

**SAN JUAN WATER DISTRICT
BOARD MEETING AGENDA
March 25, 2020
6:00 p.m.**

Via Teleconference:

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The Board may take action on any item on the agenda, including items listed on the agenda as information items. 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.

The public may address the Board concerning an agenda item either before or during the Board's consideration of that agenda item. Public comment on items within the jurisdiction of the Board is welcome, subject to reasonable time limitations for each speaker. Upon request, agenda items may be moved up to accommodate those in attendance wishing to address that item. Please inform the General Manager.

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.

The Board President will call for public comment on each agenda at the appropriate time and all votes will be taken by roll call.

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

I. ROLL CALL

II. PUBLIC FORUM

During the Public Forum, the Board may briefly respond to statements made or questions posed by the public, or 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 determinations 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 after the motion to approve the Consent Calendar.

1. Minutes of the Board of Directors Meeting, February 26, 2020 (W & R)

Recommendation: Approve draft minutes

IV. PRESENTATION

1. ACWA JPIA Refund Presentation – Pam Tobin, JPIA Executive Committee

V. OLD BUSINESS

1. RWA Board Representative (W & R)
Discussion and possible Board action
2. FY 2019-20 Mid-Year Budget Review (W & R)
Discussion

VI. NEW BUSINESS

1. Antelope Pump-Back Booster Pump Station Operations Agreement (W)
Action: Approve amendment to Antelope Pump-Back Booster Pump Station Ownership, Operation and Maintenance Agreement
2. Temporary Suspension of Water Shutoffs and Late Payment Fees and Interest (R)
Action: Potential Temporary Revision of Board Policy
3. Assembly Bill 2093 (Gloria) – Email Retention (W & R)
Action: Approve position on AB 2093

VII. 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's Report
 - 2.1 Miscellaneous District Issues and Correspondence
3. Operation Manager's Report
 - 3.1 Miscellaneous District Issues and Correspondence
4. Engineering Services Manager's Report
 - 4.1 Miscellaneous District Issues and Correspondence
5. Legal Counsel's Report
 - 5.1 Legal Matters

VIII. DIRECTORS' REPORTS

1. SGA
2. RWA
3. ACWA
 - 3.1 ACWA – Pam Tobin
 - 3.2 JPIA – Pam Tobin
 - 3.3 Energy Committee – Ted Costa
4. CVP Water Association
5. Other Reports, Correspondence, Comments, Ideas and Suggestions

IX. COMMITTEE MEETINGS

1. Finance Committee – March 24, 2020

X. UPCOMING EVENTS

- ~~1. 2020 Cap To Cap Metro Chamber RESCHEDULED TO SEPTEMBER 8-12, 2020
April 25-29, 2020
Washington DC~~
- ~~2. 2020 ACWA Spring Conference RESCHEDULED TO JULY 28-31, 2020
May 5-8, 2020
Monterey, CA~~

President Costa to call for Closed Session

The President will appoint the District’s labor negotiators prior to adjourning the public meeting for closed session.

XI. CLOSED SESSION

1. Public employee performance evaluation involving the General Manager; Government Code sections 54954.5(e) and 54957.
2. Conference to provide District’s labor negotiators with direction concerning changes to General Manager’s compensation and benefits; Government Code sections 54954.5(f) and 54957.6.

XII. OPEN SESSION

Report from Closed Session

XIII. ADJOURN

UPCOMING MEETING DATES

April 22, 2020
May 27, 2020

I declare under penalty of perjury that the foregoing agenda for the March 25, 2020 regular meeting of the Board of Directors of San Juan Water District was posted by March 20, 2020, on the outdoor bulletin boards at the District Office Building, 9935 Auburn Folsom Road, Granite Bay, California, and was freely accessible to the public.

Teri Grant, Board Secretary

SAN JUAN WATER DISTRICT

Board of Director's Board Meeting Minutes
February 26, 2020 – 6:00 p.m.

BOARD OF DIRECTORS

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

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Paul Helliker	General Manager
Donna Silva	Director of Finance
Lisa Brown	Customer Service Manager
Adam Larsen	Interim Field Services Manager
Andrew Pierson	Engineering Services Manager
Teri Grant	Board Secretary/Administrative Assistant
Jennifer Buckman	Legal Counsel

OTHER ATTENDEES

Alan Driscoll	Forsgren Associates Inc.
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AGENDA ITEMS

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

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

I. ROLL CALL

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

II. PUBLIC FORUM

There were no public comments.

President Costa inquired if there were any changes to the agenda. No changes were made.

III. **CONSENT CALENDAR**

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

1. Minutes of the Board of Directors Meeting, January 22, 2020 (W & R)

Recommendation: Approve draft minutes

2. 520/524 Fort Rock Ct – Easement Encroachment Request (R)

Recommendation: To approve an easement encroachment request and direct staff to execute the necessary agreement with the property owner

3. Annual Installation Services Agreement Amendment with Rawles Engineering Inc. (R)

Recommendation: To approve Authorization and approval of Amendment #1 to the Annual Installation Services agreement with Rawles Engineering Inc. for FY 2019/20

4. Treasurers Report – Quarter Ending December 31, 2019 (W & R)

Recommendation: Receive and File

President Costa removed Consent Calendar item 1 for discussion.

Director Rich moved to approve Consent Calendar items 2-4. Director Hanneman seconded the motion and it carried with 4 Aye votes (Director Tobin absent).

Director Hanneman explained that the meeting minutes referred to President Rich opening the meeting when it should have read President Costa.

Director Hanneman moved to approve Consent Calendar item 1 as amended. Director Miller seconded the motion and it carried with 4 Aye votes (Director Tobin absent).

IV. **PUBLIC HEARING**

President Costa opened the Public Hearing at 6:06 pm. The Board Secretary confirmed that this item was duly posted and published with no written or oral comments received prior to the public hearing.

1. Adoption of Ordinance 20-01 – An Ordinance of the Board of Directors of the San Juan Water District Amending Ordinance 10000 of the District Code of Ordinances (R)

Mr. Larsen explained that this is the second reading of the ordinance and there are no changes since the first reading.

There were no public comments.

President Costa closed the Public Hearing at 6:08 p.m.

Director Hanneman moved to waive the second reading of Ordinance No. 20-01 and adopt Ordinance 20-01 which amends Ordinance 10000 to reflect the District's policy regarding backflow prevention assembly testing. Director Miller seconded the motion and it carried with 4 Aye votes (Director Tobin absent).

Director Miller suggested that the District ordinances include verbiage regarding any state mandates when appropriate.

V. OLD BUSINESS

1. Collaboration/Integration Study (W & R)

GM Helliker provided the Board with a staff report which will be attached to the meeting minutes. He reported that the General Managers of the participating Agencies recommend the Raftelis/Tully & Young team (RTY) as the consultant for the study. He explained that the proposed cost submitted by RTY is approximately \$194,264, and expects the District's cost to participate in the joint project to be a maximum amount of \$54,000. He explained that should an agency not participate, then the amount could change.

GM Helliker informed the Board that the Citrus Heights Water District will hold a study session on March 2nd and then they will vote on the MOU at their March meeting. GM Helliker reported that the study scope of work is included in the MOU and the study should take approximately nine months to complete. The Board discussed the study and cost allocation of the study.

Director Hanneman moved to approve the Memorandum of Understanding among agencies participating in Collaboration/Integration Study. Director Rich seconded the motion and it carried with 4 Aye votes (Director Tobin absent).

VI. NEW BUSINESS

1. ACWA JPIA Professional Development Program Certification Award to Adam Larsen

GM Helliker presented Mr. Adam Larsen with the ACWA JPIA Professional Development Program Certification award. He commended Mr. Larsen for completing the program in two years instead of the normal four years. The Board congratulated Mr. Larsen.

2. Legal Service Agreement (W & R)

Ms. Jennifer Buckman, Legal Counsel, excused herself from the room during discussion of this agenda item. GM Helliker reported that, at the January 22nd Board meeting, the Board President established an Ad Hoc Committee, composed of Directors Hanneman and Rich, to review the legal services agreement. The committee worked with Joshua Horowitz, Legal Counsel, to review and revise the 2000 agreement. GM Helliker explained that there were two significant revisions – a provision regarding the billing rates to be reviewed and approved by the Board prior to implementation, and the contract term, which is five years. The Board discussed the revisions and independent contractor vs. attorney-client relationship.

Director Hanneman moved to approve revisions to legal services agreement with Bartkiewicz, Kronick and Shanahan, LLC. Director Rich seconded the motion and it carried with 4 Aye votes (Director Tobin absent).

3. Central Valley Project Water Service and Facilities Repayment Contract (W)

GM Helliker provided a staff report which will be attached to the meeting minutes. He explained that the Water Infrastructure Improvements for the Nation (WIIN) Act was signed in 2016 which authorized Reclamation to enter into negotiations with any Central Valley Project contractor who desired to convert their existing “water service” contract into a “repayment” contract. He reported that staff has been working with Legal Counsel on a new contract with Reclamation.

Director Hanneman moved to adopt Resolution 20-02 Authorizing the Board President to Execute a Contract Between the United States and San Juan Water District Providing for Project Water Service and Facilities Repayment. Director Miller seconded the motion and it carried with 4 Aye votes (Director Tobin absent).

VII. INFORMATION ITEMS

1. GENERAL MANAGER’S REPORT

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

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

1.2 Miscellaneous District Issues and Correspondence

GM Helliker reported that Folsom Reservoir storage is about 47% full and 85% of average. He reported that there is a below normal probability for precipitation for the next three months, with the temperature forecast above normal.

GM Helliker reported that Reclamation’s allocation is 50% for Sacramento Valley agriculture contractors and 75% for M&I contractors north of the

Delta; therefore, the District's allocation is approximately 750 acre feet of CVP water.

GM Helliker reviewed the flows on the American River at the Fair Oaks gaging station which shows the flows below 2,000 cfs, with no flood releases since the beginning of the rainy season. He reported that precipitation is 51% of normal and the snow pack is 49% of average statewide. He stated that, based on the unimpaired flow to Folsom Reservoir, he does not expect to invoke the water shortage contingency plan.

GM Helliker reported that the state water contractors are interested in water transfers this year. He explained that he is working with the other agencies in the area and will provide a proposal by April 13th. In addition, the Antelope Pump Station may need to be used so clarifying language is being drafted into the operating agreement with Sacramento Suburban Water District to better define the purposes of the Antelope Pump Station. He stated that this will be reviewed at the next Board meeting and he will be meeting with the wholesale customer agencies on March 18th to discuss the changes to the agreement.

GM Helliker reported that there are a couple workshops coming up regarding state regulations on the water supply and demand report, and staff will begin working on the Urban Water Management Plan. He will attend the Northern California Water Association annual meeting on March 6th, and the ACWA Legislative Symposium is March 12th which Mr. Zlotnick will be attending. In addition, the District sponsors the California Water Policy Conference which is April 2-3, 2020, in Davis, and there are a couple free registrations available.

GM Helliker informed the Board that the March Board meeting agenda will include the Antelope Pump Station MOU, a shortage agreement with the wholesale customer agencies, some policy/ordinance revisions, mid-year budget review, some fees updates, and the GM performance review. GM Helliker announced that Mr. Andrew Pierson was promoted to Engineering Services Manager, and there is a recruitment to replace the engineer position.

2. DIRECTOR OF FINANCE'S REPORT

2.1 Miscellaneous District Issues and Correspondence

Ms. Silva reported that staff is working on the mid-year budget review and those results, along with assumptions for FY 2020-21 budget, will be brought to the March Board meeting.

3. OPERATION MANAGER'S REPORT

3.1 Miscellaneous District Issues and Correspondence

No report.

4. ENGINEERING SERVICES MANAGER'S REPORT

4.1 Miscellaneous District Issues and Correspondence

No report.

5. LEGAL COUNSEL'S REPORT

5.1 Legal Matters

President Costa inquired about setting up our own governance under the groundwater sustainability legislation. Ms. Buckman explained that the existing JPA would need to vote on any changes to the existing structure.

VIII. DIRECTORS' REPORTS

1. SGA

President Costa reported that SGA met on February 13th and discussed the status of the groundwater bank.

2. RWA

Director Hanneman provided the Board with written notes which will be attached to the meeting minutes. He reported that the RWA Executive Committee met on February 19th, and on the 21st there was a Strategic Planning meeting.

3. ACWA

3.1 ACWA - Pam Tobin

No report.

3.2 JPIA - Pam Tobin

No report.

3.3 Energy Committee - Ted Costa

Director Costa reported that the Energy Committee met on February 7, 2020.

4. CVP WATER ASSOCIATION

No report.

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

There were no other matters discussed.

IX. COMMITTEE MEETINGS

1. Engineering Committee – February 14, 2020

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

2. Finance Committee – February 25, 2020

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

X. UPCOMING EVENTS

- 1. 2020 ACWA Legislative Symposium**
March 12, 2020
Sacramento, CA
- 2. 2020 ACWA Spring Conference**
May 5-8, 2020
Monterey, CA
- 3. 2020 Cap To Cap – Metro Chamber**
April 25-29, 2020
Washington DC

President Costa to call for Closed Session at 7:21 p.m.

XI. CLOSED SESSION

1. Public employee performance evaluation involving the General Manager; Government Code sections 54954.5(e) and 54957.
2. Conference with legal counsel--anticipated litigation; Government Code sections 54954.5(c) and 54956.9(d)(4); potential for litigation involving the State Water Resources Control Board's proceedings related to the California Water Fix and the Bay-Delta Water Quality Control Plan Update; Government Code sections 54954.5(c) and 54956.9(a).

XII. OPEN SESSION

There was no reportable action from the closed session.

XIII. ADJOURN

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

ATTEST:

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

TERI GRANT, Board Secretary

The meeting minute attachments are located under Meeting Minutes – *Draft* on the webpage.

