

# REGULAR MEETING OF THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS

## Agenda

Tuesday, April 21, 2020

6:30 PM

### Compliance with Government Code Section 54957.5

Public records, including writings related to an agenda item for an open session of a regular meeting of the Florin Resources Conservation District that are distributed less than 72 hours before the meeting, are available for public inspection during normal business hours at the Administration building of Elk Grove Water District, located at 9257 Elk Grove Blvd. Elk Grove, California. In addition, such writings may be posted, whenever possible, on the Elk Grove Water District website at [www.egwd.org](http://www.egwd.org).

The Board will discuss all items on the agenda and may take action on any item listed as an "Action" item. The Board may discuss items that do not appear on the agenda, but will not act on those items unless there is a need to take immediate action and the Board determines by a two-thirds (2/3) vote that the need for action arose after posting of the agenda.

If necessary, the Meeting will be adjourned to Closed Session to discuss items on the agenda listed under "Closed Session." At the conclusion of the Closed Session, the meeting will reconvene to "Open Session."

Pursuant to the Sacramento County Shelter in Place order effective March 19, 2020, we are requiring all members of the public to participate virtually. Public participation and comment are limited to the following procedures:

A. The electronic submission of written comments in advance to the Board Secretary ([stefani@egwd.org](mailto:stefani@egwd.org)). Those comments will be read into the record for a maximum of three (3) minutes per comment.

B. Join Zoom Meeting: <https://zoom.us/j/96125095243> Meeting ID: 961 2509 5243

#### Dial by your location

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C. Please press Star+9 (\*9) to raise your hand for Public Comment – Members of the audience may comment on matters that are not included on the agenda. Each person will be allowed three (3) minutes, or less if a large number of requests are received on a particular subject. No action may be taken on a matter raised under "Public Comment" until the matter has been specifically included on an agenda as an action item. Items listed on the agenda will be opened for public comment as they are considered by the Board of Directors.

## CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

### 1. Proclamations and Announcements

- a. Recognition of Aaron Hewitt for 10 years of service.
- b. Presentation of Certificate of Achievement for the District's Comprehensive Annual Financial Report (CAFR) from the Government Finance Officers Association

Associate Director Comment

Public Comment

2. **Consent Calendar** (Stefani Phillips, Board Secretary and Patrick Lee, Treasurer)
  - a. Minutes of Regular Board Meeting of February 18, 2020
  - b. Minutes of Special Board Meeting of March 31, 2020
  - c. Warrants Paid – February, 2020
  - d. Warrants Paid – March, 2020
  - e. Board and Employee Expense/Reimbursements – February, 2020
  - f. Board and Employee Expense/Reimbursements – March, 2020
  - g. Active Accounts – February, 2020
  - h. Active Accounts – March, 2020
  - i. Bond Covenant Status for FY 2019-20 – February, 2020
  - j. Bond Covenant Status for FY 2019-20 – March, 2020
  - k. Revenues and Expenses – Actual vs Budget FY 2019-20 – February, 2020
  - l. Revenues and Expenses – Actual vs Budget FY 2019-20 – March, 2020
  - m. Cash Accounts – February, 2020
  - n. Cash Accounts – March, 2020
  - o. Consultants Expenses – February, 2020
  - p. Consultants Expenses – March, 2020
  - q. Major Capital Improvement Projects – February, 2020
  - r. Major Capital Improvement Projects – March, 2020

Associate Director Comment

Public Comment

**Recommended Action:**      **Approve Florin Resource Conservation District Consent Calendar items a-r.**

3. **Elk Grove Water District Operations Report – February and March 2020**  
(Mark J. Madison, General Manager)

Associate Director Comment

Public Comment

4. **Amended and Restated Agreement for General Counsel Services Between the Florin Resource Conservation District and JRG Attorneys at Law**  
(Mark J. Madison, General Manager)

Associate Director Comment

Public Comment

**Recommended Action:**      **Authorize the General Manager to execute the proposed Amended and Restated Agreement for General Counsel Services, between the Florin Resource Conservation District and JRG Attorneys at Law.**

5. **Florin Resource Conservation District Election** (Stefani Phillips, Board Secretary)

Associate Director Comment

Public Comment

**Recommended Action:**      **Adopt Resolution No. 04.21.20.01, calling the General Election and requesting consolidation with the November**

**3, 2020 statewide election; and authorize General Manager Mark J. Madison to sign on behalf of Chair Tom Nelson.**

**6. Elk Grove Water District Fiscal Year 2019-20 Quarterly Operating Budget Status Report**  
(Patrick Lee, Finance Manager/Treasurer)

Associate Director Comment

Public Comment

**7. Elk Grove Water District Fiscal Year 2019-20 Quarterly Capital Reserve Status Report**  
(Patrick Lee, Finance Manager/Treasurer)

Associate Director Comment

Public Comment

**8. Board Policies** (Stefani Phillips, Board Secretary)

Associate Director Comment

Public Comment

**Recommended Action: Adopt Resolution No. 04.21.20.02, amending and replacing the Public California Records Act Request Policy; and**

**Adopt Resolution No. 04.21.20.03, amending and replacing the Legal Counsel Policy with the Legal Services Policy; and**

**Adopt Resolution No. 04.21.20.04, amending and replacing the Legislative Advocacy Policy with the Legislative and Regulatory Advocacy Policy; and**

**Adopt Resolution No. 04.21.20.05, amending and replacing the Purchasing of Products Containing Recycled Materials Policy; and**

**Adopt Resolution No. 04.21.20.06, amending and replacing the Travel Procedures and Expenditures Policy; and**

**Adopt Resolution No. 04.21.20.07, amending and replacing Appendix D – Travel Procedures and Expenditures Policy contained in the Employee Policy Manual; and**

**Authorize General Manager Mark J. Madison to sign the above Resolutions on behalf of Chair Tom Nelson.**

**9. Outside Agency Meetings Report** (Mark J. Madison, General Manager)

Associate Director Comment

Public Comment

**10. Legislative Update** (Jeff Ramos, Interim Program Manager)

Associate Director Comment

Public Comment

**11. Directors Comments**

Adjourn to Regular Meeting – May 19, 2020

April 21, 2020

TO: Chair and Directors of the Florin Resource Conservation District

FROM: Stefani Phillips, Board Secretary and Patrick Lee, Treasurer

SUBJECT: **CONSENT CALENDAR**

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### **RECOMMENDATION**

It is recommended that the Florin Resource Conservation District Board of Directors approve Florin Resource Conservation District Consent Calendar items a – r.

### **SUMMARY**

Consent Calendar items a – r are standing items on the Regular Board Meeting agenda.

By this action, the Board will approve Florin Resource Conservation District Consent Calendar items a – r.

### **DISCUSSION**

#### **Background**

Consent Calendar items are standing items on the Regular Board Meeting agenda.

#### **Present Situation**

Consent Calendar items a – r are standing items on the Regular Board Meeting agenda.

### **ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

### **STRATEGIC PLAN CONFORMITY**

The monthly Consent Calendar report provides transparency and conforms with Strategic Goal No. 1, Governance and Customer Engagement, of the Strategic Plan 2020-2025.

April 21, 2020

**CONSENT CALENDAR**

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**FINANCIAL SUMMARY**

There is no financial impact associated with this report.

Respectfully Submitted,



STEFANI PHILLIPS  
BOARD SECRETARY

And



PATRICK LEE  
TREASURER

Attachments

**MINUTES OF THE REGULAR MEETING OF THE  
FLORIN RESOURCE CONSERVATION DISTRICT  
BOARD OF DIRECTORS**

**Tuesday, February 18, 2020**

The regular meeting of the Florin Resource Conservation District Board of Directors was called to order at 6:30 p.m. by Bob Gray, Vice-Chair, at 8820 Elk Grove Blvd., Elk Grove, CA.

**Call to Order, Roll Call, and Pledge of Allegiance.**

Directors Present: Tom Nelson, Bob Gray, Lisa Medina, Elliot Mulberg  
Directors Absent: Sophia Scherman  
Staff Present: Mark Madison, General Manager; Bruce Kamilos, Assistant General Manager; Patrick Lee, Finance Manager/Treasurer; Stefani Phillips, Board Secretary; Donella Murillo, Finance Supervisor; Jeff Ramos, Interim Program Manager; Sean Hinton, Water Distribution Supervisor; Alan Aragon, Water Distribution Supervisor; Travis Franklin, GIS Technician II  
Staff Absent: None  
Associate Directors Present: Paul Lindsay,  
Associate Directors Absent: Shahid Chaudhry  
General Counsel Present: Ren Nosky, JRG Attorneys at Law

**Public Comment**

Members of the public spoke regarding their concerns related to their water bills. The customers asked to have an item placed on the agenda to discuss water service and for the water meter reading schedule to be put up on the website.

**1. Proclamations and Announcements**

Nothing to report.

**2. Consent Calendar**

- a. Minutes of Regular Board Meeting of January 21, 2020
- b. Warrants Paid – January, 2020
- c. Board and Employee Expense/Reimbursements – January, 2020
- d. Active Accounts – January, 2020
- e. Bond Covenant Status for FY 2019-20 – January, 2020
- f. Revenues and Expenses – Actual vs Budget FY 2019-20 – January, 2020
- g. Cash Accounts – January, 2020
- h. Consultants Expenses – January, 2020
- i. Major Capital Improvement Projects – January, 2020

MSC (Gray/Medina) to approve Florin Resource Conservation District Consent Calendar items a-i. 4/0: Ayes: Gray, Medina, Mulberg, and Nelson.

**3. Committee Meetings**

There were no committee meetings held in the month of January.

The Florin Resource Conservation District (FRCD) Board of Directors (Board) pulled this item as a standing report on the agenda. It will not be brought to the Board unless a meeting has occurred between Regular Board meetings.

#### **4. Elk Grove Water District Operations Report – January 2020**

General Manager Mark Madison presented an overview of the Elk Grove Water District (EGWD) Operations Report – January 2020. He provided the summary points to the Board.

Associate Director Paul Lindsay asked about the discharge rate in the Compliance Report. Mr. Madison responded, the District has a permitted quantity for discharges that was exceeded a few months ago. He mentioned there was a talk regarding amplifying the permitted quantity and it was concluded it does not make sense to do so.

Mr. Lindsay asked about water levels and if there was concerns of drought due to a rainless February. Mr. Madison mentioned there are seasonal variations in water levels and the levels are stable right now.

#### **5. Equipment Purchase for Replacement of Bore Rig**

Financial Manager Patrick Lee presented the item to the Board.

In summary, the replacement of the bore rig was not included in the EGWD Fiscal Year (FY) 2019-20 Capital Improvement Program (CIP), and was scheduled to be included in the FY 2020-21 CIP, however, the bore rig stopped working and is no longer operational. Staff would reallocate \$125,000 that was budgeted in the FY 2019-20 CIP budget for capital improvements to Well 3 Pump Replacement, which will no longer be completed, to capital repair and replacements for the purchase of the bore rig. Per the FRCD Purchase of Goods and Services from Outside Vendors Policy, a competitive bidding process was used to acquire two (2) bids for a bore rig. Although the policy requires three (3) competitive bids, staff was only able to obtain two (2) due to the specialized purchase. The lowest responsive, responsible bidder was Ditch Witch with a bid amount of \$121,218.75.

There was a discussion about the purchase. Director Lisa Medina asked about the life expectancy of a bore rig. Mr. Madison mentioned bore rigs have a life expectancy of about 20 years.

MSC (Mulberg/Medina) to authorize the General Manager to execute a purchase order in the amount of \$121,218.75, including tax and fees, with Ditch Witch to purchase a new replacement bore rig. 4/0: Ayes: Gray, Medina, Mulberg, and Nelson.

#### **6. Professional Services Agreement with Badawi & Associates for Professional Auditing Services.**

Mr. Lee presented the item to the Board.

In summary, a Request for Proposals (RFP) for Professional Auditing Services were sent to seven (7) local Certified Public Accountant (CPA) firms, resulting in four (4) total proposals. A Board Working Group (BWG) reviewed the proposals and, after discussion, agreed to recommend to the Board the firm of Badawi & Associates, Certified Public Accountants. The evaluation considered the firm's technical approach, including project understanding, scope of work, overall project team, staff-hour allocation per task and fee schedule. The proposals were also evaluated based on relevant experience, including that of the Audit Manager, key team members including sub-consultants, and experience of the firm. At the January Regular Board Meeting, the Board requested staff to bring back the Professional Services Agreement to the February Regular Board Meeting with the proposal included.



MSC (Mulberg/Medina) to authorize the General Manager to execute a professional services agreement with Badawi & Associates, Certified Public Accountants, in an amount not-to-exceed \$62,065 for Professional Auditing Services for fiscal years ending June 30, 2020 and 2021, with an option to extend the agreement for three (3) additional one (1) year terms through fiscal year ending June 30, 2024 in an amount not to exceed \$157,945.4/0: Ayes: Gray, Medina, Mulberg, and Nelson.

## **7. Florin Resource Conservation District/Elk Grove Water District 2020-2025 Strategic Plan**

Mr. Lee presented the FRCD/EGWD 2020-2025 Strategic Plan to the Board.

In summary, the FRCD/EGWD (District) has developed the 2020-2025 Strategic Plan (Plan) to guide the District's operations over the next five (5) years. The Plan is an important document that expresses the District's core values and sets forth key goals and objectives for the District. In developing the Plan, the District used a collaborative approach that included public workshops and individual interviews of the Board and staff. Staff has presented the Plan to the Board for review and comments and has incorporated all comments and recommendations into the proposed Plan, including the addition of a 7<sup>th</sup> strategic goal covering good governance, rewording multiple objectives to provide added clarification, and realigning certain objectives and goals that better identify each other.

There was a discussion on the Plan, including the recommendation of a few substantive additions and changes, including: 1) adding a bullet regarding the update of the Asset Management Plan and 2) adding an objective to reassess the feasibility of creating a separate water district to Goal 3. Discussion ensued. Director Medina asked if this objective would come back to hurt the District. General Counsel Ren Nosky stated it would not create any issues. Mr. Lindsay suggested moving the objective to Goal one (1) with the language that the District will review operational procedures and structures for improvements to District operations.

Mr. Madison complimented the staff and Board for their work on the Strategic Plan.

MSC (Medina/Gray) to adopt Resolution No. 02.18.20.01, approving the Florin Resource Conservation District/Elk Grove Water District 2020-2025 Strategic Plan with amendments. 4/0: Ayes: Gray, Medina, Mulberg, and Nelson

## **8. Water Service Charges and Rate Setting Policy**

Mr. Lee presented the Water Service Charges and Rate Setting Policy to the Board.

In summary, as directed by the Board, and in response to the June 28, 2019 Grand Jury Report entitled The Florin Resource Conservation District – A Case of Mistaken Identity?, staff developed a proposed policy to address Recommendation R4, which recommended that the District review its actions during the most recent water rate study and rate increase approval to ensure that future actions follow the protest period mandated under Proposition 218. Staff worked with consulting firm Regional Government Services (RGS) to develop a proposed policy to bring to the Board for adoption. The proposed Policy includes the provisions that the District shall follow the rate setting and costing methodologies imposed by Proposition 218 and that prior to any rate adjustments, the District shall provide notice and conduct a public hearing in accordance with Proposition 218, shall hear all public testimony regarding the proposed assessments, and accept protests until the close of the public hearing.

There was a discussion on how protests are collected, written and verbal, which led to a discussion about the Request to Speak forms.

Additional language referring to a Community Advisory Committee (CAC) will be added to Section 3(b) of the policy.

MSC (Mulberg/Medina) to adopt Resolution No. 02.18.20.02, establishing a Water Service Charges and Rate Setting Policy with amendments. 4/0: Ayes: Gray, Medina, Mulberg, and Nelson

## **9. Disposal of Surplus District Property Policy**

Assistant General Manager Bruce Kamilos presented the Disposal of Surplus District Property Policy to the Board.

In summary, the Disposal of Surplus District Property Policy has been amended to ensure that it complies with current laws. Staff retained RGS to help draft the policy and had it reviewed by Mr. Nosky and a BWG. The amended policy more clearly defines how District property is deemed to be surplus and defines the steps required to properly dispose of the property. It also breaks surplus property into four categories: Real Property, Easements, Vehicles and Large Equipment, and Personal Property.

MSC (Gray/Medina) to adopt Resolution No. 02.18.20.03, amending and replacing the Disposal of Surplus District Property Policy. 4/0: Ayes: Gray, Medina, Mulberg, and Nelson.

## **10. Status Update on Action Items Following the 2019 Grand Jury Report – The Florin Resource Conservation District – A Case of Mistaken Identity?**

Mr. Madison provided an update on the Grand Jury Report action items that have not yet been completed.

In summary, Recommendation R7 – Flowmeter Installation, is complete. Mr. Kamilos mentioned the five (5) iHydrants that are deployed in the District have provided good backup data to the District's Supervisory Control and Data Acquisition (SCADA) system. He stated the flowmeters are not a cost-effective solution, but technology is always advancing for leak detection and there may be a device in the future to incorporate into the District.

Mr. Madison recommended closing the Grand Jury Report status update, to which the Board agreed.

Mr. Lindsay commented how impressed he is with how staff handled the Grand Jury Report and the follow-up, stating staff went above and beyond.

## **11. Outside Agency Meetings Report**

Staff and Board members spoke regarding the meetings they attended since the last Regular Board Meeting.

Mr. Lee stated the Districts need for a funding plan to address unfunded liabilities related to retirement. He believes the District should create an Unfunded Liabilities Policy at a later date.

## **12. Directors Comments**

Nothing to report.

**13. Closed Session**

Nothing to report.

Adjourn to Regular Board Meeting on March 17, 2020.

Respectfully submitted,

*Stefani Phillips*

Stefani Phillips, Board Secretary  
AK/SP

**MINUTES OF THE SPECIAL MEETING OF THE  
FLORIN RESOURCE CONSERVATION DISTRICT  
BOARD OF DIRECTORS**

**Tuesday, March 31, 2020**

The special meeting of the Florin Resource Conservation District Board of Directors was called to order at 6:00 p.m. by Tom Nelson, Chair, by zoom conference.

**Call to Order, Roll Call, and Pledge of Allegiance.**

Directors Present: Bob Gray, Tom Nelson, Elliot Mulberg, Lisa Medina, Sophia Scherman  
Directors Absent: None  
Staff Present: Mark Madison, General Manager; Bruce Kamilos, Assistant General Manager; Patrick Lee, Treasurer; Stefani Phillips, Board Secretary; Donella Murillo, Finance Supervisor; Jeff Ramos, Interim Program Manager; Sean Hinton, Water Distribution Supervisor; Alan Aragon, Water Distribution Supervisor; Steve Shaw, Water Treatment Supervisor; Amber Kavert, Administrative Assistant II (Confidential)  
Staff Absent: None  
Associate Directors Present: Paul Lindsay  
Associate Directors Absent: None  
General Counsel Present: Ren Nosky, JRG Attorneys at Law

**Public Comment**

Nothing to report.

**1. Status Report – Coronavirus (COVID-19) Risk Minimization and Outbreak Response Plan**

General Manager Mark Madison provided a status report to the Florin Resource Conservation District (District) Board of Directors (Board) on the Coronavirus (COVID-19) Risk Minimization and Outbreak Response Plan (Plan). He explained that the Plan is on the website for the public to view.

Mr. Madison explained the District is currently operating at Risk Level 3.5 of the Plan and provided the Board with what, operationally, that looks like for the day to day activities of the business.

Director Lisa Medina complemented the staff for how well the Elk Grove Water District (EGWD) is operating during this time. Associate Director Paul Lindsay echoed Director Medina’s comment.

**2. Emergency Suspension of Penalties, Fees and Terminations**

Mr. Madison provided information on this item to the Board.

In summary, the Stay at Home Order, issued by Governor Gavin Newsom on March 19, 2020 has jeopardized the economic stability of many EGWD utility customers during the viral outbreak due to the elimination or downsizing of numerous businesses. The COVID-19 pandemic has caused, and will continue to cause, conditions of extreme economic hardship to ratepayers of the EGWD. Staff recommended the Board consider temporarily waiving late payment penalties, door tag fees and over the phone payment fees, as well as suspending the water shut-off process during this time in order to mitigate the negative consequences of the stay-at-home order and the coronavirus outbreak. The waiver of late payment penalties, door tag fees and over the phone payment fees, as well as the suspension of water shut offs, shall continue until the state of emergency is lifted, or until a separate action is taken by the Board.

Staff also asked that the Board discuss the possibility of developing a discount program that would assist with affordability of water service to customers who have been directly impacted financially by COVID-19.

Chair Tom Nelson asked what the cost would be to temporarily waive late payment penalties, door tag fees, and over the phone payment fees. Mr. Madison, along with Finance Supervisor Patrick Lee, informed him it would be around \$18, 250 per month.

Vice-Chair Bob Gray mentioned that the District will need to think about how everything will happen when it is time to go back to normal operations and fees are brought back. Mr. Madison says he would love to have a discussion on how to ease back into normal operations of penalties, fees and terminations.

Director Sophia Scherman asked if the fees will be added to the customers' bills at the end of the state of emergency. Mr. Madison explained this suspension will not be a deferral, it is a waiver and fees would be dropped.

The Board suggested that a bill insert be added to the next billing cycle to inform the customers of the suspension. Mr. Madison explained the next billing cycle will not be until May, but he will also work with the Elk Grove Citizen to get the information out to the public.

Mr. Lindsay suggested adding a section to the Operations Report during this time, to capture the waived fees, to which Chair Nelson agreed was a good idea.

Director Scherman suggested making it very clear that the waiver is not a deferral and will not have to be repaid once the state of emergency is over. Director Medina agreed with Director Scherman and suggested staff also create a FAQ sheet about the suspension of penalties, fees and terminations for customers.

Mr. Madison suggested adjusting the Resolution to have himself sign for Chair Nelson so he would not have to come into the office to sign the document. The Board agreed.

MSC (Medina/Scherman) to adopt Resolution No. 03.31.20.01, waiving late payment penalties, door tag fees and over the phone payment fees and suspending disconnections of water service in response to the COVID-19 pandemic including the amendment to allow General Manager Mark Madison to sign the Resolution under the current circumstances. 5/0: Ayes: Gray, Medina, Mulberg, Nelson, and Scherman.

Mr. Madison opened the discussion on the possibility of developing a discount program that would assist with affordability of water service to customers who have been directly impacted financially by COVID-19. He provided a couple different directions the District could go to provide a discount to those customers affected.

There was a lengthy discussion on the pros and cons, as well as the legality, of providing a discount program. The majority of the Board felt that this should not be something that the District considers.

Mr. Madison thanked the Board for their input and direction.

Adjourn to Regular Board Meeting on April 21, 2020 at 6:30 p.m.

Respectfully submitted,

*Stefani Phillips*

Stefani Phillips, Board Secretary  
AK/SP

Check History Report

Activity From: 2/1/2020 to 2/29/2020  
Elk Grove Water District

Check Number	Check Date	Vendor Number	Name	Check	Explanation
050589	2/5/2020	A. TEIC	A. TEICHERT & SON, INC	2,289.66	(2) Invoices - Materials & Supplies - Back Yard Water Mains
050590	2/5/2020	AMAZON	AMAZON CAPITAL SERVICES	923.02	(4) Invoices - Materials & Supplies - OPS
050591	2/5/2020	BAY 2	BAY ALARM COMPANY	353.60	Service Call - IT Center
050592	2/5/2020	BAY ALA	BAY ALARM COMPANY	1,197.62	Security - Wellsite's & MOC
050593	2/5/2020	BEN RES	BENEFIT RESOURCE, INC	200.00	
050594	2/5/2020	BG SOLU	SOLUTIONS BY BG INC.	8,800.00	Daily Tasks/Help Tickets
050595	2/5/2020	BSK4	BSK ASSOCIATES	405.00	Sampling - Treatment
050596	2/5/2020	CARB/PE	CARB/PERP	1,470.00	Portable Equipment Registration Program
050597	2/5/2020	CDW	CDW GOVERNMENT	4,304.64	SQL Servers for Truepoint Applications
050598	2/5/2020	CINTAS	CINTAS	28.55	
050599	2/5/2020	CINTAS2	CINTAS	364.60	
050600	2/5/2020	COEG	CITY OF ELK GROVE	4,952.06	Encroachment and Overhead Allocation Charges
050601	2/5/2020	COUNTY4	SACRAMENTO COUNTY UTILITIES	349.22	
050602	2/5/2020	DATAPRO	DATAPROSE LLC	101.16	
050603	2/5/2020	DITCH 3	DITCH WITCH WEST	204.85	
050604	2/5/2020	EG FORD	ELK GROVE FORD	2,052.91	(3) Invoices - Repairs & Maintenance - OPS Vehicles
050605	2/5/2020	EGCOC	ELK GROVE CHAMBER OF	1,000.00	Leadership Elk Grove Student Tuition - Patrick Lee
050606	2/5/2020	ELITE A	ELITE AUDIO & TINT INC	1,379.24	(2) Invoices - Backup Camera with Blue Tooth
050607	2/5/2020	ELK LOC	ELK GROVE LOCK AND SAFE CO	194.70	
050608	2/5/2020	FASTENA	FASTENAL COMPANY	575.66	Materials & Supplies - Distribution
050609	2/5/2020	FLEET	FLEETWASH	340.20	
050610	2/5/2020	FRONT C	FRONTIER COMMUNICATIONS	247.62	(6) Invoices - Meters
050611	2/5/2020	GOLDEN	GOLDEN STATE FLOW	70,516.23	Boot Reimbursement
050612	2/5/2020	HINTON	SEAN HINTON	172.39	Repairs & Maint on Equipment Infra Red Mapping
050613	2/5/2020	INDU EL	INDUSTRIAL ELECTRIC CO.	4,600.00	Fuel
050614	2/5/2020	INT STA	INTERSTATE OIL COMPANY	1,110.16	Materials & Supplies - Back Yard Water Mains
050615	2/5/2020	JAYS	JAY'S TRUCKING SERVICE	1,962.25	Legal - January 2020
050616	2/5/2020	LCW	LIEBERT CASSIDY WHITMORE	418.00	Tuition Fee - Class A Training - Vue Xiong
050617	2/5/2020	NORDIC	NORDIC ENTERPRISES/WESTERN	3,000.00	
			PACIFIC TRUCK SCHOOL		
050618	2/5/2020	NTS	NTS MIKEDON, LLC	5,331.35	(19) Invoices - Rental Equipment - Back Yard Water Mains
050619	2/5/2020	OUELLET	DONELLA MURILLO	1,000.38	CSMFO Conference - Travel Reimbursement
050620	2/5/2020	WILSON	MARCELL WILSON	148.64	Boot Reimbursement
050621	2/5/2020	CALAT	CALATLANTIC TITLE	64.27	Account Closed - Customer Refund
050622	2/5/2020	CFFNT	FIDELITY NATIONAL TITLE	150.96	Account Closed - Customer Refund
050623	2/5/2020	CHIC12	CHICAGO TITLE COMPANY	250.23	Account Closed - Customer Refund
050624	2/5/2020	COUNTY9	SACRAMENTO COUNTY RECORDER	12.00	
050625	2/5/2020	COUNTY9	SACRAMENTO COUNTY RECORDER	12.00	

050626	2/5/2020	COVER A	COVERALL NORTH AMERICA, INC	360.00	
050627	2/5/2020	CR AC	ANTOINETTE CHACON	1.50	Account Closed - Customer Refund
050628	2/5/2020	CR ORT1	OLD REPUBLIC TITLE	37.61	Account Closed - Customer Refund
050629	2/5/2020	CR ORTC	OLD REPUBLIC TITLE	6.57	Account Closed - Customer Refund
050630	2/5/2020	CRF LEN	LENNAR HOMES CA, INC	17.97	Account Closed - Customer Refund
050631	2/5/2020	CRF LEN	LENNAR HOMES CA, INC	7.20	Account Closed - Customer Refund
050632	2/5/2020	CRF LEN	LENNAR HOMES CA, INC	17.61	Account Closed - Customer Refund
050633	2/5/2020	CRF LEN	LENNAR HOMES CA, INC	22.21	Account Closed - Customer Refund
050634	2/5/2020	CRFFTC	FIRST AMERICAN TITLE COMPANY	81.02	Account Closed - Customer Refund
050635	2/5/2020	NUTRI	NUTRISHARE	68.98	Account Closed - Customer Refund
050636	2/5/2020	PACE	PACE SUPPLY CORP	8,219.32	(12) Invoices - Materials & Supplies - BYWM & Distribution
050637	2/5/2020	PEST	PEST CONTROL CENTER INC	80.00	
050638	2/5/2020	PIT 2	PITNEY BOWES GLOBAL FINANCIAL	17.38	
050639	2/5/2020	PLACER	RIVER CITY RENTALS	600.00	Equipment Rental - Backhoe & Bucket
050640	2/5/2020	PLATT	PLATT ELECTRIC SUPPLY INC	95.47	
050641	2/5/2020	RCW	RIVER CITY WASTE RECYCLERS LLC	151.20	
050642	2/5/2020	RDO 1	RDO TRUST # 80-5800	2,750.79	Repairs & Maintenance - Vector
050643	2/5/2020	REGIONW	REGIONWIDE APPRAISAL SERVICE	3,200.00	Appraisal - EGWD 9257 Elk Grove Blvd
050644	2/5/2020	REPUBLI	REPUBLIC SERVICES #922	1,710.18	
050645	2/5/2020	ROOCO	ROOCO RENTS	4,498.60	(3) Invoices - Materials & Supplies - Back Yard Water Mains
050646	2/5/2020	SAC ICE	SAC ICE	581.49	Repairs & Maintenance - MOC
050647	2/5/2020	SAWWA2	SAWWA	100.00	2020 Membership - Steve Shaw
050648	2/5/2020	SAWWA2	SAWWA	100.00	2020 Membership - Sean Hinton
050649	2/5/2020	SIERR C	SIERRA CHEMICAL COMPANY	812.15	Materials & Supplies - Treatment
050650	2/5/2020	SIERR C	SIERRA CHEMICAL COMPANY	1,635.59	Materials & Supplies - Treatment
050651	2/5/2020	SIERRA	SIERRA OFFICE SUPPLIES	172.05	
050652	2/5/2020	SMUD	SMUD	594.09	
050653	2/5/2020	SOUTHWE	SOUTHWEST ANSWERING SERVICE,	554.80	
050654	2/5/2020	TESCO	TESCO CONTROLS, INC	1,467.08	Repairs & Maintenance - Well #14
050655	2/5/2020	TESCO	TESCO CONTROLS, INC	776.73	Repairs & Maintenance - Well #14
050656	2/5/2020	UNITED	UNITED SITE SERVICES	734.36	Facilities Rental
050657	2/5/2020	USPS	UNITED STATES POST OFFICE-	205.00	6 Month PO Box Rental - EGWD
050658	2/5/2020	WEST YO	WEST YOST ASSOCIATES, INC	8,404.50	UDF Service Area 1
050659	2/5/2020	ZUKES	ZUKE'S LANDSCAPE INC.	1,500.00	Monthly Landscaping - MOC/ADMIN
050660	2/12/2020	AIRGAS	AIRGAS USA, LLC	618.94	Materials & Supplies - Treatment
050661	2/12/2020	BAY ALA	BAY ALARM COMPANY	1,551.22	Service Call and ADMIN Service
050662	2/12/2020	BG SOLU	SOLUTIONS BY BG INC.	8,967.50	Daily Tasks/Help Tickets
050663	2/12/2020	BRINKS	BRINK'S INCORPORATED	377.58	
050664	2/12/2020	BSK4	BSK ASSOCIATES	768.00	Sampling - Treatment
050665	2/12/2020	CCPPM	CCPPM	81.36	
050666	2/12/2020	CINTAS2	CINTAS	189.01	
050667	2/12/2020	CONSOLI	CONSOLIDATED COMMUNICATIONS	1,315.22	Ethernet Service/Phones-MOC
050668	2/12/2020	CR DK Z	DE KUN ZHENG	30.96	Account Closed - Customer Refund
050669	2/12/2020	CR RB	ROBERT BOLTON	107.23	Account Closed - Customer Refund
050670	2/12/2020	CS AA	CARD SERVICES	1,305.91	Materials & Supplies - Utility Crew
050671	2/12/2020	CS DM	CARD SERVICES	751.05	Contracted Services, Training, Parking, Meals

050672	2/12/2020	CS SH	CARD SERVICES	1,885.18	Materials & Supplies - Distribution Crew
050673	2/12/2020	CS SS	CARD SERVICES	1,599.90	Materials & Supplies - Treatment
050674	2/12/2020	CSPL	CARD SERVICES	774.89	Hotel, Meals, UBER - CSMFO Conference
050675	2/12/2020	ELITE H	ELITE HEATING & AIR	664.00	Repairs & Maintenance -MOC
050676	2/12/2020	ELK LOC	ELK GROVE LOCK AND SAFE CO	30.12	
050677	2/12/2020	FASTENA	FASTENAL COMPANY	448.23	
050678	2/12/2020	FERRELL	FERRELLGAS	20.16	
050679	2/12/2020	FLEET	FLEETWASH	307.80	
050680	2/12/2020	HACH	HACH COMPANY	486.51	
050681	2/12/2020	HARROLD	HARROLD FORD	90,489.41	2019 Ford F550
050682	2/12/2020	INT STA	INTERSTATE OIL COMPANY	1,714.35	Fuel
050683	2/12/2020	JAYS	JAY'S TRUCKING SERVICE	1,330.15	(2) Invoices - Materials & Supplies - Back Yard Water Mains
050684	2/12/2020	JPIA	ACWA JOINT POWERS INSURANCE	66,837.42	Medical Benefits - March 2020
050685	2/12/2020	MONTIEL	MICHAEL MONTIEL	217.99	Boot Reimbursement
050686	2/12/2020	NEELS	NEELS HEATING & AIR	1,074.71	Repairs & Maintenance - ADMIN HVAC
050687	2/12/2020	NTS	NTS MIKEDON. LLC	1,592.28	(4) Invoices - Rental Equipment - Back Yard Water Mains
050688	2/12/2020	PACE	PACE SUPPLY CORP	481.78	
050689	2/12/2020	ROOCO	ROOCO RENTS	10,293.32	(3) Invoices - Materials & Supplies - Back Yard Water Mains
050690	2/12/2020	S CHEM	SIERRA CHEMICAL COMPANY	2,447.74	Materials & Supplies - Treatment
050691	2/12/2020	SAC 5	SACRAMENTO COUNTY	12.00	
050692	2/12/2020	SIERRA	SIERRA OFFICE SUPPLIES	152.72	
050693	2/12/2020	SMUD	SMUD	968.67	
050694	2/12/2020	SMUD	SMUD	550.01	
050695	2/12/2020	SMUD	SMUD	5,482.46	
050696	2/12/2020	SMUD	SMUD	7,955.68	
050697	2/12/2020	SMUD	SMUD	1,214.65	
050698	2/12/2020	SMUD	SMUD	47.75	
050699	2/12/2020	SMUD	SMUD	4,038.55	
050700	2/12/2020	SMUD	SMUD	365.96	
050701	2/12/2020	TOSHIBA	TOSHIBA FINANCIAL SERVICES	462.41	Well 11D Encroachment Permit
050702	2/12/2020	ULTRA	ULTRA TRUCK WORKS, INC	21.54	ACWA Conference, Airfare
050703	2/12/2020	VERIZON	VERIZON WIRELESS	499.55	5 - iHydrants
050704	2/13/2020	AFLAC	AFLAC	2,377.23	
050705	2/13/2020	AMAZON	AMAZON CAPITAL SERVICES	61.95	
050706	2/13/2020	COEG	CITY OF ELK GROVE	2,000.00	
050707	2/13/2020	CS BK	CARD SERVICES	899.96	
050708	2/13/2020	PACE	PACE SUPPLY CORP	8,710.78	
050709	2/13/2020	SIERRA	SIERRA OFFICE SUPPLIES	65.66	
050710	2/19/2020	A. TEIC	A. TEICHERT & SON, INC	506.36	Materials & Supplies - Back Yard Water Mains
050711	2/19/2020	AMAZON	AMAZON CAPITAL SERVICES	77.56	
050712	2/19/2020	BADAWI	BADAWI & ASSOCIATES	4,500.00	FY 2019 Audit
050713	2/19/2020	BONY2	THE BANK OF NEW YORK MELLON	2,050.00	Trustee Fee - Dec 2019 - Dec 2020
050714	2/19/2020	BSK4	BSK ASSOCIATES	2,933.00	Sampling - Treatment
050715	2/19/2020	CINTAS2	CINTAS	299.95	
050716	2/19/2020	COUNTY3	COUNTY OF SACRAMENTO	25.00	
050717	2/19/2020	CS MJM	CARD SERVICES	1,654.40	ACWA 2020 Conference, Meals



050718	2/19/2020	CS SP	CARD SERVICES	2,500.40	Training, Seminars, Employee Appreciation
050719	2/19/2020	CSDS	CSDS SACRAMENTO	826.45	Plotter Supplies - Tech Services
050720	2/19/2020	EG FORD	ELK GROVE FORD	255.47	
050721	2/19/2020	ELK LOC	ELK GROVE LOCK AND SAFE CO	2,647.83	IT Center Locks
050722	2/19/2020	FLEET	FLEETWASH	357.21	
050723	2/19/2020	ISCC	ISCC, INC	149.00	
050724	2/19/2020	LAKE V	LAKE VUE ELECTRIC, INC	1,771.00	(2) Invoices - ADMIN & #10 Booster Pump
050725	2/19/2020	PACE	PACE SUPPLY CORP	2,033.04	Materials & Supplies - Treatment
050726	2/19/2020	PERMANE	THE PERMANENTE MEDICAL GROUP	115.00	
050727	2/19/2020	PEST	PEST CONTROL CENTER INC	80.00	
050728	2/19/2020	PG&E	PACIFIC GAS & ELECTRIC COMPANY	188.66	
050729	2/19/2020	PLATT2	PLATT	95.47	
050730	2/19/2020	PURCH	PURCHASE POWER	16.16	
050731	2/19/2020	RADIAL	RADIAL TIRE OF ELK GROVE	391.22	
050732	2/19/2020	RGS	REGIONAL GOVERNMENT SERVICES	1,950.00	Legal - Board Policies
050733	2/19/2020	SAC 5	SACRAMENTO COUNTY	12.00	
050734	2/19/2020	SAC 5	SACRAMENTO COUNTY	20.00	
050735	2/26/2020	BAY 2	BAY ALARM COMPANY	48.06	
050736	2/26/2020	BAY 2	BAY ALARM COMPANY	492.36	Quarterly Monitoring Fee - ADMIN
050737	2/26/2020	BAY 2	BAY ALARM COMPANY	95.00	Service Call - IT Center
050738	2/26/2020	BSK4	BSK ASSOCIATES	1,155.00	Sampling - Treatment
050739	2/26/2020	CINTAS2	CINTAS	184.81	
050740	2/26/2020	COUNTY4	SACRAMENTO COUNTY UTILITIES	113.70	
050741	2/26/2020	EG FORD	ELK GROVE FORD	55.79	
050742	2/26/2020	HEWITT	Aaron Hewitt	90.00	D3 - Certification Renewal Reimbursement
050743	2/26/2020	JRG	JRG ATTORNEYS, LLP	4,831.99	Legal - January 2020
050744	2/26/2020	PEST	PEST CONTROL CENTER INC	80.00	
050745	2/26/2020	SIERRA	SIERRA OFFICE SUPPLIES	572.14	
050746	2/26/2020	SIGN CE	THE SIGN CENTER	2.79	
050747	2/26/2020	SRCSD	REGIONAL SAN	1,344.86	Temporary Discharge Permit Fees & Disposal Fees
050748	2/26/2020	USBANK	U.S. BANK EQUIPMENT FINANCE	765.67	Copier - ADMIN
050749	2/26/2020	WAC	WAC SOLUTIONS PARTNERS	2,400.00	ABRA Suite -HR & Payroll Support
				<b>432,399.42</b>	<b>Total:</b>

Check History Report

3/1/2020 to 3/31/2020

Elk Grove Water District

Check Number	Check Date	Vendor Number	Vendor Name	Check	Explanation
050750	3/2/2020	BG SOLU	SOLUTIONS BY BG INC.	8,800.10	Daily Tasks/Help Tickets
050751	3/4/2020	ALL STA	ALL STAR RENTS	190.96	
050752	3/4/2020	AMAZON	AMAZON CAPITAL SERVICES	1,231.03	(5) Invoices - Materials & Supplies
050753	3/4/2020	BAY ALA	BAY ALARM COMPANY	1,551.22	Security - Wellsite's, MOC & ADMIN
050754	3/4/2020	CCPPM	CCPPM	68.91	
050755	3/4/2020	CINTAS2	CINTAS	184.81	
050756	3/4/2020	COUNTY4	SACRAMENTO COUNTY UTILITIES	89.28	
050757	3/4/2020	COUNTY6	COUNTY OF SACRAMENTO	106.50	
050758	3/4/2020	COVER A	COVERALL NORTH AMERICA, INC	859.00	Janitorial Services - MOC & ADMIN
050759	3/4/2020	CR AGE0	ARLENE GEORGE	195.51	Account Closed - Customer Refund
050760	3/4/2020	CR APH	ALL PHASE CONSTRUCTION	202.46	Account Closed - Customer Refund
050761	3/4/2020	CR CDIX	CAROLMAE DIXON	43.06	Account Closed - Customer Refund
050762	3/4/2020	CR DKEE	DAVID KEEN	78.22	Account Closed - Customer Refund
050763	3/4/2020	CR FIRA	FIRST AMERICAN TITLE	42.10	Account Closed - Customer Refund
050764	3/4/2020	CR KVEN	KACEY VENCILL	4.15	Account Closed - Customer Refund
050765	3/4/2020	CR LACH	DEAN & JOAN LACHAPPELLE	29.59	Account Closed - Customer Refund
050766	3/4/2020	CR LCAL	LOIS CALVERT	73.06	Account Closed - Customer Refund
050767	3/4/2020	CR MHAY	MELISSA M. HAYES	59.74	Account Closed - Customer Refund
050768	3/4/2020	CR NTRN	NHAN TRAN	99.46	Account Closed - Customer Refund
050769	3/4/2020	CR OPEN	OPENDOOR PROPERTY C LLC	22.69	Account Closed - Customer Refund
050770	3/4/2020	CR PAIS	PRINCESS ADA ISRAEL	60.08	Account Closed - Customer Refund
050771	3/4/2020	CR RONO	RON OHTA	39.94	Account Closed - Customer Refund
050772	3/4/2020	CR TUND	TONY UNDERWOOD	133.34	Account Closed - Customer Refund
050773	3/4/2020	CRF LEN	LENNAR HOMES CA, INC	6.58	Account Closed - Customer Refund
050774	3/4/2020	CRF LEN	LENNAR HOMES CA, INC	41.96	Account Closed - Customer Refund
050775	3/4/2020	CRF LEN	LENNAR HOMES CA, INC	8.15	Account Closed - Customer Refund
050776	3/4/2020	CRF LEN	LENNAR HOMES CA, INC	77.12	Account Closed - Customer Refund
050777	3/4/2020	CRF LEN	LENNAR HOMES CA, INC	90.89	Account Closed - Customer Refund
050778	3/4/2020	CRF LEN	LENNAR HOMES CA, INC	153.02	Account Closed - Customer Refund
050779	3/4/2020	CRF LEN	LENNAR HOMES CA, INC	112.38	Account Closed - Customer Refund
050780	3/4/2020	CRF LEN	LENNAR HOMES CA, INC	77.59	Account Closed - Customer Refund
050781	3/4/2020	CRF LEN	LENNAR HOMES CA, INC	86.30	Account Closed - Customer Refund
050782	3/4/2020	CROCC	ORANGE COAST TITLE COMPANY	4.29	Account Closed - Customer Refund
050783	3/4/2020	CRSCOOK	SCOTT COOK	39.28	Account Closed - Customer Refund
050784	3/4/2020	CSD	CSD	484.50	Staffing for FRCD Board Meetings Held at CSD Building
050785	3/4/2020	DITCH 3	DITCH WITCH WEST	647.03	Materials & Supplies - Utility Crew
050786	3/4/2020	EG FORD	ELK GROVE FORD	590.79	(2) Invoices - Repairs & Maintenance on Vehicles
050787	3/4/2020	FAC	FORENSIC ANALYTICAL	750.00	Training - Asbestos Cement Pipe Refresher Class - OPS
050788	3/4/2020	FASTENA	FASTENAL COMPANY	179.58	
050789	3/4/2020	FLEET	FLEETWASH	374.22	

050790	3/4/2020	FRONT C	FRONTIER COMMUNICATIONS	247.60	
050791	3/4/2020	INT STA	INTERSTATE OIL COMPANY	2,363.03	Fuel
050792	3/4/2020	JPIA	ACWA/JOINT POWERS INSURANCE	66,796.34	Medical Benefits - April 2020
050793	3/4/2020	LAKE V	LAKE VUE ELECTRIC, INC	641.00	Repairs & Maintenance - ADMIN
050794	3/4/2020	LCW	LIEBERT CASSIDY WHITMORE	132.00	Legal - Feb 2020
050795	3/4/2020	NEELS	NEELS HEATING & AIR	1,786.13	Repairs & Maintenance on HVAC - ADMIN
050796	3/4/2020	NTS	NTS MIKEDON. LLC	6,556.05	(28) Invoices - Rental Equipment - Back Yard Water Mains
050797	3/4/2020	PACE	PACE SUPPLY CORP	2,228.28	(4) Invoices - Materials & Supplies - Back Yard Water Mains
050798	3/4/2020	REPUBLI	REPUBLIC SERVICES #922	1,704.97	
050799	3/4/2020	SIERRA C	SIERRA CHEMICAL COMPANY	322.78	
050800	3/4/2020	SIERRA	SIERRA OFFICE SUPPLIES	579.06	
050801	3/4/2020	SIGN CE	THE SIGN CENTER	170.20	
050802	3/4/2020	SMUD	SMUD	1,057.87	
050803	3/4/2020	SOUTHWE	SOUTHWEST ANSWERING SERVICE,	499.15	
050804	3/4/2020	ULTRA	ULTRA TRUCK WORKS, INC	65.00	
050805	3/4/2020	WEST YO	WEST YOST ASSOCIATES, INC	14,112.50	Unidirectional Flushing Program for Service Area 1 Project
050806	3/4/2020	ZUKES	ZUKE'S LANDSCAPE INC.	1,500.00	Monthly Landscaping Service - MOC, Wellsite's & ADMIN
050807	3/11/2020	A. TEIC	A. TEICHERT & SON, INC	892.79	(2) Invoices - Materials & Supplies - Back Yard Water Mains
050808	3/11/2020	AMAZON	AMAZON CAPITAL SERVICES	89.37	
050809	3/11/2020	BAY ALA	BAY ALARM COMPANY	218.06	
050810	3/11/2020	BG SOLU	SOLUTIONS BY BG INC.	8,811.25	Daily Tasks/Help Tickets
050811	3/11/2020	BSK4	BSK ASSOCIATES	770.00	Sampling - Treatment
050812	3/11/2020	COEG	CITY OF ELK GROVE	206.34	Encroachment & Overhead Allocation - Valley Oak
050813	3/11/2020	COEG	CITY OF ELK GROVE	2,888.69	Encroachment & Overhead Allocation - Back Yard Water Mains
050814	3/11/2020	CONSOLI	CONSOLIDATED COMMUNICATIONS	1,310.79	Ethernet Service/Phones-MOC
050815	3/11/2020	COVER A	COVERALL NORTH AMERICA, INC	499.00	
050816	3/11/2020	CPS	COOPERATIVE PERSONNAL	13,049.00	Recruitment Services - Program Manager
050817	3/11/2020	CRF AMI	AMRITPAL BIRRING	721.28	Customer Refund of Overpayments
050818	3/11/2020	CRF ARM	ARMANDO MORALES	956.41	Customer Refund of Overpayments
050819	3/11/2020	CRF JEA	JEANNETTE WONG MEDINA	705.33	Customer Refund of Overpayments
050820	3/11/2020	CRF LUN	LUKE NORGAARD	782.68	Customer Refund of Overpayments
050821	3/11/2020	CRF PAG	PAUL GOETZ	2,990.65	Customer Refund of Overpayments
050822	3/11/2020	CS DM	CARD SERVICES	109.37	Contracted Services, Supplies
050823	3/11/2020	DATAPRO	DATAPROSE LLC	5,798.40	Monthly Billing for February
050824	3/11/2020	DITCH 3	DITCH WITCH WEST	121,218.75	New Bore Machine
050825	3/11/2020	EG FORD	ELK GROVE FORD	825.00	(5) Invoices - Repairs & Maintenance Vehicles
050826	3/11/2020	FASTENA	FASTENAL COMPANY	187.05	
050827	3/11/2020	HANFORD	HANFORD SAND & GRAVEL, INC	544.14	Materials & Supplies - Utility Crew
050828	3/11/2020	HOPKINS	HOPKINS TECHNICAL PRODUCTS	927.02	(2) Invoices - Materials & Supplies - Treatment
050829	3/11/2020	INDU EL	INDUSTRIAL ELECTRIC CO.	65,687.75	Repairs on VFD - 6 RRWTP
050830	3/11/2020	INLAND	INLAND BUSINESS SYSTEMS	400.67	
050831	3/11/2020	JAYS	JAY'S TRUCKING SERVICE	510.00	Materials & Supplies - Utility Crew
050832	3/11/2020	LANSET	LANSET AMERICA	1,307.13	Disaster Recovery Backup
050833	3/11/2020	NORCAL	NOR*CAL ASPHALT	39,011.00	Paving for Mark Street - Back Yard Water Mains
050834	3/11/2020	NTS	NTS MIKEDON. LLC	1,656.17	(11) Invoices - Equipment Rental - Back Yard Water Mains
050835	3/11/2020	OREILLY	O'REILLY AUTO PARTS	30.15	
050836	3/11/2020	PACE	PACE SUPPLY CORP	538.21	(3) Invoices - Materials & Supplies - Back Yard Water Mains
050837	3/11/2020	ROOCO	ROOCO RENTS	1,015.60	Materials & Supplies - Back Yard Water Mains

050838	3/11/2020	SIERRA	SIERRA OFFICE SUPPLIES	388.98	
050839	3/11/2020	SMUD	SMUD	885.64	
050840	3/11/2020	SMUD	SMUD	362.46	
050841	3/11/2020	SMUD	SMUD	3,851.99	
050842	3/11/2020	SMUD	SMUD	10,737.06	
050843	3/11/2020	SMUD	SMUD	44.00	
050844	3/11/2020	SMUD	SMUD	529.91	
050845	3/11/2020	SMUD	SMUD	3,310.22	
050846	3/11/2020	SMUD	SMUD	710.88	
050847	3/11/2020	STEF CH	STEFAN CHANH	178.58	Boot Reimbursement
050848	3/11/2020	ULTRA	ULTRA TRUCK WORKS, INC	237.78	
050849	3/11/2020	VERIZON	VERIZON WIRELESS	499.55	
050850	3/12/2020	AMAZON	AMAZON CAPITAL SERVICES	29.07	
050851	3/12/2020	BSK4	BSK ASSOCIATES	693.00	Sampling -Treatment
050852	3/12/2020	CS SH	CARD SERVICES	540.41	Materials & Supplies - Distribution Crew
050853	3/12/2020	CS SS	CARD SERVICES	1,266.63	Materials & Supplies - Treatment
050854	3/12/2020	FASTENA	FASTENAL COMPANY	33.59	
050855	3/12/2020	GOLDEN	GOLDEN STATE FLOW	5,305.61	Meters
050856	3/12/2020	INT STA	INTERSTATE OIL COMPANY	779.87	Fuel
050857	3/12/2020	KEVIN Y	KEVIN YOUNG CONCRETE	1,750.00	Prevailing Wage for Concrete Services - Jim Bar Ct
050858	3/12/2020	KIRBY	KIRBY'S PUMP & MECHANICAL, INC	1,710.00	Repairs & Maintenance at RRTWF c/o Motor
050859	3/12/2020	SAFETY	SAFETY CENTER, INC	840.00	Safety Training & Consulting Services
050860	3/12/2020	SAFETY	SAFETY CENTER, INC	630.00	Safety Training & Consulting Services
050861	3/12/2020	STEW WE	STEWART WELL LOGGING SERVICE	775.00	Video Services - Dino Well
050862	3/12/2020	WOODARD	WOODARD & CURRAN	22,866.39	2019 Groundwater Proving Project
050863	3/18/2020	AFLAC	AFLAC	1,624.78	
050864	3/18/2020	AIRGAS	AIRGAS USA, LLC	58.47	
050865	3/18/2020	AMAZON	AMAZON CAPITAL SERVICES	50.39	
050866	3/18/2020	BEN RES	BENEFIT RESOURCE, INC	100.00	
050867	3/18/2020	BRINKS	BRINK'S INCORPORATED	375.84	
050868	3/18/2020	CINTAS2	CINTAS	184.81	
050869	3/18/2020	COUNTY	COUNTY OF SACRAMENTO	372,204.44	Sacramento County Water Billings for Jan - Feb 2020
050870	3/18/2020	COUNTY9	SACRAMENTO COUNTY RECORDER	20.00	
050871	3/18/2020	CR DASI	DAVINDER SINGH	600.43	Customer Refund of Overpayments
050872	3/18/2020	CR DERE	DEBRA REESE	589.52	Customer Refund of Overpayments
050873	3/18/2020	CR DOPA	DOROTHY PARKER	531.38	Customer Refund of Overpayments
050874	3/18/2020	CR EDHU	EDWIN L. HUDSON	490.66	Customer Refund of Overpayments
050875	3/18/2020	CR JIDO	JINKY DOLAR	586.37	Customer Refund of Overpayments
050876	3/18/2020	CR KAED	KATHLEEN EDDY	570.28	Customer Refund of Overpayments

050877	3/18/2020	CR LAND	LAND EXPRESS INC.	3.34	Account Closed - Customer Refund
050878	3/18/2020	CR LIMA	LINDA MARKS	492.02	Customer Refund of Overpayments
050879	3/18/2020	CR RSSH	RONALD SHEARER & SILVIA	691.84	Customer Refund of Overpayments
050880	3/18/2020	CR STED	STAN EDWARDS	676.37	Customer Refund of Overpayments
050881	3/18/2020	CR TAPH	TARAN PHILLIPS	462.02	Customer Refund of Overpayments
050882	3/18/2020	CS AA	CARD SERVICES	1,218.47	Materials & Supplies - Utility Crew
050883	3/18/2020	CS BK	CARD SERVICES	157.45	Permit Well 11D, Meals
050884	3/18/2020	CS MJM	CARD SERVICES	671.00	ACWA 2020 Conference Registration, Meals
050885	3/18/2020	DITCH 3	DITCH WITCH WEST	334.99	
050886	3/18/2020	EGPOWER	ELK GROVE POWER EQUIPMENT	9.46	
050887	3/18/2020	FED EX	FEDERAL EXPRESS	253.17	
050888	3/18/2020	FLEET	FLEETWASH	340.20	
050889	3/18/2020	GRAINGE	GRAINGER	116.85	
050890	3/18/2020	HGE	HOLLEY GENERATOR & EQUIPMENT	7,344.04	General Annual Maintenance RRRWTF - Fluids & Filters - Treatment
050891	3/18/2020	ISCC	ISCC, INC	149.00	
050892	3/18/2020	JHINEGA	JAMES HINEGARDNER	347.99	Boot Reimbursement
050893	3/18/2020	JRG	JRG ATTORNEYS, LLP	3,800.00	Legal - Feb 2020
050894	3/18/2020	OREILLY	O'REILLY AUTO PARTS	29.06	
050895	3/18/2020	PEST	PEST CONTROL CENTER INC	160.00	
050896	3/18/2020	PURCH	PURCHASE POWER	127.35	
050897	3/18/2020	REPUBLI	REPUBLIC SERVICES #922	77.48	
050898	3/18/2020	SIERRA	SIERRA OFFICE SUPPLIES	675.88	
050899	3/18/2020	UNITED	UNITED SITE SERVICES	857.31	
050900	3/18/2020	USBANK	U.S. BANK EQUIPMENT FINANCE	699.77	
050901	3/18/2020	VIPRE	VIPRE SECURITY	1,521.00	Copier
050902	3/18/2020	WIN 911	WIN-911 SOFTWARE	880.00	Endpoint Security Subscription - OPS
050903	3/25/2020	AFLAC	AFLAC	1,584.82	SCADA Alerting Software - Annual Support Renewal
050904	3/25/2020	AIRGAS	AIRGAS USA, LLC	96.66	Daily Tasks/Help Tickets
050905	3/25/2020	BG SOLU	SOLUTIONS BY BG INC.	9,812.50	Account Closed - Customer Refund
050906	3/25/2020	CHI TI	CHICAGO TITLE CO	100.99	Account Closed - Customer Refund
050907	3/25/2020	CR FID	FIDELITY NATIONAL TITLE	18.79	Customer Refund of Overpayments
050908	3/25/2020	CRDED	DARRIN DENNIS	445.70	Account Closed - Customer Refund
050909	3/25/2020	CRFCAL	CALATLANTIC TITLE	72.74	Account Closed - Customer Refund
050910	3/25/2020	CRFID17	FIDELITY TITLE	79.68	Account Closed - Customer Refund
050911	3/25/2020	CRFMETS	METS LERWILL	126.04	Account Closed - Customer Refund
050912	3/25/2020	CRFOLD1	OLD REPUBLIC TITLE COMPANY	98.78	Account Closed - Customer Refund
050913	3/25/2020	CRFPLC	PLACER TITLE COMPANY	6.69	Account Closed - Customer Refund
050914	3/25/2020	CRJOR	JOHN ROLLAND	78.43	Account Closed - Customer Refund
050915	3/25/2020	CRMATH	MATHESON HOLDINGS	216.98	Account Closed - Customer Refund
050916	3/25/2020	CRPLAC	PLACER TITLE	7.99	Account Closed - Customer Refund
050917	3/25/2020	FASTENA	FASTENAL COMPANY	322.43	
050918	3/25/2020	GATE WR	GATE WRX	150.00	Repairs & Maintenance - Gate at RRRWTF
050919	3/25/2020	PG&E	PACIFIC GAS & ELECTRIC	74.77	
050920	3/25/2020	PLA10	PLACER TITLE	308.32	Account Closed - Customer Refund
050921	3/25/2020	SIERRA	SIERRA OFFICE SUPPLIES	113.44	

**Total: 866,064.70**

**FLORIN RESOURCE CONSERVATION DISTRICT/ELK GROVE WATER DISTRICT  
BOARD AND EMPLOYEE MONTHLY EXPENSE/REIMBURSEMENTS**

**As of 2/29/2020**

<b>INDIVIDUAL</b>	<b>DESCRIPTION</b>	<b>AMOUNT PAID</b>
Stefan Chanh	Distribution Cert Exam Review	\$400.00
Stefan Chanh	Water Treatment CEU's	\$140.00
Aaron Hewitt	AWWA Spring Conference Airfare	\$121.99
Aaron Hewitt	AWWA Spring Conference	\$524.00
Aaron Hewitt	AWWA Spring Conference Hotel	\$291.33
James Hinegardner	Distribution Cert Exam Review	\$400.00
James Hinegardner	Water Treatment CEU's	\$140.00
Travis Franklin	Airfare ESRI GIS Conference	\$174.96
David Frederick	AWWA Conference, Airfare, Hotel	\$1,103.29
Sean Hinton	Work Boot Reimbursement	\$172.39
Sean Hinton	SAWWA 2020 Membership	\$100.00
Bruce Kamilos	ACWA Spring Conference Registration	\$725.00
Patrick Lee	Leadership Elk Grove	\$1,000.00
Patrick Lee	CSFMO Conference - Hotel	\$670.96
Donella Murillo	CSFMO Conference - Travel Reimbursement	\$1,000.38
Donella Murillo	Lorman Training Seminars	\$377.13
Donella Murillo	CSFMO Membership Annual Dues	\$110.00
Mark J. Madison	ACWA Spring Conference Registration	\$725.00
Tom Nelson	ACWA Spring Conference Registration	\$725.00
Michael Montiel	Work Boot Reimbursement	\$217.99
Steve Shaw	SAWWA 2020 Membership	\$100.00
John Vance	Sampling Procedures, Pumps & Motors CEU's	\$440.00
Marcell Wilson	Work Boot Reimbursement	\$148.64
Vue Xiong	Class A Training	\$3,000.00
		<b>\$12,808.06</b>

**FLORIN RESOURCE CONSERVATION DISTRICT/ELK GROVE WATER DISTRICT  
BOARD AND EMPLOYEE MONTHLY EXPENSE/REIMBURSEMENTS**

**As of 3/31/2020**

<b>INDIVIDUAL</b>	<b>DESCRIPTION</b>	<b>AMOUNT PAID</b>
Stefan Chanh	Boot Reimbursement	\$178.58
James Hinegardner	Boot Reimbursement	\$347.99
Mark J. Madison	ACWA 2020 Legislative Symposium	\$290.00
Jeff Ramos	ACWA 2020 Legislative Symposium	\$290.00
Vue Xiong	CEU's Certification	\$114.80
		<b>\$1,221.37</b>

**Elk Grove Water District  
Active Account Information  
As of 2/29/2020**

	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUNE</b>
<b>Water Accounts:</b>												
<b>Metered</b>												
<b>Residential</b>	11,857	11,891	11,889	11,905	11,941	11,927	12,060	12,064				
<b>Commercial</b>	363	363	365	365	362	362	362	365				
<b>Irrigation</b>	170	170	170	173	175	175	175	174				
<b>Fire Service</b>	181	181	181	183	181	181	181	181				
<b>Total Accounts</b>	12,571	12,605	12,605	12,626	12,659	12,645	12,778	12,784	-	-	-	-

**Elk Grove Water District  
Active Account Information  
FY 2018/2019**

	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUNE</b>
<b>Water Accounts:</b>												
<b>Metered</b>												
<b>Residential</b>	11,799	11,819	11,800	11,810	11,800	11,808	11,803	11,800	11,824	11,844	11,830	11,842
<b>Commercial</b>	532	363	366	363	364	363	363	362	362	363	362	362
<b>Irrigation</b>		166	166	169	169	169	169	167	168	169	170	170
<b>Fire Service</b>	178	177	178	179	179	179	179	178	179	179	181	181
<b>Total Accounts</b>	12,509	12,525	12,510	12,521	12,512	12,519	12,514	12,507	12,533	12,555	12,543	12,555



**Elk Grove Water District  
Active Account Information  
As of 3/31/2020**

	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUNE</b>
<b>Water Accounts:</b>												
<b>Metered</b>												
<b>Residential</b>	11,857	11,891	11,889	11,905	11,941	11,927	12,060	12,064	12,157			
<b>Commercial</b>	363	363	365	365	362	362	362	365	363			
<b>Irrigation</b>	170	170	170	173	175	175	175	174	176			
<b>Fire Service</b>	181	181	181	183	181	181	181	181	181			
<b>Total Accounts</b>	12,571	12,605	12,605	12,626	12,659	12,645	12,778	12,784	12,877	-	-	-

**Elk Grove Water District  
Active Account Information  
FY 2018/2019**

	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUNE</b>
<b>Water Accounts:</b>												
<b>Metered</b>												
<b>Residential</b>	11,799	11,819	11,800	11,810	11,800	11,808	11,803	11,800	11,824	11,844	11,830	11,842
<b>Commercial</b>	532	363	366	363	364	363	363	362	362	363	362	362
<b>Irrigation</b>		166	166	169	169	169	169	167	168	169	170	170
<b>Fire Service</b>	178	177	178	179	179	179	179	178	179	179	181	181
<b>Total Accounts</b>	12,509	12,525	12,510	12,521	12,512	12,519	12,514	12,507	12,533	12,555	12,543	12,555

# Elk Grove Water District

## Bond Covenant Status

For Fiscal Year 2019-20

As of 02/29/2020

Adjusted for Prepayments

### Operating Revenues:

Charges for Services	\$	11,250,598
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### Operating Expenses:

Salaries & Benefits (2)	2,575,786
Seminars, Conventions and Travel	28,080
Office & Operational	870,817
Purchased Water	2,045,478
Outside Services	489,059
Equipment Rent, Taxes, and Utilities	303,917
Total Operating Expenses	<u>6,313,137</u>

### Net Operating Income

	\$	<u>4,937,461</u>
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Annual Interest & Principal Payments

\$3,826,739

\$	2,551,159	(1)
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**Debt Service Coverage Ratio, YTD Only:**

**1.94**

**Required**

**1.15**

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### Notes:

1. Reflects budget divided by number of months year to date.  
However, first Principal/Interest Payments made in September.  
Projected Annual Budget Coverage Ratio is **1.38**
2. Reflects only YTD due to CalPERS, not entire prepayment for year.

# Elk Grove Water District

## Bond Covenant Status

### For Fiscal Year 2019-20

As of 03/31/2020

Adjusted for Prepayments

#### Operating Revenues:

Charges for Services	\$	12,396,827
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#### Operating Expenses:

Salaries & Benefits (2)		2,874,380
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Seminars, Conventions and Travel		29,285
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Office & Operational		897,015
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Purchased Water		2,264,037
-----------------	--	-----------

Outside Services		588,529
------------------	--	---------

Equipment Rent, Taxes, and Utilities		328,672
--------------------------------------	--	---------

Total Operating Expenses		<u>6,981,919</u>
--------------------------	--	------------------

Net Operating Income	\$	<u>5,414,908</u>
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Annual Interest & Principal Payments		
\$3,826,739	\$	2,870,054 (1)

Debt Service Coverage Ratio, YTD Only:		1.89
--	--	------

Required		<u>1.15</u>
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#### Notes:

1. Reflects budget divided by number of months year to date.

However, first Principal/Interest Payments made in September.

