

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

## Agenda

Tuesday, May 18, 2021

6:00 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 by email request at this time. 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/84731009617> Meeting ID: 847 3100 9617

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

Public Comment

### 1. Proclamations and Announcements

Associate Director Comment

Public Comment

	<b>Page Numbers</b>
<b>2. Consent Calendar</b>	<b>4-5</b>
(Stefani Phillips, Board Secretary and Patrick Lee, Treasurer)	
a. Minutes of Regular Board Meeting of April 20, 2021	<b>6-7</b>
b. Minutes of Special Board Meeting of April 27, 2021	<b>8-9</b>
c. Accounts Payable Check History – April 2021	<b>10-13</b>
d. Board and Employee Expense/Reimbursements – April 2021	<b>14</b>
e. Active Accounts – April 2021	<b>15</b>
f. Bond Covenant Status for FY 2020-21 – April 2021	<b>16</b>
g. Year to Date Revenues and Expenses Compared to Budget – April 2021	<b>17</b>
h. CASH - Detail Schedule of Investments– April 2021	<b>18</b>
i. Consultants Expenses – April 2021	<b>19</b>
j. Major Capital Improvement Projects – April 2021	<b>20</b>

Associate Director Comment

Public Comment

**Recommended Action: Approve Florin Resource Conservation District Consent Calendar items a – j.**

<b>3. Elk Grove Water District Fiscal Year 2022-26 Capital Improvement Program</b>	<b>21-188</b>
(Bruce Kamilos, General Manager)	

Associate Director Comment

Public Comment

**Recommended Action: Adopt Resolution No. 05.18.21.01, approving the Elk Grove Water District Fiscal Year 2022-26 Capital Improvement Program and the appropriation of \$5,055,000 from designated reserve funds to the Fiscal Year 2021-22 Capital Improvement Program budget.**

<b>4. Draft Florin Resource Conservation District/Elk Grove Water District Fiscal Year 2021-22 Operating Budget</b>	<b>189-282</b>
(Patrick Lee, Finance Manager/Treasurer)	

Associate Director Comment

Public Comment

**Recommended Action: Review and discuss the draft Florin Resource Conservation District/Elk Grove Water District Fiscal Year 2021-22 Operating Budget.**

<b>5. On-Call Duty Policy Revision</b>	<b>283-289</b>
(Stefani Phillips, Human Resources Administrator/Board Secretary)	

Associate Director Comment

Public Comment

**Recommended Action: Adopt Resolution No. 05.18.21.02, amending Section 4.2.10 On-Call Duty of the 2019 Elk Grove Water District Employee Policy Manual.**

**6. 2020 Urban Water Management Plan Update** 290-291  
(Travis Franklin, Program Manager)

Associate Director Comment

Public Comment

**7. Amendment to Professional Services Agreement with SoftResources for Finance Needs Assessment** 292-410  
(Patrick Lee, Finance Manager/Treasurer)

Associate Director Comment

Public Comment

**Recommended Action:** Authorize the General Manager to execute an amendment to the professional services agreement with SoftResources for an additional amount not-to-exceed \$8,000 for additional work to be included in the Financial Services Needs Assessment, bringing the total contract to a not-to-exceed amount of \$55,136.

**8. Outside Agency Meetings Report** 411-412  
(Bruce Kamilos, General Manager)

Associate Director Comment

Public Comment

**9. Legislative Matters and Potential Direction to Staff** 413-420  
(Travis Franklin, Program Manager)

Associate Director Comment

Public Comment

**10. Elk Grove Water District Operations Report –April 2021** 421-480  
(Bruce Kamilos, General Manager)

Associate Director Comment

Public Comment

**11. Directors Comments**

Adjourn to Regular Meeting – June 15, 2021

May 18, 2021

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 – j.

### **SUMMARY**

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

By this action, the Florin Resource Conservation District (FRCD) Board of Directors will approve FRCD Consent Calendar items a – j.

### **DISCUSSION**

#### **Background**

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

#### **Present Situation**

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

### **ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

### **STRATEGIC PLAN CONFORMITY**

This item conforms to the FRCD/Elk Grove Water District 2020-2025 Strategic Plan. The monthly Consent Calendar report provides transparency, which aligns with Goal No. 1, Governance and Customer Engagement, of the Strategic Plan 2020-2025.