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: March 25, 2020
Subject: RWA Board Representatives

RECOMMENDED ACTION

Board discussion and possible action.

BACKGROUND

The Board appointed Paul Helliker to be one of the District's two members of the Board of Directors for the Regional Water Authority on September 27, 2017. The Board appointed Marty Hanneman to be the other member of the RWA Board on January 8 of this year.

The following language concerning the Board of Directors is from the RWA Joint Powers Authority Agreement (Section 8(a)):

“Each Member shall appoint two representatives, who shall be either a representative from the governing board, executive staff representatives or a combination thereof, either of whom may cast a single vote on behalf of their Member. The Authority prefers that one representative be from the Member's governing body, and that one representative be from the Member's executive staff.”

The current composition of the RWA Board is in the image on the next page.

The RWA Board meets on the second Thursday of every other month. For information about upcc [events](#).

2020 Chair: **Kerry Schmitz**

2020 Vice Chair: **Sean Bigley**

S. Audie Foster, General Manager, California American Water
Evan Jacobs, Operations Manager, California American Water
Ron Greenwood, Board Member, Carmichael Water District
Vacant, General Manager, Carmichael Water District
Raymond Riehle, Director, Citrus Heights Water District
Hilary Straus, General Manager, Citrus Heights Water District
Kerri Howell, Council Member, City of Folsom
Marcus Yasutake, Environmental/Water Resources Director, City of Folsom
Ray Leftwich, Public Works Director/City Engineer, City of Lincoln
Paul Joiner, Council Member, City of Lincoln
Bruce Houdesheldt, Council Member, City of Roseville
Sean Bigley, Assistant Environmental Utilities Director, City of Roseville
Jeff S. Harris, Council Member, City of Sacramento
Michelle Carrey, Supervising Engineer, City of Sacramento
Martha Guerrero, Council Member, City of West Sacramento
Bill Roberts, Director of Public Works Operations, City of West Sacramento
Dave Shaw, Council Member, City of Yuba City
Diana Langley, Interim City Manager, City of Yuba City
John Lenahan, Board Member, Del Paso Manor Water District
Robert Matteoli, Board Member, Del Paso Manor Water District
Michael Raffety, Board Member, El Dorado Irrigation District
Jim Abercrombie, General Manager, El Dorado Irrigation District
Tom Nelson, Chair Board of Directors, Elk Grove Water District
Mark Madison, General Manager, Elk Grove Water District
Randy Marx, Board Member, Fair Oaks Water District
Tom Gray, General Manager, Fair Oaks Water District
Paul Schubert, General Manager – Northern District, Golden State Water Company
Ernie Gisler, Capital Program Manager, Golden State Water Company
Jim Lemley, Board Member, Orange Vale Water Company
Joe Duran, General Manager, Orange Vale Water Company
Robert Dugan, Board Member, Placer County Water Agency
Brent Smith, Director of Technical Services, Placer County Water Agency
Les Clark, Director, Rancho Murieta Community Services District
Mark Martin, General Manager, Rancho Murieta Community Services District
Christopher Gifford, Director, Rio Linda/Elverta Community Water District
Tim Shaw, General Manager, Rio Linda/Elverta Community Water District
Susan Peters, Supervisor, Sacramento County Water Agency
Kerry Schmitz, Division Chief, Water Supply, Sacramento County Water Agency
Dave Jones, Board Member, Sacramento Suburban Water District
Dan York, General Manager, Sacramento Suburban Water District
Marty Hanneman, Board Member, San Juan Water District
Paul Helliker, General Manager, San Juan Water District

STAFF REPORT

To: Board of Directors
From: Donna Silva, Director of Finance
Date: March 25, 2020
Subject: Mid-Year Financial Report

RECOMMENDED ACTION

Receive report.

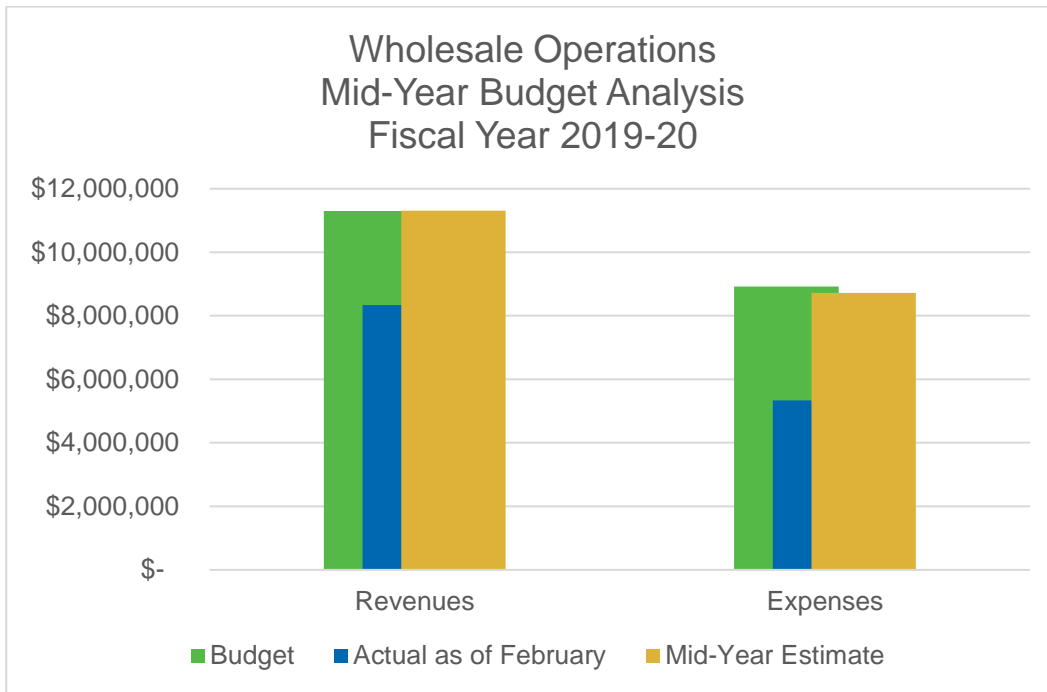
BACKGROUND

The Board of Directors adopted the Fiscal Year 2019-2020 Operating and Capital Budget on June 26, 2019. The Board of Directors receives monthly budget to actual reports at each Board Meeting. The purpose of this report is to provide an in depth analysis to the Board of Directors on the actual activity of the District's four funds (Wholesale Operations, Wholesale Capital, Retail Operations and Retail Capital). The District is approximately half way through the fiscal year. A mid-year analysis of actual versus budget affords the District the opportunity to course correct if necessary and/or to be assured that the financial activities and position of the District are on course with the approved budget.

The Summary Income Statement by fund is attached to this staff report as reference for the analysis provided below. Although the reports are through February 2019, most of the activity recorded is only through December or January due to a natural lag in processing.

Wholesale Operations:

As illustrated in the graph below, wholesale operating revenues are expected to come in on budget. Estimates indicate revenues may exceed the budget by approximately \$8,900, a positive variance of less than 1%. Expenses are also tracking nicely with the budget with expectations for them to come in under budget by 2%, or around \$202,000. As a result, the District can expect net income from operations to be approximately \$211,000 greater than anticipated in the budget.

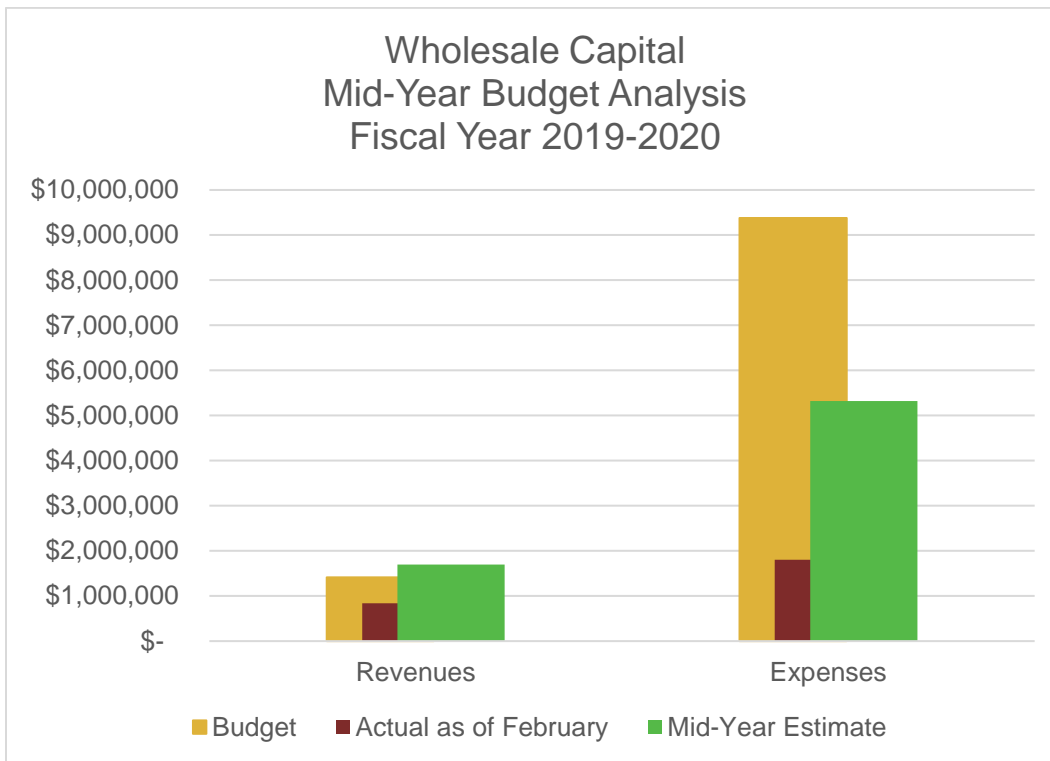


Wholesale Capital:

The original budget for Wholesale Capital revenue was \$1,411,700. District staff is currently estimating fiscal year revenues of \$1,698,100, an increase of \$286,400 or 20.3%. There are two significant drivers of this increase. First, the true-up billing for the Fair Oaks 40 project will be occurring in March. Because the project came in higher than anticipated in the financial plan, there will be a final true up billing to the Fair Oaks Water District in March of this year and San Juan Retail and Orange Vale Water company will have an increase in their three remaining quarterly capital contribution payments. This will generate unbudgeted revenues of \$166,500 in the current fiscal year. Second, investment earnings are looking to be \$125,900 higher than anticipated in the budget due to strong market performance over the fiscal year.

Wholesale Capital Expenditures were originally budgeted for \$9,380,400 and are now anticipated to be \$4 million less at \$5,318,600. The primary driver for the decrease is the intentional delay of the Basin resurfacing and media replacement project. The original budget anticipated both the North and South basins being complete this year, but the contractor has experienced delays and now only the North basin will be done this year. This project was budgeted for \$4,828,000 and we are now expecting only \$2,500,000 in costs this year. Another project causing the large variance is the Lime Tower Assessment, Design and Replacement. The budget anticipated a total cost of \$406,000. However, only the assessment will be completed this year at a cost of \$24,100. The remainder will occur next fiscal year.

Land Improvement projects such as paving at the plant, replacing the culvert at the solar site, and various fence replacements are being pushed into future years, removing \$631,900 from current year expenses.

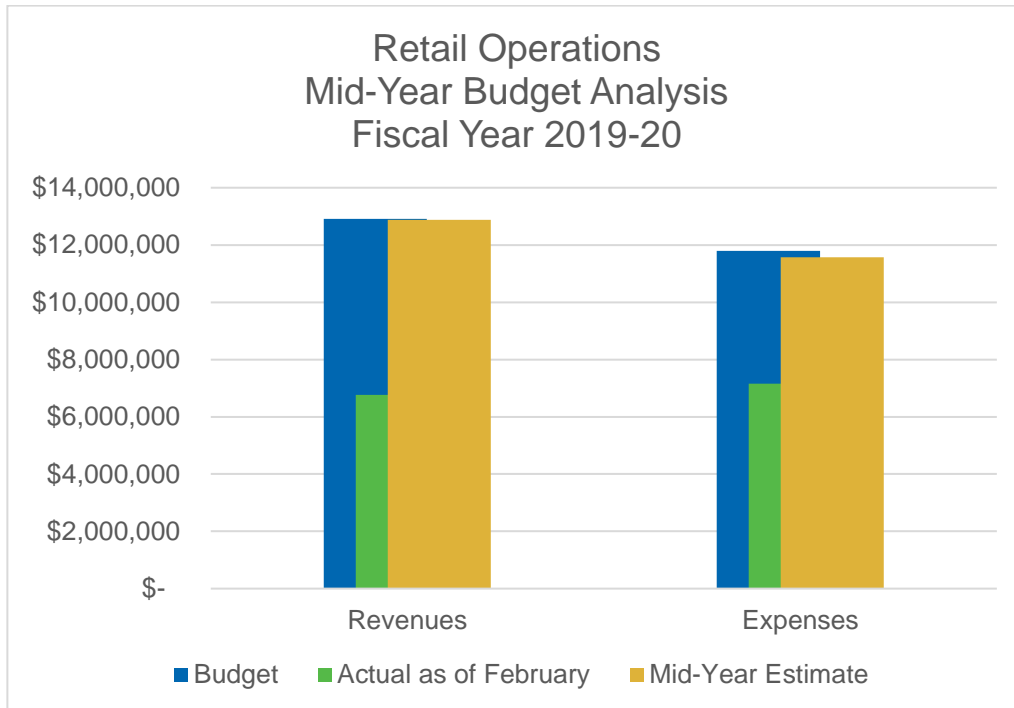


Lastly, a few projects have come in significantly under budget, creating true savings. The first is the Clarifier Wall Repair project, originally budgeted for \$522,000, based on actual contract, total costs should only be \$387,900. The Chlorine Piping replacement was expected to cost \$58,000, but it was determined that the pipes have another 25 years of life, and we expect to only spend \$4,000 on this project as a result. The budget had \$317,000 for cleaning and repair of the Hinkle Reservoir 48” bypass pipeline. Actual costs are going to be only \$59,500. These projects combine to yield net savings of \$445,600.