Projected Annual Budget Coverage Ratio is **1.38**

2. Reflects only YTD due to CalPERS, not entire prepayment for year.

**Elk Grove Water District**  
**Year to Date Revenues and Expenses Compared to Budget**  
**As of February 29, 2020**

	General Ledger Reference	YTD Activity	Annual Budget	8/12=66.67% Variance	% Realized
Revenues	4100 - 4900	\$ 11,250,598	\$ 15,172,243	\$ (3,921,645)	74.15%
Salaries & Benefits	5100 - 5280	2,797,643	4,332,850	(1,535,207)	64.57%
less Capitalized Labor		(164,852)	(424,667)	259,815	38.82%
Less CalPERS Prepayment for Remainder of Year: (3)		(57,005)			
Adjusted Salaries and Benefits:		\$ 2,575,786	\$ 3,908,183	(1,332,397)	65.91%
Seminars, Conventions and Travel	5300 - 5350	28,080	51,124	(23,044)	54.93%
Office & Operational	5410 - 5494	870,817	1,208,164	(337,347)	72.08%
Purchased Water est. (4)	5495 - 5495	2,045,478	3,135,689	(1,090,211)	65.23%
Outside Services	5505 - 5580	489,059	1,160,573	(671,514)	42.14%
Equipment Rent, Taxes, Utilities	5620 - 5760	303,917	416,200	(112,283)	73.02%
<b>Total Operational Expenses</b>		<b>\$ 6,313,137</b>	<b>\$ 9,879,933</b>	<b>\$ (3,566,796)</b>	<b>63.90%</b>
<b>Net Operating Income</b>		<b>\$ 4,937,461</b>	<b>\$ 5,292,310</b>	<b>\$ (354,849)</b>	<b>93.30%</b>
<b>Non-Operating Revenues</b>					
Interest Received	9910 - 9910	133,433	100,000	33,433	133.43%
Unrealized Gains/Losses	9911 - 9911	63,556	-	63,556	100.00%
Other Income/Expense	9920 - 9973	26,853	-	26,853	100.00%
<b>Total Non-Operating Revenues</b>		<b>\$ 223,842</b>	<b>\$ 100,000</b>	<b>\$ 123,842</b>	<b>223.84%</b>
<b>Non-Operating Expenses</b>					
Election Costs	9950 - 9950	-	-	-	0.00%
<b>All other Non-Operating Expenses</b>					
<b>Capital Expenses (2):</b>					
Capital Improvements	1705 - 1760	175,178	275,000	(99,822)	63.70%
Capital Replacements	1705 - 1760	397,661	1,463,000	(1,065,339)	27.18%
Unforeseen Capital Projects	1705 - 1760	18,282	100,000	(81,718)	18.28%
<b>Capital Expenses:</b>		<b>\$ 591,121</b>	<b>\$ 1,838,000</b>	<b>\$ (1,246,879)</b>	<b>32.16%</b>
Bond Interest Accrued (1)	7300 - 7300	1,107,826	1,661,739	(553,913)	66.67%
<b>Total Non Operating Expenses</b>		<b>\$ 1,698,947</b>	<b>\$ 3,499,739</b>	<b>\$ (1,800,792)</b>	<b>48.54%</b>
<b>Revenues in Excess of All Expenditures, including Capital</b>		<b>\$ 3,462,356</b>	<b>\$ 1,892,571</b>	<b>\$ 1,569,785</b>	<b>182.94%</b>
<b>Bond Retirement (1):</b>		<b>\$ 1,443,333</b>	<b>\$ 2,165,000</b>	<b>\$ (721,667)</b>	<b>66.67%</b>
<b>Net Position after Capital and Debt Retirement Expenditures</b>		<b>\$ 2,019,022</b>	<b>\$ (272,429)</b>	<b>\$ 2,291,451</b>	

**Notes:**

- Bond retirement payments are made two times a year in September and March
- YTD Activity includes \$164,852 in capitalized labor charged to capital projects
- The District prepays CalPERS for the employers' share of retirement costs for the entire year  
By doing this, the District saves approximately 3.56% in its total CalPERS payments for the year  
The adjusted salaries and benefits above shows what salaries and benefits would be if only the amount due to CalPERS YTD was paid YTD, with no prepayment
- There is a lag in water billings from the Sacramento County Water Agency. Included above is an estimate of costs to date based on water used

**Elk Grove Water District**  
**Year to Date Revenues and Expenses Compared to Budget**  
**As of 03/31/2020**

	General Ledger Reference	YTD Activity	Annual Budget	9/12=75.00% Variance	% Realized
<b>Revenues</b>	<b>4100 - 4900</b>	<b>\$ 12,396,827</b>	<b>\$ 15,172,243</b>	<b>\$ (2,775,416)</b>	<b>81.71%</b>
Salaries & Benefits	5100 - 5280	3,098,128	4,332,850	(1,234,722)	71.50%
less Capitalized Labor		(180,994)	(424,667)	243,673	42.62%
Less CalPERS Prepayment for Remainder of Year: (3)		(42,754)			
Adjusted Salaries and Benefits:		\$ 2,874,380	\$ 3,908,183	(1,033,803)	73.55%
Seminars, Conventions and Travel	5300 - 5350	29,285	51,124	(21,839)	57.28%
Office & Operational	5410 - 5494	897,015	1,208,164	(311,149)	74.25%
Purchased Water est. (4)	5495 - 5495	2,264,037	3,135,689	(871,652)	72.20%
Outside Services	5505 - 5580	588,529	1,160,573	(572,044)	50.71%
Equipment Rent, Taxes, Utilities	5620 - 5760	328,672	416,200	(87,528)	78.97%
<b>Total Operational Expenses</b>		<b>\$ 6,981,919</b>	<b>\$ 9,879,933</b>	<b>\$ (2,898,014)</b>	<b>70.67%</b>
<b>Net Operating Income</b>		<b>\$ 5,414,908</b>	<b>\$ 5,292,310</b>	<b>\$ 122,598</b>	<b>102.32%</b>
<b>Non-Operating Revenues</b>					
Interest Received	9910 - 9910	153,918	100,000	53,918	153.92%
Unrealized Gains/Losses	9911 - 9911	68,241	-	68,241	100.00%
Other Income/Expense	9920 - 9973	27,175	-	27,175	100.00%
<b>Total Non-Operating Revenues</b>		<b>\$ 249,334</b>	<b>\$ 100,000</b>	<b>\$ 149,334</b>	<b>249.33%</b>
<b>Non-Operating Expenses</b>					
Election Costs	9950 - 9950	-	-	-	0.00%
<b>All other Non-Operating Expenses</b>					
<b>Capital Expenses (2):</b>					
Capital Improvements	1705 - 1760	264,101	275,000	(10,899)	96.04%
Capital Replacements	1705 - 1760	591,336	1,463,000	(871,664)	40.42%
Unforeseen Capital Projects	1705 - 1760	39,350	100,000	(60,650)	39.35%
<b>Capital Expenses:</b>		<b>\$ 894,787</b>	<b>\$ 1,838,000</b>	<b>\$ (943,213)</b>	<b>48.68%</b>
Bond Interest Accrued (1)	7300 - 7300	1,246,304	1,661,739	(415,435)	75.00%
<b>Total Non Operating Expenses</b>		<b>\$ 2,141,091</b>	<b>\$ 3,499,739</b>	<b>\$ (1,358,648)</b>	<b>61.18%</b>
<b>Revenues in Excess of All Expenditures, including Capital</b>		<b>\$ 3,523,150</b>	<b>\$ 1,892,571</b>	<b>\$ 1,630,579</b>	<b>186.16%</b>
Bond Retirement (1):		\$ 1,623,750	\$ 2,165,000	(541,250)	75.00%
<b>Net Position after Capital and Debt Retirement Expenditures</b>		<b>\$ 1,899,400</b>	<b>\$ (272,429)</b>	<b>\$ 2,171,829</b>	

**Notes:**

- Bond retirement payments are made two times a year in September and March
- YTD Activity includes \$180,994 in capitalized labor charged to capital projects.
- The District prepays CalPERS for the employers' share of retirement costs for the entire year. By doing this, the District saves approximately 3.56% in its total CalPERS payments for the year. The adjusted salaries and benefits above shows what salaries and benefits would be if only the amount due to CalPERS YTD was paid YTD, with no prepayment.
- There is a lag in water billings from the Sacramento County Water Agency. Included above is an estimate of costs to date based on water used.

**Florin Resource Conservation District  
CASH - Detail Schedule of Investments  
As of 2/29/2020**

<u>G/L Account Fund</u> <u>HELD BY BOND TRUSTEE:</u>	<u>Account number / name</u>	<u>Investment Name</u>	<u>Investment Type</u>	<u>Restrictions</u>	<u>Market Value</u>				
1110-000-20 Water	BNY 892744 FRCD 2014A DEBT SERVICE	Dreyfus Inst Treasury	MM Mutual Fund	Restricted	805,119.38				
1112-000-20 Water	BNY 743850 FRCD 2016A DEBT SERVICE	Dreyfus Inst Treasury	MM Mutual Fund	Restricted					
				<b>Subtotal</b>	<b>\$ 805,119.38</b>				
1001-000-20 Water	Cash on Hand			Unrestricted	<b>\$ 300.00</b>				
<b>HELD BY F&amp;M BANK:</b>									
1011-000-10 FRCD	F&M 08-032009-01 CHECKING ACCOUNT			Unrestricted	109.26				
1011-000-20 Water	F&M 08-032017-01 OPERATING ACCOUNT			Unrestricted	552,202.60				
1084-000-20 Water	F&M 08-03201702-31 MONEY MARKET		1.30%	Unrestricted	2,014,342.48				
1031-000-20 Water	F&M 08-032912-01 CREDIT CARD ACCOUNT			Unrestricted	430,915.34				
1061-000-20 Water	F&M 08-032890-01 PAYROLL ACCOUNT			Unrestricted	145,008.84				
1071-000-20 Water	F&M 08-032920-01 DRAFTS ACCOUNT			Unrestricted	91,963.94				
				<b>Subtotal</b>	<b>\$ 3,234,542.16</b>				
<b>INVESTMENTS</b>									
1080-000-20 Water	Office of the Treasurer - Sacramento California	LAIF	Investment Pool	Unrestricted	<b>\$ 5,883,309.86</b>				
1081-000-20 Water	CALTrust Medium Term		Investment	Unrestricted	<b>\$ 1,361,953.67</b>				
1082-000-20 Water									
	<u>PURCHASE DATE</u>	<u>CUSIP</u>	<u>ISSUED BY</u>	<u>CALL DATE</u>	<u>MATURITY DATE</u>	<u>% of Portfolio</u>	<u>Current Yield</u>	<u>COST BASIS</u>	<u>MARKET VALUE</u>
	9/30/2016	N/A	Union Bank of California	N/A	N/A	1.64%	0.35%	\$ 1,157,905.24	\$ 1,157,905.24
	1/15/2020	3134GJUS84	Federal Home Loan (FHLB)	07/10/20 - qrtly	1/10/2024	15.030%	1.873%	\$ 1,000,000.00	\$ 1,001,910.00
	9/30/2016	3136G4DB6	Federal National Mortgage Association (FNMA)	3/30/17 - qrtly	3/30/2020	15.010%	1.250%	\$ 1,000,000.00	\$ 1,000,080.00
	6/9/2016	3133EGCP8	Federal Farm Credit Banks (FFCB)	9/1/16 - cont.	12/1/2020	15.000%	1.620%	\$ 1,000,000.00	\$ 1,000,020.00
	6/16/2016	3136G3PY5	Federal National Mortgage Association (FNMA)	12/16/16 - qrtly	12/16/2020	15.010%	1.550%	\$ 1,000,000.00	\$ 1,000,150.00
	9/30/2016	3136G4CY7	Federal National Mortgage Association (FNMA)	3/30/17 - qrtly	9/30/2021	7.53%	1.500%	\$ 500,000.00	\$ 500,130.00
	11/25/2019	3130AHK85	Federal Home Loan Bank (FHLB)	11/25/2022	11/25/2022	15.08%	1.810%	\$ 1,000,000.00	\$ 1,004,710.00
	11/18/2019	3134GURG7	Federal National Mortgage Association (FNMA)	02/18/20 - qrtly	Called 02/18/2020	15.12%	2.000%	\$ -	\$ -
								<b>\$ 6,657,905.24</b>	<b>\$ 6,664,905.24</b>
				<b>Total</b>					<b>\$ 17,950,130.61</b>
				<b>Total Restricted</b>					<b>\$ 805,119.38</b>
				<b>Total Unrestricted</b>					<b>\$ 17,145,011.23</b>

YTM = Yield to Maturity  
 qrtly = quarterly  
 cont. = continuous

**Florin Resource Conservation District  
CASH - Detail Schedule of Investments  
As of 3/31/2020**

<u>G/L Account - Fund</u> <u>HELD BY BOND TRUSTEE:</u>	<u>Account number / name</u>	<u>Investment Name</u>	<u>Investment Type</u>	<u>Restrictions</u>	<u>Market Value</u>			
1110-000-20 Water	BNY 892744 FRCD 2014A DEBT SERVICE	Dreyfus Inst Treasury	MM Mutual Fund	Restricted	0.00			
1112-000-20 Water	BNY 743850 FRCD 2016A DEBT SERVICE	Dreyfus Inst Treasury	MM Mutual Fund	Restricted	-			
				<b>Subtotal</b>	<b>\$ -</b>			
1001-000-20 Water	Cash on Hand			Unrestricted	<b>\$ 300.00</b>			
<b>HELD BY F&amp;M BANK:</b>								
1011-000-10 FRCD	F&M 08-032009-01 CHECKING ACCOUNT			Unrestricted	109.26			
1011-000-20 Water	F&M 08-032017-01 OPERATING ACCOUNT			Unrestricted	576,300.87			
1084-000-20 Water	F&M 08-03201702-31 MONEY MARKET		1.17%	Unrestricted	2,106,326.05			
1031-000-20 Water	F&M 08-032912-01 CREDIT CARD ACCOUNT			Unrestricted	221,561.54			
1061-000-20 Water	F&M 08-032890-01 PAYROLL ACCOUNT			Unrestricted	177,245.51			
1071-000-20 Water	F&M 08-032920-01 DRAFTS ACCOUNT			Unrestricted	93,810.76			
				<b>Subtotal</b>	<b>\$ 3,175,353.99</b>			
<b>INVESTMENTS</b>								
1080-000-20 Water	Office of the Treasurer - Sacramento California	LAIF	Investment Pool	Unrestricted	<b>\$ 5,863,309.86</b>			
1081-000-20 Water	CAL Trust Medium Term		Investment	Unrestricted	<b>\$ 1,364,128.08</b>			
1082-000-20 Water								
	<u>PURCHASE DATE</u>	<u>ISSUED BY</u>	<u>CALL DATE</u>	<u>MATURITY DATE</u>	<u>% of Portfolio</u>	<u>Current Yield</u>	<u>COST BASIS</u>	<u>MARKET VALUE</u>
	9/30/2016	N/A	N/A	N/A	1.64%	0.05%	\$ 3,676,406.72	\$ 3,676,406.72
	1/15/2020	Union Bank of California	07/10/20 - qrtly	1/10/2024	15.030%	1.870%	\$ 1,000,000.00	\$ 1,003,040.00
	9/30/2016	Federal Home Loan (FHLB)	3/30/17 - qrtly	<b>Called 03/30/2020</b>	15.010%	1.250%	\$ -	\$ -
	6/9/2016	Federal National Mortgage Association (FNMA)	9/1/16 - cont.	<b>Called 03/10/2020</b>	15.000%	1.620%	\$ -	\$ -
	6/16/2016	Federal Farm Credit Banks (FFCB)	12/16/16 - qrtly	<b>Called 03/16/2020</b>	15.010%	1.550%	\$ -	\$ -
	9/30/2016	Federal National Mortgage Association (FNMA)	3/30/17 - qrtly	<b>Called 03/30/2020</b>	7.53%	1.500%	\$ -	\$ -
	11/25/2019	Federal National Mortgage Association (FNMA)	11/25/20 - qrtly	11/25/2022	15.08%	1.800%	\$ 1,000,000.00	\$ 1,008,340.00
	11/18/2019	Federal Home Loan Bank (FHLB)	03/25/25 - qrtly	3/25/2025	15.12%	1.200%	\$ 1,000,000.00	\$ 998,130.00
		3133ELKUK8					<b>\$ 6,676,406.72</b>	<b>\$ 6,685,916.72</b>
							<b>Total</b>	<b>\$ 17,109,008.65</b>
							<b>Total Restricted</b>	<b>\$ -</b>
							<b>Total Unrestricted</b>	<b>\$ 17,109,008.65</b>

YTM = Yield to Maturity  
qtrly = quarterly  
cont. = continuous

**Consultant Expenses**  
As of 2/29/2020

**Fiscal Retainer Contracts**

Consultant	Description	Total Contract	Current Month	Paid to date	2019-2020 FY Budget	Percent of year (67%)
JRG Attorneys, LLP	Task orders	TBD	\$ 4,832	\$ 51,505		
Murphy Austin Adams Schoenfeld LLP	Task orders	TBD	\$ -			
Liebert Cassidy Whitmore	Task orders	TBD	\$ 418	\$ 3,289		
<b>Total</b>			<b>\$ 5,250</b>	<b>\$ 54,794</b>	<b>\$ 175,000</b>	<b>31.31%</b>
Solutions by BG, Inc.	Task orders	725,050	\$ 17,768	\$ 141,089	\$ 253,500	55.66%

**Major Contracts**

Consultant	Description	Total Contract	Current Month	Paid to date	2018-2019 FY Budget	Percent of Contract Amount
------------	-------------	----------------	---------------	--------------	---------------------	----------------------------



**Consultant Expenses**  
As of 3/31/2020

**Fiscal Retainer Contracts**

Consultant	Description	Total Contract	Current Month	Paid to date	2019-2020 FY Budget	Percent of year (75%)
JRG Attorneys, LLP	Task orders	TBD	\$ 3,800	\$ 55,305		
Murphy Austin Adams Schoenfeld LLP	Task orders	TBD	\$ -			
Liebert Cassidy Whitmore	Task orders	TBD	\$ 132	\$ 3,421		
<b>Total</b>			<b>\$ 3,932</b>	<b>\$ 58,726</b>	<b>\$ 175,000</b>	<b>33.56%</b>
Solutions by BG, Inc.	Task orders	725,050	\$ 27,424	\$ 168,513	\$ 253,500	66.47%

**Major Contracts**

Consultant	Description	Total Contract	Current Month	Paid to date	2018-2019 FY Budget	Percent of Contract Amount
------------	-------------	----------------	---------------	--------------	---------------------	----------------------------

**Elk Grove Water District**  
**Major Capital Improvement Project**  
**Budget vs Actuals**  
**As of 2/29/2020**

Capital Project	Total Project Budget	Total Project Exp to Date	Percent Spent	Capitalized Labor	Fund Type	Project Type	2019-20 Budget	Feb Project Exp	Total YTD (1)	YTD % Spent
Backyard Water Mains/Service Replacement	\$ 1,684,000	\$ 855,499	50.80%	\$ 164,027	R&R	Supply/Distribution	\$ 1,240,000	\$ 64,021	\$ 392,072	31.62%
Well Rehabilitation Program	98,000	3,345	3.41%	-	R&R	Supply/Distribution	98,000	3,345	3,345	3.41%
Service Line Replacements	750,000	704,193	93.89%	825	R&R	Supply/Distribution	-	-	2,245	100.00% (2)
Bore Rig Replacement	125,000	-	0.00%	-	R&R	Building and Site	125,000	-	-	0.00% (3)
Well 4D Radio Antenna	30,000	-	0.00%	-	CIP	Treatment	30,000	-	-	0.00%
RRWTP Variable Frequency Drives	75,000	491	0.65%	-	CIP	Treatment	75,000	260	491	0.65%
Truck Replacements	120,000	-	0.00%	-	CIP	Building and Site	120,000	90,489	174,687	145.57% (4)
HWTP Roof Replacement	20,000	-	0.00%	-	CIP	Building and Site	20,000	-	-	0.00%
I.T. Servers	30,000	-	0.00%	-	CIP	Building and Site	30,000	-	-	0.00%
Unforeseen Capital Projects	100,000	-	0.00%	-	-	-	100,000	-	18,282	18.28% (5)
<b>Sub-Total</b>	<b>\$ 3,032,000</b>	<b>\$ 1,563,527</b>	<b>51.57%</b>	<b>\$ 164,852</b>			<b>\$ 1,838,000</b>	<b>\$ 158,115</b>	<b>\$ 591,121</b>	<b>32.16%</b>

(1) Includes \$164,852 in capitalized labor through 02/29/2020  
(2) Capital projects budgeted for in prior years, however, work carried over and completed in current year.

(3) Budget for Well 3 Pump Replacement was reallocated to Bore Rig Replacement in Feb 2020

(4) Includes truck budgeted for and purchased in FY 2018-19, delivered and paid for in FY 2019-20

(5) Includes unforeseen capital projects, including:

Mr. Security Camera	\$ 11,923
Perryman Mechanical, Inc.	\$ 6,359
<b>Total</b>	<b>\$ 18,282</b>

**Elk Grove Water District  
Major Capital Improvement Project  
Budget vs Actuals  
March 31, 2020**

Capital Project	Total Project Budget	Total Project Exp to Date	Percent Spent	Capitalized Labor	Fund Type	Project Type	2019-20 Budget		Mar Project Exp	Total YTD (1)	YTD % Spent
							\$				
Backyard Water Mains/Service Replacement	\$ 1,684,000	\$ 926,964	55.05%	\$ 180,169	R&R	Supply/Distribution	\$ 1,240,000	\$ 71,465	\$ 463,537	37.38%	
Well Rehabilitation Program	98,000	4,336	4.42%	-	R&R	Supply/Distribution	98,000	991	4,336	4.42%	
Service Line Replacements	750,000	704,193	93.89%	825	R&R	Supply/Distribution	-	-	2,245	100.00% (2)	
Bore Rig Replacement	125,000	121,219	96.98%	-	R&R	Building and Site	125,000	121,219	121,219	96.98% (3)	
Well 4D Radio Antenna	30,000	-	0.00%	-	CIP	Treatment	30,000	-	-	0.00%	
RRWTP Variable Frequency Drives	75,000	66,179	88.24%	-	CIP	Treatment	75,000	65,688	66,179	88.24%	
Truck Replacements	120,000	-	0.00%	-	CIP	Building and Site	120,000	-	174,687	145.57% (4)	
HVWTP Roof Replacement	20,000	-	0.00%	-	CIP	Building and Site	20,000	-	-	0.00%	
I.T. Servers	30,000	23,235	77.45%	-	CIP	Building and Site	30,000	23,235	23,235	77.45%	
Unforeseen Capital Projects	100,000	-	0.00%	-	-	-	100,000	21,068	39,350	39.35% (5)	
<b>Sub-Total</b>	<b>\$ 3,032,000</b>	<b>\$ 1,846,125</b>	<b>60.89%</b>	<b>\$ 180,994</b>			<b>\$ 1,838,000</b>	<b>\$ 303,666</b>	<b>\$ 894,787</b>	<b>48.68%</b>	

- (1) Includes \$180,994 in capitalized labor through 03/31/2020
- (2) Capital projects budgeted for in prior years, however, work carried over and completed in current year.
- (3) Budget for Well 3 Pump Replacement was reallocated to Bore Rig Replacement in Feb 2020
- (4) Includes truck purchase of \$90,489 budgeted for and purchased in FY 2018-19, delivered and paid for in FY 2019-20
- (5) Includes unforeseen capital projects, including:
 

Mr. Security Camera	\$ 11,923
Perryman Mechanical, Inc.	\$ 6,359
GSFM (Meter reading equip)	\$ 21,068
<b>Total</b>	<b>\$ 39,350</b>

April 21, 2020

TO: Chair and Directors of the Florin Resource Conservation District

FROM: Mark J. Madison, General Manager

SUBJECT: **ELK GROVE WATER DISTRICT OPERATIONS REPORT – FEBRUARY AND MARCH 2020**

### **RECOMMENDATION**

This item is presented for information only. No action by the Florin Resource Conservation District Board of Directors is proposed at this time.

### **SUMMARY**

The Elk Grove Water District (EGWD) Operations Report is a standing item on the regular board meeting agenda.

All regulatory requirements were met during both February and March 2020. Other notable events are described below.

### **DISCUSSION**

#### **Background**

Every month, staff presents an update of the activities related to the operations of the EGWD. Included for the Florin Resource Conservation District (FRCD) Board of Director's (Board) review is the EGWD's February and March 2020 Operations Report.

#### **Present Situation**

The EGWD February 2020 Operations Report highlights are as follows:

- **Operations Activities Summary** – Three-hundred ninety-five (395) door hangers were placed for past due balances which resulted in 45 shutoffs. We received zero water pressure complaints and zero water quality complaints.
- **Production** – The Combined Total Service Area 1 production graph on page 13 shows that production during the month of February increased 37.57 percent compared to February 2019 and is 14.07 percent less than what was produced in 2013. Year 2013 is the baseline year the State Water Quality Control Board adopted for water usage. The Total Demand/Production for both service areas on

**ELK GROVE WATER DISTRICT OPERATIONS REPORT – FEBRUARY AND MARCH 2020**

Page 2

page 14 shows that customer use during the month of February, compared to February 2013, was down by 8.87 percent.

- **Static and Pumping Level Graphs** – The first quarter soundings are shown and indicate that the static water levels in deeper zones have risen slightly compared to the first quarter of 2018. The shallow zones have also shown improvement.
- **Treatment (Compliance Reporting)** – All samples taken during the month are in compliance with all regulatory permit requirements. No exceedances of any maximum contaminant levels were found and all water supplied to EGWD's customers met or exceeded safe drinking water standards.
- **Corrective Maintenance Program** – The tables included in this section of the report also include certain activities completed to date. Below is a list of out-of-ordinary maintenance work completed in February:
  - Staff examined faults with three (3) chemical dosing pumps at the Railroad Water Treatment Plant.
  - Staff aided with installation, programming, testing and troubleshooting of a new Variable Frequency Drive on booster pump #6 at the Railroad Water Treatment Plant.
  - In order to determine the source of a differential pressure irregularity, staff disassembled and inspected components on one of the Hytrol valves on Filter Vessel #8 at the Railroad Water Treatment Plant.
  - Staff examined concerns with the Well #14D pump motor. We then aided with the installation of a spare motor from critical inventory.
  - Staff used a hydraulic lift to remove the radio components at Well #3 Mar-Val. These devices are to be reused for a preliminary experiment involving the radios at Well 4D and 11D.
- **Cross Connection Control Program 2020** – EGWD issued 40 testing notices for the month. Pursuant to the notices, 25 devices passed. Of the remaining 15, seven (7) devices passed the second test and eight (8) were not tested by the due date.
- **Safety Meetings/Training** – Three (3) safety training sessions were conducted for the month which is compliant with OSHA standards.
- **Service and Main Leaks Map** – There were two (2) service line leaks and zero main line leaks during February.

**ELK GROVE WATER DISTRICT OPERATIONS REPORT – FEBRUARY AND MARCH 2020**

Page 3

- **System Pressures** – Pressures in Service Area 1 generally remained stable during the month of February. Pressures in Service Area 2, which are controlled by Sacramento County Water Agency, went down slightly from the previous month.

The EGWD March 2020 Operations Report highlights are as follows:

- **Operations Activities Summary** – Three-hundred thirty-five (335) door hangers were placed for past due balances. The district is currently suspending all shut offs due to the present state of emergency. We received one water pressure complaint and three water quality complaints. Upon further inspection, all complaints were unsubstantiated.
- **Production** – The Combined Total Service Area 1 production graph on page 13 shows that production during the month of March increased 34.08 percent compared to March 2019 and is 21.23 percent less than what was produced in 2013. Year 2013 is the baseline year the State Water Quality Control Board adopted for water usage. The Total Demand/Production for both service areas on page 14 shows that customer use during the month of March, compared to March 2013, was down by 9.84 percent.
- **Static and Pumping Level Graphs** – The first quarter soundings are shown and indicate that the static water levels in deeper zones have risen slightly compared to the first quarter of 2018. The shallow zones have also shown improvement.
- **Treatment (Compliance Reporting)** – All samples taken during the month are in compliance with all regulatory permit requirements. No exceedances of any maximum contaminant levels were found, and all water supplied to EGWD's customers met or exceeded safe drinking water standards.
- **Corrective Maintenance Program** – The tables included in this section of the report also include certain activities completed to date. Below is a list of out-of-ordinary maintenance work completed in March:
  - Staff prepared Well site 4D Webb for an upcoming SCADA radio test by cutting back a tree that would inhibit line-of-site.
  - Staff replaced a cracked pipe spool at the Hampton Water Treatment Plant.
  - Staff assisted with preparation for the Well 11D Dino rehabilitation.
  - Staff examined the source of a signal interference with the storage tank #1 level transmitter.

**ELK GROVE WATER DISTRICT OPERATIONS REPORT – FEBRUARY AND MARCH 2020**

Page 4

- Staff replaced a cracked and leaking fitting inside the Clor-Tec pump cabinet.
- **Cross Connection Control Program 2020** – EGWD issued 83 testing notices for the month. Pursuant to the notices, 57 devices passed. Of the remaining 26, five (5) devices passed the second test and 21 were not tested by the due date.
- **Safety Meetings/Training** – Two (2) safety training sessions were conducted for the month which is compliant with OSHA standards.
- **Service and Main Leaks Map** – There were two (2) service line leaks and one (1) main line leak during March.
- **System Pressures** – Pressures in Service Area 1 generally remained stable during the month of March. Pressures in Service Area 2, which are controlled by Sacramento County Water Agency, went down slightly from the previous month.

**ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

**STRATEGIC PLAN CONFORMITY**

The EGWD Operations Report provides an ongoing review of EGWD’s operations, and therefore, conforms with Strategic Goal No. 1, Governance and Customer Engagement, of the Strategic Plan 2020-2025.

**FINANCIAL SUMMARY**

There is no financial impact associated with this report.

Respectfully submitted,



MARK J. MADISON  
GENERAL MANAGER

MJM/ah

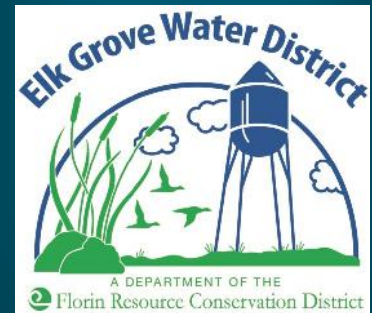
# EGWD

## OPERATIONS REPORT

February 2020



Elk  
Grove  
Water  
District





**Elk Grove Water District**  
**Operations Report**  
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# Operations Activities Summary

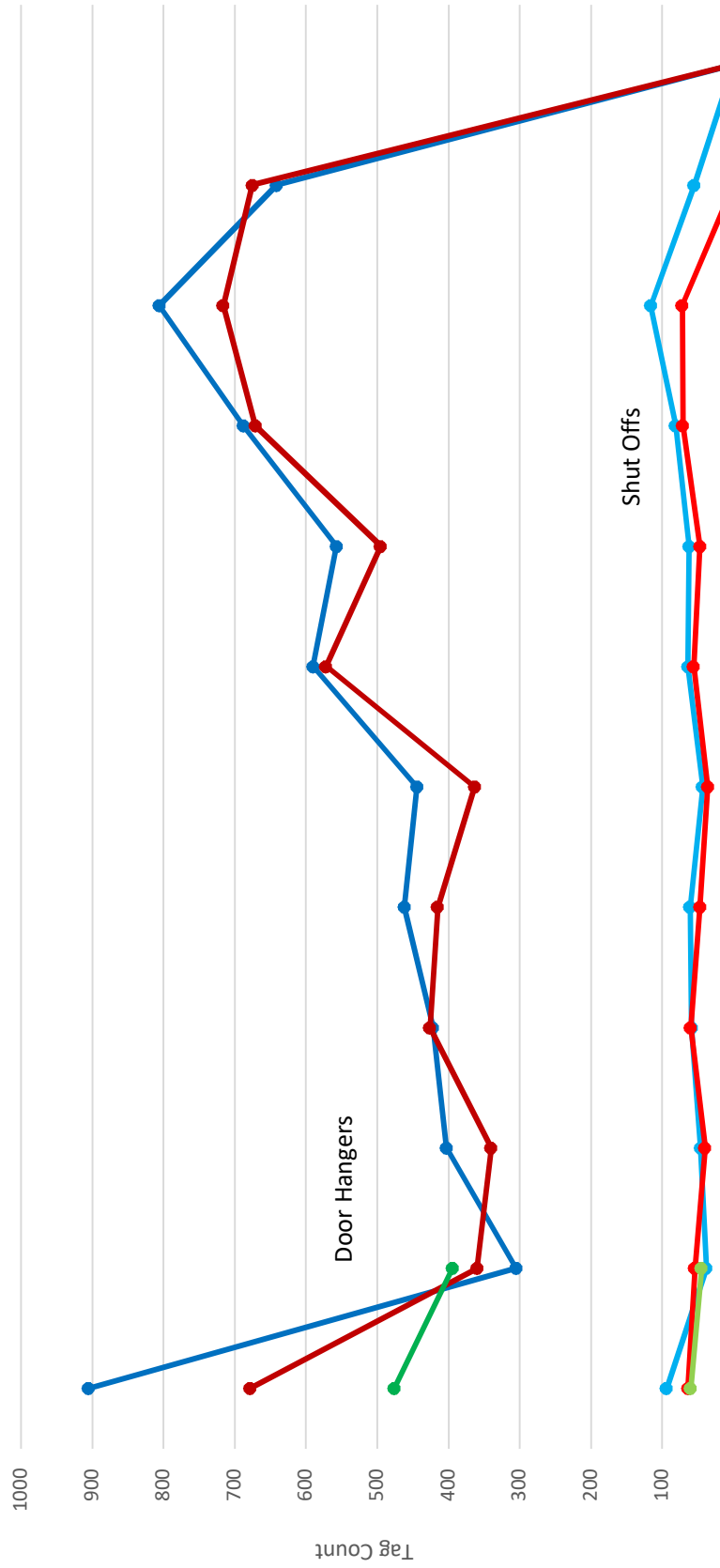
<b><u>Service Requests:</u></b>	February -20		YTD (Since Jan. 1, 2020)	
<b><u>Department</u></b>	<u>Service Request</u>	<u>Hours</u>	<u>Service Request</u>	<u>Hours</u>
<b>Distribution</b>				
Door Tags	395	25	871	50
Shut offs	45	4.5	111	11.5
Turn ons	38	6	68	12.5
Investigations	23	5.75	50	12.5
USA Locates	163	40.75	478	119.5
Customer Complaints				
-Pressure	0	0	1	.50
-Water Quality	0	0	0	0
-Other	0	0	0	0

<b><u>Work Orders:</u></b>	February -20		YTD (Since Jan. 1, 2020)	
<b><u>Department</u></b>	<u>Work Orders</u>	<u>Hours</u>	<u>Work Orders</u>	<u>Hours</u>
<b>Treatment:</b>				
Preventative Maint.	22	55	49	103.5
Corrective Maint.	6	80.5	14	151
Water Samples	15	40	33	93
<b>Distribution:</b>				
Meters Installed	104	52.25	114	57.25
Meter Change Out	14	7	89	46.25
Preventative Maint.				
-Hydrant Maintenance (135)	137	23	278	61
-Valve Exercising (120)	121	24.5	241	50.5
-Other	0	0	0	0
Corrective Maint.				
-Leaks	2	34.5	6	108.75
-Other	2	1.25	8	5.5
Valve Locates	0	0	0	0
<b>Utility:</b>				
Corrective Maint.	0	0	0	0

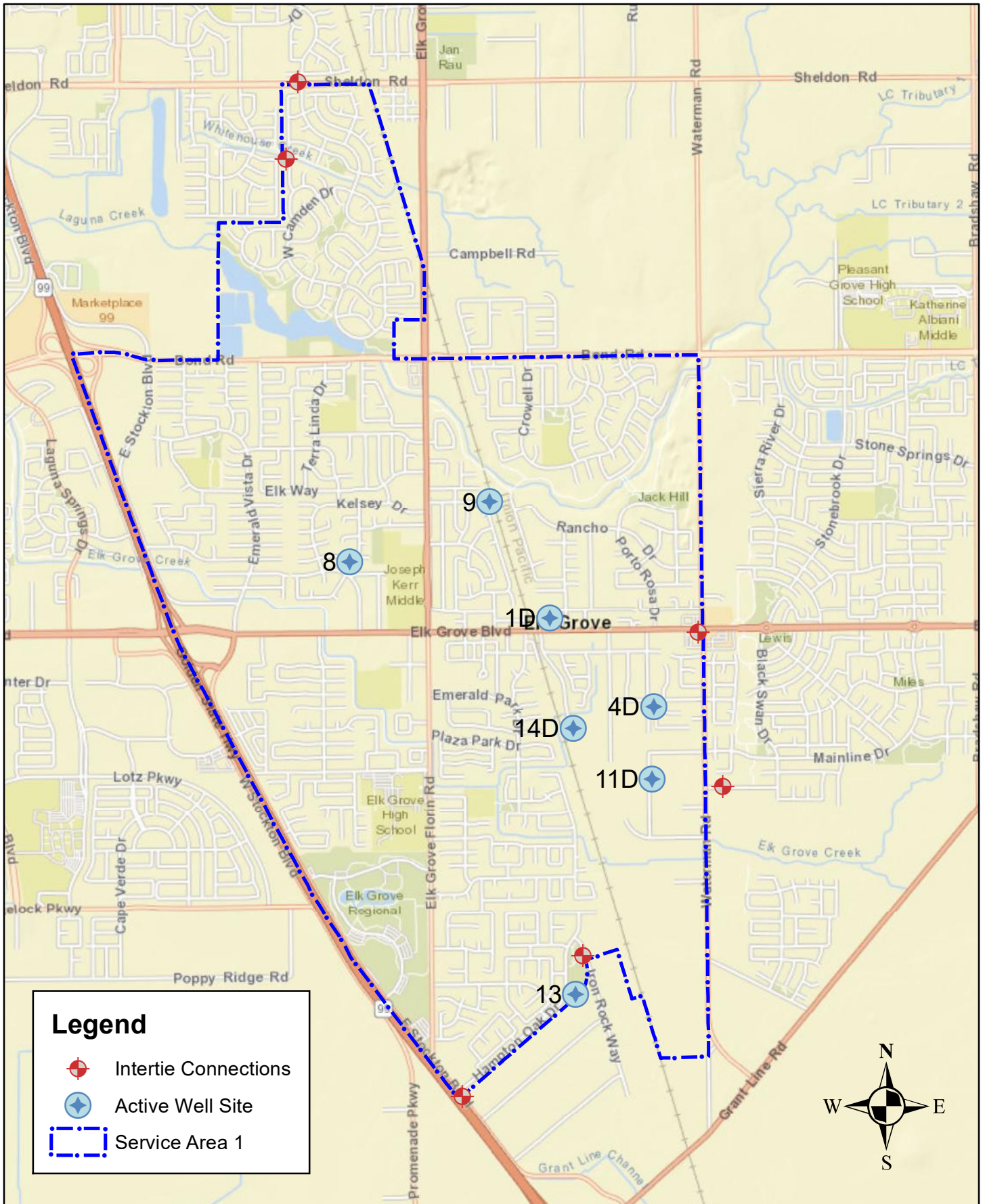


# Elk Grove Water District

## Door Hangers and Shut Off Tags



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2018 Door Hangers	905	305	403	422	462	444	590	557	688	806	641	0
2018 Shut Offs	94	38	46	59	61	43	64	62	81	116	55	0
2019 Door Hangers	678	360	340	426	415	363	572	495	671	716	675	0
2019 Shut Offs	64	54	40	60	47	36	56	47	71	72	0	0
2020 Door Hangers	476	394										
2020 Shut Offs	60	45										

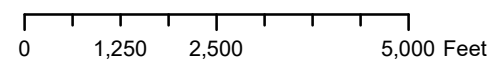


**Legend**

- ◆ Intertie Connections
- ◆ Active Well Site
- Service Area 1



Active Well Sites & Intertie Connections



Elk Grove Water District



# Elk Grove Water District

## Monthly Production

Well 1D School -- Feb. 2020

**Selected Month Production**  
4,360,953 Gallons

Average GPM:  
1,781

**Motor:**

Volts: 472  
 Volts (Rated): 460  
 RPM: 1787  
 RPM (Rated): 2115  
 Amps A: 177  
 Amps A (Rated): 222  
 Amps B: 178  
 Amps B (Rated): 222  
 Amps C: 173  
 Amps C (Rated): 222

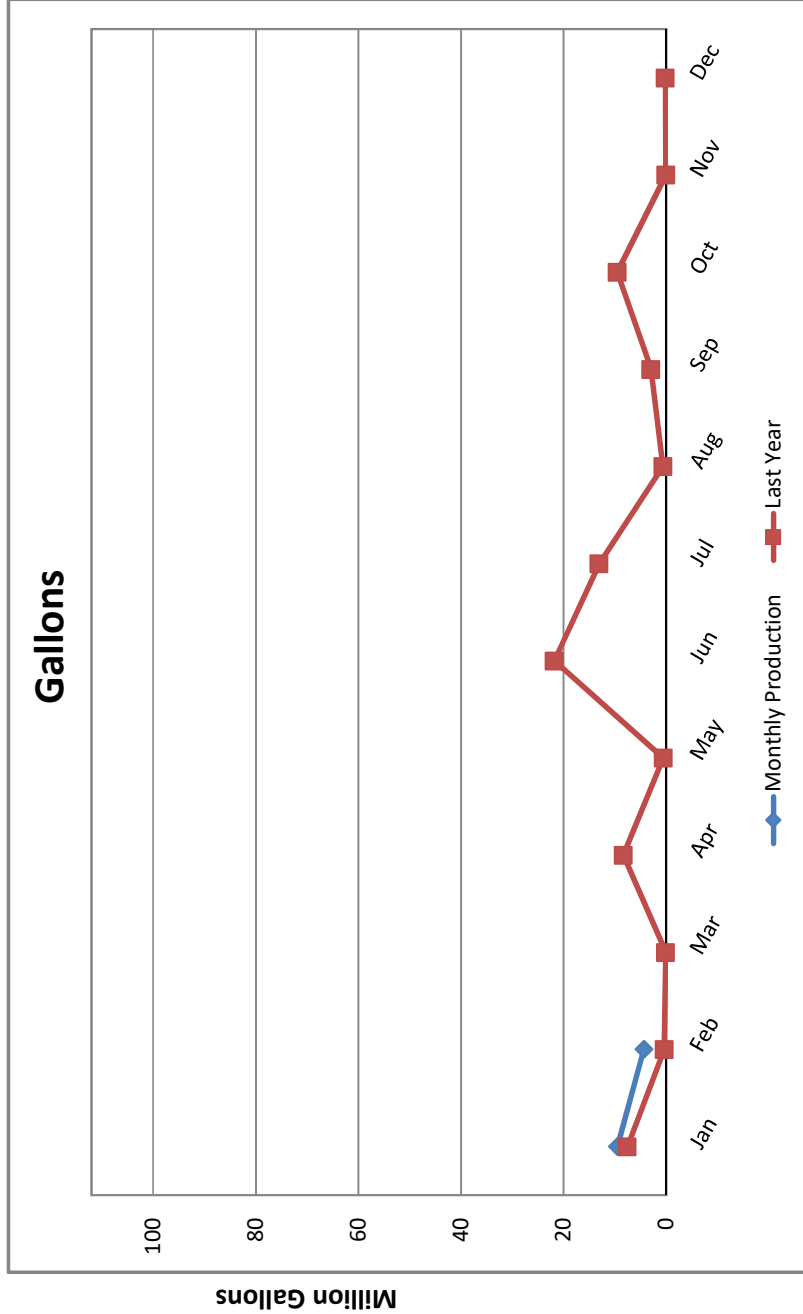
Motor Temp: 111.7 F  
 Hour Meter: 40.80  
 KW Hour Total: 4,960

**Chlorine:**

Dosing: 1.51 mg/L  
 Demand: 0.48 mg/L  
 Residual: 1.03 mg/L

**Vibration Reading:**

Base Line: 0.05 in/sec  
 Current: 0.04 in/sec





# Elk Grove Water District

## Monthly Production

Well 4D Webb -- Feb. 2020

**Selected Month Production**  
16,274,011 Gallons

Average GPM: 1,704

**Motor:**

Volts: 486  
 Volts (Rated): 460  
 RPM: 1589  
 RPM (Rated): 1775  
 Amps A: 186  
 Amps A (Rated): 225  
 Amps B: 185  
 Amps B (Rated): 225  
 Amps C: 185  
 Amps C (Rated): 225

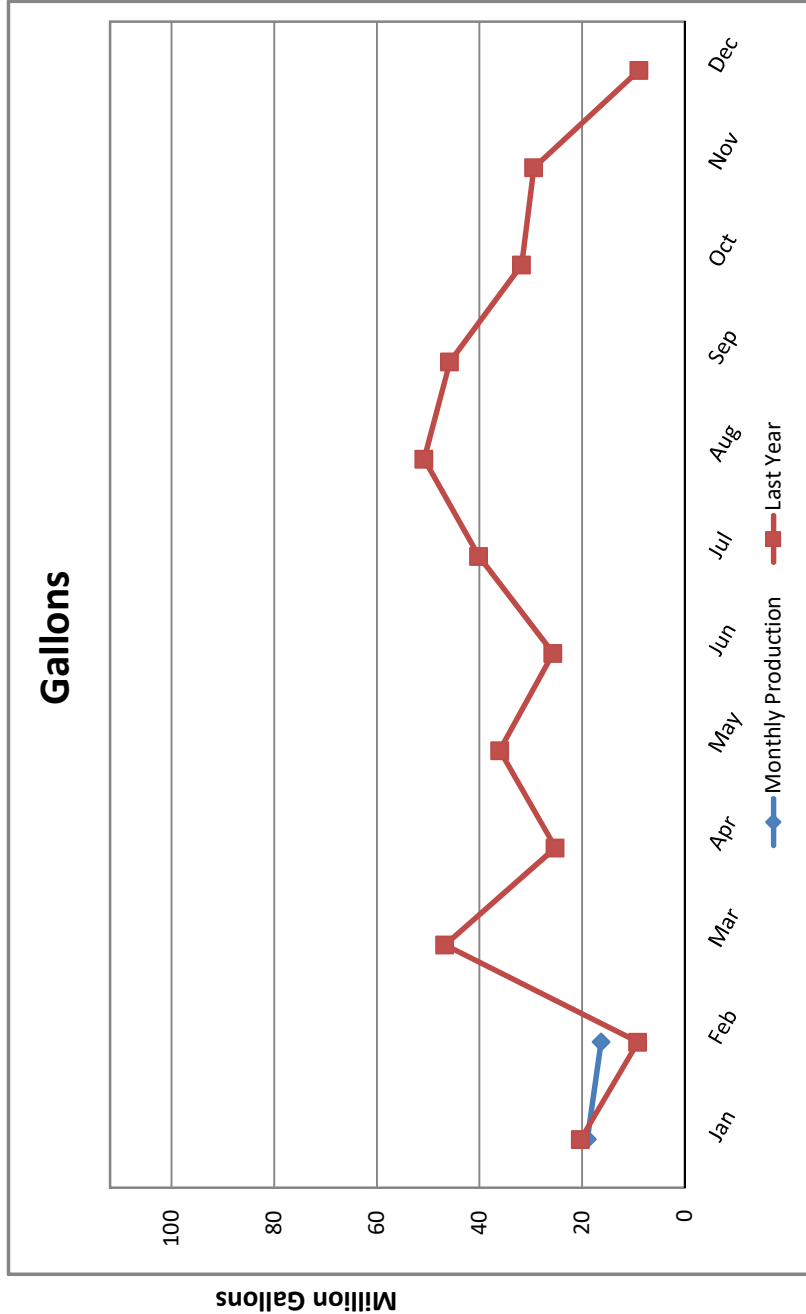
Motor Temp: 133.1 F  
 Hour Meter: 159.10  
 KW Hour Total: 22,920

**Chlorine:**

Dosing: 1.59 mg/L  
 Demand: 0.56 mg/L  
 Residual: 1.03 mg/L

**Vibration Reading:**

Base Line: 0.05 in/sec  
 Current: 0.02 in/sec





## Elk Grove Water District

### Monthly Production

Well 11D Dino -- Feb. 2020

**Selected Month Production**  
15,268,903 Gallons

Average GPM:  
1,694

**Motor:**

Volts: 482  
Volts (Rated): 460  
RPM: 1725  
RPM (Rated): 1775  
Amps A: 201  
Amps A (Rated): 225  
Amps B: 201  
Amps B (Rated): 225  
Amps C: 191  
Amps C (Rated): 225

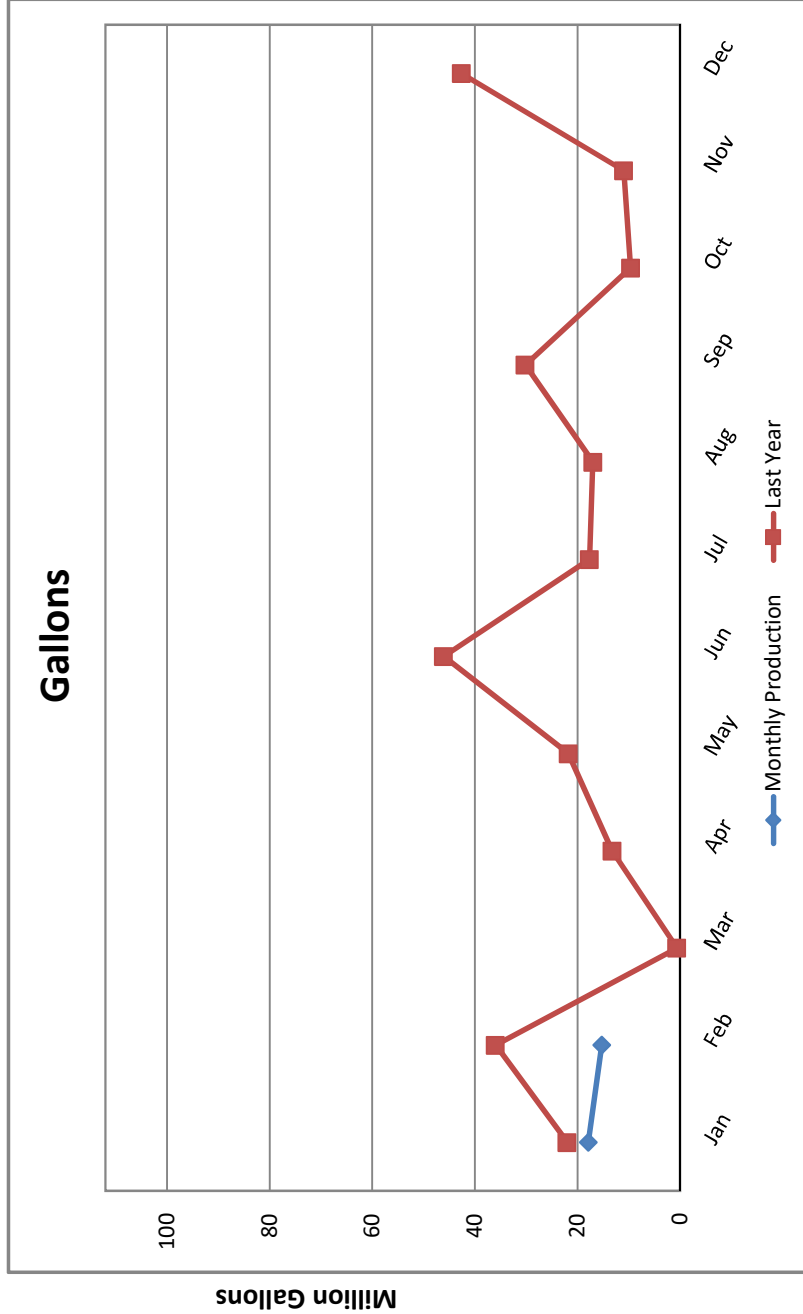
Motor Temp: 116.2 F  
Hour Meter: 150.20  
KW Hour Total: 23,520

**Chlorine:**

Dosing: 1.6 mg/L  
Demand: 0.51 mg/L  
Residual: 1.09 mg/L

**Vibration Reading:**

Base Line: 0.05 in/sec  
Current: 0.02 in/sec





## Elk Grove Water District

### Monthly Production

Well 14D Railroad -- Feb. 2020

**Selected Month Production**  
32,531,954 Gallons

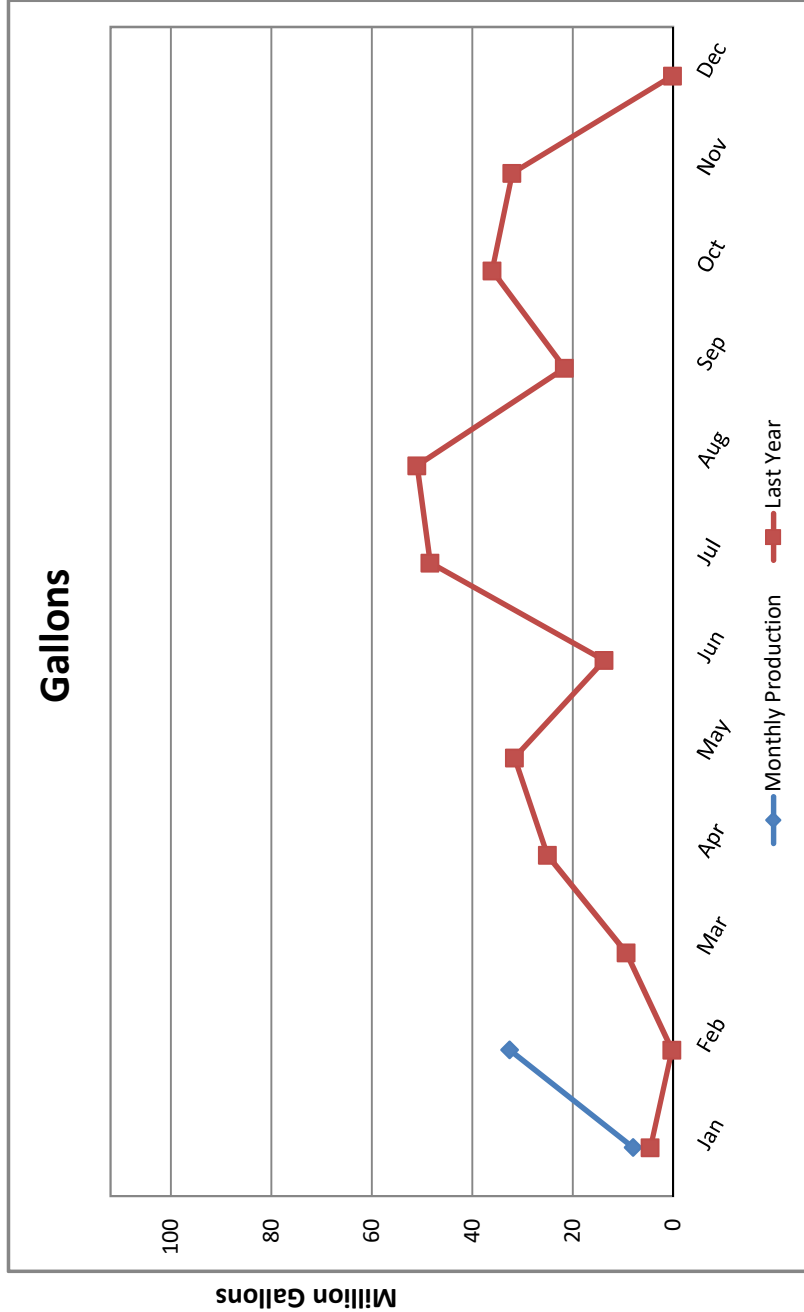
Average GPM:  
1,495

**Motor:**  
Volts: 478  
Volts (Rated): 460  
RPM: 1784  
RPM (Rated): 1785  
Amps A: 164  
Amps A (Rated): 171  
Amps B: 161  
Amps B (Rated): 171  
Amps C: 158  
Amps C (Rated): 171

Motor Temp.: 135.2 F  
Hour Meter: 362.70  
KW Hour Total: 99,680  
(KWH total is for the entire facility)

**Chlorine:**  
Dosing: 1.77 mg/L  
Demand: 0.57 mg/L  
Residual: 1.2 mg/L

**Vibration Reading:**  
Base Line: 0.02 in/sec  
Current: 0.04 in/sec







## Elk Grove Water District

### Monthly Production

Well 8 Williamson -- Feb. 2020  
(Submersible)

**Selected Month Production**  
14,912 Gallons

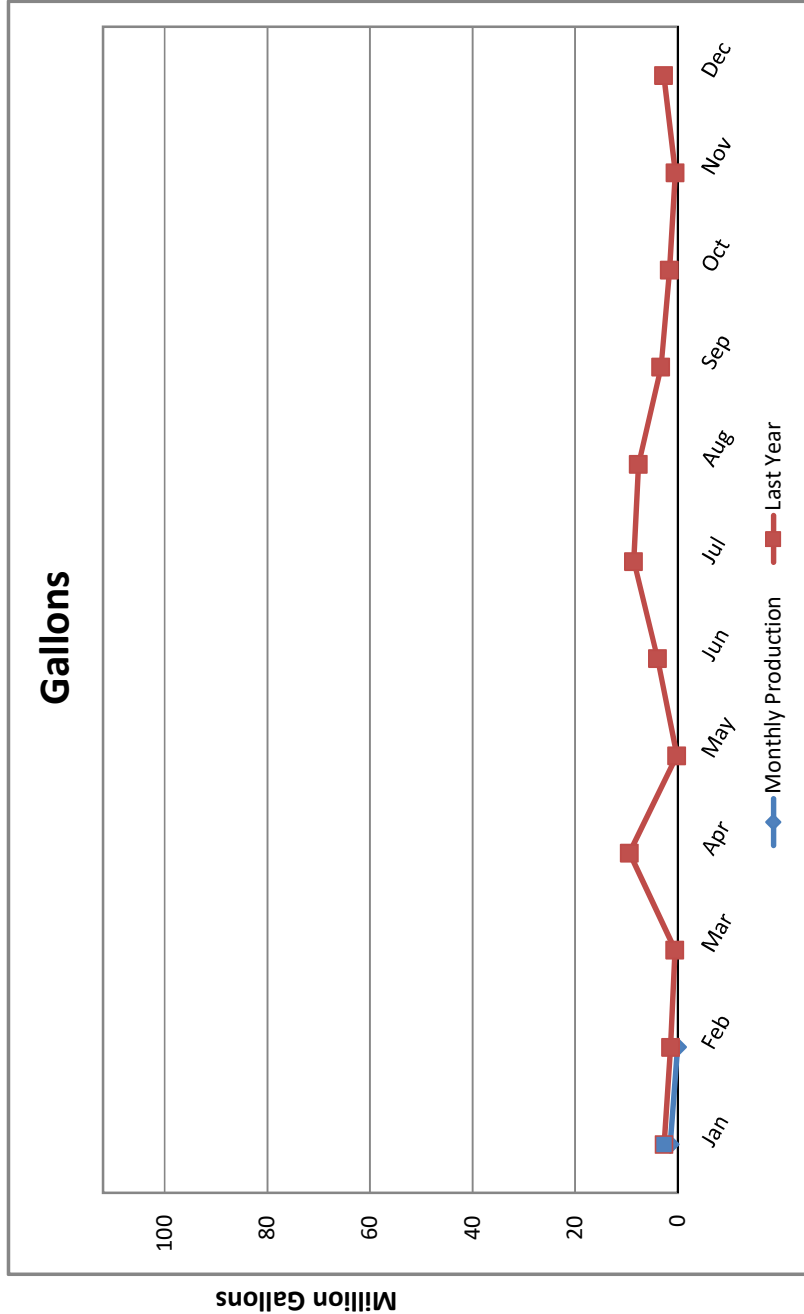
Average GPM: 621

**Motor:**  
Volts: 463  
Volts (Rated): 460

Amps A: 59  
Amps A (Rated): 65  
Amps B: 58  
Amps B (Rated): 65  
Amps C: 60  
Amps C (Rated): 65

Hour Meter: 0.40  
KW Hour Total: 78

**Chlorine:**  
Dosing: 1.45 mg/L  
Demand: 0.25 mg/L  
Residual: 1.2 mg/L





## Elk Grove Water District

### Monthly Production

Well 9 Polhemus -- Feb. 2020  
(Submersible)

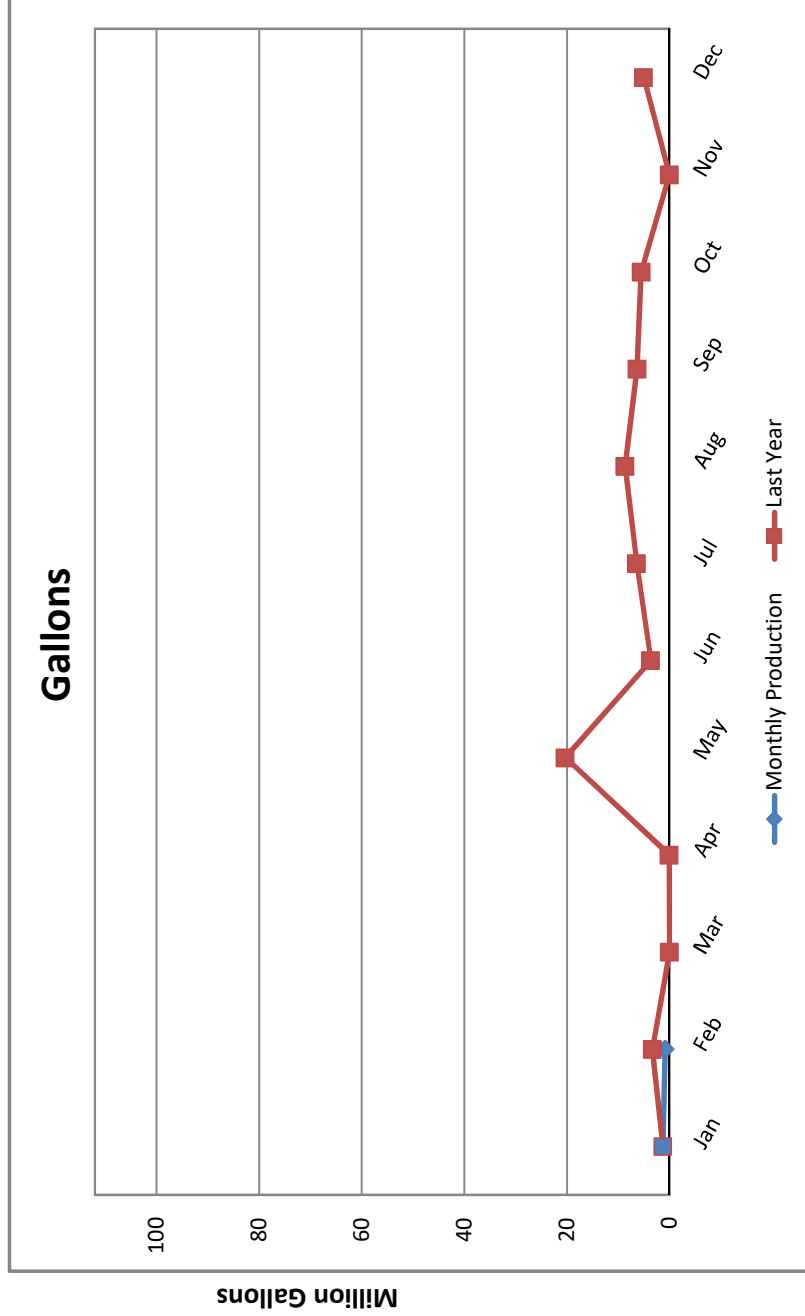
**Selected Month Production**  
862,000 Gallons

**Average GPM:** 403

**Motor:**  
Volts: 478  
Volts (Rated): 460  
  
Amps A: 58  
Amps A (Rated): 65  
Amps B: 57  
Amps B (Rated): 65  
Amps C: 62  
Amps C (Rated): 65

**Hour Meter:** 35.60  
**KW Hour Total:** 1,471

**Chlorine:**  
Dosing: 1.7 mg/L  
Demand: 0.55 mg/L  
Residual: 1.15 mg/L





## Elk Grove Water District

### Monthly Production

Well 13 Hampton -- Feb. 2020

**Selected Month Production**  
608,118 Gallons

Average GPM: 965

**Motor:**

Volts: 476  
 Volts (Rated): 460  
 RPM: 1784  
 RPM (Rated): 1785  
 Amps A: 104  
 Amps A (Rated): 141  
 Amps B: 104  
 Amps B (Rated): 141  
 Amps C: 107  
 Amps C (Rated): 141

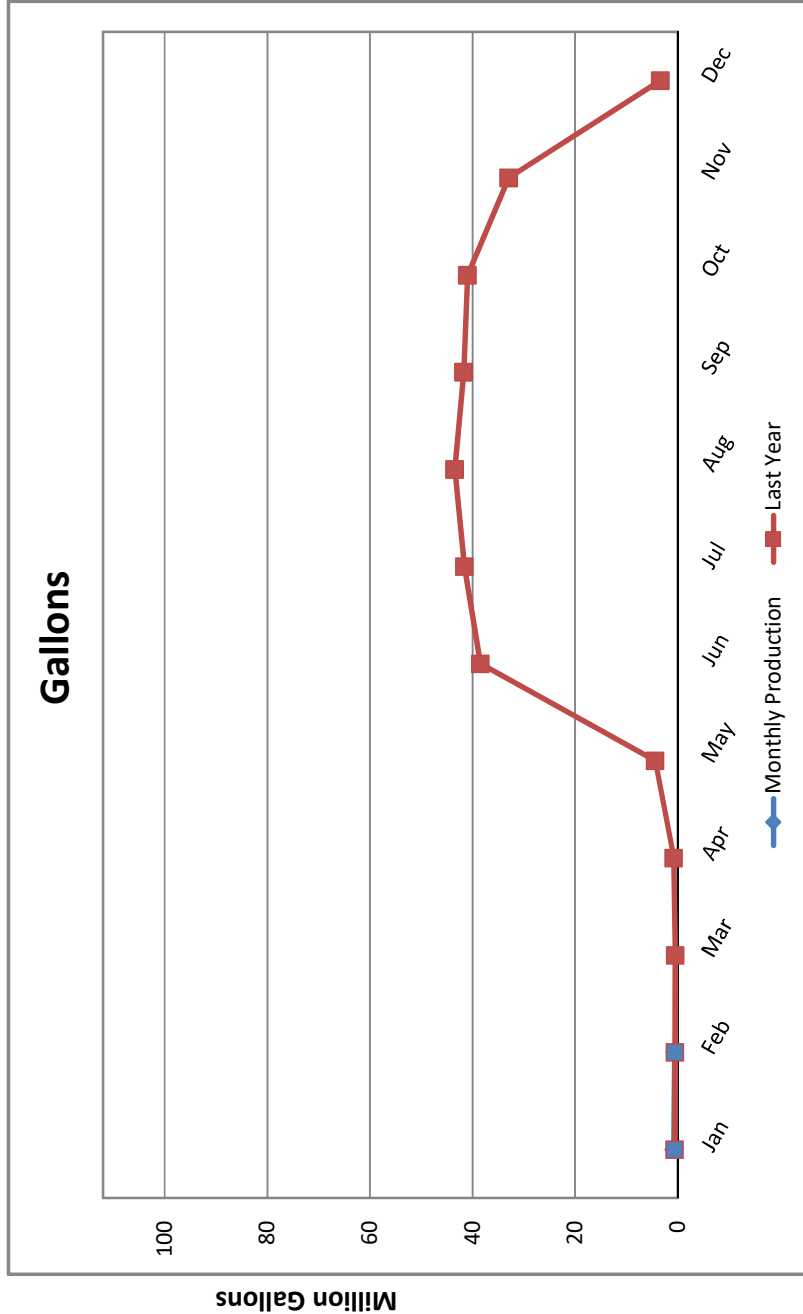
Motor Temp.: 110.8 F  
 Hour Meter: 10.50  
 KW Hour Total: 2,160

