replacements/Yr, 878 Total)	1,900,000	250,000	1,000,000	1,030,000	1,061,000	1,093,000	1,126,000	1,159,000	1,194,000	1,230,000
Residential Meter & Endpoint Replacement	667,000	280,000	288,000	297,000	306,000	315,000	325,000	334,000	344,000	355,000
<i>Retail Groundwater Production Facilities</i>		5,150,000								
Cavitt Stallman (Oak Pine to Sierra Ponds, 2,000 LF of 12")			80,000		1,604,000					
Cavitt Stallman (Sierra Ponds to Vogel Valley, 6,900 LF of 12")			361,000			3,547,000	4,060,000			
Lakeland Dr from Douglas to East Granite (650-LF of 12-in)	55,000			541,000						
Hidden Lakes 12-in Main (950-LF, 15 Serv, 7960 W Hidden Lakes to Haley)	75,000			738,000						
Wharf Hydrant Replacements (Total 96, 10-Yr Replacement)	225,000	232,000	239,000	246,000	253,000	261,000	269,000	277,000	285,000	
Hydrant Replacements (10 Replacements/Yr)	200,000	206,000	212,000	219,000	225,000	232,000	239,000	246,000	253,000	522,000
Del Oro Rd (Replace approx. 3,050 lf of 6-in steel pipeline w/ 8-in)				15,000	1,514,000					
Wilhoff Ln (Replace approx 2,300 lf of 6-in steel pipe w/ 8-in)				11,000	1,153,000					
Site Security Evaluation and Design (50/50 split W/R)	50,000		477,000							
Hidden Lakes PRV Replacement				82,000						
Seeno Ave (Replace approx 3,000 lf of 10-in pipe, and all appurtenances)		204,000	1,540,000							
Greenhills Dr (Replace approx 1,800 lf of 6-in pipe w/ 8-in, and all appurtenances)		111,000	840,000							
Bacon Pump Station Manifold Evaluation		54,000								
Santa Juanita 3" Pipeline Replacment Project	70,000	649,000								
Granite Ave (Replace approx 1,300 lf of 12-in pipe, and all appurtenances)								1,359,000		
2030 Retail Master Plan Update (timing not changed in alternatives)							358,000			
Condition Assessments (from Rtl MP)			90,000	1,230,000	90,000	100,000	1,040,000	1,720,000	930,000	190,000
Bacon Manifold Piping Modifications (Conn. Surge Valves to Suction)					23,000					
Clean Fleet Elec Improvements						348,000				
Field Ops - Vehicle #E172-16 (2016 Vermeer)		134,000								
Field Ops - Vehicle #E168-15 (2015 Safety Trailer; Night Work; SWPPP)		19,000								
Engineering - Vehicle #33 (2016 F-150 SuperCab) - 25/75 split W/R			52,000							
Field Ops - Equip #E09 (2011 Loader - John Deere)			138,000							
Field Ops - Equip #E178-17 (2017 Compressor) - replaced Veh #E59 in 2017					35,000					
Field Ops - Vehicle #E180-17 (2017 - 270 Mud Trailer) - replaced Veh #E30 in 2017					9,000					

# Capital Spending List (2 of 2)

	Project Name	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30	FY30-31	FY31-32	FY32-33	FY33-34
31	Field Ops - Equip #E187-17 (2017 Mud Trailer) - replaced Veh #E70 in 2017				9,000						
32	Conservation - Vehicle #34 (2016 Chevy Coloardo)						51,450				
33	Executive - Vehicle #32 - Retail Share (2014 Ford Edge) - 50/50 split W/R						14,000				
34	Field Ops - Vehicle #37 (2020 F-250 Crew Cab, 4x4)							127,573			
35	Field Ops - Vehicle #38 (2020 F-150 CrewCab, 4x2)							61,000			
36	Field Ops - Vehicle #39 (2020 F-450, used old V#28 bed)							111,400			
37	Conservation - Vehicle #46 (2022 Ford Ranger)									68,600	
38	Engineering - Vehicle #41 (2022 Ford F-150 4x4) - 50/50 split W/R									34,300	
39	Field Ops - Vehicle #49 (2022 Ford F-150)									68,600	
40	Field Ops - Vehicle #48 (2022 Ford Explorer)									35,000	
41	Field Ops - Vehcile #42 (2022 Ford F-150)									68,600	
42	Field Ops - Vehicle #36 (2017 F-550 w/ Royal Utility Bed)									126,190	
43	Field Ops - Vehicle #35 (2017 F-450, used old V9 bed)										133,000
44	Future Main Replacements (TBD based on condition and high No. of breaks)		300,000	309,000	318,000	328,000	338,000	348,000	358,000	369,000	380,000
45	Containment Area for Vactor Residuals & Materials				546,000						
46	Field Services Parts Shelter (40'x120')				295,000						
47	New Admin/Exec Building & modifications to existing Admin Bldg (40W/60R)		414,000			4,582,000					
48	Fuller Drive Pipeline Extension at AFR intersection (575-lf of 10-in )	45,000			443,000						
49	Bacon - ARC-N Intertie at Bacon PS							43,000		256,000	
50	Mooney Ridge Hydro-Tank Evaluation (Condition analysis)		52,000								
51	Mooney Tank Air-compressor and controls		103,000								
52	Mooney Tank Road Improvements		103,000								
53	Mooney Tank Building New Roof						232,000				
54	East Roseville Parkway PRV (new)			159,000							
55	Field Services Equipment Shelter (40'x240')				328,000						
56	Douglas BPS Pump Station Improvements						46,000	430,000			
57	ARC-N MCC Replacement/Control Enclosures (MCC next to ARC-N Main Breaker)			36,000	329,000						
58	ARC-N #1 and #2 - Relocation into new MCC				33,000						
59	ARC-N# 3 - New VFD & Controls/Components				48,000						
60	ARC-N #4 and #5 Relocation to Pit Room and new VFD/components			8,000	79,000						
61	Bacon BPS #3 - New VFD/components into new Section w/ Bacon Generator			24,000	221,000						
62	Bacon BPS #4 - New VFD/components into new Section w/ Bacon Generator			24,000	221,000						
63	Bacon BPS #5 - New VFD/components into new Section w/ Bacon Generator				66,000						
64	Spahn Ranch Road Pipeline (2,980-LF of 8")										783,000
65	Budgeted	2,917,800									
	<b>Capital Improvement Program Totals:</b>	<b>\$ 8,554,800</b>	<b>\$ 21,121,000</b>	<b>\$ 7,527,000</b>	<b>\$ 9,089,000</b>	<b>\$ 12,889,000</b>	<b>\$ 8,380,450</b>	<b>\$ 10,394,973</b>	<b>\$ 7,366,000</b>	<b>\$ 6,002,290</b>	<b>\$ 5,622,000</b>

# Recommended Capital Spending

- Historical
- Future Debt
- ▨ Future Cash
- Grant Funded



Recent Average Capital:  
**\$3.4M**

Forecasted Average Capital: **\$9.7M**  
(\$6.8 million excluding debt-funded projects)

# Previous Capital Spending Scenarios

- All Recommended Projects, No Rate Increase, No New Debt
- All Recommended Projects, No New Debt
- All Recommended Projects, with new SRF debt
- Regulatory Projects as scheduled – all others delayed by 4 years
- Regulatory & Risk Mitigation Projects as Scheduled – all other projects delayed by 4 years

\* Staff recommendation



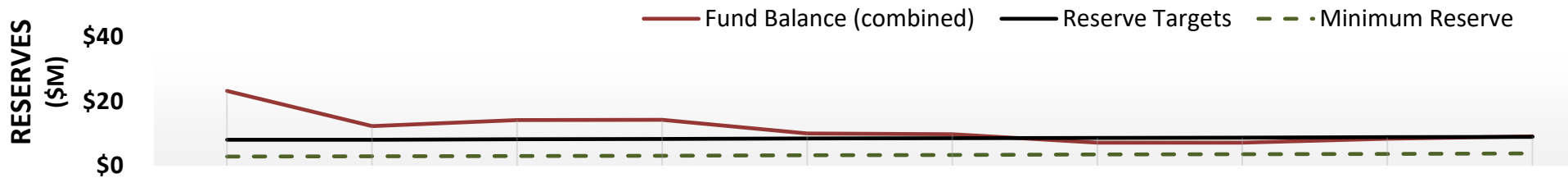
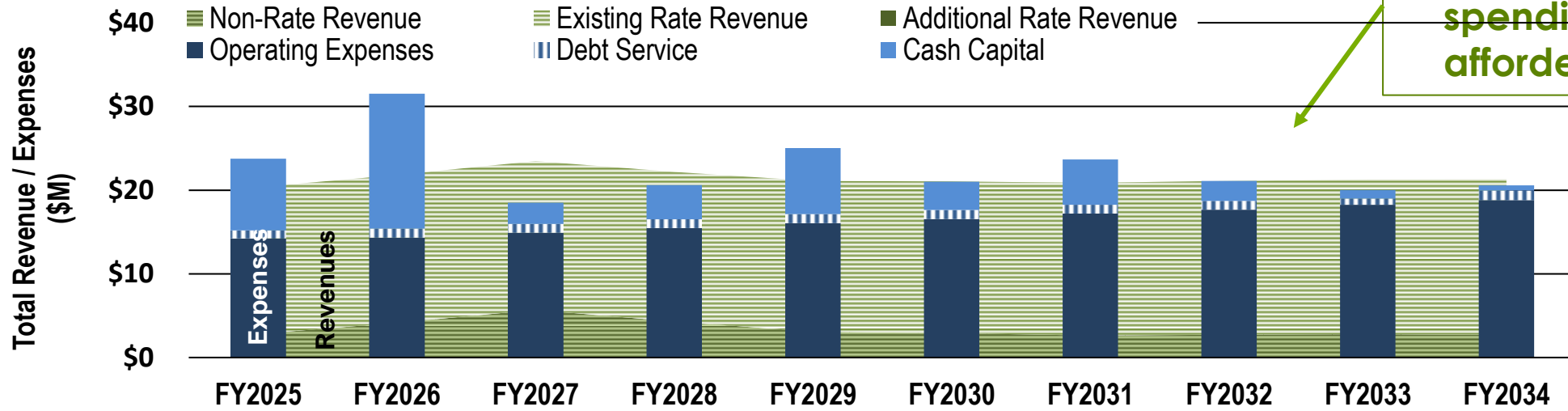
# Current Capital Spending Scenarios

- A. No Debt, Full CIP, No Rate Increases
- B. No Debt, Full CIP
- C. Cash/Debt Mix, Full CIP (Staff Recommendation)
- D. Cash/Debt Mix, Remove Admin Building
- E. No Debt, Remove Admin Building, Cap Rates at 2%
- F. No Debt, Full CIP, Scenario C rates
- G. Cash/Debt Mix, Full CIP but delay Risk Mitigation and System Improvements by 4 years
- H. Cash/Debt Mix, Full CIP but delay System Improvements by 4 years

# Financial Forecast – Scenario A – Full CIP (\$94 M)

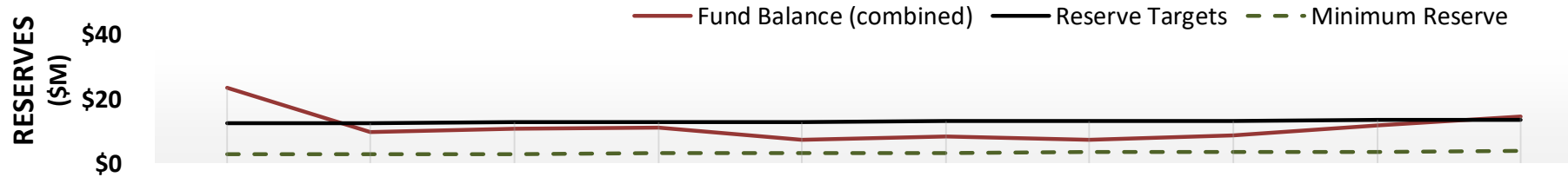
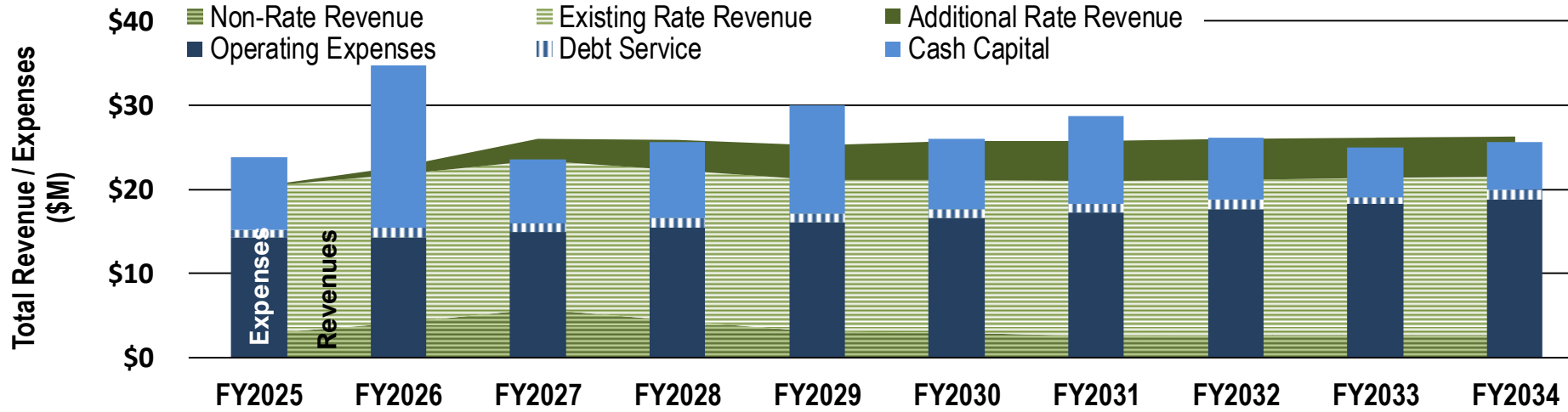
No Debt, No Rate Increases

10-Year CIP would be reduced by \$45M. No additional capital spending could be afforded after FY35



	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034
	<b>Proposed</b>				<b>Estimates</b>					
Rate Revenue Increase	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Debt Coverage Ratio	5.64	10.77	10.30	9.57	6.57	5.84	5.14	4.84	4.42	3.99
Net Debt Proceeds										