Retail Operations:

Retail operations are on track with the budget. Revenues were budgeted for \$12,917,000 and are now looking to be approximately \$12,877,000, a negative, but negligible variance of .3%. Late fees and penalties have been reduced in the mid-year estimate to reflect leniency likely to be extended in response to the economic realities of the COVID-19 outbreak.

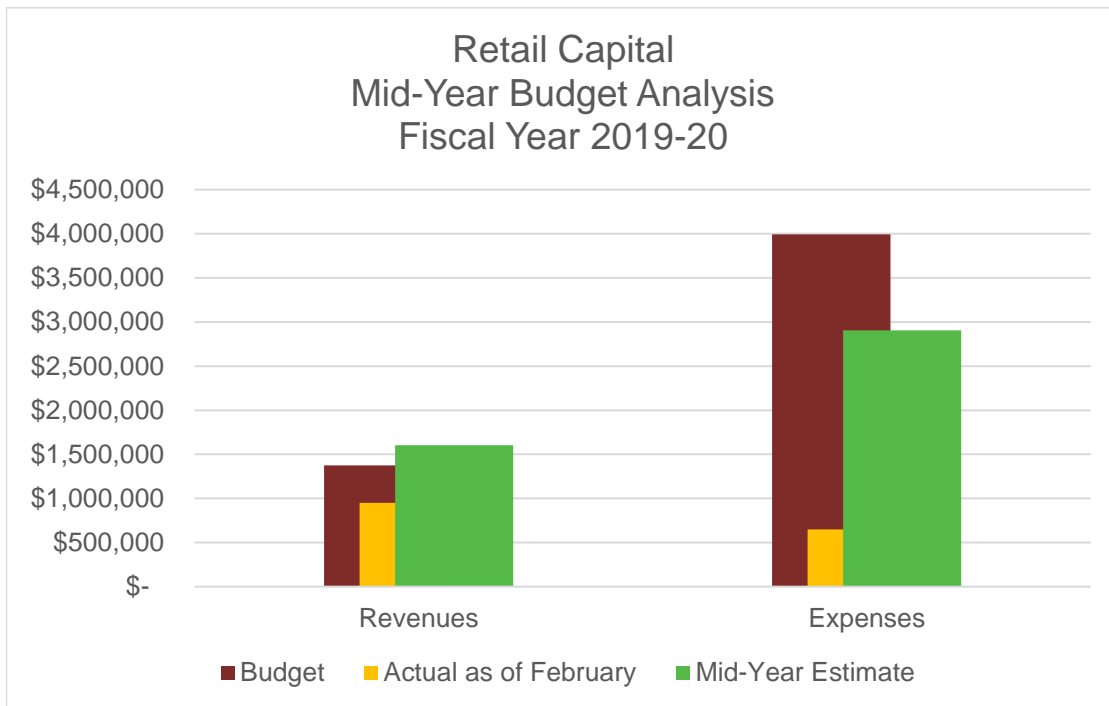
Operating Expenses were budgeted for \$11,793,400 and are looking to come in around \$11,566,200, about 2.1% less than the budget.



The budget anticipated a transfer out to capital reserves of \$974,500. Assuming the mid-year estimates are close to actual, the transfer should be able to be around \$1,356,200.

Retail Capital:

The Retail Capital Fund has budgeted revenues of \$1.373 million. Staff's mid-year analysis suggests actual revenues will be 17% greater than budget, an increase of \$230,000. \$200,000 of the increase is from higher than anticipated connection fees paid and the remainder is due to the addition of grant funding revenue for the Kokila/PCWA Intertie project. The grant agreement had not been executed at the time of budget creation, so it was excluded. It has since been signed and is now factored into the revenue projections.



Retail capital expenditures are looking to be under budget by around 27%. The budget anticipated total expenses of \$3,994,300 million. Expenses are now looking to total approximately \$2,906,800, a decrease of \$1,087,500. Most of the decrease is due to delays in pipeline and services improvements and replacements. Several projects are now expected to be started, but not completed by year end and a few projects will not be started until next year. Four completed projects were under budget generating savings of approximately \$104,400 including HVAC improvements at Bacon pump Station, vehicle replacements and server replacements.

The Retail Capital Fund started fiscal year 2018-19 with greater reserves than anticipated, due to good performance in the prior fiscal year. That, combined with a higher than anticipated transfer in from operations, higher than anticipated capital revenues and lower than expected capital expenses results in an increase in the expected ending reserves from \$3,039,441 to \$5,472,340.

Attachments:

Income Statements by Fund, Period Ending February 29, 2020



San Juan Water District, CA

Wholesale Operating Income Statement Group Summary

For Fiscal: 2019-2020 Period Ending: 02/29/2020

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 010 - WHOLESAL					
Revenue					
41000 - Water Sales	11,157,700.00	11,157,700.00	0.00	8,242,557.76	2,915,142.24
43000 - Rebate	1,500.00	1,500.00	0.00	790.54	709.46
45000 - Other Operating Revenue	0.00	0.00	0.00	43.72	-43.72
49000 - Other Non-Operating Revenue	144,600.00	144,600.00	20,082.81	120,941.91	23,658.09
Revenue Total:	11,303,800.00	11,303,800.00	20,082.81	8,364,333.93	2,939,466.07
Expense					
51000 - Salaries and Benefits	3,712,900.00	3,712,900.00	336,576.67	2,296,722.03	1,416,177.97
52000 - Debt Service Expense	928,000.00	928,000.00	0.00	548,400.58	379,599.42
53000 - Source of Supply	1,045,900.00	1,045,900.00	3,682.25	685,141.50	360,758.50
54000 - Professional Services	735,800.00	735,800.00	7,502.08	323,726.92	412,073.08
55000 - Maintenance	547,300.00	547,300.00	11,779.79	309,618.22	237,681.78
56000 - Utilities	179,600.00	179,600.00	328.94	102,541.90	77,058.10
57000 - Materials and Supplies	604,600.00	604,600.00	35,759.56	310,037.00	294,563.00
58000 - Public Outreach	36,100.00	36,100.00	0.00	14,309.65	21,790.35
59000 - Other Operating Expenses	427,500.00	427,500.00	19,200.13	355,062.02	72,437.98
69000 - Other Non-Operating Expenses	1,600.00	1,600.00	0.00	1,440.50	159.50
69900 - Transfers Out	2,498,300.00	2,498,300.00	0.00	0.00	2,498,300.00
Expense Total:	10,717,600.00	10,717,600.00	414,829.42	4,947,000.32	5,770,599.68
Fund: 010 - WHOLESAL Surplus (Deficit):	586,200.00	586,200.00	-394,746.61	3,417,333.61	-2,831,133.61
Total Surplus (Deficit):	586,200.00	586,200.00	-394,746.61	3,417,333.61	



San Juan Water District, CA

Wholesale Capital Income Statement Group Summary

For Fiscal: 2019-2020 Period Ending: 02/29/2020

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 011 - Wholesale Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,123,000.00	1,123,000.00	252.63	643,146.48	479,853.52
44000 - Connection Fees	100,000.00	100,000.00	2,460.00	46,624.00	53,376.00
44500 - Capital Contributions - Revenue	43,700.00	43,700.00	0.00	32,775.00	10,925.00
49000 - Other Non-Operating Revenue	145,000.00	145,000.00	0.00	263,002.58	-118,002.58
49990 - Transfer In	2,498,300.00	2,498,300.00	0.00	0.00	2,498,300.00
Revenue Total:	3,910,000.00	3,910,000.00	2,712.63	985,548.06	2,924,451.94
Expense					
55000 - Maintenance	934,000.00	934,000.00	42.46	3,275.64	930,724.36
61000 - Capital Outlay	8,446,400.00	8,446,400.00	312,279.11	2,271,488.48	6,174,911.52
Expense Total:	9,380,400.00	9,380,400.00	312,321.57	2,274,764.12	7,105,635.88
Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):	-5,470,400.00	-5,470,400.00	-309,608.94	-1,289,216.06	-4,181,183.94
Total Surplus (Deficit):	-5,470,400.00	-5,470,400.00	-309,608.94	-1,289,216.06	



San Juan Water District, CA

Retail Operating Income Statement Group Summary

For Fiscal: 2019-2020 Period Ending: 02/29/2020

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 050 - RETAIL					
Revenue					
41000 - Water Sales	12,399,400.00	12,399,400.00	773,331.98	6,518,394.06	5,881,005.94
45000 - Other Operating Revenue	363,200.00	363,200.00	19,978.07	189,152.15	174,047.85
49000 - Other Non-Operating Revenue	154,400.00	154,400.00	20,082.82	133,112.68	21,287.32
Revenue Total:	12,917,000.00	12,917,000.00	813,392.87	6,840,658.89	6,076,341.11
Expense					
51000 - Salaries and Benefits	5,040,100.00	5,040,100.00	450,556.89	3,145,047.13	1,895,052.87
52000 - Debt Service Expense	516,200.00	516,200.00	0.00	304,989.83	211,210.17
53000 - Source of Supply	3,075,500.00	3,075,500.00	0.00	2,191,925.74	883,574.26
54000 - Professional Services	1,267,100.00	1,267,100.00	6,599.38	324,131.28	942,968.72
55000 - Maintenance	213,800.00	213,800.00	10,197.33	259,314.42	-45,514.42
56000 - Utilities	293,700.00	293,700.00	328.94	221,797.64	71,902.36
57000 - Materials and Supplies	334,200.00	334,200.00	26,225.92	274,138.93	60,061.07
58000 - Public Outreach	80,500.00	80,500.00	0.00	47,251.03	33,248.97
59000 - Other Operating Expenses	584,200.00	584,200.00	20,135.05	386,682.22	197,517.78
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	1,440.50	59.50
69900 - Transfers Out	974,500.00	974,500.00	0.00	0.00	974,500.00
Expense Total:	12,381,300.00	12,381,300.00	514,043.51	7,156,718.72	5,224,581.28
Fund: 050 - RETAIL Surplus (Deficit):	535,700.00	535,700.00	299,349.36	-316,059.83	851,759.83
Total Surplus (Deficit):	535,700.00	535,700.00	299,349.36	-316,059.83	



San Juan Water District, CA

Retail Capital Income Statement Group Summary

For Fiscal: 2019-2020 Period Ending: 02/29/2020

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 055 - Retail Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,123,000.00	1,123,000.00	252.62	643,146.47	479,853.53
44000 - Connection Fees	100,000.00	100,000.00	0.00	275,489.25	-175,489.25
49000 - Other Non-Operating Revenue	150,000.00	150,000.00	0.00	93,727.38	56,272.62
49990 - Transfer In	974,500.00	974,500.00	0.00	0.00	974,500.00
Revenue Total:	2,347,500.00	2,347,500.00	252.62	1,012,363.10	1,335,136.90
Expense					
54000 - Professional Services	308,000.00	308,000.00	0.00	22,325.26	285,674.74
61000 - Capital Outlay	3,686,300.00	3,686,300.00	7,561.00	569,075.95	3,117,224.05
Expense Total:	3,994,300.00	3,994,300.00	7,561.00	591,401.21	3,402,898.79
Fund: 055 - Retail Capital Outlay Surplus (Deficit):	-1,646,800.00	-1,646,800.00	-7,308.38	420,961.89	-2,067,761.89
Total Surplus (Deficit):	-1,646,800.00	-1,646,800.00	-7,308.38	420,961.89	

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: March 25, 2020
Subject: Antelope Pump-Back Booster Pump Station Operations Agreement

RECOMMENDED ACTION

Approve amendment to Antelope Pump-Back Booster Pump Station Ownership, Operation and Maintenance Agreement

BACKGROUND

In 2014 and again in 2015, Folsom reservoir was significantly affected by drought conditions, which caused District staff to collaborate with our Wholesale Customer Agencies and with Sacramento Suburban Water District (SSWD) to define a strategy to respond to potential drastic reductions in water supplies from Folsom Reservoir. Emergency operations plans were prepared, and an MOU was developed to define the principles that would be used for the implementation of a pump station to deliver water from SSWD to the Cooperative Transmission Pipeline. This pump station was also expected to be part of a conjunctive use program between SSWD and the District that was part of the discussions on water supply and integration in 2014 and 2015 (the “merger” discussions.)

On June 10, 2015, the Board approved the Antelope Pump-Back Booster Pump Station Ownership, Operation and Maintenance Agreement between SSWD and SJWD. This agreement defined the purpose of the project to be “to provide groundwater supplies to SJWD during dry years, planned outages of United States Bureau of Reclamation (“USBR”) or SJWD’s Treatment Plant facilities, or emergencies when SJWD’s surface water supplies are reduced.”

We have been part of the drought contingency planning and regional water reliability planning that has been conducted by RWA and its member agencies during the past few years, the most significant recommendation from which has been to expand the region’s conjunctive use activities and establish a groundwater bank. The District’s facilities, including the treatment plant, Hinkle Reservoir, the Cooperative Transmission Pipeline and the Antelope Pump-Back Booster Pump Station (the latter two of which are jointly owned by SSWD) are all identified as essential elements of the regional water reliability infrastructure, and are necessary to optimize the ability to store water in the groundwater basin during wet years and pump it out for use during dry years.

To ensure that the pump-back project operations agreement accurately reflects the purposes for which it has been intended, staff has prepared a proposed amendment to the agreement, in collaboration with staff at SSWD. Staff recommends that the Board approve this amendment, which was approved by the SSWD Board at their February 24, 2020 meeting.

AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN SACRAMENTO SUBURBAN WATER DISTRICT AND SAN JUAN WATER DISTRICT FOR THE OWNERSHIP, OPERATION, AND MAINTENANCE OF THE ANTELOPE PUMP-BACK BOOSTER PUMP STATION

This Amendment No. 1 to the Agreement between Sacramento Suburban Water District and San Juan Water District for the Ownership, Operation, and Maintenance of the Antelope Pump-Back Booster Pump Station (entered into on June 23, 2015, Agreement) by and between Sacramento Suburban Water District (“SSWD”) and San Juan Water District (“SJWD”), is entered into as of the 26th of March, 2020 (“the Effective Date”). SSWD and SJWD are referred to as “Parties.”

RECITAL

The Parties desire to clarify the language in the Agreement concerning the purpose of the Pump-Back Booster Pump Station.

The Parties Agree as follows:

1. Amendment of Recital A. Recital A of the Agreement is amended as follows:

A. The station is intended to provide groundwater supplies to SJWD during dry years, planned outages of United States Bureau of Reclamation (“USBR”) or SJWD’s Treatment Plant facilities, or emergencies when SJWD’s surface water supplies are reduced. The station is also intended both to facilitate compliance with regulatory requirements that impact the reliability of SJWD’s surface water supplies, and to enhance regional conjunctive use and water banking operations. SJWD relies on surface water diverted from Folsom Reservoir as its main supply source, but that source is inadequate for supplying the desired minimum levels of services to SJWD if deliveries from Folsom Reservoir are compromised by USBR operations, drought or system failure. This Station supplements SJWD’s water supplies during times of limited surface water availability from Folsom Reservoir. SSWD will also benefit from the Station by being able to pump water from the northern-most portion of SSWD’s North Service Area (NSA), where the Station is located, to the southern portion of the NSA to improve water supply reliability within that zone.

2. Amendment of Section 6. Section 6 of the Agreement is amended as follows:

6. Operation Control and Monitoring. Operations and control of the Station will be performed exclusively by SSWD in close collaboration with SJWD. SSWD staff will monitor and operate the Station to meet both Agencies’ requirements, including supplying up to 10,000 gpm to SJWD during dry years, outages, emergencies, or for other intended purposes when SJWD’s surface water supplies are reduced and when sufficient SSWD groundwater supplies are available. Upon request by SJWD, SSWD personnel will

promptly respond to operate the facility to provide supply to SJWD as needed consistent with this Agreement. Separate radio telemetry equipment will be included in the Station to allow SJWD to remotely monitor key information from the facility (pump on/off status, flow, pressure, etc.)

SAN JUAN WATER DISTRICT:

SACRAMENTO SUBURBAN WATER DISTRICT:

By: _____
Paul Helliker
General Manager

By: _____
Dan York
General Manager

STAFF REPORT

To: Board of Directors
From: Paul Helliker, General Manager
Date: March 25, 2020
Subject: Temporary Suspension of Water Shutoffs and Related Fees

RECOMMENDED ACTION

Potential temporary revision of Board Policy regarding suspension of water shutoffs and related fees.

BACKGROUND

Due to the wide-ranging health and economic effects the Covid-19 may have on District customers, staff is recommending that disconnections due to non-payment and any related fees associated with the disconnection be suspended for the February and March billing cycles. Staff will be encouraging customers to pay what they can on their February or March bills and/or make a payment arrangement for the remaining balance. Any residual balance will be added to the customers April or May bills without penalty. Disconnections and related fees will resume June 1st which will affect the April and May bills including any unpaid balance from the previous bill.

If approved, the revised billing schedule would be as follows:

	February bills	March bills	April bills	May bills
Bills Mailed	2/5/2020	3/4/2020	4/1/2020	5/6/2020
Reminder Notices Mailed	3/11/2020	4/8/2020	5/6/2020	6/10/2020
Disconnection Notices Mailed	N/A	N/A	5/28/2020	7/2/2020
Disconnection Date	N/A	N/A	6/3/2020	7/8/2020

The District will continue to evaluate the Covid-19 conditions and may recommend further adjustment to the disconnection policy if conditions continue to worsen.

AGENDA ITEM VI-3

P.O. Box 2157 | 9935 Auburn Folsom Road | Granite Bay, CA 95746 | 916-791-0115 | sjwd.org



March 13, 2020

The Honorable Todd Gloria
California State Assembly
State Capitol
Sacramento, CA 95814

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

RE: Assembly Bill 2093 (Gloria) – Oppose [As Introduced]

Dear Assembly Member Gloria:

The San Juan Water District (SJWD) is respectfully opposed to your Assembly Bill 2093, which will require all public agencies to maintain all transmitted emails related to agency business for at least two years.

SJWD is a wholesale (150,000+ customers) and retail (10,000+ connections) water agency, serving communities in northeastern Sacramento and southeastern Placer counties. In addition to water rights dating back to 1853, SJWD has access to federal Central Valley Project water.

To be clear, this is not a transparency bill, it is a data storage bill. The public will have no greater access to public records under AB 2093, nor will they have less. This bill creates no new disclosures or exemptions of records. This bill only mandates that public agencies retain all emails related to agency business for two years and avoids the constitutionally-required mandate subvention process declaring that the provisions of the bill are in furtherance of the California Public Records Act (CPRA).

While this measure is intended to improve public access to government records, in practice it will merely increase the burdens for both public agencies and CPRA requesters. The vast majority of emails consist of auto-replies, spam, and insignificant routine communications of minimal public interest. As the bulk of these emails increases, the burden to search through them and locate responsive records in the event of a CPRA request rises accordingly. Under the CPRA, the requester may be required to bear the cost of this data extraction - and indiscriminately mandating that emails be retained will thus make CPRA requests more expensive, perversely impeding public access. Moreover, for those costs that cannot be passed on to the requester, the public agency has no source for reimbursement, and must divert funds from other public programs. Compelling public agencies to retain masses of routine emails - which neither the sender nor recipient otherwise thought important enough to save - imposes significant burdens on all concerned for minimal public benefit. This point is corroborated by

the Department of Finance's analysis of AB 1184 (Gloria, 2019), a bill that is completely identical to AB 2093 that was vetoed by Governor Newsom. In their analysis of AB 1184, the Department of Finance wrote that "[t]he retention of non-pertinent e-mails and the need to search through those e-mails, particularly for less specific CPRA requests, increases the amount of time needed to complete CPRA requests. This makes compliance with the CPRA more difficult in these instances and *produces worse outcomes for persons and entities submitting those requests* [emphases added]."

To further underscore this point, the Governor's veto message of AB 1184 read "[t]his bill does not strike the appropriate balance between the benefits of greater transparency through the public's access to public records, and the burdens of a dramatic increase in records-retention requirements, including associated personnel and data-management costs to taxpayer."

AB 2093 will add millions of dollars in costs annually to the state and local agencies, including school districts. Public agencies will be forced to pay for additional data storage space as well as hire additional staff to sort through the millions of emails that are exempt from disclosure under the CPRA but mandated to be retained under AB 2093 in order to respond to public records act requests. Without the ability to be reimbursed for this costly unfunded mandate, public agencies will be forced to either raise fees and taxes or cut services to the communities they serve.

It is for these reasons that the SJWD must respectfully oppose AB 2093 (Gloria). Should you have any questions about our position, please feel free to contact us.

Sincerely,

Paul Helliker
General Manager

CC: Rachel Mason, Legislative Assistant, Office of Assembly Member Todd Gloria
[Rachel.mason@asm.ca.gov]
Emily Berry, Office of Assembly Member Ken Cooley
[Emily.berry@asm.ca.gov]
Josh Hoover, Office of Assembly Member Kevin Kiley
[Josh.hoover@asm.ca.gov]
Dillon Gibbons, Senior Legislative Representative, California Special Districts Association
[advocacy@cnda.net]

STAFF REPORT

To: Board of Directors
 From: Paul Helliker, General Manager
 Date: March 25, 2020
 Subject: General Manager's Monthly Report (February)

RECOMMENDED ACTION

For information only, no action requested.

TREATMENT PLANT OPERATIONS

Water Production for February

Item	2020	2019	Difference
Monthly Production AF	1,789.31	2,185.23	-18.1%
Daily Average MG	18.81	22.97	-18.1%
Annual Production AF	48,826.97	46,684.71	4.6%

Water Turbidity

Item	February 2020	January 2020	Difference
Raw Water Turbidity NTU	1.41	1.41	0%
Treated Water Turbidity NTU	0.026	0.026	4%
Monthly Turbidity Percentage Reduction	98.22%	98.22%	

*Folsom Lake Reservoir Storage Level AF**

Item	2020	2019	Difference
Lake Volume AF	509,194	330,969	54%

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

Other Items of Interest:

- None

SYSTEM OPERATIONS

Distribution Operations:

Item	February 2020	January 2020	Difference
Leaks and Repairs	4	8	-4
Mains Flushed	3	121	-118
Valves Exercised	0	0	0
Back Flows Tested	0	0	0
Customer Service Calls	26	29	-3

Distribution System Water Quality:

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

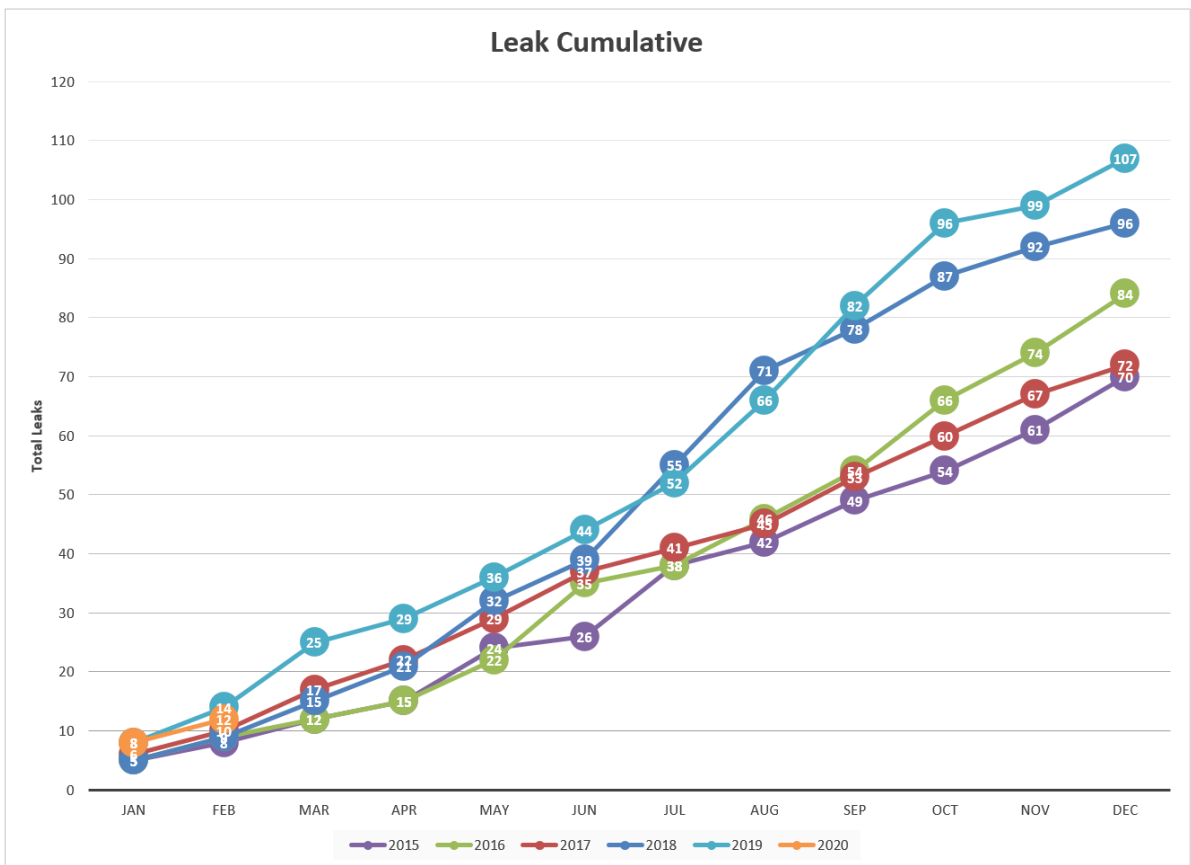


Figure 1: Annual Distribution System Leaks

Other Items of Interest:

- None

CUSTOMER SERVICE ACTIVITIES

Billing Information for Month of February

Total Number of Bills Issued	Total Number of Reminders Mailed	Total Number of Shut-off Notices Delivered	Total Number of Disconnections
5131	749	245	20

Water Efficiency Activities

Water Waste Complaints Received	Number of Customers Contacted for High Usage (potential leaks)	Number of Rebates Processed	Number of Meters Tested/Repaired (non-reads)
4	79	3	82

Other Activities

- SB998 billing requirements became effective 2/1/2020. Bills are now payable upon receipt and no disconnection of service will occur until 60 days after bill issuance. The website has been updated with the new disconnection policy and translated into the additional 5 languages as required. The bills, reminder notices and notices of disconnect have all been amended to meet SB998 requirements.
- The redwood tree area of the WEL garden has been updated with new plantings.