May 18, 2021

**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, April 20, 2021

The regular meeting of the Florin Resource Conservation District Board of Directors was called to order at 6:00 p.m. by Sophia Scherman, Chair via Zoom.

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

Directors Present: Sophia Scherman, Tom Nelson, Bob Gray, Lisa Medina, Elliot Mulberg  
Directors Absent: None  
Staff Present: Mark Madison, General Manager; Bruce Kamilos, Assistant General Manager; Stefani Phillips, Board Secretary; Patrick Lee, Finance Manager/Treasurer; Donella Murillo, Finance Supervisor; Travis Franklin, Program Manager; Amber Kavert, Administrative Assistant II (Confidential); Alan Aragon, Water Distribution Supervisor; Jose Mendoza, Water Distribution Operator III  
Staff Absent: None  
Associate Directors Present: Paul Lindsay  
Associate Directors Absent: None  
General Counsel Present: Ren Nosky, JRG Attorneys at Law  
Consultants Present: Ryan Ojakian, Regional Water Authority

### Public Comment

Nothing to report.

### 1. Proclamations and Announcements

General Manager Mark Madison highlighted Water Distribution Operator III Jose Mendoza. He announced to the Florin Resource Conservation District (District) Board of Directors (Board) that Mr. Mendoza started as an intern back in 2009 and has earned his way, through hard work, to Water Distribution Operator III.

### 2. Consent Calendar

- a. Minutes of Regular Board Meeting of March 16, 2021
- b. Minutes of Special Board Meeting of April 6, 2021
- c. Accounts Payable Check History – March 2021
- d. Board and Employee Expense/Reimbursements – March 2021
- e. Active Accounts – March 2021
- f. Bond Covenant Status for FY 2020-21 – March 2021
- g. Revenues and Expenses – Actual vs Budget FY 2020-21 – March 2021
- h. Cash Accounts – March 2021
- i. Consultants Expenses – March 2021
- j. Major Capital Improvement Projects – March 2021

Item c was pulled.

Director Bob Gray had a few questions regarding some of the checks to which Finance Manager Patrick Lee answered.

MSC (Nelson/Medina) to approve Florin Resource Conservation District Consent Calendar items a-j. 5/0: Ayes: Gray, Medina, Mulberg, Nelson and Scherman.

### 3. Senate Bill 427 Update

Program Manager Travis Franklin introduced the item to the Board. He provided an overview of the Senate Bill (SB) 427: - Water Theft Legislation.

In summary, SB 427 passed the Senate Governance and Finance Committee with a 5-0 vote and is receiving bipartisan support. SB 427 will next be reviewed by the Senate Public Safety Committee, although recent amendments might result in avoiding that committee.

Mr. Franklin thanked Ryan Ojakian from Regional Water Authority for his support and guidance through the process.

Director Elliot Mulberg mentioned that the California Special Districts Association (CSDA) had a legislative committee meeting coming up and he would contact them to make sure they discuss SB 427 and hopefully get support from them.

#### **4. Elk Grove Water District Fiscal Year 2020-21 Quarterly Operating Budget Status Report**

Mr. Lee presented the item to the Board.

In summary, the revenues collected through the third quarter of the fiscal year total \$12,418,496 which is 81.67% of the \$15,424,142 annual budget. The revenues are \$387,212 or 3.75% above the same quarter of the prior year.

#### **5. Elk Grove Water District Fiscal Year 2020-21 Quarterly Capital Reserve Status Report**

Mr. Lee presented the item to the Board.

In summary, through the third quarter of Fiscal Year (FY) 2020-21, the District expended \$2,464,878 for capital projects and \$1,887 for elections. The total amount expended of \$2,464,878 for capital projects includes \$31,651 of expenditures related to projects carrying over from prior year but not budgeted for in the FY 2020-21 CIP program. Per Resolution No. 11.17.20.02, the District also expended \$1,628,039 from excess operating reserves to pay down the unfunded accrued liabilities with CalPERS, leaving a remaining total reserve balance at March 31, 2021 of \$14,219,754.