**Chlorine:**

Dosing: 1.21 mg/L  
 Demand: 0.43 mg/L  
 Residual: 0.78 mg/L

**Vibration Reading:**

Base Line: 0.02 in/sec  
 Current: 0.05 in/sec



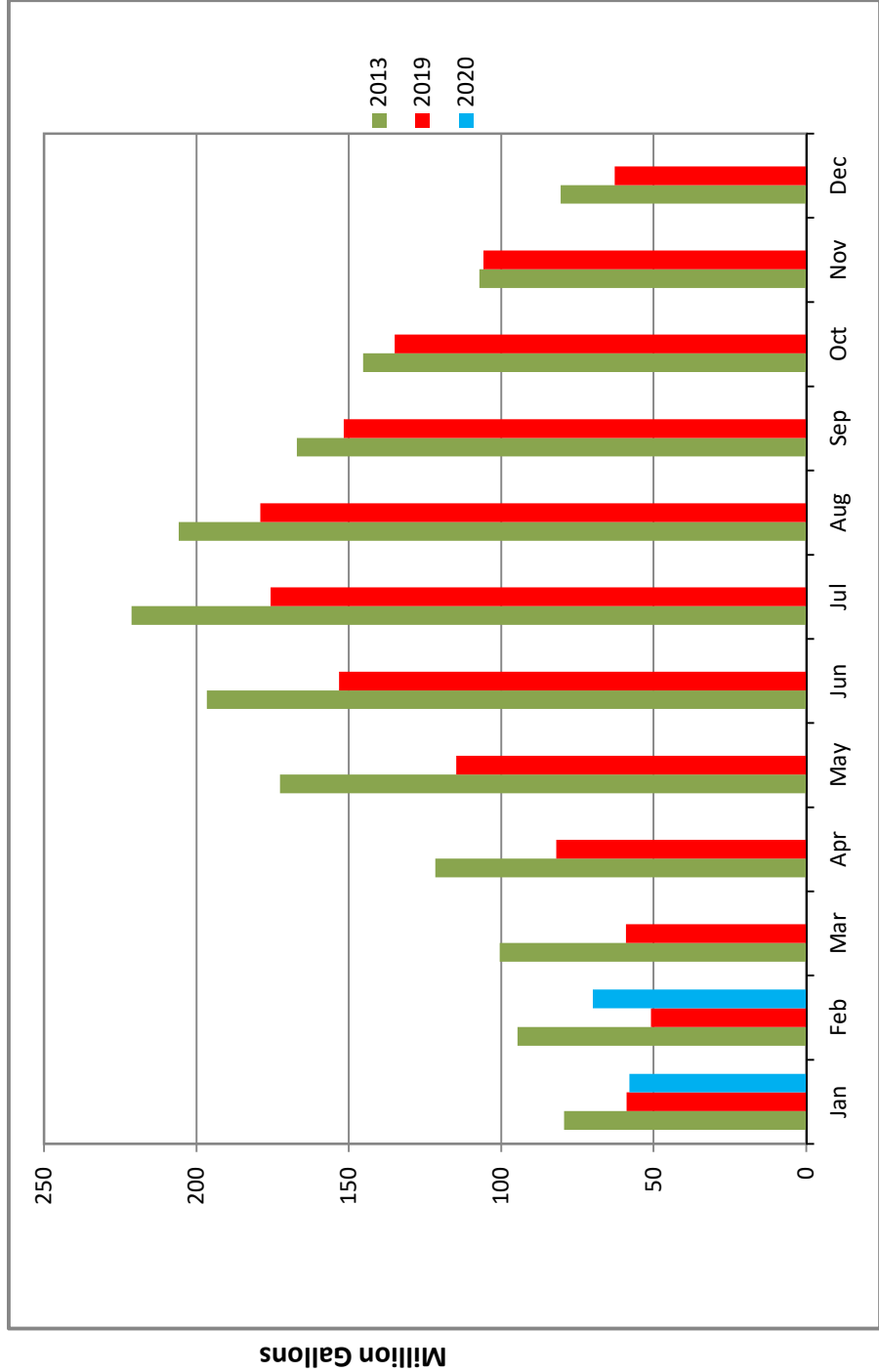


# Elk Grove Water District

## Combined Total Production

Service Area 1

Feb-2020



**Current Month Production:**

69,920,851 Gallons

**Highest Day Demand of the Month:**

3,372,000

**Date of Occurrence**

22-Feb-20

**Highest Day Demand of the Calendar Year:**

3,372,000

**Date of Occurrence**

22-Feb-20

**"Water Year" Rainfall: (Oct-19 to Sep-20)**

Current Month: 0.00 in

Year To Date: 6.14 in

**"Water Year" Rainfall: (Oct-18 to Sep-19)**

Feb. 2019: 7.45 in

Year To Date: 16.55 in

Last Year Total: 24.37 in

**Temperature:**

This Month High: 77 F

This Month Low: 32 F

This Month Average: 53.85 F

FEB-19 High: 63 F

FEB-19 Low: 31 F

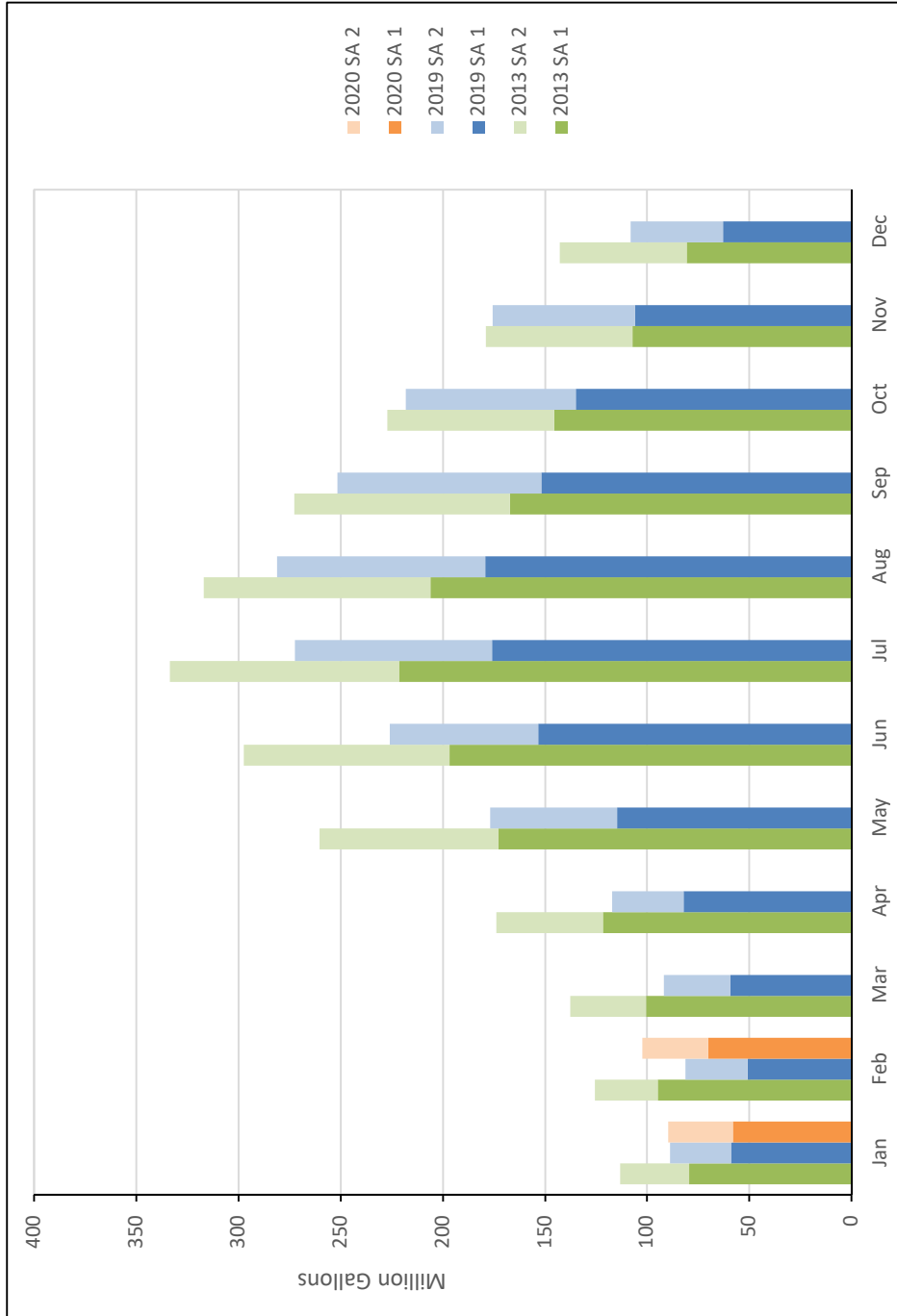
FEB-19 Average: 47.45 F



# Elk Grove Water District

## Total Demand/Production

Feb-2020



**Current Month Demand/Production:**  
102,336,927 Gallons  
**Reduction From Feb 2013:** 8.87%  
**GPCD:** 77.0 Gallons per Day  
**R-GPCD:** 64.7 Gallons per Day

**Service Area 1**  
**Active Connections:** 7,934  
**Current Month Demand/Production:**  
69,920,851 Gallons  
**Reduction From Feb 2013:** 14.07%  
**GPCD:** 84.5 Gallons per Day  
**R-GPCD:** 67.9 Gallons per Day

**Service Area 2**  
**Active Connections:** 4,669  
**Current Month Demand/Production:**  
32,416,076 Gallons  
**Reduction From Feb 2013:** -4.81%  
**GPCD:** 64.6 Gallons per Day  
**R-GPCD:** 58.2 Gallons per Day

Elk Grove Water District Water Usage

		Monthly Production (gallons)											
		January	February	March	April	May	June	July	August	September	October	November	December
2013	GW (SA1)	68,254,916	81,368,191	100,542,522	121,613,523	172,623,839	196,557,137	221,335,388	205,830,850	166,997,536	145,352,530	107,186,459	80,494,167
	Purchased (SA2)	33,769,956	30,929,052	36,942,972	51,914,200	87,470,372	100,709,224	112,128,192	110,885,764	105,417,136	81,665,892	71,505,060	62,165,532
	Total	102,024,872	112,297,243	137,485,494	173,527,723	260,094,211	297,266,361	333,463,580	316,716,614	272,414,672	227,018,422	178,691,519	142,659,699
2017	GW (SA1)	59,973,881	50,320,832	61,080,559	68,658,752	137,599,305	155,472,951	180,086,739	173,684,119	152,475,400	131,390,808	76,619,642	67,874,741
	Purchased (SA2)	26,951,188	28,184,640	28,756,860	34,167,892	48,653,660	87,003,620	96,535,384	104,766,376	98,979,848	84,154,488	61,788,540	34,228,480
	Total	86,925,069	78,505,472	89,837,419	102,826,644	186,252,965	242,476,571	276,622,123	278,450,495	251,455,248	215,545,296	138,408,182	102,103,221
2018	GW (SA1)	61,547,751	61,558,850	62,848,303	76,267,144	125,703,221	158,313,394	181,467,446	173,737,676	150,609,278	133,163,991	97,294,654	63,631,042
	Purchased (SA2)	31,925,388	31,512,492	33,779,680	32,989,792	52,692,860	85,679,660	101,031,612	104,457,452	97,400,072	77,996,204	66,116,468	42,849,180
	Total	93,473,139	93,071,342	96,627,983	109,256,936	178,396,081	243,993,054	282,499,058	278,195,128	248,009,350	211,160,195	163,411,122	106,480,222
2019	GW (SA1)	58,847,001	50,827,497	59,064,385	81,981,728	114,733,502	153,176,826	175,692,823	179,038,979	151,703,906	134,920,719	105,816,168	62,755,985
	Purchased (SA2)	29,895,316	30,359,076	32,485,640	34,994,432	61,802,004	72,657,728	96,524,164	101,818,508	99,590,964	82,897,100	69,704,624	45,161,996
	Total	88,742,317	81,186,573	91,550,025	116,976,160	176,535,506	225,834,554	272,216,987	280,857,487	251,294,870	217,817,819	175,520,792	107,917,981
2020	GW (SA1)	57,904,843	69,920,851										
	Purchased (SA2)	31,743,624	32,416,076										
	Total	89,648,467	102,336,927										
	% Reduction from 2013	12.13%	8.87%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

\*Notes

2013 January and February production numbers do not match actual recorded production because of an open intertie delivering water to SA2. Information below is further details.

SA1 = Service Area 1, SA2 = Service Area 2. SA1 is all groundwater (GW) production. SA2 is all purchased water from SCWA.

Actual Recorded Prod. (Jan. 2013) - Service Area 1 79,361,342 gallons (Includes water delivered to SA2 due to open intertie. Intertie closed end of Feb. 2013)

Actual Recorded Prod. (Feb. 2013) - Service Area 1 94,608,406 gallons (Includes water delivered to SA2 due to open intertie. Intertie closed end of Feb. 2013)

To determine estimate of Feb. 2013 production delivered to Service Area 1, use multiplier from March data which is seasonally similar.)

Service Area 1 Multiplier = 1.39 (calculated from March 2013 Prod. Data/March 2014 Prod. Data)

Calc'd Feb. 2013 Prod. = Feb. 2014 Prod. Data x 1.39 = 79,737,924

To determine estimate of Jan. 2013 production, use prorated amount from Feb. 2013 data. (This method due to Jan. 2014 being unseasonably hot.)

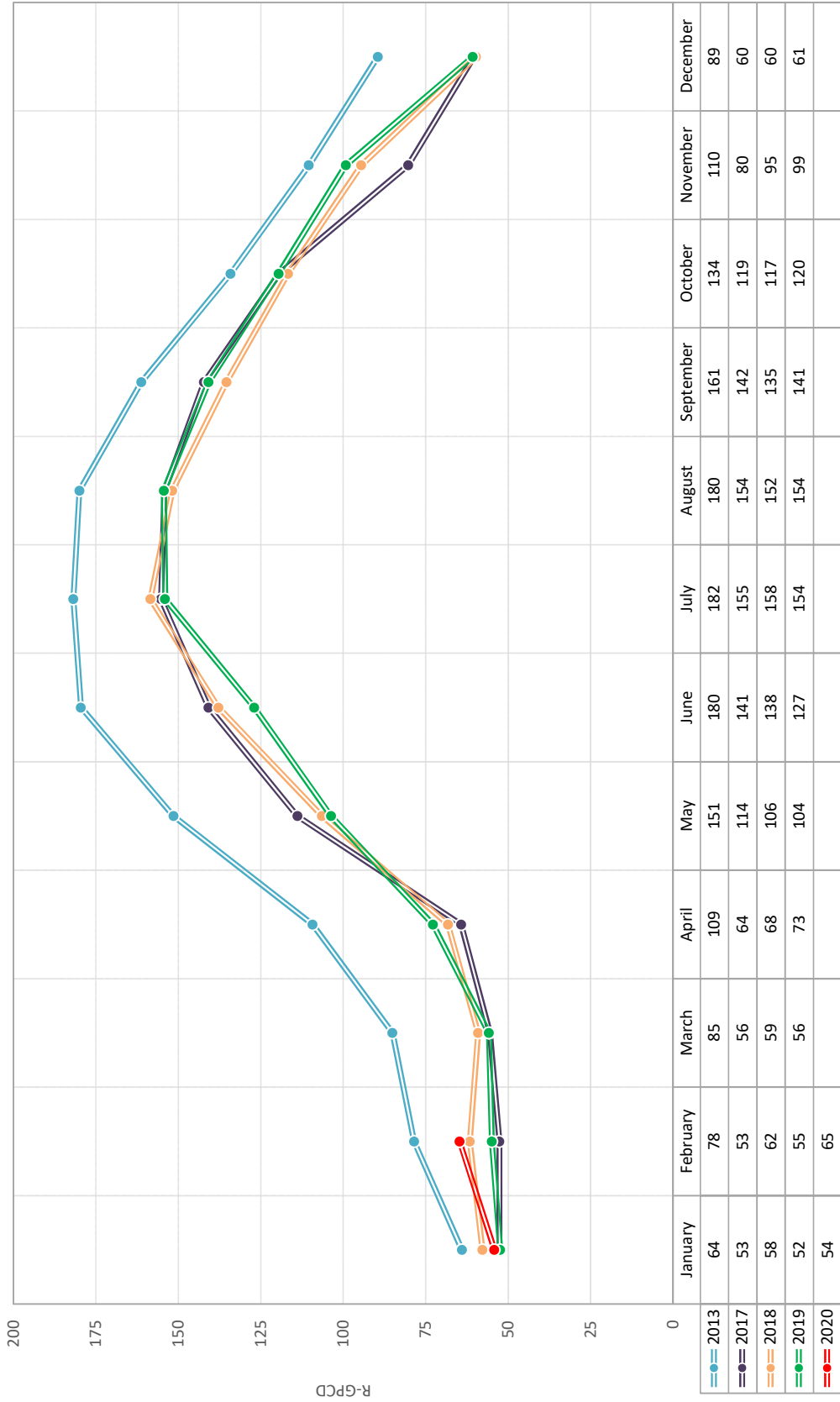
Calc'd Jan. 2013 Prod. = (Feb. 2013 Prod. Data Calc'd / Feb. 2013 Prod. Data Actual) x Jan. 2013 Prod. Data Actual = 68,254,916

Service Area 2	Consumption	
	# Accts	CCF Gallons
2020		
Jan	2,544	42,438
Feb	4,656	43,337
Mar		0
Apr		0
May		0
Jun		0
Jul		0
Aug		0
Sep		0
Oct		0
Nov		0
Dec		0



# EGWD COMBINED R-GPCD

● 2013   
 ● 2017   
 ● 2018   
 ● 2019   
 ● 2020



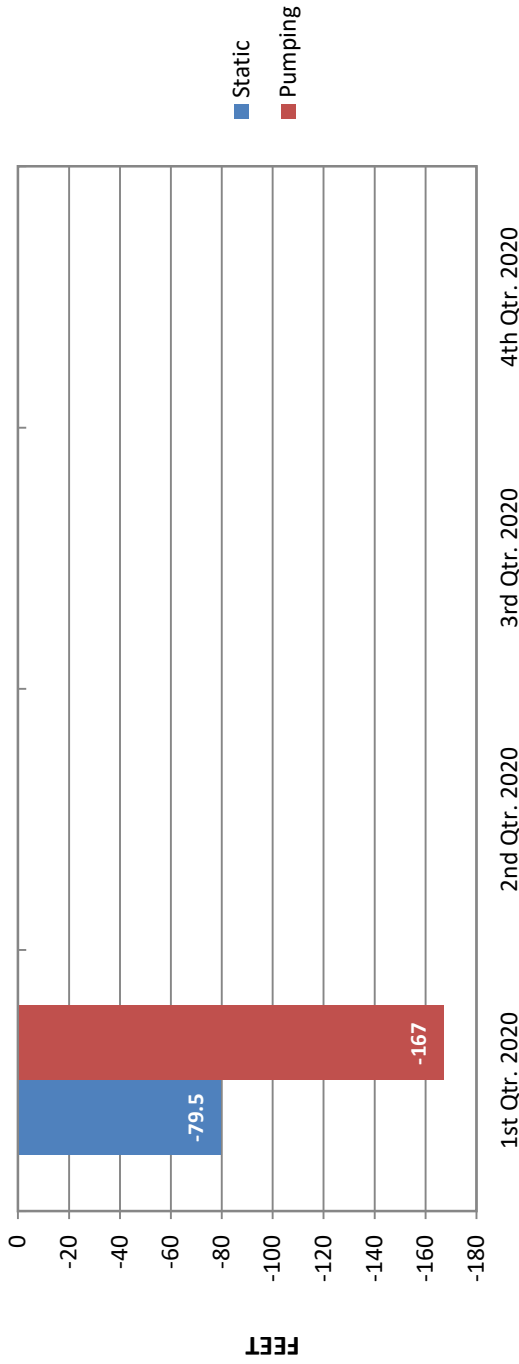
R-GPCD = Residential Gallons per Capita per Day



# Elk Grove Water District

## Static and Pumping Levels

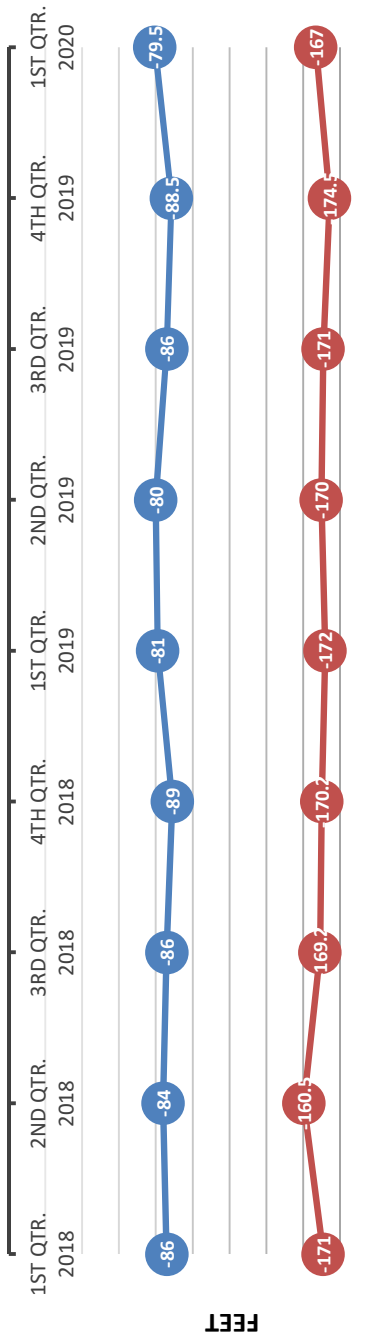
Well 1D School St



### Latest Well Sounding

**Static:** 79.5 Ft  
**Pumping:** 167 Ft  
**Drawdown:** 87.5 Ft  
**GPM:** 1,840  
**Specific Capacity:** 21.023

### Sounding Quarter/Year



### Latest Sand Tester Results:

15 Min: < 5 ppm

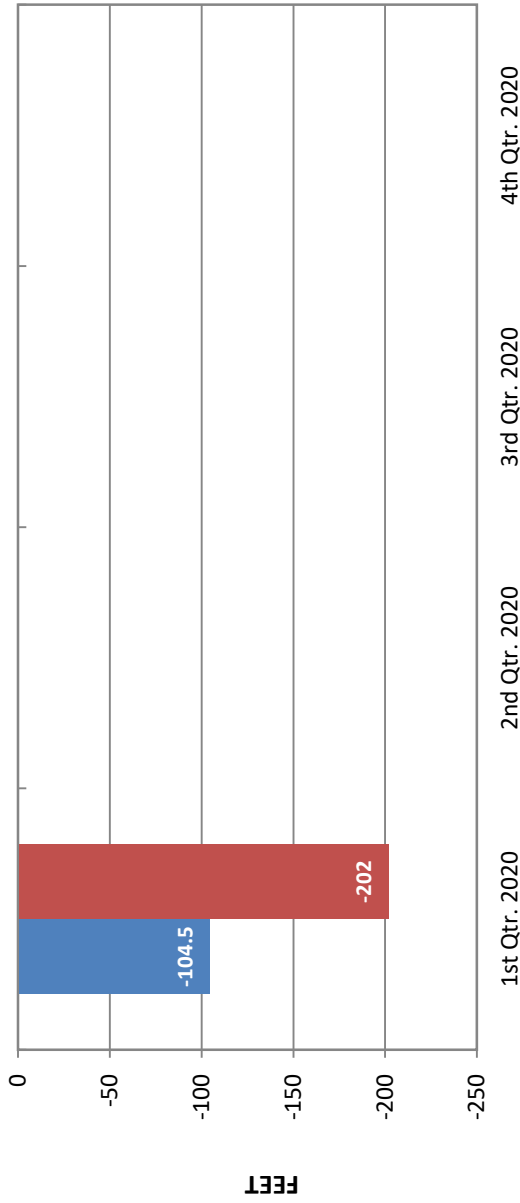




# Elk Grove Water District

## Static and Pumping Levels

Well 4D Webb St

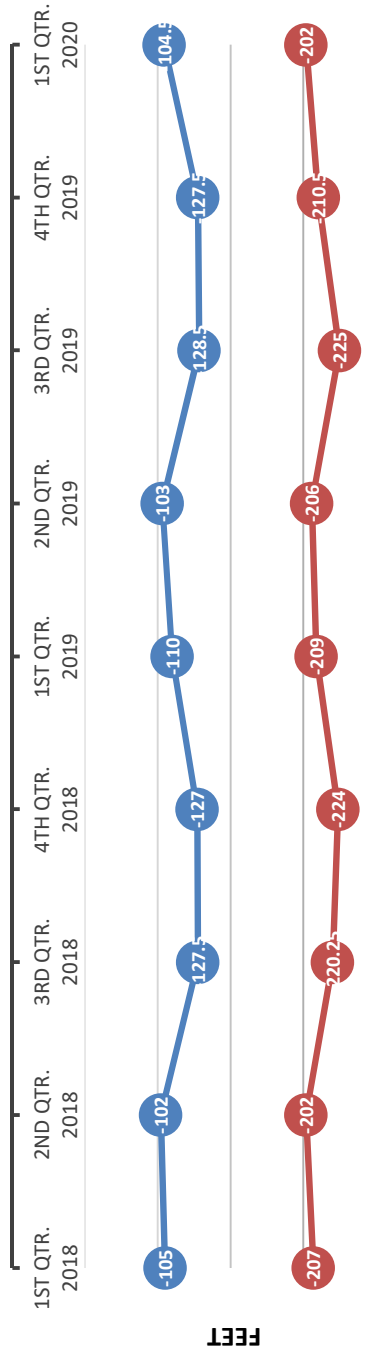


### Latest Well Sounding

Static: 104.5 Ft  
 Pumping: 202 Ft  
 Drawdown: 97.5 Ft  
 GPM: 1,538  
 Specific Capacity: 15.776

■ Static  
 ■ Pumping

### Sounding Quarter/Year



### Latest Sand Tester Results:

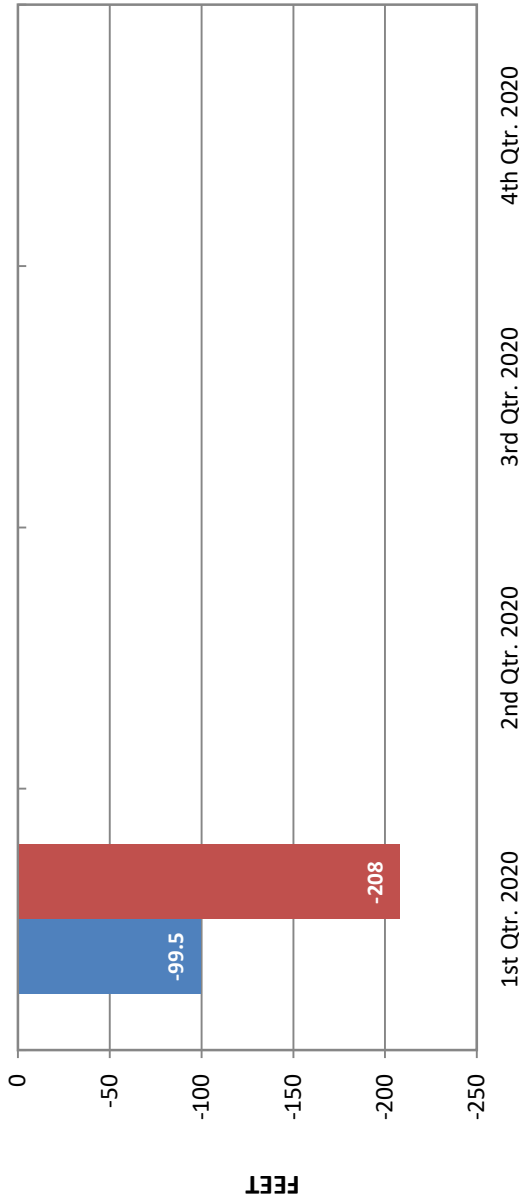
15 Min: < 5 ppm



# Elk Grove Water District

## Static and Pumping Levels

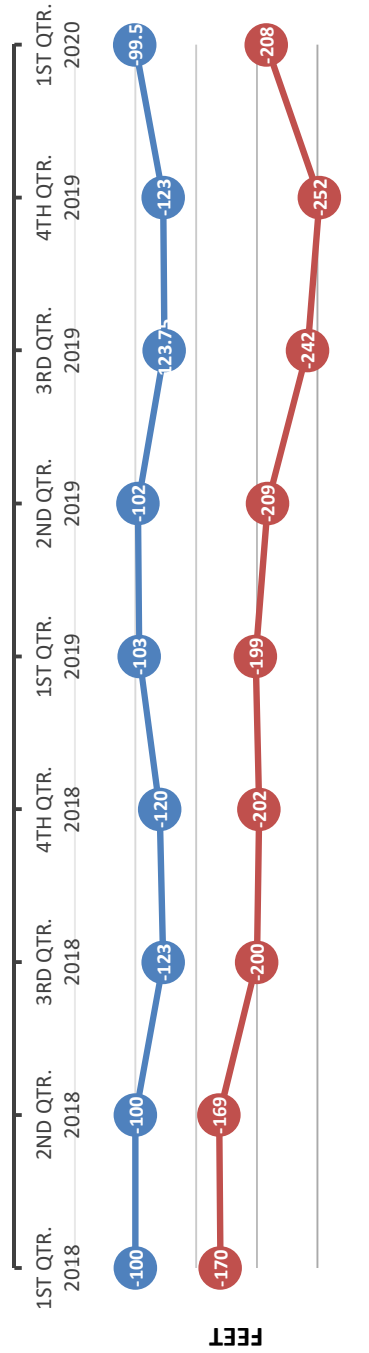
Well 11D Dino



### Latest Well Sounding

**Static:** 99.5 Ft  
**Pumping:** 208 Ft  
**Drawdown:** 108.5 Ft  
**GPM:** 1,428  
**Specific Capacity:** 13.164

### Sounding Quarter/Year



### Latest Sand Tester Results:

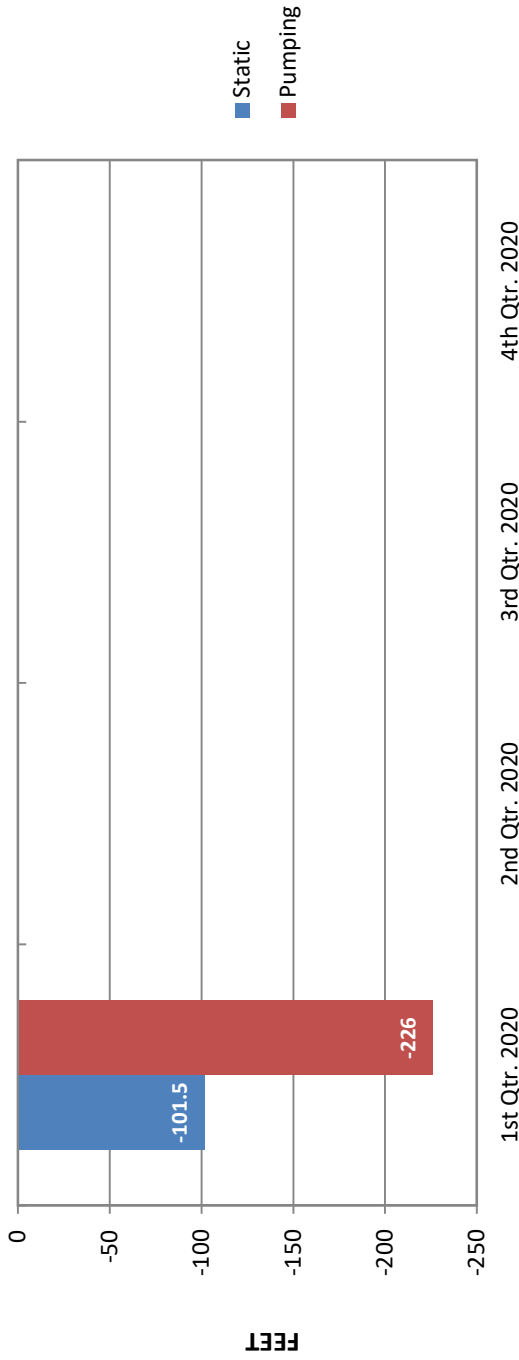
15 Min: < 5 ppm



# Elk Grove Water District

## Static and Pumping Levels

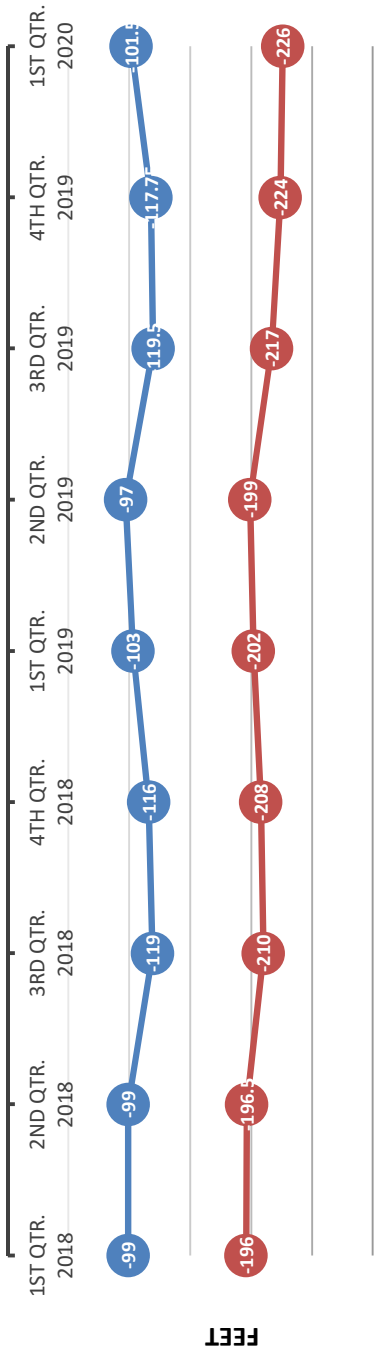
Well 14D Railroad



### Latest Well Sounding

**Static:** 101.5 Ft  
**Pumping:** 226 Ft  
**Drawdown:** 124.5 Ft  
**GPM:** 1,566  
**Specific Capacity:** 12.576

### Sounding Quarter/Year



### Latest Sand Tester Results:

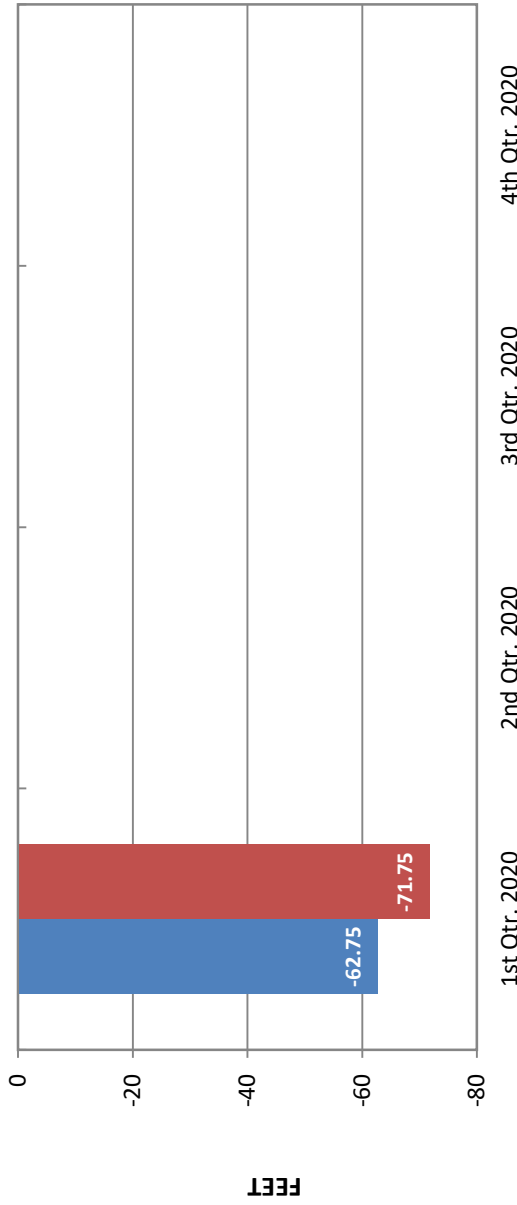
15 Min: < 5 ppm



# Elk Grove Water District

## Static and Pumping Levels

Well 8 Williamson

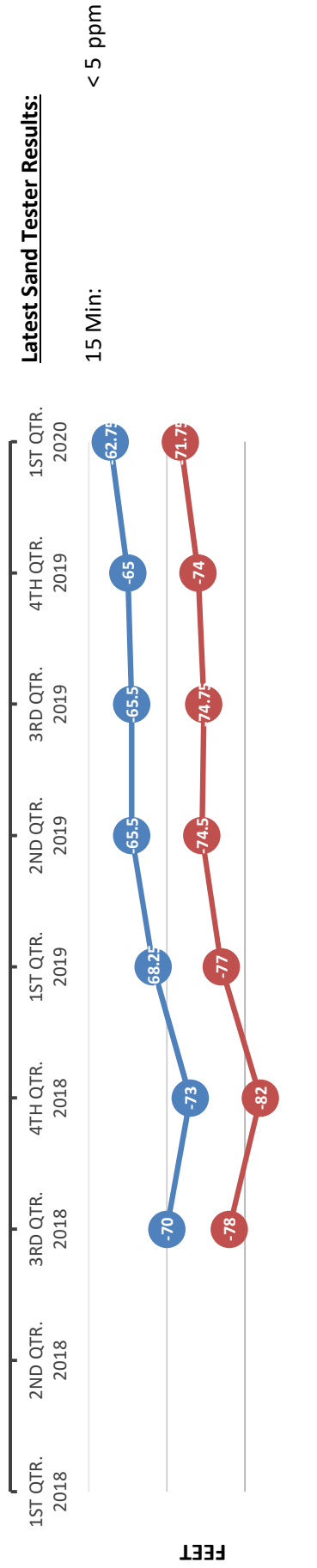


### Latest Well Sounding

**Static:** 62.75 Ft  
**Pumping:** 71.75 Ft  
**Drawdown:** 9 Ft  
**GPM:** 548  
**Specific Capacity:** 60.841

■ Static  
■ Pumping

### Sounding Quarter/Year



### Latest Sand Tester Results:

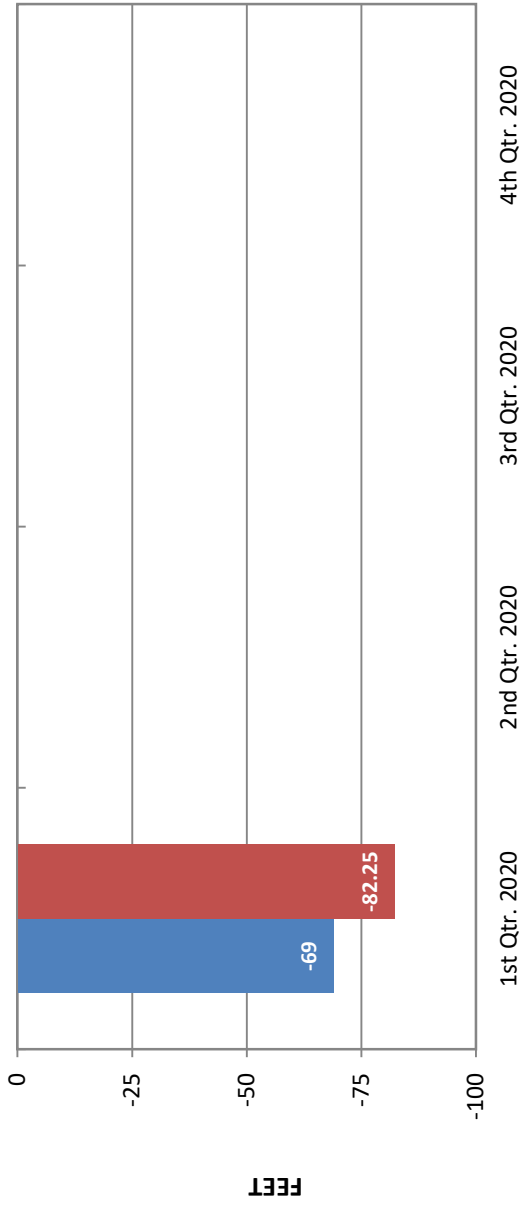
15 Min: < 5 ppm



# Elk Grove Water District

## Static and Pumping Levels

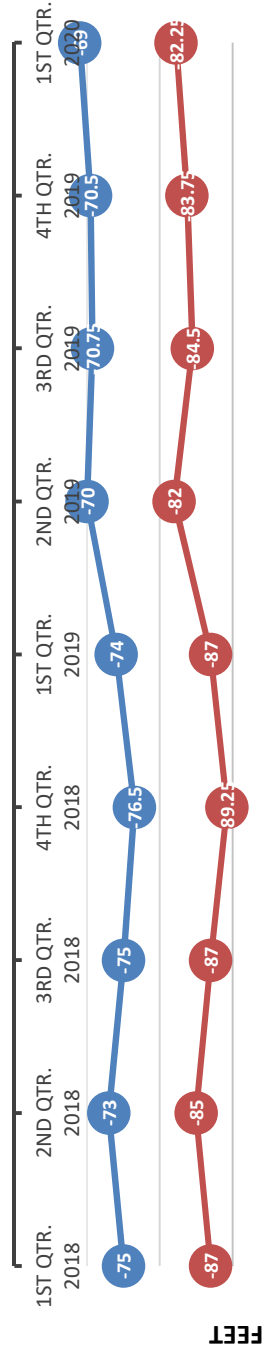
Well 9 Polhemus



### Latest Well Sounding

**Static:** 69 Ft  
**Pumping:** 82.25 Ft  
**Drawdown:** 13.25 Ft  
**GPM:** 460  
**Specific Capacity:** 34.717

### Sounding Quarter/Year



### Latest Sand Tester Results:

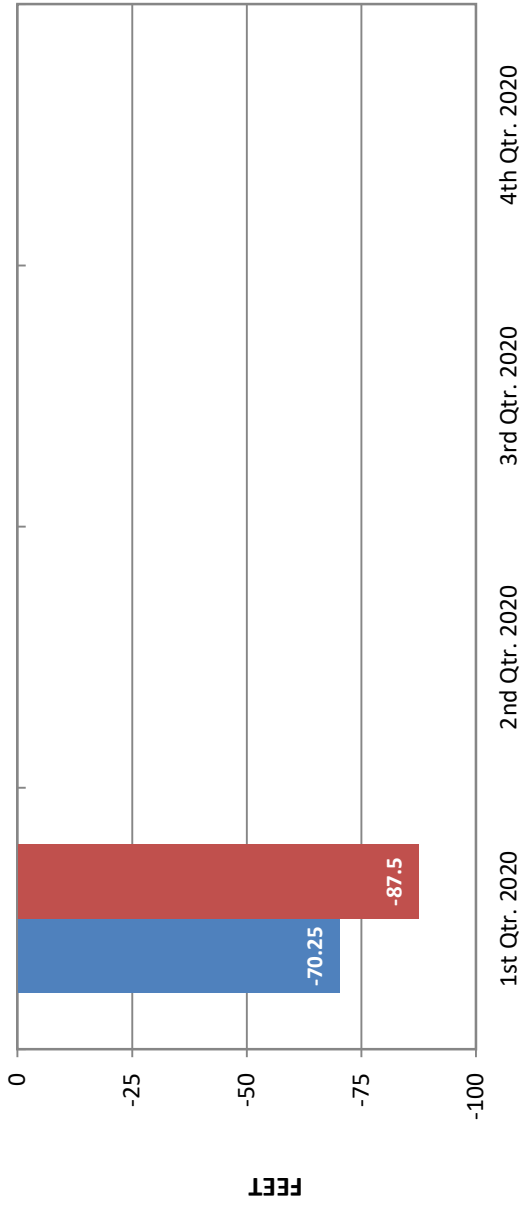
15 Min: < 5 ppm



# Elk Grove Water District

## Static and Pumping Levels

Well 13 Hampton

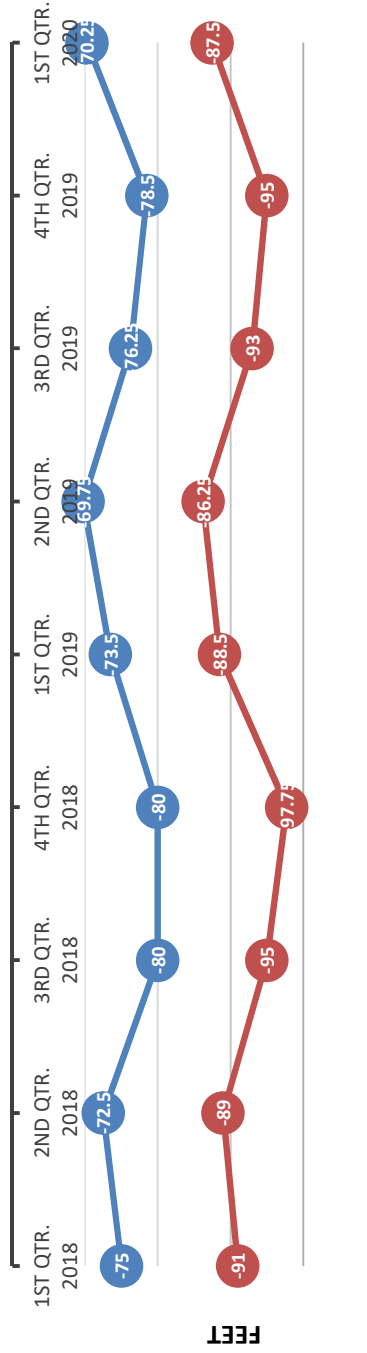


### Latest Well Sounding

Static: 70.25 Ft  
 Pumping: 87.5 Ft  
 Drawdown: 17.25 Ft  
 GPM: 883  
 Specific Capacity: 51.196

■ Static  
 ■ Pumping

### Sounding Quarter/Year



### Latest Sand Tester Results:

15 Min: < 5 ppm

**Monthly Sample Report - February 2020  
Water System: Elk Grove Water System**

Sampling Point: 01 - 8693 W. Camden			
Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Distribution System	Bacteriological	Week
2/11/2020	Distribution System	Bacteriological	Week
2/18/2020	Distribution System	Bacteriological	Week
2/25/2020	Distribution System	Bacteriological	Week
2/4/2020	Distribution System	TTHM's and HAA5	Quarterly

Sampling Point: School Well 01D - Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Source Water	PFAS	Once

Sampling Point: 02 - 9425 Emerald Vista			
Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Distribution System	Bacteriological	Week
2/11/2020	Distribution System	Bacteriological	Week
2/18/2020	Distribution System	Bacteriological	Week
2/25/2020	Distribution System	Bacteriological	Week

Sampling Point: 03 - 8809 Valley Oak			
Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Distribution System	Bacteriological	Week
2/11/2020	Distribution System	Bacteriological	Week
2/18/2020	Distribution System	Bacteriological	Week
2/25/2020	Distribution System	Bacteriological	Week

Sampling Point: Webb Well 04D - Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence
2/11/2020	Source Water	PFAS	Once

**Sampling Point: 04 - 10122 Glacier Point**

Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Distribution System	Bacteriological	Week
2/11/2020	Distribution System	Bacteriological	Week
2/18/2020	Distribution System	Bacteriological	Week
2/25/2020	Distribution System	Bacteriological	Week

**Sampling Point: 05 - 9230 Amsden Ct.**

Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Distribution System	Bacteriological	Week
2/11/2020	Distribution System	Bacteriological	Week
2/18/2020	Distribution System	Bacteriological	Week
2/25/2020	Distribution System	Bacteriological	Week
2/4/2020	Distribution System	TTHM's and HAA5	Quarterly

**Sampling Point: 06 - 9227 Rancho Dr.**

Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Distribution System	Bacteriological	Week
2/11/2020	Distribution System	Bacteriological	Week
2/18/2020	Distribution System	Bacteriological	Week
2/25/2020	Distribution System	Bacteriological	Week

**Sampling Point: 07 - AI Gates Park Mainline Dr.**

Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Distribution System	Bacteriological	Week
2/11/2020	Distribution System	Bacteriological	Week
2/18/2020	Distribution System	Bacteriological	Week
2/25/2020	Distribution System	Bacteriological	Week

**Sampling Point: - Williamson Well 8 Raw Water**

Sample Date	Sample Class	Sample Name	Collection Occurrence
-------------	--------------	-------------	-----------------------



Sampling Point: 09 - 9436 Hollow Springs Wy.			
Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Distribution System	Bacteriological	Week
2/11/2020	Distribution System	Bacteriological	Week
2/18/2020	Distribution System	Bacteriological	Week
2/25/2020	Distribution System	Bacteriological	Week
2/4/2020	Distribution System	Fluoride	Monthly
2/4/2020	Distribution System	TTHM's and HAA5	Quarterly

Sampling Point: Polhemus Well 9 Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence

Sampling Point: 09 - 8417 Blackman Wy.			
Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Distribution System	Bacteriological	Week
2/11/2020	Distribution System	Bacteriological	Week
2/18/2020	Distribution System	Bacteriological	Week
2/25/2020	Distribution System	Bacteriological	Week

Sampling Point: 10 - 9373 Oreo Ranch Cir.			
Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Distribution System	Bacteriological	Week
2/11/2020	Distribution System	Bacteriological	Week
2/18/2020	Distribution System	Bacteriological	Week
2/25/2020	Distribution System	Bacteriological	Week

Sampling Point: Dino Well 11D - Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Source Water	PFAS	Once

Sampling Point: Hampton Well 13 - Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Source Water	Fe, Mn, As, Total	Weekly
2/11/2020	Source Water	Fe, Mn, As, Total	Weekly
2/18/2020	Source Water	Fe, Mn, As, Total	Weekly
2/25/2020	Source Water	Fe, Mn, As, Total	Quarterly

Sampling Point: Hampton WTP Effluent			
Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Treated Effluent	Fe, Mn, As, Total	Weekly
2/11/2020	Treated Effluent	Fe, Mn, As, Total	Weekly
2/18/2020	Treated Effluent	Fe, Mn, As, Total	Weekly
2/25/2020	Treated Effluent	Fe, Mn, As, Total	Weekly

Sampling Point: Hampton WTP Backwash Tank			
Sample Date	Sample Class	Sample Name	Collection Occurrence

Sampling Point: Railroad Well 14D - Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence

Sampling Point: Railroad WTP Effluent			
Sample Date	Sample Class	Sample Name	Collection Occurrence
2/4/2020	Treated Plant Effluent	WTP Eff - Fe,Mn,As,Al Total	Month
2/4/2020	Treated Plant Effluent	WTP Eff - Fe,Mn,As,Al Dissolved	Month

Sampling Point: Railroad WTP Backwash Tank			
Sample Date	Sample Class	Sample Name	Collection Occurrence

**Sampling Point: Special Distribution/Construction Samples**

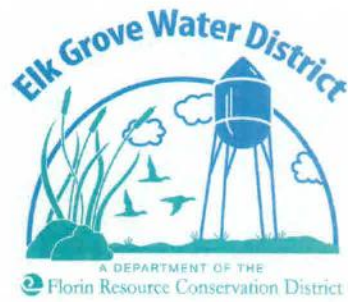
<b>Sample Date</b>	<b>Sample Class</b>	<b>Sample Name</b>	<b>Collection Description</b>
2/11/2020	Treated Water	Bacteriological	Storage Tank#1 Diving Inspection
2/13/2020	Treated Water	Bacteriological	Storage Tank#1 Diving Inspection
		<u>Monthly Total</u>	<u>Yearly Total</u>
		55	119
		4	23
		0	

Colots

Black = Scheduled

Green = Unscheduled

Red = Incomplete Sample



March 3, 2020

Sacramento Regional County  
Sanitation District  
Environmental Specialist  
10060 Goethe Rd.  
Sacramento, CA. 95827

**WASTEWATER SOURCE CONTROL MONTHLY COMPLIANCE REPORT**

Enclosed is the Wastewater Source Control Monthly Compliance Report Form from Elk Grove Water District for February 2020.

If you have any further questions, you may contact me at 916-585-9386

A handwritten signature in blue ink, appearing to read "Steve Shaw", is written above the printed name.

STEVE SHAW  
WATER TREATMENT SUPERVISOR

**COMPLIANCE REPORT FORM**

Attn: Michelle Pate	E-mail: patem@sacsewer.com	Wastewater Source Control Section
Phone (916) 875-9091		Fax (916) 875-6374
From: Steve Shaw		
Company: <b>Elk Grove Water District</b>		Permit #WTP010

The following reports and information are attached (check all that apply):

<b>Month:</b>	February	<b>Year:</b>	2020
---------------	----------	--------------	------

Water use/flow meter report  
 Hampton WTP – 19,511 Gallons  
 Railroad WTP – 0 Gallons  
 Analyzer Water- 33,408 Gallons

	Date	Time	pH
Hampton WTP			
Railroad WTP			

Monitoring results/analytical report

**Discharge Rate**

Check the statement below that applies to this report:  
 Based on a review of this facility’s flow data, discharge rate limit was exceeded.  
 I certify that this facility is in compliance with the discharge rate limit.

Attached is a description of anticipated changes that may significantly alter the nature, quality, or volume of the wastewater discharged.

Flow monitoring equipment certification (Flow or pH meter, etc.)

Other (describe):

**Domestic Calculation**

Domestic Usage	Number of Employees	Business Days per Month	Allowance (gallons per day)	Gallons
Production	3	18	15	810
Office	5	18	10	900
Drivers/Field	12	18	3	648
Total				2,358

**Certification Statement**

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations".

SIGNATURE of Authorized Representative: \_\_\_\_\_

PRINTED NAME, TITLE: Steve Shaw Water Treatment Supervisor  
 (Name) (Title)

DATE: 3/3/2020



March 3, 2020

State Water Resources Control Board  
Division of Drinking Water  
1001 I Street  
13<sup>th</sup> Floor  
Sacramento, CA. 95814

**MONTHLY SUMMARY OF DISTRIBUTION SYSTEM COLIFORM MONITORING**

Enclosed is the Monthly Summary of Distribution System Coliform Monitoring report from Elk Grove Water District for February 2020.

If you have any further questions, you may contact me at 916-585-9386.

A handwritten signature in blue ink, appearing to read "Steve Shaw", is written above the name.

STEVE SHAW  
WATER TREATMENT SUPERVISOR

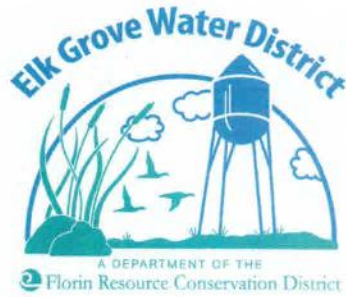
## MONTHLY SUMMARY OF REVISED TOTAL COLIFORM RULE DISTRIBUTION SYSTEM MONITORING (including triggered source monitoring for systems subject to the Groundwater Rule)

System Name <p style="text-align: center; font-size: 1.2em;">Elk Grove Water District</p>	System Number <p style="text-align: center; font-size: 1.2em;">3410008</p>
Sampling Period <p style="text-align: center; font-size: 1.2em;">February</p>	Year <p style="text-align: center; font-size: 1.2em;">2020</p>

	Number Required	Number Collected	Number Total Coliform Positives	Number E.coli Positives
1. Routine Samples (see note 1)	40	40	0	0
2. Repeat Samples following samples that are Total Coliform Positive and <i>E. coli</i> <b>Negative</b> (see notes 10 and 11)		0	0	0
3. Repeat Samples following Routine Samples that are <b>Total Coliform Positive</b> and <i>E. coli</i> <b>Positive</b> (see notes 10 and 11)		0	0	0
4. Treatment Technique (TT)/MCL Violation Computation for Total Coliform/ <i>E. coli</i> Positive Samples				
a. Totals (sum of columns)	40	40	0	0
b. If 40 or more samples collected in month, determine percent of samples that are total coliform positive [(total number positive/total number collected) x 100] =	0	%		
c. Did the system trigger... a <b>Level 2</b> Assessment TT? (see notes 2, 3, 4, 5 and 6 for trigger info) <i>If a Level 2 Assessment is triggered, see note 8 below.</i>			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
a <b>Level 1</b> Assessment TT? (see note 7 for trigger info) <i>If a Level 1 Assessment is triggered, see note 9 below.</i>			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
5. Triggered Source Samples per Groundwater Rule (see notes 12 and 13)		0	0	0
6. Invalidated Samples (Note what samples, if any, were invalidated; who authorized the invalidation; and when replacement samples were collected. Attach additional sheets, if necessary.)				
7. Summary Completed By: <b>Steve Shaw</b>				
Signature 	Title <p style="text-align: center; font-size: 1.2em;">Water Treatment Supervisor</p>	Date <p style="text-align: right; font-size: 1.2em;">3/3/2020</p>		

**NOTES AND INSTRUCTIONS:**

1. Routine samples include:
  - a. Samples required pursuant to 22 CCR Section 64423 and any additional samples required by an approved routine sample siting plan established pursuant to 22 CCR Section 64422.
  - b. Extra samples are required for systems collecting less than five routine samples per month that had one or more total coliform positives in previous month;
  - c. Extra samples for systems with high source water turbidities that are using surface water or groundwater under direct influence of surface water and do not practice filtration in compliance with regulations;
2. Note: For a repeat sample following a total coliform positive sample, any *E. coli* positive repeat (boxed entry) **constitutes an MCL violation and requires immediate notification to the Division** (22, CCR, Section 64426.1).
3. Note: For repeat sample following a *E. coli* positive sample, any total coliform positive repeat (boxed entry) **constitutes an MCL violation and requires immediate notification to the Division** (22, CCR, Section 64426.1).
4. Note: Failure to take all required repeat samples following an *E. coli* positive routine sample (22, CCR, Section 64426.1) **constitutes an MCL violation and requires immediate notification to the Division** (22, CCR, Section 64426.1).
5. Note: Failure to test for *E. coli* when any repeat sample tests positive for total coliform (22, CCR, Section 64426.1) **constitutes an MCL violation and requires immediate notification to the Division** (22, CCR, Section 64426.1).
6. Note: Second Level 1 treatment technique trigger in a rolling 12-month period.
7. Total coliform Treatment Technique (TT) Violation (**Notify Department within 24 hours of TT violation**):
  - a. For systems collecting less than 40 samples, if two or more samples are total coliform positive, then the TT is violated and a Level 1 Assessment is required.
  - b. For systems collecting 40 or more samples, if more than 5.0 percent of samples collected are total coliform positive, then the TT is violated and a Level 1 Assessment is required.
8. Contact the Division as soon as practical to arrange for the division to conduct a Level 2 Assessment of the water system. The water system shall complete a Level 2 Assessment and submit it to the Division within 30 days of learning of the trigger exceedance.
9. Conduct a Level 1 Assessment in accordance with as soon as practical that covers the minimum elements (22, CCR, Section 64426.8 (a), (2)). Submit the report to the Division within 30 days of learning of the trigger exceedance.
10. Positive results and their associated repeat samples are to be tracked on the Coliform Monitoring Worksheet.
11. Repeat samples must be collected within 24 hours of being notified of the positive results. For systems collecting more than one routine sample per month, three repeat samples must be collected for each total coliform positive sample. For systems collecting one or fewer routine samples per month, four repeat samples must be collected for each total coliform positive sample. At least three samples shall be taken the month following a total coliform positive.
12. For systems subject to the Groundwater Rule: Positive results and the associated triggered source samples are to be tracked on the Coliform Monitoring Worksheet.
13. For triggered sample(s) required as a result of a total coliform routine positive sample, an *E. coli* positive triggered sample (boxed entry) **requires immediate notification to the Division, Tier 1 public notification, and corrective action.**



March 3, 2020

State Water Resources Control Board  
Division of Drinking Water  
1001 I Street  
13<sup>th</sup> Floor  
Sacramento, CA. 95814

**MONTHLY SUMMARY OF THE HAMPTON GROUNDWATER TREATMENT PLANT**

Enclosed is the Monthly Summary of the Hampton GWTP report from Elk Grove Water District for February 2020.

If you have any further questions, you may contact me at 916-585-9386.

A handwritten signature in blue ink, appearing to read "Steve Shaw". The signature is fluid and cursive, with a long horizontal stroke at the top.

STEVE SHAW  
WATER TREATMENT SUPERVISOR



# Elk Grove Water District

## Hampton GWTP Monthly Report

PWS Number: 34110008-013

Month: February

GWTP Name: Hampton Water Treatment Plant

Date	Hour Meter	Run Hours	Production Meter	Well Production	Backwash Meter	Backwash Waste Meter	Weekly In-House Monitoring (mg/L) R (Raw) T (Treated) As (ug/L)							Weekly Average	
							Date	Fe, R	Fe, T	Mn, R	Mn, T	As, R	As, T	Inf. pH	Eff. pH
last day	13832.4		831021515		16059561	18663525	2/4/2020	0.012	0.008	0.036	0.013	<2	<2	6.9	7.5
1	13832.4	0	831021515	0	16059561	18663525	2/11/2020	0.014	0.022	0.034	0.012	<2	<2	6.9	7.5
2	13832.4	0	831021515	0	16059561	18663525	2/18/2020	0.005	0.033	0.025	0.006	3	<2	6.9	7.5
3	13832.4	0	831021515	0	16059561	18663525	2/25/2020	0.005	0.2	0.072	0.001	<2	<2	6.9	7.3
4	13832.4	0	831021515	0	16059561	18663525									
5	13833.5	1.1	831085041	63526	16059561	18663525									
6	13833.5	0	831085041	0	16059561	18663525									
7	13833.5	0	831085041	0	16059561	18663525									
8	13837.5	4	831323069	238028	16059561	18663525									
9	13838.9	1.4	831399951	76882	16066733	18668221									
10	13838.9	0	831399951	0	16066733	18668221									
11	13840.6	1.7	831498354	98403	16070284	18679693									
12	13840.6	0	831498354	0	16070284	18679693									
13	13840.6	0	831498354	0	16070284	18679693									
14	13840.6	0	831498354	0	16070284	18679693									
15	13840.6	0	831498354	0	16070284	18679693									
16	13840.6	0	831498354	0	16070284	18679693									
17	13840.6	0	831498354	0	16070284	18679693									
18	13840.6	0	831498354	0	16070284	18679693									
19	13842.1	1.5	831585511	87157	16070284	18683036									
20	13842.1	0	831585511	0	16070284	18683036									
21	13842.1	0	831585511	0	16070284	18683036									
22	13842.1	0	831585511	0	16070284	18683036									
23	13842.1	0	831585511	0	16070284	18683036									
24	13842.1	0	831585511	0	16070284	18683036									
25	13842.1	0	831585511	0	16070285	18683036									
26	13842.9	0.8	831629633	44122	16070285	18683036									
27	13842.9	0	831629633	0	16070285	18683036									
28	13842.9	0	831629633	0	16070285	18683036									
29	13842.9	0	831629633	0	16070285	18683036									
30		0		0											
31		0		0											
<b>Total</b>		<b>10.5</b>		<b>608,118</b>	<b>10,724</b>	<b>19,511</b>									

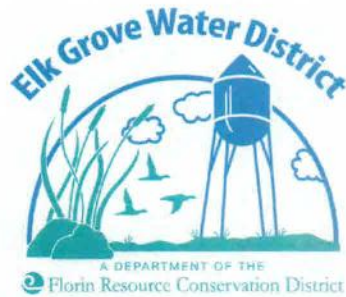
<b>Total Gallons Sodium Hypochlorite:</b>	5.25 Gal
<b>Pounds per day</b>	0.2117 Lbs/Day
<b>Dosage (Milligrams Per Liter @ 12.5% Cl)</b>	1.8 mg/L
<b>Total Gallons Ferric Chloride:</b>	3.88 Gal
<b>Dosage (Milligrams Per Liter @ 38% FeCl)</b>	.65mg/L
<b>Total Gallons Sodium Hydroxide:</b>	5.5 Gal
<b>Dosage (Gallons Per Hour @ 30% NaOH)</b>	0.48 Gal/Hr
<b>Total Gallons Sulfuric Acid :</b>	3.73 Gal
<b>Dose (Gallons Per Hour @ 93% H2SO4 )</b>	0.33 Gal/Hr
<b>Total Backwashed</b>	<b>10,724 Gal</b>
<b>Total Water Pumped</b>	<b>608,118 Gal</b>
<b>Total Backwash Waste Meter</b>	<b>19,511 Gal</b>
<b>Total Water Treated</b>	<b>608,118 Gal</b>

<b>Reporting Limits/Units</b>	<b>Maximum Contaminant Levels (MCLs)</b>
Iron = 0.100 mg/L	Iron (Fe) = 0.300 mg/L (Secondary)
Manganese = 0.010 mg/L	Manganese (Mn) = 0.050 mg/L (Secondary)
Arsenic = 1.0 µg/L	Arsenic (As) = 10 µg/L (Primary)

Prepared By: Steve Shaw      Date: 3/3/2020



March 3, 2020

State Water Resources Control Board  
Division of Drinking Water  
1001 I Street  
13<sup>th</sup> Floor  
Sacramento, Ca. 95814

**MONTHLY FLUORIDATION MONITORING REPORT**

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Enclosed is the Monthly Summary of the Fluoridation Monitoring from Elk Grove Water District for February 2020.