ENGINEERING - NEW URBAN DEVELOPMENTS (SJWD Retail Service Area)

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

ENGINEERING - CAPITAL PROJECTS

Status Update for Current Retail Projects

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

Status Update for Current Wholesale Projects

Project Title	Description	Status (% Complete)	Issues/ Notes
WTP Thickeners Lining	Clean, repair and line the interior walls and floor of the three thickeners to eliminate leakage and protect the concrete and reinforcing from damage	In Construction.	
WTP 48-inch Hinkle Bypass Pipeline Cleaning	Clean the interior of the 48-inch Hinkle Bypass Pipeline by removing deposited filter media and disinfection.	In Construction.	Construction complete. Project ready to be closed.
WTP Filters Improvements	R&R Filter Materials, nozzles, and resurface spalled filter floor and wall areas	In Construction.	
Hinkle Liner & Cover Repl'mt	Replace both the hypalon cover and liner.	In Design Phase. 75% Design Plans & Specs submitted and under review. (Also - Operations required Temp Storage Tanks are under design.)	Applying for SRF funding. Planning to operate WTP without Hinkle.
Lime Tower Structural Assessment	Review and inspect condition of the existing Lime Tower, also a structural evaluation.	Out to RFP	
Lime System Improvements	Improvements for the WTP's lime system control and feeder system	In Design	
WTP On-Site Residuals Management Improvement Project	Management of the WTP residuals disposal area and improvements needed to meet regulatory requirements.	In BidPhase	Const in FY 19/20

SAFETY & REGULATORY TRAINING – February 2020

Training Course	Staff
Access to Medical Records	ALL
Forklift User Reauthorization	WTP & FS
Excavation Safety – Using a spotter	FS

FINANCE/BUDGET

See attached



San Juan Water District, CA

Wholesale Operating Income Statement

Group Summary

For Fiscal: 2019-2020 Period Ending: 02/29/2020

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 010 - WHOLESALE					
Revenue					
41000 - Water Sales	11,157,700.00	11,157,700.00	0.00	8,242,557.76	2,915,142.24
43000 - Rebate	1,500.00	1,500.00	0.00	790.54	709.46
45000 - Other Operating Revenue	0.00	0.00	0.00	43.72	-43.72
49000 - Other Non-Operating Revenue	144,600.00	144,600.00	20,082.81	120,941.91	23,658.09
Revenue Total:	11,303,800.00	11,303,800.00	20,082.81	8,364,333.93	2,939,466.07
Expense					
51000 - Salaries and Benefits	3,712,900.00	3,712,900.00	336,576.67	2,296,722.03	1,416,177.97
52000 - Debt Service Expense	928,000.00	928,000.00	0.00	548,400.58	379,599.42
53000 - Source of Supply	1,045,900.00	1,045,900.00	3,682.25	685,141.50	360,758.50
54000 - Professional Services	735,800.00	735,800.00	7,502.08	323,726.92	412,073.08
55000 - Maintenance	547,300.00	547,300.00	11,779.79	309,618.22	237,681.78
56000 - Utilities	179,600.00	179,600.00	328.94	102,541.90	77,058.10
57000 - Materials and Supplies	604,600.00	604,600.00	35,759.56	310,037.00	294,563.00
58000 - Public Outreach	36,100.00	36,100.00	0.00	14,309.65	21,790.35
59000 - Other Operating Expenses	427,500.00	427,500.00	19,200.13	355,062.02	72,437.98
69000 - Other Non-Operating Expenses	1,600.00	1,600.00	0.00	1,440.50	159.50
69900 - Transfers Out	2,498,300.00	2,498,300.00	0.00	0.00	2,498,300.00
Expense Total:	10,717,600.00	10,717,600.00	414,829.42	4,947,000.32	5,770,599.68
Fund: 010 - WHOLESALE Surplus (Deficit):	586,200.00	586,200.00	-394,746.61	3,417,333.61	-2,831,133.61
Total Surplus (Deficit):	586,200.00	586,200.00	-394,746.61	3,417,333.61	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
010 - WHOLESAL	586,200.00	586,200.00	-394,746.61	3,417,333.61	-2,831,133.61
Total Surplus (Deficit):	586,200.00	586,200.00	-394,746.61	3,417,333.61	



San Juan Water District, CA

Wholesale Capital Income Statement

Group Summary

For Fiscal: 2019-2020 Period Ending: 02/29/2020

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 011 - Wholesale Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,123,000.00	1,123,000.00	252.63	643,146.48	479,853.52
44000 - Connection Fees	100,000.00	100,000.00	2,460.00	46,624.00	53,376.00
44500 - Capital Contributions - Revenue	43,700.00	43,700.00	0.00	32,775.00	10,925.00
49000 - Other Non-Operating Revenue	145,000.00	145,000.00	0.00	263,002.58	-118,002.58
49990 - Transfer In	2,498,300.00	2,498,300.00	0.00	0.00	2,498,300.00
Revenue Total:	3,910,000.00	3,910,000.00	2,712.63	985,548.06	2,924,451.94
Expense					
55000 - Maintenance	934,000.00	934,000.00	42.46	3,275.64	930,724.36
61000 - Capital Outlay	8,446,400.00	8,446,400.00	312,279.11	2,271,488.48	6,174,911.52
Expense Total:	9,380,400.00	9,380,400.00	312,321.57	2,274,764.12	7,105,635.88
Fund: 011 - Wholesale Capital Outlay Surplus (Deficit):	-5,470,400.00	-5,470,400.00	-309,608.94	-1,289,216.06	-4,181,183.94
Total Surplus (Deficit):	-5,470,400.00	-5,470,400.00	-309,608.94	-1,289,216.06	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
011 - Wholesale Capital Outlay	-5,470,400.00	-5,470,400.00	-309,608.94	-1,289,216.06	-4,181,183.94
Total Surplus (Deficit):	-5,470,400.00	-5,470,400.00	-309,608.94	-1,289,216.06	



San Juan Water District, CA

Retail Operating Income Statement

Group Summary

For Fiscal: 2019-2020 Period Ending: 02/29/2020

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 050 - RETAIL					
Revenue					
41000 - Water Sales	12,399,400.00	12,399,400.00	773,331.98	6,518,394.06	5,881,005.94
45000 - Other Operating Revenue	363,200.00	363,200.00	19,978.07	189,152.15	174,047.85
49000 - Other Non-Operating Revenue	154,400.00	154,400.00	20,082.82	133,112.68	21,287.32
Revenue Total:	12,917,000.00	12,917,000.00	813,392.87	6,840,658.89	6,076,341.11
Expense					
51000 - Salaries and Benefits	5,040,100.00	5,040,100.00	450,556.89	3,145,047.13	1,895,052.87
52000 - Debt Service Expense	516,200.00	516,200.00	0.00	304,989.83	211,210.17
53000 - Source of Supply	3,075,500.00	3,075,500.00	0.00	2,191,925.74	883,574.26
54000 - Professional Services	1,267,100.00	1,267,100.00	6,599.38	324,131.28	942,968.72
55000 - Maintenance	213,800.00	213,800.00	10,197.33	259,314.42	-45,514.42
56000 - Utilities	293,700.00	293,700.00	328.94	221,797.64	71,902.36
57000 - Materials and Supplies	334,200.00	334,200.00	26,225.92	274,138.93	60,061.07
58000 - Public Outreach	80,500.00	80,500.00	0.00	47,251.03	33,248.97
59000 - Other Operating Expenses	584,200.00	584,200.00	20,135.05	386,682.22	197,517.78
69000 - Other Non-Operating Expenses	1,500.00	1,500.00	0.00	1,440.50	59.50
69900 - Transfers Out	974,500.00	974,500.00	0.00	0.00	974,500.00
Expense Total:	12,381,300.00	12,381,300.00	514,043.51	7,156,718.72	5,224,581.28
Fund: 050 - RETAIL Surplus (Deficit):	535,700.00	535,700.00	299,349.36	-316,059.83	851,759.83
Total Surplus (Deficit):	535,700.00	535,700.00	299,349.36	-316,059.83	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
050 - RETAIL	535,700.00	535,700.00	299,349.36	-316,059.83	851,759.83
Total Surplus (Deficit):	535,700.00	535,700.00	299,349.36	-316,059.83	



San Juan Water District, CA

Retail Capital Income Statement

Group Summary

For Fiscal: 2019-2020 Period Ending: 02/29/2020

Account	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 055 - Retail Capital Outlay					
Revenue					
42000 - Taxes & Assessments	1,123,000.00	1,123,000.00	252.62	643,146.47	479,853.53
44000 - Connection Fees	100,000.00	100,000.00	0.00	275,489.25	-175,489.25
49000 - Other Non-Operating Revenue	150,000.00	150,000.00	0.00	93,727.38	56,272.62
49990 - Transfer In	974,500.00	974,500.00	0.00	0.00	974,500.00
Revenue Total:	2,347,500.00	2,347,500.00	252.62	1,012,363.10	1,335,136.90
Expense					
54000 - Professional Services	308,000.00	308,000.00	0.00	22,325.26	285,674.74
61000 - Capital Outlay	3,686,300.00	3,686,300.00	7,561.00	569,075.95	3,117,224.05
Expense Total:	3,994,300.00	3,994,300.00	7,561.00	591,401.21	3,402,898.79
Fund: 055 - Retail Capital Outlay Surplus (Deficit):	-1,646,800.00	-1,646,800.00	-7,308.38	420,961.89	-2,067,761.89
Total Surplus (Deficit):	-1,646,800.00	-1,646,800.00	-7,308.38	420,961.89	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
055 - Retail Capital Outlay	-1,646,800.00	-1,646,800.00	-7,308.38	420,961.89	-2,067,761.89
Total Surplus (Deficit):	-1,646,800.00	-1,646,800.00	-7,308.38	420,961.89	

Summary

Project Summary

Project Number	Project Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
171107	FO 40 Transmission Pipeline Re-Lining	0.00	236,586.60	-236,586.60
171109	GIS Assessment and Implementation	0.00	69,214.16	-69,214.16
175105	6690-7767 Douglas Boulevard & Assoc	0.00	79,115.86	-79,115.86
175113	7225-7355 Dambacher Drive	0.00	7,235.16	-7,235.16
181105	Lime System Control & Feeder System	0.00	42.92	-42.92
185115	Lou Place-Tray Wy to Crown Point Vist	0.00	22,466.30	-22,466.30
185135	Upper & Lower GB Pump Stn Low Flov	0.00	92,970.09	-92,970.09
185140	Canyon Falls Village Pressure Reducing	0.00	391.95	-391.95
185155	Bacon Pump Station HVAC Improve	0.00	80,100.00	-80,100.00
191210	Administration Building Front Office R	0.00	9,221.83	-9,221.83
191225	SCADA Improvements - Radio North Pl	0.00	4,576.19	-4,576.19
191235	Solar Site Access Culvert Replacement	0.00	3,250.00	-3,250.00
191255	WTP Filter Basins Rehab Project	0.00	1,766,650.37	-1,766,650.37
191260	On-Site Residuals Management Impro	0.00	69,183.65	-69,183.65
191270	Three ProMinet c12 Sensor and Senso	0.00	21,757.44	-21,757.44
191275	Clarifier Wall Lining & Leakage Repairs	0.00	2,895.62	-2,895.62
191280	Hinkle Reservoir Cover	0.00	116,445.18	-116,445.18
195210	SCADA Radio Replacements North Phas	0.00	7,433.43	-7,433.43
195225	Kokila SJWD/PCWA Intertie	0.00	9,003.00	-9,003.00
195230	Redbud/Lupin/Meadowlark Svc Repla	0.00	23,019.18	-23,019.18
195235	Sandstone & Auberry Court to Hill Roa	0.00	10,560.21	-10,560.21
195265	Douglas Booster Pump Station Electric	0.00	0.00	0.00
195295	Douglas (Grosvenor) PRS Improvemen	0.00	1,155.00	-1,155.00
201108	Admin Building Integrated Life Safety	0.00	297.14	-297.14
201120	Tag Line Replacement for BW Hoods	0.00	17,054.88	-17,054.88
201126	Lime Tower Assessment, Design and R	0.00	1,507.48	-1,507.48
201129	Solids Handling Building VFD Replacen	0.00	36,975.56	-36,975.56
201162	SCADA Radio Replacements- South Ph	0.00	3,851.98	-3,851.98
201171	CMMS Implementation	0.00	101,192.31	-101,192.31
201505	Hinkle Reservoir 48" Bypass Pipe Clear	0.00	380.02	-380.02
205129	Bacon #1 VFD Replacement	0.00	27,913.57	-27,913.57
205144	Bacon BPS (Bacon, ARC-N, Sierra) Elec	0.00	2,677.96	-2,677.96
Project Totals:		0.00	2,825,125.04	-2,825,125.04

Group Summary

Group	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
CIP - Asset	0.00	2,821,849.40	-2,821,849.40
CIP - Expense	0.00	3,275.64	-3,275.64
Group Totals:	0.00	2,825,125.04	-2,825,125.04

Type Summary

Type	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
Administration	0.00	110,414.14	-110,414.14
Engineering	0.00	493,322.93	-493,322.93
Water Treatment Plant	0.00	2,221,387.97	-2,221,387.97
Type Totals:	0.00	2,825,125.04	-2,825,125.04

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-20030	Retentions Payable	0.00	75,172.64	75,172.64
011-700-57120	Maintenance - Facility	0.00	3,275.64	3,275.64
011-700-61120	Capital Outlay - Land Improve...	0.00	3,250.00	3,250.00
011-700-61140	Capital Outlay - Buildings & Im...	0.00	148.57	148.57

GL Account Summary

GL Account Number	GL Account Name	Total Revenue	Total Expense	Revenue Over/ (Under) Expenses
011-700-61145	Capital Outlay - WTP & Improv...	0.00	1,970,340.65	1,970,340.65
011-700-61150	Capital Outlay - Mains/Pipeline...	0.00	104,245.61	104,245.61
011-700-61155	Capital Outlay - Reservoirs & I...	0.00	116,445.18	116,445.18
011-700-61160	Capital Outlay - Equipment and..	0.00	10,964.17	10,964.17
011-700-61180	Capital Outlay - Software	0.00	42,601.61	42,601.61
050-300-56310	Reg Compliance / Sampling / I...	0.00	2,224.01	2,224.01
055-20030	Retentions Payable	0.00	141,719.65	141,719.65
055-700-61135	Capital Outlay - Pump Stations...	0.00	203,661.62	203,661.62
055-700-61140	Capital Outlay - Buildings & Im...	0.00	148.57	148.57
055-700-61150	Capital Outlay - Mains/Pipeline...	0.00	9,003.00	9,003.00
055-700-61160	Capital Outlay - Equipment and..	0.00	14,119.26	14,119.26
055-700-61180	Capital Outlay - Software	0.00	127,804.86	127,804.86
	GL Account Totals:	0.00	2,825,125.04	2,825,125.04