#### **6. Outside Agency Meetings Report**

Staff and Board members spoke regarding the meetings they attended since the last regular board meeting.

#### **7. Legislative Update and Potential Direction to Staff**

Program Manager Travis Franklin updated the Board on legislative matters.

#### **8. Elk Grove Water District Operations Report – March 2021**

Mr. Madison presented the Elk Grove Water District (EGWD) Operations Report – March 2021 to the Board.

#### **9. Directors Comments**

Nothing to report.

Adjourn to Regular Board Meeting on May 18, 2021.

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, April 27, 2021**

The special meeting of the Florin Resource Conservation District Board of Directors was called to order at 6:00 p.m. by Sophia Scherman, 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; Travis Franklin, Program Manager; 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. Backyard Water Mains Replacement Project – Sara Street Bid**

Assistant General Manager Bruce Kamilos introduced the item to the Florin Resource Conservation District (FRCD) Board of Directors (Board).

In summary, the Elk Grove Water District (District) received bids for the Backyard Water Mains Replacement Project – Sara Street on April 13, 2021. Eight (8) contractors submitted bids for the project. California Trenchless Inc. provided the low bid of \$604,932. However, California Trenchless Inc. only acknowledged receipt of Addenda Nos. 1 through 4 in their bid and did not acknowledge receipt of Addendum No. 5. It is staff's position that because Addendum No. 5 was not acknowledged, the bid from California Trenchless contains a material discrepancy. Subsequent to staff's review of this matter, other irregularities were discovered in the bid documents. The bid documents, as well as the District's Public Works Construction Contracts policy, clearly state that the District reserves the right to reject any or all bids received in the bidding process. Because of the material discrepancy associated with the low bid, as well as the irregularities later discovered in the District-provided bid documents, staff recommended that all bids be rejected and that the project be re-bid.

Mr. Kamilos mentioned if the Board decides to reject all bids and re-bid, the Capital Improvement Program (CIP) will be impacted and money approved for the project for this fiscal year will be carried over to Fiscal Year (FY) 2021-22 instead. He mentioned that this decision would require an additional \$265,000 to be requested when the CIP is brought back to the Board at the regular board meeting in May for adoption.

There was a question regarding the reason behind rejecting all bids. General Manager Mark Madison explained the District has three (3) options: 1) accept the low bid and declare their omission was not material, 2) reject the low bid and declare the omission was material and therefore not a complete bid, or 3) reject all bids and re-bid the project. He mentioned that options 1 and 2 may result in protests from the second low bidder and the lowest bidder, respectively. Mr. Madison mentioned option 3 would negate any protests and the project could move forward.

Mr. Kamilos explained the District will provide a resolution to the bidders and let them know the District will be re-bidding the project.

MSC (Medina/Gray) to reject all bids for the Backyard Water Mains Replacement Project – Sara Street. Ayes: 5/0: Gray, Medina, Mulberg, Nelson, and Scherman.

**2. Draft Budget Worksheet and Departmental Goals and Objectives for the Florin Resource Conservation District/Elk Grove Water District Fiscal Year 2021-22 Operating Budget**

Finance Manager Patrick Lee presented the item to the Board.

In summary, the District operates on a fiscal year that runs from July 1 to June 30. Staff completed the preparation of the District's FY 2021-22 operating budget worksheet and the departmental goals and objectives to bring both to the Finance Committee for review and discussion. The preparation of the budget incorporated multiple Finance Committee and Board of Director reviews with public participation encouraged.

The District's budget for FY 2021-22 projects total operating revenues of approximately \$15.716 million and total expenditures of approximately \$19.436 million including Capital Improvement and Capital Repair & Replacement Reserve contributions of approximately \$4.767 million. The projected expenditures in excess of revenues are approximately \$3.720 million, which will be funded from operating reserves carried over from prior years. Despite many non-discretionary cost increases, staff undertook efforts to find cost reductions as well as minimize increases and these are reflected in the FY 2021-22 budget. The budget has a decrease in total expenditures of \$590,986 (13.71%) from the adopted budget for FY 2020-21.