# Financial Forecast – Scenario B – Full CIP No Debt



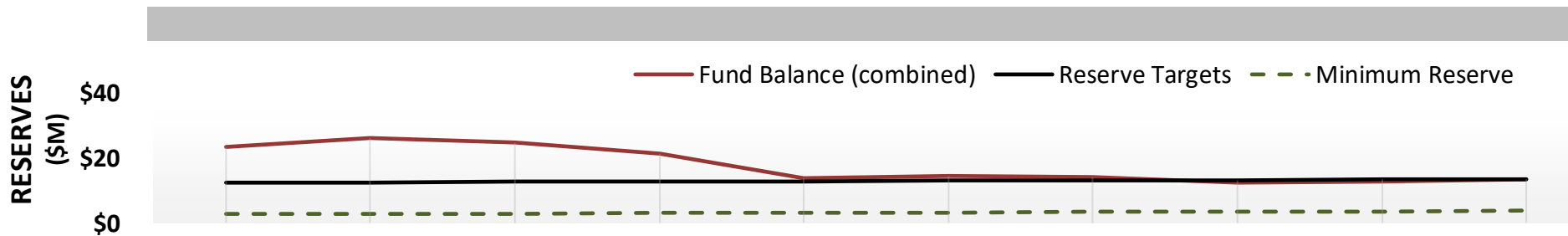
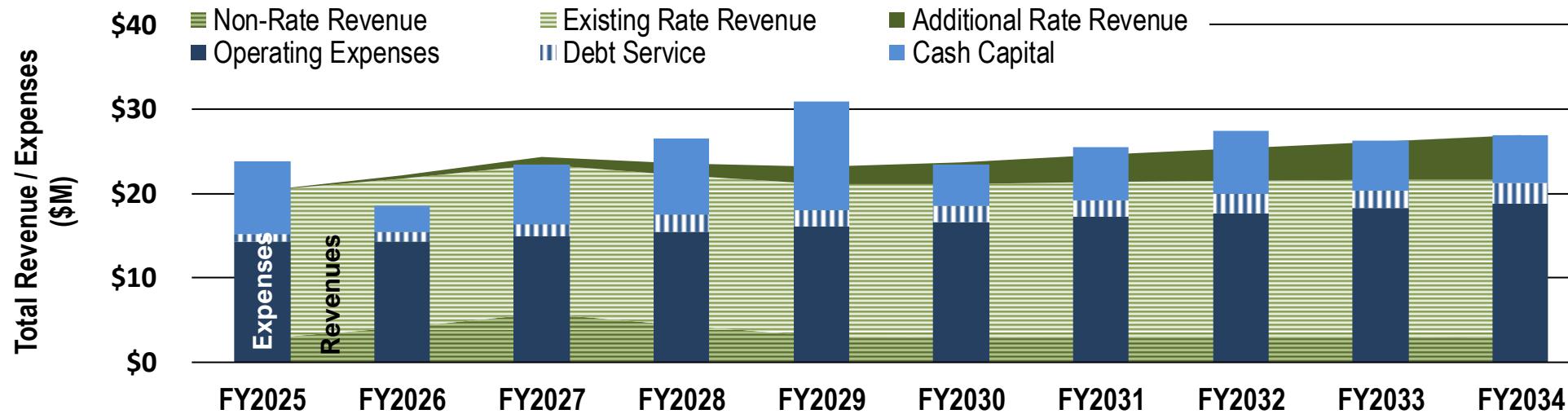
	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034
	<b>Proposed</b>				<b>Estimates</b>					
Rate Revenue Increase	9.0%	9.0%	8.0%	2.0%	2.0%	2.0%	0.0%	0.0%	0.0%	0.0%
Debt Coverage Ratio	5.64	10.77	10.30	9.57	6.57	8.13	8.97	9.67	9.73	9.79
Net Debt Proceeds										

10-Year Cumulative Rate Increase: 36% 20

\* Assumes that first rate increase will occur on July 1, 2025 and every January 1 thereafter

# Financial Forecast – Scenario C\* – Full CIP

## Debt/Cash mix



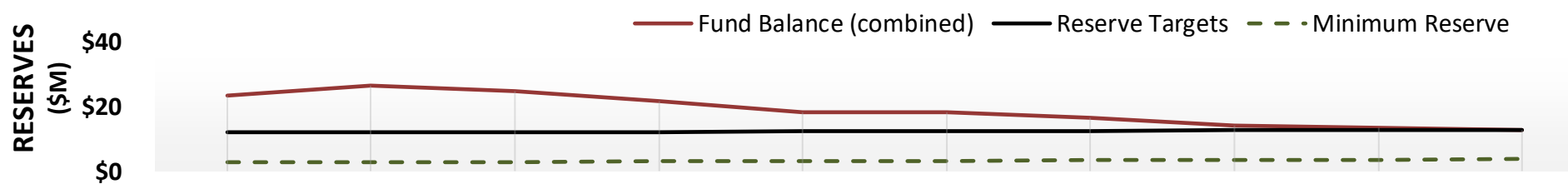
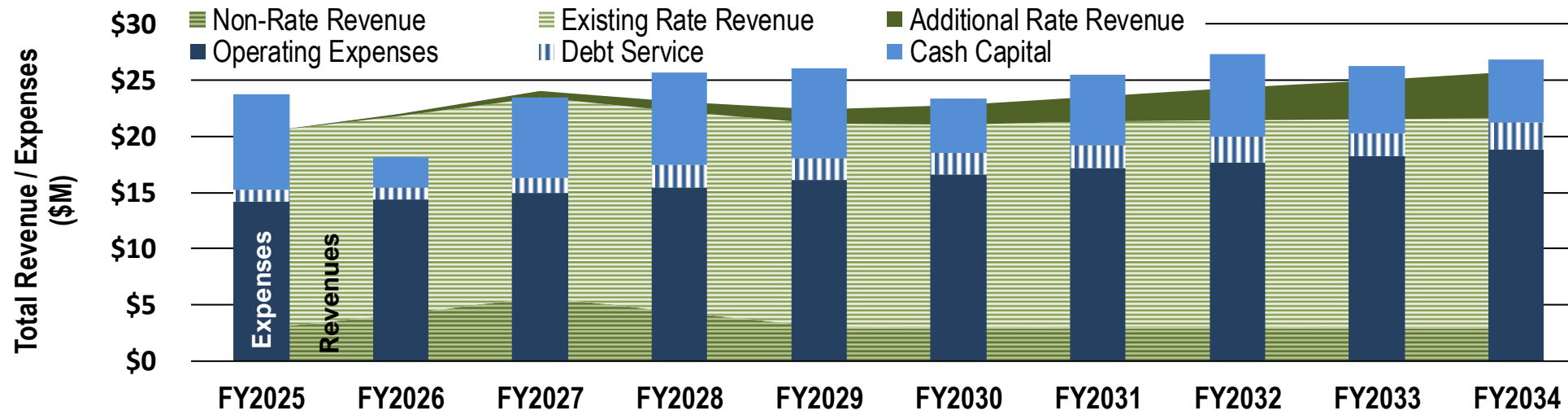
	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034
	<b>Proposed</b>				<b>Estimates</b>					
Rate Revenue Increase	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Debt Coverage Ratio	5.64	10.77	10.30	9.57	6.57	6.59	5.16	3.77	3.80	3.83
Net Debt Proceeds		\$16.8M	\$0.4M			\$3.5M	\$4.1M			

10-Year Cumulative Rate Increase: 34%

\* Staff recommendation

# Financial Forecast – Scenario D1 – Remove Admin Bldg & related projects

## Debt/Cash mix

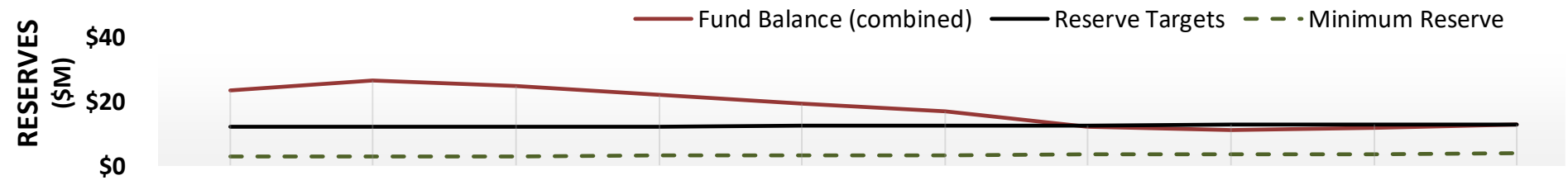
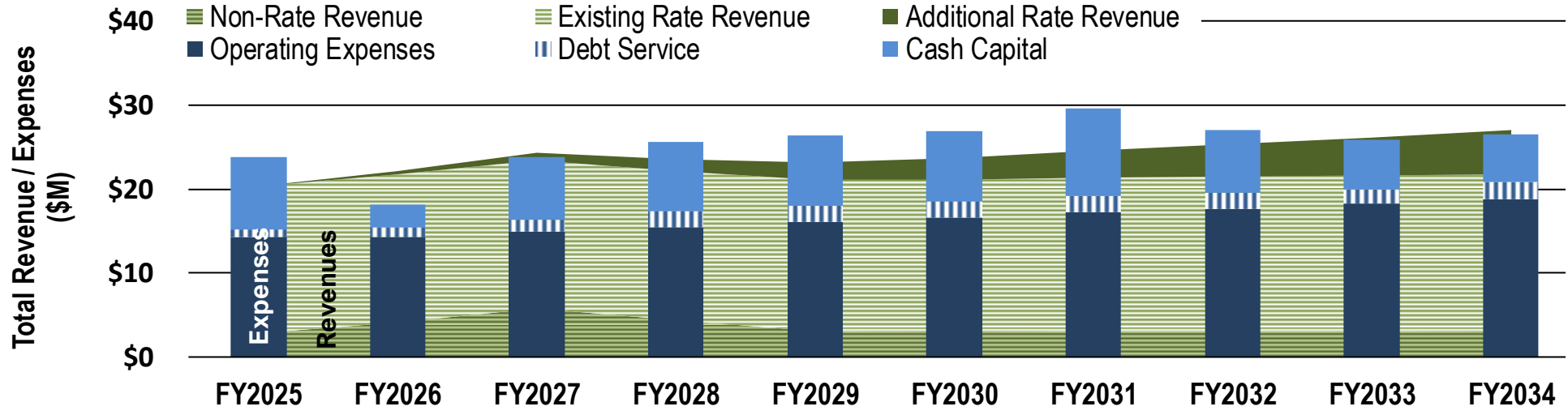


	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034
	<b>Proposed</b>				<b>Estimates</b>					
Rate Revenue Increase	3.0%	2.0%	2.0%	2.0%	2.0%	2.0%	3.0%	3.0%	3.0%	3.0%
Debt Coverage Ratio	5.64	10.77	10.30	9.57	6.57	6.51	4.98	3.53	3.45	3.44
Net Debt Proceeds		\$16.8M	\$0.4M			\$3.5M	\$4.1M			

10-Year Cumulative Rate Increase: 28%

# Financial Forecast – Scenario D2 – Remove Admin Bldg & related projects

## Reduce future debt



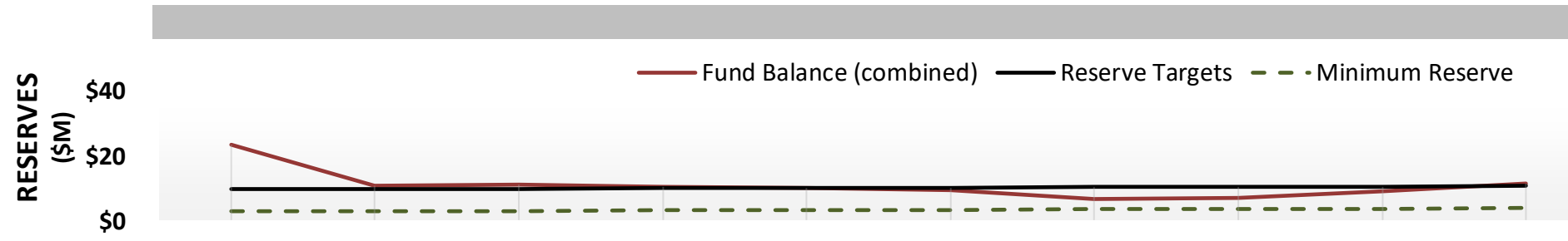
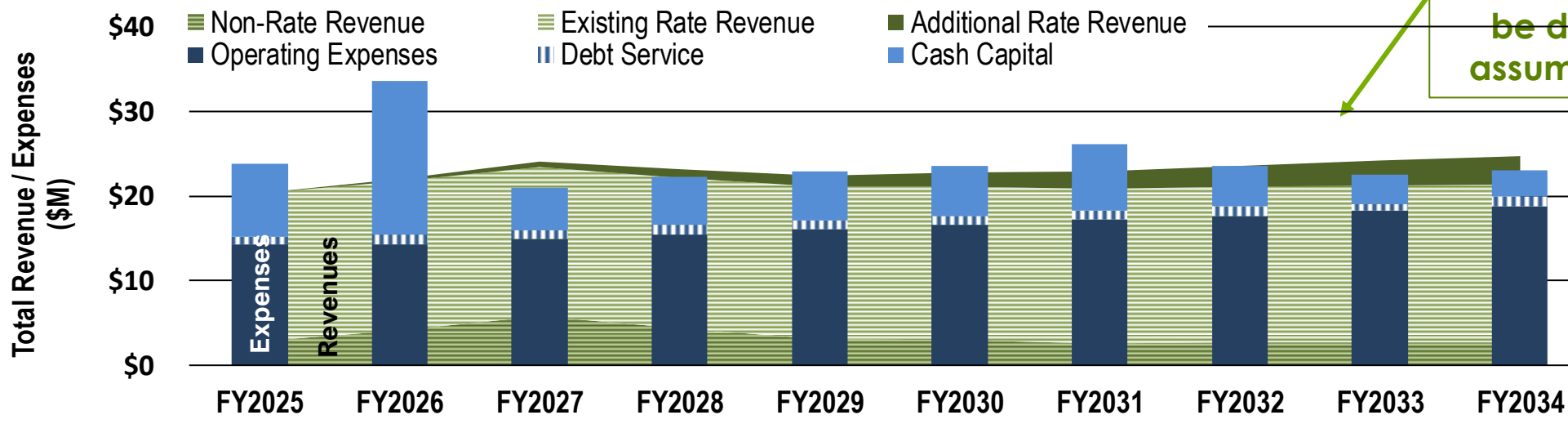
	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034
	<b>Proposed</b>				<b>Estimates</b>					
Rate Revenue Increase	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Debt Coverage Ratio	5.64	10.77	10.30	9.57	6.57	6.59	5.17	3.80	3.84	3.95
Net Debt Proceeds		\$16.8M				\$0	\$0			

10-Year Cumulative Rate Increase: 34% 23

# Financial Forecast – Scenario E – Remove Admin Bldg & related projects

No Debt, Limit rates to 2%

10-Year CIP would be reduced by \$22.5M. The deferred capital will never be delivered with the assumed rate increases

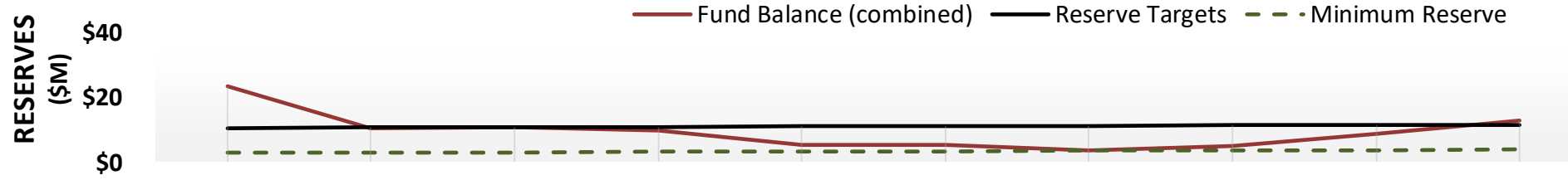
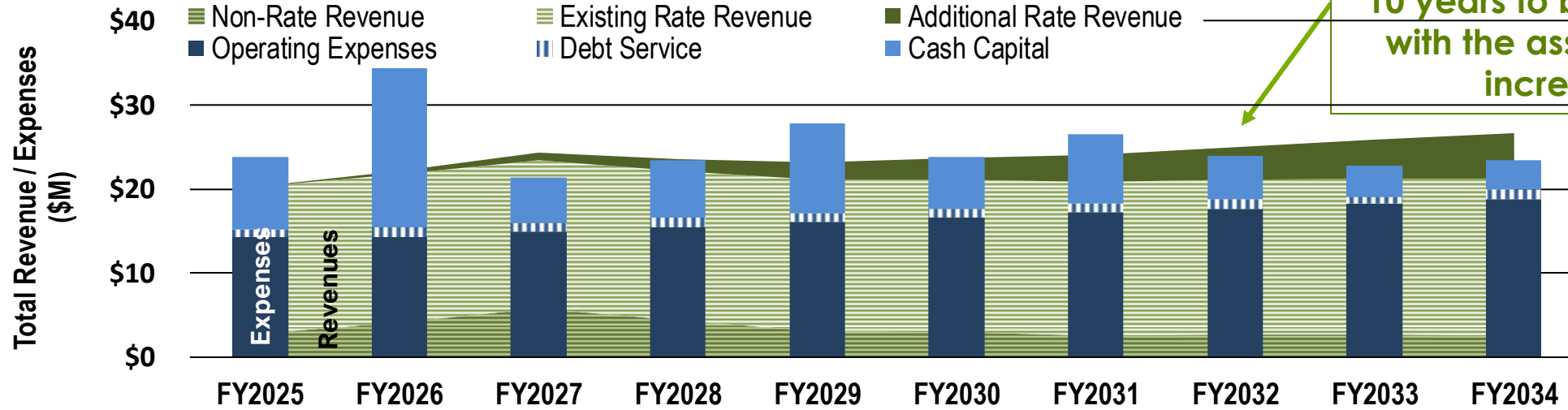


	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034
	<b>Proposed</b>				<b>Estimates</b>					
Rate Revenue Increase	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Debt Coverage Ratio	5.64	10.77	10.30	9.57	6.57	6.34	5.94	5.94	5.88	5.93
Net Debt Proceeds										

# Financial Forecast – Scenario F – Full CIP

No Debt, Staff Recommended rate increases

10-Year CIP would be reduced by \$20M. The deferred capital will take 10 years to be delivered with the assumed rate increases.