San Juan Water District, CA

Balance Sheet

Account Summary

As Of 02/29/2020

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
Asset					
Type: 1000 - Assets					
10010 - Cash and Investments	5,409,197.62	15,272,564.11	2,570,146.25	5,859,267.92	29,111,175.90
10510 - Accounts Receivable	33,707.65	0.84	187,374.41	0.06	221,082.96
11000 - Inventory	0.00	0.00	153,879.26	0.00	153,879.26
12000 - Prepaid Expense	42,792.35	0.00	39,685.04	0.00	82,477.39
14010 - Deferred Outflows	3,200,491.70	0.00	3,309,974.23	0.00	6,510,465.93
17010 - Capital Assets - Work in Progress	3,299,353.34	0.00	404,708.24	0.00	3,704,061.58
17150 - Capital Assets - Land Non-depreciable	98,212.00	0.00	166,272.00	0.00	264,484.00
17160 - Capital Assets - Land Improvements	814,105.59	0.00	83,970.80	0.00	898,076.39
17200 - Capital Assets - Pump Stations & Improvements	7,047,178.00	0.00	5,946,955.73	0.00	12,994,133.73
17300 - Capital Assets - Buildings & Improvements	1,267,245.92	0.00	263,336.06	0.00	1,530,581.98
17350 - Capital Assets - Water Treatment Plant & Imp	35,573,069.88	0.00	16,000.00	0.00	35,589,069.88
17400 - Capital Assets - Mains/Pipelines & Improvements	29,272,109.94	0.00	46,068,531.54	0.00	75,340,641.48
17500 - Capital Assets - Reservoirs & Improvements	2,923,447.50	0.00	2,492,421.90	0.00	5,415,869.40
17700 - Capital Assets - Equipment & Furniture	13,655,052.49	0.00	1,106,546.03	0.00	14,761,598.52
17750 - Capital Assets - Vehicles	304,780.00	0.00	499,226.87	0.00	804,006.87
17800 - Capital Assets - Software	447,653.38	0.00	403,200.40	0.00	850,853.78
17850 - Capital Assets - Intangible	666,196.00	0.00	0.00	0.00	666,196.00
17900 - Less Accumulated Depreciation	-37,924,426.75	0.00	-28,701,186.70	0.00	-66,625,613.45
Total Type 1000 - Assets:	66,130,166.61	15,272,564.95	35,011,042.06	5,859,267.98	122,273,041.60
Total Asset:	66,130,166.61	15,272,564.95	35,011,042.06	5,859,267.98	122,273,041.60
Liability					
Type: 1000 - Assets					
10510 - Accounts Receivable	0.00	0.00	106,777.57	0.00	106,777.57
Total Type 1000 - Assets:	0.00	0.00	106,777.57	0.00	106,777.57
Type: 2000 - Liabilities					
20010 - Accounts Payable	115,995.54	336,302.80	165,359.50	18,367.21	636,025.05
20100 - Retentions Payable	0.00	57,168.35	0.00	0.01	57,168.36
21200 - Salaries & Benefits Payable	34,650.23	0.00	61,397.23	0.00	96,047.46
21250 - Payroll Taxes Payable	8.29	0.00	-14.36	0.00	-6.07
21300 - Compensated Absences	363,585.16	0.00	483,191.25	0.00	846,776.41
21500 - Premium on Issuance of Bonds Series 2017	1,806,328.11	0.00	1,006,478.78	0.00	2,812,806.89
21600 - OPEB Liability	1,766,453.29	0.00	2,297,045.78	0.00	4,063,499.07
21700 - Pension Liability	680,652.08	0.00	884,065.34	0.00	1,564,717.42

Balance Sheet

As Of 02/29/2020

Account	010 - WHOLESALE	011 - Wholesale Capital Outlay	050 - RETAIL	055 - Retail Capital Outlay	Total
22010 - Deferred Income	0.00	0.00	132,222.85	0.00	132,222.85
22050 - Deferred Inflows	1,154,523.27	0.00	1,499,553.20	0.00	2,654,076.47
24200 - 2012 Bonds Payable	5,920,393.50	0.00	3,214,606.50	0.00	9,135,000.00
24250 - Bonds Payable 2017 Refunding	15,379,200.00	0.00	8,650,800.00	0.00	24,030,000.00
Total Type 2000 - Liabilities:	27,221,789.47	393,471.15	18,394,706.07	18,367.22	46,028,333.91
Total Liability:	27,221,789.47	393,471.15	18,501,483.64	18,367.22	46,135,111.48
Equity					
Type: 3000 - Equity					
30100 - Investment in Capital Assets	34,786,452.14	0.00	16,134,143.55	0.00	50,920,595.69
30500 - Designated Reserves	704,591.39	16,168,309.86	691,474.70	5,419,938.87	22,984,314.82
Total Type 3000 - Equity:	35,491,043.53	16,168,309.86	16,825,618.25	5,419,938.87	73,904,910.51
Total Total Beginning Equity:	35,491,043.53	16,168,309.86	16,825,618.25	5,419,938.87	73,904,910.51
Total Revenue	8,364,333.93	985,548.06	6,840,658.89	1,012,363.10	17,202,903.98
Total Expense	4,947,000.32	2,274,764.12	7,156,718.72	591,401.21	14,969,884.37
Revenues Over/Under Expenses	3,417,333.61	-1,289,216.06	-316,059.83	420,961.89	2,233,019.61
Total Equity and Current Surplus (Deficit):	38,908,377.14	14,879,093.80	16,509,558.42	5,840,900.76	76,137,930.12
Total Liabilities, Equity and Current Surplus (Deficit):	66,130,166.61	15,272,564.95	35,011,042.06	5,859,267.98	122,273,041.60



San Juan Water District, CA

Check Report

By Check Number

Date Range: 02/01/2020 - 02/29/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
02667	US Bank Corporate Payments Sys (CalCard)	02/10/2020	Regular	0.00	-26,659.17	54913
03406	Alpha Analytical Laboratories Inc.	02/03/2020	Regular	0.00	180.00	55185
01375	City of Sacramento	02/03/2020	Regular	0.00	3,527.00	55186
03761	Dry Creek Landscapes	02/03/2020	Regular	0.00	1,416.44	55187
03621	Eletrick Motorsports, Inc.	02/03/2020	Regular	0.00	835.94	55188
01068	Glenn C. Walker	02/03/2020	Regular	0.00	1,050.40	55189
01681	Golden State Flow Measurements, Inc.	02/03/2020	Regular	0.00	13,552.11	55190
03091	Granite Bay Ace Hardware	02/03/2020	Regular	0.00	118.59	55191
03235	HD Supply Construction Supply LTD	02/03/2020	Regular	0.00	170.55	55192
01775	International Student Tours, Inc.	02/03/2020	Regular	0.00	7,290.00	55193
02131	Office Depot, Inc.	02/03/2020	Regular	0.00	697.14	55194
02210	Placer County Water Agency	02/03/2020	Regular	0.00	8,277.83	55195
02280	Rawles Engineering, Inc	02/03/2020	Regular	0.00	50,300.00	55196
02678	Valin Corporation	02/03/2020	Regular	0.00	1,284.89	55197
02766	Youngdahl Consulting Group, Inc.	02/03/2020	Regular	0.00	435.00	55198
03406	Alpha Analytical Laboratories Inc.	02/10/2020	Regular	0.00	423.00	55199
01073	Amarjeet Singh Garcha	02/10/2020	Regular	0.00	3,720.00	55200
01182	Bartkiewicz, Kronick & Shanahan	02/10/2020	Regular	0.00	12,489.77	55201
03104	Capital Datacorp	02/10/2020	Regular	0.00	332.26	55202
01378	Clark Pest Control of Stockton	02/10/2020	Regular	0.00	150.00	55203
03548	Digital Deployment, Inc.	02/10/2020	Regular	0.00	400.00	55204
01554	Electrical Equipment Co	02/10/2020	Regular	0.00	45.20	55205
03091	Granite Bay Ace Hardware	02/10/2020	Regular	0.00	118.07	55206
01796	Insomniac Productions Inc.	02/10/2020	Regular	0.00	80.44	55207
03716	Janice D. Thompson & Associates, LLC	02/10/2020	Regular	0.00	2,257.04	55208
03402	Normac, Inc	02/10/2020	Regular	0.00	4.62	55209
02131	Office Depot, Inc.	02/10/2020	Regular	0.00	283.80	55210
02150	Pace Supply Corp	02/10/2020	Regular	0.00	439.73	55211
02223	Rexel Inc (Platt - Rancho Cordova)	02/10/2020	Regular	0.00	5,023.63	55212
02328	Rocklin Windustrial Co	02/10/2020	Regular	0.00	169.67	55213
01411	SureWest Telephone	02/10/2020	Regular	0.00	1,840.49	55214
02463	The New AnswerNet	02/10/2020	Regular	0.00	318.80	55215
03644	Tully & Young, Inc.	02/10/2020	Regular	0.00	11,427.50	55216
02651	United Parcel Service Inc	02/10/2020	Regular	0.00	31.00	55217
02667	US Bank Corporate Payments Sys (CalCard)	02/10/2020	Regular	0.00	44,224.98	55218
	Void	02/10/2020	Regular	0.00	0.00	55219
	Void	02/10/2020	Regular	0.00	0.00	55220
	Void	02/10/2020	Regular	0.00	0.00	55221
	Void	02/10/2020	Regular	0.00	0.00	55222
	Void	02/10/2020	Regular	0.00	0.00	55223
	Void	02/10/2020	Regular	0.00	0.00	55224
	Void	02/10/2020	Regular	0.00	0.00	55225
	Void	02/10/2020	Regular	0.00	0.00	55226
	Void	02/10/2020	Regular	0.00	0.00	55227
	Void	02/10/2020	Regular	0.00	0.00	55228
	Void	02/10/2020	Regular	0.00	0.00	55229
	Void	02/10/2020	Regular	0.00	0.00	55230
	Void	02/10/2020	Regular	0.00	0.00	55231
	Void	02/10/2020	Regular	0.00	0.00	55232
	Void	02/10/2020	Regular	0.00	0.00	55233
	Void	02/10/2020	Regular	0.00	0.00	55234
	Void	02/10/2020	Regular	0.00	0.00	55235
	Void	02/10/2020	Regular	0.00	0.00	55236
03392	Abercrombie, John B.	02/18/2020	Regular	0.00	1,140.00	55242