Director Bob Gray asked why the GIS Data Collection Tool, worth \$25,000 was expensed and not capitalized. Mr. Lee let him know that was a good catch and he will work with Mr. Kamilos on capitalizing it in the CIP.

Mr. Lee went over the FY 2021-22 CIP and explained the \$265,000 adjustment mentioned in agenda item 1 will have to be added into the budget.

Adjourn to Regular Board Meeting on May 18, 2021 at 6:00 p.m.

Respectfully submitted,

*Stefani Phillips*

Stefani Phillips, Board Secretary  
AK/SP

**Accounts Payable Check History**

**4/1/2021 to 4/30/2021**

**Elk Grove Water District**

Check Number	Check Date	Vendor Number	Vendor Name	Check	Explanation
052756	4/7/2021	ACWA JP	ACWA JPIA	19,805.33	Workers' Compensation Program - Quarter - 3
052757	4/7/2021	AMAZON	AMAZON CAPITAL SERVICES	220.75	
052758	4/7/2021	AQUA ME	AQUA-METRIC SALES, CO.	12,429.25	(3) Invoices - Meters and Repairs
052759	4/7/2021	BAKERMA	BAKER MANOCK & JENSEN	76.00	Legal - March 2021
052760	4/7/2021	BEN RES	BENEFIT RESOURCE, INC	125.00	
052761	4/7/2021	BG SOLU	SOLUTIONS BY BG INC.	9,247.88	Daily Tasks/Help Tickets
052762	4/7/2021	BRYCE	BRYCE CONSULTING, INC	255.00	Class & Comp Audit - Associate Civil Engineer
052763	4/7/2021	BSK4	BSK ASSOCIATES	740.00	Sampling - Treatment
052764	4/7/2021	CFID14	FIDELITY NATIONAL TITLE	216.34	Account Closed - Customer Refund
052765	4/7/2021	CFNT	FIDELITY NATIONAL TITLE	141.35	Account Closed - Customer Refund
052766	4/7/2021	CHECK P	CHECK PROCESSORS, INC	339.60	Contracted Services - ACH Processing
052767	4/7/2021	CINTAS2	CINTAS	189.49	
052768	4/7/2021	COUNTY	COUNTY OF SACRAMENTO	45,647.00	*2021/2022 Annual Contribution to SCGA
052769	4/7/2021	COUNTY3	COUNTY OF SACRAMENTO	433.85	
052770	4/7/2021	COVER A	COVERALL NORTH AMERICA, INC	2,365.00	(2) Invoices - Commercial Cleaning Service - ADMIN/MOC
052771	4/7/2021	CR EPC	EMERALD PARK COMPANY	50.43	Account Closed - Customer Refund
052772	4/7/2021	CRF FT	FIRST AMERICAN TITLE	142.46	Account Closed - Customer Refund
052773	4/7/2021	CRF FT2	FIDELITY NATIONAL TITLE	40.70	Account Closed - Customer Refund
052774	4/7/2021	CRF GGE	GAIL GERBODE	7.33	Account Closed - Customer Refund
052775	4/7/2021	CRF LAP	LUZ APOSTOL	88.03	Account Closed - Customer Refund
052776	4/7/2021	CRF NDA	NICK DALEO	762.75	Account Closed - Customer Refund
052777	4/7/2021	CRF OR4	ORANGE COAST TITLE CO.	4.98	Account Closed - Customer Refund
052778	4/7/2021	CRF RJT	RJT CONSTRUCTION	604.57	Account Closed - Customer Refund
052779	4/7/2021	CRF VSQ	VIRGINIA SQUIRE	82.27	Account Closed - Customer Refund
052780	4/7/2021	CRFFID1	FIDELITY NATIONAL TITLE	9.52	Account Closed - Customer Refund
052781	4/7/2021	CRNOTH5	NORTH AMERICAN TITLE	52.71	Account Closed - Customer Refund
052782	4/7/2021	CS AA	CARD SERVICES	2,128.55	Materials & Supplies - Utility Crew
052783	4/7/2021	CS DM	CARD SERVICES	130.01	Software Programs, Contracted Services
052784	4/7/2021	CS SH	CARD SERVICES	4,986.29	Materials & Supplies, Trailers, Repairs, Tools
052785	4/7/2021	CS SP	CARD SERVICES	1,190.59	Training, AWWA Membership Dues, Contracted Services
052786	4/7/2021	CS SS	CARD SERVICES	580.12	Operator Symposium AWWA, Training
052787	4/7/2021	DATAPRO	DATAPROSE LLC	11,626.25	March Billing and Postage
052788	4/7/2021	DITCH 3	DITCH WITCH WEST	1,149.91	Equipment - Core Bit
052789	4/7/2021	ED BAC	EDWARD R. BACON COMPANY, INC	51.47	
052790	4/7/2021	FASTENA	FASTENAL COMPANY	118.53	
052791	4/7/2021	FIRECOD	FIRECODE SAFETY EQUIPMENT	606.92	Fire Extinguisher Service - ADMIN/MOC
052792	4/7/2021	HOLT	HOLT OF CALIFORNIA	229.06	
052793	4/7/2021	ICONIX	ICONIX WATERWORKS (US) INC.	62,619.27	(3) Invoices - Materials & Supplies - Water Mains