	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034
	<b>Proposed</b>				<b>Estimates</b>					
Rate Revenue Increase	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Debt Coverage Ratio	5.64	10.77	10.30	9.57	6.57	6.59	6.36	6.55	6.68	6.83
Net Debt Proceeds										

10-year Cumulative Rate Increase: 34% 25



# Summary of Rate/CIP Funding Scenarios

		Rate Increase Requirement										\$'s CIP Projects to Cut or delay	% of CIP Cut	Years Project Delivery Delayed	
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034				
SCENARIOS															
A	All projects - No Rate Increases - No New Debt	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	\$ 45,000,000	48%	NA (∞)
B	All Projects - No New Debt	9%	9%	8%	2%	2%	2%	0%	0%	0%	0%				
<b>C</b>	<b>All Projects - Keep proposed debt</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>				
<b>ALTERNATIVES REQUESTED BY FINANCE COMMITTEE:</b>															
D1	Remove Admin Bldg - Keep proposed debt	3%	2%	2%	2%	2%	2%	3%	3%	3%	3%				
D2	Remove Admin Bldg - Use savings to reduce future debt	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%				
E	Remove Admin Bldg - No debt, limit rate increases to 2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	\$ 22,500,000	24%	NA (∞)	
F	No New Debt - Staff's Recommended Rate Increases	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	\$ 20,000,000	21%	10	
<b>ALTERNATIVES PRESENTED IN JANUARY:</b>															
G	Regulatory Projects As Scheduled - All Others delayed by 4 years	2%	2%	2%	2%	2%	2%	<b>10%</b>	<b>10%</b>	3%	3%				
H	Regulatory & Risk Mitigation Projects - All Others delayed by 4 years	4%	3%	3%	3%	3%	3%	3%	3%	3%	3%				

# Proposed Rate Increase Comparison

	<b>FY 2027</b>	<b>FY 2028</b>	<b>FY 2029</b>	<b>FY 2030</b>	<b>FY 2031</b>	<b>FY 2032</b>
Proposed Rate Increase:	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Previous Rate Study Forecasted Increase:	6.0%	6.0%	3.0%	3.0%	3.0%	3.0%
Forecasted Operating Costs Inflation	4.0%	3.7%	4.0%	3.1%	3.8%	2.7%

# Current Water Rates

<b><i>Meter Size</i></b>	<b><i>Daily Base Charges</i></b>	
Up to 1" meter	\$2.92	} 73% of revenue
1 1/2" meter	\$7.34	
2" meter	\$11.61	
3" meter	\$21.54	
4" meter	\$35.72	
6" meter	\$71.18	
8" meter	\$113.73	
<b><i>Water Usage Charge (\$/CCF)</i></b>		} 27% of revenue
All water usage	\$1.07	

# Cost of Service

## **Account Charge** – Per account

- Customer Service costs

} 4.4% of costs

## **Meter Charge** – Based on meter size

- All remaining costs

} 69.2% of costs

## **Usage Charge** – Based on water usage

- Wholesale purchase costs
- Electricity costs
- Water Efficiency
- Operations
- Engineering (partial)

} 26.4% of costs

# Proposed Rate Schedule

	Current	Proposed Implementation Dates				
		July 1, 2025	Jan. 1, 2026	Jan. 1, 2027	Jan. 1, 2028	Jan. 1, 2029
Overall Rate Revenue Increase -->		3%	3%	3%	3%	3%
<b>Daily Base Charges</b>						
Up to 1" meter	\$2.92	\$3.17	\$3.27	\$3.37	\$3.47	\$3.57
1 1/2" meter	\$7.34	\$8.12	\$8.36	\$8.61	\$8.87	\$9.14
2" meter	\$11.61	\$12.87	\$13.26	\$13.66	\$14.07	\$14.49
3" meter	\$21.54	\$23.95	\$24.67	\$25.41	\$26.17	\$26.96
4" meter	\$35.72	\$39.78	\$40.97	\$42.20	\$43.47	\$44.77
6" meter	\$71.18	\$79.37	\$81.75	\$84.20	\$86.73	\$89.33
8" meter	\$113.73	\$126.87	\$130.68	\$134.60	\$138.64	\$142.80
<b>Water Usage Charge (\$/CCF)</b>						
All water usage	\$1.07	\$0.93	\$0.96	\$0.99	\$1.02	\$1.05
<b>Daily Private Fire Line Rates*</b>						
4" line	\$1.09	\$1.91	\$1.97	\$2.03	\$2.09	\$2.15
6" line	\$1.28	\$2.19	\$2.26	\$2.33	\$2.40	\$2.47
8" line	\$1.42	\$2.48	\$2.55	\$2.63	\$2.71	\$2.79
10" line	\$1.55	\$2.73	\$2.81	\$2.89	\$2.98	\$3.07
12" line	\$1.70	\$2.93	\$3.02	\$3.11	\$3.20	\$3.30

\* Fire Line Rates are increased by 3% per year based on estimated cost inflation

# Bill Impact Analysis <sup>1</sup>

	<b>Meter Size</b>	<b>Water Use (CCF)</b>	<b>Current Bill</b>	<b>Proposed Bill <sup>1</sup></b>	<b>Change</b>	
					<b>\$</b>	<b>%</b>
<b>Residential</b>						
Low Use	1"	30	\$207.30	\$218.10	\$10.80	5.2%
Median Use	1"	32	\$209.44	\$219.96	\$10.52	5.0%
Average	1"	61	\$240.52	\$246.97	\$6.45	2.7%
High Use	1"	120	\$303.60	\$301.80	-\$1.80	-0.6%
<b>Multi-family</b>	1 1/2"	200	\$654.40	\$673.20	\$18.80	2.9%
<b>Multi-family</b>	2"	400	\$1,124.60	\$1,144.20	\$19.60	1.7%
<b>Multi-family</b>	3"	800	\$2,148.40	\$2,181.00	\$32.60	1.5%
<b>Retail Business</b>	1"	25	\$201.95	\$213.45	\$11.50	5.7%
<b>Restaurant</b>	2"	400	\$1,124.60	\$1,144.20	\$19.60	1.7%
<b>Institution</b>	3"	800	\$2,148.40	\$2,181.00	\$32.60	1.5%
<b>Irrigation</b>	2"	400	\$1,124.60	\$1,144.20	\$19.60	1.7%

<sup>1</sup> With Year 1 rate increases

# Next Steps

- Mail Prop 218 Notice
- Public Hearing
- First Rate Increase

July 1, 2025

## Retail Operations Fund

## Cash Flow Proforma

	Actual FY2024	Budget FY2025	Forecast FY2026	Forecast FY2027	Forecast FY2028	Forecast FY2029	Forecast FY2030	Forecast FY2031	Forecast FY2032	Forecast FY2033	Forecast FY2034	
1	Proposed Rate Revenue Increase:		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	
2	<b>Rate Revenue</b>	\$16,923,000	\$17,542,000	\$18,068,000	\$18,729,000	\$19,414,000	\$20,123,000	\$20,859,000	\$21,622,000	\$22,412,000	\$23,231,000	\$24,079,000
3	Change due to growth & water use			\$119,000	\$123,000	\$127,000	\$132,000	\$137,000	\$142,000	\$147,000	\$152,000	\$158,000
4	Increase due to rate adjustments		\$0	\$271,000	\$281,000	\$291,000	\$302,000	\$313,000	\$324,000	\$336,000	\$348,000	\$361,000
	<b>Non-Rate Revenues</b>											
5	Private Firelines	\$59,000	\$100,000	\$103,000	\$106,000	\$109,000	\$113,000	\$116,000	\$123,000	\$127,000	\$130,000	\$0
6	COP Payments	\$76,000	\$79,000	\$79,000	\$79,000	\$79,000	\$79,000	\$79,000	\$79,000	\$79,000	\$79,000	\$79,000
7	Interest Earnings	\$227,000	\$145,000	\$120,000	\$86,000	\$89,000	\$93,000	\$96,000	\$99,000	\$103,000	\$106,000	\$110,000
8	Operating Revenue	\$665,000	\$385,000	\$383,000	\$392,000	\$402,000	\$412,000	\$423,000	\$433,000	\$444,000	\$455,000	\$467,000
9	Grants	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10	<b>Total Revenue</b>	<b>\$17,951,500</b>	<b>\$18,251,000</b>	<b>\$19,143,000</b>	<b>\$19,796,000</b>	<b>\$20,511,000</b>	<b>\$21,254,000</b>	<b>\$22,023,000</b>	<b>\$22,822,000</b>	<b>\$23,648,000</b>	<b>\$24,501,000</b>	<b>\$25,254,000</b>
	<b>O&amp;M Costs</b>											
11	Source of Supply	\$3,302,000	\$3,368,000	\$3,469,000	\$3,573,000	\$3,680,000	\$3,791,000	\$3,904,000	\$4,021,000	\$4,142,000	\$4,266,000	\$4,394,000
12	Operations	\$4,153,000	\$5,183,000	\$5,210,000	\$5,378,000	\$5,552,000	\$5,732,000	\$5,918,000	\$6,110,000	\$6,309,000	\$6,514,000	\$6,727,000
13	Customer Service & Water Efficiency	\$1,386,000	\$1,367,000	\$1,412,000	\$1,459,000	\$1,507,000	\$1,557,000	\$1,608,000	\$1,661,000	\$1,717,000	\$1,773,000	\$1,832,000
15	Management & Admin	\$2,063,000	\$2,739,000	\$2,708,000	\$2,904,000	\$3,055,000	\$3,258,000	\$3,331,000	\$3,521,000	\$3,531,000	\$3,661,000	\$3,744,000
16	Engineering	\$532,000	\$806,000	\$732,000	\$755,000	\$780,000	\$805,000	\$831,000	\$858,000	\$886,000	\$915,000	\$945,000
17	Utilities	\$504,000	\$761,000	\$799,000	\$839,000	\$881,000	\$925,000	\$972,000	\$1,020,000	\$1,071,000	\$1,125,000	\$1,181,000
18	<b>Total Operating Expenses</b>	<b>\$11,940,000</b>	<b>\$14,224,000</b>	<b>\$14,330,000</b>	<b>\$14,908,000</b>	<b>\$15,455,000</b>	<b>\$16,068,000</b>	<b>\$16,564,000</b>	<b>\$17,191,000</b>	<b>\$17,656,000</b>	<b>\$18,254,000</b>	<b>\$18,823,000</b>
	<b>Other Costs</b>											
19	Existing Debt Service	\$969,000	\$976,000	\$1,070,000	\$1,070,000	\$1,070,000	\$1,069,000	\$1,070,000	\$1,069,000	\$1,070,000	\$757,000	\$1,138,000
20	New Debt Service		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
21	Transfer Out to Capital Fund	\$4,607,000	\$2,284,000	\$4,875,000	\$3,702,000	\$3,877,000	\$3,994,000	\$4,290,000	\$4,437,000	\$4,829,000	\$5,370,000	\$5,179,000
22	<b>Total Revenue Requirement</b>	<b>\$17,516,000</b>	<b>\$17,484,000</b>	<b>\$20,275,000</b>	<b>\$19,680,000</b>	<b>\$20,402,000</b>	<b>\$21,131,000</b>	<b>\$21,924,000</b>	<b>\$22,697,000</b>	<b>\$23,555,000</b>	<b>\$24,381,000</b>	<b>\$25,140,000</b>
23	<b>Beginning Year Balance</b>	<b>\$2,923,000</b>	<b>\$3,231,000</b>	<b>\$3,998,000</b>	<b>\$2,866,000</b>	<b>\$2,982,000</b>	<b>\$3,091,000</b>	<b>\$3,214,000</b>	<b>\$3,313,000</b>	<b>\$3,438,000</b>	<b>\$3,531,000</b>	<b>\$3,651,000</b>
24	<b>Surplus/(Shortfall)</b>	<b>\$435,500</b>	<b>\$767,000</b>	<b>(\$1,132,000)</b>	<b>\$116,000</b>	<b>\$109,000</b>	<b>\$123,000</b>	<b>\$99,000</b>	<b>\$125,000</b>	<b>\$93,000</b>	<b>\$120,000</b>	<b>\$114,000</b>
25	<b>End of Year Balance</b>	<b>\$3,358,500</b>	<b>\$3,998,000</b>	<b>\$2,866,000</b>	<b>\$2,982,000</b>	<b>\$3,091,000</b>	<b>\$3,214,000</b>	<b>\$3,313,000</b>	<b>\$3,438,000</b>	<b>\$3,531,000</b>	<b>\$3,651,000</b>	<b>\$3,765,000</b>
26	Operating Reserve Target	\$2,388,000	\$2,845,000	\$2,866,000	\$2,982,000	\$3,091,000	\$3,214,000	\$3,313,000	\$3,438,000	\$3,531,000	\$3,651,000	\$3,765,000
27	Available Cash	\$970,500	\$1,153,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Debt Coverage Calculations</b>											
	<i>Total Revenue Available for Debt Service</i>											
28	...without Connection Fees	\$6,010,000	\$4,027,000	\$4,813,000	\$4,888,000	\$5,056,000	\$5,186,000	\$5,459,000	\$5,631,000	\$5,992,000	\$6,247,000	\$6,431,000
29	Total Yearly Parity Debt Payment	\$969,000	\$976,000	\$1,070,000	\$1,070,000	\$1,070,000	\$1,069,000	\$1,070,000	\$1,069,000	\$1,070,000	\$757,000	\$1,138,000
30	<b>Debt Coverage Ratio (without Impact)</b>	<b>6.20</b>	<b>4.13</b>	<b>4.50</b>	<b>4.57</b>	<b>4.73</b>	<b>4.85</b>	<b>5.10</b>	<b>5.27</b>	<b>5.60</b>	<b>8.25</b>	<b>5.65</b>





Construction Inflation Factor =			1.03	1.06	1.09	1.13	1.16	1.19	1.23	1.27	1.30	1.34
Project Name (Italics indicate funding from debt - the rest are from revenues and reserves)	Priority	Total Future Cost	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30	FY30-31	FY31-32	FY32-33	FY33-34	FY34-35
			Mooney Tank Building New Roof	6	\$ 232,000					\$ 232,000		
East Roseville Parkway PRV (new)	6	\$ 159,000		159,000								
Field Services Equipment Shelter (40'x240')	6	\$ 328,000			\$ 328,000							
Douglas BPS Pump Station Improvements	7	\$ 476,000					\$ 46,000	\$ 430,000				
ARC-N MCC Replacement/Control Enclosures (MCC next to ARC-N Main Breaker)	7	\$ 365,000		\$ 36,000	\$ 329,000							
ARC-N #1 and #2 - Relocation into new MCC	7	\$ 33,000			\$ 33,000							
ARC-N# 3 - New VFD & Controls/Components	7	\$ 48,000			\$ 48,000							
ARC-N #4 and #5 Relocation to Pit Room and new VFD/components	7	\$ 87,000		\$ 8,000	\$ 79,000							
Bacon BPS #3 - New VFD/components into new Section w/ Bacon Generator	7	\$ 245,000		\$ 24,000	\$ 221,000							
Bacon BPS #4 - New VFD/components into new Section w/ Bacon Generator	7	\$ 245,000		\$ 24,000	\$ 221,000							
Bacon BPS #5 - New VFD/components into new Section w/ Bacon Generator	7	\$ 66,000			\$ 66,000							
Spahn Ranch Road Pipeline (2,980-LF of 8")	8	\$ 783,000									\$ 783,000	
<b>Total All Categories</b>		<b>\$ 93,332,713</b>	<b>\$ 21,121,000</b>	<b>\$ 7,527,000</b>	<b>\$ 9,089,000</b>	<b>\$ 12,889,000</b>	<b>\$ 8,380,450</b>	<b>\$ 10,394,973</b>	<b>\$ 7,366,000</b>	<b>\$ 6,002,290</b>	<b>\$ 5,622,000</b>	<b>\$ 4,941,000</b>

## STAFF REPORT

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To: Board of Directors

From: Donna Silva, Director of Finance and Human Resources

Date: February 19, 2025

Subject: Deferred Compensation Options for Employee Retirement Savings

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### RECOMMENDED ACTION

Approve Resolution 25-02, authorizing an employer matching contribution to the District's Deferred Compensation plans.