If you have any further questions, you may contact me at 916-585-9386.

A handwritten signature in blue ink, appearing to read "Steve Shaw", with a long horizontal flourish extending to the right.

STEVE SHAW  
WATER TREATMENT SUPERVISOR

# ELK GROVE WATER DISTRICT AREA 2

## DISTRIBUTION SYSTEM

### MONTHLY FLUORIDATION MONITORING REPORT

February-20

Week Location of Sample Monitoring Results (mg/L)

Week	Location of Sample	Date	Time	Results
1	Hollow Springs	2/4/2020	9:29 AM	0.57
1	Al Gates Park	2/4/2020	10:06 AM	0.48
1	Oreo Ranch	2/4/2020	10:33 AM	0.65
1	Blackman	2/4/2020	12:01 PM	0.51
2	Hollow Springs	2/11/2020	10:08 AM	0.52
2	Al Gates Park	2/11/2020	10:29 AM	0.61
2	Oreo Ranch	2/11/2020	10:45 AM	0.69
2	Blackman	2/11/2020	12:14 PM	0.62
3	Hollow Springs	2/18/2020	11:02 AM	0.73
3	Al Gates Park	2/18/2020	11:15 AM	0.58
3	Oreo Ranch	2/18/2020	11:40 AM	0.62
3	Blackman	2/18/2020	12:35 AM	0.68
4	Hollow Springs	2/25/2020	9:25 AM	0.6
4	Al Gates Park	2/25/2020	9:50 AM	0.56
4	Oreo Ranch	2/25/2020	10:12 AM	0.56
4	Blackman	2/25/2020	11:48 PM	0.76
5	Hollow Springs			
5	Al Gates Park			
5	Oreo Ranch			
5	Blackman			

Monthly fluoride split sample results:

Date: 2/4/2020

Water System Results: 0.57 mg/L

Approved Lab: 0.72 mg/L

Contact Name: Steve Shaw

Telephone : (916) 585-9386

System PWS Number: 3410008

# Elk Grove Water District

## Preventative Maintenance Program

### Groundwater Wells

		Monthly												Semi-annual			Annual		
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	1ST 6-MO.	2ND 6-MO.	Refer.	2020		
<b>Well 14D</b> Railroad	Initials	AH	BW													Sect: 7.1	Sect: 7.3		
	Date	1/14/20	2/10/20																
	W.O.#	18424	18564																
<b>Well 4D</b> Webb	Initials	AH	AH													Sect: 8.1	Sect: 8.3		
	Date	1/8/20	2/6/20																
	W.O.#	18425	18565																
<b>Well 11D</b> Dino	Initials	AH	AH													Sect: 9.1	Sect: 9.3		
	Date	1/9/20	2/4/20																
	W.O.#	18426	18566																
<b>Well 1D</b> School	Initials	AH	AH													Sect: 13.1	Sect: 13.3		
	Date	1/3/20	2/4/20																
	W.O.#	18427	18567																
<b>Well 8</b> Williamson	Initials	BW	AH													Sect: 11.1	Sect: 11.4		
	Date	1/8/20	2/7/20																
	W.O.#	18428	18568																
<b>Well 9</b> Polhemus	Initials	AH	AH													Sect: TBD	Sect: TBD		
	Date	1/7/20	2/9/20																
	W.O.#	18429	18569																
<b>Well 13</b> Hampton	Initials	AH/BW	AH													Sect: TBD	Sect: TBD		
	Date	1/13/20	2/4/20																
	W.O.#	18430	18570																

Year: 2020

# Elk Grove Water District

Preventative Maintenance Program

Railroad Water Treatment and Storage

Facility

Item	Monthly												Quarterly			Semi-annual			Annual						
	Refer.	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Refer.	1st	2nd	3rd	4th	Refer.	1st	6 <sup>th</sup>	6 <sup>th</sup>	Refer.	2020	
Clor-Tec System	Section: 4.2	AH 1/15/20 18434	AH/BW 2/24/20 18571											Section: 4.3					Section: 4.4						
Filter System	Section: 5.1	BW 1/2/20 18435	AH 2/6/20 18572											Section: 5.2					Section: 5.3						
Backwash System	Section: 2.1	BW 1/6/20 18436	BW 2/3/20 18573											Section: 2.2					Section: 2.3						
Booster Pumps	Section: 3.1	BW 1/6/20 18437	BW 2/3/20 18574											Section: TBD					Section: 3.2						
LAB														Section: 1.1											
Clear Wells																									
MCC																									

Section: 2.4	AH/BW	2/13/20	18482
Section: 1.2	AH	1/15/20	18604

Year: 2020

# Elk Grove Water District

Preventative Maintenance Program

Hampton Village Water Treatment Plant

Item	Monthly												Quarterly			Semi-annual		Annual							
	Refer.	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Refer.	1st	2nd	3rd	4th	Refer.	1ST	6-2ND	6-MO.	Refer.	2020	
Chemical Systems	TBD	AH/BW 1/13/20 18431	AH 2/13/20 18561											TBD					Section: TBD					Section: TBD	
Filter System	TBD	AH/BW 1/13/20 18432	AH 2/13/20 18561											TBD					Section: TBD					Section: TBD	
Backwash System	TBD	AH/BW 1/13/20 18433	AH 2/13/20 18563											TBD					Section: TBD					Section: TBD	
LAB																			Section: TBD					Section: TBD	
MCC																			Section: TBD					Section: TBD	

# Elk Grove Water District

Preventative Maintenance Program

Standby Generators

Item	Monthly												Annual		
	Refer.	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Refer.	2020
Railroad	Initials	AH	AH											Section: TBD	
	Date	1/14/20	2/3/20												
	W.O. #	18438	18557												
Webb	Initials	AH	BW											Section: TBD	BW 1/22/20 18456
	Date	1/8/20	2/11/20												
	W.O. #	18439	18558												
Dino	Initials	AH	BW											Section: TBD	
	Date	1/9/20	2/11/20												
	W.O. #	18440	18559												
Admin.	Initials	AH	AH/BW											Section: TBD	
	Date	1/30/20	2/24/20												
	W.O. #	18441	18560												
		= Load Test													

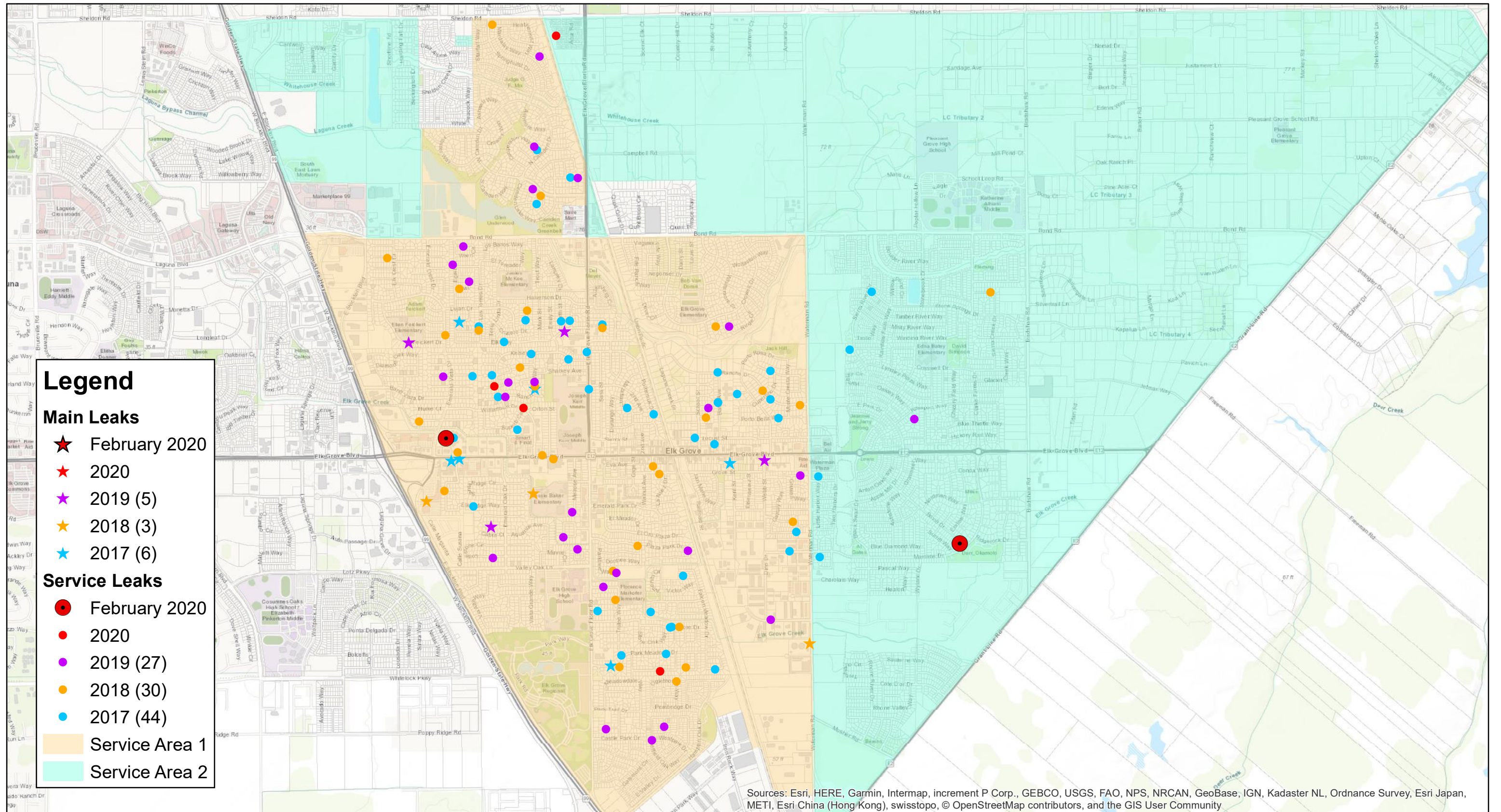
**Elk Grove Water District  
Cross Connection Control Program 2020**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
First Test Notices Issued	47	40											87
Passed First Test Notice	39	25											64
Initial Balance	8	15											23
Notices Retracted	4	0											4
New Balance	4	15											19
Second Test Notices Issued	4	15											19
Passed Second Test Notice	0	7											7
Third Test Notice Issued	4	0											4
Passed Third Test Notice	4	0											4
Devices Locked Off	0	0											0
Monthly Outstanding Delinquents	0	8											8
													<b>Total Outstanding Delinquents</b>
													<b>8</b>



Elk Grove Water District  
 Safety Meetings/Training  
 February 2020

Date	Topic	Attendees	Hosted By
2/3/2020	Using A Spotter	Alan Aragon, Stefan Chanh, David Frederick, Sean Hinton, Bruce Kamilos, Brandon Kent, Jose Mendoza, Sal Mendoza, Michael Montiel, Chris Phillips, Steve Shaw, Brandon Wagner, Marcell Wilson	Ron Lee
2/18/2020	Lock Out - Tag Out	Alan Aragon, Stefan Chanh, David Frederick, James Hinegardner, Sean Hinton, Bruce Kamilos, Brandon Kent, Justin Mello, Jose Mendoza, Michael Montiel, Chris Phillips, Steve Shaw, Brandon Wagner, Marcell Wilson, Vue Xiong	Ron Lee
2/27/2020	Hostile Persons + Slips, Trips, & Falls	Aurelia Camilo, Stefan Chanh, Travis Franklin, David Frederick, Aaron Hewitt, James Hinegardner, Sean Hinton, Bruce Kamilos, Amber Kavert, Brandon Kent, Patrick Lee, Mark Madison, Justin Mello, Jose Mendoza, Sal Mendoza, Michael Montiel, Donella Murillo, Stefani Phillips, Chris Phillips, Cindy Robertson, Steve Shaw, John Vance, Brandon Wagner, Marcell Wilson, Vue Xiong	Dave Caraveo



### Legend

#### Main Leaks

- ★ February 2020
- ★ 2020
- ★ 2019 (5)
- ★ 2018 (3)
- ★ 2017 (6)

#### Service Leaks

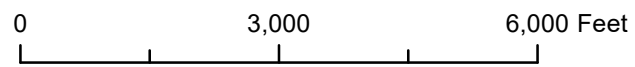
- February 2020
- 2020
- 2019 (27)
- 2018 (30)
- 2017 (44)
- Service Area 1
- Service Area 2

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community

February 2020	
Main Line Leaks: 0	YTD: 0
Service Line Leaks: 2	YTD: 6
Total Leaks: 2	YTD: 6

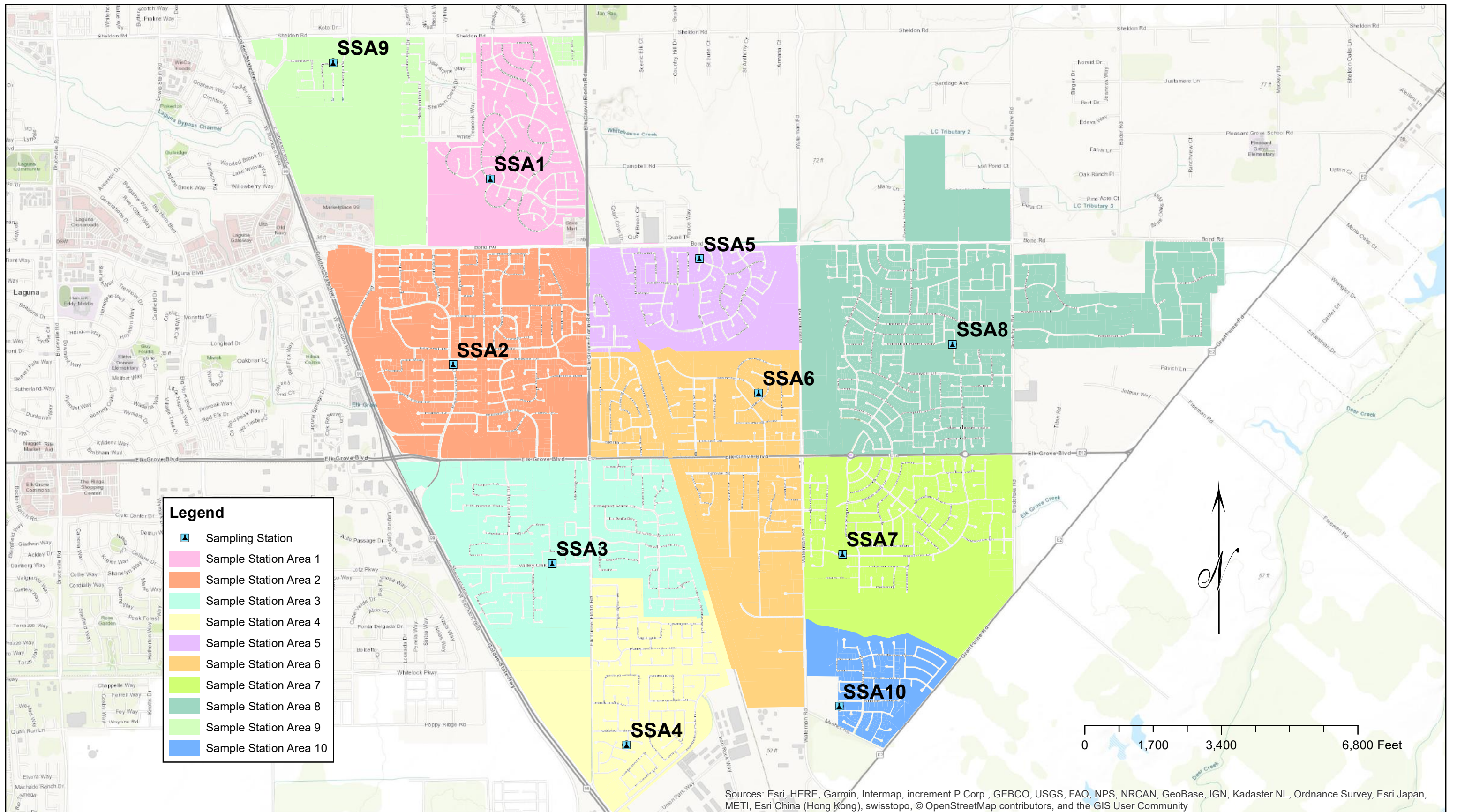


## Elk Grove Water District Main and Service Line Leaks Map



Elk Grove Water District  
Main & Service Line Leaks

Created by: Travis Franklin  
Date: March 3, 2020



**Legend**

- Sampling Station
- Sample Station Area 1
- Sample Station Area 2
- Sample Station Area 3
- Sample Station Area 4
- Sample Station Area 5
- Sample Station Area 6
- Sample Station Area 7
- Sample Station Area 8
- Sample Station Area 9
- Sample Station Area 10

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community

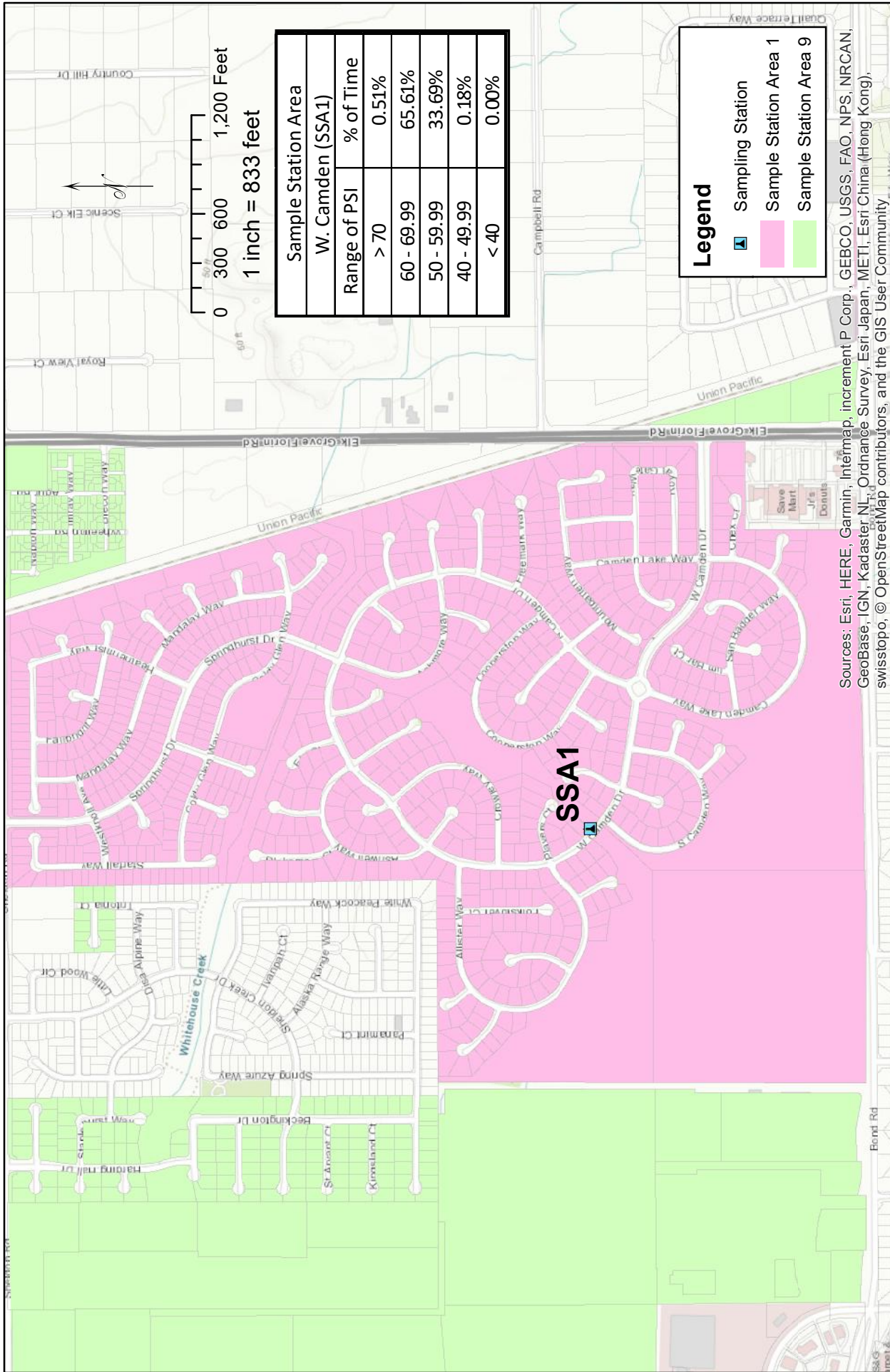
**Sample Stations: 10**



# Elk Grove Water District

## Sample Station Areas

Projected Coordinate System: NAD 83 State Plane CA II FIPS 0402
Source: EGWD GIS database
Modified by: Travis Franklin
March 4, 2020



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community

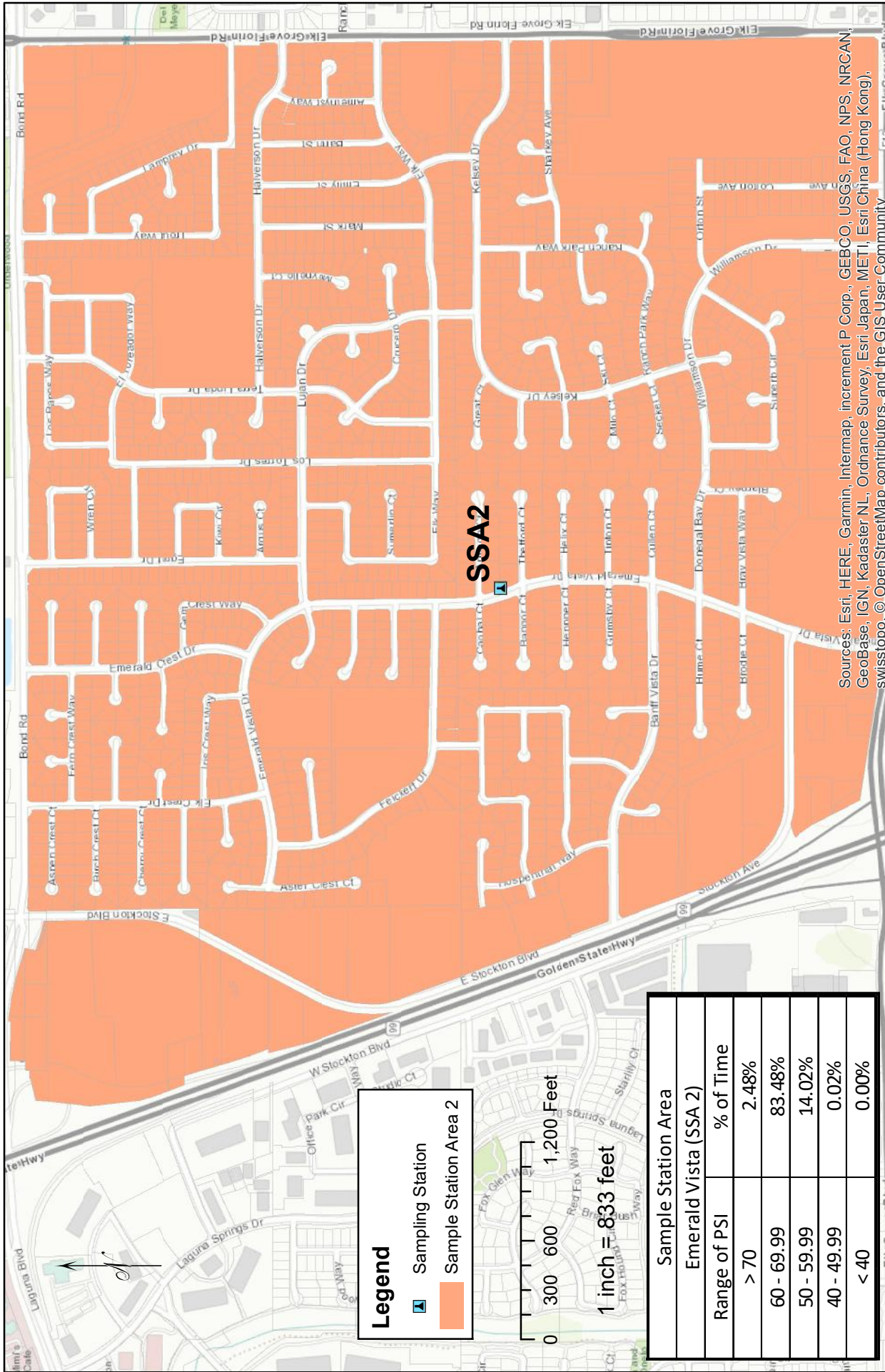
## Elk Grove Water District

### System Pressure Monitoring





**Sample Station #1**  
 Note: Sample Station takes a reading every 5 minutes.  
 February 2020

Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 March 4, 2020



**Legend**

-  Sampling Station
-  Sample Station Area 2

0 300 600 1,200 Feet  
 1 inch = 833 feet

Sample Station Area	Emerald Vista (SSA 2)
Range of PSI	> 70
% of Time	2.48%
60 - 69.99	83.48%
50 - 59.99	14.02%
40 - 49.99	0.02%
< 40	0.00%

**Sample Station #2**

Note: Sample Station takes a reading every 5 minutes.

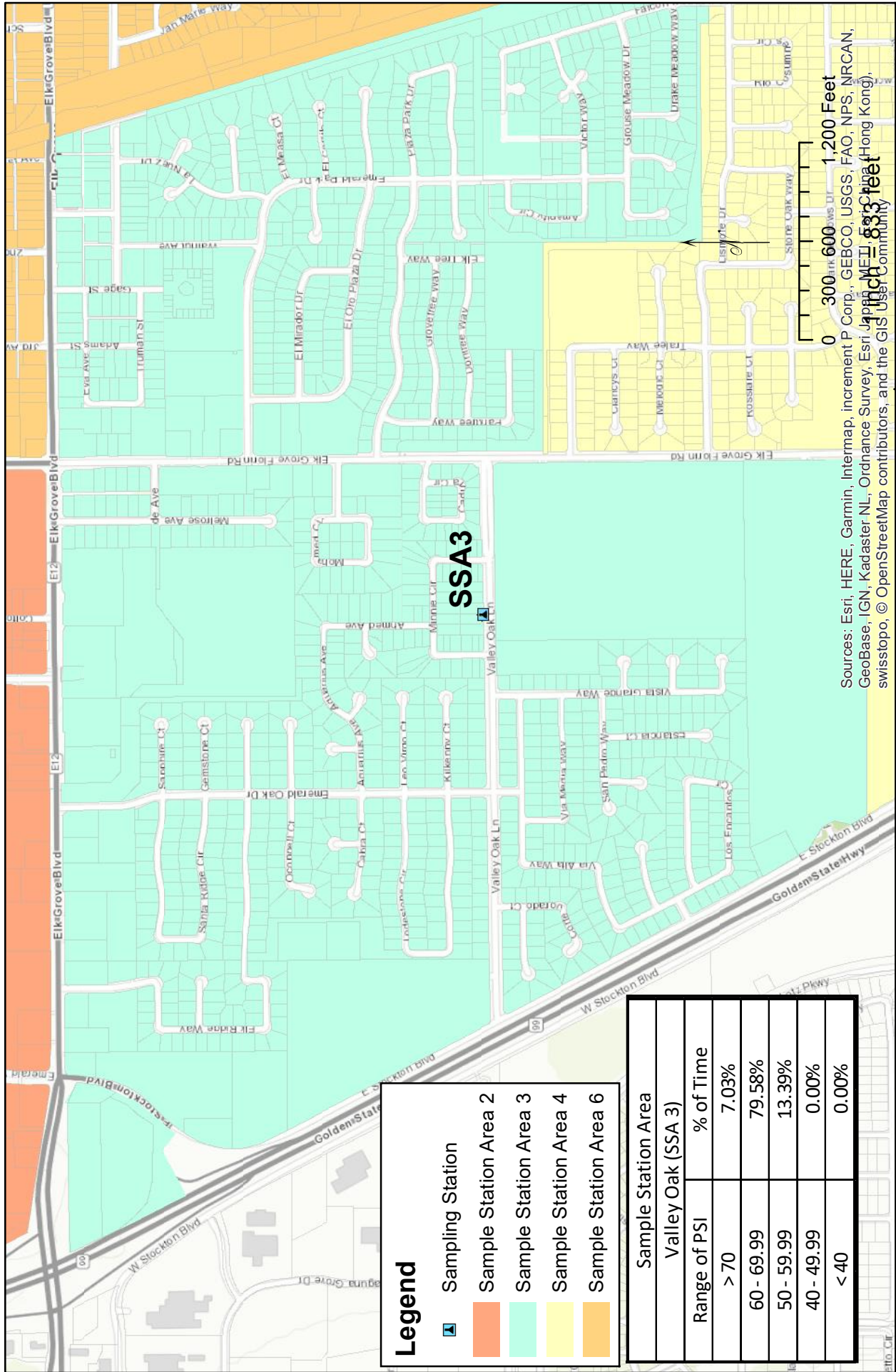
February 2020



**Elk Grove Water District**  
**System Pressure Monitoring**

Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 March 4, 2020

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community



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Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 March 4, 2020

## Elk Grove Water District

### System Pressure Monitoring



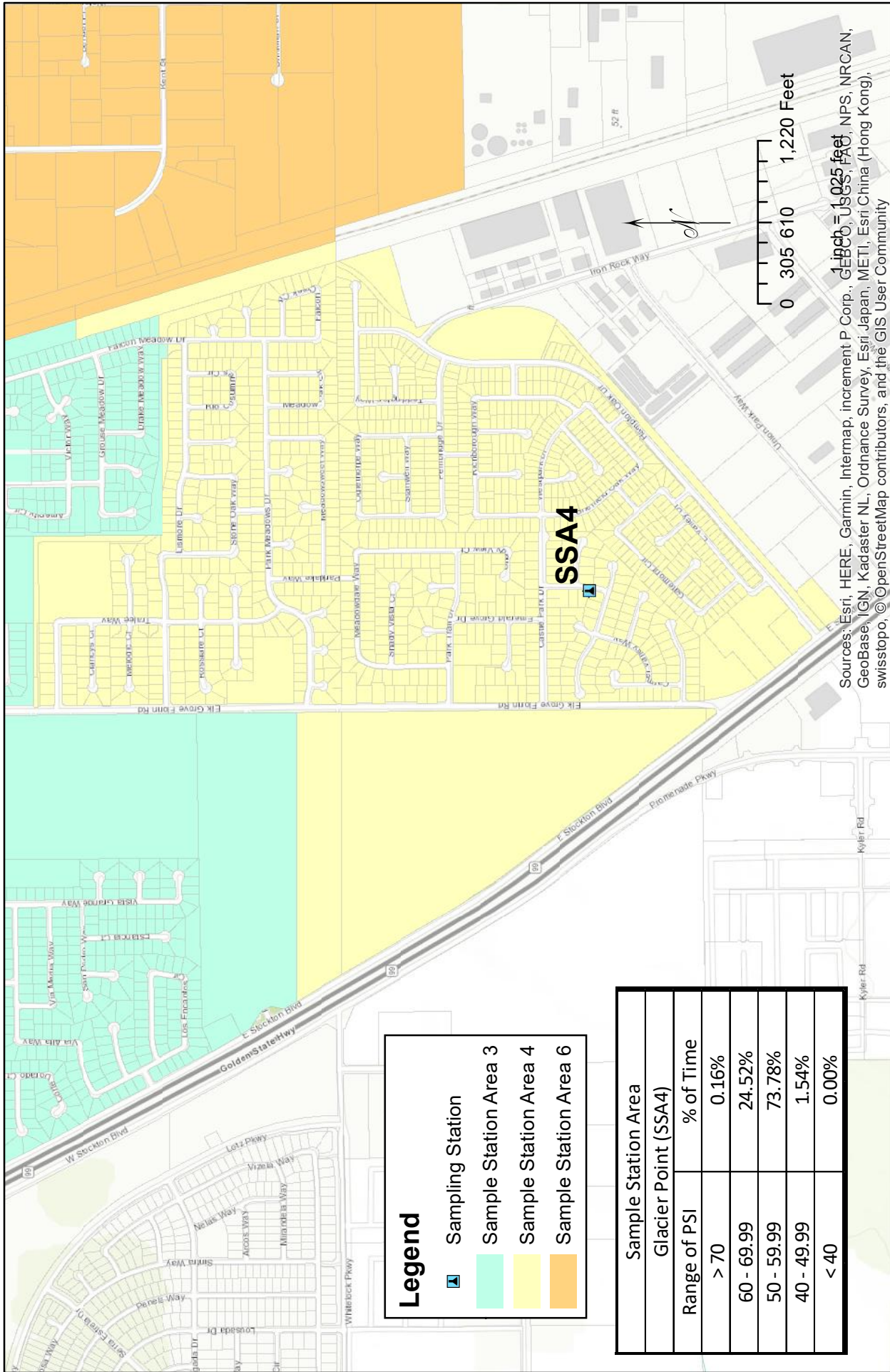
Legend	
	Sampling Station
	Sample Station Area 2
	Sample Station Area 3
	Sample Station Area 4
	Sample Station Area 6

Sample Station Area	
Valley Oak (SSA 3)	
Range of PSI	% of Time
> 70	7.03%
60 - 69.99	79.58%
50 - 59.99	13.39%
40 - 49.99	0.00%
< 40	0.00%

### Sample Station #3

Note: Sample Station takes a reading every 5 minutes.

February 2020



Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 March 4, 2020

## Elk Grove Water District

### System Pressure Monitoring



**Legend**

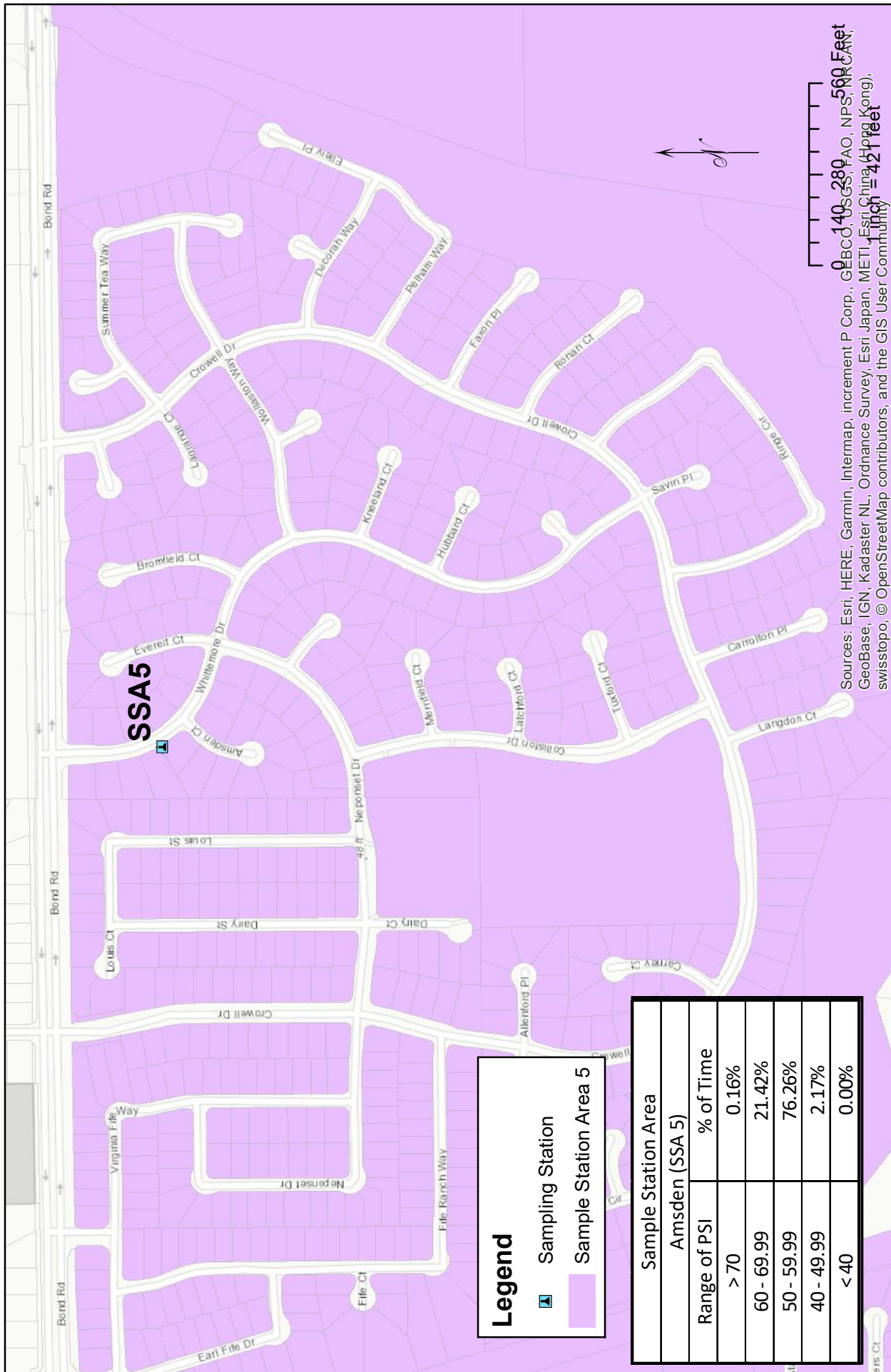
- Sampling Station
- Sample Station Area 3
- Sample Station Area 4
- Sample Station Area 6

Sample Station Area	Glacier Point (SSA4)	% of Time
Range of PSI		
> 70		0.16%
60 - 69.99		24.52%
50 - 59.99		73.78%
40 - 49.99		1.54%
< 40		0.00%

#### Sample Station #4

**Note:** Sample Station takes a reading every 5 minutes.

February 2020



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, CNES, Airphoto, Swire, GEBCO, Swire, GeoBasis, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, © OpenStreetMap contributors, and the GIS User Community

0 140 280 560 Feet  
 0 140 280 560 Feet  
 1 inch = 42 feet

**Legend**  
 Sampling Station  
 Sample Station Area 5

Sample Station Area	Amsden (SSA 5)	% of Time
Range of PSI		
> 70		0.16%
60 - 69.99		21.42%
50 - 59.99		76.26%
40 - 49.99		2.17%
< 40		0.00%



## Elk Grove Water District

### System Pressure Monitoring

---

**Sample Station #5**

Notes: Sample Station takes a reading every 5 minutes.  
 February 2020

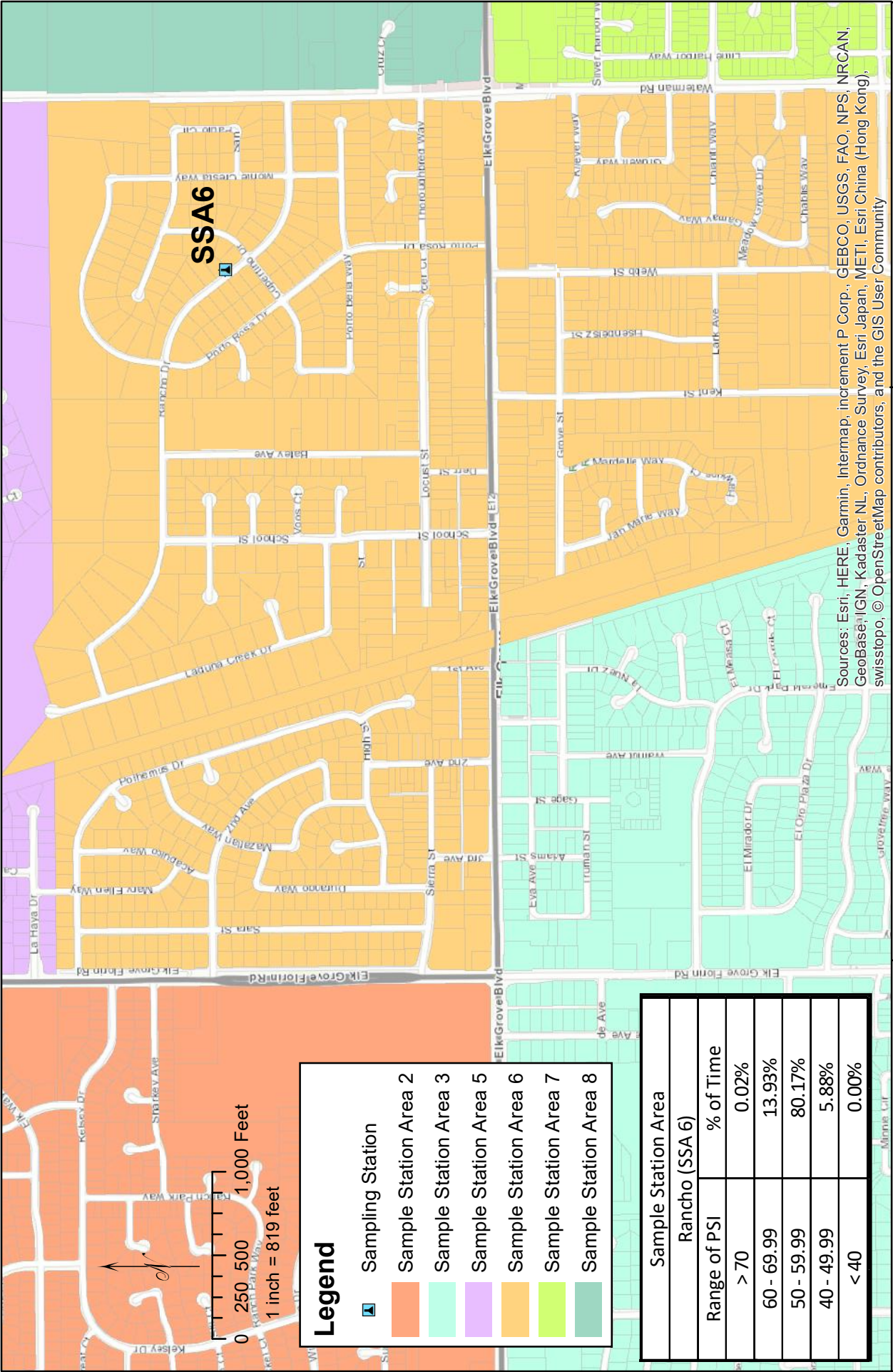
---

Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402

Source: EGWD GIS database

Created by: Travis Franklin  
 March 4, 2020





**Legend**

- Sampling Station
- Sample Station Area 2
- Sample Station Area 3
- Sample Station Area 5
- Sample Station Area 6
- Sample Station Area 7
- Sample Station Area 8

Sample Station Area	Range of PSI	% of Time
Rancho (SSA 6)	> 70	0.02%
	60 - 69.99	13.93%
	50 - 59.99	80.17%
	40 - 49.99	5.88%
	< 40	0.00%

**Sample Station #6**

Note: Sample Station takes a reading every 5 minutes.

February 2020



**Eik Grove Water District**  
System Pressure Monitoring

Projected Coordinate System:  
NAD 83 State Plane CA II FIPS 0402  
Source: EGWD GIS database  
Created by: Travis Franklin  
March 4, 2020

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community



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Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 March 4, 2020

## Elk Grove Water District

### System Pressure Monitoring



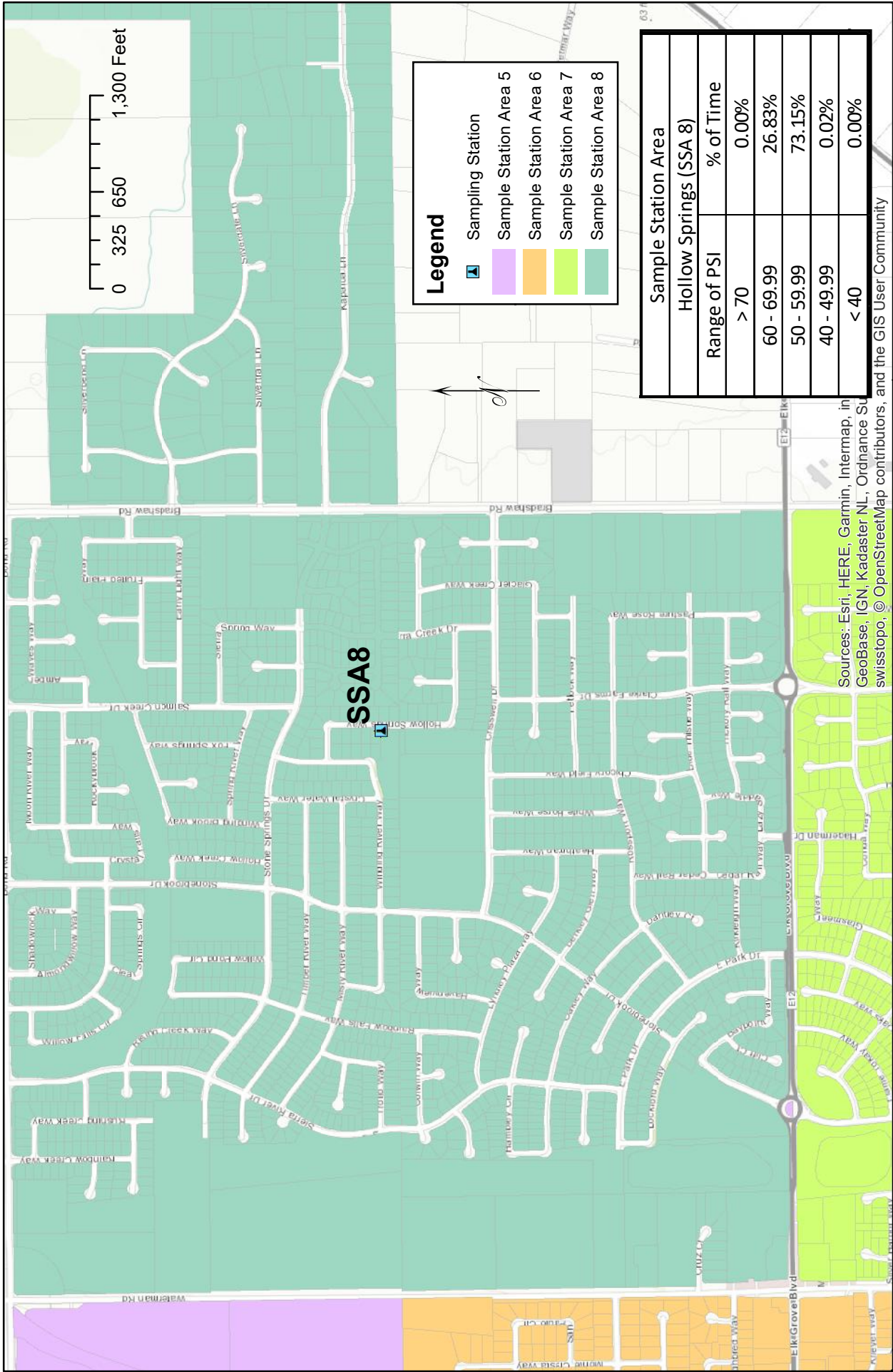
Legend	
	Sampling Station
	Sample Station Area 6
	Sample Station Area 7
	Sample Station Area 8
	Sample Station Area 10

Sample Station Area	
Mainline (SSA 7)	
Range of PSI	% of Time
> 70	1.78%
60 - 69.99	96.07%
50 - 59.99	2.14%
40 - 49.99	0.00%
< 40	0.00%

**Sample Station #7**

Note: Sample Station takes a reading every 5 minutes.

February 2020



**Legend**

- Sampling Station
- Sample Station Area 5
- Sample Station Area 6
- Sample Station Area 7
- Sample Station Area 8

Sample Station Area	Range of PSI	% of Time
Hollow Springs (SSA 8)	> 70	0.00%
	60 - 69.99	26.83%
	50 - 59.99	73.15%
	40 - 49.99	0.02%
	< 40	0.00%

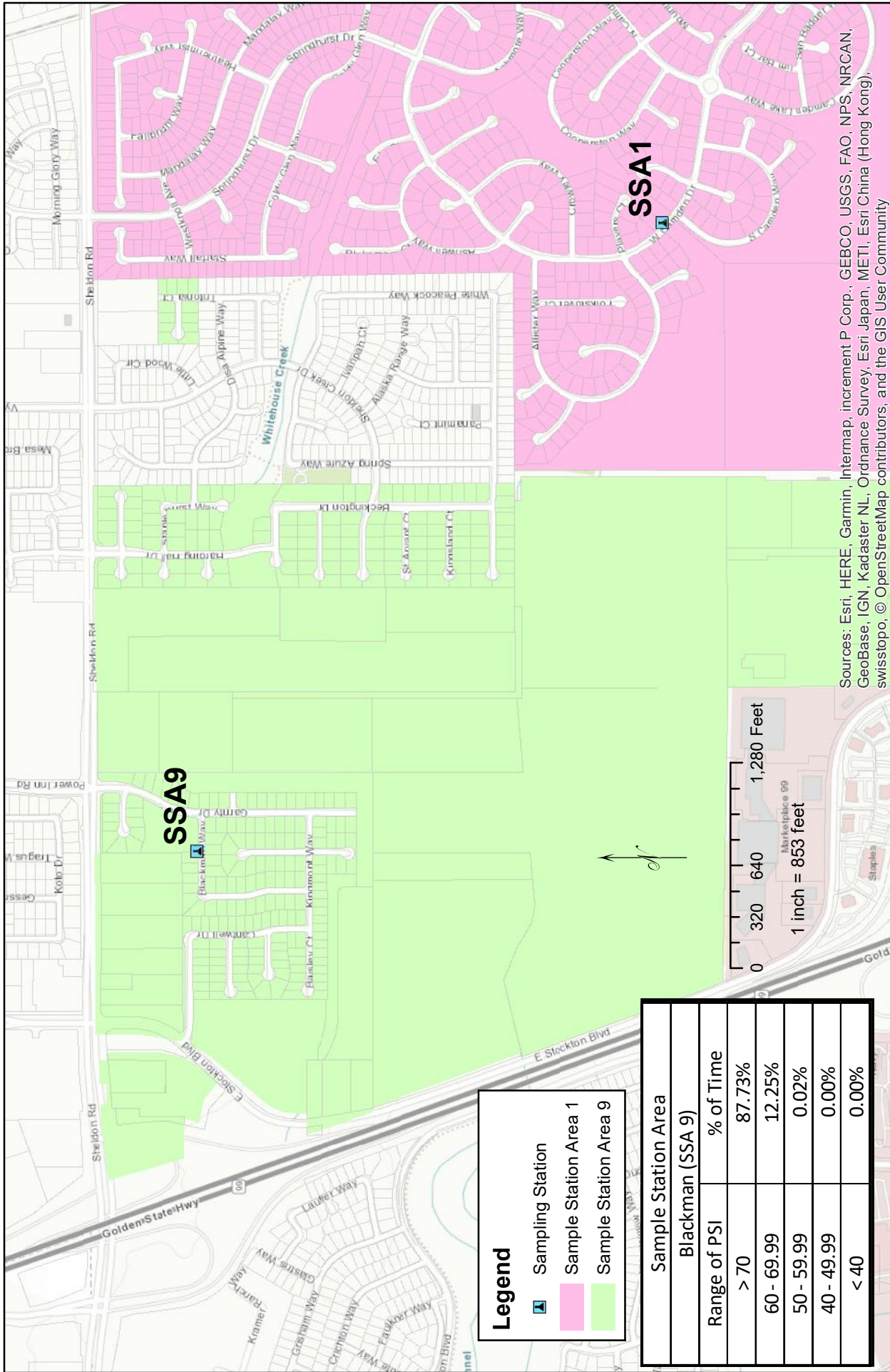
Sources: Esri, HERE, Garmin, Intermap, in GeoBase, IGN, Kadaster NL, Ordnance Survey, the GIS User Community, and the OpenStreetMap contributors, and the swisstopo.

**Elk Grove Water District**  
 System Pressure Monitoring

**Sample Station #8**  
 Note: Sample Station takes a reading every 5 minutes.  
 February 2020

Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 March 4, 2020





**Legend**

- Sampling Station
- Sample Station Area 1
- Sample Station Area 9

Sample Station Area	Blackman (SSA 9)	Range of PSI	% of Time
> 70	87.73%	60 - 69.99	12.25%
50 - 59.99	0.02%	40 - 49.99	0.00%
< 40	0.00%		

**Sample Station #9**

Note: Sample Station takes a reading every 5 minutes.

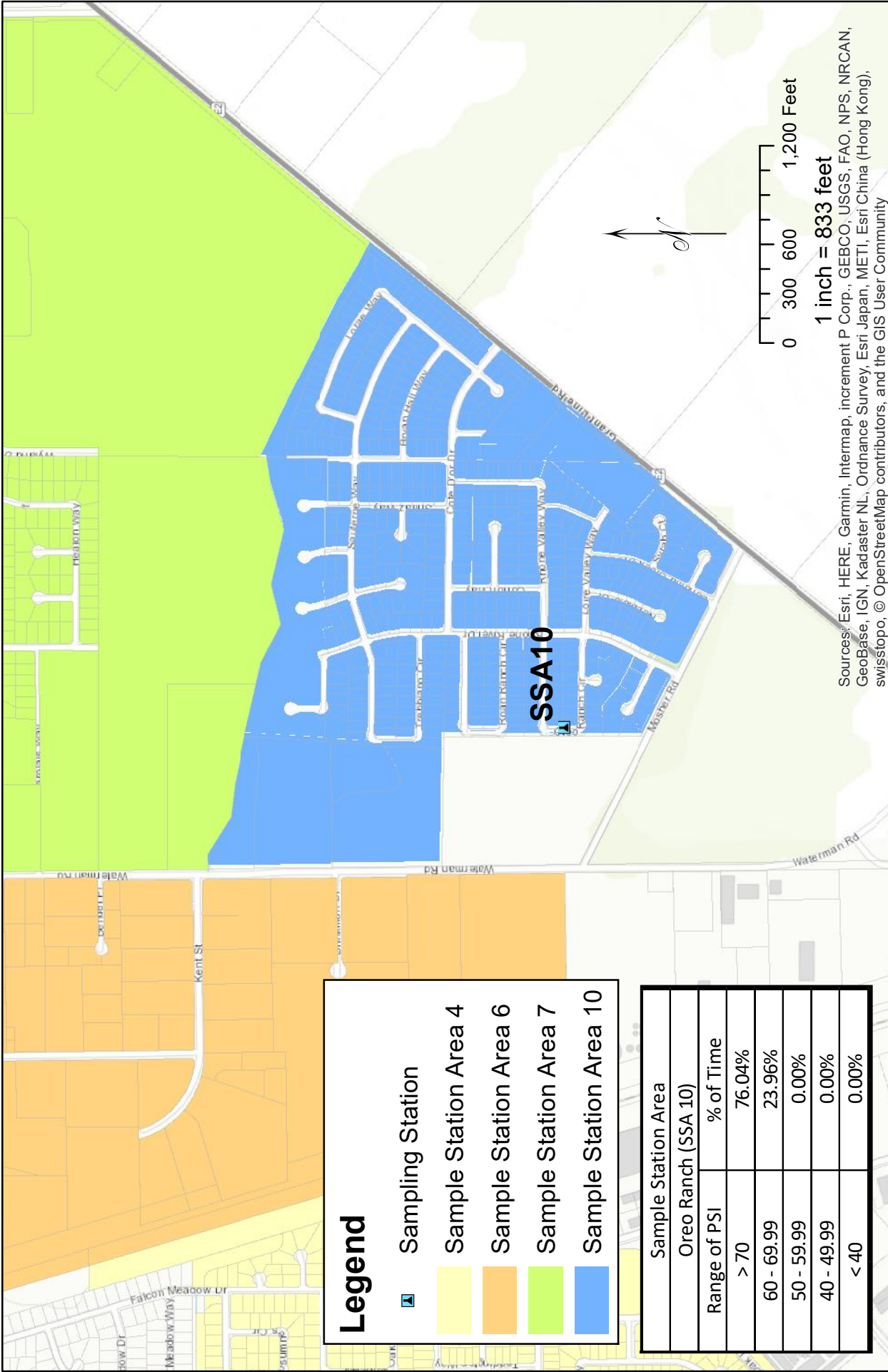
February 2020



**Elk Grove Water District**  
System Pressure Monitoring

Projected coordinate system:  
NAD 83 State Plane CA II FIPS 0402  
Source: EGWD GIS database  
Created by: Travis Franklin  
March 4, 2020

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community



**Legend**

- Sampling Station
- Sample Station Area 4
- Sample Station Area 6
- Sample Station Area 7
- Sample Station Area 10

Sample Station Area	
Oreo Ranch (SSA 10)	
Range of PSI	% of Time
> 70	76.04%
60 - 69.99	23.96%
50 - 59.99	0.00%
40 - 49.99	0.00%
< 40	0.00%

**Sample Station #10**

Note: Sample Station takes a reading every 5 minutes.