\*Denotes annual renewals of licenses, taxes, memberships, permits and subscriptions

052794	4/7/2021	INT STA	INTERSTATE OIL COMPANY	2,411.17	Fuel
052795	4/7/2021	JAYS	JAY'S TRUCKING SERVICE	780.00	Materials & Supplies - Water Mains
052796	4/7/2021	JRG	JRG ATTORNEYS, LLP	5,100.00	Legal - March 2021
052797	4/7/2021	KELLY M	KELLY-MOORE PAINTS COMPANY	597.89	Materials & Supplies - Distribution Crew
052798	4/7/2021	NTS	NTS MIKEDON. LLC	1,966.20	(2) Invoices - Rental Equipment - Water Mains
052799	4/7/2021	PACE	PACE SUPPLY CORP	4,829.38	(6) Invoices - Materials & Supplies - Distribution
052800	4/7/2021	POWER S	POWER SERVICES, INC	4,750.00	Annual Pump Efficiency Testing
052801	4/7/2021	REPUBLI	REPUBLIC SERVICES #922	1,802.10	
052802	4/7/2021	ROOCO	ROOCO RENTS	5,693.10	(5) Invoices - Materials & Supplies - Water Mains
052803	4/7/2021	SAC 5	SACRAMENTO COUNTY	20.00	Lien Release
052804	4/7/2021	SAC 5	SACRAMENTO COUNTY	20.00	Lien Release
052805	4/7/2021	SAC 5	SACRAMENTO COUNTY	20.00	Lien Release
052806	4/7/2021	SAC 5	SACRAMENTO COUNTY	20.00	Lien Release
052807	4/7/2021	SAC 5	SACRAMENTO COUNTY	20.00	Lien Release
052808	4/7/2021	SAC ICE	SAC ICE	705.45	Repairs & Maintenance - MOC Ice Machines
052809	4/7/2021	SIERRA	SIERRA OFFICE SUPPLIES	157.33	
052810	4/7/2021	SIGN CE	THE SIGN CENTER	336.40	
052811	4/7/2021	SMUD	SMUD	952.94	
052812	4/7/2021	SMUD	SMUD	777.45	
052813	4/7/2021	SMUD	SMUD	1,539.22	
052814	4/7/2021	SMUD	SMUD	7,580.21	
052815	4/7/2021	SMUD	SMUD	1,154.92	
052816	4/7/2021	SMUD	SMUD	44.59	
052817	4/7/2021	SMUD	SMUD	544.21	
052818	4/7/2021	SMUD	SMUD	10,379.48	
052819	4/7/2021	SMUD	SMUD	391.43	
052820	4/7/2021	SOFTWARE	SOFTWAREONE, INC	1,260.00	Two Factor Authentication License (35) users - Duplicate PYMT
052821	4/7/2021	STANTEC	STANTEC CONSULTING SERVICES	8,969.50	ERP Feb & March 2021
052822	4/7/2021	SWIFT	SWIFTCOMPLY	1,330.00	* XC2 Annual Support & Maintenance Services
052823	4/7/2021	SWRCB2	SWRCB-DWOC	70.00	Distribution Certification Exam - James Hinegardner
052824	4/7/2021	TEICH A	TEICHERT AGGREGATES	2,084.72	(3) Invoices - Materials & Supplies - Water Mains
052825	4/7/2021	USS	UNITED SITE SERVICES	1,832.06	(2) Invoices - Facilities Rental
052826	4/7/2021	VERIZON	VERIZON WIRELESS	877.74	
052827	4/7/2021	WALKER	WALKER KREATIVE	1,700.00	March Social Media Public Outreach Campaign
052828	4/22/2021	AMAZON	AMAZON CAPITAL SERVICES	282.69	
052829	4/22/2021	ARRO CO	ARROW CONSTRUCTION	84,570.00	Pavement Restoration - Service Line Replacements
052830	4/22/2021	BEST	BEST, BEST & KRIEGER	96.00	Legal - Materials
052831	4/22/2021	BG SOLU	SOLUTIONS BY BG INC.	9,274.13	Daily Tasks/Help Tickets
052832	4/22/2021	BSK4	BSK ASSOCIATES	553.00	Sampling - Treatment
052833	4/22/2021	CALIFOR	CALIFORNIA SURVEYING	130.81	
052834	4/22/2021	CINTAS2	CINTAS	189.49	
052835	4/22/2021	CONSOLI	CONSOLIDATED COMMUNICATIONS	1,303.39	Ethernet Service/Phones-MOC/ADMIN
052836	4/22/2021	COUNTY4	SACRAMENTO COUNTY UTILITIES	336.85	
052837	4/22/2021	CRF DEC	DELIA CHUMLEY	50.59	Account Closed - Customer Refund
052838	4/22/2021	CRF JBA	JAMES BARSTAD	122.79	Account Closed - Customer Refund
052839	4/22/2021	CRF LAW	THERESA LAWRENCE	6.76	Account Closed - Customer Refund