### BACKGROUND

The District offers two vehicles for the provision of retirement benefits. The first is the California Public Employees Retirement System, a defined benefit retirement plan. There are three tiers of benefits under this plan:

1. Tier 1 Classic: applies to employees hired prior to February 14, 2009. Employees in this tier are eligible for the 3% at 60 Miscellaneous Retirement Benefit. Final compensation is calculated using the highest average compensation during any consecutive 12 months of employment. The current employer contribution to this tier is 17.33%. The District currently has 9 Tier 1 Classic employees.
2. Tier 2 Classic: applies to employees hired on or after February 14, 2009, and prior to January 1, 2013, without a break in service of six months or more. Employees in this tier are also eligible for the 3% at 60 Miscellaneous Retirement Benefit. But their final compensation is calculated using the average full-time pay rate of the employee's 36 highest consecutive months. The current employer contribution to this tier is 16.51%. The District currently has 13 Tier 2 Classic employees.
3. Public Employee Pension Reform Act (PEPRA): applies to 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. Employees in this tier are eligible for the 2% at 621 Miscellaneous Retirement Benefit, with final compensation calculated using the average full-time pay rate of the employee's 36 consecutive months. The current employer contribution to this tier is 7.87%. The District currently has 27 PEPRA employees.

As shown above, the 27 employees in the PEPRA tier are receiving a much lower retirement benefit, at a significantly lower employer cost, than the Tier 1 and Tier 2 classic employees.

In addition to the defined benefit plan through CalPERS, the District offers its employees a Deferred Compensation, defined contribution plan, under Section 457(b) of the Internal Revenue Code through CalPERS.

This is separate and distinct from the CalPERS Pension system. While closed to new employees, there are ten employees using a Deferred Compensation plan offered through a company called VALIC. Staff closed this plan to new entrants due to onerous restrictions imposed by the plan on withdrawals and rollovers.

At the October 16, 2024, board meeting, Director Zamorano asked staff to investigate and report back to the Board on the various options the District may have for providing augmented retirement benefits through a Deferred Compensation plan. Staff provided the information to the Board at the January 15, 2025, meeting. The board directed staff to return at the February meeting to seek approval of an employer matching contribution to the existing 457 plans. Staff has determined that the Deferred Compensation plan offered through Valic does not allow for employer matching contributions, but the CalPERS plan does. Therefore, unless the District can amend the Valic plan, all employer matching contributions will be made into the CalPERS Deferred Compensation Plan.

**ANALYSIS**

The board has broad discretion in setting the amount of matching contribution it wishes to make towards the Deferred Compensation plans. At the previous Board meeting, some Board members expressed interest in a 2% matching contribution to all employees. Some Board members also expressed an interest in providing a larger contribution to PEPRA employees than to Classic Employees, to help balance the disparate retirement benefits offered through the pension system.

Staff has analyzed the following options for an Employer Matching contributions:

Options:	Approximate Annual Costs		
	Wholesale	Retail	Total
9% Match - PEPRA EE's only	\$ 88,400	\$ 163,800	\$ 252,200
2% Match Classic EE's / 4% Match PEPRA EE's	\$ 69,400	\$ 106,500	\$ 175,900
2% Match All Employees	\$ 49,800	\$ 70,100	\$ 119,900
4% Match - PEPRA EE's Only	\$ 39,300	\$ 72,800	\$ 112,100

The options are listed in order of financial magnitude and assume full employee participation. Costs are broken down between the wholesale and retail divisions. These costs are subject to increases as employee salaries increase, as a result of COLAs and merit pay increases. Costs can also vary, depending on the amount of overtime worked by an employee.

The first option, the 9% match to PEPRA employees only, is designed to make the overall District retirement contribution to PEPRA employees approximately equal to the District's contribution for Tier 1 and Tier 2 employees.

**ATTACHMENTS**

Resolution No. 25-02

**RESOLUTION NO. 25-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF SAN JUAN WATER DISTRICT  
AUTHORIZING AN EMPLOYER MATCHING CONTRIBUTION TO THE DISTRICT'S  
DEFERRED COMPENSATION DEFINED CONTRIBUTION RETIREMENT PLANS**

WHEREAS, Section 457(b) of the Internal Revenue Code allows employees of sponsoring organizations to defer income taxation on retirement savings into future years, including the earnings on the contributions; and

WHEREAS, Section 457(b) of the Internal Revenue Code allows contributions into these retirement plans to be made by employees, the employer, or a combination of both; and

WHEREAS, the District currently offers two Deferred Compensation Plans, one through CalPERS and another through Valic which the employees may utilize; and

WHEREAS, the District currently does not offer an employer matching contribution; and

WHEREAS, implementing an employer matching contribution would enhance retirement readiness and bolster the district's appeal as an employer of choice.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN JUAN WATER DISTRICT as follows:

Section 1. The District will provide a matching deferred compensation plan contribution of up to \_\_\_% of an employee's eligible gross wages for employees hired prior to January 1, 2013 without a break in service of six months or more from a CalPERS participating entity; and

Section 2. The District will provide a matching deferred compensation plan contribution of up to \_\_\_% of an employee's eligible gross wages for employees hired on or after January 1, 2013 or those with a break in CalPERS covered service of six months or greater: and

Section 3. The employer matching contribution will be made to any defined contribution deferred compensation plan currently offered by the District that allows for employer matching contributions.

PASSED AND ADOPTED by the Board of Directors of the San Juan Water District on the 19th day of February 19, 2025 by the following vote:

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

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

ATTEST

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TERI GRANT  
Secretary, Board of Directors

# Groundwater Banking Partnership Capabilities and Agreements

[Back to Agenda](#)

## Recovery Transactions

## Recharge Transactions

Antelope Pump Station Agreement  
Production: 16.1 TAF/yr  
Supply: Trading/Pay

Potential GW Agreement w/SSWD  
Supply: 4.8 TAF/yr min  
16.1 TAF/yr max

CHWD/FOWD/OVWC?

Cooperative Transmission Pipeline Agreement  
Transmission: 90 MGD/100.9 TAF/yr

Surface Water Entitlements  
Supply: 120 MGD/82.2 TAF/yr max

Wholesale Water Supply Agreements  
Production: 120 MGD/82.2 TAF/yr max

Healthy Rivers and Landscapes/  
ARTESIAN Agreements  
CHWD: 1.96 TAF/yr  
FOWD: 1.37 TAF/yr  
SSWD: 4.0 TAF/yr

Treatment and Wheeling Agreement w/SSWD  
Supply: PCWA <= 29 TAF/yr

Transfer Agreements w/SSWD  
Supply: SJWD <= 6 TAF/yr

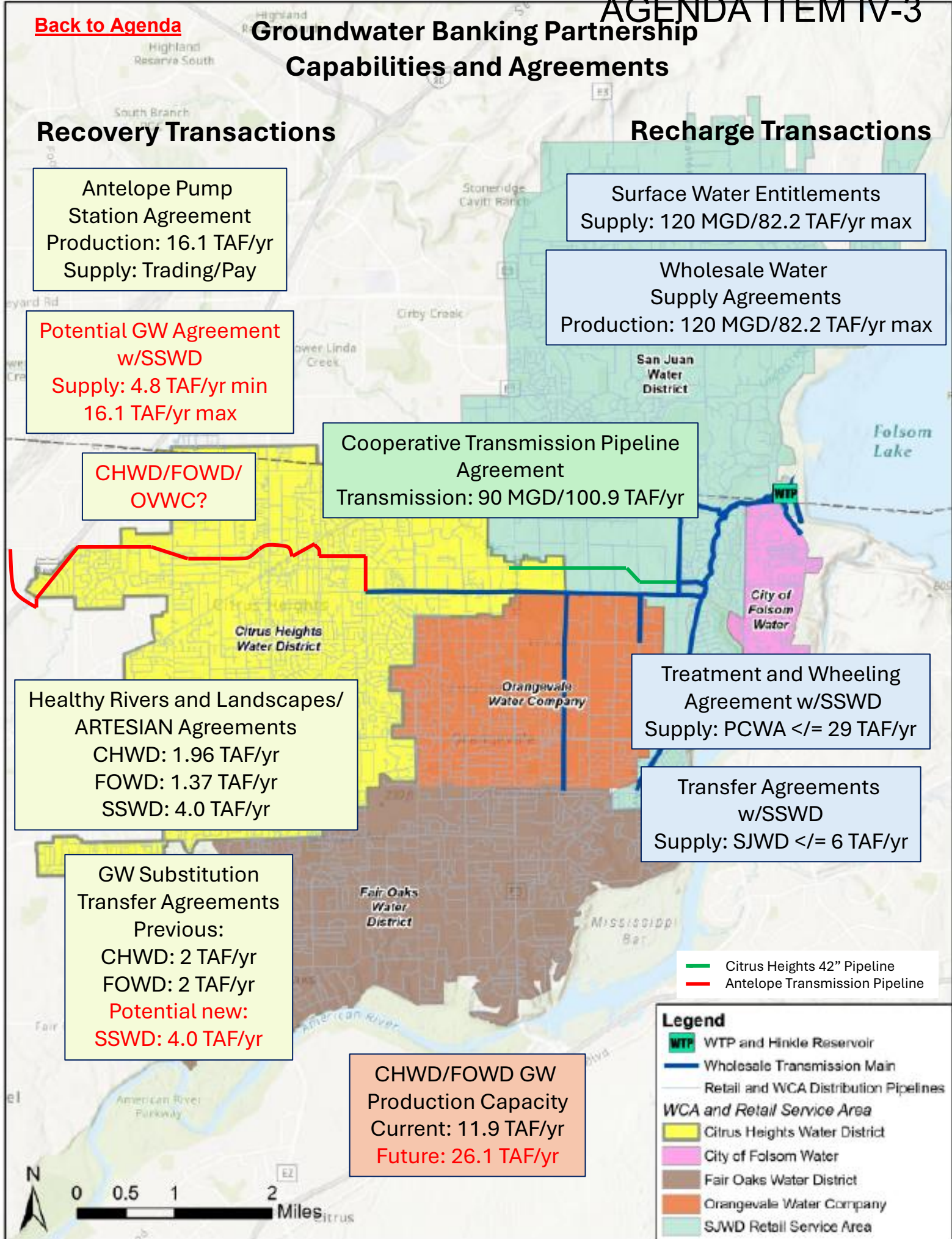
GW Substitution Transfer Agreements  
Previous:  
CHWD: 2 TAF/yr  
FOWD: 2 TAF/yr  
Potential new:  
SSWD: 4.0 TAF/yr

CHWD/FOWD GW Production Capacity  
Current: 11.9 TAF/yr  
Future: 26.1 TAF/yr

— Citrus Heights 42" Pipeline  
— Antelope Transmission Pipeline

**Legend**

- WTP WTP and Hinkle Reservoir
- Wholesale Transmission Main
- Retail and WCA Distribution Pipelines
- WCA and Retail Service Area
- Citrus Heights Water District
- City of Folsom Water
- Fair Oaks Water District
- Orangevale Water Company
- SJWD Retail Service Area



# STAFF REPORT

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To: Board of Directors  
From: Paul Helliker, General Manager  
Date: February 19, 2025  
Subject: General Manager’s Monthly Report (January)

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## RECOMMENDED ACTION

For information only, no action requested.

## TREATMENT PLANT OPERATIONS

### *Water Production*

Item	January 2025	January 2024	Difference
Monthly Production AF	1,850.69	1,783.17	3.8%
Daily Average MG	19.45	18.74	3.8%
Annual Production AF	1,850.69	1,783.17	3.8%

### *Water Turbidity*

Item	January 2025	December 2024	Difference
Raw Water Turbidity NTU	2.07	4.14	-50%
Treated Water Turbidity NTU	0.018	0.016	13%
Monthly Turbidity Percentage Reduction	99.15%	99.61%	

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

Item	2025	2024	Difference
Lake Volume AF	358,602	542,280	-34%

AF – Acre Feet

MG – Million Gallons

NTU – Nephelometric Turbidity Unit

\* Total Reservoir Capacity: 977,000 AF

### *Other Items of Interest:*

- Perform annual plant meter verifications
- Complete annual chlorine equipment maintenance

**SYSTEM OPERATIONS**

*Distribution Operations:*

Item	January 2025	December 2024	Difference
Leaks and Repairs	6	8	-2
Mains Flushed	74	0	+74
Valves Exercised	0	0	0
Hydrants Maintenance	0	0	0
Back Flows Tested	0	5	-5
Customer Service Calls	36	23	+13

*Distribution System Water Quality:*

Water Quality Samples Taken	# Failed Samples	Supporting Information
40 Lab 19 In-House	0	