February 2020



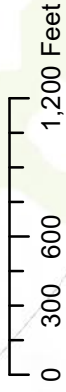
**Elk Grove Water District**  
System Pressure Monitoring

Projected Coordinate System:  
NAD 83 State Plane CA II FIPS 0402

Source: EGWD GIS database

Created by: Travis Franklin

March 4, 2020



1 inch = 833 feet

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community

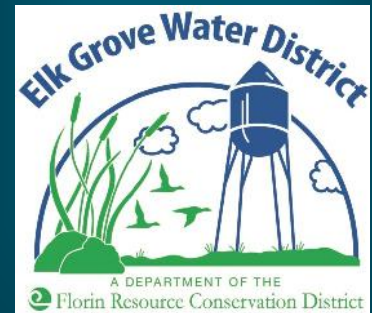
# EGWD

## OPERATIONS REPORT

### March 2020



Elk  
Grove  
Water  
District



**Elk Grove Water District**  
**Operations Report**  
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# Operations Activities Summary

<b><u>Service Requests:</u></b>	March -20		YTD (Since Jan. 1, 2020)	
<b><u>Department</u></b>	<u>Service Request</u>	<u>Hours</u>	<u>Service Request</u>	<u>Hours</u>
<b>Distribution</b>				
Door Tags	335	20	1,206	70
Shut offs	0	0	111	11.5
Turn ons	0	0	68	12.5
Investigations	13	3.25	63	15.75
USA Locates	136	34	614	153.5
Customer Complaints				
-Pressure	1	.25	2	.75
-Water Quality	3	.75	3	.75
-Other	0	0	0	0

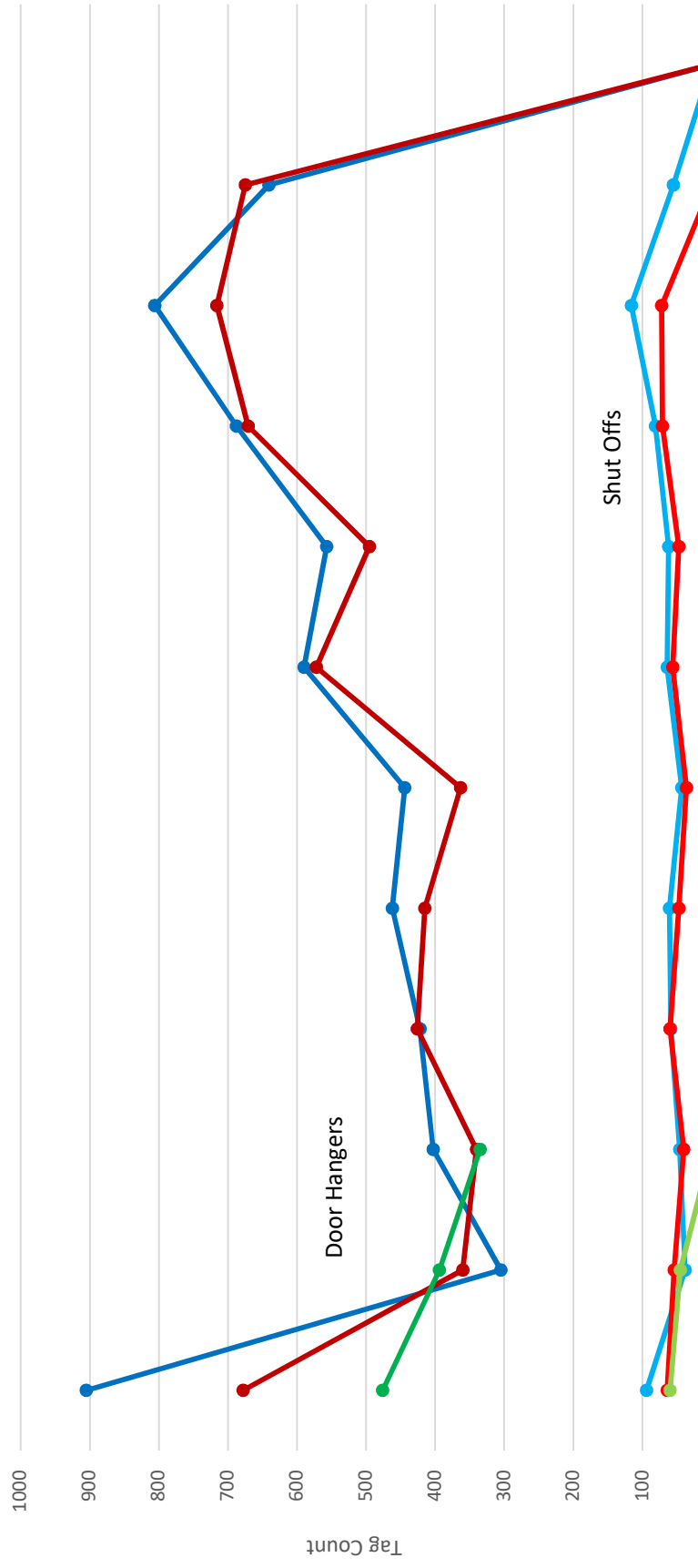
<b><u>Work Orders:</u></b>	March -20		YTD (Since Jan. 1, 2020)	
<b><u>Department</u></b>	<u>Work Orders</u>	<u>Hours</u>	<u>Work Orders</u>	<u>Hours</u>
<b>Treatment:</b>				
Preventative Maint.	29	95.5	78	199
Corrective Maint.	8	41	22	192
Water Samples	17	43	50	136
<b>Distribution:</b>				
Meters Installed	1	1	115	58.25
Meter Change Out	14	8.25	103	54.50
Preventative Maint.				
-Hydrant Maintenance (135)	136	27	414	88
-Valve Exercising (120)	120	24.5	361	75
-Other	0	0	0	0
Corrective Maint.				
-Leaks	3	79.75	9	188.50
-Other	3	14.75	11	20.25
Valve Locates	0	0	0	0
<b>Utility:</b>				
Corrective Maint.	0	0	0	0



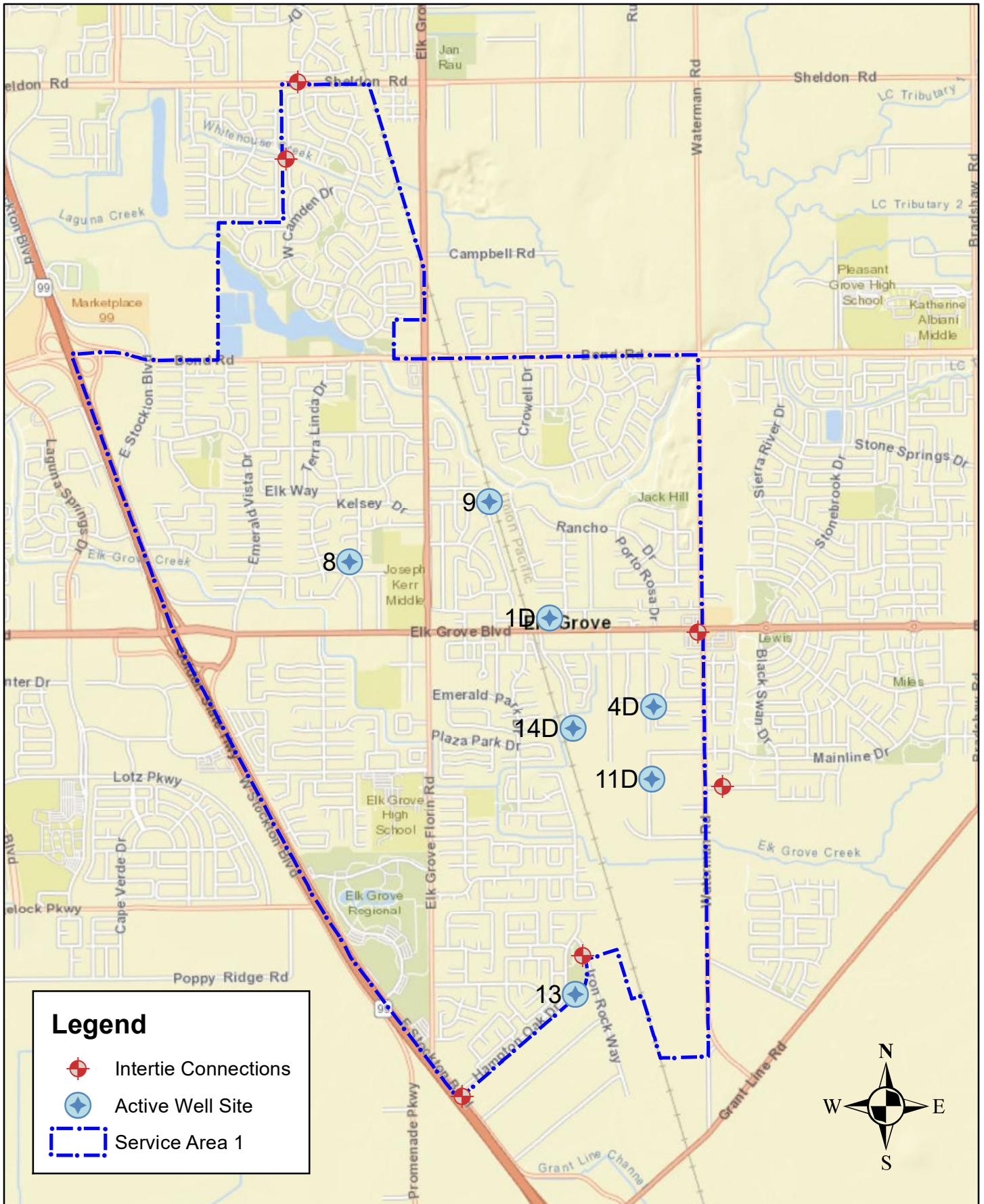


# Elk Grove Water District

## Door Hangers and Shut Off Tags



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2018 Door Hangers	905	305	403	422	462	444	590	557	688	806	641	0
2018 Shut Offs	94	38	46	59	61	43	64	62	81	116	55	0
2019 Door Hangers	678	360	340	426	415	363	572	495	671	716	675	0
2019 Shut Offs	64	54	40	60	47	36	56	47	71	72	0	0
2020 Door Hangers	476	394	335									
2020 Shut Offs	60	45	0									

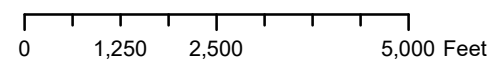


**Legend**

- ◆ Intertie Connections
- ◆ Active Well Site
- Service Area 1



Active Well Sites & Intertie Connections



Elk Grove Water District



## Elk Grove Water District

### Monthly Production

Well 1D School -- Mar. 2020

**Selected Month Production**  
69,108 Gallons

Average GPM:  
1,919

**Motor:**

Volts: 471  
 Volts (Rated): 460  
 RPM: 1791  
 RPM (Rated): 2115  
 Amps A: 182  
 Amps A (Rated): 222  
 Amps B: 180  
 Amps B (Rated): 222  
 Amps C: 176  
 Amps C (Rated): 222

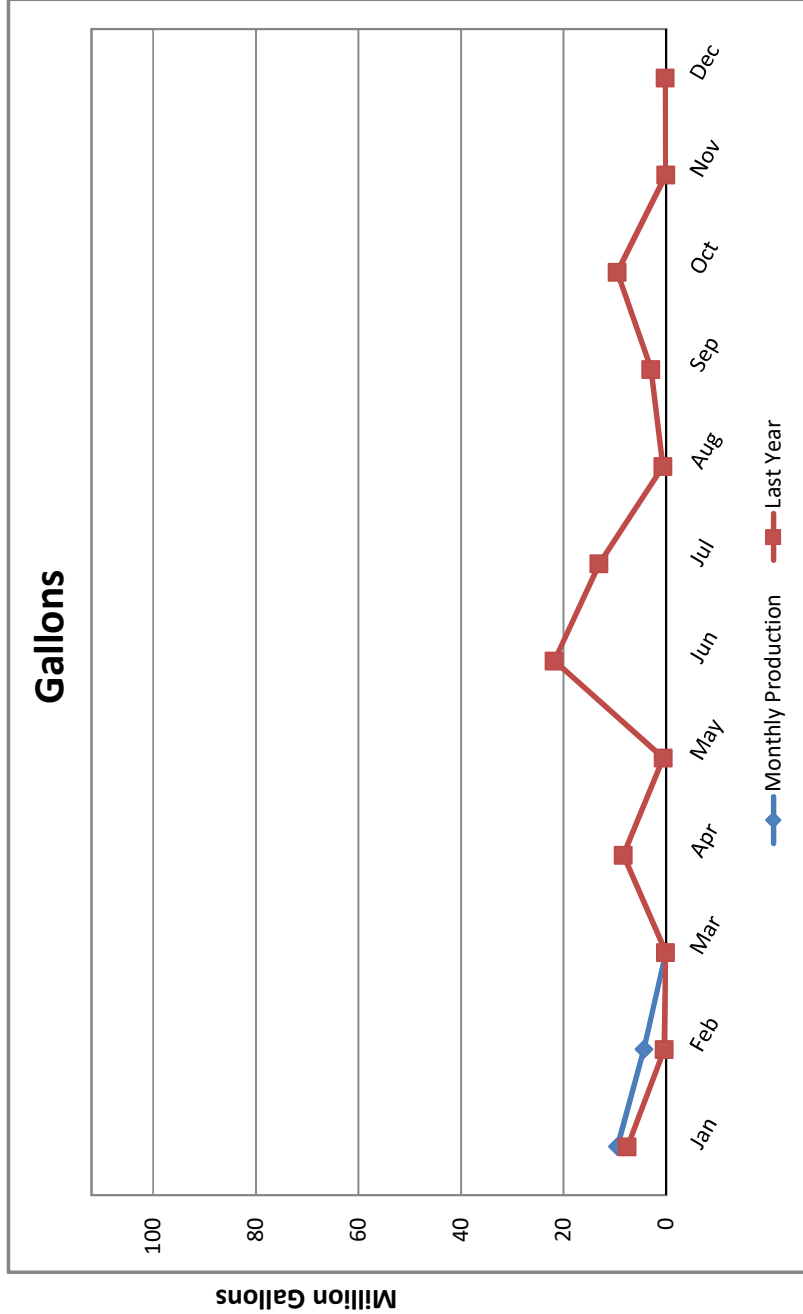
Motor Temp: 95.9 F  
 Hour Meter: 0.60  
 KW Hour Total: 320

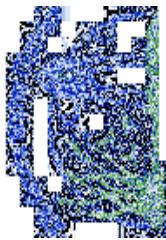
**Chlorine:**

Dosing: 1.48 mg/L  
 Demand: 0.45 mg/L  
 Residual: 1.03 mg/L

**Vibration Reading:**

Base Line: 0.05 in/sec  
 Current: 0.04 in/sec





# Elk Grove Water District

## Monthly Production

Well 4D Webb -- Mar. 2020

**Selected Month Production**  
8,153,215 Gallons

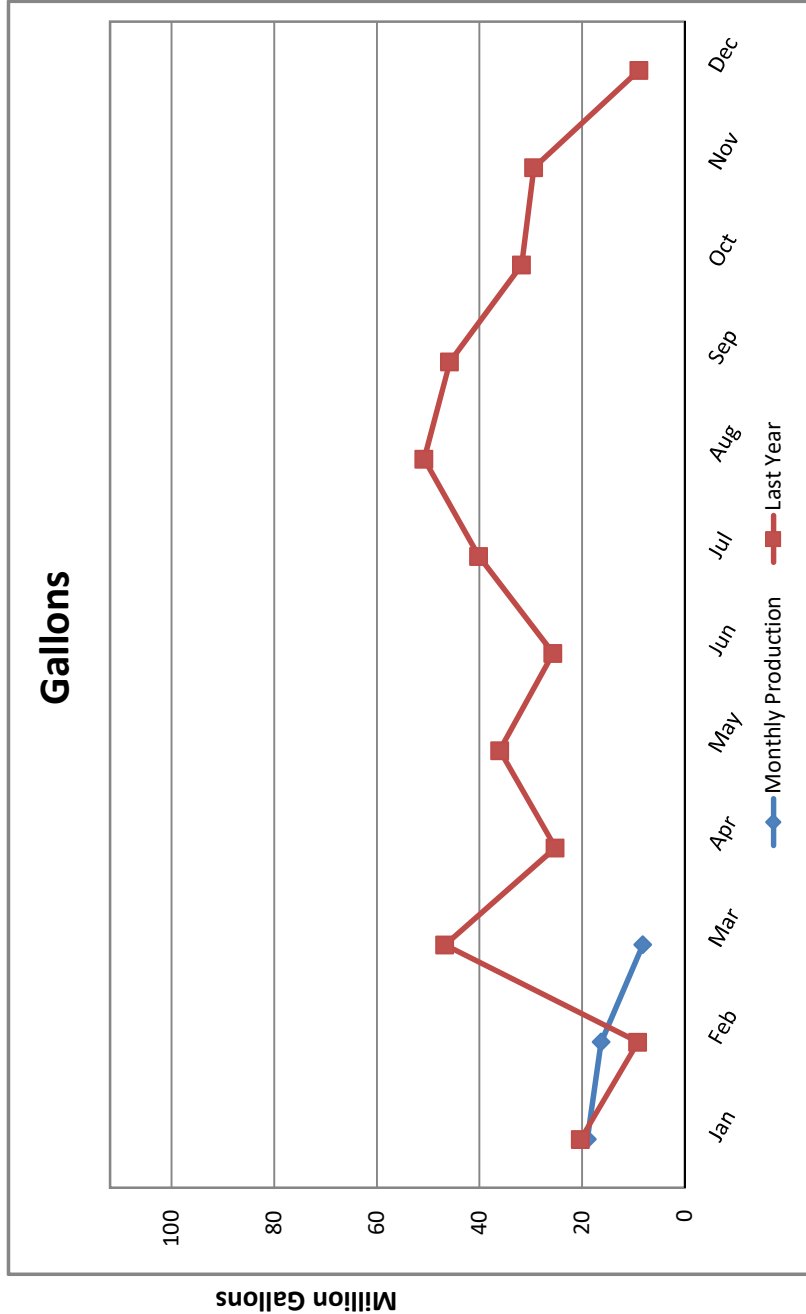
Average GPM:  
1,696

**Motor:**  
Volts: 482  
Volts (Rated): 460  
RPM: 1703  
RPM (Rated): 1775  
Amps A: 185  
Amps A (Rated): 225  
Amps B: 184  
Amps B (Rated): 225  
Amps C: 184  
Amps C (Rated): 225

Motor Temp: 92.4 F  
Hour Meter: 80.10  
KW Hour Total: 11,400

**Chlorine:**  
Dosing: 1.67 mg/L  
Demand: 0.65 mg/L  
Residual: 1.02 mg/L

**Vibration Reading:**  
Base Line: 0.05 in/sec  
Current: 0.01 in/sec





# Elk Grove Water District

## Monthly Production

Well 11D Dino -- Mar. 2020  
(Well Offline)

Selected Month Production  
0 Gallons

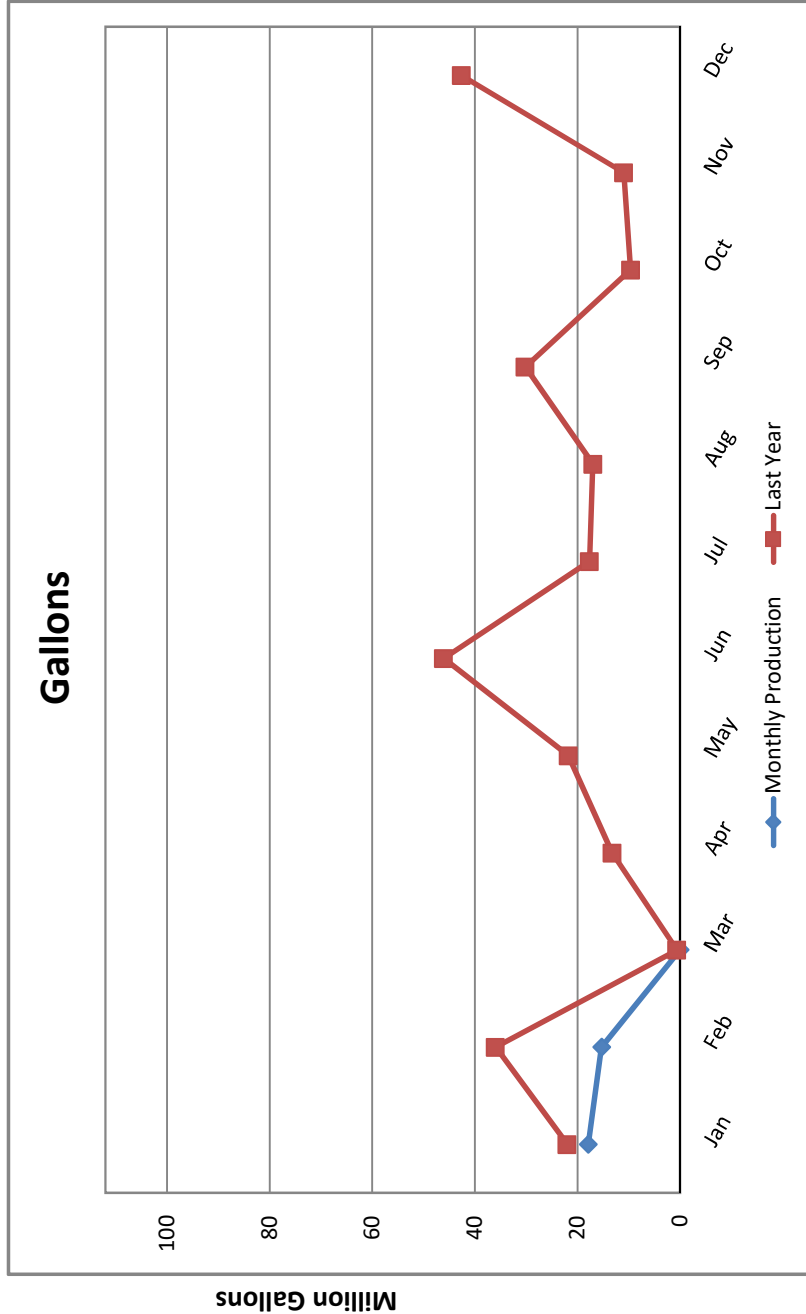
Average GPM: 0

**Motor:**  
Volts: --  
Volts (Rated): 460  
RPM: --  
RPM (Rated): 1775  
Amps A: --  
Amps A (Rated): 225  
Amps B: --  
Amps B (Rated): 225  
Amps C: --  
Amps C (Rated): 225

Motor Temp: -- F  
Hour Meter: 0.00  
KW Hour Total: 0

**Chlorine:**  
Dosing: -- mg/L  
Demand: -- mg/L  
Residual: -- mg/L

**Vibration Reading:**  
Base Line: 0.05 in/sec  
Current: -- in/sec





# Elk Grove Water District

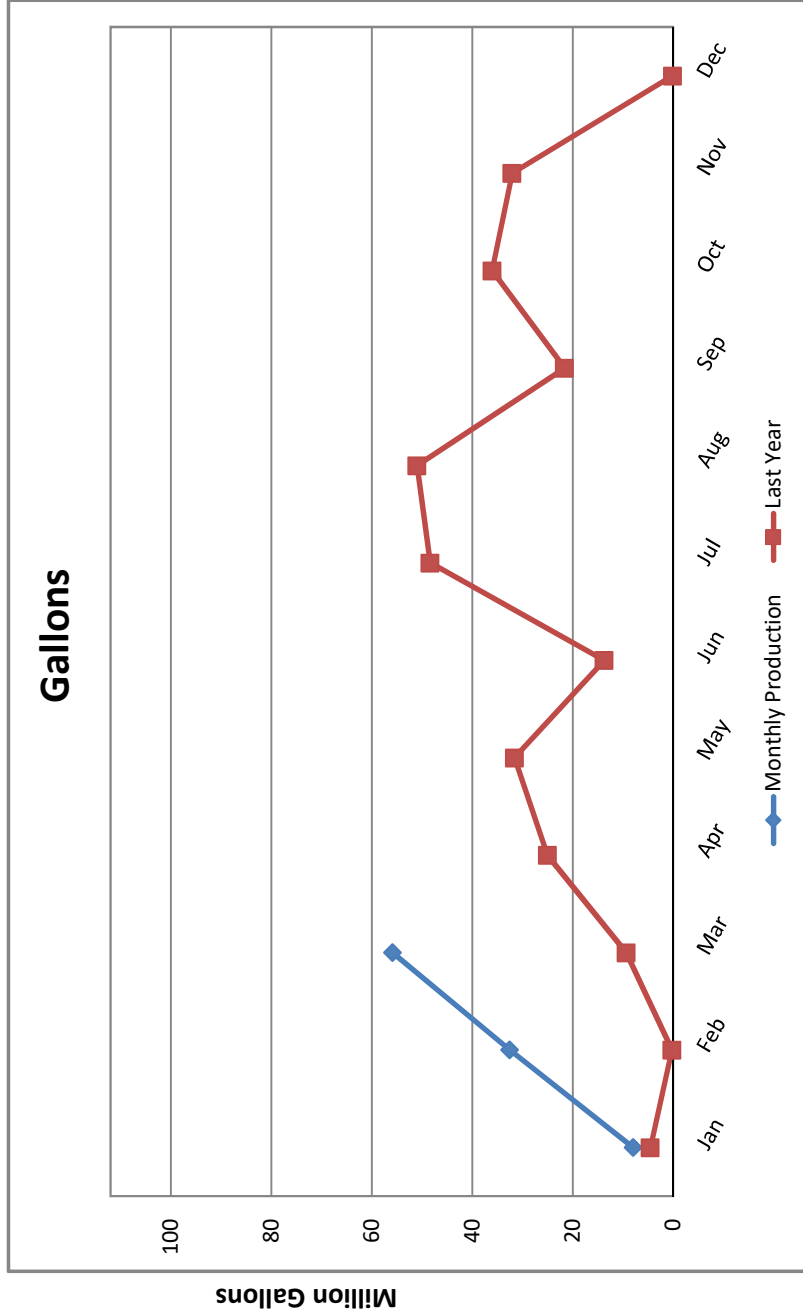
## Monthly Production

Well 14D Railroad -- Mar. 2020

**Selected Month Production**  
55,896,163 Gallons

Average GPM:  
1,504

### Gallons



#### Motor:

Volts: 478  
 Volts (Rated): 460  
 RPM: 1876  
 RPM (Rated): 1785  
 Amps A: 160  
 Amps A (Rated): 171  
 Amps B: 161  
 Amps B (Rated): 171  
 Amps C: 161  
 Amps C (Rated): 171

Motor Temp.: 114.3 F  
 Hour Meter: 619.40  
 KW Hour Total: 125,440  
 (KWH total is for the entire facility)

#### Chlorine:

Dosing: 1.89 mg/L  
 Demand: 0.87 mg/L  
 Residual: 1.02 mg/L

#### Vibration Reading:

Base Line: 0.02 in/sec  
 Current: 0.04 in/sec

Million Gallons



## Elk Grove Water District

### Monthly Production

Well 8 Williamson -- Mar. 2020  
(Submersible)

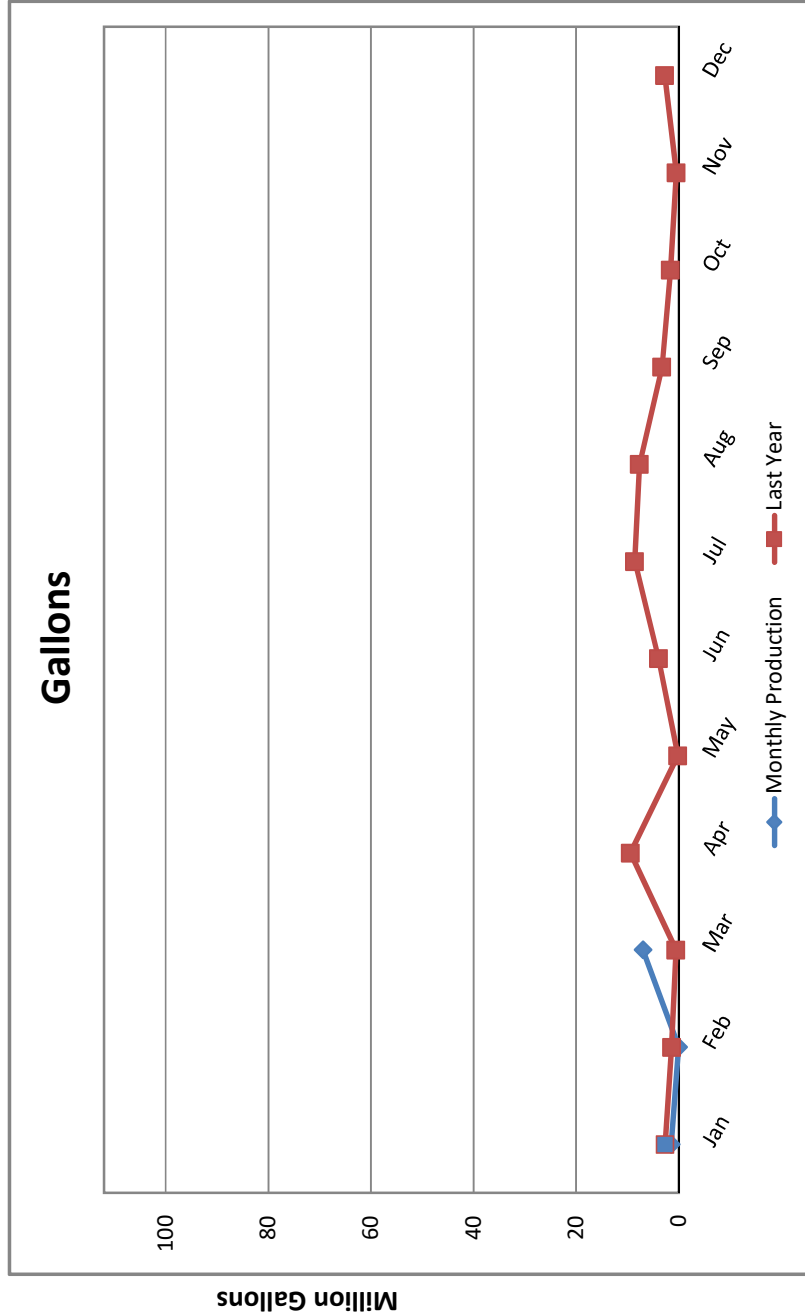
**Selected Month Production**  
6,976,346 Gallons

Average GPM: 543

**Motor:**  
Volts: 460  
Volts (Rated): 460  
  
Amps A: 59  
Amps A (Rated): 65  
Amps B: 59  
Amps B (Rated): 65  
Amps C: 60  
Amps C (Rated): 65

Hour Meter: 213.90  
KW Hour Total: 8,695

**Chlorine:**  
Dosing: 1.45 mg/L  
Demand: 0.18 mg/L  
Residual: 1.27 mg/L





## Elk Grove Water District

### Monthly Production

Well 9 Polhemus -- Mar. 2020  
(Submersible)

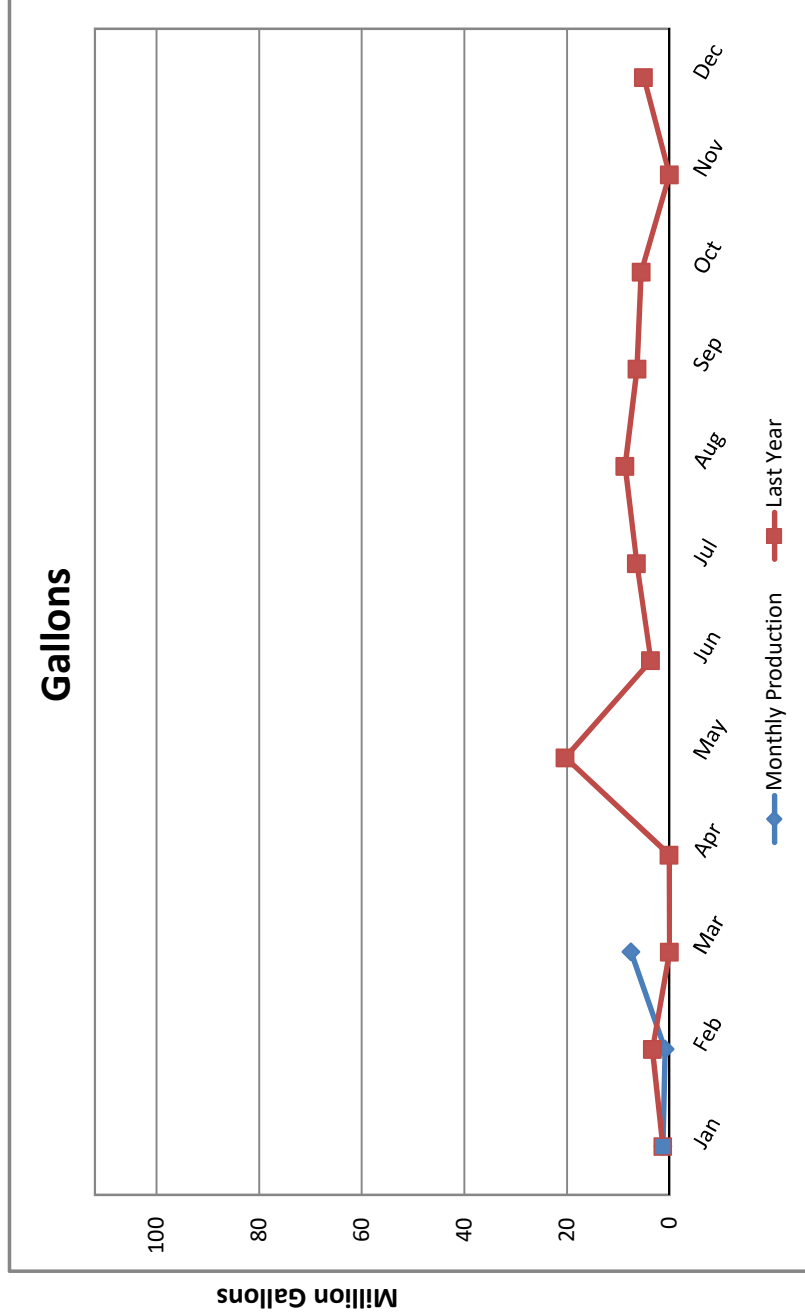
**Selected Month Production**  
7,509,000 Gallons

Average GPM: 403

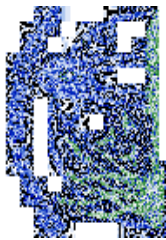
**Motor:**  
Volts: 480  
Volts (Rated): 460  
  
Amps A: 58  
Amps A (Rated): 65  
Amps B: 57  
Amps B (Rated): 65  
Amps C: 61  
Amps C (Rated): 65

Hour Meter: 310.50  
KW Hour Total: 12,443

**Chlorine:**  
Dosing: 1.48 mg/L  
Demand: 0.51 mg/L  
Residual: 0.97 mg/L







## Elk Grove Water District

### Monthly Production

Well 13 Hampton -- Mar. 2020

**Selected Month Production**  
591,605 Gallons

Average GPM: 921

**Motor:**

Volts: 477  
 Volts (Rated): 460  
 RPM: 1789  
 RPM (Rated): 1785  
 Amps A: 103  
 Amps A (Rated): 141  
 Amps B: 105  
 Amps B (Rated): 141  
 Amps C: 106  
 Amps C (Rated): 141

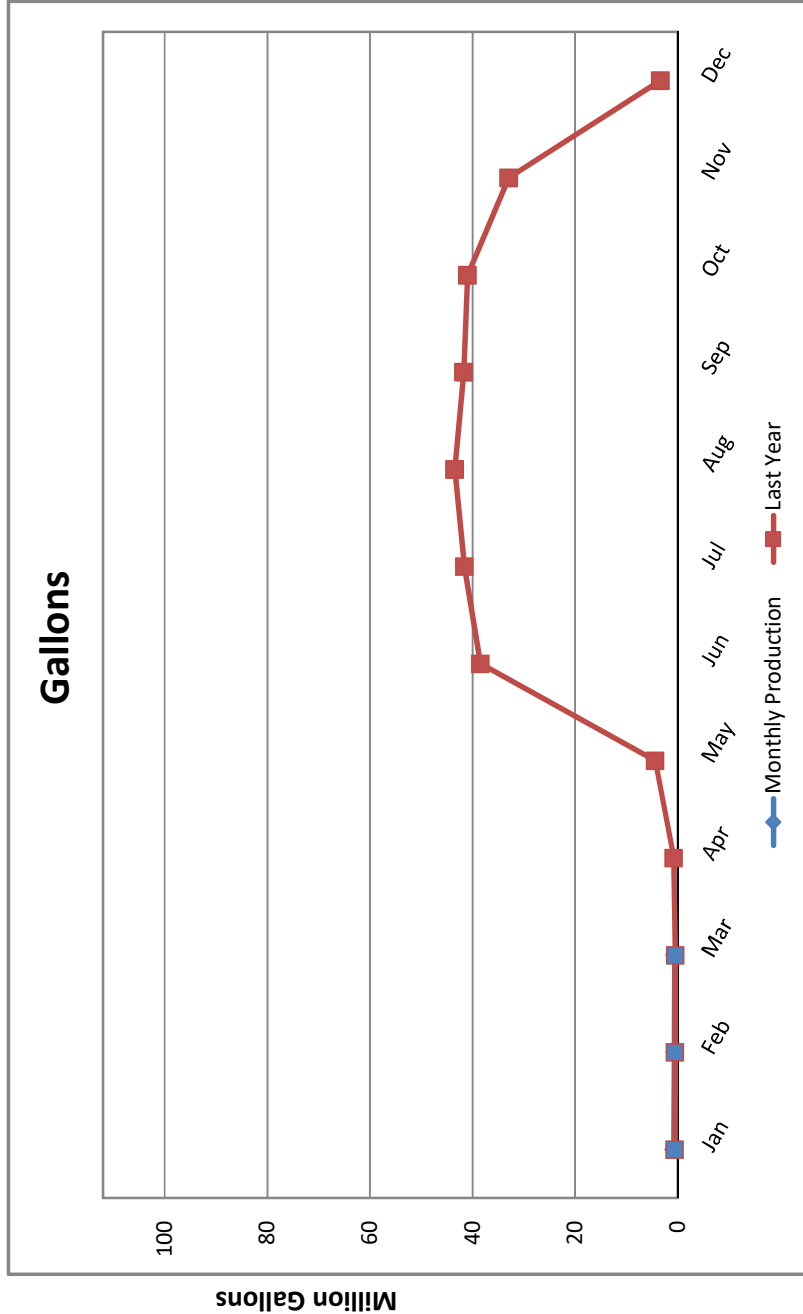
Motor Temp.: 112.6 F  
 Hour Meter: 10.70  
 KW Hour Total: 2,340

**Chlorine:**

Dosing: 0.62 mg/L  
 Demand: 0.03 mg/L  
 Residual: 0.59 mg/L

**Vibration Reading:**

Base Line: 0.02 in/sec  
 Current: 0.04 in/sec





## Elk Grove Water District

### Combined Total Production

Service Area 1

Mar-2020

#### Current Month Production:

79,195,437 Gallons

#### Highest Day Demand of the Month:

3,366,000

#### Date of Occurrence

5-Mar-20

#### Highest Day Demand of the Calendar Year:

3,372,000

#### Date of Occurrence

22-Feb-20

#### "Water Year" Rainfall: (Oct-19 to Sep-20)

Current Month: 1.57 in

Year To Date: 7.71 in

#### "Water Year" Rainfall: (Oct-18 to Sep-19)

Mar. 2019 3.76 in

Year To Date: 20.31 in

Last Year Total: 24.37 in

#### Temperature:

This Month High 82 F

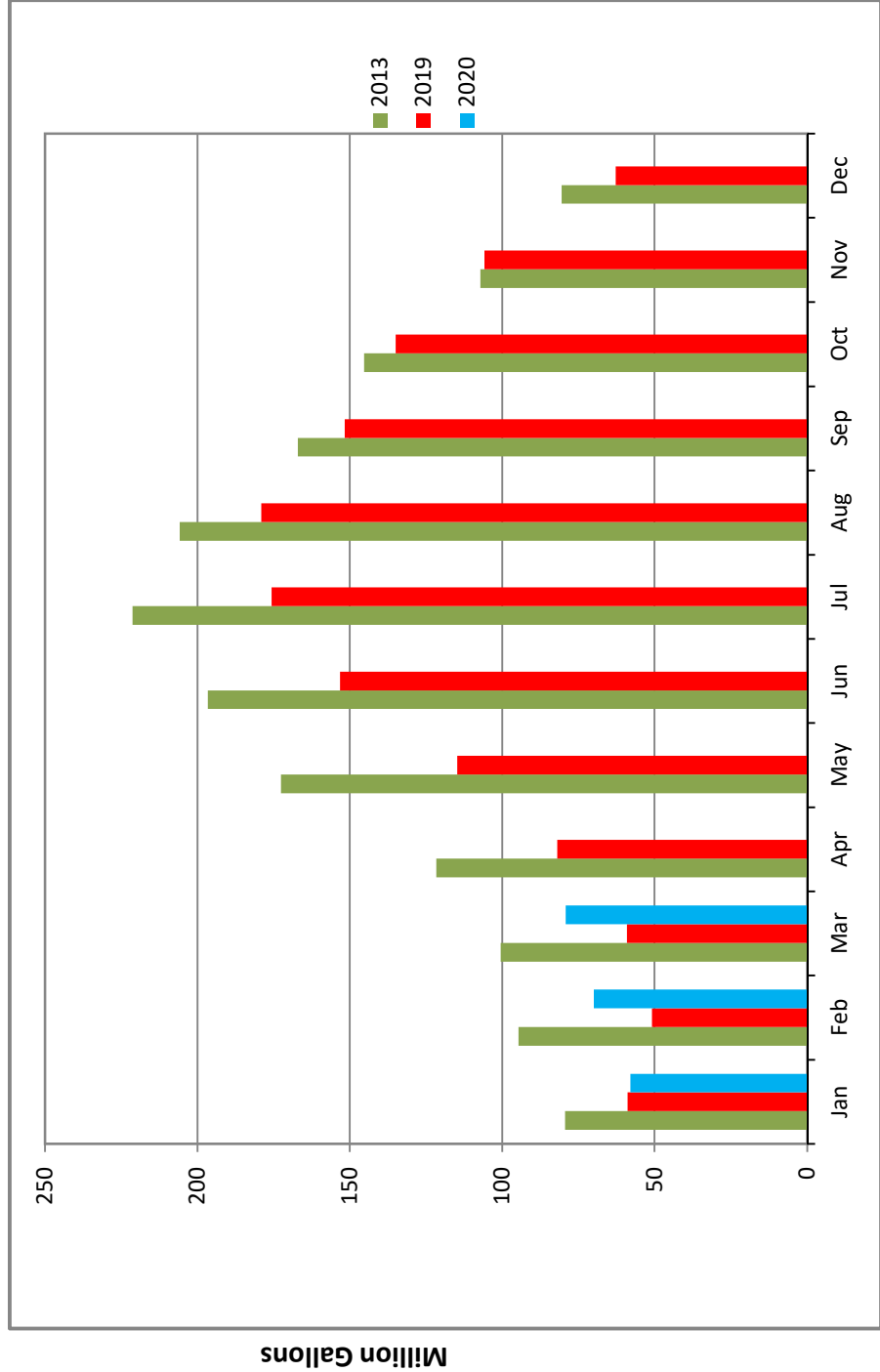
This Month Low 35 F

This Month Average 53.85 F

MAR-19 High 75 F

MAR-19 Low 38 F

MAR-19 Average 53.75 F

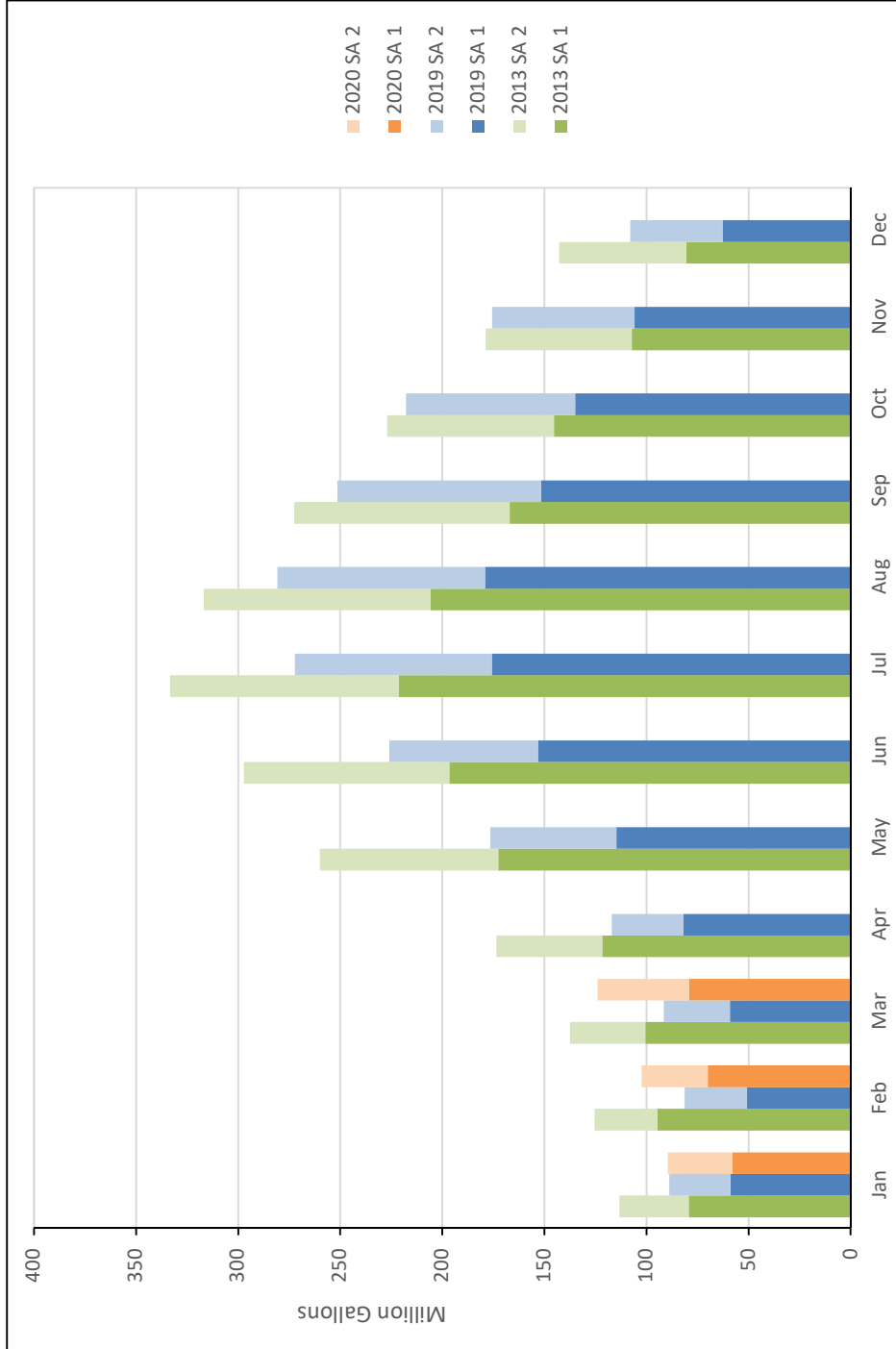




# Elk Grove Water District

## Total Demand/Production

Mar-2020



**Current Month Demand/Production:**

123,960,245 Gallons

**Reduction From Mar 2013: 9.84%**

**GPCD:** 86.5 Gallons per Day

**R-GPCD:** 70.5 Gallons per Day

**Service Area 1**

**Active Connections:** 7,938

**Current Month Demand/Production:**

79,195,437 Gallons

**Reduction From Mar 2013: 21.23%**

**GPCD:** 89.5 Gallons per Day

**R-GPCD:** 71.4 Gallons per Day

**Service Area 2**

**Active Connections:** 4,764

**Current Month Demand/Production:**

44,764,808 Gallons

**Reduction From Mar 2013: -21.17%**

**GPCD:** 81.8 Gallons per Day

**R-GPCD:** 68.9 Gallons per Day

Elk Grove Water District Water Usage

		Monthly Production (gallons)											
		January	February	March	April	May	June	July	August	September	October	November	December
2013													
GW (SA1)		68,254,916	81,368,191	100,542,522	121,613,523	172,623,839	196,557,137	221,335,388	205,830,850	166,997,536	145,352,530	107,186,459	80,494,167
Purchased (SA2)		33,769,956	30,929,052	36,942,972	51,911,200	87,470,372	100,709,224	112,128,192	110,885,764	105,417,136	81,665,892	71,505,060	62,165,532
Total		102,024,872	112,297,243	137,485,494	173,524,723	260,094,211	297,266,361	333,463,580	316,716,614	272,414,672	227,018,422	178,691,519	142,659,699
2017													
GW (SA1)		59,973,881	50,320,832	61,080,559	68,658,752	137,599,305	155,472,951	180,086,739	173,684,119	152,475,400	131,390,808	76,619,642	67,874,741
Purchased (SA2)		26,951,188	28,184,640	28,756,860	34,167,892	48,653,660	87,003,620	96,535,384	104,766,376	98,979,848	84,154,488	61,788,540	34,228,480
Total		86,925,069	78,505,472	89,837,419	102,826,644	186,252,965	242,476,571	276,622,123	278,450,495	251,455,248	215,545,296	138,408,182	102,103,221
2018													
GW (SA1)		61,547,751	61,558,850	62,848,303	76,267,144	125,703,221	158,313,394	181,467,446	173,737,676	150,609,278	133,163,991	97,294,654	63,631,042
Purchased (SA2)		31,925,388	31,512,492	33,779,680	32,989,792	52,692,860	85,679,660	101,031,612	104,457,452	97,400,072	77,996,204	66,116,468	42,849,180
Total		93,473,139	93,071,342	96,627,983	109,256,936	178,396,081	243,993,054	282,499,058	278,195,128	248,009,350	211,160,195	163,411,122	106,480,222
2019													
GW (SA1)		58,847,001	50,827,497	59,064,385	81,981,728	114,733,502	153,176,826	175,692,823	179,038,979	151,703,906	134,920,719	105,816,168	62,755,985
Purchased (SA2)		29,895,316	30,359,076	32,485,640	34,994,432	61,802,004	72,657,728	96,524,164	101,818,508	99,590,964	82,897,100	69,704,624	45,161,996
Total		88,742,317	81,186,573	91,550,025	116,976,160	176,535,506	225,834,554	272,216,987	280,857,487	251,294,870	217,817,819	175,520,792	107,917,981
2020													
GW (SA1)		57,904,843	69,920,851	79,195,437									
Purchased (SA2)		31,743,624	32,416,076	44,764,808									
Total		89,648,467	102,336,927	123,960,245									
% Reduction from 2013		12.13%	8.87%	9.84%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

\*Notes

2013 January and February production numbers do not match actual recorded production because of an open intertie delivering water to SA2. Information below is further details.

SA1 = Service Area 1, SA2 = Service Area 2. SA1 is all groundwater (GW) production. SA2 is all purchased water from SCWA.

Actual Recorded Prod. (Jan. 2013) - Service Area 1

Actual Recorded Prod. (Feb. 2013) - Service Area 1

To determine estimate of Feb. 2013 production delivered to Service Area 1, use multiplier from March data which is seasonally similar.)

Service Area 1 Multiplier =

1.39 (calculated from March 2013 Prod. Data/March 2014 Prod. Data)

Calc'd Feb. 2013 Prod. = Feb. 2014 Prod. Data x 1.39 =

79,737,924

To determine estimate of Jan. 2013 production, use prorated amount from Feb. 2013 data. (This method due to Jan. 2014 being unseasonably hot.)

Calc'd Jan. 2013 Prod. = (Feb. 2013 Prod. Data Calc'd / Feb. 2013 Prod. Data Actual) x Jan. 2013 Prod. Data Actual =

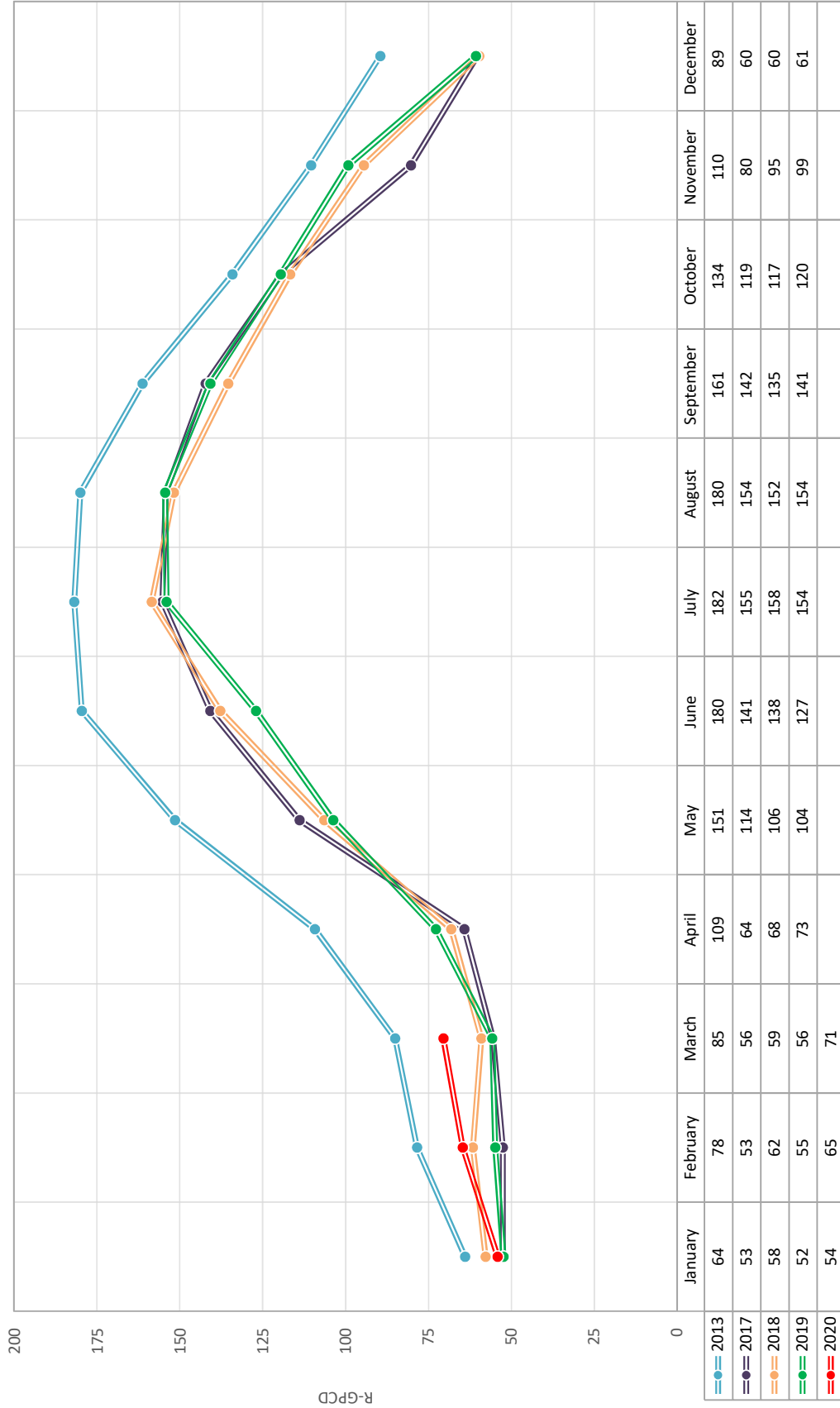
68,254,916

Service Area 2		Consumption	
2020	# Accts	CCF	Gallons
Jan	4,544	42,438	31,743,624
Feb	4,656	43,337	32,416,076
Mar	4,658	59,846	44,764,808
Apr			0
May			0
Jun			0
Jul			0
Aug			0
Sep			0
Oct			0
Nov			0
Dec			0



# EGWD COMBINED R-GPCD

● 2013   
 ● 2017   
 ● 2018   
 ● 2019   
 ● 2020



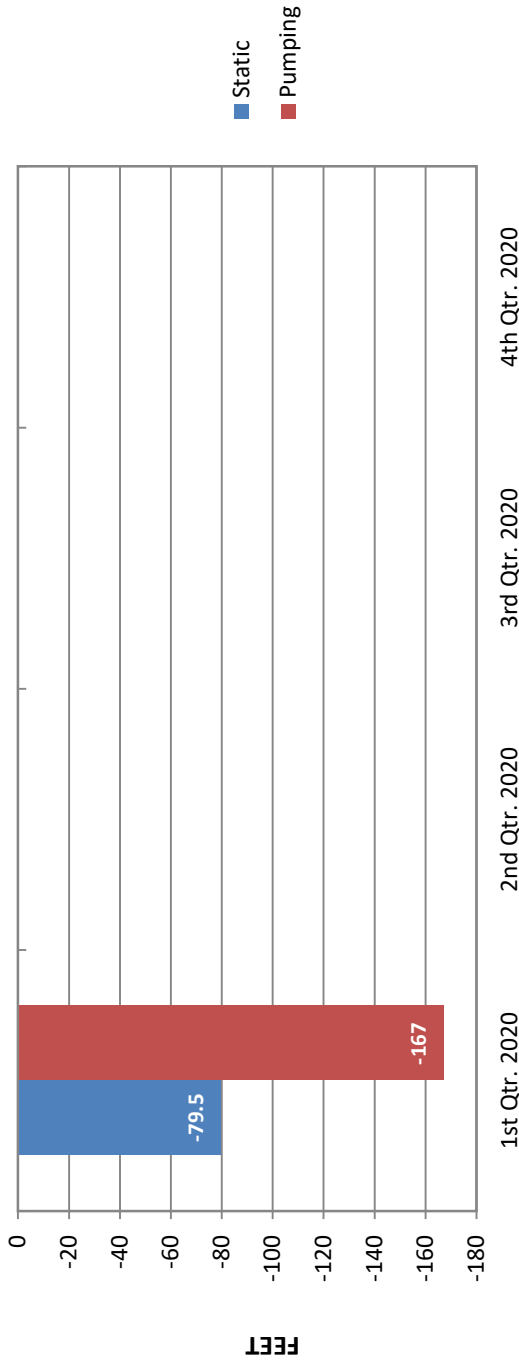
R-GPCD = Residential Gallons per Capita per Day



# Elk Grove Water District

## Static and Pumping Levels

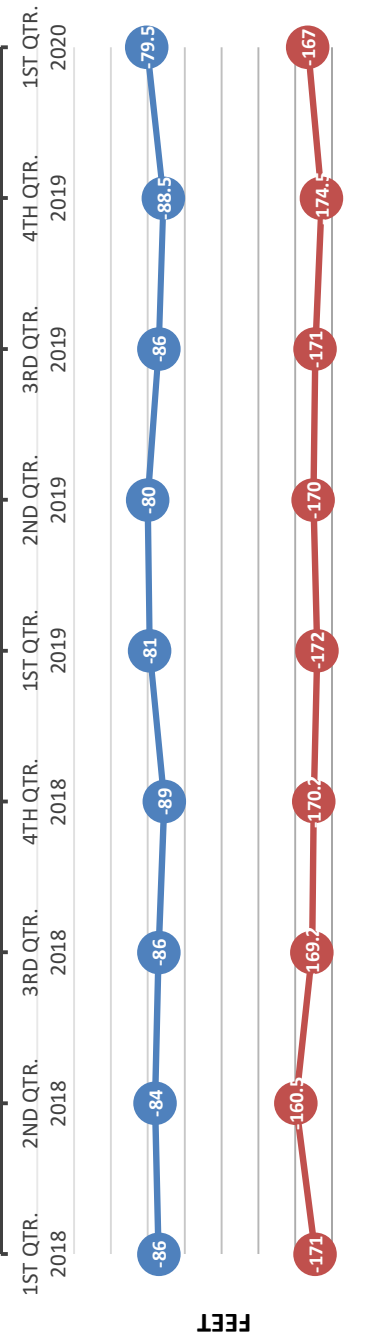
Well 1D School St



### Latest Well Sounding

Static: 79.5 Ft  
 Pumping: 167 Ft  
 Drawdown: 87.5 Ft  
 GPM: 1,840  
 Specific Capacity: 21.023

### Sounding Quarter/Year



### Latest Sand Tester Results:

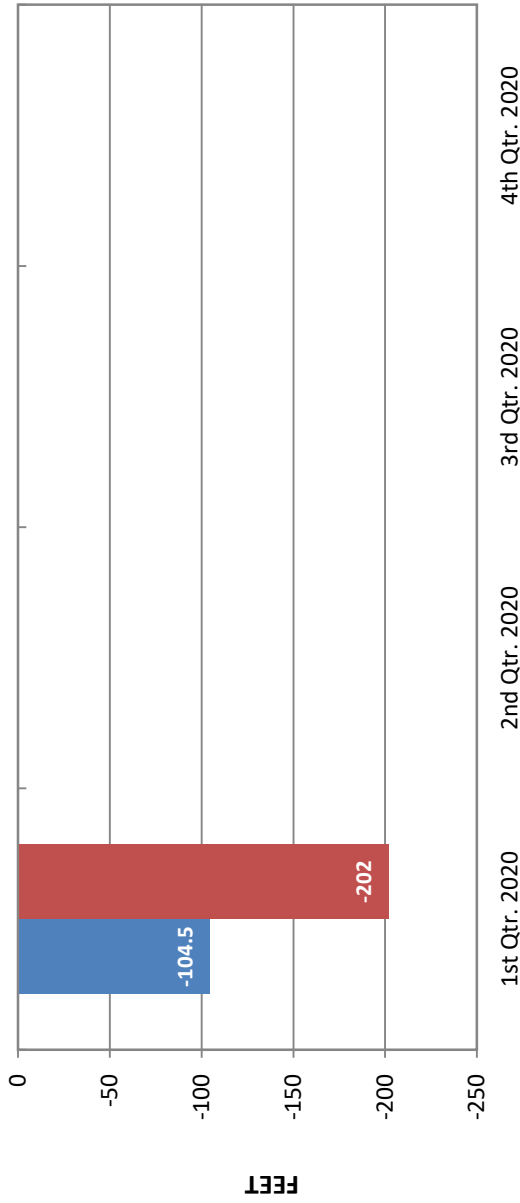
15 Min: < 5 ppm



# Elk Grove Water District

## Static and Pumping Levels

Well 4D Webb St

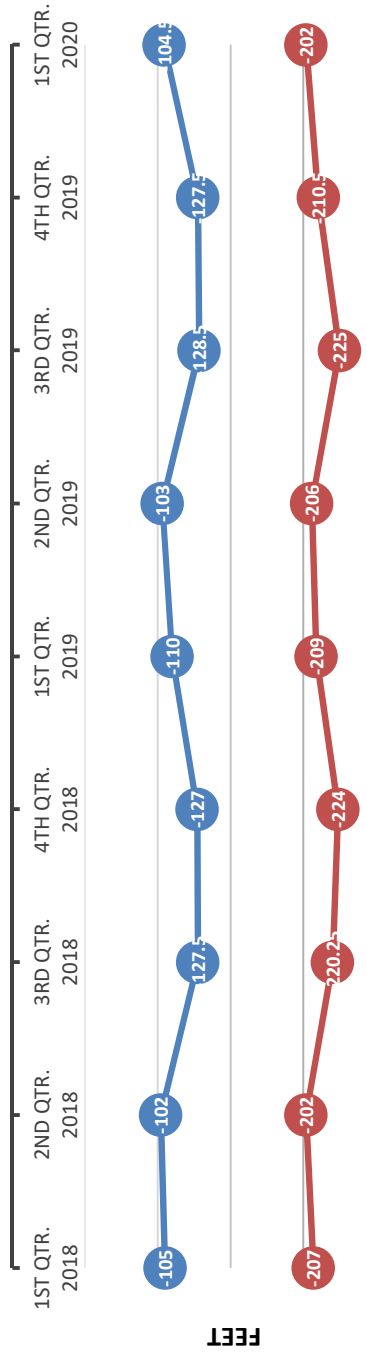


### Latest Well Sounding

Static: 104.5 Ft  
 Pumping: 202 Ft  
 Drawdown: 97.5 Ft  
 GPM: 1,538  
 Specific Capacity: 15.776

■ Static  
 ■ Pumping

### Sounding Quarter/Year



### Latest Sand Tester Results:

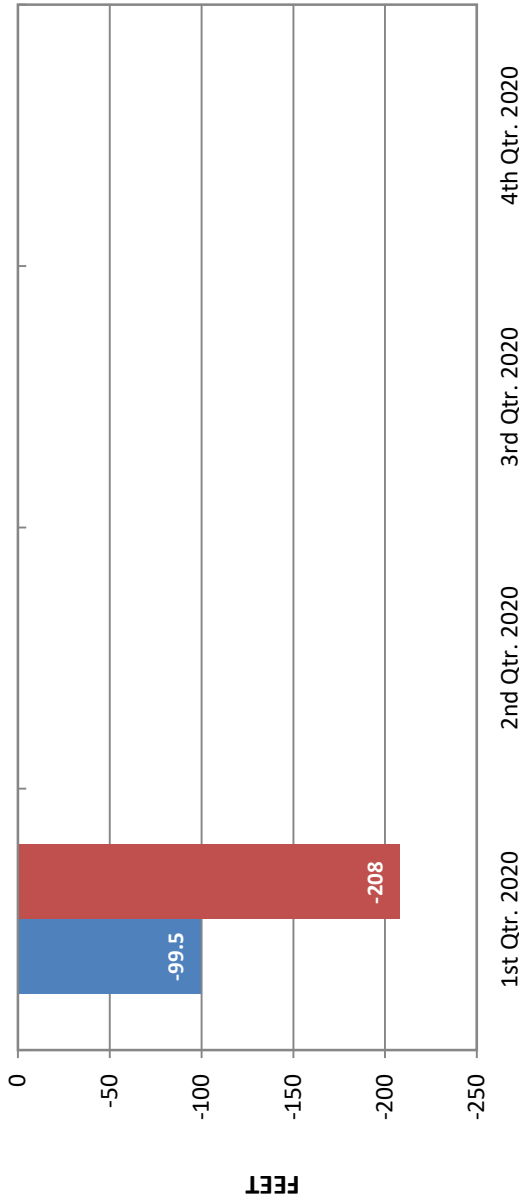
15 Min: < 5 ppm



# Elk Grove Water District

## Static and Pumping Levels

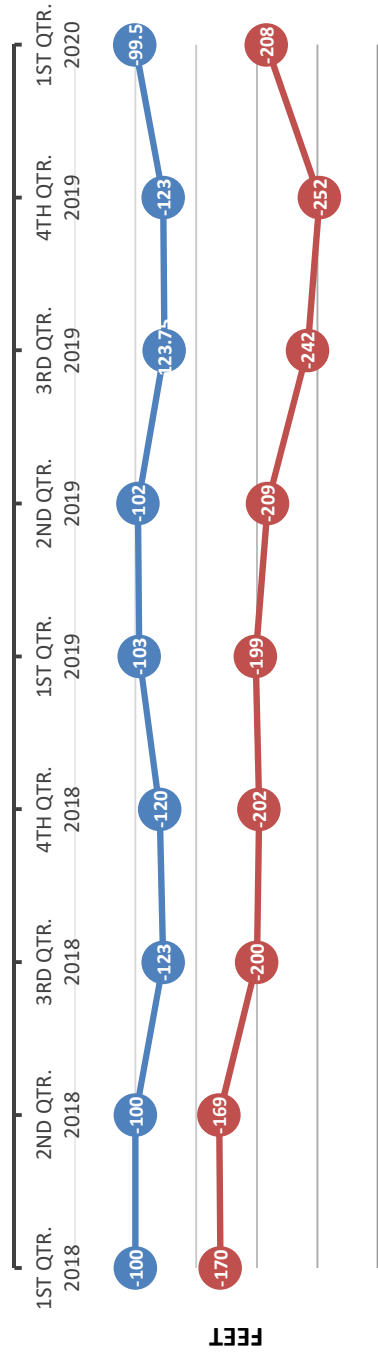
Well 11D Dino



### Latest Well Sounding

**Static:** 99.5 Ft  
**Pumping:** 208 Ft  
**Drawdown:** 108.5 Ft  
**GPM:** 1,428  
**Specific Capacity:** 13.164

### Sounding Quarter/Year



### Latest Sand Tester Results:

15 Min: < 5 ppm

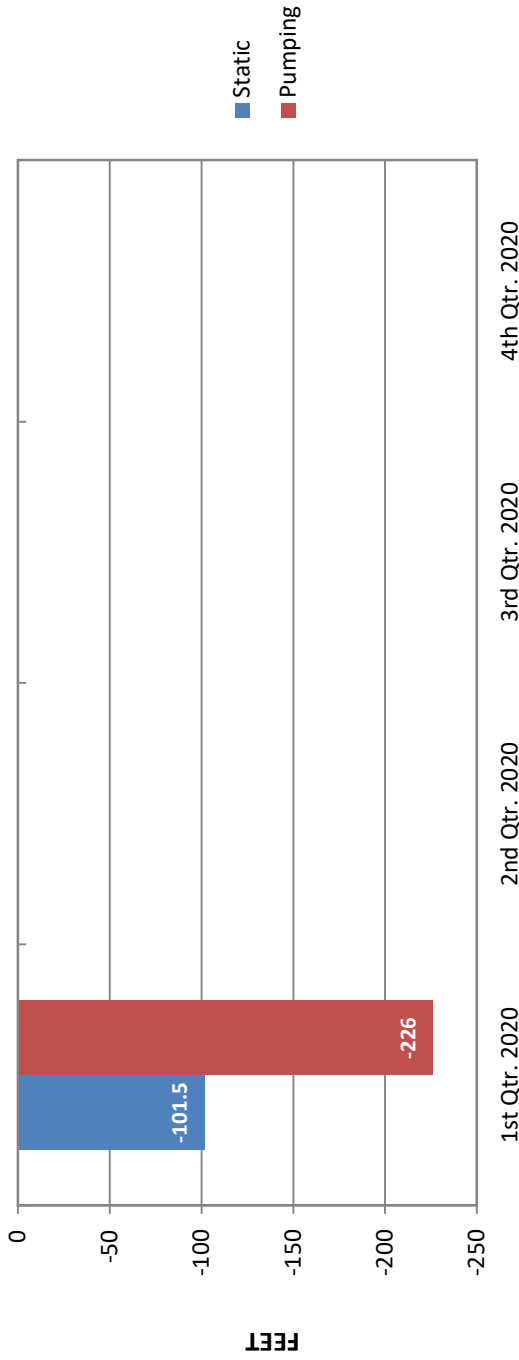




# Elk Grove Water District

## Static and Pumping Levels

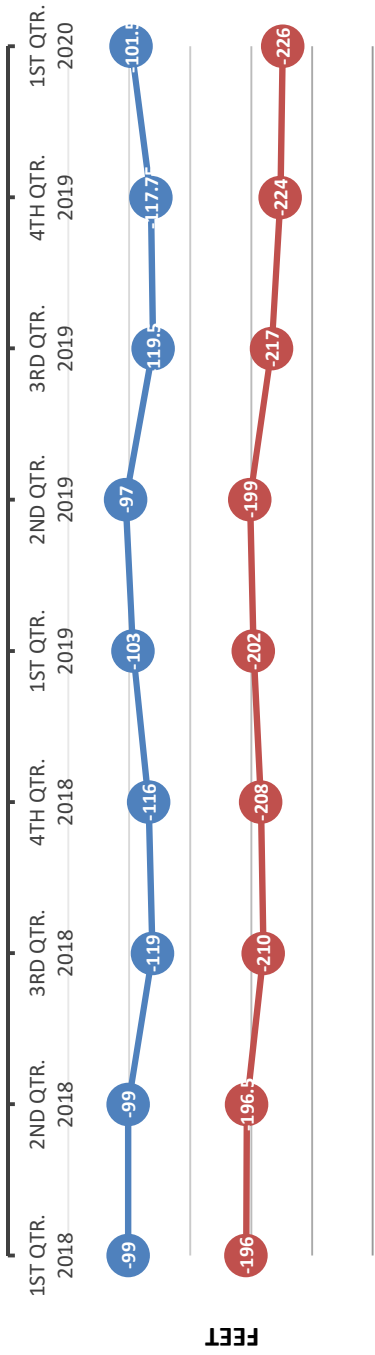
Well 14D Railroad



### Latest Well Sounding

**Static:** 101.5 Ft  
**Pumping:** 226 Ft  
**Drawdown:** 124.5 Ft  
**GPM:** 1,566  
**Specific Capacity:** 12.576

### Sounding Quarter/Year



### Latest Sand Tester Results:

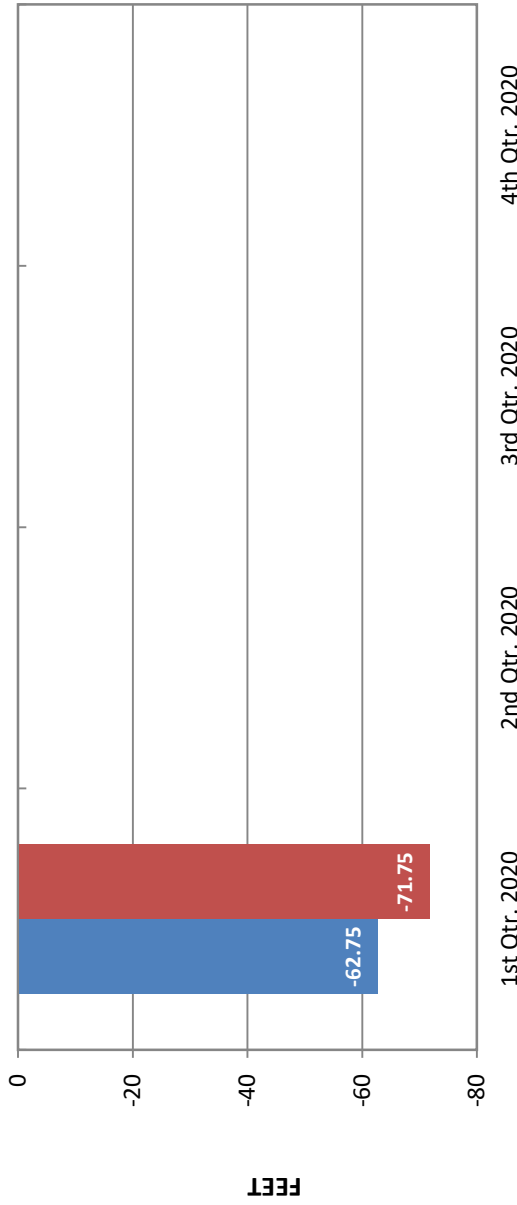
15 Min: < 5 ppm



# Elk Grove Water District

## Static and Pumping Levels

Well 8 Williamson

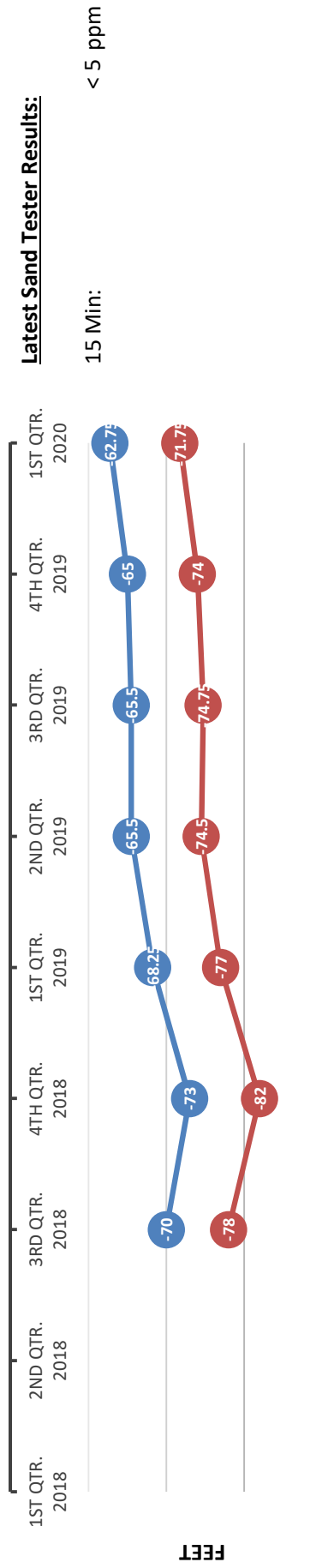


### Latest Well Sounding

**Static:** 62.75 Ft  
**Pumping:** 71.75 Ft  
**Drawdown:** 9 Ft  
**GPM:** 548  
**Specific Capacity:** 60.841

■ Static  
■ Pumping

### Sounding Quarter/Year



### Latest Sand Tester Results:

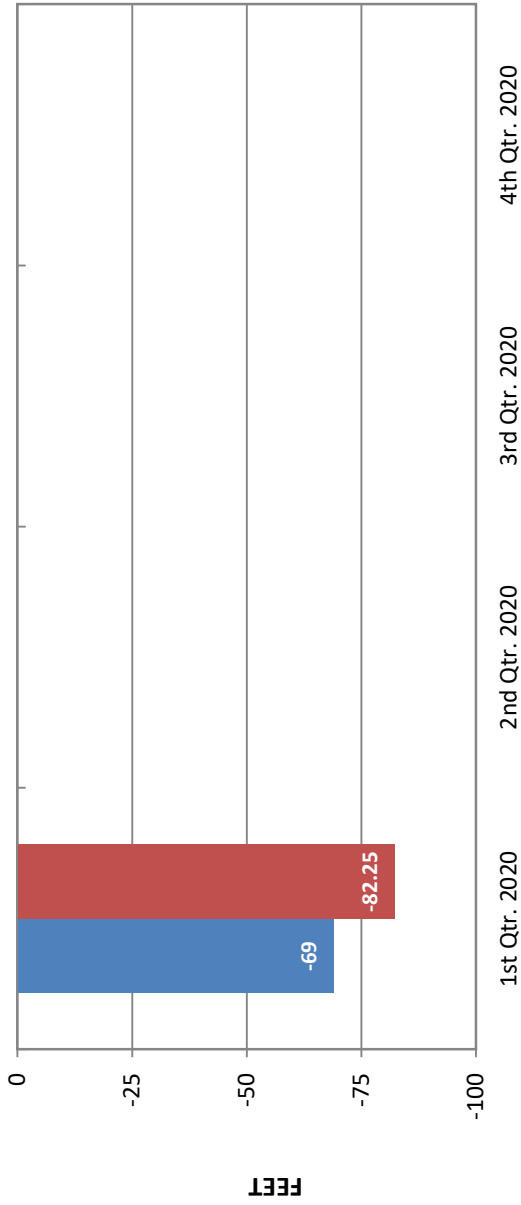
15 Min: < 5 ppm



# Elk Grove Water District

## Static and Pumping Levels

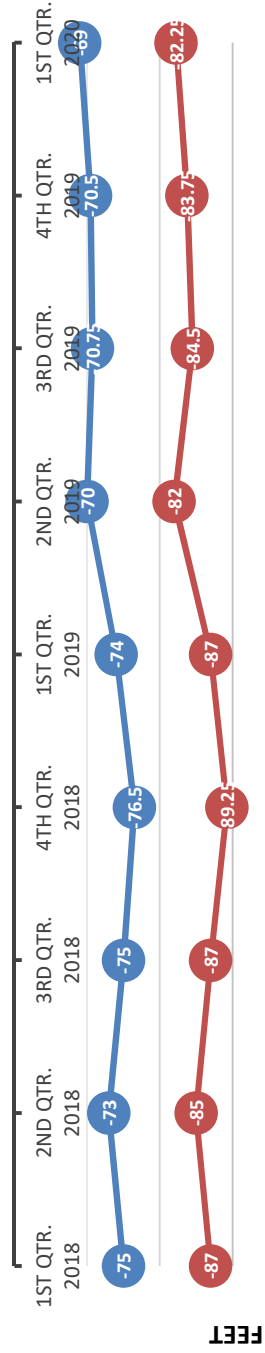
Well 9 Polhemus



### Latest Well Sounding

Static: 69 Ft  
 Pumping: 82.25 Ft  
 Drawdown: 13.25 Ft  
 GPM: 460  
 Specific Capacity: 34.717