\*Denotes annual renewals of licenses, taxes, memberships, permits and subscriptions

052840	4/22/2021	CRF LDI	LUZ DIAL	12.89	Account Closed - Customer Refund
052841	4/22/2021	CRF LSA	LIRIJA SABOVIC	59.90	Account Closed - Customer Refund
052842	4/22/2021	CRF REI	REINKE PROPERTIES	7.30	Account Closed - Customer Refund
052843	4/22/2021	CRF TAY	TAYLOR MORRISON	19.75	Account Closed - Customer Refund
052844	4/22/2021	CRF TNO	TED NOVACK II	2.41	Account Closed - Customer Refund
052845	4/22/2021	CS BK	CARD SERVICES	189.99	Virtual Workshop CSDA, Software Programs
052846	4/22/2021	CS MJM	CARD SERVICES	3,080.46	SERA Announcement - Postage and Mailer
052847	4/22/2021	CUMMIN	CUMMINS PACIFIC	2,208.31	Repairs and Maintenance - Well #4
052848	4/22/2021	EARL CO	EARL CONSULTING CO., LLC	1,912.50	Project Management - New ADMIN Building
052849	4/22/2021	EG CITY	CITY OF ELK GROVE	200.00	Alarm Permits
052850	4/22/2021	EG FORD	ELK GROVE FORD	532.60	Repairs and Maintenance - OPS
052851	4/22/2021	EG FORD	ELK GROVE FORD	28,089.48	New - 2021 Ford F250
052852	4/22/2021	EG MAS	ELK GROVE MASONIC LODGE #173	5,000.00	Lease Payment to Masonic' s - Rent back 9257 Elk Grove Blvd.
052853	4/22/2021	FASTENA	FASTENAL COMPANY	77.01	
052854	4/22/2021	FREDER	DAVID FREDERICK	248.79	Boot Reimbursement
052855	4/22/2021	ICONIX	ICONIX WATERWORKS (US) INC.	916.98	Materials & Supplies - Water Mains
052856	4/22/2021	JAYS	JAY'S TRUCKING SERVICE	4,508.00	Materials & Supplies - Water Mains
052857	4/22/2021	MONTIEL	MICHAEL MONTIEL	241.02	Boot Reimbursement
052858	4/22/2021	MURPHY	MURPHY AUSTIN ADAMS	1,050.00	Legal - March 2021
052859	4/22/2021	OREILLY	O'REILLY AUTO PARTS	13.36	
052860	4/22/2021	PACE	PACE SUPPLY CORP	1,034.83	Materials & Supplies - Distribution Crew
052861	4/22/2021	PEST	PEST CONTROL CENTER INC	84.00	
052862	4/22/2021	PG&E	PACIFIC GAS & ELECTRIC	76.73	
052863	4/22/2021	RADIAL	RADIAL TIRE OF ELK GROVE	1,121.38	(2) Invoices - Repairs & Maintenance - OPS Vehicles
052864	4/22/2021	RBI	ROBERTSON-BRYAN, INC	698.50	CCR 2020 Kickoff
052865	4/22/2021	SAC 5	SACRAMENTO COUNTY	20.00	Lien Release