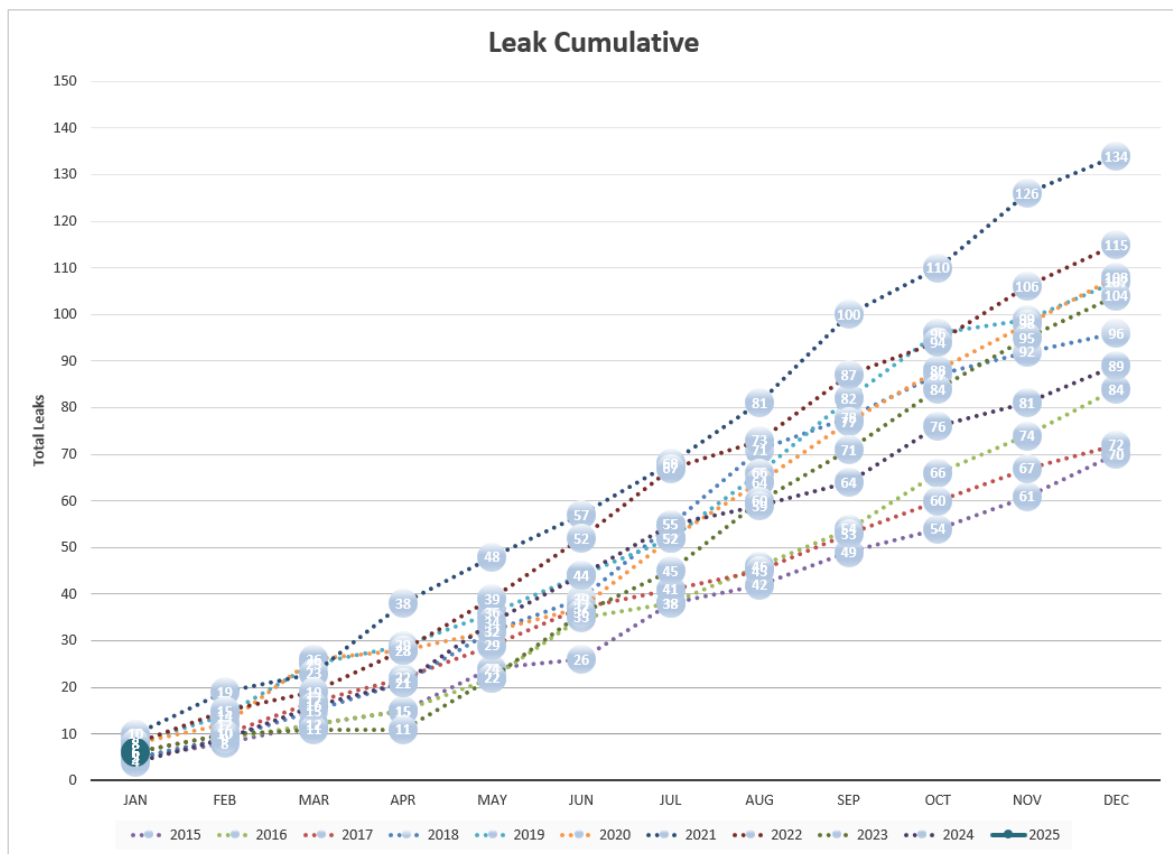


Figure 1: Annual Distribution System Leaks



**CUSTOMER SERVICE ACTIVITIES**

*Billing Information for Month of January*

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
4401	613	0	0

*Water Efficiency Activities for January*

Water Waste Complaints Received	Number of Customers Contacted for High Usage (potential leaks)	Number of Rebates Processed	Number of Meters Tested/Repaired (non-reads)
2	105	3	146

*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	In Construction	Contractor to submit deposit for construction.
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 2025.
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 <sup>st</sup> plan review submittal in 2025
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	2nd plan review submitted 11/2024
WellQuest Granite Bay Cottages	16 Senior Housing Units (just east of 9747 Sierra College Blvd)	In Design	Initial plan review submittal 11/2024

**ENGINEERING - CAPITAL PROJECTS**

*Status Update for Current Retail Projects*

<b>Project Title</b>	<b>Description</b>	<b>Status</b>	<b>Issues / Notes</b>
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 Design	FY23/24 replacements (ACE Shopping Center & Hidden Oaks) to be Bid in 2025
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	Notice to Proceed issued 8/26/24
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*

<b>Project Title</b>	<b>Description</b>	<b>Status (% Complete)</b>	<b>Issues/ Notes</b>
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 Construction	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 – January 2025**

<b>Training Course</b>	<b>Staff</b>
Lockout/Tagout Program	Treatment
Access to Employee Exposure and Medical Records	Staff
Respiratory Protection Plan	Treatment, Field Services & Engineering

**FINANCE/BUDGET**

*See attached*



San Juan Water District, CA

# Wholesale Operating Income Statement Group Summary

For Fiscal: 2024-2025 Period Ending: 01/31/2025

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 010 - WHOLESAL</b>					
<b>Revenue</b>					
41000 - Water Sales	11,508,200.00	11,508,200.00	2,097,217.50	9,418,109.53	2,090,090.47
43000 - Rebate	2,000.00	2,000.00	0.00	1,313.55	686.45
45000 - Other Operating Revenue	0.00	0.00	0.00	5.00	-5.00
49000 - Other Non-Operating Revenue	242,300.00	242,300.00	0.00	109,739.29	132,560.71
49990 - Transfer In	82,300.00	82,300.00	0.00	0.00	82,300.00
<b>Revenue Total:</b>	<b>11,834,800.00</b>	<b>11,834,800.00</b>	<b>2,097,217.50</b>	<b>9,529,167.37</b>	<b>2,305,632.63</b>
<b>Expense</b>					
51000 - Salaries and Benefits	4,727,800.00	4,727,800.00	442,808.89	2,394,347.98	2,333,452.02
52000 - Debt Service Expense	853,300.00	853,300.00	182,923.93	261,260.89	592,039.11
53000 - Source of Supply	893,800.00	893,800.00	7,471.74	454,444.23	439,355.77
54000 - Professional Services	879,500.00	879,500.00	811.76	237,652.04	641,847.96
55000 - Maintenance	691,900.00	691,900.00	12,150.17	262,895.99	429,004.01
56000 - Utilities	365,800.00	365,800.00	3,774.58	213,131.72	152,668.28
57000 - Materials and Supplies	1,307,200.00	1,307,200.00	20,233.09	643,147.05	664,052.95
58000 - Public Outreach	46,500.00	46,500.00	0.00	15,089.45	31,410.55
59000 - Other Operating Expenses	818,100.00	818,100.00	15,145.26	747,327.66	70,772.34
69000 - Other Non-Operating Expenses	2,500.00	2,500.00	1,028.00	1,028.00	1,472.00
<b>Expense Total:</b>	<b>10,586,400.00</b>	<b>10,586,400.00</b>	<b>686,347.42</b>	<b>5,230,325.01</b>	<b>5,356,074.99</b>
<b>Fund: 010 - WHOLESAL Surplus (Deficit):</b>	<b>1,248,400.00</b>	<b>1,248,400.00</b>	<b>1,410,870.08</b>	<b>4,298,842.36</b>	<b>-3,050,442.36</b>
<b>Total Surplus (Deficit):</b>	<b>1,248,400.00</b>	<b>1,248,400.00</b>	<b>1,410,870.08</b>	<b>4,298,842.36</b>	

**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	1,410,870.08	4,298,842.36	-3,050,442.36
<b>Total Surplus (Deficit):</b>	<b>1,248,400.00</b>	<b>1,248,400.00</b>	<b>1,410,870.08</b>	<b>4,298,842.36</b>	



San Juan Water District, CA

# Wholesale Capital Income Statement Group Summary

For Fiscal: 2024-2025 Period Ending: 01/31/2025

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 011 - Wholesale Capital Outlay</b>					
<b>Revenue</b>					
42000 - Taxes & Assessments	1,530,000.00	1,530,000.00	447,107.89	469,586.25	1,060,413.75
44000 - Connection Fees	75,000.00	75,000.00	20,091.00	51,662.00	23,338.00
49000 - Other Non-Operating Revenue	850,000.00	850,000.00	0.00	534,858.37	315,141.63
<b>Revenue Total:</b>	<b>2,455,000.00</b>	<b>2,455,000.00</b>	<b>467,198.89</b>	<b>1,056,106.62</b>	<b>1,398,893.38</b>
<b>Expense</b>					
55000 - Maintenance	720,000.00	720,000.00	787.50	41,573.68	678,426.32
61000 - Capital Outlay	2,934,900.00	2,934,900.00	1,418.20	622,251.75	2,312,648.25
69900 - Transfers Out	82,300.00	82,300.00	0.00	0.00	82,300.00
<b>Expense Total:</b>	<b>3,737,200.00</b>	<b>3,737,200.00</b>	<b>2,205.70</b>	<b>663,825.43</b>	<b>3,073,374.57</b>
<b>Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):</b>	<b>-1,282,200.00</b>	<b>-1,282,200.00</b>	<b>464,993.19</b>	<b>392,281.19</b>	<b>-1,674,481.19</b>
<b>Total Surplus (Deficit):</b>	<b>-1,282,200.00</b>	<b>-1,282,200.00</b>	<b>464,993.19</b>	<b>392,281.19</b>	

**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	464,993.19	392,281.19	-1,674,481.19
<b>Total Surplus (Deficit):</b>	<b>-1,282,200.00</b>	<b>-1,282,200.00</b>	<b>464,993.19</b>	<b>392,281.19</b>	



San Juan Water District, CA

# Retail Operating Income Statement Group Summary

For Fiscal: 2024-2025 Period Ending: 01/31/2025

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 050 - RETAIL</b>					
<b>Revenue</b>					
41000 - Water Sales	17,455,000.00	17,455,000.00	1,536,856.95	8,390,949.02	9,064,050.98
45000 - Other Operating Revenue	472,100.00	472,100.00	34,170.20	192,267.70	279,832.30
49000 - Other Non-Operating Revenue	282,600.00	282,600.00	19,750.00	133,098.93	149,501.07
<b>Revenue Total:</b>	<b>18,209,700.00</b>	<b>18,209,700.00</b>	<b>1,590,777.15</b>	<b>8,716,315.65</b>	<b>9,493,384.35</b>
<b>Expense</b>					
41000 - Water Sales	0.00	0.00	375.57	2,646.61	-2,646.61
51000 - Salaries and Benefits	6,974,200.00	6,974,200.00	640,413.51	3,520,333.38	3,453,866.62
52000 - Debt Service Expense	556,800.00	556,800.00	0.00	66,265.07	490,534.93
53000 - Source of Supply	3,367,800.00	3,367,800.00	702,345.00	2,443,540.79	924,259.21
54000 - Professional Services	1,144,300.00	1,144,300.00	5,350.27	259,642.74	884,657.26
55000 - Maintenance	441,200.00	441,200.00	4,318.83	166,415.15	274,784.85
56000 - Utilities	767,000.00	767,000.00	7,682.28	439,980.73	327,019.27
57000 - Materials and Supplies	365,900.00	365,900.00	24,227.26	138,805.10	227,094.90
58000 - Public Outreach	85,000.00	85,000.00	0.00	31,577.50	53,422.50
59000 - Other Operating Expenses	1,076,100.00	1,076,100.00	22,273.26	704,418.07	371,681.93
69000 - Other Non-Operating Expenses	58,800.00	58,800.00	3,084.00	3,084.00	55,716.00
69900 - Transfers Out	2,284,100.00	2,284,100.00	0.00	0.00	2,284,100.00
<b>Expense Total:</b>	<b>17,121,200.00</b>	<b>17,121,200.00</b>	<b>1,410,069.98</b>	<b>7,776,709.14</b>	<b>9,344,490.86</b>
<b>Fund: 050 - RETAIL Surplus (Deficit):</b>	<b>1,088,500.00</b>	<b>1,088,500.00</b>	<b>180,707.17</b>	<b>939,606.51</b>	<b>148,893.49</b>
<b>Total Surplus (Deficit):</b>	<b>1,088,500.00</b>	<b>1,088,500.00</b>	<b>180,707.17</b>	<b>939,606.51</b>	



**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	180,707.17	939,606.51	148,893.49
<b>Total Surplus (Deficit):</b>	<b>1,088,500.00</b>	<b>1,088,500.00</b>	<b>180,707.17</b>	<b>939,606.51</b>	



San Juan Water District, CA

# Retail Capital Income Statement Group Summary

For Fiscal: 2024-2025 Period Ending: 01/31/2025

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 055 - Retail Capital Outlay</b>					
<b>Revenue</b>					
42000 - Taxes & Assessments	1,530,000.00	1,530,000.00	447,107.88	469,586.23	1,060,413.77
44000 - Connection Fees	100,000.00	100,000.00	16,904.00	136,120.00	-36,120.00
49000 - Other Non-Operating Revenue	1,930,000.00	1,930,000.00	3,675.00	424,679.51	1,505,320.49
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
<b>Revenue Total:</b>	<b>22,954,100.00</b>	<b>22,954,100.00</b>	<b>467,686.88</b>	<b>1,030,385.74</b>	<b>21,923,714.26</b>
<b>Expense</b>					
54000 - Professional Services	400,000.00	400,000.00	787.50	77,952.68	322,047.32
61000 - Capital Outlay	24,090,600.00	24,090,600.00	55,375.82	1,680,744.07	22,409,855.93
<b>Expense Total:</b>	<b>24,490,600.00</b>	<b>24,490,600.00</b>	<b>56,163.32</b>	<b>1,758,696.75</b>	<b>22,731,903.25</b>
<b>Fund: 055 - Retail Capital Outlay Surplus (Deficit):</b>	<b>-1,536,500.00</b>	<b>-1,536,500.00</b>	<b>411,523.56</b>	<b>-728,311.01</b>	<b>-808,188.99</b>
<b>Total Surplus (Deficit):</b>	<b>-1,536,500.00</b>	<b>-1,536,500.00</b>	<b>411,523.56</b>	<b>-728,311.01</b>	

**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	411,523.56	-728,311.01	-808,188.99
<b>Total Surplus (Deficit):</b>	<b>-1,536,500.00</b>	<b>-1,536,500.00</b>	<b>411,523.56</b>	<b>-728,311.01</b>	

Summary

Project Summary

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
<a href="#">185170</a>	Bacon Pump Station Perimeter Fenc	0.00	12,143.01	-12,143.01
<a href="#">191280</a>	Hinkle Reservoir Cover	-1,078,837.21	428.50	-1,079,265.71
<a href="#">201117</a>	Backwash Hood Rehabilitation (Two)	10,095.80	388,397.20	-378,301.40
<a href="#">201126</a>	Lime Tower Design and Replacemen	-2,318.65	152,151.76	-154,470.41
<a href="#">201153</a>	Thickener Access Ladders (3)	-8,130.07	25,405.04	-33,535.11
<a href="#">205117</a>	Eckerman 8- inch tie - Easement Ana	0.00	3,852.50	-3,852.50
<a href="#">215114</a>	Bacon Pump Station Generator Rep	-90,573.27	2,240.00	-92,813.27
<a href="#">215120</a>	Kokila Reservoir (Replace Hypalon w	0.00	1,751.78	-1,751.78
<a href="#">235110</a>	FY22-23 Service Laterals Planned Rej	-63,551.06	2.05	-63,553.11
<a href="#">241105</a>	Powdered Activated Carbon System	0.00	33,102.43	-33,102.43
<a href="#">245100</a>	Connex Storage Box - Upper Yard Re	0.00	26,059.92	-26,059.92
<a href="#">245103</a>	Power Monitors for LGB Hinkle & AR	0.00	2,793.25	-2,793.25
<a href="#">245107</a>	FY23-24 Meter Replacement Progra	0.00	0.00	0.00
<a href="#">245108</a>	FY23-24 Air/Vacuum Relief Valve Rej	0.00	23,107.09	-23,107.09
<a href="#">245112</a>	Douglas Blvd and Auburn Folsom Ro	0.00	192,076.24	-192,076.24
<a href="#">245113</a>	FY23-24 Fire Hydrant Replacements	0.00	59,757.90	-59,757.90
<a href="#">253121</a>	Site Security Evaluaton and Design (	0.00	1,575.00	-1,575.00
<a href="#">255125</a>	Pump Station Evaluation (All District	0.00	73,312.68	-73,312.68
<a href="#">255133</a>	FY24-25 Air/Vacuum Relief Valve Rej	0.00	145,479.20	-145,479.20
<a href="#">255137</a>	FY24-25 Failed Service Laterals Repl	0.00	526,314.36	-526,314.36
<a href="#">255147</a>	FY 24-25 Meter Replacement Progra	0.00	427,622.77	-427,622.77
<a href="#">255149</a>	Vacuum Pit Improvements	0.00	39,270.68	-39,270.68
<a href="#">255151</a>	FY24-25 Blow Off Valve (BOV) Replai	0.00	27,195.36	-27,195.36
<b>Project Totals:</b>		<b>-1,233,314.46</b>	<b>2,164,038.72</b>	<b>-3,397,353.18</b>

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	-1,233,314.46	2,130,936.29	-3,364,250.75
CIP - Expense	0.00	33,102.43	-33,102.43
<b>Group Totals:</b>	<b>-1,233,314.46</b>	<b>2,164,038.72</b>	<b>-3,397,353.18</b>