### Sounding Quarter/Year



### Latest Sand Tester Results:

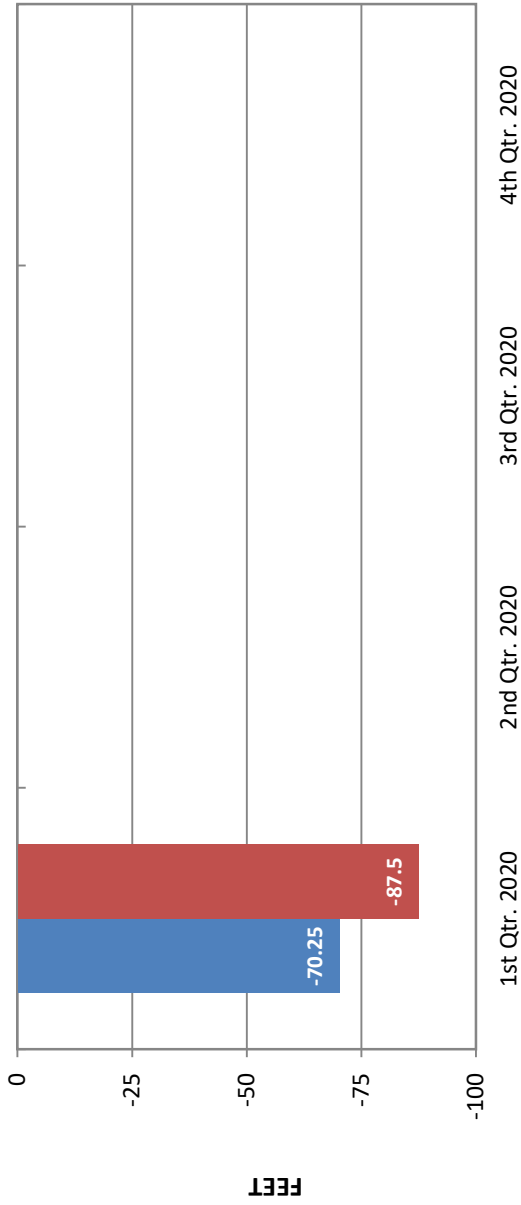
15 Min: < 5 ppm



# Elk Grove Water District

## Static and Pumping Levels

Well 13 Hampton

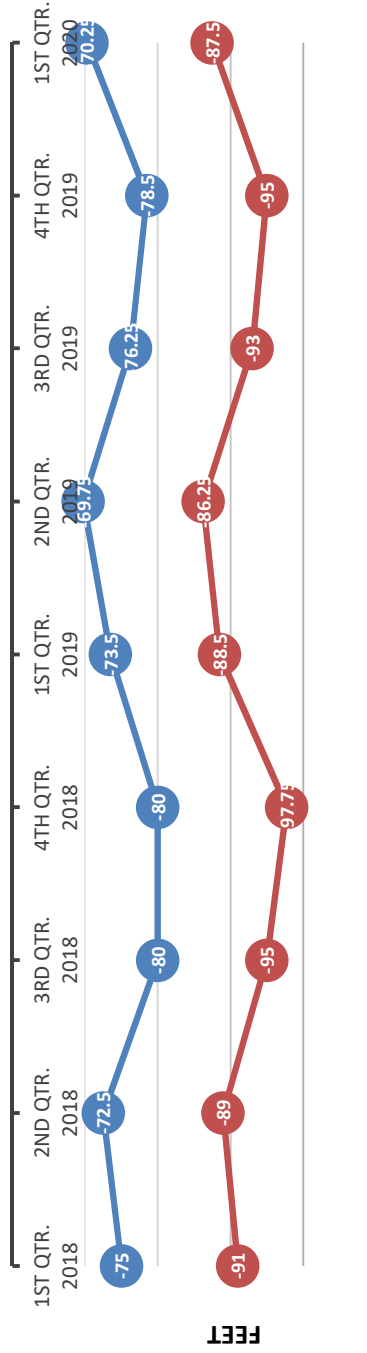


### Latest Well Sounding

Static: 70.25 Ft  
 Pumping: 87.5 Ft  
 Drawdown: 17.25 Ft  
 GPM: 883  
 Specific Capacity: 51.196

■ Static  
 ■ Pumping

### Sounding Quarter/Year



### Latest Sand Tester Results:

15 Min: < 5 ppm

**Monthly Sample Report - March 2020  
Water System: Elk Grove Water System**

<b>Sampling Point: 01 - 8693 W. Camden</b>			
<b>Sample Date</b>	<b>Sample Class</b>	<b>Sample Name</b>	<b>Collection Occurrence</b>
3/3/2020	Distribution System	Bacteriological	Week
3/10/2020	Distribution System	Bacteriological	Week
3/17/2020	Distribution System	Bacteriological	Week
3/24/2020	Distribution System	Bacteriological	Week
3/31/2020	Distribution System	Bacteriological	Week

<b>Sampling Point: School Well 01D - Raw Water</b>			
<b>Sample Date</b>	<b>Sample Class</b>	<b>Sample Name</b>	<b>Collection Occurrence</b>
			Quarterly

<b>Sampling Point: 02 - 9425 Emerald Vista</b>			
<b>Sample Date</b>	<b>Sample Class</b>	<b>Sample Name</b>	<b>Collection Occurrence</b>
3/3/2020	Distribution System	Bacteriological	Week
3/10/2020	Distribution System	Bacteriological	Week
3/17/2020	Distribution System	Bacteriological	Week
3/24/2020	Distribution System	Bacteriological	Week
3/31/2020	Distribution System	Bacteriological	Week

<b>Sampling Point: 03 - 8809 Valley Oak</b>			
<b>Sample Date</b>	<b>Sample Class</b>	<b>Sample Name</b>	<b>Collection Occurrence</b>
3/3/2020	Distribution System	Bacteriological	Week
3/10/2020	Distribution System	Bacteriological	Week
3/17/2020	Distribution System	Bacteriological	Week
3/24/2020	Distribution System	Bacteriological	Week
3/31/2020	Distribution System	Bacteriological	Week
3/11/2020	Distribution System	Asbestos	Once

<b>Sampling Point: Webb Well 04D - Raw Water</b>			
<b>Sample Date</b>	<b>Sample Class</b>	<b>Sample Name</b>	<b>Collection Occurrence</b>
			Quarterly

Sampling Point: 04 - 10122 Glacier Point			
Sample Date	Sample Class	Sample Name	Collection Occurrence
3/3/2020	Distribution System	Bacteriological	Week
3/10/2020	Distribution System	Bacteriological	Week
3/17/2020	Distribution System	Bacteriological	Week
3/24/2020	Distribution System	Bacteriological	Week
3/31/2020	Distribution System	Bacteriological	Week

Sampling Point: 05 - 9230 Amsden Ct.			
Sample Date	Sample Class	Sample Name	Collection Occurrence
3/3/2020	Distribution System	Bacteriological	Week
3/10/2020	Distribution System	Bacteriological	Week
3/17/2020	Distribution System	Bacteriological	Week
3/24/2020	Distribution System	Bacteriological	Week
3/31/2020	Distribution System	Bacteriological	Week

Sampling Point: 06 - 9227 Rancho Dr.			
Sample Date	Sample Class	Sample Name	Collection Occurrence
3/3/2020	Distribution System	Bacteriological	Week
3/10/2020	Distribution System	Bacteriological	Week
3/17/2020	Distribution System	Bacteriological	Week
3/24/2020	Distribution System	Bacteriological	Week
3/31/2020	Distribution System	Bacteriological	Week

Sampling Point: 07 - Al Gates Park Mainline Dr.			
Sample Date	Sample Class	Sample Name	Collection Occurrence
3/3/2020	Distribution System	Bacteriological	Week
3/10/2020	Distribution System	Bacteriological	Week
3/17/2020	Distribution System	Bacteriological	Week
3/24/2020	Distribution System	Bacteriological	Week
3/31/2020	Distribution System	Bacteriological	Week
3/3/2020	Distribution System	Fluoride	Week

Sampling Point: - Williamson Well 8 Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence
3/10/2020	Source Water	PFAS	Once

Sampling Point: 09 - 9436 Hollow Springs Wy.			
Sample Date	Sample Class	Sample Name	Collection Occurrence
3/3/2020	Distribution System	Bacteriological	Week
3/10/2020	Distribution System	Bacteriological	Week
3/17/2020	Distribution System	Bacteriological	Week
3/24/2020	Distribution System	Bacteriological	Week
3/31/2020	Distribution System	Bacteriological	Week

Sampling Point: Polhemus Well 9 Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence
3/17/2020	Source Water	PFAS	Once

Sampling Point: 09 - 8417 Blackman Wy.			
Sample Date	Sample Class	Sample Name	Collection Occurrence
3/3/2020	Distribution System	Bacteriological	Week
3/10/2020	Distribution System	Bacteriological	Week
3/17/2020	Distribution System	Bacteriological	Week
3/24/2020	Distribution System	Bacteriological	Week
3/31/2020	Distribution System	Bacteriological	Week

Sampling Point: 10 - 9373 Oreo Ranch Cir.			
Sample Date	Sample Class	Sample Name	Collection Occurrence
3/3/2020	Distribution System	Bacteriological	Week
3/10/2020	Distribution System	Bacteriological	Week
3/17/2020	Distribution System	Bacteriological	Week
3/24/2020	Distribution System	Bacteriological	Week
3/31/2020	Distribution System	Bacteriological	Week

Sampling Point: Dino Well 11D - Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence

Sampling Point: Hampton Well 13 - Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence
3/3/2020	Source Water	Fe, Mn, As, Total	Weekly
3/10/2020	Source Water	Fe, Mn, As, Total	Weekly
3/18/2020	Source Water	Fe, Mn, As, Total	Weekly
3/23/2020	Source Water	Fe, Mn, As, Total	Weekly
3/30/2020	Source Water	Fe, Mn, As, Total	Weekly

Sampling Point: Hampton WTP Effluent			
Sample Date	Sample Class	Sample Name	Collection Occurrence
3/3/2020	Treated Effluent	Fe, Mn, As, Total	Weekly
3/10/2020	Treated Effluent	Fe, Mn, As, Total	Weekly
3/18/2020	Treated Effluent	Fe, Mn, As, Total	Weekly
3/23/2020	Treated Effluent	Fe, Mn, As, Total	Weekly
3/30/2020	Treated Effluent	Fe, Mn, As, Total	Weekly

Sampling Point: Hampton WTP Backwash Tank			
Sample Date	Sample Class	Sample Name	Collection Occurrence

Sampling Point: Railroad Well 14D - Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence

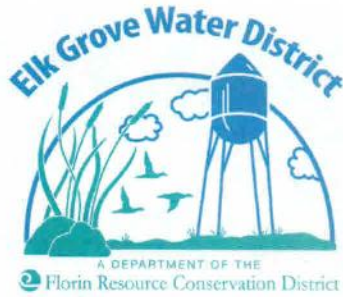
Sampling Point: Railroad WTP Effluent			
Sample Date	Sample Class	Sample Name	Collection Occurrence
3/3/2020	Treated Plant Effluent	WTP Eff - Fe,Mn,As,Al Total	Month
3/3/2020	Treated Plant Effluent	WTP Eff - Fe,Mn,As,Al Dissolved	Month

Sampling Point: Railroad WTP Backwash Tank			
Sample Date	Sample Class	Sample Name	Collection Occurrence



**Sampling Point: Special Distribution/Construction Samples**

Sample Date	Sample Class	Sample Name	Collection Description
3/22/2020	Distribution System	Bacteriological	9801 Amenity Cir Main Line Repair
<b>Colors</b>			
Black = Scheduled	Monthly Total	Yearly Total	
Green = Unscheduled	64	183	
Red = Incomplete Sample	3	26	
	0		



April 8, 2020

Sacramento Regional County  
Sanitation District  
Environmental Specialist  
10060 Goethe Rd.  
Sacramento, CA. 95827

**WASTEWATER SOURCE CONTROL MONTHLY COMPLIANCE REPORT**

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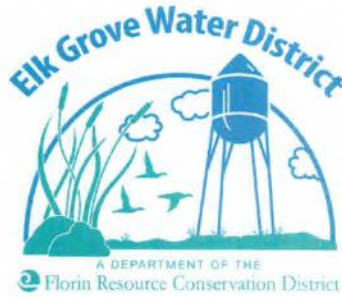
Enclosed is the Wastewater Source Control Monthly Compliance Report Form from Elk Grove Water District for March 2020.

If you have any further questions, you may contact me at 916-585-9386

A handwritten signature in blue ink, appearing to read "STEVE SHAW". The signature is stylized and fluid.

STEVE SHAW  
WATER TREATMENT SUPERVISOR





April 1, 2020

State Water Resources Control Board  
Division of Drinking Water  
1001 I Street  
13<sup>th</sup> Floor  
Sacramento, CA. 95814

**MONTHLY SUMMARY OF DISTRIBUTION SYSTEM COLIFORM MONITORING**

Enclosed is the Monthly Summary of Distribution System Coliform Monitoring report from Elk Grove Water District for March 2020.

If you have any further questions, you may contact me at 916-585-9386.

A handwritten signature in blue ink, appearing to read "Steve Shaw".

STEVE SHAW  
WATER TREATMENT SUPERVISOR

## MONTHLY SUMMARY OF REVISED TOTAL COLIFORM RULE DISTRIBUTION SYSTEM MONITORING (including triggered source monitoring for systems subject to the Groundwater Rule)

System Name <p style="text-align: center; font-size: 1.2em;">Elk Grove Water District</p>	System Number <p style="text-align: center; font-size: 1.2em;">3410008</p>
Sampling Period <p style="text-align: center; font-size: 1.2em; color: blue;">March</p>	Year <p style="text-align: center; font-size: 1.2em;">2020</p>

	Number Required	Number Collected	Number Total Coliform Positives	Number E.coli Positives
1. Routine Samples (see note 1)	50	50	0	0
2. Repeat Samples following samples that are Total Coliform Positive and <i>E.coli</i> <b>Negative</b> (see notes 10 and 11)		0	0	0
3. Repeat Samples following Routine Samples that are <b>Total Coliform Positive</b> and <i>E. coli</i> <b>Positive</b> (see notes 10 and 11)		0	0	0
4. Treatment Technique (TT)/MCL Violation Computation for Total Coliform/ <i>E. coli</i> Positive Samples				
a. Totals (sum of columns)	50	50	0	0
b. If 40 or more samples collected in month, determine percent of samples that are total coliform positive [(total number positive/total number collected) x 100] =	0	%		
c. Did the system trigger... a <b>Level 2</b> Assessment TT? (see notes 2, 3, 4, 5 and 6 for trigger info)			<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<i>If a Level 2 Assessment is triggered, see note 8 below.</i>				
a <b>Level 1</b> Assessment TT? (see note 7 for trigger info)			<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<i>If a Level 1 Assessment is triggered, see note 9 below.</i>				
5. Triggered Source Samples per Groundwater Rule (see notes 12 and 13)		0	0	0
6. Invalidated Samples (Note what samples, if any, were invalidated; who authorized the invalidation; and when replacement samples were collected. Attach additional sheets, if necessary.)				
7. Summary Completed By: <b>Steve Shaw</b>				
Signature 	Title <p style="text-align: center; font-size: 1.2em;">Water Treatment Supervisor</p>	Date <p style="text-align: center; font-size: 1.2em;">4/1/2020</p>		

**NOTES AND INSTRUCTIONS:**

1. Routine samples include:
  - a. Samples required pursuant to 22 CCR Section 64423 and any additional samples required by an approved routine sample siting plan established pursuant to 22 CCR Section 64422.
  - b. Extra samples are required for systems collecting less than five routine samples per month that had one or more total coliform positives in previous month;
  - c. Extra samples for systems with high source water turbidities that are using surface water or groundwater under direct influence of surface water and do not practice filtration in compliance with regulations;
2. Note: For a repeat sample following a total coliform positive sample, any *E.coli* positive repeat (boxed entry) **constitutes an MCL violation and requires immediate notification to the Division** (22, CCR, Section 64426.1).
3. Note: For repeat sample following a *E.coli* positive sample, any total coliform positive repeat (boxed entry) **constitutes an MCL violation and requires immediate notification to the Division** (22, CCR, Section 64426.1).
4. Note: Failure to take all required repeat samples following an *E. coli* positive routine sample (22, CCR, Section 64426.1) **constitutes an MCL violation and requires immediate notification to the Division** (22, CCR, Section 64426.1).
5. Note: Failure to test for *E. coli* when any repeat sample tests positive for total coliform (22, CCR, Section 64426.1) **constitutes an MCL violation and requires immediate notification to the Division** (22, CCR, Section 64426.1).
6. Note: Second Level 1 treatment technique trigger in a rolling 12-month period.
7. Total coliform Treatment Technique (TT) Violation (**Notify Department within 24 hours of TT violation**):
  - a. For systems collecting less than 40 samples, if two or more samples are total coliform positive, then the TT is violated and a Level 1 Assessment is required.
  - b. For systems collecting 40 or more samples, if more than 5.0 percent of samples collected are total coliform positive, then the TT is violated and a Level 1 Assessment is required.
8. Contact the Division as soon as practical to arrange for the division to conduct a Level 2 Assessment of the water system. The water system shall complete a Level 2 Assessment and submit it to the Division within 30 days of learning of the trigger exceedance.
9. Conduct a Level 1 Assessment in accordance with as soon as practical that covers the minimum elements (22, CCR, Section 64426.8 (a), (2)). Submit the report to the Division within 30 days of learning of the trigger exceedance.
10. Positive results and their associated repeat samples are to be tracked on the Coliform Monitoring Worksheet.
11. Repeat samples must be collected within 24 hours of being notified of the positive results. For systems collecting more than one routine sample per month, three repeat samples must be collected for each total coliform positive sample. For systems collecting one or fewer routine samples per month, four repeat samples must be collected for each total coliform positive sample. At least three samples shall be taken the month following a total coliform positive.
12. For systems subject to the Groundwater Rule: Positive results and the associated triggered source samples are to be tracked on the Coliform Monitoring Worksheet.
13. For triggered sample(s) required as a result of a total coliform routine positive sample, an *E.coli* positive triggered sample (boxed entry) **requires immediate notification to the Division, Tier 1 public notification, and corrective action.**



April 8, 2020

State Water Resources Control Board  
Division of Drinking Water  
1001 I Street  
13<sup>th</sup> Floor  
Sacramento, CA. 95814

**MONTHLY SUMMARY OF THE HAMPTON GROUNDWATER TREATMENT PLANT**

Enclosed is the Monthly Summary of the Hampton GWTP report from Elk Grove Water District for March 2020.

If you have any further questions, you may contact me at 916-585-9386.

A handwritten signature in blue ink, appearing to read "Steve Shaw". The signature is fluid and cursive, with a long horizontal stroke at the end.

STEVE SHAW  
WATER TREATMENT SUPERVISOR

# Elk Grove Water District

## Hampton GWTP Monthly Report

PWS Number: 3410008-013  
 GWTP Name: Hampton Water Treatment Plant

Month: March

Prepared By: Steve Shaw

Date: 4/8/2020

Date	Hour Meter	Run Hours	Production Meter	Well Production	Backwash Meter	Backwash Waste	Date	Fe, R	Fe, T	Mn, R	Mn, T	As, R	As, T	Weekly Average
last day	13843		831629633		16070285	18683036	3/3/2020	0	0.022	0.02	0.008	<2	<2	Inf. pH
1	13843	0	831629633	0	16070285	18683036	3/10/2020	0	0.041	0.059	0.013	<2	<2	7.0 to 7.6
2	13843	0	831629633	0	16070285	18683036	3/18/2020	0.017	0.052	0.032	0.005	<2	<2	7.0 to 7.5
3	13845	1.9	831732872	103239	16080985	18692037	3/23/2020	0	0.016	0.036	0.003	3	<2	7.5
4	13845	0	831732872	0	16080985	18692037	3/30/2020	0.002	0	0.019	0.004	2	<2	0.51
5	13845	0	831732872	0	16080985	18692037								7.2 to 7.8
6	13845	0	831732872	0	16080985	18692037								0.48
7	13845	0	831732872	0	16080985	18692037								7.0 to 7.6
8	13845	0	831732872	0	16080985	18692037								0.43
9	13845	0	831732872	0	16080985	18692037								7.7
10	13846	0.9	831784908	52036	16080985	18697657								0.49
11	13846	0	831784908	0	16080985	18697657								
12	13846	0	831784908	0	16080985	18697657								
13	13846	0	831784908	0	16080985	18697657								
14	13846	0	831784908	0	16080985	18697657								
15	13846	0	831784908	0	16080985	18697657								
16	13846	0	831784908	0	16080985	18697657								
17	13846	0	831784908	0	16080985	18697657								
18	13846	0	831784908	0	16080985	18697657								
19	13846	0	831784908	0	16080985	18697657								
20	13846	0	831784908	0	16080985	18697657								
21	13846	0	831784908	0	16080985	18697657								
22	13846	0	831784908	0	16080985	18697657								
23	13852	5.8	832109192	324284	16092313	18709509								
24	13852	0	832109192	0	16092313	18709509								
25	13852	0	832109192	0	16092313	18709509								
26	13852	0	832109192	0	16092313	18709509								
27	13852	0	832109192	0	16092313	18709509								
28	13852	0	832109192	0	16092313	18709509								
29	13852	0	832109192	0	16092313	18709509								
30	13852	0	832109192	0	16092313	18709509								
31	13854	2.1	832221238	112046	16102999	18720952								
<b>Total</b>		<b>10.7</b>		<b>591,605</b>	<b>32,714</b>	<b>37,916</b>								

Total Gallons Sodium Hypochlorite: 4 Gal  
 Pounds per day 0.161 Lbs/Day  
 Dosage (Milligrams Per Liter @ 12.5% Cl) 1.8 mg/L

Total Gallons Ferric Chloride: 2.8 Gal  
 Dosage (Milligrams Per Liter @ 38% FeCl) .65mg/L

Total Gallons Sodium Hydroxide: 4.1 Gal  
 Dosage (Gallons Per Hour @ 30% NaOH) 0.48 Gal/Hr

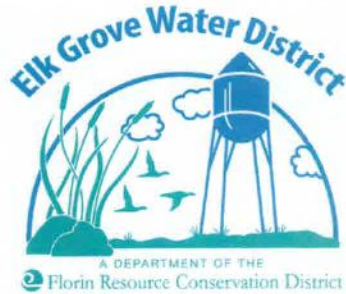
Total Gallons Sulfuric Acid : 2.7 Gal  
 Dose (Gallons Per Hour @ 93% H2SO4 ) 0.33 Gal/Hr

Total Backwashed 32,714 Gal  
 Total Backwash Waste 37,916 Gal

Total Water Pumped 591,605 Gal  
 Total Hours Run 10.7 Hours

Reporting Limits/Units  
 Iron = 0.100 mg/L  
 Manganese = 0.010 mg/L  
 Arsenic = 1.0 µg/L

Maximum Contaminant Levels (MCLs)  
 Iron (Fe) = 0.300 mg/L (Secondary)  
 Manganese (Mn) = 0.050 mg/L (Secondary)  
 Arsenic (As) = 10 µg/L (Primary)



April 8, 2020

State Water Resources Control Board  
Division of Drinking Water  
1001 I Street  
13<sup>th</sup> Floor  
Sacramento, Ca. 95814

**MONTHLY FLUORIDATION MONITORING REPORT**

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Enclosed is the Monthly Summary of the Fluoridation Monitoring from Elk Grove Water District for March 2020.

If you have any further questions, you may contact me at 916-585-9386.

A handwritten signature in blue ink, appearing to read "Steve Shaw", with a long horizontal stroke extending to the right.

STEVE SHAW  
WATER TREATMENT SUPERVISOR



# ELK GROVE WATER DISTRICT AREA 2

## DISTRIBUTION SYSTEM MONTHLY FLUORIDATION MONITORING REPORT March

Monitoring Results (mg/L)

Week	Location of Sample	Date	Time	Results
1	Hollow Springs	3/3/2020	9:32 AM	0.61
1	Al Gates Park	3/3/2020	10:00 AM	0.6
1	Oreo Ranch	3/3/2020	10:32 AM	0.71
1	Blackman	3/3/2020	12:00 PM	0.74
2	Hollow Springs	3/10/2020	9:25 AM	0.63
2	Al Gates Park	3/10/2020	9:45 AM	0.62
2	Oreo Ranch	3/10/2020	10:01 AM	0.78
2	Blackman	3/10/2020	11:19 AM	0.62
3	Hollow Springs	3/17/2020	9:10 AM	0.78
3	Al Gates Park	3/17/2020	9:30 AM	0.59
3	Oreo Ranch	3/17/2020	9:50 AM	0.61
3	Blackman	3/17/2020	11:15 AM	0.75
4	Hollow Springs	3/24/2020	9:15 AM	0.84
4	Al Gates Park	3/24/2020	9:34 AM	0.64
4	Oreo Ranch	3/24/2020	9:58 AM	0.7
4	Blackman	3/24/2020	11:25 AM	0.7
5	Hollow Springs	3/31/2020	10:10 AM	0.57
5	Al Gates Park	3/31/2020	10:25 AM	0.58
5	Oreo Ranch	3/31/2020	10:40 AM	0.54
5	Blackman	3/31/2020	12:10 PM	0.72

Monthly fluoride split sample results:

Date: 3/3/2020

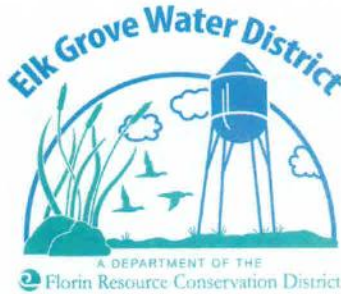
Water System Results: 0.6 mg/L

Approved Lab: 0.74 mg/L

Contact Name: Steve Shaw

Telephone : (916) 585-9386

System PWS Number: 3410008



April 2, 2020

State Water Resources Control Board  
Division of Drinking Water  
1001 I Street  
13<sup>th</sup> Floor  
Sacramento, CA 95814

**QUARTERLY REPORT FOR DISINFECTANT RESIDUALS COMPLIANCE  
MONITORING**

---

Enclosed is the Quarterly Report for Disinfectant Residuals Compliance Monitoring from Elk Grove Water District for 1st Quarter 2020.

If you have any further questions, you may contact me at 916-585-9386

A handwritten signature in blue ink, appearing to read "Steve Shaw".

STEVE SHAW  
WATER TREATMENT SUPERVISOR

### Quarterly Report for Disinfectant Residuals Compliance For Systems Using Chlorine or Chloramines

System Name: Elk Grove Water District Area 1

System No.: 3410008

Calendar Year: 2020

Quarter: 1st

1st Quarter			
Month	Number of Samples Taken	Monthly Avg. Chlorine Level (mg/L)	
Previous Year	April	0.96	
	May	0.99	
	June	1.00	
	July	0.94	
	August	1.00	
	September	0.99	
	October	0.96	
	November	0.99	
	December	0.89	
	Current Year	January	24
		February	24
		March	30
Running Annual Average (RAA):		0.97	
Meets standard? (i.e. RAA ≤ MRDL of 4.0 mg/L as Cl <sub>2</sub> )		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

2nd Quarter			
Month	Number of Samples Taken	Monthly Avg. Chlorine Level (mg/L)	
Previous Year	July	0.94	
	August	1.00	
	September	0.99	
	October	0.96	
	November	0.99	
	December	0.89	
	Current Year	January	0.96
		February	1.01
		March	0.96
		April	30
		May	24
		June	24
Running Annual Average (RAA):		0.98	
Meets standard? (i.e. RAA ≤ MRDL of 4.0 mg/L as Cl <sub>2</sub> )		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

3rd Quarter			
Month	Number of Samples Taken	Monthly Avg. Chlorine Level (mg/L)	
Previous Yr	October	0.96	
	November	0.99	
	December	0.89	
Current Year	January	0.96	
	February	1.01	
	March	0.96	
	April	1.00	
	May	1.02	
	June	0.99	
	July	30	
	August	24	
	September	24	
	Running Annual Average (RAA):		0.97
	Meets standard? (i.e. RAA ≤ MRDL of 4.0 mg/L as Cl <sub>2</sub> )		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

4th Quarter		
Month	Number of Samples Taken	Monthly Avg. Chlorine Level (mg/L)
Current Year	January	0.96
	February	1.01
	March	0.96
	April	1.00
	May	1.02
	June	0.99
	July	0.99
	August	0.95
	September	0.89
	October	30
	November	24
	December	30
Running Annual Average (RAA):		0.95
Meets standard? (i.e. RAA ≤ MRDL of 4.0 mg/L as Cl <sub>2</sub> )		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Comments: The Elk Grove Water District is split into two different water systems. Area 1 water is produced and distributed by Elk Grove Water District.

Signature: \_\_\_\_\_

### Quarterly Report for Disinfectant Residuals Compliance For Systems Using Chlorine or Chloramines

System Name: Elk Grove Water District Area 2

System No.: 3410008

Calendar Year: 2020

Quarter: 1st

1st Quarter				
	Month	Number of Samples Taken	Monthly Avg. Chlorine Level (mg/L)	
Previous Year	April		1.19	
	May		1.21	
	June		1.17	
	July		1.14	
	August		1.13	
	September		1.09	
	October		0.94	
	November		0.87	
	December		0.89	
	Current Year	January	16	1.02
		February	16	0.85
		March	20	1.09
Running Annual Average (RAA):		1.05		
Meets standard? (i.e. RAA ≤ MRDL of 4.0 mg/L as Cl <sub>2</sub> )		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

2nd Quarter				
	Month	Number of Samples Taken	Monthly Avg. Chlorine Level (mg/L)	
Previous Year	July		1.14	
	August		1.13	
	September		1.09	
	October		0.94	
	November		0.87	
	December		0.89	
	Current Year	January		1.02
		February		0.85
		March		1.09
		April	20	1.30
		May	16	1.34
		June	16	1.37
Running Annual Average (RAA):		1.09		
Meets standard? (i.e. RAA ≤ MRDL of 4.0 mg/L as Cl <sub>2</sub> )		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

3rd Quarter			
	Month	Number of Samples Taken	Monthly Avg. Chlorine Level (mg/L)
Previous Yr	October		0.94
	November		0.87
	December		0.89
Current Year	January		1.02
	February		0.85
	March		1.09
	April		1.30
	May		1.34
	June		1.37
	July	20	1.38
	August	16	1.40
	September	16	1.43
	Running Annual Average (RAA):		1.16
	Meets standard? (i.e. RAA ≤ MRDL of 4.0 mg/L as Cl <sub>2</sub> )		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

4th Quarter			
	Month	Number of Samples Taken	Monthly Avg. Chlorine Level (mg/L)
Current Year	January		1.02
	February		0.85
	March		1.09
	April		1.30
	May		1.34
	June		1.37
	July		1.38
	August		1.40
	September		1.43
	October	20	1.28
	November	16	1.32
	December	20	1.00
Running Annual Average (RAA):		1.23	
Meets standard? (i.e. RAA ≤ MRDL of 4.0 mg/L as Cl <sub>2</sub> )		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Comments: The Elk Grove Water District is split into two different water systems. Area 2 is whole sale water from Sacramento County Water Agency.

Signature:



April 1, 2020

State Water Resources Control Board  
Division of Drinking Water  
1001 I Street  
13<sup>th</sup> Floor  
Sacramento, Ca. 95814

**QUARTERLY SUMMARY OF RAW GROUNDWATER COLIFORM MONITORING**

Enclosed is the Quarterly Summary of Raw Groundwater Coliform Monitoring report from Elk Grove Water District for 1st Quarter 2020.

If you have any further questions, you may contact me at 916-585-9386.

A handwritten signature in blue ink, appearing to read "Steve Shaw", is positioned above the printed name.

STEVE SHAW  
WATER TREATMENT SUPERVISOR

## QUARTERLY SUMMARY OF RAW GROUNDWATER COLIFORM MONITORING

Samples must be taken prior to chlorination

**Water System Name**

Elk Grove Water District

**Water System Number**

3410008

**Sampling Period:**

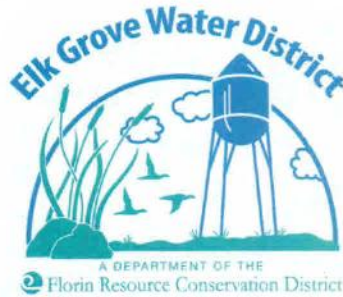
Month

January to March / 1st Quarter

Year

2020

Well Name	Status (On/Off)	Sample Time & Date	Total Coliforms (P/A, CFU or MPN)	<i>E. coli</i> (P/A, CFU or MPN)
Well # 1D School St.	ON	1/21/2020 9:24	A	A
Well # 4D Webb St.	ON	1/14/2020 8:00	A	A
Well # 11D Dino Dr.	ON	1/7/2020 11:24	A	A
Well 14D Railroad St.	ON	1/27/2020 10:00	A	A
Well # 3 Mar-Val	OFF			
Well # 8 Williamson	ON	1/27/2020 9:05	A	A
Well # 9 Polhemus	ON	1/30/2020 9:05	A	A
Well # 13 Hampton	ON	1/21/2020 10:34	A	A



April 8, 2020

State Water Resources Control Board  
Division of Drinking Water  
1001 I Street  
13<sup>th</sup> Floor  
Sacramento CA. 95814

**QUARTERLY TTHM AND HAA5 REPORT FOR DISINFECTION BYPRODUCTS COMPLIANCE**

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Enclosed is the Quarterly TTHM and HAA5 Report from Elk Grove Water District for the 1st quarter 2020.

If you have any further questions, you may contact me at 916-585-9386.

A handwritten signature in blue ink, appearing to read 'Steve Shaw', is positioned above the typed name.

STEVE SHAW  
WATER TREATMENT SUPERVISOR

Quarterly TTHM Report for Disinfection Byproducts Compliance (in µg/L or ppb)

System Name: Elk Grove Water District System No.: 3410008 Year: 2020 Quarter: 1st

Year:	2016				2017				2018				2019				2020			
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Quarter:	1/12	4/5	7/5	10/4	1/17	4/18	7/3	10/3	1/10	4/10	7/3	10/9	1/15	4/9	7/16	10/22	2/4			
Sample Date (month/date):																				
Site Q1 TTHM Results	1	5	0	0	1	37	0	0	1	3	0	0	0	45	38	0	0			
Ln. Running Annual Average	2	2	2	2	1	9	9	9	9	1	1	1	1	12	21	21	10	0	0	0
Meets Standard? <sup>1</sup> (check box)	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>
Projected LRAA Next Quarter	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>
Op Evaluation Req'd? <sup>2</sup> (check box)	N/A	N/A	2	1	0	19	9	9	0	2	1	1	1	23	30	21	10	0	0	0
Site Q2 TTHM Results	1	1	0	0	0	1	0													
Ln. Running Annual Average	1	1	1	1	0	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Meets Standard? <sup>1</sup> (check box)	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>
Projected LRAA Next Quarter	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>
Op Evaluation Req'd? <sup>2</sup> (check box)	N/A	N/A	1	0	0	1	0													
Site Q3 TTHM Results	1	0	2	1	1	1	1	1	2	0	0	0	0	2	1	0	0	0	0	0
Ln. Running Annual Average	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	0	0	0
Meets Standard? <sup>1</sup> (check box)	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>
Projected LRAA Next Quarter	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>
Op Evaluation Req'd? <sup>2</sup> (check box)	N/A	N/A	1	1	1	1	1	1	1	1	0	0	0	1	1	1	0	0	0	0
Site Q4 TTHM Results	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Ln. Running Annual Average	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Meets Standard? <sup>1</sup> (check box)	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>
Projected LRAA Next Quarter	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>
Op Evaluation Req'd? <sup>2</sup> (check box)	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>
Quarterly Average	1	2	1	0	1	13	0	1	1	2	0	0	0	17	13	0	0	0	0	0
No. Samples This Quarter	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3

Identify the sample locations in the table below.

Site	Sample Location
Q1	9436 Hollow Springs
Q2	9425 Emerald Vista (Discontinued 4th qtr 2017 per revised SAP)
Q3	8693 W. Camden
Q4	9230 Amsden Ct (Beginning 4th qtr 2017 per revised SAP)

<sup>1</sup> Meets Standard - LRAA, calculated quarterly, is less than 80 ug/L

<sup>2</sup> Operation Evaluation Req'd - Projected LRAA, calculated quarterly, is greater than 80 ug/L

Comments:

Signature

April 8, 2020

Date

\*If, during the first year of monitoring, any individual quarter's average will cause the running annual average of that system to exceed the standard, then the system is out of compliance at the end of that quarter.



Quarterly HAA5 Report for Disinfection Byproducts Compliance (in µg/L or ppb)

System Name: **Elk Grove Water District** System No.: **3410008** Year: **2020** Quarter: **1st**

Year:	2016				2017				2018				2019				2020			
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Quarter:	1/12	4/5	7/5	10/4	1/17	4/18	7/3	10/3	1/10	4/10	7/3	10/9	1/15	4/9	7/16	10/22	2/4			
Sample Date (month/date):	0	0	0	0	0	26	0	0	0	0	0	0	0	29	28	0	0	0	0	0
<b>Site Q1 HAA5 Results</b>																				
Lcn. Running Annual Average	0	0	0	0	0	7	7	7	7	0	0	0	0	7	14	14	7	0	0	0
Meets Standard? <sup>1</sup> (check box)	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>
Projected LRAA Next Quarter	N/A	N/A	0	0	0	13	7	7	7	0	0	0	0	15	21	14	7	0	0	0
Op Evaluation Req'd? <sup>2</sup> (check box)	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>
<b>Site Q2 HAA5 Results</b>																				
Lcn. Running Annual Average	0	0	0	0	0	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Meets Standard? <sup>1</sup> (check box)	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>
Projected LRAA Next Quarter	N/A	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Op Evaluation Req'd? <sup>2</sup> (check box)	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>
<b>Site Q3 HAA5 Results</b>																				
Lcn. Running Annual Average	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0
Meets Standard? <sup>1</sup> (check box)	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>
Projected LRAA Next Quarter	N/A	N/A	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	0	0	0
Op Evaluation Req'd? <sup>2</sup> (check box)	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>
<b>Site Q4 HAA5 Results</b>																				
Lcn. Running Annual Average	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	0	0	0	0	0	0	2	0	0	0	0	0
Meets Standard? <sup>1</sup> (check box)	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>
Projected LRAA Next Quarter	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	0	0	0	0	0	0	1	1	1	0	0	0
Op Evaluation Req'd? <sup>2</sup> (check box)	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>
Quarterly Average	0	0	0	0	0	9	0	0	0	0	0	0	10	11	0	0	0	0	0	0
No. Samples This Quarter	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3

Identify the sample locations in the table below.

Site	Sample Location
Q1	9436 Hollow Springs
Q2	9425 Emerald Vista (Discontinued 4th qtr 2017 per revised SAP)
Q3	8693 W. Camden
Q4	9230 Arnsden Ct (Beginning 4th qtr 2017 per revised SAP)

Comments:

<sup>1</sup> Meets Standard - LRAA, calculated quarterly, is less than 80 ug/L

<sup>2</sup> Operation Evaluation Req'd - Projected LRAA, calculated quarterly, is greater than 80 ug/L

Signature:  Date: April 8, 2020

\*If, during the first year of monitoring, any individual quarter's average will cause the running annual average of that system to exceed the standard, then the system is out of compliance at the end of that quarter.

# Elk Grove Water District

## Preventative Maintenance Program

### Groundwater Wells

		Monthly												Semi-annual		Annual	
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Refer: 1ST 6-MO.	Refer: 2ND 6-MO.	Refer:	2020
Well 14D Railroad	Initials	AH	BW	BW												Sect: 7.3	
	Date	1/14/20	2/10/20	3/9/20													
	W.O.#	18424	18564	18671													
Well 4D Webb	Initials	AH	AH	AH/BW												Sect: 8.1	
	Date	1/8/20	2/6/20	3/11/20													
	W.O.#	18425	18565	18672													
Well 11D Dino	Initials	AH	AH	AH	AH											Sect: 9.1	
	Date	1/9/20	2/4/20														
	W.O.#	18426	18566	18673													
Well 1D School	Initials	AH	AH	AH												Sect: 13.1	
	Date	1/3/20	2/4/20	3/11/20													
	W.O.#	18427	18567	18674													
Well 8 Williamson	Initials	BW	AH	AH												Sect: 11.1	
	Date	1/8/20	2/7/20	3/9/20													
	W.O.#	18428	18568	18675													
Well 9 Polhemus	Initials	AH	AH	AH/BW												Sect: TBD	
	Date	1/7/20	2/9/20	3/11/20													
	W.O.#	18429	18569	18676													
Well 13 Hampton	Initials	AH/BW	AH	AH/BW												Sect: TBD	
	Date	1/13/20	2/4/20	3/12/20													
	W.O.#	18430	18570	18677													

☐ = Well Offline

Year: 2020

# Elk Grove Water District

Preventative Maintenance Program

Railroad Water Treatment and Storage Facility

Item	Monthly												Quarterly			Semi-annual			Annual						
	Refer.	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Refer.	1st	2nd	3rd	4th	Refer.	1st	6 <sup>th</sup> MO.	6 <sup>th</sup> MO.	Refer.	2020	
Clor-Tec System	Section: 4.2	AH 1/15/20 18434	AH/BW 2/24/20 18571	AH 3/12/20 18678										Section: 4.3	AH 3/25/20 18622									Section: 4.4	4.4
Filter System	Section: 5.1	BW 1/2/20 18435	AH 2/6/20 18572	AH/BW 3/12/20 186979										Section: 5.1										Section: 5.3	5.3
Backwash System	Section: 2.1	BW 1/6/20 18436	BW 2/3/20 18573	BW 3/5/20 18680										Section: 2.1										Section: 2.3	
Booster Pumps	Section: 3.1	BW 1/6/20 18437	BW 2/3/20 18574	AH/BW 3/12/20 18681										Section: 3.1										Section: 3.2	3.2
LAB														Section: 1.1	AH/BW 3/27/20 18682										
Clear Wells																									
MCC																									

Year: 2020

# Elk Grove Water District

Preventative Maintenance Program

Hampton Village Water Treatment Plant

Item	Monthly												Quarterly			Semi-annual			Annual					
	Refer.	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Refer.	1st	2nd	3rd	4th	Refer.	1ST	6-2ND	6-MO.	Refer.	2020
Chemical Systems	Section: TBD	AH/BW 1/13/20 18431	AH 2/13/20 18561	AH/BW 3/12/20 18668										Section: TBD	AH/BW 3/17/20 18683				Section: TBD				Section: TBD	AH/BW 3/17/20 18685
Filter System	Section: TBD	AH/BW 1/13/20 18432	AH 2/13/20 18561	AH/BW 3/12/20 18669										Section: TBD					Section: TBD				Section: TBD	
Backwash System	Section: TBD	AH/BW 1/13/20 18433	AH 2/13/20 18563	AH/BW 3/12/20 18670										Section: TBD					Section: TBD				Section: TBD	
LAB														Section: TBD	AH 3/23/20 18684				Section: TBD				Section: TBD	
MCC														Section: TBD					Section: TBD				Section: TBD	

# Elk Grove Water District

Preventative Maintenance Program

Standby Generators

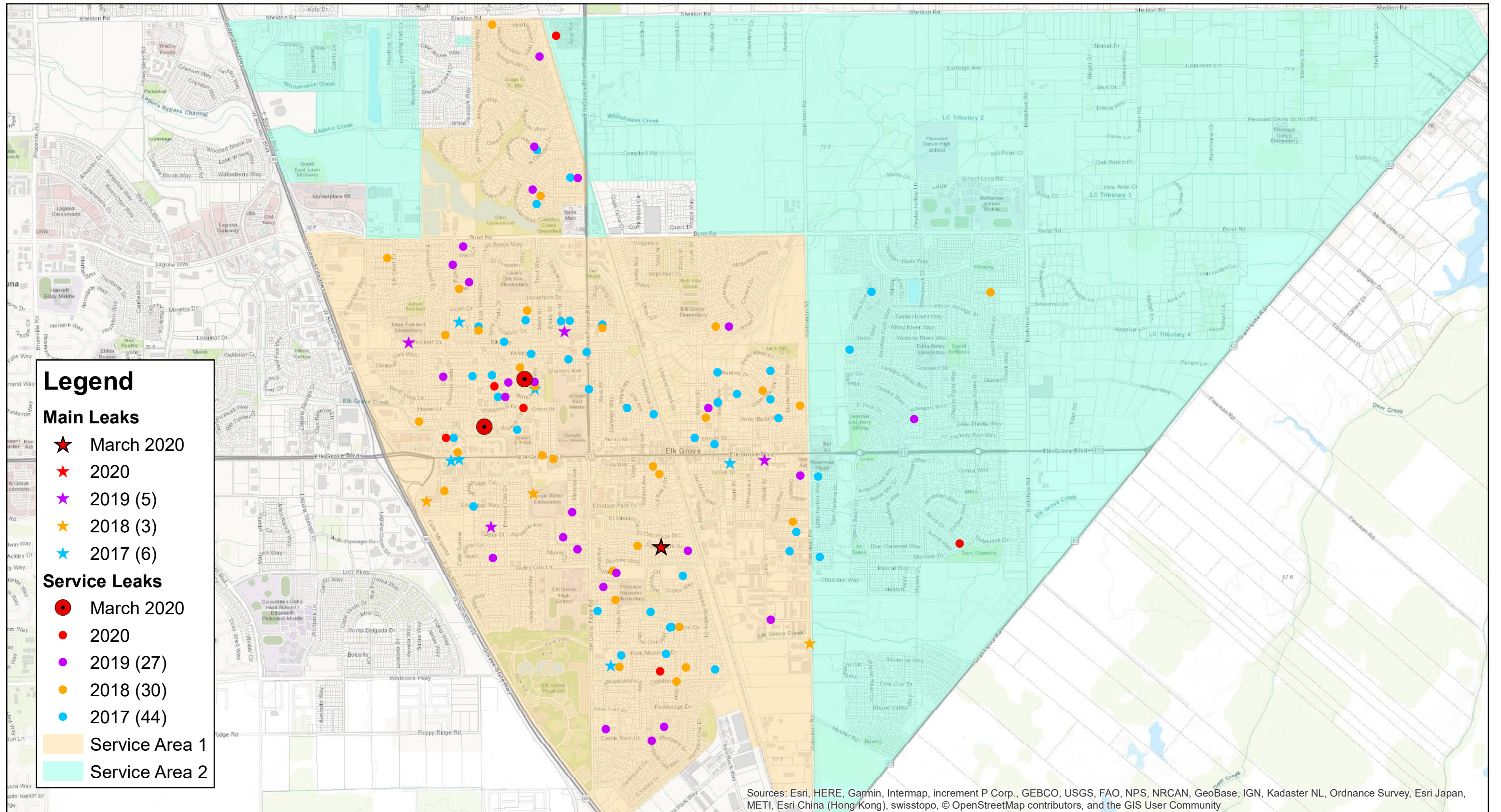
Item	Monthly												Annual		
	Refer.	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Refer.	2020
Railroad	Initials	AH	AH	AH										Section:	AH
	Date	1/14/20	2/3/20	3/12/20										TBD	2/3/20
	W.O. #	18438	18557	18664											18456
Webb	Initials	AH	BW	AH/BW										Section:	BW
	Date	1/8/20	2/11/20	3/11/20										TBD	1/22/20
	W.O. #	18439	18558	18665											18456
Dino	Initials	AH	BW	AH/BW										Section:	AH/BW
	Date	1/9/20	2/11/20	3/11/20										TBD	3/4/20
	W.O. #	18440	18559	18666											18457
Admin.	Initials	AH	AH/BW	AH/BW										Section:	AH/BW
	Date	1/30/20	2/24/20	3/12/20										TBD	3/4/20
	W.O. #	18441	18560	18667											18458
		= Load Test													

**Elk Grove Water District  
Cross Connection Control Program 2020**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
First Test Notices Issued	47	40	83										170
Passed First Test Notice	39	25	57										121
Initial Balance	8	15	26										49
Notices Retracted	4	0	0										4
New Balance	4	15	26										45
Second Test Notices Issued	4	15	26										45
Passed Second Test Notice	0	7	5										12
Third Test Notice Issued	4	0											4
Passed Third Test Notice	4	0											4
Devices Locked Off	0	0											0
Monthly Outstanding Delinquents	0	0	21										21
													<b>Total Outstanding Delinquents</b>
													<b>21</b>

Elk Grove Water District  
 Safety Meetings/Training  
 March 2020

Date	Topic	Attendees	Hosted By
3/2/2020	SDS (Top 3 Hazards on the Job)	Alan Aragon, Stefan Chanh, David Frederick, Aaron Hewitt, James Hinegardner, Sean Hinton, Bruce Kamilos, Brandon Kent, Justin Mello, Jose Mendoza, Michael Montiel, Chris Phillips, Steve Shaw, John Vance, Brandon Wagner, Marcell Wilson, Vue Xiong	Dave Caraveo
3/16/2020	Personal Protective Equipment	Alan Aragon, David Frederick, Aaron Hewitt, Sean Hinton, Bruce Kamilos, Brandon Kent, Justin Mello, Jose Mendoza, Michael Montiel, Steve Shaw, John Vance, Brandon Wagner, Vue Xiong	Dave Caraveo



### Legend

#### Main Leaks

- ★ March 2020
- ★ 2020
- ★ 2019 (5)
- ★ 2018 (3)
- ★ 2017 (6)

#### Service Leaks

- March 2020
- 2020
- 2019 (27)
- 2018 (30)
- 2017 (44)

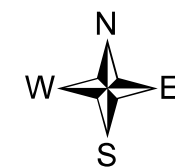
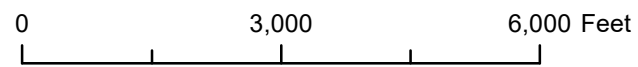
- Service Area 1
- Service Area 2

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community

March 2020	
Main Line Leaks: 1	YTD: 1
Service Line Leaks: 2	YTD: 8
Total Leaks: 3	YTD: 9

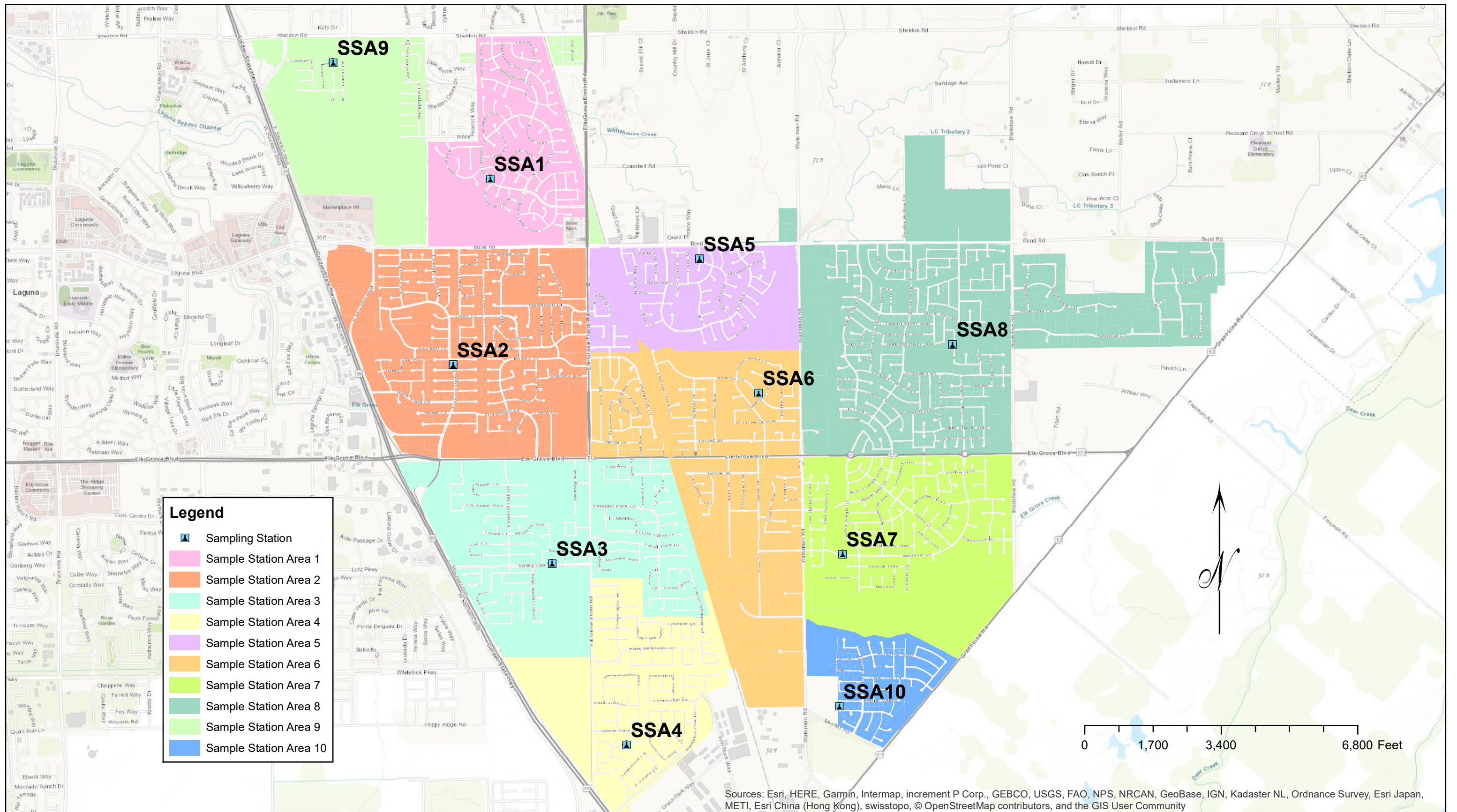


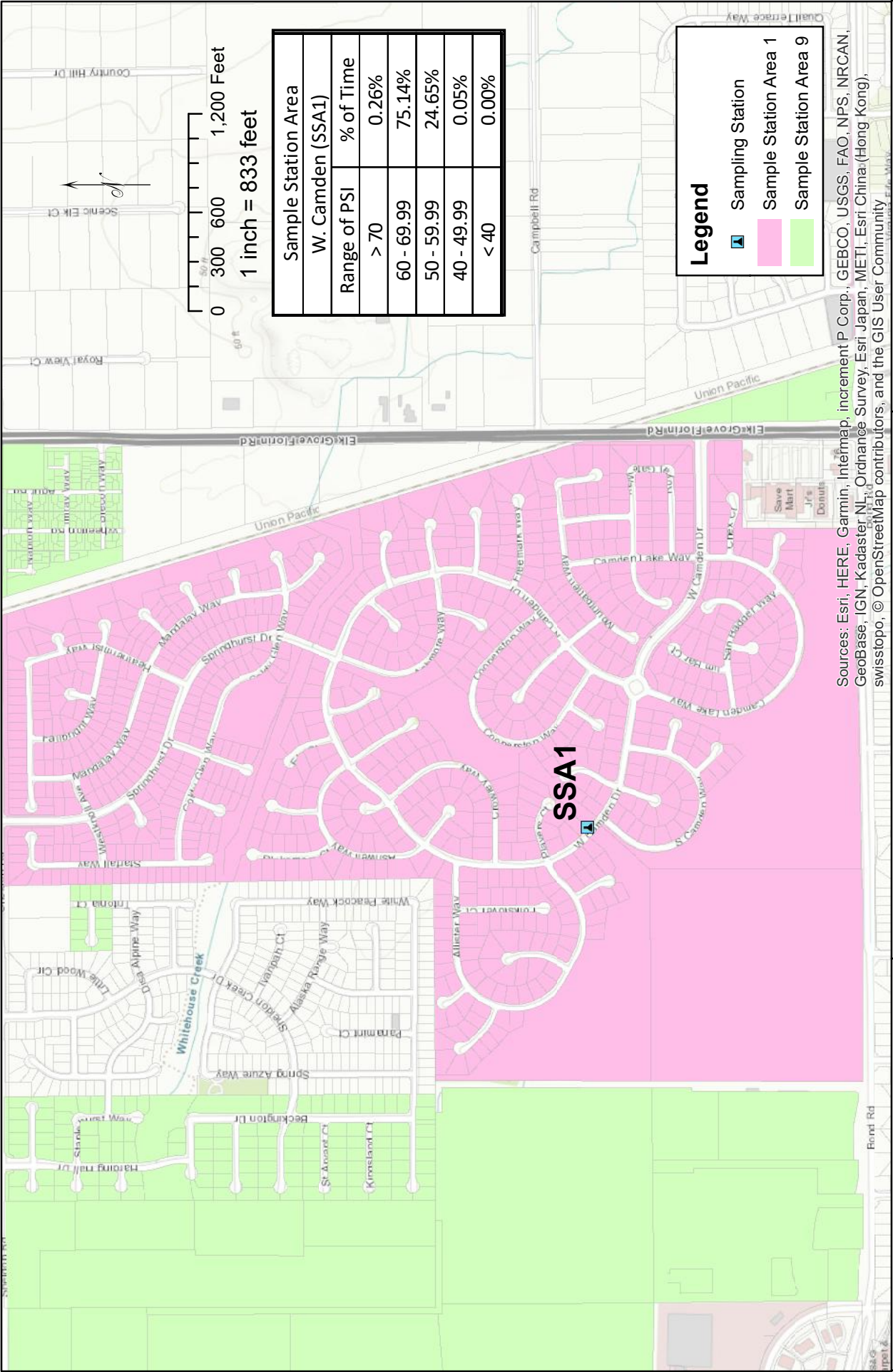
## Elk Grove Water District Main and Service Line Leaks Map



Elk Grove Water District	
Main & Service Line Leaks	
Created by: Travis Franklin	
Date: April 7, 2020	





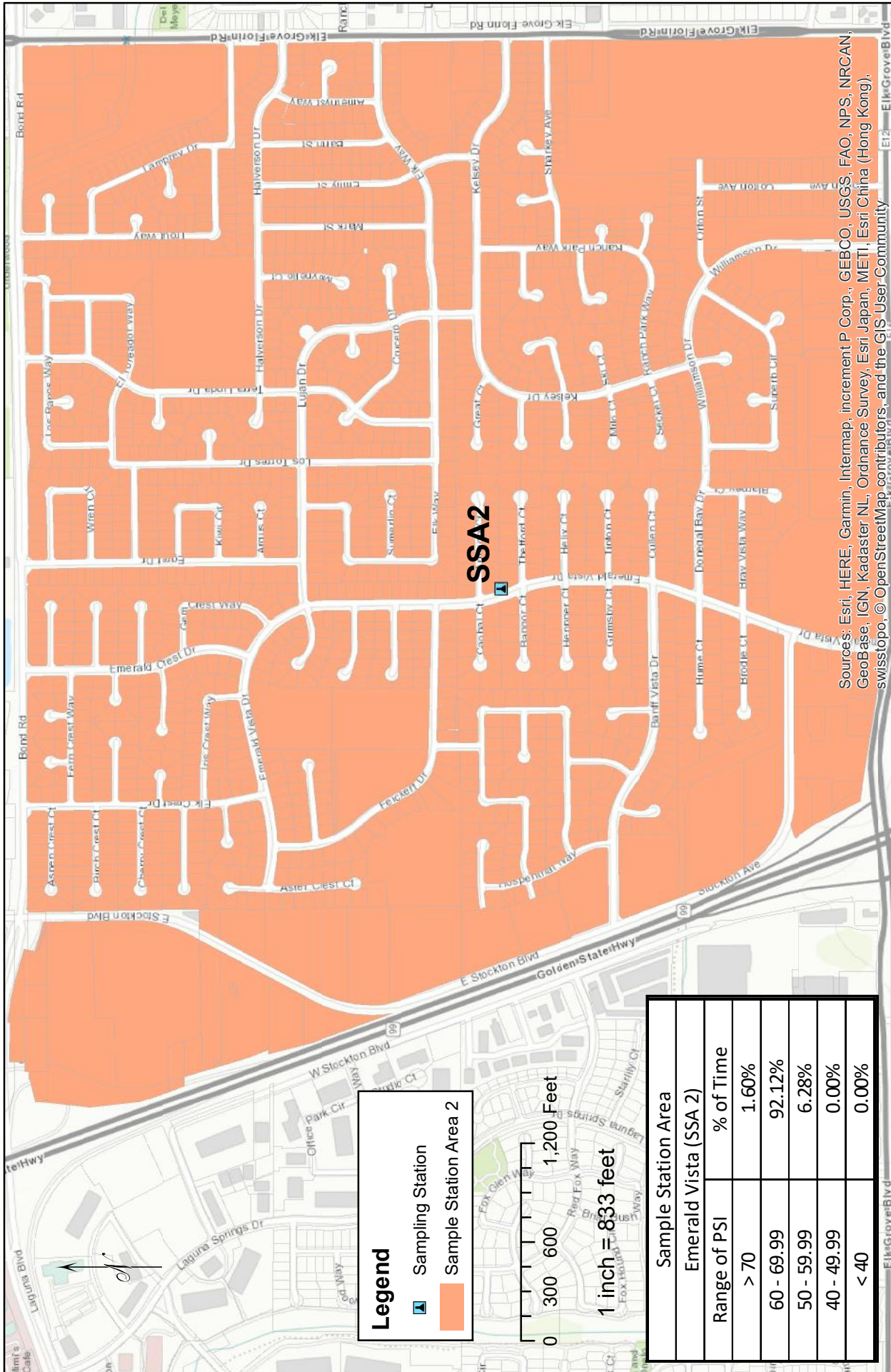


Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community

**Elk Grove Water District**  
**System Pressure Monitoring**

Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source:EGWD GIS database  
 Created by: Travis Franklin  
 April 7, 2020

**Sample Station #1**  
 Note: Sample Station takes a reading every 5 minutes.  
 March 2020



Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 April 7, 2020

## Elk Grove Water District System Pressure Monitoring

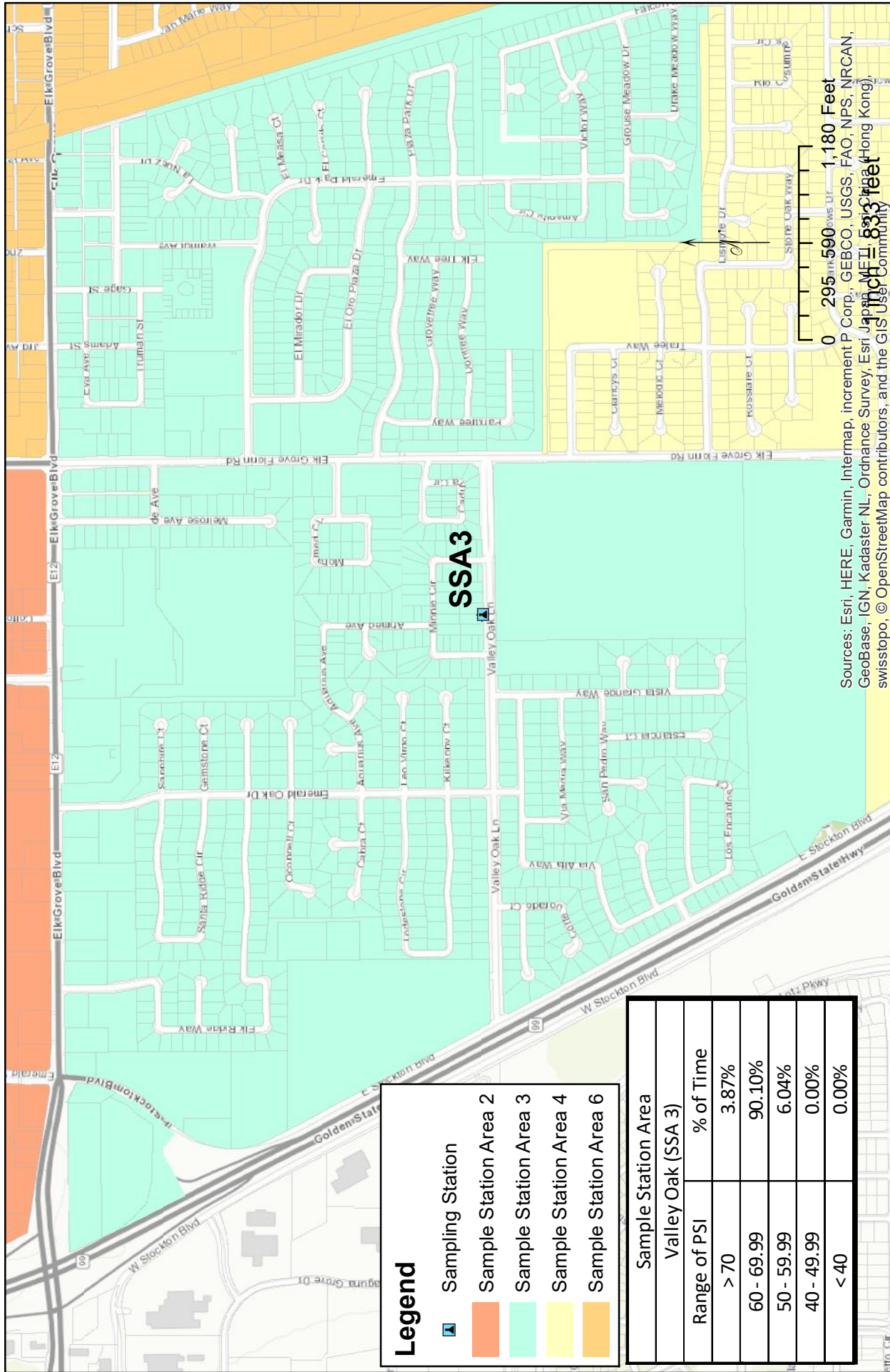


Sample Station Area	Emerald Vista (SSA 2)
Range of PSI	% of Time
> 70	1.60%
60 - 69.99	92.12%
50 - 59.99	6.28%
40 - 49.99	0.00%
< 40	0.00%

### Sample Station #2

Note: Sample Station takes a reading every 5 minutes.