Check Report

Date Range: 02/01/2020 - 02/29/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03406	Alpha Analytical Laboratories Inc.	02/18/2020	Regular	0.00	1,011.00	55243
01112	Applied Computer Solutions	02/18/2020	Regular	0.00	5,029.15	55244
03361	Applied Landscape Materials Inc dba NorCal Whol	02/18/2020	Regular	0.00	214.50	55245
01337	Central Valley Project Water Association	02/18/2020	Regular	0.00	2,361.48	55246
01372	City of Folsom	02/18/2020	Regular	0.00	28.00	55247
01494	Dewey Services Inc.	02/18/2020	Regular	0.00	86.00	55248
01554	Electrical Equipment Co	02/18/2020	Regular	0.00	5,428.52	55249
01681	Golden State Flow Measurements, Inc.	02/18/2020	Regular	0.00	1,320.25	55250
03091	Granite Bay Ace Hardware	02/18/2020	Regular	0.00	126.70	55251
03682	HydroScience Engineers, Inc.	02/18/2020	Regular	0.00	5,125.00	55252
01778	IDEXX Distribution, Inc.	02/18/2020	Regular	0.00	611.48	55253
01890	Johnson Petroleum Construction, Inc.	02/18/2020	Regular	0.00	726.18	55254
02024	MCI WORLDCOM	02/18/2020	Regular	0.00	84.80	55255
02131	Office Depot, Inc.	02/18/2020	Regular	0.00	717.47	55256
02146	PG&E	02/18/2020	Regular	0.00	10,150.76	55257
	Void	02/18/2020	Regular	0.00	0.00	55258
	Void	02/18/2020	Regular	0.00	0.00	55259
02283	Recology Auburn Placer	02/18/2020	Regular	0.00	657.88	55260
02223	Rexel Inc (Platt - Rancho Cordova)	02/18/2020	Regular	0.00	10,478.43	55261
02293	RFI Enterprises, Inc	02/18/2020	Regular	0.00	51.34	55262
02464	Signs in 1 Day, Inc	02/18/2020	Regular	0.00	86.20	55263
02690	Verizon Wireless	02/18/2020	Regular	0.00	1,593.52	55264
01687	W. W. Grainger, Inc.	02/18/2020	Regular	0.00	241.17	55265
03445	Zlotnick, Greg	02/18/2020	Regular	0.00	234.06	55266
03406	Alpha Analytical Laboratories Inc.	02/24/2020	Regular	0.00	90.00	55267
03316	Brown, Lisa	02/24/2020	Regular	0.00	15.64	55268
03424	Davis, Aaron	02/24/2020	Regular	0.00	139.37	55269
01623	FISHER SCIENTIFIC COMPANY LLC	02/24/2020	Regular	0.00	480.08	55270
03091	Granite Bay Ace Hardware	02/24/2020	Regular	0.00	275.75	55271
03072	HUNT & SONS INC.	02/24/2020	Regular	0.00	906.42	55272
03300	Meyers Fozi, LLP	02/24/2020	Regular	0.00	150.00	55273
02131	Office Depot, Inc.	02/24/2020	Regular	0.00	736.31	55274
02150	Pace Supply Corp	02/24/2020	Regular	0.00	10,633.83	55275
	Void	02/24/2020	Regular	0.00	0.00	55276
02223	Rexel Inc (Platt - Rancho Cordova)	02/24/2020	Regular	0.00	1,493.58	55277
02302	Riebes Auto Parts, LLC	02/24/2020	Regular	0.00	62.57	55278
02357	Sacramento Municipal Utility District (SMUD)	02/24/2020	Regular	0.00	9,774.87	55279
02580	The Eidam Corporation	02/24/2020	Regular	0.00	3,567.88	55280
02651	United Parcel Service Inc	02/24/2020	Regular	0.00	73.97	55281
01641	Sun Life Assurance Company of Canada	02/01/2020	Bank Draft	0.00	9,747.43	335947
03739	Azteca Systems Holdings, LLC	02/03/2020	EFT	0.00	4,400.00	406468
01235	BSK Associates	02/03/2020	EFT	0.00	84.00	406469
03714	Caltrol Inc	02/03/2020	EFT	0.00	918.16	406470
01521	DataProse, LLC	02/03/2020	EFT	0.00	992.06	406471
03699	Enviromental System Research Institute, Inc.	02/03/2020	EFT	0.00	3,000.00	406472
01721	Hach Company	02/03/2020	EFT	0.00	134.40	406473
03553	Mallory Safety and Supply LLC	02/03/2020	EFT	0.00	1,472.89	406474
03026	PFM Asset Management	02/03/2020	EFT	0.00	962.47	406475
02572	Thatcher Company of California, Inc.	02/03/2020	EFT	0.00	625.00	406476
01290	California Surveying & Drafting Supply Inc	02/10/2020	EFT	0.00	101.84	406477
01419	Corrpro Companies, Inc.	02/10/2020	EFT	0.00	11,625.00	406478
01521	DataProse, LLC	02/10/2020	EFT	0.00	8,758.09	406479
01574	Endress + Hauser, Inc.	02/10/2020	EFT	0.00	1,015.22	406480
01721	Hach Company	02/10/2020	EFT	0.00	479.77	406481
03593	Hanneman, Martin W	02/10/2020	EFT	0.00	530.36	406482
02027	Mcmaster-Carr Supply Company	02/10/2020	EFT	0.00	933.33	406483
02572	Thatcher Company of California, Inc.	02/10/2020	EFT	0.00	4,500.00	406484
02162	Tobin, Pamela	02/10/2020	EFT	0.00	10.35	406485
03387	WageWorks, Inc	02/10/2020	EFT	0.00	234.04	406486
01611	Ferguson Enterprises, Inc	02/18/2020	EFT	0.00	205.57	406487
01721	Hach Company	02/18/2020	EFT	0.00	1,673.96	406488

Check Report

Date Range: 02/01/2020 - 02/29/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01741	HDR Engineering, Inc.	02/18/2020	EFT	0.00	12,851.54	406489
01416	ICONIX Waterworks (US) Inc.	02/18/2020	EFT	0.00	566.28	406490
01917	Kennedy/Jenks Consultants, Inc.	02/18/2020	EFT	0.00	95,999.11	406491
03543	Mailroom Finance, Inc.	02/18/2020	EFT	0.00	1,000.00	406492
02013	Matthew Warren Inc	02/18/2020	EFT	0.00	2,979.01	406493
02027	Mcmaster-Carr Supply Company	02/18/2020	EFT	0.00	456.04	406494
02275	Ramos Oil Recyclers Inc	02/18/2020	EFT	0.00	65.00	406495
02581	The Ferguson Group, LLC	02/18/2020	EFT	0.00	136.13	406496
01486	WAPA - Department of Energy	02/18/2020	EFT	0.00	162.61	406497
01328	Association of California Water Agencies / Joint P	02/24/2020	EFT	0.00	7,193.03	406498
01244	Burkett's Office Supplies Inc.	02/24/2020	EFT	0.00	9,221.83	406499
01282	California Independent System Operator Corporat	02/24/2020	EFT	0.00	416.64	406500
03221	Chemtrade Chemicals Corporation	02/24/2020	EFT	0.00	10,138.99	406501
03753	Gannett Fleming, Inc.	02/24/2020	EFT	0.00	1,507.48	406502
01706	Graymont Western US Inc.	02/24/2020	EFT	0.00	6,649.65	406503
01721	Hach Company	02/24/2020	EFT	0.00	279.57	406504
01741	HDR Engineering, Inc.	02/24/2020	EFT	0.00	13,844.50	406505
01736	MailFinance Inc	02/24/2020	EFT	0.00	489.23	406506
03553	Mallory Safety and Supply LLC	02/24/2020	EFT	0.00	1,124.67	406507
02158	Pacific Storage Company	02/24/2020	EFT	0.00	52.39	406508
02225	Polydyne, Inc	02/24/2020	EFT	0.00	1,908.10	406509
03298	United Rentals (North America), Inc.	02/24/2020	EFT	0.00	5,947.24	406510
03387	WageWorks, Inc	02/24/2020	EFT	0.00	234.04	406511
02730	Western Area Power Administration	02/24/2020	EFT	0.00	3,094.00	406512
03077	VALIC	02/07/2020	Bank Draft	0.00	3,955.62	0008017061
03077	VALIC	02/21/2020	Bank Draft	0.00	3,955.62	0008027866
03078	CalPERS Health	02/05/2020	Bank Draft	0.00	48,023.73	1001498428
03078	CalPERS Health	02/05/2020	Bank Draft	0.00	48,023.73	1001498428
03078	CalPERS Health	02/05/2020	Bank Draft	0.00	37,028.95	1001498428
03130	CalPERS Retirement	02/07/2020	Bank Draft	0.00	34,579.55	1001500135
01366	Citistreet/CalPERS 457	02/07/2020	Bank Draft	0.00	3,683.64	1001500148
03130	CalPERS Retirement	02/21/2020	Bank Draft	0.00	34,847.96	1001508268
01366	Citistreet/CalPERS 457	02/21/2020	Bank Draft	0.00	3,689.32	1001508274
03080	California State Disbursement Unit	02/21/2020	Bank Draft	0.00	370.61	CZRCBEJ6657
03080	California State Disbursement Unit	02/07/2020	Bank Draft	0.00	370.61	XT2Y2026659
03163	Economic Development Department	02/24/2020	Bank Draft	0.00	8,371.36	0-341-157-920
03163	Economic Development Department	02/24/2020	Bank Draft	0.00	83.57	0-341-157-920
03163	Economic Development Department	02/10/2020	Bank Draft	0.00	44.80	0-601-886-752
03163	Economic Development Department	02/10/2020	Bank Draft	0.00	8,410.37	0-601-886-752
01039	American Family Life Assurance Company of Colu	02/25/2020	Bank Draft	0.00	691.28	Q3869 2-25-20
01039	American Family Life Assurance Company of Colu	02/25/2020	Bank Draft	0.00	691.28	Q3869 2-25-20
03164	Internal Revenue Service	02/10/2020	Bank Draft	0.00	214.20	2700441040312
03164	Internal Revenue Service	02/10/2020	Bank Draft	0.00	48,959.22	2700441040312
03164	Internal Revenue Service	02/21/2020	Bank Draft	0.00	153.00	2700452332559
03164	Internal Revenue Service	02/21/2020	Bank Draft	0.00	49,268.55	2700452332559
03164	Internal Revenue Service	02/21/2020	Bank Draft	0.00	784.59	2700452332559

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	125	71	0.00	248,820.05
Manual Checks	0	0	0.00	0.00
Voided Checks	0	22	0.00	-26,659.17
Bank Drafts	23	23	0.00	345,948.99
EFT's	58	45	0.00	218,973.59
	206	161	0.00	787,083.46

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	125	71	0.00	248,820.05
Manual Checks	0	0	0.00	0.00
Voided Checks	0	22	0.00	-26,659.17
Bank Drafts	23	23	0.00	345,948.99
EFT's	58	45	0.00	218,973.59
	206	161	0.00	787,083.46

Fund Summary

Fund	Name	Period	Amount
999	INTERCOMPANY	2/2020	787,083.46
			787,083.46



San Juan Water District, CA

Vendor History Report

By Vendor Name

Posting Date Range 07/01/2019 - 02/29/2020

Payment Date Range -

Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description	Units	Price	Amount	Account Number	Account Name	Dist Amount					
Vendor Set: 01 - Vendor Set 01											
02556 - Costa, Ted											
Exp Reimb 12-2019	Expense&Mileage-ACWA Fall- Room & Mileage	12/31/2019		55098	1/13/2020	801.84	0.00	0.00	0.00	801.84	801.84
Expense&Mileage-ACWA	0.00	0.00	801.84	010-010-52110	Training - Meetings, Education & Trai	400.92					
				050-010-52110	Training - Meetings, Education & Trai	400.92					
01916 - Miller, Ken											
Exp Reimb	Mileage Reimbursement-Variou	8/31/2019		54641	9/9/2019	31.32	0.00	0.00	0.00	31.32	31.32
Mileage Reimbursement-	0.00	0.00	31.32	010-010-52110	Training - Meetings, Education & Trai	15.66					
				050-010-52110	Training - Meetings, Education & Trai	15.66					
Exp Reimb 07-2018	Mileage & Parking-Variou	7/31/2019		54581	8/20/2019	48.80	0.00	0.00	0.00	48.80	48.80
Mileage & Parking-Variou	0.00	0.00	48.80	010-010-52110	Training - Meetings, Education & Trai	24.40					
				050-010-52110	Training - Meetings, Education & Trai	24.40					
Exp Reimb 12-2019	Expense&Mileage-ACWA Fall Conf&Variou	12/31/2019		55106	1/13/2020	1,801.06	0.00	0.00	0.00	1,801.06	1,801.06
Expense&Mileage-ACWA	0.00	0.00	1,801.06	010-010-52110	Training - Meetings, Education & Trai	900.53					
				050-010-52110	Training - Meetings, Education & Trai	900.53					
03092 - Rich, Dan											
Exp Reimb 08-2019	Mileage Reimb 08-2019 - CH Chamber Recep	8/31/2019		54706	9/23/2019	8.70	0.00	0.00	0.00	8.70	8.70
Mileage Reimb 08-2019 -	0.00	0.00	8.70	010-010-52110	Training - Meetings, Education & Trai	4.35					
				050-010-52110	Training - Meetings, Education & Trai	4.35					
02162 - Tobin, Pamela											
Exp Reimb 01-2020	Mileage Reimbursement-Variou	1/31/2020		406485	2/10/2020	10.35	0.00	0.00	0.00	10.35	10.35
Mileage Reimbursement-	0.00	0.00	10.35	010-010-52110	Training - Meetings, Education & Trai	5.18					
				050-010-52110	Training - Meetings, Education & Trai	5.17					
Exp Reimb 02-2020	Mileage Expense Reimbursement-Variou	2/28/2020		406532	3/9/2020	39.10	0.00	0.00	0.00	39.10	39.10
Mileage Expense Reimbu	0.00	0.00	39.10	010-010-52110	Training - Meetings, Education & Trai	19.55					
				050-010-52110	Training - Meetings, Education & Trai	19.55					
Exp Reimb 07-2019	Expense Reimb-Mileage Variou	7/31/2019		406194	8/14/2019	46.50	0.00	0.00	0.00	46.50	46.50
Expense Reimb-Mileage \	0.00	0.00	46.50	010-010-52110	Training - Meetings, Education & Trai	23.25					
				050-010-52110	Training - Meetings, Education & Trai	23.25					
Exp Reimb 08-2019	Mileage Expense-Variou	8/31/2019		406236	9/9/2019	81.78	0.00	0.00	0.00	81.78	81.78
Mileage-Variou Meeting	0.00	0.00	81.78	010-010-52110	Training - Meetings, Education & Trai	40.89					
				050-010-52110	Training - Meetings, Education & Trai	40.89					
Exp Reimb 10-2019	Expense Reimb-ACWA Expenses & Mileage	9/30/2019		406309	10/22/2019	232.80	0.00	0.00	0.00	232.80	232.80

Vendor History Report

Posting Date Range 07/01/2019 - 02/29/2020

Payable Number	Description	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment	
Item Description	Units	Price	Amount	Account Number	Account Name	Dist Amount						
Expense Reimb-ACWA Ex	0.00	0.00	232.80	010-010-52110	Training - Meetings, Education & Trai	116.40						
				050-010-52110	Training - Meetings, Education & Trai	116.40						
Exp Reimb 10-2019 #2	Expense Reimb-Region 9 & Various Meetings	10/31/2019		406339		213.21	0.00	0.00	0.00	213.21	213.21	
Expense Reimb-Region 9	0.00	0.00	213.21	010-010-52110	Training - Meetings, Education & Trai	106.60						
				050-010-52110	Training - Meetings, Education & Trai	106.61						
Exp Reimb 11-2019	Exp Reimb ACWA Conf, Mileage, & Meals	11/30/2019		406403		954.24	0.00	0.00	0.00	954.24	954.24	
Exp Reimb ACWA Conf, M	0.00	0.00	954.24	010-010-52110	Training - Meetings, Education & Trai	477.12						
				050-010-52110	Training - Meetings, Education & Trai	477.12						
Exp Reimb 12-2019	Expense & Mileage-ACWA Fall & Various Me	12/31/2019		406434		220.97	0.00	0.00	0.00	220.97	220.97	
Expense & Mileage-ACW/	0.00	0.00	220.97	010-010-52110	Training - Meetings, Education & Trai	110.48						
				050-010-52110	Training - Meetings, Education & Trai	110.49						
Vendors: (4)						Total 01 - Vendor Set 01:	4,490.67	0.00	0.00	0.00	4,490.67	4,490.67
Vendors: (4)						Report Total:	4,490.67	0.00	0.00	0.00	4,490.67	4,490.67