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Engineering	-154,477.25	2,025,243.27	-2,179,720.52
Field Services	0.00	138,366.95	-138,366.95
Water Treatment Plant	-1,078,837.21	428.50	-1,079,265.71
<b>Type Totals:</b>	<b>-1,233,314.46</b>	<b>2,164,038.72</b>	<b>-3,397,353.18</b>

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-20030	Retentions Payable	1,079,190.13	0.00	1,079,190.13
011-700-54120	Professional Services - Other	0.00	33,889.93	33,889.93
011-700-61145	Capital Outlay - WTP & Impro...	0.00	540,967.16	540,967.16
011-700-61155	Capital Outlay - Reservoirs & ...	0.00	428.50	428.50
011-700-61160	Capital Outlay - Equipment a...	0.00	25,405.04	25,405.04
055-20030	Retentions Payable	154,124.33	0.00	154,124.33
055-700-54120	Professional Services - Other	0.00	77,952.68	77,952.68
055-700-61120	Capital Outlay - Improvemen...	0.00	51,413.69	51,413.69
055-700-61135	Capital Outlay - Pump Station...	0.00	4,615.05	4,615.05
055-700-61140	Capital Outlay - Buildings & I...	0.00	26,059.92	26,059.92
055-700-61150	Capital Outlay - Mains/Pipeli...	0.00	973,932.20	973,932.20
055-700-61153	Capital Outlay - Meters and E...	0.00	427,622.77	427,622.77
055-700-61155	Capital Outlay - Reservoirs & ...	0.00	1,751.78	1,751.78

### GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
055-700-61155	Capital Outlay - Reservoirs & ...			
	<b>GL Account Totals:</b>	<b>1,233,314.46</b>	<b>2,164,038.72</b>	<b>3,397,353.18</b>



Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
<b>Asset</b>					
<b>Type: 1000 - Assets</b>					
10010 - Cash and Investments	5,800,926.78	27,545,240.43	3,895,744.72	22,147,389.92	59,389,301.85
10510 - Accounts Receivable	928,826.82	0.01	612,702.68	-0.01	1,541,529.50
11000 - Inventory	6,857.83	0.00	379,392.29	323,357.76	709,607.88
12000 - Prepaid Expense	65,157.18	0.00	27,567.18	0.00	92,724.36
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	298,291.52	0.00	690,805.80	0.00	989,097.32
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
<b>Total Type 1000 - Assets:</b>	<b>88,211,940.16</b>	<b>27,545,240.44</b>	<b>55,690,895.47</b>	<b>22,470,747.67</b>	<b>193,918,823.74</b>
<b>Total Asset:</b>	<b>88,211,940.16</b>	<b>27,545,240.44</b>	<b>55,690,895.47</b>	<b>22,470,747.67</b>	<b>193,918,823.74</b>
<b>Liability</b>					
<b>Type: 1000 - Assets</b>					
10510 - Accounts Receivable	0.00	0.00	112,796.46	0.00	112,796.46
<b>Total Type 1000 - Assets:</b>	<b>0.00</b>	<b>0.00</b>	<b>112,796.46</b>	<b>0.00</b>	<b>112,796.46</b>
<b>Type: 2000 - Liabilities</b>					
20010 - Accounts Payable	-488,491.41	4,122.39	-361,723.77	103,300.64	-742,792.15
20100 - Retentions Payable	0.00	10,095.80	0.00	0.01	10,095.81
21200 - Salaries & Benefits Payable	67,890.55	0.00	112,978.12	0.00	180,868.67
21250 - Payroll Taxes Payable	33,804.47	0.00	47,884.37	0.00	81,688.84
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 01/31/2025**

<b>Account</b>	<b>010 - WHOLESALE</b>	<b>011 - Wholesale Capital Outlay</b>	<b>050 - RETAIL</b>	<b>055 - Retail Capital Outlay</b>	<b>Total</b>
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	54,347.91	0.00	54,347.91
22050 - Deferred Inflows	983,749.92	0.00	1,038,091.43	0.00	2,021,841.35
23000 - Loans Payable	23,376,990.63	0.00	3,622,915.38	0.00	26,999,906.01
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	14,048.93	0.00	42,116.00	0.00	56,164.93
<b>Total Type 2000 - Liabilities:</b>	<b>47,979,421.84</b>	<b>14,218.19</b>	<b>23,971,571.34</b>	<b>103,300.65</b>	<b>72,068,512.02</b>
<b>Total Liability:</b>	<b>47,979,421.84</b>	<b>14,218.19</b>	<b>24,084,367.80</b>	<b>103,300.65</b>	<b>72,181,308.48</b>
<b>Equity</b>					
<b>Type: 3000 - Equity</b>					
30100 - Investment in Capital Assets	33,863,776.22	0.00	29,652,709.37	0.00	63,516,485.59
30500 - Designated Reserves	1,157,794.55	27,138,741.06	882,690.31	19,715,449.68	48,894,675.60
30600 - Restricted Fund Balance	0.00	0.00	0.00	3,380,308.35	3,380,308.35
30700 - Restricted Debt Service Reserve	912,105.19	0.00	131,521.48	0.00	1,043,626.67
<b>Total Type 3000 - Equity:</b>	<b>35,933,675.96</b>	<b>27,138,741.06</b>	<b>30,666,921.16</b>	<b>23,095,758.03</b>	<b>116,835,096.21</b>
<b>Total Total Beginning Equity:</b>	<b>35,933,675.96</b>	<b>27,138,741.06</b>	<b>30,666,921.16</b>	<b>23,095,758.03</b>	<b>116,835,096.21</b>
Total Revenue	9,529,167.37	1,056,106.62	8,716,315.65	1,030,385.74	20,331,975.38
Total Expense	5,230,325.01	663,825.43	7,776,709.14	1,758,696.75	15,429,556.33
<b>Revenues Over/Under Expenses</b>	<b>4,298,842.36</b>	<b>392,281.19</b>	<b>939,606.51</b>	<b>-728,311.01</b>	<b>4,902,419.05</b>
<b>Total Equity and Current Surplus (Deficit):</b>	<b>40,232,518.32</b>	<b>27,531,022.25</b>	<b>31,606,527.67</b>	<b>22,367,447.02</b>	<b>121,737,515.26</b>
<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b>88,211,940.16</b>	<b>27,545,240.44</b>	<b>55,690,895.47</b>	<b>22,470,747.67</b>	<b>193,918,823.74</b>



San Juan Water District, CA

# Check Report

By Vendor Name

Date Range: 01/03/2025 - 02/05/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBNK-APBNK</b>						
	**Void**	02/04/2025	Regular	0.00	0.00	60653
	**Void**	01/21/2025	EFT	0.00	0.00	409787
	**Void**	01/28/2025	EFT	0.00	0.00	409799
03109	Alfa Laval Inc.	01/21/2025	EFT	0.00	861.10	409785
03406	Alpha Analytical Laboratories Inc.	01/14/2025	Regular	0.00	773.00	60587
03406	Alpha Analytical Laboratories Inc.	01/21/2025	Regular	0.00	900.00	60603
03406	Alpha Analytical Laboratories Inc.	02/04/2025	Regular	0.00	1,196.00	60643
03981	Alpha CM, Inc.	01/28/2025	EFT	0.00	55,077.00	409796
01039	American Family Life Assurance Company of Co	01/24/2025	Bank Draft	0.00	301.50	Q386901-24-20
01039	American Family Life Assurance Company of Co	01/24/2025	Bank Draft	0.00	301.50	Q386901-24-20
03989	Area West Engineers, Inc.	01/28/2025	EFT	0.00	3,852.50	409797
01328	Association of California Water Agencies / Joint	01/21/2025	EFT	0.00	7,893.20	409786
01898	Association of California Water Agencies / JPIA	01/28/2025	EFT	0.00	18,046.80	409798
03899	Bennett Engineering Services Inc	01/14/2025	EFT	0.00	22,887.50	409770
03899	Bennett Engineering Services Inc	02/04/2025	EFT	0.00	26,402.50	409811
03594	Borges & Mahoney, Inc.	01/21/2025	Regular	0.00	2,090.73	60604
01242	Bureau of Reclamation-MPR	01/14/2025	EFT	0.00	20,002.50	409771
03080	California State Disbursement Unit	01/17/2025	Bank Draft	0.00	1,739.76	PAT000000000
03080	California State Disbursement Unit	01/06/2025	Bank Draft	0.00	1,741.26	PAY000000000
03080	California State Disbursement Unit	01/06/2025	Bank Draft	0.00	1.50	PAY000000000
03080	California State Disbursement Unit	01/17/2025	Bank Draft	0.00	1.50	PAY000000000
03078	CalPERS Health	01/06/2025	Bank Draft	0.00	50,131.17	1002811286
03078	CalPERS Health	01/06/2025	Bank Draft	0.00	59,678.25	1002811286
03078	CalPERS Health	01/06/2025	Bank Draft	0.00	59,678.25	1002811286
03130	CalPERS Retirement	01/03/2025	Bank Draft	0.00	45,731.33	1002811288
03130	CalPERS Retirement	01/17/2025	Bank Draft	0.00	48,422.79	1002822154
03130	CalPERS Retirement	01/17/2025	Bank Draft	0.00	148.46	1002822155
01310	Capital Rubber Co., Ltd	01/21/2025	Regular	0.00	846.24	60605
03913	Castanar, Sophanra J	01/07/2025	Regular	0.00	1,000.00	60581
01330	CDW Government LLC	01/14/2025	EFT	0.00	18,437.50	409772
01330	CDW Government LLC	01/28/2025	EFT	0.00	22,400.00	409800
03059	Center For Hearing Health Inc	01/07/2025	Regular	0.00	1,440.00	60582
03221	Chemtrade Chemicals Corporation	01/28/2025	EFT	0.00	18,453.81	409801
01366	Citistreet/CalPERS 457	01/03/2025	Bank Draft	0.00	9,004.42	1002811291
01366	Citistreet/CalPERS 457	01/17/2025	Bank Draft	0.00	8,647.60	1002822157
01366	Citistreet/CalPERS 457	01/17/2025	Bank Draft	0.00	200.00	1002822157
01372	City of Folsom	01/21/2025	Regular	0.00	45.87	60606
01372	City of Folsom	01/28/2025	Regular	0.00	3,066.86	60626
01375	City of Sacramento	01/28/2025	Regular	0.00	3,825.75	60627
01378	Clark Pest Control of Stockton	01/21/2025	Regular	0.00	340.00	60607
01378	Clark Pest Control of Stockton	01/28/2025	Regular	0.00	702.00	60628
01423	County of Sacramento	02/04/2025	Regular	0.00	473.50	60644
03979	CRC Roofing, Inc.	01/14/2025	Regular	0.00	3,205.00	60588
03890	Datalink Networks, Inc.	01/14/2025	EFT	0.00	1,980.00	409773
01521	DataProse, LLC	01/07/2025	EFT	0.00	992.06	409765
01521	DataProse, LLC	01/21/2025	EFT	0.00	7,066.76	409788
03865	Davis Farr LLP	01/14/2025	EFT	0.00	9,900.00	409774
03163	Economic Development Department	01/17/2025	Bank Draft	0.00	12,906.67	0-326-297-232
03163	Economic Development Department	01/06/2025	Bank Draft	0.00	15,792.28	1-876-515-472
03163	Economic Development Department	01/06/2025	Bank Draft	0.00	120.13	1-876-515-472
03775	ECORP Consulting, Inc.	01/14/2025	Regular	0.00	1,600.00	60589
01611	Ferguson Enterprises, Inc	01/21/2025	EFT	0.00	720.12	409789
03702	Flowline Contractors, Inc.	01/14/2025	EFT	0.00	71,294.50	409775
03702	Flowline Contractors, Inc.	02/04/2025	EFT	0.00	42,834.00	409812



Check Report

Date Range: 01/03/2025 - 02/05/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01644	Franchise Tax Board	01/07/2025	Regular	0.00	75.00	60583
01644	Franchise Tax Board	01/21/2025	Regular	0.00	75.00	60608
01644	Franchise Tax Board	02/04/2025	Regular	0.00	75.00	60645
01651	Future Ford, Inc.	01/14/2025	EFT	0.00	2,499.83	409776
03870	Genuine Parts Company	02/04/2025	Regular	0.00	188.48	60646
03091	Granite Bay Ace Hardware	01/21/2025	Regular	0.00	128.14	60609
03091	Granite Bay Ace Hardware	01/28/2025	Regular	0.00	444.55	60629
03091	Granite Bay Ace Hardware	02/04/2025	Regular	0.00	156.31	60647
01706	Graymont Western US Inc.	01/28/2025	EFT	0.00	8,211.84	409802
01721	Hach Company	01/07/2025	EFT	0.00	755.25	409766
01721	Hach Company	02/04/2025	EFT	0.00	1,450.01	409813
01733	Harris Industrial Gases	01/21/2025	Regular	0.00	2,720.36	60610
01733	Harris Industrial Gases	02/04/2025	Regular	0.00	108.05	60648
03810	Hildebrand Consulting, LLC	01/21/2025	Regular	0.00	4,250.00	60611
01763	Holt of California	01/07/2025	Regular	0.00	815.55	60584
03995	HSI Emergency Care Solutions, Inc.	01/28/2025	EFT	0.00	800.00	409803
03164	Internal Revenue Service	01/03/2025	Bank Draft	0.00	618.51	270540390967
03164	Internal Revenue Service	01/03/2025	Bank Draft	0.00	65,279.33	270540390967
03164	Internal Revenue Service	01/17/2025	Bank Draft	0.00	62,897.12	270541702073
03802	Jang, Maxwell	01/28/2025	Regular	0.00	130.00	60630
03802	Jang, Maxwell	02/04/2025	Regular	0.00	440.00	60649
01917	Kennedy/Jenks Consultants, Inc.	01/28/2025	EFT	0.00	8,565.70	409804
01028	Larsen, Adam	01/28/2025	Regular	0.00	544.50	60631
03754	Liebert Cassidy Whitmore	01/28/2025	Regular	0.00	789.00	60632
02024	MCI WORLDCOM	01/28/2025	Regular	0.00	53.83	60633
02027	Mcmaster-Carr Supply Company	01/21/2025	EFT	0.00	1,304.00	409790
02027	Mcmaster-Carr Supply Company	02/04/2025	EFT	0.00	1,275.82	409814
03888	Medina, Michael	01/14/2025	Regular	0.00	29.54	60590
03959	MSLA Landscape Architecture, Inc.	01/28/2025	Regular	0.00	2,000.00	60634
02093	NDS Solutions, Inc	01/21/2025	Regular	0.00	1,783.46	60612
04013	NMI Industrial Holdings, Inc.	01/28/2025	Regular	0.00	191,820.20	60635
02131	ODP Business Solutions, LLC	01/21/2025	Regular	0.00	1,019.66	60613
02131	ODP Business Solutions, LLC	01/28/2025	Regular	0.00	216.07	60636
02131	ODP Business Solutions, LLC	02/04/2025	Regular	0.00	400.61	60650
02150	Pace Supply Corp	01/14/2025	Regular	0.00	1,984.13	60591
02150	Pace Supply Corp	01/21/2025	Regular	0.00	881.49	60614
02150	Pace Supply Corp	02/04/2025	Regular	0.00	6,886.15	60651
02158	Pacific Storage Company	01/28/2025	EFT	0.00	117.63	409805
02146	PG&E	02/04/2025	Regular	0.00	14,149.56	60652
02210	Placer County Water Agency	02/04/2025	Regular	0.00	83,687.50	60654
03961	Prosio Communications	01/21/2025	Regular	0.00	7,668.75	60615
03543	Quadient Finance USA, Inc. - Postage	01/28/2025	EFT	0.00	1,000.00	409806
03896	R.S. Hughes Co., Inc	01/14/2025	EFT	0.00	168.00	409777
02275	Ramos Oil Recyclers Inc	01/21/2025	Regular	0.00	621.41	60616
02283	Recology Auburn Placer	01/21/2025	Regular	0.00	824.43	60617
02293	RFI Enterprises, Inc.	01/14/2025	EFT	0.00	56.10	409778
03828	Richard D. Jones, A Professional Law Corporatio	01/14/2025	Regular	0.00	2,078.64	60592
03828	Richard D. Jones, A Professional Law Corporatio	01/21/2025	Regular	0.00	8,298.06	60618
02328	Rocklin Windustrial Co	01/14/2025	Regular	0.00	166.52	60593
02328	Rocklin Windustrial Co	02/04/2025	Regular	0.00	6,198.33	60655
02357	Sacramento Municipal Utility District (SMUD)	01/28/2025	Regular	0.00	10,894.87	60637
02452	Sierra National Construction, Inc.	01/28/2025	Regular	0.00	62,119.86	60638
03822	SIJ Holdings LLC	01/28/2025	EFT	0.00	542.01	409807
02514	State Water Resources Control Board - SWRCB	01/14/2025	Regular	0.00	140.00	60594
02514	State Water Resources Control Board - SWRCB	01/14/2025	Regular	0.00	3,630.00	60595
02514	State Water Resources Control Board - SWRCB	01/21/2025	Regular	0.00	60,093.04	60619
02514	State Water Resources Control Board - SWRCB	01/28/2025	Regular	0.00	274,385.90	60639
03830	Stoel Rives LLP	01/07/2025	EFT	0.00	26,717.50	409767
01641	Sun Life Assurance Company of Canada	01/18/2025	Bank Draft	0.00	11,948.20	1472598
01641	Sun Life Assurance Company of Canada	02/03/2025	Bank Draft	0.00	11,750.37	1475048
01411	SureWest Telephone	01/14/2025	Regular	0.00	3,850.44	60596