March 2020



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, Swisstopo, (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community

**Legend**

- Sampling Station
- Sample Station Area 2
- Sample Station Area 3
- Sample Station Area 4
- Sample Station Area 6

Sample Station Area	% of Time
Valley Oak (SSA 3)	
Range of PSI	
> 70	3.87%
60 - 69.99	90.10%
50 - 59.99	6.04%
40 - 49.99	0.00%
< 40	0.00%

## Elk Grove Water District

### System Pressure Monitoring

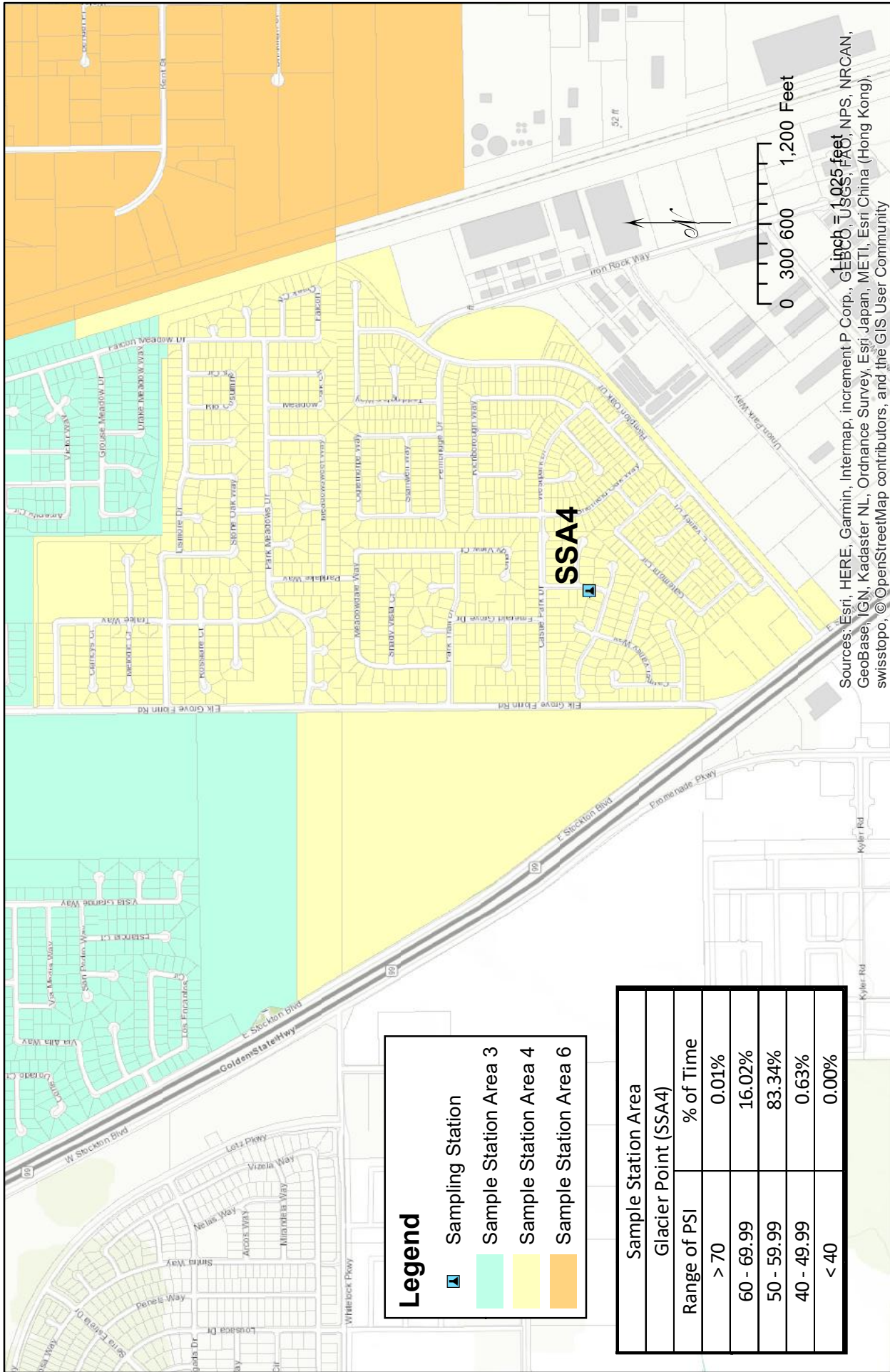


**Sample Station #3**

**Note:** Sample Station takes a reading every 5 minutes.

March 2020

Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 April 7, 2020



Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 April 7, 2020

## Elk Grove Water District

### System Pressure Monitoring



**Legend**

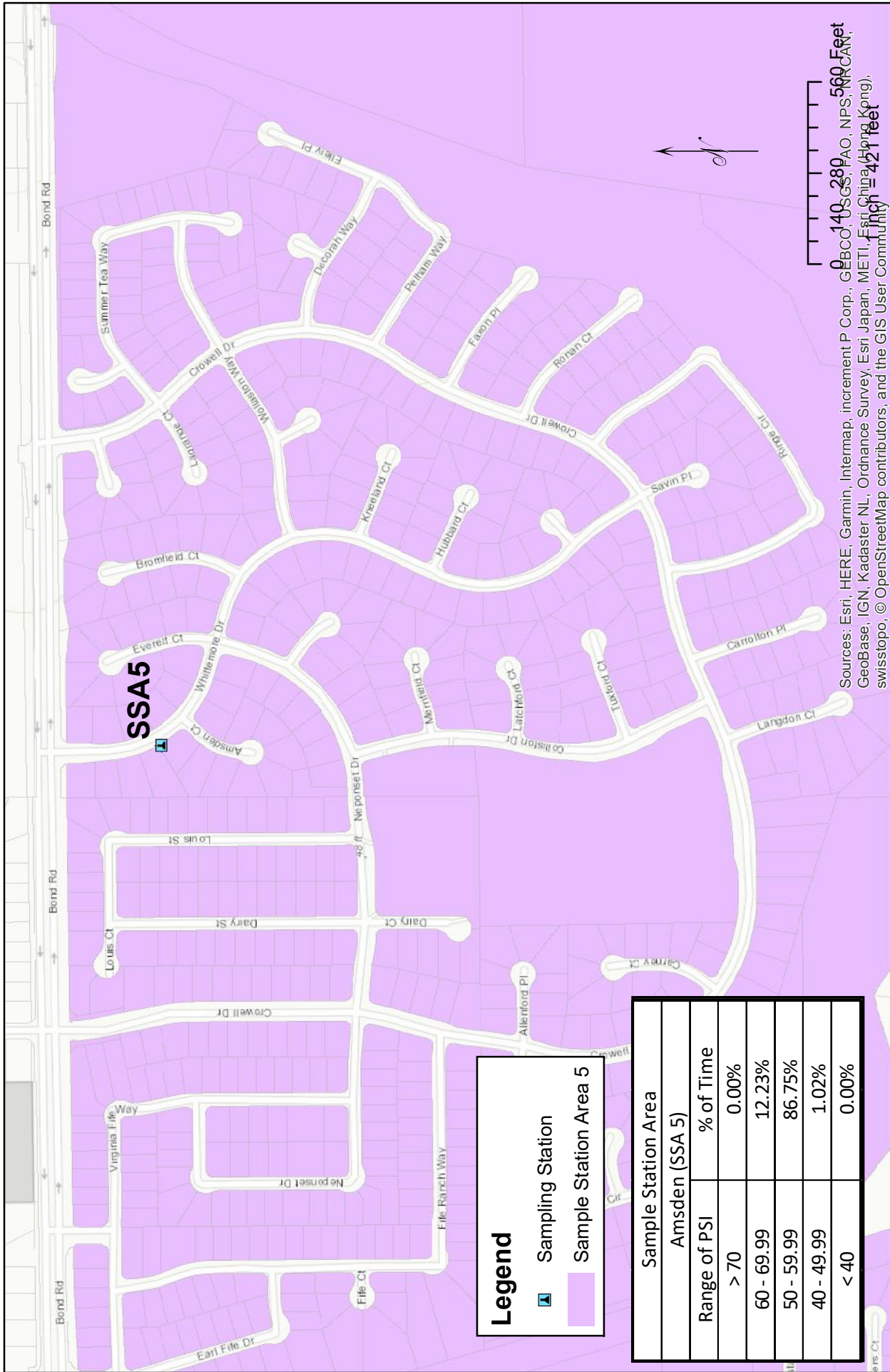
- ▲ Sampling Station
- Sample Station Area 3
- Sample Station Area 4
- Sample Station Area 6

Sample Station Area	Glacier Point (SSA4)	% of Time
Range of PSI		
> 70		0.01%
60 - 69.99		16.02%
50 - 59.99		83.34%
40 - 49.99		0.63%
< 40		0.00%

#### Sample Station #4


**Note:** Sample Station takes a reading every 5 minutes.

March 2020



**SSA5**

**Legend**

-  Sampling Station
-  Sample Station Area 5

Sample Station Area	Amsden (SSA 5)	Range of PSI	% of Time
		> 70	0.00%
		60 - 69.99	12.23%
		50 - 59.99	86.75%
		40 - 49.99	1.02%
		< 40	0.00%

Scale: 1" = 421 feet  
 0 140 280 560 Feet

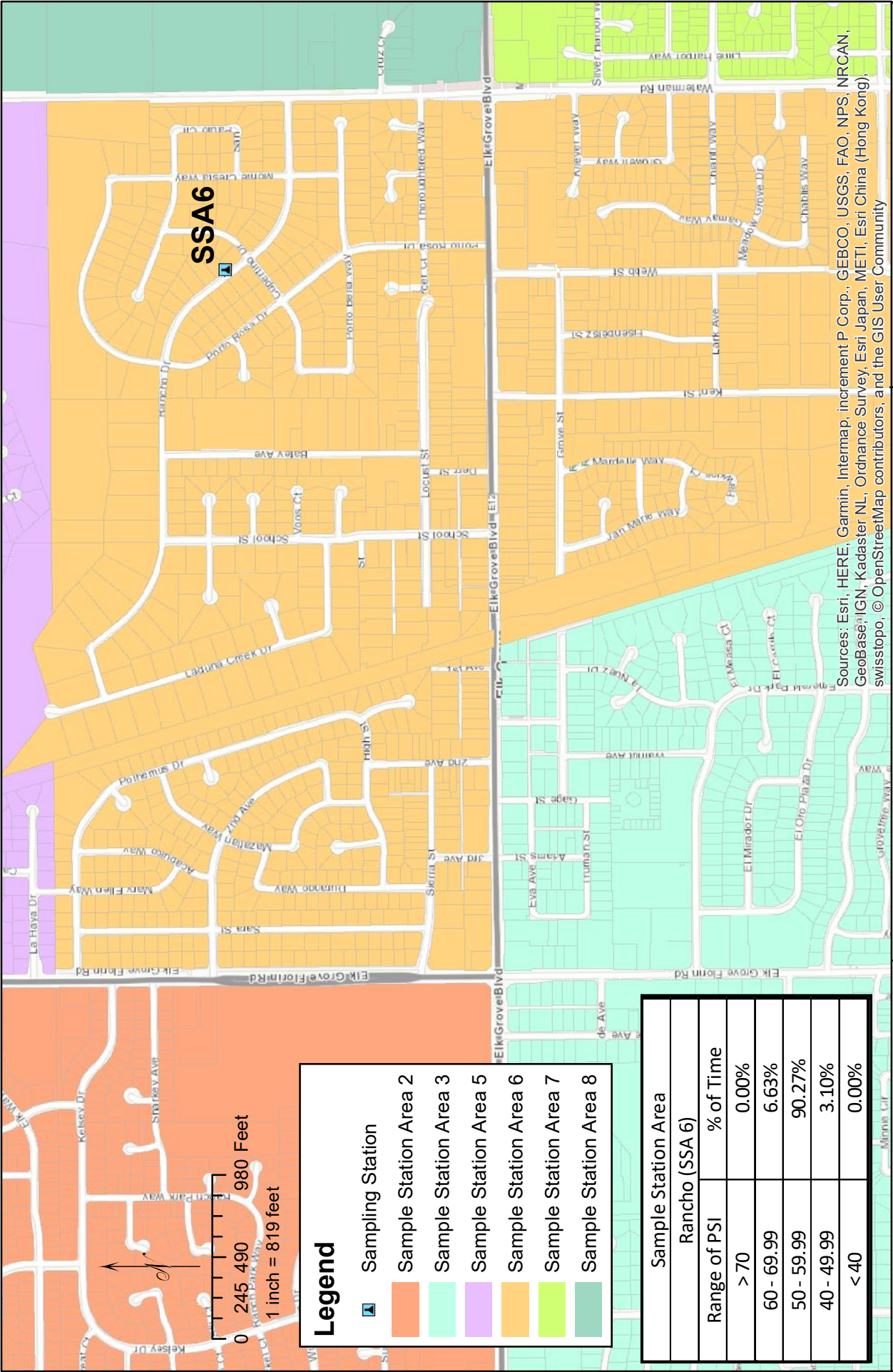
Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community



**Elk Grove Water District**  
 System Pressure Monitoring

Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 April 7, 2020

**Sample Station #5**  
 Notes: Sample Station takes a reading every 5 minutes.  
 March 2020



**SSA6**

**Legend**

- Sampling Station
- Sample Station Area 2
- Sample Station Area 3
- Sample Station Area 5
- Sample Station Area 6
- Sample Station Area 7
- Sample Station Area 8

Sample Station Area	Range of PSI	% of Time
Rancho (SSA 6)	> 70	0.00%
	60 - 69.99	6.63%
	50 - 59.99	90.27%
	40 - 49.99	3.10%
	< 40	0.00%

**Sample Station #6**

Note: Sample Station takes a reading every 5 minutes.

March 2020



**Eik Grove Water District**  
System Pressure Monitoring

Projected Coordinate System:  
NAD 83 State Plane CA II FIPS 0402  
Source: EGWD GIS database  
Created by: Travis Franklin  
April 7, 2020

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, ©OpenStreetMap contributors, and the GIS User Community

Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 April 7, 2020

## Elk Grove Water District

### System Pressure Monitoring



**Legend**

- Sampling Station
- Sample Station Area 6
- Sample Station Area 7
- Sample Station Area 8
- Sample Station Area 10

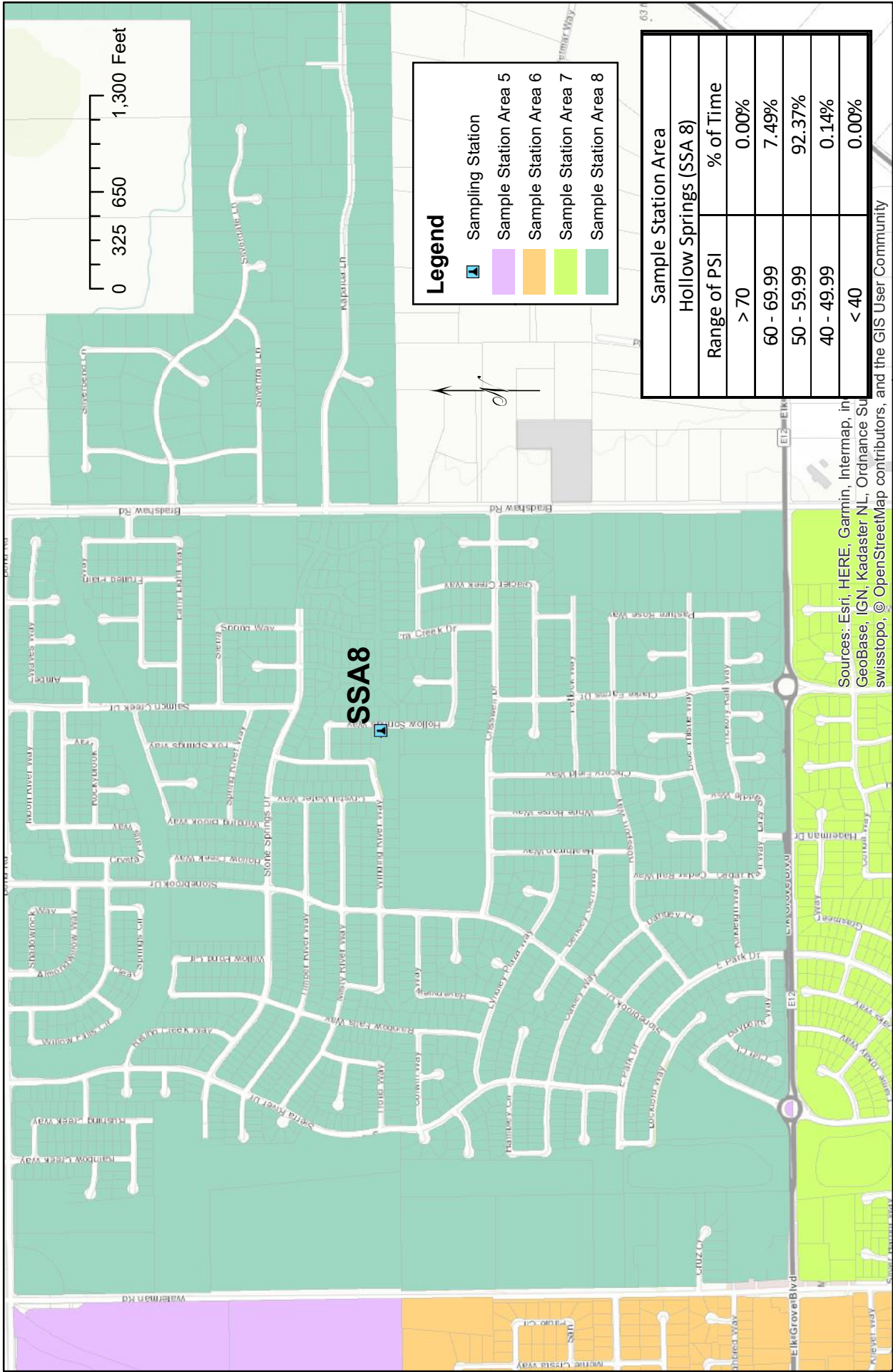
Sample Station Area	% of Time
Mainline (SSA 7)	
Range of PSI	
> 70	0.07%
60 - 69.99	94.05%
50 - 59.99	5.88%
40 - 49.99	0.00%
< 40	0.00%

**Sample Station #7**

Note: Sample Station takes a reading every 5 minutes.

March 2020





Sources: Esri, HERE, Garmin, Intermap, in GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri, DeLorme, NAVTEQ, Swisstopo, © OpenStreetMap contributors, and the GIS User Community

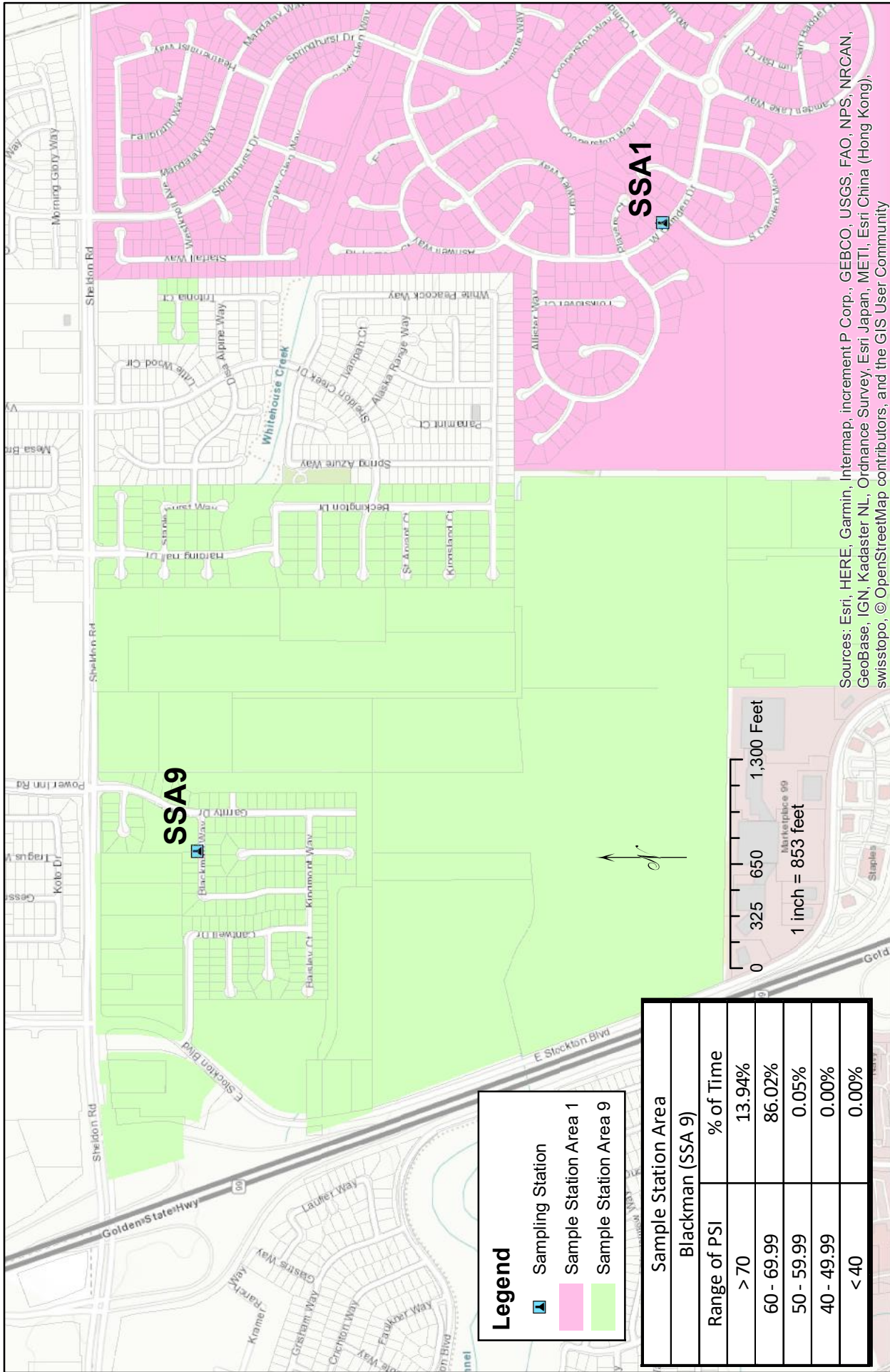
Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 April 7, 2020

## Elk Grove Water District

### System Pressure Monitoring

**Sample Station #8**  
 Note: Sample Station takes a reading every 5 minutes.  
 March 2020





Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community

**SSA1**

**SSA9**

**Legend**

- Sampling Station
- Sample Station Area 1
- Sample Station Area 9

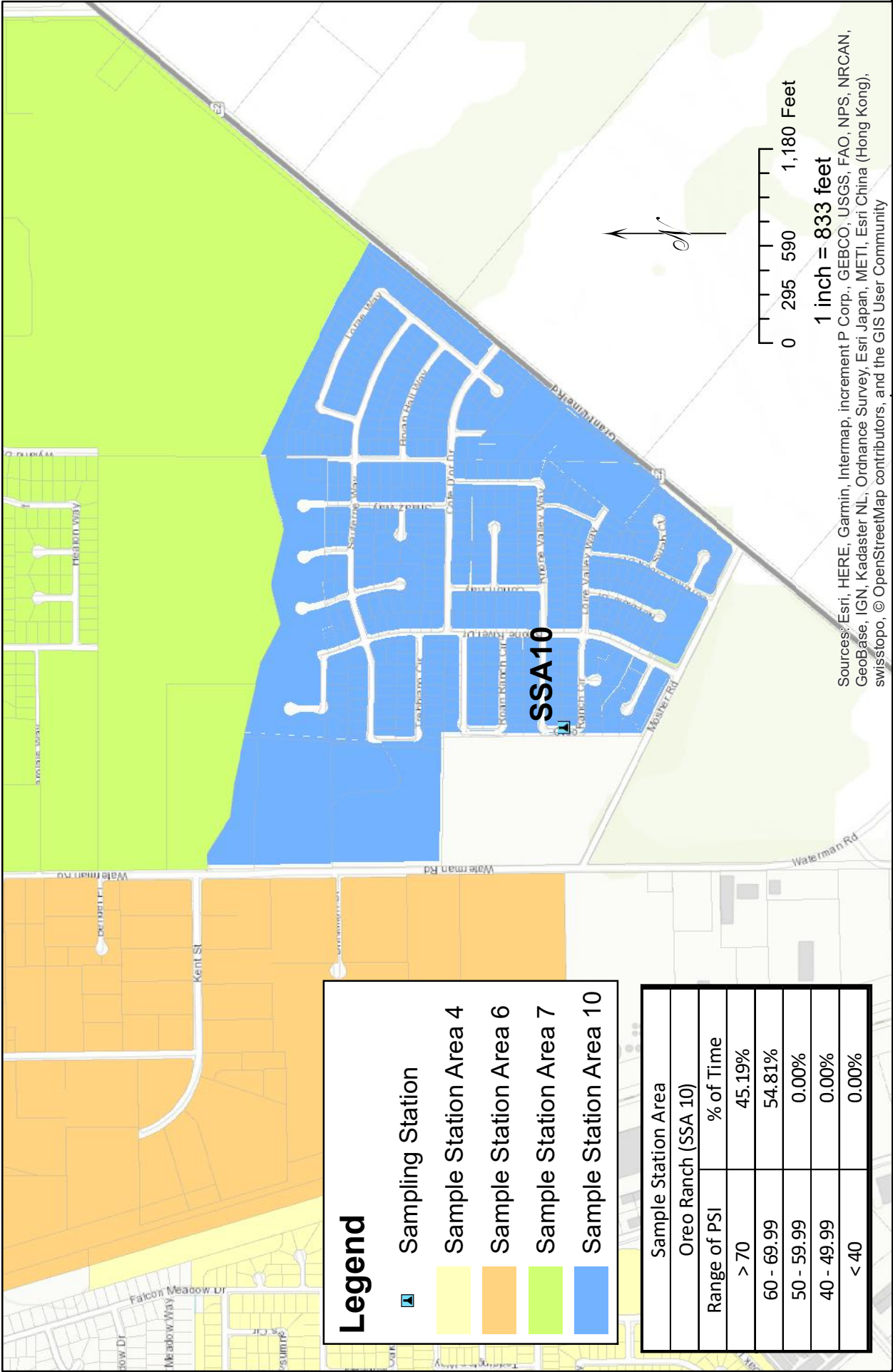
Sample Station Area	
Blackman (SSA 9)	
Range of PSI	% of Time
> 70	13.94%
60 - 69.99	86.02%
50 - 59.99	0.05%
40 - 49.99	0.00%
< 40	0.00%

**Projected coordinate system:**  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 April 7, 2020





**Elk Grove Water District**  
 System Pressure Monitoring



**Sample Station #9**  
 Note: Sample Station takes a reading every 5 minutes.  
 March 2020



**Legend**

-  Sampling Station
-  Sample Station Area 4
-  Sample Station Area 6
-  Sample Station Area 7
-  Sample Station Area 10

Sample Station Area	Oreo Ranch (SSA 10)
Range of PSI	% of Time
> 70	45.19%
60 - 69.99	54.81%
50 - 59.99	0.00%
40 - 49.99	0.00%
< 40	0.00%

**Sample Station #10**

Note: Sample Station takes a reading every 5 minutes.

March 2020



**Elk Grove Water District**  
System Pressure Monitoring

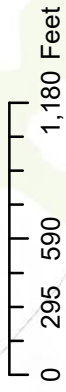
Projected Coordinate System:  
NAD 83 State Plane CA II FIPS 0402

Source: EGWD GIS database

Created by: Travis Franklin

April 7, 2020

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1 inch = 833 feet



April 21, 2020

TO: Chair and Directors of the Florin Resource Conservation District

FROM: Mark J. Madison, General Manager

SUBJECT: **AMENDED AND RESTATED AGREEMENT FOR GENERAL COUNSEL SERVICES BETWEEN THE FLORIN RESOURCE CONSERVATION DISTRICT AND JRG ATTORNEYS AT LAW**

### **RECOMMENDATION**

It is recommended that the Florin Resource Conservation District Board of Directors authorize the General Manager to execute the proposed Amended and Restated Agreement for General Counsel Services, between the Florin Resource Conservation District and JRG Attorneys at Law.

### **SUMMARY**

On December 19, 2018, the Florin Resource Conservation District (FRCD) Board of Directors (Board) approved an agreement with the Nosky Legal Group to provide interim General Counsel services to the FRCD. This agreement was for a term of one (1) year, which ended on December 19, 2019.

It is recommended that this agreement be amended and restated, thus retaining the General Counsel services of Richard E. Nosky for another three (3) years. It should be noted that, despite a three (3) year term, the agreement contains a Termination of Services provision that allows the District to terminate services at any time, subject to written notice.

By this action, if approved, the Board would authorize the General Manager to execute the attached Amended and Restated Agreement for General Counsel Services (attached) with JRG Attorneys at Law to provide General Counsel legal services.

### **DISCUSSION**

#### **Background**

On December 19, 2018, the Board approved an agreement with the Nosky Legal Group to provide interim General Counsel services to the FRCD. This agreement was for a term of one (1) year, which ended on December 19, 2019, and Mr. Nosky was specifically designated in this agreement to serve as General Counsel to the FRCD.

**AMENDED AND RESTATED AGREEMENT FOR GENERAL COUNSEL SERVICES  
BETWEEN THE FLORIN RESOURCE CONSERVATION DISTRICT AND JRG  
ATTORNEYS AT LAW**

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On May 1, 2019, Mr. Nosky assumed the position of Partner with the law firm JRG Attorneys and the agreement was assigned to JRG Attorneys with no change to any of the terms and conditions within the agreement.

**Present Situation**

The present agreement between the FRCD and the JRG Attorneys expired on December 19, 2019. Since that time, Mr. Nosky's services have continued under an implied contract and all terms and conditions have remained unchanged.

At this time, it is recommended that the previous contract be amended and restated to continue Mr. Nosky's services for an extended period of time.

The proposed agreement specifies a three (3) year term, which will maintain stability for the FRCD. It should be noted, however, that this agreement includes a Termination of Services section which allows the Board to terminate Mr. Nosky's services at any time, for convenience, subject to the issuance of a written notice.

**ENVIRONMENTAL CONSIDERATIONS**

Environmental considerations are not applicable to this agreement.

**STRATEGIC PLAN CONFORMITY**

The proposed agreement complies with the newly adopted FRCD/Elk Grove Water District Strategic Plan 2020-2025 by complying with District policies implied under Strategic Goal 1 – Governance and Customer Engagement.

**FINANCIAL SUMMARY**

The financial terms of this agreement are specified in the original proposal and agreement. This agreement does not contain a not-to-exceed amount as the scope of work is undefined.

April 21, 2020

**AMENDED AND RESTATED AGREEMENT FOR GENERAL COUNSEL SERVICES  
BETWEEN THE FLORIN RESOURCE CONSERVATION DISTRICT AND JRG  
ATTORNEYS AT LAW**

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Respectfully submitted,



MARK J. MADISON, P.E.  
GENERAL MANAGER

Attachment

## AMENDED AND RESTATED AGREEMENT FOR GENERAL COUNSEL SERVICES

This Agreement is entered into this 21<sup>st</sup> day of April 2020 (“Agreement”), by and between the Florin Resource Conservation District, a California special district authorized under Division 9 of the California Public Resources Code (“District”) and JRG Attorneys at Law, a California professional corporation (“Firm”), collectively referred to as the “Parties.”

### RECITALS:

- A. District previously entered into an Agreement for Interim General Counsel Services with Nosky Legal Group (the “NLG Agreement”) on June 20, 2018; and
- B. District amended the NLG Agreement on December 19, 2018, appointing Nosky Legal Group as its General Counsel;
- C. Nosky Legal Group merged with Firm on May 1, 2019;
- D. The parties wish to amend and restate the Agreement to extend its term, appoint Firm as its General Counsel and to reflect certain other updated terms as documented below.

NOW, THEREFORE, the Parties do hereby agree as follows:

- 1. Scope of Services. Firm has been retained to serve as General Counsel for District, with Richard E. Nosky specifically serving in that role. In addition, Firm shall represent District in other matters as District may assign. As General Counsel, the duties and scope of representation shall include, but not be limited to, the following:
  - A. Attending meetings of the District and its duly elected officials and appointed committees, for which attendance is requested by the Board President or General Manager, unless excused.
  - B. Prepare or approve as to legal form all resolutions, ordinances, contracts, agreements or other legal documents or any other matters that are referred for legal advice, review or handling during the term of this Agreement.
  - C. Provide legal advice on behalf of the District to Board members, the General Manager or other designated personnel as requested
  - D. Monitor and advise the Board of Directors and staff of legislation and case law affecting the District as requested.
  - E. Monitor the activities of any special counsel retained by District as requested.

F. Provide conflict of interest assistance to the Board of Directors and General Manager on behalf of the District and assist board members and staff in seeking advice from the appropriate state and local authorities on such matters.

2. Term. This Agreement shall be effective on April 21, 2020 and shall continue thereafter until April 21, 2023, unless earlier terminated in accordance with the terms herein.

3. Billing Procedures and Rates. Firm shall prepare an itemized monthly billing statement on or about the first day of each month. District shall review Firm's itemized statement and approve payment of authorized charges to Firm as promptly as possible. Firm shall keep time records in one-tenth hour increments. District agrees to pay Firm at the rates listed in **Exhibit A** herein. These rates may be adjusted periodically upon the mutual agreement of the Parties. District shall pay the amount due on all invoices within 30 days.

4. Costs. Firm shall be reimbursed for all out of pocket expenses advanced by Firm. Said costs and expenses shall include, but not be limited to, filing fees, transcriptions, mileage, travel expenses, parking, copying costs and other related costs. All such costs shall be submitted to District for approval as part of the monthly billing statement.

5. Responsibilities of Firm. Firm agrees to provide legal services in the areas of those matters within the scope of services provided in Section 1 of this Agreement.

6. Independent Contractor and Hold Harmless. Firm shall serve as an independent contractor and not as an employee of District. Firm agrees to hold harmless and indemnify District for any claims or losses arising as a result of Firm's negligent or tortious conduct with respect to the services rendered herein.

7. Use of Other Firms. In order to properly and effectively protect the best interests of District in specialized areas of the law, Firm shall have the right to assign legal matters to special counsel, subject to the approval of the General Manager.

8. Indemnification. In the event of any third-party claims brought against Firm or its members for actions taken in the course and scope of their official duties, upon such a determination, District agrees to indemnify and defend Firm and its members against such third-party claims.

9. Insurance. Firm shall maintain professional liability insurance during the term of this Agreement and any extensions thereof in an amount not less than One Million Dollars (\$1,000,000.00).

10. Termination of Services. District may terminate Firm's services at any time by written notice. After receiving such notice, Firm shall cease providing services and cooperate with District in the orderly transfer of all related files and records to District's new General Counsel. Firm may terminate its services at any time with District's



consent or for good cause. Good cause exists if (a) any invoice is not paid within 60 days of its date; (b) District fails to meet any other obligation under this Agreement and continues in such failure for 15 days after written notice to District; (c) District has misrepresented or failed to disclose material facts to Firm, refused to cooperate with Firm, refused to follow its advice on a material matter; or (d) any other circumstance exists in which ethical rules of the legal profession mandate or permit termination, including situations where a conflict of interest arises. If Firm terminates its services, District shall cooperate in effecting such termination. Termination by either party herein shall not relieve District of the obligation to pay for services rendered and costs incurred before Firm's services formally ceased.

11. Entire Agreement. This Agreement contains Firm's entire Agreement about its representation of District herein. Any modifications or additions to this Agreement shall be made in writing.

12. Notices. All notices pertaining this Agreement shall be made in writing and addressed as follows:

If to Firm:

JRG Attorneys at Law  
Attn: Richard E. Nosky  
318 Cayuga Street  
Salinas, CA 93901

If to District:

FRCD  
Attn: Mark Madison, General Manager  
9257 Elk Grove Boulevard  
Elk Grove, CA 95624

13. Conflicts. JRG has no present or contemplated employment that is adverse to District. JRG agrees that it shall not represent clients in matters either litigation or non-litigation against District. However, JRG may have past and present clients or may have future clients, which, from time to time, may have interests adverse to City, and JRG reserves the right to represent such clients in matters not connected with its representation of District. If a potential conflict of interest arises in JRG's representation of two clients, if such conflict is only speculative or minor, JRG shall seek waivers from each client with regards to such representation. However, if real conflicts exist, JRG would withdraw from representing either client in the matter and assist them in obtaining outside special counsel.

14. Interpretation of Agreement and Forum. This Agreement shall be construed and interpreted both as to validity and performance of the parties in accordance with the laws of the State of California. In the event of any dispute hereunder, the forum shall be the Superior Court, Sacramento County.

IN WITNESS WHEREOF, this Agreement is signed and entered into by the Parties on this 21<sup>st</sup> day of April 2020.

**FLORIN RESOURCE CONSERVATION DISTRICT/ELK GROVE WATER DISTRICT      JRG ATTORNEYS AT LAW**

By: \_\_\_\_\_  
MARK J. MADISON  
GENERAL MANAGER

By: \_\_\_\_\_  
RICHARD E. NOSKY  
PARTNER

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

DRAFT

## EXHIBIT A

### RATES AND COSTS

#### General Counsel Services

Partners \$255 per hour  
Associates \$235 per hour

\$700 flat fee for Regularly Scheduled Board Meetings (inclusive of travel time and closed sessions)

#### Billing Method

Firm issues billing statement once a month with complete listing of all services rendered and costs charged as follows:

Copies:	AT COST
Mileage:	IRS Rate
Travel time:	\$150 per hour (excluding regular board mtgs)
Postage and out of pocket expenses:	AT COST
Travel (non-local air):	AT COST

April 21, 2020

TO: Chair and Directors of the Florin Resource Conservation District  
FROM: Stefani Phillips, Board Secretary  
SUBJECT: **FLORIN RESOURCE CONSERVATION DISTRICT ELECTION**

## **RECOMMENDATION**

It is recommended that the Florin Resource Conservation District Board of Directors adopt Resolution No. 04.21.20.01, calling the General Election and requesting consolidation with the November 3, 2020 statewide election; and authorize General Manager Mark J. Madison to sign on behalf of Chair Tom Nelson.

## **SUMMARY**

The Florin Resource Conservation District (FRCD) Board of Directors (Board) individually serve a four (4) year term. Every two (2) years an election is held and the Board must adopt a resolution calling the General Election (Election). The resolution also identifies that the candidates may voluntarily purchase a candidates statement of 200 words at the Registrar of Voters office.

By this action, the Board will adopt Resolution No. 04.21.20.01, calling the Election and requesting the Board of Supervisors of Sacramento County consolidate the regularly scheduled Election with the statewide election in November.

## **DISCUSSION**

### **Background**

Since 2002, the Board has used the Election process to determine who will serve on the FRCD five (5) member board. The Board members individually serve a term of four (4) years. The current Board is comprised of the following five (5) members: Bob Gray, Lisa Medina, Elliot Mulberg, Tom Nelson, and Sophia Scherman.

Every two (2) years an election is held. Preceding an election, the Board must adopt a resolution calling the Election. The resolution includes a description of the boundaries that contain the election and its purpose. The resolution also stipulates that candidates may purchase a 200 word candidate statement, which will be included in the voter's pamphlet. At the Regular Board Meeting on March 23, 2016, the Board voted in favor of having candidates pay for their voluntary candidate statement at the Registrar of Voters office.

**FLORIN RESOURCE CONSERVATION DISTRICT ELECTION**

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Present Situation

The District will have two (2) Board members whose terms will end in December 2020, Directors Lisa Medina and Sophia Scherman.

It is staff's recommendation that the Board adopt Resolution No. 04.21.20.01, calling the Election and requesting consolidation with the November 3, 2020 statewide election; and authorize General Manager Mark J. Madison to sign on behalf of Chair Tom Nelson.

**ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

**STRATEGIC PLAN CONFORMITY**

The General Election provides an opportunity for public involvement in the selection of the FRCD Board and thereby conforms with Strategic Goal No. 1, Governance and Customer Engagement, of the Strategic Plan 2020-2025.

**FINANCIAL SUMMARY**

The financial impact of the Election is anticipated to be approximately \$213, 888. The number of registered voters is subject to change prior to the Election. The final date for voter registration in the county of Sacramento is November 3, 2020 (election day).

Respectfully submitted,



STEFANI PHILLIPS  
HUMAN RESOURCES ADMINISTRATOR

**RESOLUTION NO. 04.21.20.01**

**A RESOLUTION OF THE FLORIN RESOURCE CONSERVATION DISTRICT  
BOARD OF DIRECTORS CALLING THE GENERAL ELECTION  
AND REQUESTING CONSOLIDATION WITH THE  
NOVEMBER 3, 2020 STATEWIDE ELECTION**

**WHEREAS**, a General Election will be held within the Florin Resource Conservation District (“District”) that will affect the Sacramento County on November 3, 2020, for the purpose of electing two Directors; and

**WHEREAS**, a statewide General Election will be held within the County of Sacramento (“County”) on the same day; and

**WHEREAS**, Election Code §10403 requires jurisdictions to file with the Board of Supervisors, and a copy with the Registrar of Voters, a resolution requesting consolidation with a statewide election.

**THEREFORE, BE IT RESOLVED** that the District requests the Board of Supervisors of Sacramento County to consolidate the regularly scheduled General Election with the statewide election to be held on November 3, 2020; and

**BE IT FURTHER RESOLVED**, that a candidate for District Director shall pay at the Voter Registration and Elections office the estimated cost of having a candidate’s statement included in the voter’s pamphlet, pursuant to Elections Code §13307(c). The limitation on the number of words that a candidate may use in his or her candidate’s statement is 200 words; and

**BE IT FURTHER RESOLVED**, that the District agrees to reimburse the Registrar of Voters for actual costs incurred to conduct the General Election, such costs to be calculated by the method set forth in the County’s current Election Cost Allocation Procedures; and

**BE IT FURTHER RESOLVED**, the Florin Resource Conservation District Board of Directors hereby authorizes General Manager Mark J. Madison to sign this resolution on behalf of Chair Tom Nelson.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2020.

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

\_\_\_\_\_  
Mark J. Madison  
General Manager

ATTEST:

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Stefani Phillips  
Board Secretary

Approved as to form:

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Richard E. Nosky  
District Legal Counsel

April 21, 2020

TO: Chair and Directors of the Florin Resource Conservation District

FROM: Patrick Lee, Finance Manager/Treasurer

SUBJECT: **ELK GROVE WATER DISTRICT FISCAL YEAR 2019-20 QUARTERLY OPERATING BUDGET STATUS REPORT**

### **RECOMMENDATION**

This item is presented for discussion purposes only. No action by the Florin Resource Conservation District Board of Directors is proposed at this time.

### **SUMMARY**

Staff is presenting the quarterly budget status report through the third quarter of fiscal year 2019-2020. This report is to keep the Florin Resource Conservation District (District) Board of Directors (Board) and the public informed on the financial status of the Elk Grove Water District (EGWD).

### **DISCUSSION**

#### **Background**

On June 19, 2019, the Board approved the Fiscal Year (FY) 2019-20 EGWD Budget. The adopted FY 2019-20 EGWD Budget has total revenues of approximately \$15.172 million and total expenditures of approximately \$15.445 million, including deposits into the Repair and Replacement and Long-Term Capital Improvement Reserves of approximately \$1.838 million. The projected expenditures in excess of revenues of approximately \$272,428 will be appropriated from excess operating reserves from prior years.

#### **Present Situation**

The following is a summary of the EGWD's financial status as of March 31, 2020:



**ELK GROVE WATER DISTRICT FISCAL YEAR 2019-20 QUARTERLY OPERATING BUDGET STATUS REPORT**

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**Elk Grove Water District  
Year to Date Revenues and Expenses Compared to Budget  
As of March 31, 2020**

	General Ledger Reference	YTD Activity	Annual Budget	9/12=75.00% Variance	% Realized
<b>Revenues</b>	<b>4100 - 4900</b>	<b>\$ 12,396,827</b>	<b>\$ 15,172,243</b>	<b>\$ (2,775,416)</b>	<b>81.71%</b>
Salaries & Benefits	5100 - 5280	3,098,128	4,332,850	(1,234,722)	71.50%
less Capitalized Labor		(180,994)	(424,667)	243,673	42.62%
Less CalPERS Prepayment for Remainder of Year: (3)		(42,754)			
<b>Adjusted Salaries and Benefits:</b>		<b>\$ 2,874,380</b>	<b>\$ 3,908,183</b>	<b>(1,033,803)</b>	<b>73.55%</b>
Seminars, Conventions and Travel	5300 - 5350	29,285	51,124	(21,839)	57.28%
Office & Operational	5410 - 5494	897,015	1,208,164	(311,149)	74.25%
Purchased Water est. (4)	5495 - 5495	2,264,037	3,135,689	(871,652)	72.20%
Outside Services	5505 - 5580	588,529	1,160,573	(572,044)	50.71%
Equipment Rent, Taxes, Utilities	5620 - 5760	328,672	416,200	(87,528)	78.97%
<b>Total Operational Expenses</b>		<b>\$ 6,981,919</b>	<b>\$ 9,879,933</b>	<b>\$ (2,898,014)</b>	<b>70.67%</b>
<b>Net Operating Income</b>		<b>\$ 5,414,908</b>	<b>\$ 5,292,310</b>	<b>\$ 122,598</b>	<b>102.32%</b>
<b>Non-Operating Revenues</b>					
Interest Received	9910 - 9910	153,918	100,000	53,918	153.92%
Unrealized Gains/Losses	9911 - 9911	68,241	-	68,241	100.00%
Other Income/Expense	9920 - 9973	27,175	-	27,175	100.00%
<b>Total Non-Operating Revenues</b>		<b>\$ 249,334</b>	<b>\$ 100,000</b>	<b>\$ 149,334</b>	<b>249.33%</b>
<b>Non-Operating Expenses</b>					
Election Costs	9950 - 9950	-	-	-	0.00%
<b>All other Non-Operating Expenses</b>					
<b>Capital Expenses (2):</b>					
Capital Improvements	1705 - 1760	264,101	275,000	(10,899)	96.04%
Capital Replacements	1705 - 1760	591,336	1,463,000	(871,664)	40.42%
Unforeseen Capital Projects	1705 - 1760	39,350	100,000	(60,650)	39.35%
<b>Capital Expenses:</b>		<b>\$ 894,787</b>	<b>\$ 1,838,000</b>	<b>\$ (943,213)</b>	<b>48.68%</b>
<b>Bond Interest Accrued (1)</b>	<b>7300 - 7300</b>	<b>1,246,304</b>	<b>1,661,739</b>	<b>(415,435)</b>	<b>75.00%</b>
<b>Total Non Operating Expenses</b>		<b>\$ 2,141,091</b>	<b>\$ 3,499,739</b>	<b>\$ (1,358,648)</b>	<b>61.18%</b>
<b>Revenues in Excess of All Expenditures, including Capital</b>		<b>\$ 3,523,150</b>	<b>\$ 1,892,571</b>	<b>\$ 1,630,579</b>	<b>186.16%</b>
<b>Bond Retirement (1):</b>		<b>\$ 1,623,750</b>	<b>\$ 2,165,000</b>	<b>\$ (541,250)</b>	<b>75.00%</b>
<b>Net Position after Capital and Debt Retirement Expenditures</b>		<b>\$ 1,899,400</b>	<b>\$ (272,429)</b>	<b>\$ 2,171,829</b>	

**Notes:**

- Bond retirement payments are made two times a year in September and March
- YTD Activity includes \$180,994 in capitalized labor charged to capital projects.
- The District prepays CalPERS for the employers' share of retirement costs for the entire year. By doing this, the District saves approximately 3.56% in its total CalPERS payments for the year. The adjusted salaries and benefits above shows what salaries and benefits would be if only the amount due to CalPERS YTD was paid YTD, with no prepayment.
- There is a lag in water billings from the Sacramento County Water Agency. Included above is an estimate of costs to date based on water used.

**ELK GROVE WATER DISTRICT FISCAL YEAR 2019-20 QUARTERLY OPERATING BUDGET STATUS REPORT**

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The revenues collected through the third quarter of the fiscal year total \$12,396,827 which is 81.71% of the \$15,172,244 annual budget. The revenues are \$872,503 or 7.57% above the same quarter of the prior year. This is due mainly to an overall increase in water consumption in FY 2019-20 as compared to FY 2018-19, as well as an increase in development resulting more meter/water capacity/plan check fees.

Operational Expenses total \$6,981,919 through the third quarter, which is 70.67% of the annual budget of \$9,879,933. The actual expenses were \$373,008 or 5.64% above the same quarter of the prior fiscal year as follows:

1. Personnel expenditures total \$2,874,380 which is 73.55% of the \$3,908,183 annual budget. The actual expenses were \$23,928 or 0.84% above the same period of the prior fiscal year. The increase is due mainly to merit and cost of living adjustment (COLA) increases, offset by vacant positions which were filled with lower tiered positions and more employees moving to consumer driven health plan (CDHP) medical plans with lower premiums.
2. Seminars, Conventions and Travel expenditures total \$29,285, which is 57.28% of the annual budget of \$51,124. The actual expenses were \$2,533 or 7.96% below the same period of the prior fiscal year due to a decrease in the number of staff attending the Association of California Water Agencies (ACWA) Fall Conference.
3. Office and Operational expenditures total \$897,015, which is 74.25% of the annual budget of \$1,208,164. The actual expenses were \$192,605 or 27.34% above the same period of the prior fiscal year due mainly to:
  - a) An increase in Property insurance premium for FY 2019-20 totaling \$36,618 was paid in July of 2019, whereas the property insurance premium for FY 2018-19 was paid in March of 2018.
  - b) An increase of \$22,593 in building maintenance related to new fencing at various wells sites.
  - c) An increase of approximately \$35,207 in equipment repairs for various District heavy equipment.
  - d) An increase of approximately \$92,267 in meter purchases related to new development and the replacement of meters with bad registers.
4. Estimated Purchased Water costs total \$2,264,037, which is 72.20% of the annual budget of \$3,135,689. The actual expenses were \$103,287 or 4.78% above the same period of the prior fiscal year. The increase in costs is due to an increase in water consumption in Service Area 2 as more customers are returning to normal water consumption standards after the drought.

**ELK GROVE WATER DISTRICT FISCAL YEAR 2019-20 QUARTERLY OPERATING BUDGET STATUS REPORT**

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5. Outside Services expenditures total \$588,529, which represents 50.71% of the annual budget of \$1,160,573. The actual expenses were \$19,884 or 3.27% below the same period of the prior fiscal year. The difference is due mostly to a decrease in legal services of \$43,595 in FY 2019-20, offset by an increase of \$25,655 in engineering services related to a ground water recharge analysis performed by Woodard & Curran in FY 2019-20.
6. Equipment Rent, Taxes and Utilities expenditures total \$328,672, which represents 78.97% of the annual budget of \$416,200. The actual expenses were \$75,604 or 29.88% above the same period of the prior fiscal year. The increase is due mainly to electricity costs of \$233,087, which is a direct correlation to the increase in revenues and increased water consumption through March of FY 2019-20 as compared to FY 2018-19.

**ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

**STRATEGIC PLAN CONFORMITY**

This item conforms to the FRCD/EGWD's 2020-25 Strategic Plan. Adoption and management of the annual EGWD budget is specifically identified as a goal in the Fiscal responsibility section of the Strategic Plan.

**FINANCIAL SUMMARY**

This report is provided to the Board for information only. There is no financial impact associated with this item at this time. Staff has provided a copy of the March 31, 2020 Quarterly Budget Review (attached) for the third quarter. The Quarterly Budget Review includes the line item detail for the expenditure categories for the quarter-to-date for FY 2019-20, as well as the detail for last year's quarter-to-date.

Respectfully submitted,



PATRICK LEE  
FINANCE MANAGER/TREASURER

Attachment

**ELK GROVE WATER DISTRICT  
 QUARTERLY BUDGET REVIEW  
 THROUGH MARCH 31, 2020  
 FISCAL YEAR 2019-20**

Account Description	FY 2019-20 Budget	Y-T-D 3/31/2020	75.00% Percentage	Y-T-D 3/31/2019	Change from prior year
4100 Water Payment Revenues - Residential	\$ 12,816,040	10,322,650	80.54%	\$ 9,846,114	\$ 476,537
4110 Water Payment Revenues - Commercial	1,914,362	1,379,159	72.04%	1,315,240	63,920
4120 Water Payment Revenues - Fire Service	186,842	147,390	78.88%	128,423	18,966
4200 Meter Fees/Plan Check/Water Capacity	30,000	360,824	1202.75%	36,211	324,614
4201 Backflow Installation	25,000	6,501	26.00%	5,650	851
4300 Fire Protection	-	-	-	156	(156)
4520 Door Hanger Fees	115,000	106,400	92.52%	114,900	(8,500)
4540 New account Fees	25,000	25,770	103.08%	17,520	8,250
4550 NSF Fees	3,000	2,135	71.17%	2,205	(70)
4570 Shut-off Fees	50,000	38,800	77.60%	49,850	(11,050)
4575 24 Hour Turn On	-	-	0.00%	200	(200)
4590 Credit Card Fees	8,000	6,050	75.63%	8,160	(2,110)
4591 Sac County Release of Lien Fee	-	1,147	0.00%	(197)	1,344
4900 Customer Refunds	(1,000)	-	0.00%	(107)	107
<b>TOTAL GROSS REVENUES</b>	<b>\$ 15,172,244</b>	<b>\$ 12,396,827</b>	<b>81.71%</b>	<b>\$ 11,524,324</b>	<b>\$ 872,503</b>

**ELK GROVE WATER DISTRICT  
QUARTERLY BUDGET REVIEW  
THROUGH MARCH 31, 2020  
FISCAL YEAR 2019-20**

Account Description	FY 2019-20 Budget	Y-T-D 3/31/2020	75.00% Percentage	Y-T-D 3/31/2019	Change from prior year
<b>Salaries &amp; Benefits</b>					
5100 Executive Salary	208,444	139,310	66.83%	132,368	6,942
5110 Exempt Salaries	568,146	440,759	77.58%	447,108	(6,349)
5120 Non-Exempt Salaries	1,499,539	1,138,135	75.90%	1,080,074	58,061
5130 Overtime Compensation	55,000	26,809	48.74%	31,499	(4,689)
5140 On Call Pay	18,250	13,650	74.79%	12,850	800
5150 Holiday Pay	122,535	101,893	83.15%	101,504	389
5160 Vacation Pay	121,994	89,067	73.01%	119,319	(30,252)
5170 Personal Time Pay	98,028	78,490	80.07%	81,753	(3,263)
5200 Medical Benefits	764,556	531,474	69.51%	543,614	(12,140)
5195 EAP	863	697	80.75%	684	13
5201 EGWD Contribution H.S.A	20,000	21,092	105.46%	13,251	7,841
5210 Dental/Vision/Life Insurance	65,946	46,309	70.22%	50,705	(4,396)
5220 Retirement Benefits	417,176	306,168	73.39%	298,171	7,997
5225 Retirement Benefits - Post Employment	167,670	57,145	34.08%	35,644	21,501
5230 Medical Tax, Social Security and SUI	62,791	43,992	70.06%	41,950	2,042
5240 Worker's Compensation Insurance	114,712	47,158	41.11%	45,255	1,903
5250 Education Assistance	2,500	-	0.00%	-	-
5260 Employee Training	21,500	12,998	60.45%	12,891	107
5270 Employee Recognition	2,100	2,378	113.25%	2,502	(124)
5280 Meetings	1,100	605	54.95%	62	543
Less Capitalized Expenditures	(424,667)	(180,994)	42.62%	(150,506)	(30,488)
Less Remaining CalPERS prepayment	N/A	(42,754)	N/A	(50,246)	7,492
<b>Category Subtotal</b>	<b>3,908,183</b>	<b>2,874,380</b>	<b>73.55%</b>	<b>2,850,452</b>	<b>23,928</b>
<b>Seminars, Conventions and Travel</b>					
5300 Airfare	6,100	2,928	47.99%	2,536	392
5310 Hotels	14,902	7,949	53.34%	7,766	183
5320 Meals	6,052	2,615	43.20%	3,025	(410)
5330 Auto Rental	1,900	63	3.32%	373	(310)
5340 Seminars & Conferences	14,290	10,256	71.77%	13,038	(2,782)
5350 Mileage Reimbursement, Parking, Tolls	1,880	975	51.86%	580	395
5375 Auto Allowance	6,000	4,500	75.00%	4,500	-
<b>Category Subtotal</b>	<b>51,124</b>	<b>29,285</b>	<b>57.28%</b>	<b>31,818</b>	<b>(2,533)</b>

**ELK GROVE WATER DISTRICT  
 QUARTERLY BUDGET REVIEW  
 THROUGH MARCH 31, 2020  
 FISCAL YEAR 2019-20**

Account Description	FY 2019-20 Budget	Y-T-D 3/31/2020	75.00% Percentage	Y-T-D 3/31/2019	Change from prior year
Office & Operational					
5410 Advertising	3,500	3,959	113.10%	3,520	438
5415 Association Dues	122,013	120,258	98.56%	118,146	2,112
5420 Insurance	88,450	86,750	98.08%	50,132	36,618
5425 Licenses, Certifications, Fees	6,140	4,249	69.20%	2,104	2,144
5430 Repairs & Maintenance - Automotive	46,500	28,367	61.00%	23,513	4,855
5432 Repairs & Maintenance - Building	53,900	37,042	68.72%	14,449	22,593
5434 Repairs & Maintenance - Computers	22,630	13,726	60.65%	26,233	(12,507)
5435 Repairs & Maintenance - Equipment	119,500	95,551	79.96%	60,344	35,207
5438 Fuel	51,000	27,406	53.74%	26,771	634
5440 Materials	125,000	60,104	48.08%	53,342	6,762
5445 Chemicals	52,000	27,196	52.30%	26,193	1,003
5450 Meter Repairs	64,500	146,378	226.94%	54,111	92,267
5453 Permits	55,050	56,416	102.48%	47,486	8,931
5455 Postage	70,200	38,822	55.30%	32,587	6,235
5460 Printing	24,600	4,171	16.96%	7,354	(3,183)
5465 Safety Equipment	27,200	17,379	63.89%	4,528	12,851
5470 Software Programs & Updates	171,469	73,268	42.73%	87,759	(14,491)
5475 Supplies	31,000	18,949	61.13%	17,207	1,743
5480 Telephone	37,704	19,451	51.59%	24,798	(5,346)
5485 Tools	10,000	7,532	75.32%	13,909	(6,377)
5490 Clothing Allowance	7,700	1,778	23.09%	5,358	(3,580)
5491 EGWD-Other Clothing	13,108	8,265	63.05%	4,328	3,937
5493 Water Conservation Materials	5,000	-	0.00%	239	(239)
Category Subtotal	<b>1,208,164</b>	<b>897,015</b>	<b>74.25%</b>	<b>704,410</b>	<b>192,605</b>
Account Description					
5495 Purchased Water	<b>3,135,689</b>	<b>2,264,037</b>	<b>72.20%</b>	<b>2,160,750</b>	<b>103,287</b>

**ELK GROVE WATER DISTRICT  
 QUARTERLY BUDGET REVIEW  
 THROUGH MARCH 31, 2020  
 FISCAL YEAR 2019-20**

Account Description	FY 2019-20 Budget	Y-T-D 3/31/2020	75.00% Percentage	Y-T-D 3/31/2019	Change from prior year
Outside Services					
5505 Administration Services	3,590	4,921	137.07%	2,988	1,933
5510 Bank Charges	178,808	128,223	71.71%	121,539	6,684
5515 Billing Services	31,800	12,738	40.06%	15,370	(2,632)
5520 Contracted Services	416,625	220,711	52.98%	222,781	(2,070)
5525 Accounting Services	35,000	17,100	48.86%	22,260	(5,160)
5530 Engineering	184,000	83,818	45.55%	58,163	25,655
5535 Legal Services	175,000	53,736	30.71%	97,331	(43,595)
5540 Financial Consultants	10,000	1,750	17.50%	10,421	(8,671)
5545 Community Relations	21,200	7,030	33.16%	3,103	3,927
5550 Pre-employment	2,500	1,185	47.41%	-	1,185
5552 Misc. Medical	1,000	891	89.10%	2,335	(1,444)
5555 Janitorial	16,000	8,089	50.56%	5,750	2,339
5560 Bond Administration	7,050	5,770	81.84%	3,800	1,970
5570 Security	28,500	18,593	65.24%	17,095	1,498
5575 Sampling	49,500	23,973	48.43%	25,476	(1,503)
Category Subtotal	<b>1,160,573</b>	<b>588,529</b>	<b>50.71%</b>	<b>608,413</b>	<b>(19,884)</b>
Account Description	FY 2019-20 Budget	Y-T-D 3/31/2020	75.00% Percentage	Y-T-D 3/31/2019	Change from prior year
Equipment Rent, Taxes and Utilities					
5620 Equipment Rental	17,800	15,689	88.14%	11,491	4,198
5710 Property Taxes	1,500	995	66.34%	1,116	(121)
5740 Electricity	362,000	286,014	79.01%	223,087	62,927
5750 Natural Gas	900	565	62.81%	689	(123)
5760 Sewer and Garbage	34,000	25,409	74.73%	16,685	8,724
Category Subtotal	<b>416,200</b>	<b>328,672</b>	<b>78.97%</b>	<b>253,068</b>	<b>75,604</b>
Total Operational Expenses	<b>9,879,933</b>	<b>6,981,919</b>	<b>70.67%</b>	<b>6,608,911</b>	<b>373,008</b>

April 21, 2020

TO: Chair and Directors of the Florin Resource Conservation District

FROM: Patrick Lee, Finance Manager/Treasurer

SUBJECT: **ELK GROVE WATER DISTRICT FISCAL YEAR 2019-20 QUARTERLY CAPITAL RESERVE STATUS REPORT**

### **RECOMMENDATION**

This item is presented for discussion purposes only. No action by the Florin Resource Conservation District Board of Directors is proposed at this time.