Payroll Set: 01-San Juan Water District

<u>Employee Number</u>	<u>Employee Name</u>	<u>Pay Code</u>	<u># of Payments</u>	<u>Units</u>	<u>Pay Amount</u>
0690	Costa,Ted	Reg - Regular Hours	8	45.00	5,625.00
			0690 - Costa Total:	45.00	5,625.00
1028	Hanneman,Martin W	Reg - Regular Hours	8	41.00	5,125.00
			1028 - Hanneman Total:	41.00	5,125.00
0670	Miller,Ken	Reg - Regular Hours	8	35.00	4,375.00
			0670 - Miller Total:	35.00	4,375.00
1003	Rich,Daniel T	Reg - Regular Hours	7	26.00	3,250.00
			1003 - Rich Total:	26.00	3,250.00
0650	Tobin,Pamela	Reg - Regular Hours	8	69.00	8,625.00
			0650 - Tobin Total:	69.00	8,625.00
			Report Total:	216.00	27,000.00



Payroll Set: 01-San Juan Water District

<u>Account</u>	<u>Account Description</u>	<u>Units</u>	<u>Pay Amount</u>
010-010-58110	Director - Stipend	108.00	13,500.00
	010 - WHOLESALE Total:	108.00	13,500.00
050-010-58110	Director - Stipend	108.00	13,500.00
	050 - RETAIL Total:	108.00	13,500.00
	Report Total:	216.00	27,000.00



Payroll Set: 01-San Juan Water District

<u>Pay Code</u>	<u>Description</u>	<u># of Payments</u>	<u>Units</u>	<u>Pay Amount</u>
Reg	Regular Hours	39	216.00	27,000.00
		Report Total:	216.00	27,000.00

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

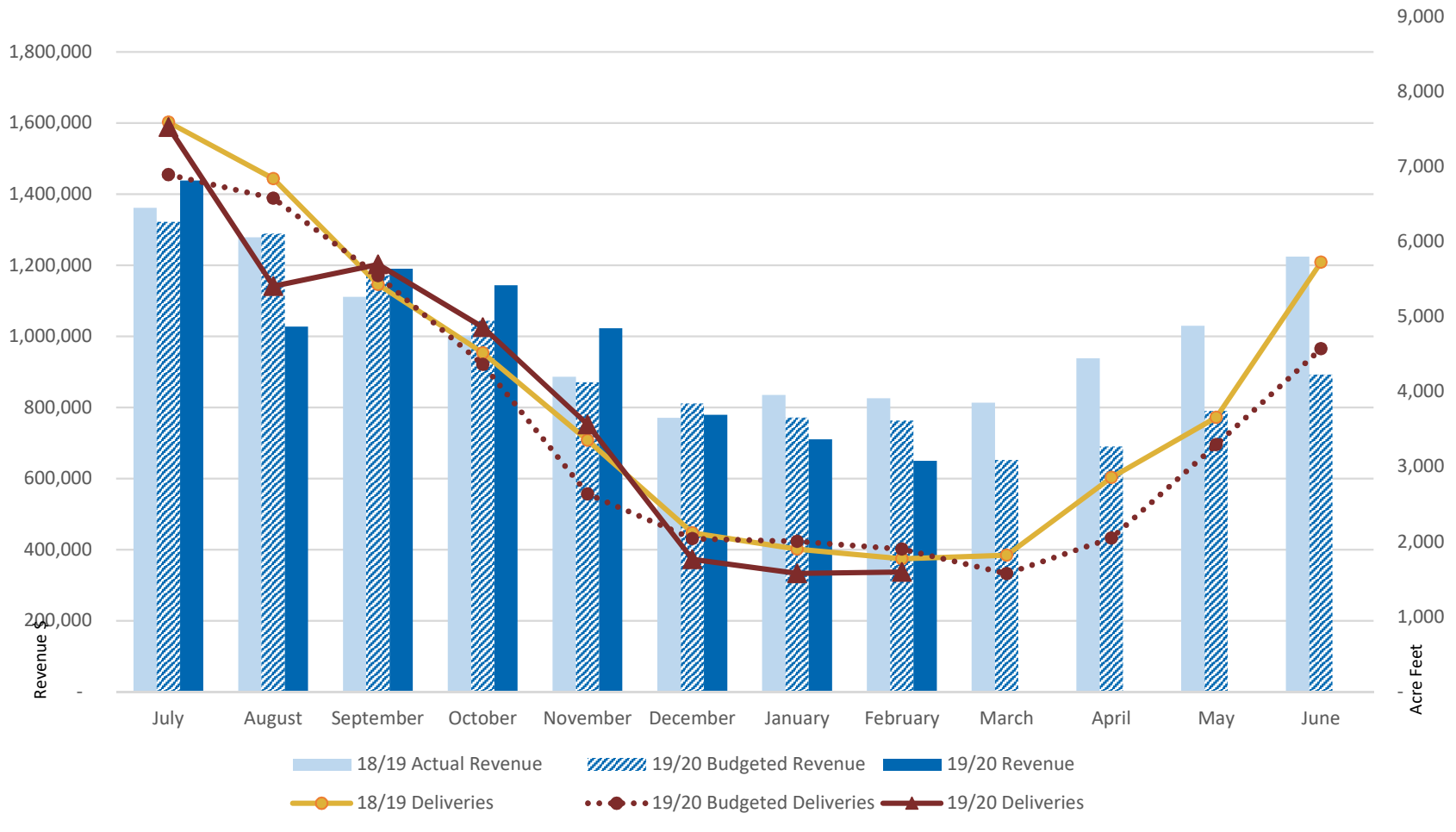
July 2019 - February 2020								
	Budgeted Deliveries	Budgeted Revenue	Actual Deliveries	Actual Revenue	Delivery Variance		Revenue Variance	
San Juan Retail	7,958	\$ 2,057,678	7,871	\$ 2,050,636	(87)	-1.1%	\$ (7,042)	-0.3%
Citrus Heights Water District	7,112	\$ 2,018,804	7,706	\$ 2,067,031	594	8.4%	\$ 48,227	2.4%
Fair Oaks Water District	5,028	\$ 1,453,546	5,114	\$ 1,460,522	86	1.7%	\$ 6,976	0.5%
Orange Vale Water Co.	2,672	\$ 698,578	2,506	\$ 654,499	(166)	-6.2%	\$ (44,079)	-6.3%
City of Folsom	789	\$ 204,351	803	\$ 205,472	14	1.8%	\$ 1,122	0.5%
Granite Bay Golf Course	205	\$ 8,214	172	\$ 6,891	(33)	-16.1%	\$ (1,323)	-16.1%
Sac Suburban Water District	8,196	\$ 1,461,894	7,815	\$ 1,514,723	(381)	-4.7%	\$ 52,828	3.6%
TOTAL	31,960	\$ 7,903,065	31,987	\$ 7,959,773	27.13	0.1%	\$ 56,708	0.7%

Budgeted Deliveries	31,959.69
Actual Deliveries	<u>31,986.82</u>
Difference	27.13
	0.1%
Budgeted Water Sale Revenue	\$ 7,903,065
Actual Water Sale Revenue	<u>\$ 7,959,773</u>
Difference	\$ 56,708
	0.7%

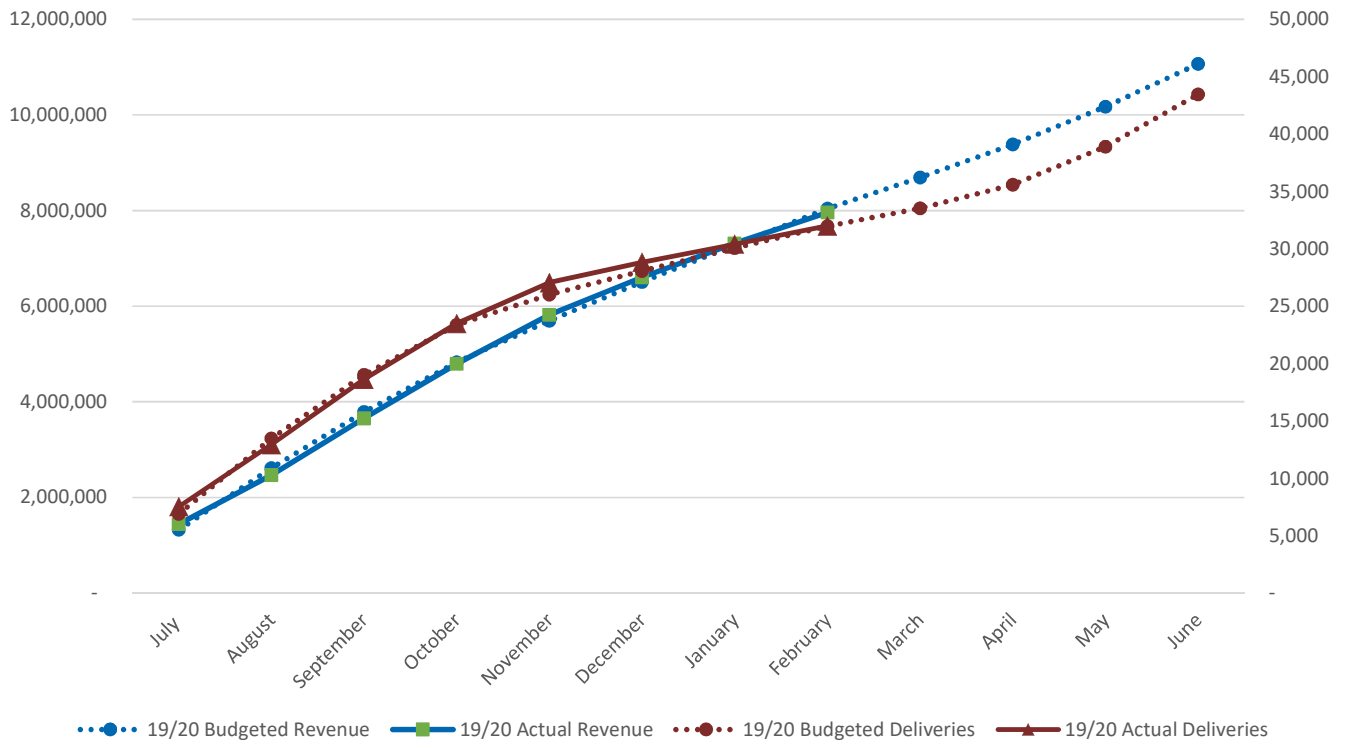
Conclusion:

With the exception of the month of August, water deliveries in July through November were greater than anticipated. Water deliveries in the months of December through February have been lower than anticipated. The combined effect, at the end of February is that water deliveries as a whole are in line with budget expectations, varying by just 27 acre feet to the positive. Resulting revenues are also on track, with a positive budget to actual variance of less than one percent.

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



Cumulative Water Deliveries and Revenues FY 2019-20



AGENDA ITEM VIII-2

RWA Board Meeting notes

3/19/20

FY 20-21 Budget

FY 20 budget projected 18% dues increase in FY 21

FY 20 budget increased dues by 5%

FY 21 budget increased expenditures - Lobbyist is a fully core expense, server replacement, pension liability increase, potential new expenses associated with strategic plan

Timeline:

4/22/20 – draft budget to Executive Committee

5/14/20 – budget on the RWA Board agenda

Special meeting, if budget not adopted

Voluntary Agreement Ad Hoc Committee

Report from the Committee distributed to RWA board at the Feb 21 Strategic Plan workshop

Federal Affairs Ad Hoc Committee

11/29/19 report was distributed to the Board prior to the 2/21/20 strategic plan workshop

Report recommended that RWA convene a discussion group for federal issues, and prepare a federal issues platform

Federal Affairs Platform

The platform was revised by the ad hoc committee, and brought back to the Board, which approved it

Major elements: regional water bank, River Arc, habitat improvements, Folsom cold water pool management, watershed stewardship/forestry management, legacy groundwater issues

Strategic Plan

Review of the Feb. 21 workshop – discussed mission, vision, values and 4 goals (planning, implementation, advocacy and education)

At the workshop, Board developed a new mission statement and the elements of the vision statement, and agreed on values. Board also discussed changing education goal to communication.

**Finance Committee Meeting Minutes
San Juan Water District
March 24, 2020
4:00 p.m.**

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

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

1. Review General Manager Reimbursements (W & R)

There was no reimbursement request from the General Manager.

2. Review Check Register from February 2020 (W & R)

The committee reviewed the February 2020 check register and found it to be in order.

3. CalPERS Audit of Special Compensation (W & R)

Ms. Silva informed the committee that the District was selected by CalPERS to be included in their statewide audit of special compensation. The auditor selected three transactions to audit which included two employee incentive awards and one employee uniform allowance, which CalPERS considers both pensionable income. For the uniform allowance, the value of the uniform is reported at the end of the year and there were no issues found by the auditor.

Ms. Silva informed the committee that there will be findings reported by the auditor regarding the incentive award transactions. She explained that the Board policy states that incentive awards are not pensionable; however, under CalPERS rules, incentive awards are pensionable. In addition, CalPERS requires that the Board policy includes how the incentive award is calculated, which it does not cover. Since the policy does not cover the manner in which the awards are calculated they are not pensionable. She explained that once CalPERS finishes their statewide audit then the District should receive the report of findings, which should be around June. In response to Director Miller's question, Ms. Silva stated that there should be no fine imposed to the District, but refunds will likely be issued to both the district and the employees for their contributions relative to the incentive awards.

4. Other Finance Matters (W & R)

There were no other items discussed.

5. Public Comment

There was no public comment.

The meeting was adjourned at 4:15 p.m.