Check Report

Date Range: 01/03/2025 - 02/05/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02572	Thatcher Company of California, Inc.	01/14/2025	EFT	0.00	18,690.00	409779
02581	The Ferguson Group, LLC	01/28/2025	EFT	0.00	6,750.00	409808
03840	The Permanente Medical Group, Inc.	01/21/2025	Regular	0.00	570.00	60620
03840	The Permanente Medical Group, Inc.	01/28/2025	Regular	0.00	115.00	60640
03799	Thirkettle Corporation	01/21/2025	EFT	0.00	3,552.00	409791
01844	Thorne, Jedediah	02/04/2025	Regular	0.00	360.00	60656
02162	Tobin, Pamela	01/21/2025	EFT	0.00	8.04	409792
03729	Tree Pro Tree Services, Inc.	01/21/2025	Regular	0.00	7,639.28	60621
03880	TW Associates LLC	02/04/2025	EFT	0.00	949.66	409815
03846	U.S. Bancorp Asset Management, Inc.	01/14/2025	EFT	0.00	1,016.08	409780
03846	U.S. Bancorp Asset Management, Inc.	02/04/2025	EFT	0.00	1,051.59	409816
02281	UBEO West, LLC	02/04/2025	Regular	0.00	480.14	60657
03876	Uline Inc	01/14/2025	EFT	0.00	662.43	409781
03876	Uline Inc	01/21/2025	EFT	0.00	557.69	409793
02651	United Parcel Service, Inc.	01/14/2025	Regular	0.00	101.80	60597
02651	United Parcel Service, Inc.	01/21/2025	Regular	0.00	76.40	60622
02651	United Parcel Service, Inc.	02/04/2025	Regular	0.00	282.74	60658
03298	United Rentals (North America), Inc.	01/21/2025	EFT	0.00	3,215.00	409794
02667	US Bank Corporate Payments Sys (CalCard)	01/17/2025	Bank Draft	0.00	24,001.34	474-34459-25
02665	US BANK St. Paul	01/14/2025	EFT	0.00	1,135,491.07	409782
03077	VALIC	01/03/2025	Bank Draft	0.00	2,590.99	384464
03077	VALIC	01/20/2025	Bank Draft	0.00	2,601.18	387428
02678	Valin Corporation	02/04/2025	EFT	0.00	511.44	409817
03852	Valley Power Systems North, Inc.	01/21/2025	Regular	0.00	2,680.77	60623
03852	Valley Power Systems North, Inc.	02/04/2025	Regular	0.00	728.00	60659
02690	Verizon Wireless	01/28/2025	Regular	0.00	3,191.36	60641
02700	Viking Shred LLC	01/14/2025	Regular	0.00	64.00	60598
03967	Viramontes, Benjamin J	02/04/2025	Regular	0.00	440.00	60660
01687	W. W. Grainger, Inc.	01/14/2025	Regular	0.00	68.87	60599
01687	W. W. Grainger, Inc.	01/21/2025	Regular	0.00	969.98	60624
01687	W. W. Grainger, Inc.	01/28/2025	Regular	0.00	251.34	60642
02710	WageWorks, Inc.	01/14/2025	EFT	0.00	214.00	409783
03387	WageWorks, Inc	01/07/2025	EFT	0.00	541.53	409768
03387	WageWorks, Inc	01/21/2025	EFT	0.00	541.53	409795
03387	WageWorks, Inc	02/04/2025	EFT	0.00	541.53	409818
01068	Walker, Glenn C.	01/14/2025	Regular	0.00	1,412.36	60600
01068	Walker, Glenn C.	02/04/2025	Regular	0.00	1,412.36	60661
01486	WAPA - Department of Energy	01/14/2025	EFT	0.00	1,795.99	409784
02716	Water Education Foundation	02/04/2025	Regular	0.00	13,000.00	60662
03791	Water Systems Consulting, Inc.	02/04/2025	EFT	0.00	30,292.75	409819
02727	West Yost & Associates, Inc.	01/07/2025	EFT	0.00	9,585.50	409769
02727	West Yost & Associates, Inc.	01/28/2025	EFT	0.00	1,750.50	409809
02730	Western Area Power Administration	01/28/2025	EFT	0.00	1,850.00	409810
02743	Wienhoff & Associates, Inc.	01/14/2025	Regular	0.00	850.00	60601
02743	Wienhoff & Associates, Inc.	01/21/2025	Regular	0.00	50.00	60625
02766	Youngdahl Consulting Group, Inc.	01/14/2025	Regular	0.00	2,938.25	60602

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	133	79	0.00	816,009.99
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	26	26	0.00	496,235.41
EFT's	78	55	0.00	1,622,133.87
<b>Total</b>	<b>237</b>	<b>161</b>	<b>0.00</b>	<b>2,934,379.27</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	133	79	0.00	816,009.99
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	26	26	0.00	496,235.41
EFT's	78	55	0.00	1,622,133.87
	<b>237</b>	<b>161</b>	<b>0.00</b>	<b>2,934,379.27</b>

### Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	1/2025	2,686,656.87
999	INTERCOMPANY	2/2025	247,722.40
			<b>2,934,379.27</b>



San Juan Water District, CA

# Vendor History Report

## By Vendor Name

Posting Date Range 07/01/2024 - 01/31/2025

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						
<b>Vendor Set: 01 - Vendor Set 01</b>														
<b>03092 - Rich, Dan</b>														
Exp. Reimb 12-2024	ACWA Conf Flight, Mileage & Hotel			12/19/2024		409742	12/20/2024	1,056.80	0.00	0.00	0.00	1,056.80	1,056.80	
ACWA Conf Flight, Milea		0.00	0.00	1,056.80	010-010-52110		Training - Meetings, Education & Tr	528.40						
					050-010-52110		Training - Meetings, Education & Tr	528.40						
<b>02162 - Tobin, Pamela</b>														
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						
Exp Reimb 10-2024	ACWA Fndtin, SJWD BBQ, ACWA Reg 5 Milk10/15/2024					409629	10/15/2024	367.74	0.00	0.00	0.00	367.74	367.74	
ACWA Fndtin, SJWD BBC		0.00	0.00	367.74	010-010-52110		Training - Meetings, Education & Tr	183.87						
					050-010-52110		Training - Meetings, Education & Tr	183.87						
Exp Reimb 11-2024	SSWD/SJWD Joint BOD,CCWD Memorial Se11/12/2024					409682	11/12/2024	144.72	0.00	0.00	0.00	144.72	144.72	
SSWD/SJWD Joint BOD,(		0.00	0.00	144.72	010-010-52110		Training - Meetings, Education & Tr	72.36						
					050-010-52110		Training - Meetings, Education & Tr	72.36						
Exp Reimb 12-2024	SJWD Awards Lunch Mileage			1/21/2025		409792	1/21/2025	8.04	0.00	0.00	0.00	8.04	8.04	
SJWD Awards Lunch Mil		0.00	0.00	8.04	010-010-52110		Training - Meetings, Education & Tr	4.02						
					050-010-52110		Training - Meetings, Education & Tr	4.02						
<b>Vendors: (2)</b>								<b>Total 01 - Vendor Set 01:</b>	<b>2,402.92</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,402.92</b>	<b>2,402.92</b>
<b>Vendors: (2)</b>								<b>Report Total:</b>	<b>2,402.92</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,402.92</b>	<b>2,402.92</b>



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>
<a href="#">0690</a>	Costa, Ted	Reg - Regular Hours	7	47.00	8,725.00
			<b>0690 - Costa Total:</b>	<b>47.00</b>	<b>8,725.00</b>
<a href="#">1056</a>	McRae, Michael	Reg - Regular Hours	1	1.00	200.00
			<b>1056 - McRae Total:</b>	<b>1.00</b>	<b>200.00</b>
<a href="#">0670</a>	Miller, Ken	Reg - Regular Hours	6	24.00	4,425.00
			<b>0670 - Miller Total:</b>	<b>24.00</b>	<b>4,425.00</b>
<a href="#">1003</a>	Rich, Daniel	Reg - Regular Hours	7	22.00	4,175.00
			<b>1003 - Rich Total:</b>	<b>22.00</b>	<b>4,175.00</b>
<a href="#">0650</a>	Tobin, Pamela	Reg - Regular Hours	7	58.00	10,850.00
			<b>0650 - Tobin Total:</b>	<b>58.00</b>	<b>10,850.00</b>
<a href="#">1039</a>	Zamorano, Manuel	Reg - Regular Hours	7	23.00	4,300.00
			<b>1039 - Zamorano Total:</b>	<b>23.00</b>	<b>4,300.00</b>
			<b>Report Total:</b>	<b>175.00</b>	<b>32,675.00</b>



Payroll Set: 01-San Juan Water District

<b>Account</b>	<b>Account Description</b>	<b>Units</b>	<b>Pay Amount</b>
<a href="#">010-010-58110</a>	Director - Stipend	87.50	16,337.50
	<b>010 - WHOLESALE Total:</b>	<b>87.50</b>	<b>16,337.50</b>
<a href="#">050-010-58110</a>	Director - Stipend	87.50	16,337.50
	<b>050 - RETAIL Total:</b>	<b>87.50</b>	<b>16,337.50</b>
	<b>Report Total:</b>	<b>175.00</b>	<b>32,675.00</b>



# Pay Code Report

Pay Code Summary

7/1/2024 - 1/31/2025

Payroll Set: 01-San Juan Water District

<b>Pay Code</b>	<b>Description</b>	<b># of Payments</b>	<b>Units</b>	<b>Pay Amount</b>
Reg - Regular Hours	Regular Hours	35	175.00	32,675.00
		<b>Report Total:</b>	<b>175.00</b>	<b>32,675.00</b>

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

July 2024 - January 2025								
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance		Revenue Variance	
San Juan Retail	7,479	\$ 1,968,858	8,001.53	\$ 1,996,695	522	7.0%	\$ 27,837	1.4%
Citrus Heights Water District	6,471	\$ 1,757,894	7,008.26	\$ 1,786,408	537	8.3%	\$ 28,514	1.6%
Fair Oaks Water District	3,999	\$ 1,241,717	5,844.69	\$ 1,339,814	1,846	46.2%	\$ 98,097	7.9%
Orange Vale Water Co.	2,405	\$ 651,129	2,664.97	\$ 664,985	260	10.8%	\$ 13,856	2.1%
City of Folsom	696	\$ 192,181	753.44	\$ 195,236	58	8.3%	\$ 3,055	1.6%
Granite Bay Golf Course	238	\$ 8,412	248.81	\$ 8,795	11	4.6%	\$ 384	4.6%
Sac Suburban Water District (SSWD)	5,360	\$ 1,427,928	8,323.37	\$ 2,216,981	2,963	55.3%	\$ 789,053	55.3%
<b>TOTAL</b>	<b>26,647</b>	<b>7,248,118</b>	<b>32,845</b>	<b>\$ 8,208,914</b>	<b>6,198</b>	<b>23.3%</b>	<b>\$ 960,796</b>	<b>13.3%</b>

Budgeted Deliveries	26,647
Actual Deliveries	32,845
Difference	6,198
	23.3%
Budgeted Water Sale Revenue	\$ 7,248,118
Actual Water Sale Revenue	\$ 8,208,914
Difference	\$ 960,796
	13.3%

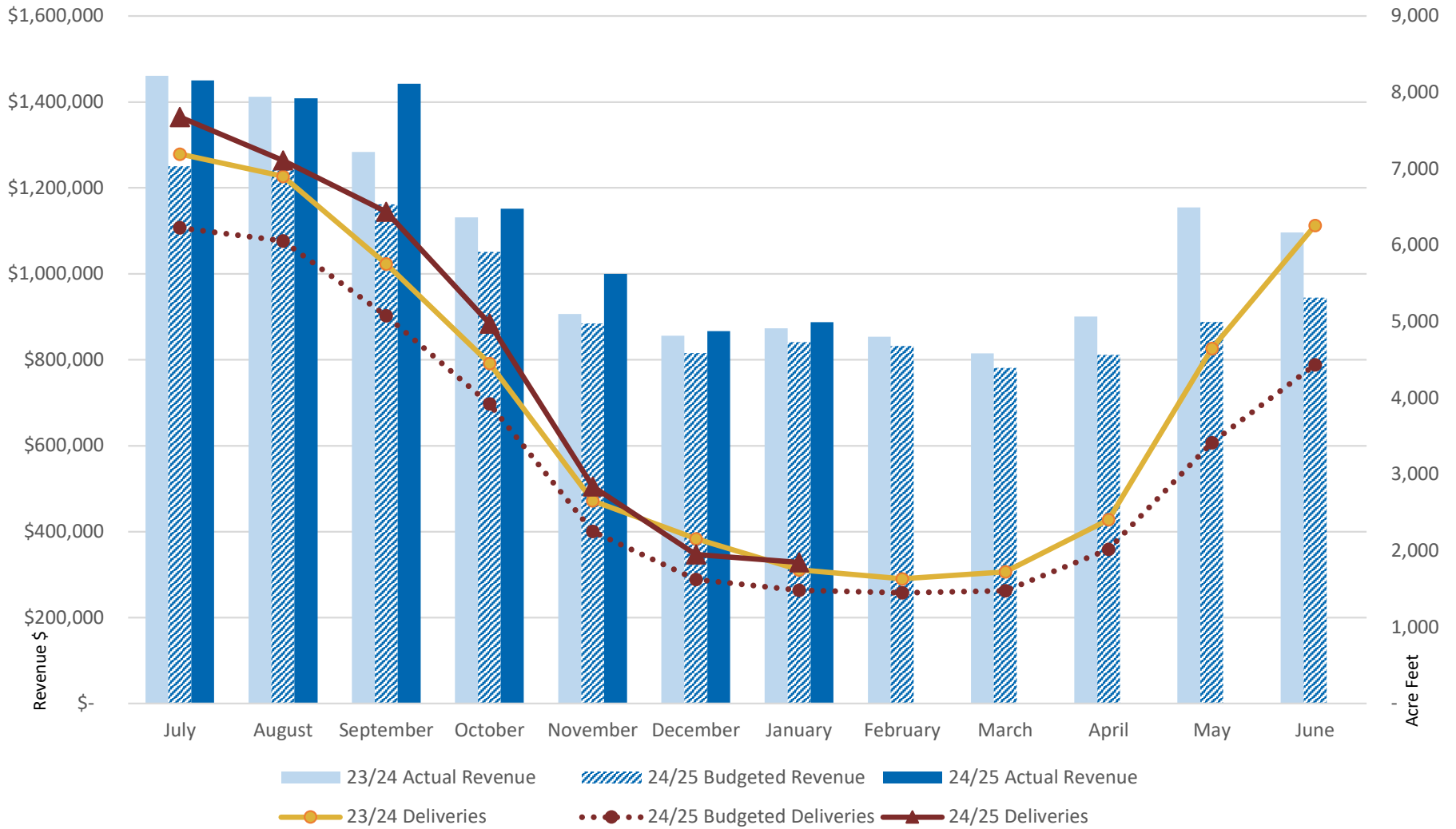
**Conclusion:**

July through January deliveries were higher than anticipated by 6,198 acre feet or 23.3%. As shown in the table above the main drivers of the positive variance are deliveries to SSWD and the Fair Oaks Water District. Deliveries to SSWD are 55.3% greater than anticipated for this point in the year and deliveries to Fair Oaks Water District are 46.2% higher than anticipated.