### **SUMMARY**

The total amount available for reserves at July 1, 2019 was \$16,082,657. Based on the Florin Resource Conservation District (FRCD) Board of Directors (Board) policy adopted August 22, 2012, the reserves are allocated first to the Operating Reserve (120 days of budgeted operating and maintenance expenses), then to the Fiscal Year (FY) 2019-20 capital budget, followed by elections/special studies, with the balance allocated to future capital improvements and future capital replacements in the ratio of 75:25, respectively.

Through the third quarter of FY 2019-20, the District expended \$894,788 for capital projects leaving a remaining total reserve balance at March 31, 2019 of \$15,187,869. Total amount expended of \$897,788 includes \$92,734 of expenditures related to projects carrying over from prior year but not budgeted for in the FY 2019-20 Capital Improvement Program (CIP) program.

### **DISCUSSION**

#### **Background**

On June 19, 2019, the Board approved the FY 2019-20 Elk Grove Water District (EGWD) Operating Budget and the EGWD CIP that included an appropriation of \$15.545 million in expenditures, including \$1.838 million in unrestricted funds to the FY 2019-20 CIP reserve funds.



**ELK GROVE WATER DISTRICT FISCAL YEAR 2019-20 QUARTERLY CAPITAL RESERVE STATUS REPORT**

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Present Situation

EGWD has appropriated Reserve Funds for FY 2019-20 as follows:

• Operations Reserves (120 days)	\$ 5,077,700
• FY 2019-20 Capital Improvement Fund	\$ 450,000
• FY 2019-20 Capital Replacement Fund	\$ 1,388,000
• Elections and Special Studies	\$ 150,000
• Future Capital Improvements	\$ 6,762,717
• Future Capital Replacements	\$ 2,254,239
	<u>\$ 16,082,657</u>

EGWD has expended \$894,788 for capital expenditures through March 31, 2020 as follows:

• Capital Improvement Fund	
○ RRWTP Variable Frequency Drives	\$ 66,179
○ IT Servers	\$ 23,235
○ Truck Replacement	\$ 174,687
TOTAL	<u>\$ 264,101</u>
• Capital Replacement Fund	
○ Backyard Watermain Replacements	\$ 463,537
○ Bore Rig Replacement	\$ 121,219
○ Well Rehab Program	\$ 4,336
○ Service Line Replacements	\$ 2,245
TOTAL	<u>\$ 591,337</u>
• Unforeseen Capital Projects	
○ RRWTP Security Cameras	\$ 11,923
○ Meter Reading Equipment	\$ 21,068
○ HVWTP Evaporator	\$ 6,359
TOTAL	<u>\$ 39,350</u>

The EGWD remaining reserve fund balances as of March 31, 2020 are as follows:

• Operations Reserves (120 days)	\$ 5,077,700
• FY 2019-20 Capital Improvement Fund	\$ 41,224
• FY 2019-20 Capital Replacement Fund	\$ 901,988

April 21, 2020

**ELK GROVE WATER DISTRICT FISCAL YEAR 2019-20 QUARTERLY CAPITAL RESERVE STATUS REPORT**

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• Elections and Special Studies	\$ 150,000
• Future Capital Improvements	\$ 6,762,717
• Future Capital Replacements	\$ 2,254,239
	<u>\$ 15,187,869</u>

**ENVIRONMENTAL CONSIDERATIONS**

There are no environmental considerations associated with this report.

**STRATEGIC PLAN CONFORMITY**

This item conforms to the FRCD/EGWD's 2020-25 Strategic Plan. Adoption and management of the annual EGWD budget is specifically identified as a goal in the Fiscal Responsibility section of the Strategic Plan.

**FINANCIAL SUMMARY**

There is no financial impact with this report. Staff has provided a copy of the March 31, 2020 Quarterly Capital Reserves Review (attached) for the third quarter.

Respectfully submitted,



PATRICK LEE  
FINANCE MANAGER/TREASURER

Attachment

**ELK GROVE WATER RESERVES**  
**Fiscal Year 2019-20**  
**As of March 31, 2020**

Total Available      \$ 16,082,657      at 7/1/2019

<b>Operating Reserves</b>	<b>Capital Improvements</b>	<b>Capital Replacements</b>	<b>Elections/ Special Studies</b>	<b>Future Capital Improvements</b>	<b>Future Capital Replacements</b>
Needed	Funded	Funded	Funded	Funded	Funded
\$ 5,077,700	\$ 325,000	\$ 1,513,000	\$ 150,000	\$ 6,762,717	\$ 2,254,239
Available	Expended	Expended	Expended	Expended	Expended
-	\$ 283,776	\$ 611,012	\$ -	\$ -	\$ -
Remaining	Remaining	Remaining	Remaining	Remaining	Remaining
\$ 5,077,700	\$ 41,224	\$ 901,988	\$ 150,000	\$ 6,762,717	\$ 2,254,239

**Capital Improvement Funds**

<b>Supply/Dist. Improvements</b>	<b>Treatment Plant Improvements</b>	<b>Bldg/Site/Veh. Improvements</b>	<b>Unforeseen Capital Projects</b>
Funded	Funded	Funded	Funded
\$ -	\$ 105,000	\$ 170,000	\$ 50,000
Expended	Expended	Expended	Expended
\$ -	\$ 66,179	\$ 197,922	\$ 19,675
Remaining	Remaining	Remaining	Remaining
\$ -	\$ 38,821	\$ (27,922)	\$ 30,325

**Capital Replacement Funds**

<b>Supply/Dist. Improvements</b>	<b>Treatment Plant Improvements</b>	<b>Bldg/Site/Veh. Improvements</b>	<b>Unforeseen Capital Projects</b>
Funded	Funded	Funded	Funded
\$ 1,338,000	\$ -	\$ 125,000	\$ 50,000
Expended	Expended	Expended	Expended
\$ 470,118	\$ -	\$ 121,219	\$ 19,675
Remaining	Remaining	Remaining	Remaining
\$ 867,882	\$ -	\$ 3,781	\$ 30,325

April 21, 2020

TO: Chair and Directors of the Florin Resource Conservation District  
FROM: Stefani Phillips, Board Secretary  
SUBJECT: **BOARD POLICIES**

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### **RECOMMENDATION**

It is recommended that the Florin Resource Conservation District Board of Directors:

1. Adopt Resolution No. 04.21.20.02, amending and replacing the California Public Records Act Request Policy; and
2. Adopt Resolution No. 04.21.20.03, amending and replacing the Legal Counsel Policy with the Legal Services Policy; and
3. Adopt Resolution No. 04.21.20.04, amending and replacing the Legislative Advocacy Policy with the Legislative and Regulatory Advocacy Policy; and
4. Adopt Resolution No. 04.21.20.05, amending and replacing the Purchasing of Products Containing Recycled Materials Policy; and
5. Adopt Resolution No. 04.21.20.06, amending and replacing the Travel Procedures and Expenditures Policy; and
6. Adopt Resolution No. 04.21.20.07, amending and replacing Appendix D – Travel Procedures and Expenditures Policy contained in the Employee Policy Manual; and
7. Authorize General Manager Mark J. Madison to sign the above Resolutions on behalf of Chair Tom Nelson.

### **SUMMARY**

One (1) of the Specific Key Objectives stated in the Elk Grove Water District (EGWD) Fiscal Year 2019-20 Operating Budget is to “Complete the review and update of all Board policies” (Policies). Staff, with the assistance of Regional Government Services (RGS), General Counsel Ren Nosky, and Board Working Groups (BWG) have prepared and reviewed the following draft amended Policies: California Public Records Act Request Policy, Legal Services Policy, Legislative and Regulatory Advocacy Policy, Purchasing of Products Containing Recycled Materials Policy, and Travel Procedures and Expenditures

## **BOARD POLICIES**

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Policy, including a revision to the Employee Policy Manual (Manual) Travel Procedures, Appendix D.

By these actions, if approved, the Florin Resource Conservation District (District) Board of Directors (Board) will: 1) Adopt Resolution No. 04.21.20.02, amending and replacing the California Public Records Act Request Policy; and 2) Adopt Resolution No. 04.21.20.03, amending and replacing the Legal Counsel Policy with the Legal Services Policy; and 3) Adopt Resolution No. 04.21.20.04, amending and replacing the Legislative Advocacy Policy with the Legislative and Regulatory Advocacy Policy; and 4) Adopt Resolution No. 04.21.20.05, amending and replacing the Purchasing of Products Containing Recycled Materials Policy; and 5) Adopt Resolution No. 04.21.20.06, amending and replacing the Travel Procedures and Expenditures Policy; and 6) Adopt Resolution No. 04.21.20.07, amending and replacing Appendix D – Travel Procedures and Expenditures Policy contained in the Manual.

## **DISCUSSION**

### **Background**

On June 19, 2019, the Board adopted Resolution No. 06.19.19.01, approving the EGWD Fiscal Year 2019-20 Operating Budget. One (1) of the Specific Key Objectives in the Operating Budget is to “Complete the review and update of all Board policies” by June 2020.

Most of the Policies needed an update to meet current laws, regulations, and guidelines, as well as new formatting. The Policies provide guidelines for the Board and staff to follow while conducting District business. Staff retained RGS to assist with updating the Policies.

### **Present Situation**

Staff, with the assistance of RGS, General Counsel Ren Nosky, and BWG’s have prepared draft amended Policies.

A summary of the substantive changes the BWG’s developed relative to each of the proposed Policies (attached) is provided below:

## **BOARD POLICIES**

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### **1. California Public Records Act Request Policy**

Board Working Group: Bob Gray and Sophia Scherman

The District's California Public Records Act Request previously cited what the District must comply with by law. With the amendment and replacement, the policy has been condensed to eliminate exemptions, which have been replaced with the referral to the Government Code sections where they may be found. The policy has been enhanced to include the costs associated with printing standard copies of public records.

### **2. Legal Services Policy**

Board Working Group: Tom Nelson and Bob Gray

The District's Legal Counsel Policy previously did not differentiate between General Counsel and other legal counsel. With the amendment and replacement of the Legal Counsel Policy, the Legal Services Policy has established the variances. Changes to the proposed policy include establishing the authority and procedural requirements of not only the Board, but also the District officers, as well as the addition of general procedures and rules for procuring outside legal counsel.

### **3. Legislative and Regulatory Advocacy Policy**

Board Working Group: Bob Gray and Lisa Medina

The District's Legislative Advocacy Policy did not require substantive changes. With the amendment and replacement of the Legislative Advocacy Policy, the Legislative and Regulatory Advocacy Policy has added missing components. Changes to the proposed policy include a title change to reflect the addition of regulatory matters. It also includes language allowing the General Manager to express a position in the best interest of the District, which reflects the majority position of the Board when it is not practical to inform the Board beforehand.

### **4. Purchasing of Products Containing Recycled Materials Policy**

Board Working Group: Bob Gray and Lisa Medina

## **BOARD POLICIES**

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The District's Purchasing of Products Containing Recycled Materials Policy did not require substantive changes. The one (1) change that was made to the proposed policy was the addition of a sentence encompassing the District's commitment to sustainability.

### **5. Travel Procedures and Expenditures Policy**

Board Working Group: Bob Gray and Tom Nelson

The District's Travel Procedures and Expenditures Policy previously encompassed both the Board and staff. On June 19, 2019, the Board adopted the Employee Policy Manual, which includes a Travel Procedures and Expenditures Policy as Appendix D, applicable only to staff. This proposed policy applies only to the Board, eliminating any language or sections related to staff.

Additional changes to the policy include providing a maximum daily allowance as opposed to a maximum per meal allowance, based on the current IRS published Maximum Federal Per Diem Rates in effect for the highest cost area of California at the time of travel. A caveat to this change would be if a Board member attends a meeting or conference where a meal is provided and prepaid, the appropriate reductions must be made from the daily allowance based on the meal allowance identified by the IRS published Maximum Federal Rates.

### **6. Employee Policy Manual – Appendix D, Travel Procedures and Expenditures Policy**

The Employee Policy Manual was updated and adopted by the Board on June 19, 2019. The update of the Manual includes the Travel Procedures and Expenditures Policy as Appendix D, which eliminated any language related to the Board. In coordination with the Board's proposed Travel Procedures and Expenditures Policy, the BWG and staff propose an amendment to the Manual, Appendix D to reflect the same provisions as provided in the Board's Travel Procedures and Expenditures Policy, as follows:

Providing a maximum daily allowance as opposed to a maximum per meal allowance, based on the current IRS published Maximum Federal Per Diem Rates in effect for the highest cost area of California at the time of travel. A caveat to this change would be if an employee attends a meeting or conference where a meal is provided and prepaid, the appropriate reductions must be made from the daily

## **BOARD POLICIES**

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allowance based on the meal allowance identified by the IRS published Maximum Federal Rates.

Staff recommends the Board 1) Adopt Resolution No. 04.21.20.02, amending and replacing the California Public Records Act Request Policy; and 2) Adopt Resolution No. 04.21.20.03, amending and replacing the Legal Counsel Policy with the Legal Services Policy; and 3) Adopt Resolution No. 04.21.20.04, amending and replacing the Legislative Advocacy Policy with the Legislative and Regulatory Advocacy Policy; and 4) Adopt Resolution No. 04.21.20.05, amending and replacing the Purchasing of Products Containing Recycled Materials Policy; and 5) Adopt Resolution No. 04.21.20.06, amending and replacing the Travel Procedures and Expenditures Policy; and 6) Adopt Resolution No. 04.21.20.07, amending and replacing Appendix D – Travel Procedures and Expenditures Policy contained in the Manual.

## **ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

## **STRATEGIC PLAN CONFORMITY**

Updating Board policies provides the Board the ability to maintain and oversee compliance of operations and thereby conforms with Strategic Goal No. 1, Governance and Customer Engagement, of the Strategic Plan 2020-2025.

## **FINANCIAL SUMMARY**

There is no direct financial impact associated with this item at this time.

Respectfully submitted,



STEFANI PHILLIPS  
BOARD SECRETARY

Attachments



**RESOLUTION NO. 04.21.20.02**

**A RESOLUTION OF THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS AMENDING AND REPLACING THE CALIFORNIA PUBLIC RECORDS ACT REQUEST POLICY**

**WHEREAS**, the Florin Resource Conservation District (“District”) is a Resource Conservation District organized pursuant to Division 9 of the California Public Resources Code, Sections 9001, et seq. (“Resource Conservation Law”);

**WHEREAS**, the District is formed for the purposes delineated in the Public Resources Code Section 9001 and all things necessary to carry out the provisions of the Resource Conservation Law and adopted District Bylaws;

**WHEREAS**, the District’s current California Public Records Act Request Policy was adopted on April 24, 2013;

**WHEREAS**, the District wishes to amend and replace the California Public Records Act Request Policy;

**NOW THEREFORE, THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS, DOES HEREBY RESOLVE:**

SECTION 1. The Board of Directors hereby adopts the foregoing recitals as true and correct and incorporates them herein by reference.

SECTION 2. The Board of Directors hereby adopts Resolution No. 04.21.20.02, amending and replacing the California Public Records Act Request Policy as incorporated herein, and attached hereto as Exhibit “A”.

SECTION 3. The Florin Resource Conservation District Board of Directors hereby authorizes General Manager Mark J. Madison to sign this resolution on behalf of Chair Tom Nelson.

SECTION 4. The Board Secretary shall certify to the adoption of this Resolution.

SECTION 5. This Resolution shall take effect immediately upon its adoption.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2020.

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

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Mark J. Madison  
General Manager

Attest:

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Stefani Phillips  
Board Secretary

Approved as to form:

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Richard E. Nosky  
District Legal Counsel

**EXHIBIT "A"**

**FLORIN RESOURCE CONSERVATION DISTRICT  
"CALIFORNIA PUBLIC RECORDS ACT REQUEST POLICY"**

[Attached behind this cover page]

Policy Type: Florin Resource Conservation District Board of Directors  
Policy Title: California Public Records Act Request Policy  
Date Adopted:  
Resolution No:  
Date Amended:

**I. PURPOSE**

The purpose of this policy is to affirm the public's right to access Florin Resource Conservation District (District) records and to set forth the District procedure to ensure accessibility of information to members of the public in accordance with the California Public Records Act (CPRA). Under the CPRA, Government Code sections 6250-6276.48, the public has the right to view or obtain non-exempt District records.

**II. POLICY**

This policy prescribes that the District review and follow the CPRA guidelines, as it may be amended from time to time. If there are any conflict between this policy and the CPRA, the CPRA shall prevail.

**III. RECORDS REQUEST**

- A. Responsibility - It is the responsibility of the General Manager to respond to CPRA requests for District documents. Decisions as to what documents may or may not be subject to disclosure shall be made in accordance with the CPRA, and under the guidance of District counsel.
- B. Response to Request - The District will acknowledge receipt of a CPRA request and give the requesting party an estimated date and time when the records will be made available using the following guidelines:
  - 1. The records will be made available, during normal business hours, either by photocopying, scanning or inspection of original records at the District office with a District staff member present.
  - 2. The District will deliver the requested documents within 10 business days from the receipt of the request.
  - 3. The time may be extended in unusual circumstances by no more than 14 business days through written notice from the General Manager to the requesting party. Unusual circumstances include, but are not limited to, requests that require an extended search, when the records requests are voluminous, or when the request requires consultation with another agency.
- C. Production of Documents - The District will make available the requested documents in accordance with Section III, B above.
  - 1. The District is not required to prepare new records in response to a request, or to compile, synthesize, summarize, or index information or records in a form that does not exist at the time of the request.
  - 2. Upon any request for a copy of public records which reasonably describes an identifiable record or information produced therefrom and which is not otherwise exempt from disclosure, the District shall make the records promptly available to the requestor.
  - 3. Should any request for public records contain exempt information including, but not limited to that listed under Government Code sections 6253.5 and 6254, any portion that

can reasonably be segregated of such record shall be provided to any person requesting such record after redacting portions which are exempt from disclosure by law.

- a. The District will justify withholding a record by demonstrating the record is exempt under the express provisions of Government Code sections 6254 and 6254.16 and any other applicable statute or by demonstrating that the public interest served by not making the record available clearly outweighs the public interest served by disclosing the record. Written notice of intent to withhold records stating the reasons for withholding the records and an estimated time for when releasable documents will be furnished will be provided to the person requesting the record within 10 days of receipt of the request, or later if unusual circumstances apply, as required by Government Code sections 6253, subsection (c) and 6255, subsection (b). Any written notice stating the reasons for withholding records shall include the names and titles or positions of each person responsible for the denial, as required by Government Code section 6253, subdivision (d).

D. Cost to Produce Documents - The District may charge for the reproduction of documents pursuant to the Political Reform Act of 1974 and the District's Schedule of Charges, Rates, Fees, and Deposits. The charge for each page of standard black and white letter or legal size photocopies will be 10 cents and each page of color photocopies will be 15 cents. Large format documents, maps, and similar specialized documents will be charged at cost. The estimated total cost will be relayed to the requestor prior to reproduction.

1. The District may charge the requestor for the direct costs of reproduction for any document photocopied and delivered.
2. The District shall not charge for documents reproduced and transmitted solely by electronic means if the recipient is willing to accept the documents by email, or is willing to provide an electronic device upon which to copy the documents.
3. The District will not charge for staff time to produce the documents.
4. The General Manager has the authority to waive production costs in the interest of making the documents transparent and accessible.

**RESOLUTION NO. 04.21.20.03**

**A RESOLUTION OF THE FLORIN RESOURCE CONSERVATION  
DISTRICT BOARD OF DIRECTORS AMENDING AND  
REPLACING THE LEGAL COUNSEL POLICY  
WITH THE LEGAL SERVICES POLICY**

**WHEREAS**, the Florin Resource Conservation District (“District”) is a Resource Conservation District organized pursuant to Division 9 of the California Public Resources Code, Sections 9001, et seq. (“Resource Conservation Law”);

**WHEREAS**, the District is formed for the purposes delineated in the Public Resources Code Section 9001 and all things necessary to carry out the provisions of the Resource Conservation Law and adopted District Bylaws;

**WHEREAS**, the District’s current Legal Counsel Policy was adopted on September 23, 2009;

**WHEREAS**, the District wishes to amend and replace the Legal Counsel Policy;

**NOW THEREFORE, THE FLORIN RESOURCE CONSERVATION DISTRICT  
BOARD OF DIRECTORS, DOES HEREBY RESOLVE:**

SECTION 1. The Board of Directors hereby adopts the foregoing recitals as true and correct, and incorporates them herein by reference.

SECTION 2. The Board of Directors hereby adopts Resolution No. 04.21.20.03, amending and replacing the Legal Counsel Policy as incorporated herein with the Legal Services Policy, attached hereto as Exhibit “A”.

SECTION 3. The Florin Resource Conservation District Board of Directors hereby authorizes General Manager Mark J. Madison to sign this resolution on behalf of Chair Tom Nelson.

SECTION 4. The Board Secretary shall certify to the adoption of this Resolution.

SECTION 5. This Resolution shall take effect immediately upon its adoption.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2020.

**AYES:  
NOES:  
ABSENT:  
ABSTAIN:**

\_\_\_\_\_  
Mark J. Madison  
General Manager

Attest:

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Stefani Phillips  
Board Secretary

Approved as to form:

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Richard E. Nosky  
District Legal Counsel

**EXHIBIT “A”**

**FLORIN RESOURCE CONSERVATION DISTRICT**

**“LEGAL SERVICES POLICY”**

[Attached behind this cover page]



Policy Type: Florin Resource Conservation District Board of Directors  
Policy Title: Legal Services Policy  
Date Adopted:  
Resolution No:  
Date Amended:

## **I. PURPOSE**

The purpose of this policy is to establish the Florin Resource Conservation District (District) Board of Directors (Board) authority in retaining the District's General Counsel and other legal counsel. This policy also establishes District officers' authority and procedural requirements for retaining outside legal counsel.

## **II. POLICY**

This policy includes, but is not limited to, services provided by the General Counsel and other outside legal counsel such as litigation, investigations, transactions in real estate and finance, contract negotiations, and water-related matters.

## **III. PROCUREMENT**

- A. The Board shall have the sole authority to retain General Counsel. The General Manager and appropriate staff shall be involved with the Board on all aspects relating to such appointment, as directed by the Board.
  - 1. The General Counsel shall have such powers and duties as delineated in the District Bylaws and as directed by the Board.
  - 2. Staff shall work directly with the General Counsel in completing his or her assigned responsibilities and tasks.
  
- B. General procedures and rules for procuring outside legal counsel are as follows:
  - 1. Procurement of outside legal counsel anticipated to cost \$50,000 or less, shall be approved by the General Manager.
  - 2. Procurement of outside legal counsel anticipated to cost more than \$50,000 shall be authorized by the Board.

**RESOLUTION NO. 04.21.20.04**

**A RESOLUTION OF THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS AMENDING AND REPLACING THE LEGISLATIVE ADVOCACY POLICY WITH THE LEGISLATIVE AND REGULATORY ADVOCACY POLICY**

**WHEREAS**, the Florin Resource Conservation District (“District”) is a Resource Conservation District organized pursuant to Division 9 of the California Public Resources Code, Sections 9001, et seq. (“Resource Conservation Law”);

**WHEREAS**, the District is formed for the purposes delineated in the Public Resources Code Section 9001 and all things necessary to carry out the provisions of the Resource Conservation Law and adopted District Bylaws;

**WHEREAS**, the District’s current Legislative Advocacy Policy was adopted on September 23, 2009;

**WHEREAS**, the District wishes to amend and replace the Legislative Advocacy Policy;

**NOW THEREFORE, THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS, DOES HEREBY RESOLVE:**

SECTION 1. The Board of Directors hereby adopts the foregoing recitals as true and correct, and incorporates them herein by reference.

SECTION 2. The Board of Directors hereby adopts Resolution No. 04.21.20.04, amending and replacing the Legislative Advocacy Policy as incorporated herein with the Legislative and Regulatory Advocacy Policy, attached hereto as Exhibit “A”.

SECTION 3. The Florin Resource Conservation District Board of Directors hereby authorizes General Manager Mark J. Madison to sign this resolution on behalf of Chair Tom Nelson.

SECTION 4. The Board Secretary shall certify to the adoption of this Resolution.

SECTION 5. This Resolution shall take effect immediately upon its adoption.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2020.

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

---

Mark J. Madison  
General Manager

Attest:

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Stefani Phillips  
Board Secretary

Approved as to form:

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Richard E. Nosky  
District Legal Counsel

**EXHIBIT “A”**

**FLORIN RESOURCE CONSERVATION DISTRICT**

**“LEGISLATIVE AND REGULATORY ADVOCACY POLICY”**

[Attached behind this cover page]

Policy Type: Florin Resource Conservation District Board of Directors  
Policy Title: Legislative and Regulatory Advocacy Policy  
Date Adopted:  
Resolution No:  
Date Amended:

**I. PURPOSE**

The purpose of this policy is to establish procedures to monitor and/or act on legislation or other regulatory matters, which could potentially affect the Florin Resource Conservation District (District).

**II. POLICY**

This policy prescribes the District be legislative advocates on any legislation, existing or proposed, that has or potentially could have, an effect upon the District.

**III. ADVOCACY**

- A. Staff shall research and track proposed legislation, existing or proposed, that could potentially have an effect upon the District. Staff shall also report on such legislation at regular Board meetings, as determined by the General Manager.
- B. The General Manager shall advise and/or recommend to the Board any action to be taken regarding proposed legislation or regulatory matters. The Board shall then decide the course of action to be taken and officially approve action at a regularly scheduled or special Board meeting.
  - 1. In the event that it is not practical to inform the Board beforehand, the General Manager shall have the authority to express a position, support or oppose an item in the best interest of the District and in a manner which reflects the majority position of the Board. The General Manager shall inform the Board of the action at the next regularly scheduled Board meeting.

**RESOLUTION NO. 04.21.20.05**

**A RESOLUTION OF THE FLORIN RESOURCE CONSERVATION  
DISTRICT BOARD OF DIRECTORS AMENDING AND  
REPLACING THE PURCHASING OF PRODUCTS  
CONTAINING RECYCLED MATERIALS POLICY**

**WHEREAS**, the Florin Resource Conservation District (“District”) is a Resource Conservation District organized pursuant to Division 9 of the California Public Resources Code, Sections 9001, et seq. (“Resource Conservation Law”);

**WHEREAS**, the District is formed for the purposes delineated in the Public Resources Code Section 9001 and all things necessary to carry out the provisions of the Resource Conservation Law and adopted District Bylaws;

**WHEREAS**, the District’s current Purchasing of Products Containing Recycled Materials Policy was adopted on February 15, 2006;

**WHEREAS**, the District wishes to amend and replace the Purchasing of Products Containing Recycled Materials Policy;

**NOW THEREFORE, THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS, DOES HEREBY RESOLVE:**

SECTION 1. The Board of Directors hereby adopts the foregoing recitals as true and correct, and incorporates them herein by reference.

SECTION 2. The Board of Directors hereby adopts Resolution No. 04.21.20.05 amending and replacing the Purchasing of Products Containing Recycled Materials Policy as incorporated herein, attached hereto as Exhibit “A”.

SECTION 3. The Florin Resource Conservation District Board of Directors hereby authorizes General Manager Mark J. Madison to sign this resolution on behalf of Chair Tom Nelson.

SECTION 4. The Board Secretary shall certify to the adoption of this Resolution.

SECTION 5. This Resolution shall take effect immediately upon its adoption.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2020.

**AYES:  
NOES:  
ABSENT:  
ABSTAIN:**

\_\_\_\_\_  
Mark J. Madison  
General Manager

Attest:

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Stefani Phillips  
Board Secretary

Approved as to form:

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Richard E. Nosky  
District Legal Counsel

**EXHIBIT “A”**

**FLORIN RESOURCE CONSERVATION DISTRICT**

**“PURCHASING OF PRODUCTS CONTAINING RECYCLED MATERIALS POLICY”**

[Attached behind this cover page]



Policy Type: Florin Resource Conservation District Board of Directors  
Policy Title: Purchasing of Products Containing Recycled Materials Policy  
Date Adopted:  
Resolution No:  
Date Amended:

**I. PURPOSE**

The purpose of this policy is to require the Florin Resource Conservation District (District) to, whenever practical, purchase products containing recycled materials. The use of products containing recycled materials helps the District maintain its commitment to a sustainable environment.

**II. POLICY**

This policy mandates, when purchasing items to be used by and for the District, products purchased shall contain recycled materials, so long as such purchase is practical and is of equal or a lesser total cost than the purchase of products made from non-recycled material.

**RESOLUTION NO. 04.21.20.06**

**A RESOLUTION OF THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS AMENDING AND REPLACING THE TRAVEL PROCEDURES AND EXPENDITURES POLICY**

**WHEREAS**, the Florin Resource Conservation District (“District”) is a Resource Conservation District organized pursuant to Division 9 of the California Public Resources Code, Sections 9001, et seq. (“Resource Conservation Law”);

**WHEREAS**, the District is formed for the purposes delineated in the Public Resources Code Section 9001 and all things necessary to carry out the provisions of the Resource Conservation Law and adopted District Bylaws;

**WHEREAS**, the District’s current Travel Procedures and Expenditures Policy was adopted on April 19, 2017;

**WHEREAS**, the District wishes to amend and replace the Travel Procedures and Expenditures Policy;

**NOW THEREFORE, THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS, DOES HEREBY RESOLVE:**

SECTION 1. The Board of Directors hereby adopts the foregoing recitals as true and correct, and incorporates them herein by reference.

SECTION 2. The Board of Directors hereby adopts Resolution No. 04.21.20.06 amending and replacing the Travel Procedures and Expenditures Policy as incorporated herein, attached hereto as Exhibit “A”.

SECTION 3. The Florin Resource Conservation District Board of Directors hereby authorizes General Manager Mark J. Madison to sign this resolution on behalf of Chair Tom Nelson.

SECTION 4. The Board Secretary shall certify to the adoption of this Resolution.

SECTION 5. This Resolution shall take effect immediately upon its adoption.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2020.

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

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Mark J. Madison  
General Manager

Attest:

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Stefani Phillips  
Board Secretary

Approved as to form:

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Richard E. Nosky  
District Legal Counsel

**EXHIBIT "A"**

**FLORIN RESOURCE CONSERVATION DISTRICT  
"TRAVEL PROCEDURES AND EXPENDITURES POLICY"**

[Attached behind this cover page]

Policy Type: Florin Resource Conservation District Board of Directors  
Policy Title: Travel Procedures and Expenditures Policy  
Date Adopted:  
Resolution No:  
Date Amended:

**I PURPOSE**

This policy establishes business travel guidelines for Florin Resource Conservation District (District) Board of Directors (Board members) that are fair, accountable, and transparent.

**II. POLICY**

This policy affirms that it is in the best interest of the District to invest in the Board members to allow them to stay current and educated about activities, developments, and professional trends affecting their ability to provide high-quality oversight of District operations. As such, travel to attend hearings, meetings, conferences, or other gatherings is of value to the District and its rate payers. This policy applies to all Board members who travel on official business for the District.

**III. GENERAL GUIDELINES**

- A. Board members are responsible for exercising good judgment when requesting, arranging, and traveling. Good judgment includes being fiscally responsible when spending District funds on travel and related activities. Travel should be thoroughly planned well in advance. Personal business should not be mixed with official business if it will cost the District in dollars or if it will harm the District’s interests in any way.
- B. This policy is not intended to address every issue, exception, or contingency that may arise in the course of District travel. Accordingly, the basic standard that should always prevail is to exercise good judgment in the use and stewardship of the District’s resources.
- C. Prior to travel or expense, funds shall be identified and accounted for in the General Manager’s line item budget.
- D. The District’s preference is to reimburse a Board member’s actual and necessary costs after travel has occurred through receipts, rather than provide funds in advance of travel or expense. However, the District will, on a case-by-case basis, provide travel advances upon request by the Board member and approval of the Finance Manager or designee.
- E. Itemized receipts are required for all business travel expenditures. Itemized receipts include a list and description of each cost incurred, item by item. In addition to the itemized receipt, all travel expenses shall include the following information:
  - The amount of the expenditure;
  - The date and place of the expenditure;
  - The business purpose of the expenditure; and
  - The business relationship to the person(s) entertained, as well as the individual’s names.

- F. Business travel expenditures not substantiated with the above information will be deemed non-business related. Board members will be responsible for reimbursement of any non-business related travel expenses within 10 business days of returning from such travel. Non-business related travel expenses paid for directly by Board members will not be eligible for reimbursement by the District. Failure to repay non-business related travel expenses will result in a suspension of future travel.

#### **IV. PROCEDURES**

- A. Upon completion of travel, a final accounting of all expenses shall be initialed by the General Manager and submitted to the Finance Department within 10 business days. The final accounting is made by submitting an Expense Reimbursement Form and all receipts with the information detailed in Section III, E above. The Expense Reimbursement Form may be found as Attachment A.
- B. The District will pay all approved expenses including transportation, lodging, registration fees, meals, and any other related expenses for official business in compliance with this policy.
- C. There are two (2) methods of payment for travel expenses:
  - 1. Direct vendor payment in advance. Direct vendor payments are made by the District to an organization to pay for specific travel related costs such as registration fees, lodging and airfare and is the best method of payment;
  - 2. Payment by the Board member to be claimed for reimbursement. Reimbursement for out-of-pocket expenditures are processed after travel has been completed.

#### **V. AUTHORIZED TRAVEL**

Expenses incurred by Board members while engaging and/or participating in the following activities and/or events constitute authorized and reimbursable expenses provided all other requirements of this policy are met:

- 1. The seminar, meeting, or conference is mandatory, reimbursable, or otherwise necessary to accomplish key District goals and objectives and is unavailable locally if overnight accommodations are required;
- 2. Communication with representative(s) of regional, state, and national government and their respective agencies and entities on District adopted or authorized policy positions;
- 3. Attendance of educational seminars designed to improve skill and information levels directly related to the Board Member's services to the District;
- 4. Attendance at an approved conference, convention, training, seminar or other meeting;
- 5. Participation in regional, state and national organizations whose activities affect the District's interests;
- 6. Attendance of functions of local civic or community organizations where there is a clear nexus between the event and the District's interest.

## **VI. UNAUTHORIZED EXPENSES**

The following personal expenditures shall not be reimbursed:

- The personal portion of any trip;
- The purchase of alcohol, tobacco, or related costs;
- Political or charitable contributions;
- Family expenses, including those of a partner when accompanying the Board member on official business; child or pet care;
- Entertainment expenses including theatre, shows, movies (either in-room or in theaters). Sporting events, golf, spa treatments, etc.;
- Non-mileage personal automobile expenses including repairs, gasoline, traffic citations, and other expenses;
- Loss of or damage to personal items while on District business; or
- Changes to travel arrangements for personal reasons that could have reasonably been foreseen.

## **VII. TRANSPORTATION**

- A. Air, train, private automobile, or other mode of public transportation shall be selected on the basis of the lowest reasonable cost to the District after all expense items are tabulated.
1. Airfare: Board members shall book the most economical and reasonable mode and class of transportation available that is consistent with scheduling needs. First class travel is prohibited;
  2. Automobile: The District's preferred travel method is to use a District vehicle for official business. If a Board member is traveling without a District employee, they may use a personal vehicle and will be reimbursed as described in section VII, B below;
  3. Car Rental: Rental rates that are reasonable and economical are eligible for reimbursement;
  4. Taxis/Shuttles: Reasonable actual costs for taxi and shuttle fares will be reimbursed including up to a 15 percent gratuity per fare.
- B. Automobile mileage is reimbursable if the Board member is required to use a personal vehicle for travel at the Internal Revenue Service (IRS) rates in effect at the time of travel. These rates are designed to compensate the driver for gasoline, insurance, maintenance, and other expenses associated with operating the vehicle. This amount does not include reimbursable expenses such as bridge and road tolls, which are also reimbursable. Proof of insurance must be presented if requested.
- C. Reimbursement for personal auto usage for business will be calculated per the current IRS guidelines, based on the following:
1. If a Board member drives round-trip from his or her residence to a meeting, training function or airport, the round-trip mileage from their residence to the event is reimbursable at the current IRS approved rate.
  2. The District highly encourages carpooling to save District resources, and to be eco-friendly.

## **VIII. LODGING**

- A. The District will pay for or reimburse for lodging expenses when travel on official district business reasonably requires an overnight stay. Lodging shall be booked at the most economical and reasonable rates for lodging that is in a location that is reasonable and convenient in relation to the Board member's official business needs. For lodging in connection with a conference or organized educational activity, such lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the Board member at the time of booking. If the group rate is not available, the Board member shall use comparable lodging.
- B. It is recommended that Board member inquire with the Finance Manager or designee about the use of the Claim for Exemption from Transit Occupancy Tax when possible.
- C. While determining appropriate lodging arrangements, Board members shall take into consideration the start and end times as well as the duration of the event. Board members generally shall not book prior evening overnight accommodations for travel within the local vicinity, which includes the Sacramento area or a round trip distance of 100 miles or less. Additionally, Board members shall not book overnight accommodations for the same day the event ends. Any exception to this shall be pre-approved by the Finance Manager or designee.

## **IX. MEAL EXPENSES**

- A. Documented meal expenses, including gratuity, shall be reimbursed by the District up to the maximum daily allowance in accordance with current IRS published Maximum Federal Per Diem Rates in effect for the highest cost area of California at the time of travel. The District will reimburse for documented meal expenditures, including gratuity, up to the Maximum Federal Rate. Documentation shall include all items as outlined in Section III, E of this policy.
- B. The Finance Department shall provide the current IRS published Maximum Federal Rates and the applicable guidelines, including time departure reductions. The Finance Department shall account for meals that are provided at a meeting (a group lunch advertised in a conference brochure, for example). If a meal is provided as part of a meeting or conference, the appropriate reductions must be made from the daily allowance based on the meal allowance identified by the IRS published Maximum Federal Rates.
- C. If the Board member did not use the paid meal provided at a meeting or conference and incurred a personal meal expense, the Board member may be reimbursed for the applicable meal with proper documentation if the Board member can provide a compelling reason why the paid meal was not used.
- D. Meal expenses, including gratuity, in excess of the Maximum Federal Rate will not be reimbursed without approval of the Finance Manager. The Board member may receive reimbursement above the Maximum Federal Rate if a compelling reason can be demonstrated.



## **X. MISCELLANEOUS EXPENSES**

- A. Board members will be reimbursed for actual telephone, internet, fax, parking, tolls, tipping (meals fall under the Maximum Federal Rates), taxi, or other reasonable expenses which shall be supported by receipts. Where receipts are not available, a signed declaration of expenditure may be accepted by the Finance Manager at his or her discretion.
- B. Board members shall make every effort to use cost effective means to park vehicles overnight. The District recommends overnight parking in the hotel where the Board member is staying. Valet parking, while not encouraged, is allowed if it is the only means available for reasonable and safe parking.

## **XI. SPOUSES AND GUESTS**

Spouses and guests may accompany Board members on District travel and at conferences, seminars, and meetings. However, any additional costs associated with the participation of a spouse or guest is the Board member's responsibility.

## **XII. EXPENSES TO ACCOMMODATE DISABILITIES**

This policy shall not be construed to limit the District's ability to reimburse Board members for necessary expenses in excess of that which is otherwise permitted under this policy where such additional expenses are necessary to accommodate for a disability.

## **XIII. RATES**

The Finance Department is responsible for updating the Maximum Federal Rates published by the U.S. General Services Administration (GSA) annually on October 1<sup>st</sup>. The Finance Department shall also update the IRS allowed mileage reimbursement rate on January 1<sup>st</sup> of each year or as any changes are implemented by the IRS.

## **XIV. UNFORESEEN AND UNCONTROLLABLE NATURAL EVENTS**

Unforeseen and uncontrollable natural events are directly and exclusively results from the occurrence of natural causes that could not have been prevented by the exercise of foresight or caution. Examples include: earthquake, flood, hurricane, and tornado. During such an event, the District will work with the Board member to make lodging, meal, travel, and other reasonable accommodations.

**RESOLUTION NO. 04.21.20.07**

**A RESOLUTION OF THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS AMENDING AND REPLACING APPENDIX D - TRAVEL PROCEDURES AND EXPENDITURES POLICY CONTAINED IN THE EMPLOYEE POLICY MANUAL**

**WHEREAS**, the Florin Resource Conservation District (“District”) is a Resource Conservation District organized pursuant to Division 9 of the California Public Resources Code, Sections 9001, et seq. (“Resource Conservation Law”);

**WHEREAS**, the District is formed for the purposes delineated in the Public Resources Code Section 9001 and all things necessary to carry out the provisions of the Resource Conservation Law and adopted District Bylaws;

**WHEREAS**, the District’s current Employee Policy Manual, Appendix D - Travel Procedures and Expenditures Policy was adopted on June 19, 2019;

**WHEREAS**, the District wishes to amend and replace the Employee Policy Manual, Appendix D - Travel Procedures and Expenditures Policy;

**NOW THEREFORE, THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS, DOES HEREBY RESOLVE:**

SECTION 1. The Board of Directors hereby adopts the foregoing recitals as true and correct, and incorporates them herein by reference.

SECTION 2. The Board of Directors hereby adopts Resolution No. 04.21.20.07 amending and replacing the Employee Policy Manual, Appendix D - Travel Procedures and Expenditures Policy as incorporated herein, attached hereto as Exhibit “A”.

SECTION 3. The Florin Resource Conservation District Board of Directors hereby authorizes General Manager Mark J. Madison to sign this resolution on behalf of Chair Tom Nelson.

SECTION 4. The Board Secretary shall certify to the adoption of this Resolution.

SECTION 5. This Resolution shall take effect immediately upon its adoption.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2020.

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

---

Mark J. Madison  
General Manager

Attest:

---

Stefani Phillips  
Board Secretary

Approved as to form:

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Richard E. Nosky  
District Legal Counsel

**EXHIBIT “A”**

**FLORIN RESOURCE CONSERVATION DISTRICT**

**“EMPLOYEE POLICY MANUAL, APPENDIX D –  
TRAVEL PROCEDURES AND EXPENDITURES POLICY”**

[Attached behind this cover page]

## APPENDIX D

### TRAVEL PROCEDURES AND EXPENDITURES POLICY

#### I. PURPOSE

It is in the best interest of the District to invest in the employees to allow them to stay current and educated about activities, developments, and professional trends affecting their ability to provide high-quality job performance, which includes external and internal customer service. As such, travel to attend hearings, meetings, conferences, or other gatherings is of value to the District and its rate payers.

#### II. POLICY

This policy establishes business travel guidelines for employees that are fair, accountable, and transparent.

This policy applies to all District employees who travel on official business for the District. Contract employees and consultants are not covered under this policy, and they will be governed by the contractual agreement between their company and the District.

#### III. GENERAL GUIDELINES

- A. Employees are responsible for exercising good judgment when requesting, arranging, and traveling. Good judgment includes being fiscally responsible when spending District funds on travel and related activities. Travel should be thoroughly planned well in advance. Personal business should not be mixed with official business if it will cost the District in dollars or lost time, or if it will harm the District's interests in any way.
- B. This policy is not intended to address every issue, exception, or contingency that may arise in the course of District travel. Accordingly, the basic standard that should always prevail is to exercise good judgment in the use and stewardship of the District's resources.
- C. Prior to travel or expense, funds shall be identified and accounted for in each department's line item budget.
- D. The District's preference is to reimburse an employee's actual and necessary costs after travel has occurred through receipts, rather than provide funds in advance of travel or expense. However, the District will, on a case-by-case basis, provide travel advances upon request by the employee and approval of the Finance Manager or designee.
- E. Itemized receipts are required for all business travel expenditures. Itemized receipts include a list of each cost incurred, item by item. For example, an itemized receipt for a lunch establishment would include the cost of the hamburger, fries, soda plus tax and tip on separate lines. In addition to the itemized receipt, all travel expenses shall include the following information:
  - The amount of the expenditure;
  - The date and place of the expenditure;
  - The business purpose of the expenditure; and
  - The business relationship to the person(s) entertained, as well as the individual's names.

- F. Business travel expenditures not substantiated with the above information will be deemed non-business related. Non-business travel related expenses paid for with District issued credit card or a travel advancement will be repaid to the District by the employee within ten (10) business days of returning from such travel. Non-business related travel expenses paid for directly by employees will not be eligible for reimbursement by the District. Failure to repay non-business related travel expenses will result in a suspension of future travel and/or withholding such amounts from the employee's paycheck, as well as disciplinary action, up to and including termination.

#### **IV. PROCEDURES**

- A. Upon completion of travel, a final accounting of all expenses shall be approved by the appropriate manager or supervisor and submitted to the Finance Department within ten (10) business days. The final accounting is made by submitting all receipts with the information detailed in Section III, E above along with any relevant District credit card statements.
- B. The District will pay all approved expenses including transportation, lodging, registration fees, meals, and any other related expenses for official business in compliance with this policy.
- C. There are four (4) methods of payment for travel expenses:
  - 1. Direct vendor payment by check in advance. Direct vendor payments are made by the District to an organization to pay for specific travel related costs such as registration fees, lodging and airfare and is the best method of payment;
  - 2. Use of a District issued credit card. Credit cards are issued and used pursuant to District policy.
  - 3. Payment by the employee to be claimed for reimbursement. Reimbursement for out-of-pocket expenditures are processed after travel has been completed; or
  - 4. Travel advance. Travel advances are provided to the employee prior to travel and may be provided upon request subject to approval by the Finance Manager or designee. If the employee fails to reconcile expenses upon returning to work, they shall forfeit the ability to receive future advances.

#### **V. AUTHORIZED TRAVEL**

Expenses incurred by employees while engaging and/or participating in the following activities and/or events constitute authorized and reimbursable expenses provided all other requirements of this policy are met:

- 1. The seminar, meeting, or conference is mandatory, reimbursable, or otherwise necessary to accomplish key District or employee goals and objectives and is unavailable locally if overnight accommodations are required;
- 2. Communication with representative(s) of regional, state, and national government and their respective agencies and entities on District adopted or authorized policy positions;
- 3. Attendance of educational seminars designed to improve skill and information levels;
- 4. Attendance at an approved conference, convention, training, seminar or other meeting;
- 5. Participation in regional, state and national organizations whose activities affect the District's interests;

6. Attendance of functions of local civic or community organizations where there is a clear nexus between the event and the employee's job.

## **VI. UNAUTHORIZED EXPENSES**

The following personal expenditures shall not be reimbursed:

- The personal portion of any trip;
- The purchase of alcohol, tobacco, or related costs;
- Political or charitable contributions;
- Family expenses, including those of a partner when accompanying the employee on official business; child or pet care;
- Entertainment expenses including theatre, shows, movies (either in-room or in theaters). Sporting events, golf, spa treatments, etc.;
- Non-mileage personal automobile expenses including repairs, gasoline, traffic citations, and other expenses;
- Loss of or damage to personal items while on District business; or
- Changes to travel arrangements for personal reasons that could have reasonably been foreseen.

## **VII. TRANSPORTATION**

- A. Air, train, private automobile, or other mode of public transportation shall be selected on the basis of the lowest reasonable cost to the District after all expense items are tabulated, including travel time salary costs.
  1. Airfare: Employees shall book the most economical and reasonable mode and class of transportation available that is consistent with scheduling needs. First class travel is prohibited;
  2. Automobile: The District's preferred travel method is to utilize a District vehicle for official business. If a District vehicle is not available the employee may use a personal vehicle and will be reimbursed as described in section VII, B below;
  3. Car Rental: Rental rates that are reasonable and economical are eligible for reimbursement;
  4. Taxis/Shuttles: Reasonable actual costs for taxi and shuttle fares will be reimbursed including up to a 15 percent gratuity per fare.
- B. Automobile mileage is reimbursable if the employee is required to use a personal vehicle for travel at the IRS rates in effect at the time of travel. These rates are designed to compensate the driver for gasoline, insurance, maintenance, and other expenses associated with operating the vehicle. This amount does not include reimbursable expenses such as bridge and road tolls, which are also reimbursable. Proof of insurance must be presented if requested.
- C. Reimbursement for personal auto usage for business will be calculated per the current IRS guidelines, based on the following:
  1. If an employee drives round-trip from her or his residence to work function, including driving to an airport, the round-trip mileage the employee would have driven from his or her residence to work must be subtracted from the round-trip mileage. Any excess mileage is reimbursable to the employee at the current IRS approved rate.

2. If an employee drives from work to a meeting, training function or airport, the round-trip mileage from the District facility to the event is reimbursable at the current IRS approved rate.
3. Employees who receive a car allowance will not receive any additional mileage/travel reimbursement.
4. In instances where more than one (1) employee is traveling to the same event, the employee that receives a car allowance shall drive if both employees are departing and returning near the same time from the same location.
5. The District highly encourages carpooling to save District resources, and to be eco-friendly.

## **VIII. TRAVEL TIME AND HOURS WORKED**

- A. The following principles shall be applied when determining hours worked for the purposes of calculating work hours and proper compensation, in compliance with the Fair Labor Standards Act.
  1. Travel time to and from an airport or public transportation terminal is considered hours worked.
  2. Time spent for air travel or other means of public transportation when required by the District shall be considered hours worked. Travel time shall include actual hours for travel, up to one and one half hours of wait time prior to departure of the flight and shall conclude upon arrival at the hotel or when returning, upon return to the employee's home.
  3. Employees are required to take the most expedient and efficient means of travel possible to meet the needs of the District. Therefore, an employee who opts to drive a personal vehicle instead of taking air travel or other faster means of travel, shall only record the time he or she would have received had they traveled via a faster mode of transportation reasonably available. For example, an employee may prefer to drive to San Diego, taking nine (9) hours, rather than flying which takes one and one half hours plus the one and one half hours of wait time prior to the departure of the flight. The employee shall only record three (3) hours of work time on their timesheet.
  4. If an employee is required to report to work at a location other than the normal work location, the travel time to and from the other location may be considered work time if travel to that location falls outside the definition of ordinary home to work travel. For example, an employee living in Stockton being asked to report to Roseville would be compensated for the travel time to/from their Elk Grove work place to the Roseville location. However, an employee living in Rocklin reporting to the Roseville location would not record travel time as hours worked since it would be less than their normal home to work commute time.
  5. Managers and supervisors should be mindful of employee's schedules and try to reduce/prevent over-time as a result of travel whenever possible. Additionally, managers and supervisors shall use their discretion when accounting for multiple attendees at events and the impact related to the specific mode of transportation.
- B. Ordinary home to work travel shall not be considered as hours worked. If an employee is required by the District to conduct business on the way to work, the employee shall record all hours worked from the onset of that activity to the time the employee reaches the workplace to begin his or her shift. For example, if an employee is directed to pick up supplies on their way into the office, the employee shall record hours from the time



they make the stop to pick up those supplies to the time they arrive at the worksite through the completion of their shift, less normal meal periods

## **IX. LODGING**

- A. The District will pay for or reimburse for lodging expenses when travel on official district business reasonably requires an overnight stay. Lodging shall be booked at the most economical and reasonable rates for lodging that is in a location that is reasonable and convenient in relation to the employee's official business needs. For lodging in connection with a conference or organized educational activity, such lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the traveler at the time of booking. If the group rate is not available, the traveler shall use comparable lodging.
- B. It is recommended that employees inquire with the Finance Manager or designee about the use of the Claim for Exemption from Transit Occupancy Tax when possible.
- C. While determining appropriate lodging arrangements, employees shall take into consideration the start and end times as well as the duration of the event. Employees generally shall not book prior evening overnight accommodations for travel within the local vicinity, which includes the Sacramento area or a round trip distance of 100 miles or less. Additionally, employees shall not book overnight accommodations for the same day the event ends. Any exception to this shall be pre-approved by the Finance Manager or designee.

## **X. MEAL EXPENSES**

- A. Documented meal expenses, including gratuity, shall be reimbursed by the District up to the maximum daily allowance in accordance with current IRS published Maximum Federal Per Diem Rates in effect for the highest cost area of California at the time of travel. The District will reimburse for documented meal expenditures, including gratuity, up to the Maximum Federal Rate. Documentation shall include all items as outlined in Section III, E of this policy.
- B. The Finance Department shall provide the current IRS published Maximum Federal Rates and the applicable guidelines, including time departure reductions. The Finance Department shall account for meals that are provided at a meeting (a group lunch advertised in a conference brochure, for example). If a meal is provided as part of a meeting or conference, the appropriate reductions must be made from the daily allowance based on the meal allowance identified by the IRS published Maximum Federal Rates.
- C. If the employee did not use the paid meal provided at a meeting or conference and incurred a personal meal expense, the employee may be reimbursed for the applicable meal with proper documentation if the employee can provide a compelling reason why the paid meal was not used.

- D. Meal expenses, including gratuity, in excess of the Maximum Federal Rate will not be reimbursed without approval of the Finance Manager. The employee may receive reimbursement above the Maximum Federal Rate if a compelling reason can be demonstrated.

## **XI. MISCELLANEOUS EXPENSES**

- A. Employees will be reimbursed for actual telephone, internet, fax, parking, tolls, tipping (meals fall under the Maximum Federal Rates), taxi, or other reasonable expenses which shall be supported by receipts. Where receipts are not available, a signed declaration of expenditure may be accepted by the Finance Manager at his or her discretion.
- B. Employees shall make every effort to utilize cost effective means to park vehicles overnight. The District recommends overnight parking in the hotel where the employee is staying. Valet parking, while not encouraged, is allowed if it is the only means available for reasonable and safe parking.

## **XII. CASH ADVANCES**

- A. Employees may request a cash advance to cover anticipated expenses while traveling or conducting business on behalf of the District. The request for an advance should be submitted to the Finance Manager or designee no more than 30 days before and no less than ten (10) days prior to the disbursement. Every effort should be made to request the cash advance ahead of the normal check run date occurring prior to the disbursement.
- B. Upon request, the Finance Manager or designee shall determine if a cash advance is necessary and appropriate. Employees who have a District issued credit card are not eligible for a cash advance, unless credit cards are not accepted.
- C. Any unused advance must be returned to the District within ten (10) calendar days of the employee's return along with supporting receipts documenting advance expenditures. If the employee fails to reconcile expenses upon their return, they forfeit the ability to receive future advances.

## **XIII. SPOUSES AND GUESTS**

Spouses and guests may accompany employees on District travel and at conferences, seminars, and meetings. However, any additional costs associated with the participation of a spouse or guest is the employee's responsibility.

## **XIV. EXPENSES TO ACCOMMODATE DISABILITIES**

This policy shall not be construed to limit the District's ability to reimburse travelers for necessary expenses in excess of that which is otherwise permitted under this policy where such additional expenses are necessary to accommodate for a disability.

## **XV. RATES**

The Finance Department is responsible for updating the Maximum Federal Rates published by the U.S. General Services Administration (GSA) annually on October 1<sup>st</sup>. The Finance Department shall also update the IRS allowed mileage reimbursement rate on January 1<sup>st</sup> of each year or as any changes are implemented by the IRS.

## **XVI. UNFORESEEN AND UNCONTROLLABLE NATURAL EVENTS**

Unforeseen and uncontrollable natural events are directly and exclusively results from the occurrence of natural causes that could not have been prevented by the exercise of foresight or caution. Examples include: earthquake, flood, hurricane, and tornado. During such an event, the District will work with the employee to make lodging, meal, travel, and other reasonable accommodations. However, the District shall not pay overtime costs associated with such events.

April 17, 2020

TO: Chair and Directors of the Florin Resource Conservation District

FROM: Mark J. Madison, General Manager

SUBJECT: **OUTSIDE AGENCY MEETINGS REPORT**

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### **RECOMMENDATION**

This item is presented for information only. No action by the Florin Resource Conservation District Board of Directors is proposed at this time.

### **SUMMARY**

The Outside Agency Meetings Report is a standing item on the regular board meeting agenda.

Staff and Florin Resource Conservation District (FRCD) Board of Directors (Board) attended numerous outside agency meetings since the last regular Board meeting. This report is intended to inform the Board of any substantive content included in those meetings that potentially affects the Elk Grove Water District (EGWD).

### **DISCUSSION**

#### **Background**

Each month, staff reports on the outside agency meetings that occurred since the previous Board meeting. This report has been designed to list the notable meetings attended, by either staff or Board members, and the report will be given orally by the staff or Board members in attendance.

#### **Present Situation**

The notable outside agency meetings attended since February 18, 2020 were as follows:

- 2/18 Cosumnes Community Services District/EGWD Joint Staff Meeting  
(Madison, Kamilos, Ramos)
- 2/20 Regional Aquifer Storage and Recovery Feasibility Assessment Progress Meeting (Kamilos)
- 3/06 California Special Districts Association Legislative Committee Meeting  
(Mulberg, Madison)

**OUTSIDE AGENCY MEETINGS REPORT**

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- 3/10 DWR Urban Water Management Plan Guidebook Development Workshop  
(Kamilos)
- 3/11 Sacramento Central Groundwater Authority (SCGA) Regular Board Meeting  
(Madison, Kamilos)
- 3/13 Association of California Water Agencies (ACWA) 2020 Legislative Committee Meeting (Madison)
- 3/18 Regional Water Authority (RWA) Legislative Advocacy Meeting  
(Ramos)
- 3/19 RWA Special Board Meeting  
(Madison)
- 3/26 RWA COVID-19 Mutual Aid Meeting  
(Madison)
- 4/8 SCGA Regular Board Meeting  
(Madison, Kamilos)
- 4/9 ACWA COVID-19 Webinar  
(Madison, Nelson, Gray, Scherman, Phillips, Kavert)
- 4/15 RWA Legislative Advocacy Meeting  
(Ramos)
- 4/16 SCGA Ad-Hoc Committee Meeting  
(Madison)

Staff will orally present the major content items addressed in these meetings during the regular Board meeting.

**ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

April 21, 2020

**OUTSIDE AGENCY MEETINGS REPORT**

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**STRATEGIC PLAN CONFORMITY**

Participating and actively engaging in outside agency meetings conforms with Strategic Goal No. 7, Water Industry Leadership, of the Strategic Plan 2020-2025.

**FINANCIAL SUMMARY**

There is no financial impact associated with this report.

Respectfully submitted,



MARK J. MADISON  
GENERAL MANAGER

April 21, 2020

TO: Chair and Directors of the Florin Resource Conservation District  
FROM: Jeff Ramos, Interim Program Manager  
SUBJECT: **LEGISLATIVE UPDATE**

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### **RECOMMENDATION**

This item is presented for information only. No action by the Florin Resource Conservation District Board of Directors is proposed at this time.

### **SUMMARY**

There are several bills that have been introduced in the 2020 legislative session that could potentially impact the Florin Resource Conservation District/Elk Grove Water District (District) if passed. These bills are highlighted below.

### **DISCUSSION**

#### **Background**

The Florin Resource Conservation District (FRCD) Board of Directors (Board) is periodically updated on legislative and regulatory issues.

#### **Present Situation**

The following bills have been introduced in the 2020 legislative session that could potentially impact the District if passed in their current form. **Please note the latest information is that the legislative session is scheduled to reconvene on May 4<sup>th</sup>.**

#### **AB 2095 (Cooper) Water theft: enhanced penalties**

This bill is the District's proposed legislation to increase penalties for water theft. Subsequent to the introduction of the bill by Assemblymember Cooper, the Irvine Ranch Water District proposed a few modifications to the bill language which would allow those water agencies without express ordinance authority to specifically adopt ordinances for water theft. Staff and legal counsel believe the amendments make this a better bill. The amendments have been forwarded to Assemblymember Cooper's office and staff is awaiting the revised bill language. Once the legislature reconvenes, the bill will be heard by the Assembly Local Government Committee.

## **LEGISLATIVE UPDATE**

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The California Special District Association (CSDA) has taken a Support in Concept position. In addition, the Association of California Water Agencies (ACWA) Legislative Committee reviewed the bill at their committee meeting on Friday March 13<sup>th</sup> and took a Favor position.

### **AB 1484 (Grayson) Mitigation Fee Act: housing developments**

This bill would require a local agency when imposing both development impact fees and capacity and connection charges to have an individualized determination of its alignment with the agency's nexus study and prohibits levels of service from exceeding that of the "existing community." In addition, new facilities to be funded via impact fees would have to be specifically identified in the local agency's Capital Improvement Plan and creates new public website postings, hearings and comment periods prior to adopting a nexus study. CSDA has taken an Oppose position on this bill.

### **AB 2107 (Rodriguez) Local government: securitized limited obligation notes**

Current law, until December 31, 2019, authorizes a special district to issue securitized limited obligation notes for the acquisition or improvement of land, facilities or equipment. This bill would extend this authorization to December 31, 2024. CSDA has taken a Sponsor position on this bill.

### **AB 2182 (Rubio, Blanca) Emergency backup generators: water and wastewater facilities: exemption**

This bill would provide that use of an alternative power source by an essential public service provider to power a critical facility during a planned de-energization event initiated by electric utilities is considered emergency use even if an official emergency has not been declared by the State or local government. This use shall not be subject to any local, regional or state regulation regarding the operation of an alternative power source. CSDA has taken a Support position on this bill.

### **AB 2303 (Aguiar-Curry) Resource conservation districts**

This bill would make non-substantive changes to section 9162 of the Public Resources Code related to the formation of a new resource conservation district. CSDA has taken a Watch position on this bill. Staff will monitor this bill for any significant changes in the future.



**LEGISLATIVE UPDATE**

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**AB 2324 (Friedman) Urban water use**

Current law requires the Department of Water Resources, in coordination with the State Water Resources Control Board (SWRCB), to conduct necessary studies and investigations, as prescribed, and make a recommendation to the Legislature, by January 1, 2020, on the feasibility of developing and enacting water loss reporting requirements for urban wholesale water suppliers. This bill would repeal these provisions. CSDA has taken a Watch position on this bill.

**AB 2502 (Quirk) Groundwater sustainability plans: impacts on managed wetlands**

This bill would require that a groundwater sustainability plan also consider impacts on managed wetlands that would lead to a net loss of wetland acreage or habitat in the state. ACWA has taken a watch and amend position on this bill.

**AB 2560 (Quirk) Water quality: notification and response levels: procedures**

This bill would require the State Water Board, when establishing or revising notification or response levels to provide notice and make documents available, including the complete studies that were used to establish the level, at least 45 calendar days before finalizing the notification or response level. ACWA has taken a Support position on this bill.

**AB 2623 (Arambula) Sustainable groundwater management**

This bill would make non-substantive changes to section 10720.9 of the Water Code related to the consideration of the policies of the act, and any adopted groundwater sustainability plans, when revising or adopting policies, regulations, or criteria, or when issuing orders or determinations. CSDA has taken no position on this bill. Staff will monitor this bill for any significant changes to the bill in the future.

**AB 2999 (Low) Employees: bereavement leave**

This bill would require employers to provide 10 days of bereavement leave to employees. Currently this bill only applies to private employers however staff will continue to monitor this bill for any changes. CSDA has taken a Watch position on this bill.

**LEGISLATIVE UPDATE**

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**SB 931 (Wieckowski) Local government meetings: agenda and documents**

Current law authorizes a person to request that a copy of an agenda, or a copy of all the documents constituting the agenda packet, of any meeting of a legislative body, be mailed to that person. This bill would require a legislative body to email a copy of the agenda or a copy of all the documents constituting the agenda packet if so requested. By requiring local agencies to comply with these provisions, this bill would impose a state-mandated local program. CSDA has taken an Oppose position on this bill.

**SB 998 (Moorlach) Local government: investments**

This bill would prohibit local agencies that have less than \$100,000,000 of investment assets under management from investing more than 25% of their moneys in eligible commercial paper. The bill also restricts investing more than 10% of an agency's total investment assets in the commercial paper and medium-term notes of any single issuer. CSDA has taken a Support position on this bill.

**SB 1044 (Allen) Firefighting equipment and foam: PFAS chemicals**

This bill would require any person or manufacturer that sells firefighter personal protective equipment to any person or public entity, to provide a written notice to the purchaser at the time of sale if the equipment contains PFAS chemicals. In addition, commencing January 1, 2022, this bill would prohibit a manufacturer of class B firefighting foam from manufacturing, or knowingly selling, offering for sale, distributing for sale, or distributing for use in this state class B firefighting foam to which PFAS chemicals have been intentionally added. ACWA has taken a Favor position on this bill.

**SB 1056 (Portantino) Drinking water: testing: perfluoroalkyl and polyfluoroalkyl substances**

This bill would require the SWRCB, on or before January 1, 2022, to certify a methodology or methodologies for testing drinking water, groundwater and surface water for perfluoroalkyl and polyfluoroalkyl substances and to accredit qualified laboratories in California to analyze these substances pursuant to the adopted methodology or methodologies. CSDA has taken a Watch position on this bill. ACWA has taken a Favor position on this bill.

**LEGISLATIVE UPDATE**

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**SB 1217 (Dahle) Urban water use targets: indoor residential water use**

Existing law requires the state to achieve a 20% reduction in urban water use in California by December 31, 2020. Existing law also requires an urban retail water supplier to adopt one of the specified methods for determining its urban water use target, including estimating the per capita daily water use using the sum of 55 gallons per capita daily for indoor residential water use. This bill would revise the method of estimating the per capita daily water use to require an urban retail water supplier to use, instead of 55 gallons per capita daily for indoor residential use, a standard that complies with the urban retail water suppliers' own criteria for indoor residential water use. CSDA has taken a Watch position on this bill.

**SB 1383 (Jackson) Employees: time off**

Current law allows an employee to take off up to 40 hours each year to find, enroll or reenroll their child in a school, to participate in school activities or to address emergency situations at school. This bill would authorize an employee to take time off in excess of 40 hours in the case of a school closure due to an emergency declaration by a federal, state or local government agency, up to the duration of the emergency. CSDA has taken an Oppose unless Amended position on this bill.

**SB 1386 (Moorlach) Local government: assessments, fees and charges: water**

This bill would restate that "water" for purposes of the Proposition 218 Omnibus Implementation Act also includes the public fixtures, appliances and appurtenances (including fire hydrants) connected to and maintained by the water provider. Therefore, the water service charge may include the costs to construct, maintain, repair or replace public hydrants and the associated water attached to a water system. CSDA has taken a Support position on this bill.

It is still early in the legislative process therefore staff will continue to monitor these bills along with any other bills which may affect District operations.

**ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

April 21, 2020

**LEGISLATIVE UPDATE**

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**STRATEGIC PLAN CONFORMITY**

Tracking active legislation complies with the District's Water Industry Leadership goals of the 2020-2025 Strategic Plan.

**FINANCIAL SUMMARY**

There is no direct financial impact associated with this report.

Respectfully submitted,



JEFF RAMOS  
INTERIM PROGRAM MANAGER