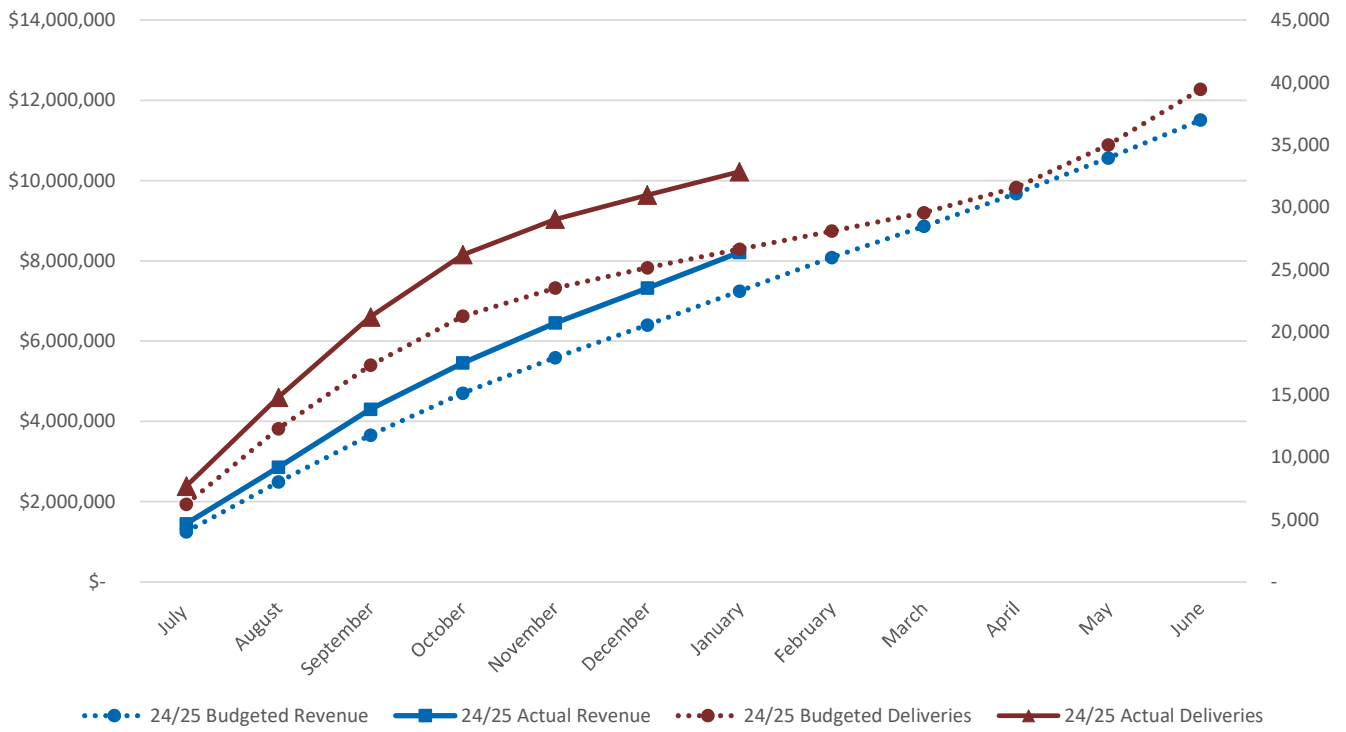
The 23.3% positive variance in deliveries results in year to date revenues that are 13.3% greater than anticipated in the budget for this point in the year.



## 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



**Finance Committee Meeting Minutes  
San Juan Water District  
February 11, 2025  
1:00 p.m.**

- Committee Members:** Mike McRae, Director (Chair)  
Manuel Zamorano, Director (Member)
- District Staff:** Paul Helliker, General Manager  
Donna Silva, Director of Finance & Human Resources  
Tony Barela, Director of Operations  
Andrew Pierson, Director of Engineering Services  
Adam Larsen, Field Services Manager  
Devon Barrett, Customer Service Manager  
Greg Turner, Water Treatment Plant Manager  
Greg Zlotnick, Water Resources Manager  
Entela Fallstead, Senior Accountant  
Teri Grant, Board Secretary/Administrative Assistant
- Members of the Public:** Cheryl Berkema  
Sandy Harris  
Mark Hildebrand  
Pam Tobin  
Anthony Wong

**1. Review Finance Committee Charter (W & R)**

Ms. Silva reviewed the Finance Committee Charter. GM Helliker informed the Committee that he typically consults with the Committee Chair regarding the agenda and any Board member can request an item be added to the agenda, similar to the Board meeting agendas. The committee members would like to start the meeting at 1:00pm instead of 4:00pm and asked that the charter be brought to the Board for approval.

*The Finance Committee recommends consideration of a Board motion to update the Finance Committee Charter.*

**2. Review Prioritized CIP List (R)**

GM Helliker provided an updated prioritized CIP list to the committee. He explained that projects related to fire flow were moved to a higher priority level while vehicles, clean fleet electrical improvements, and the Bacon Manifold Piping Modifications projects were moved down on the list. He explained that the items listed in italics are the only projects being debt financed, a total of three projects. In addition, he explained that the projects were prioritized from 1-8 since many projects are considered to have the same priority level; however, in some categories, the priority of projects does roughly follow the order shown in the spreadsheet.

GM Helliker explained there are two categories of funding – debt and cash. He mentioned that the Kokila Tank Project was added to the list since it is starting this year even though the project was already approved by the Board to pursue debt funding. He explained that, in any particular fiscal year, staff would utilize the revenues that are available that year to start with (above operating expenses) and then start drawing on reserves. In addition, he explained that some years no reserves are used and other years reserves are utilized; however, the goal is to keep reserves above the \$10 million level.

The Committee discussed the projects on the list, including their priority, timing of projects, regulatory and safety factors, and some project details. In response to Director Zamorano's question, GM Helliker explained that staff recommends that all the projects in the CIP be funded; however, there would be approximately \$22 million in projects not covered if there were no rate increases. Without rate increases, the Board would need to determine which projects not to fund. The Committee thanked staff for their work on the CIP list.

### 3. CIP Financial Data Points (R)

Director McRae commented that when he makes important decisions, he likes to decide what the bookends are and provided the following bookends regarding the CIP and the Retail Financial Plan:

First Bookend (Existing Data Point/no change):

Staff recommended CIP project list, rate increases, and new debt

Last Bookend (Pay As You Go, no rate increase, no new debt):

The CIP project list totals ~\$93M+

How much CIP expenses (\$\$) would need to be put on hold under the following conditions:

- No new debt
- No rate increases
- Same execution time frame (years)

Director McRae then pointed out three other data points which fall between the bookends which he would like to see:

Second Data Point (Staff recommendation minus Admin building):

Estimate what the recommended rate increases or new debt would be if the new administration building were removed from the CIP list. (Money not spent on Admin building could be used to either reduce planned debt, or reduce rates, provide analysis for both).

Third Data Point (Pay As You Go):

Estimate how many years would be added to the CIP execution plan with the following conditions:

- Same CIP project list minus new administration building
- No new debt
- An ongoing 2% annual rate increase

Fourth Data Point (CIP Project Hold, Pay As You Go):

The CIP project list totals ~\$93M+

How much CIP expenses (\$\$) would need to be put on hold under the following conditions:

- No new debt
- Same execution time frame (years)
- Same staff proposed rate increases

Director McRae commented that there may be other data points, but this would help put this into context. GM Helliker agreed to run the scenarios and mentioned that numbers one and five have already been completed. In response to Director McRae's comment about extending

the projects out over time, GM Helliker informed the Committee that this is the CIP for the next 10 years, and that a subsequent 10-year CIP will be produced for the following decade, and so on. Ms. Silva pointed out that the Committee should consider that inflation will increase expenses to the point that there will be no excess funds to transfer from the Operating Fund to the Capital Fund, if there are no rate increases.

In response to Director McRae's comment regarding seeing the entire budget picture all at once as he had experienced at Fair Oaks Water District, GM Helliker explained that everything is in the financial plan, but the Board had been focused on the CIP so far. Ms. Silva explained that San Juan presents a long-term financial plan that projects beyond the current fiscal year, which sets the rates and provides the means for establishing a pay as you go funding structure. She then explained that the Board will normally approve a multi-year rate schedule, so that funding is covered for the approved financial plan. In addition, she explained that the annual budget process is completed separately incorporating the slated projects from the CIP for that fiscal year along with staff's recommendation for any changes due to unforeseen circumstances that require a shift in the CIP. GM Helliker pointed out that the Retail Financial Plan will be presented to the Board. Ms. Silva explained that the Retail Financial Plan is a large document so the consultant will provide a draft plan once the maximum rate increase is determined by the Board. GM Helliker expects the Board to discuss this topic at the February Board meeting. Ms. Silva informed the Committee that the plan was presented in summary format at the December Board meeting.

**4. Review of Board Compensation Policy – out of state events (W & R)**

GM Helliker provided the Committee with a staff report explaining the request from Director Zamorano for the meeting he attended in Reno with Director Costa. Director Zamorano explained that he was under the assumption that the per diem stipend would be paid for the meeting that he and Director Costa attended and requested that the committee recommend that the Board approve his out of state travel for attending and voting at the CVP Water Association meeting which was held last month.

*The Finance Committee recommends consideration of a Board motion to approve the out of state travel on January 28, 2025, for Director Zamorano.*

**5. Review of Banking and Purchasing related ordinances and policies (W & R)**

Ms. Silva conducted a brief presentation on the Banking and Purchasing related ordinances and policies. A copy of the presentation will be attached to the meeting minutes. Director McRae voiced concern regarding the General Manager's spending authority and the ability to spend outside the scope of the budget. Ms. Silva explained that there are internal controls in place that would discover any spending outside the scope of the budget. In addition, staff explained that there are items that need to be purchased that may not have been listed in the budget but would have to fall within the budget in order to be purchased. GM Helliker explained that if there was a higher priced expense that fell within his purchasing authority but was not listed in the budget, then he would determine if the expense needed to be brought to the Board's attention or approval before proceeding, such as the consultant agreement related to the merger with SSWD. Ms. Silva explained that the District operates under a fund total budget, meaning the General Manager is authorized to move budget funds around within a fund, so long as total expenses do not exceed expenses budgeted within the fund in total.

**6. Obtain Director McRae's signature to be added as a signer on District's checking account (W & R)**

Ms. Silva obtained Director McRae's signature on the District's checking account signature card.

**7. Treasurer's Report – Quarter Ending December 31, 2024 (W & R)**

Ms. Silva provided a staff report which will be included in the Board packet. She informed the committee that the overall portfolio increased by \$3,776,800.81 for an ending balance of \$58.83 million as of December 31, 2024.

In response to Director McRae's question, Ms. Silva explained that the actual funds from wholesale and retail are combined in the investment portfolio; however, each month the Board is provided with an income statement and balance sheet for each – Retail Operations, Retail Capital, Wholesale Operations and Wholesale Capital – which is included in the General Manager's Monthly Report.

**8. Review General Manager Reimbursements (W & R)**

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

**9. Review Check Register from January 2025 (W & R)**

The Committee reviewed the January 2025 check register and found it to be in order. Director McRae requested to meet with Ms. Silva to go over the list in detail.

**10. Review of Legal Bills (W & R)**

The Committee reviewed the legal bills and found them to be in order. Director McRae would like the Review of Legal Bills to remain a standing item on the Committee agenda.

**11. Other Finance Matters (W & R)**

There were no other matters discussed.

**12. Public Comment**

There were no public comments.

The meeting was adjourned at 3:02 p.m.



# Finance Committee Ordinance & Policy Review

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## 4000.00 Procurement of Supplies and Equipment

The District shall purchase supplies and equipment, approve contracts, including public works contracts, and authorize other expenditures pursuant to the District's procurement policy, as the same may be amended from time to time the District Board of Directors.

### 4000.01 Payments of Invoices

The District shall make payments to its suppliers, service providers, contractors, and consultants upon receipt of an invoice with the proper purchase order number indicated thereon, when applicable, and containing a detailed description of the supplies, materials, equipment, or services provided, and related amounts charged therefor, to the District. The General Manager may adopt rules and procedures to implement the prompt payment of invoices.

### 4000.02 Petty Cash Purchases

Purchases of supplies and services may be made from petty cash funds without issuance of a purchase order. The amount of funds is limited to \$100.00 per request. All receipts and any cash over the amount of purchase shall be promptly returned to the Accounting Department.

### 4000.03 Reporting

Each month, the General Manager shall provide the Board of Directors, at a regularly scheduled Board Meeting, a detailed report of all payments made in the month prior to the Board meeting.





# PROCUREMENT POLICY



- Gives General Manager purchasing and contract execution authority up to \$75,000 + 10% contingency.
- Allows the use of informal bidding or price checking for purchases for non-public works procurements less than \$75,000, and explains exceptions.
- Requires Board approval for purchases in excess of \$75,000 except for emergencies, payment of non-negotiable regulatory fees and utility bills.
- Sets forth the competitive bidding requirements for public works contracts. (over \$25,000 requires formal bidding).

Policy: [https://www.sjwd.org/files/92aec869c/FIN5.7\\_ProcurementPolicy.pdf](https://www.sjwd.org/files/92aec869c/FIN5.7_ProcurementPolicy.pdf)

# BANKING POLICY

- Requires bank accounts to be approved by the Board
- Requires dual signatures on checks, wet or electronic
- Authorized signers are the Board Members, the General Manager and the Director of Finance and Human Resources
- Cash withdrawals are not permitted



Policy: [https://www.sjwd.org/files/7f98df36c/FIN5.4\\_DistrictBankingPolicy.pdf](https://www.sjwd.org/files/7f98df36c/FIN5.4_DistrictBankingPolicy.pdf)

# INVESTMENT POLICY

- **Requires “Standard of Prudence”:**  
“When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, the Board and its designated investment officer(s) shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the District, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.”



Policy: [https://www.sjwd.org/files/573aaae57/FIN5.6\\_InvestmentPolicy.pdf](https://www.sjwd.org/files/573aaae57/FIN5.6_InvestmentPolicy.pdf)

# INVESTMENT POLICY

- Policy Objective:
  1. Safety of principal
  2. Liquidity
  3. Return on Investment
- Designates Finance Director as “Investment Officer” and delegates her/him authority to manage the investment program.
- Specifies the types and concentrations of permitted investments:
  - Constrained by California Government Code Section 53600
  - Since government code requires safety of principal and liquidity permitted investments mirror those in the government code, to maximum return on investment.



- Requires quarterly Treasurer's Report
- No action needed, just receive and file
- Given to Finance Committee and then placed on consent calendar of next Board meeting



# QUESTIONS?