052866	4/22/2021	SAC 5	SACRAMENTO COUNTY	20.00	Lien Release
052867	4/22/2021	SIGN CE	THE SIGN CENTER	24.03	
052868	4/22/2021	SOFTWAR	SOFTWAREONE, INC	1,260.00	Two Factor Authentication License (35) users
052869	4/22/2021	SOUTHSI	SOUTHSIDE EQUIPMENT RENTALS,	133.14	
052870	4/22/2021	STEF CH	STEFAN CHANH	237.00	Boot Reimbursement
052871	4/22/2021	SWRCB2	SWRCB-DWOC	70.00	Distribution Certification Exam - Stefan Chanh
052872	4/22/2021	TULLY	TULLY & YOUNG, INC.	14,957.50	March Billing for Urban Water Management Plan
052873	4/22/2021	ULTRA	ULTRA TRUCK WORKS, INC	1,354.46	ECCO Controller and Back Up Alarm - New Truck
052874	4/22/2021	USBANK	U.S. BANK EQUIPMENT FINANCE	702.32	ADMIN - Copier
052875	4/22/2021	WEF3	WATER EDUCATION FOUNDATION	1,035.00	*2021 Contribution/Membership
052876	4/28/2021	AQUA ME	AQUA-METRIC SALES, CO.	2,603.53	100 - 6' IPeRl Cables
052877	4/28/2021	B WAGNE	BRANDON WAGNER	120.00	Reimbursements of D2 & T2 Certifications
052878	4/28/2021	BATTER	BATTERIES PLUS	98.46	
052879	4/28/2021	BATTER	BATTERIES PLUS	24.35	
052880	4/28/2021	BAY ALA	BAY ALARM COMPANY	1,307.98	Security - Wellsite's, MOC & ADMIN
052881	4/28/2021	CAL CUT	CALIFORNIA CUT & CORE, INC	1,267.50	Flat Sawing - Amethyst Way
052882	4/28/2021	CCPPM	CCPPM	78.94	
052883	4/28/2021	CINTAS2	CINTAS	379.00	
052884	4/28/2021	CRF LEN	LENNAR HOMES CA, INC	80.71	Account Closed - Customer Refund
052885	4/28/2021	CRF LEN	LENNAR HOMES CA, INC	19.72	Account Closed - Customer Refund

\*Denotes annual renewals of licenses, taxes, memberships, permits and subscriptions



052886	4/28/2021	CRF TAY	TAYLOR MORRISON	95.52	Account Closed - Customer Refund
052887	4/28/2021	DB COLS	DB CONSTRUCTIONAL LANDSCAPE	2,250.00	April Maintenance for all Wellsite's and Offices
052888	4/28/2021	DIAZ	JOHN DIAZ	816.10	Hydrant Restoration - Mark J. Madison Retirement
052889	4/28/2021	ELK LOC	ELK GROVE LOCK AND SAFE CO	115.36	
052890	4/28/2021	FASTENA	FASTENAL COMPANY	172.74	
052891	4/28/2021	FRONT C	FRONTIER COMMUNICATIONS	248.66	
052892	4/28/2021	ICONIX	ICONIX WATERWORKS (US) INC.	1,550.22	Materials & Supplies - Water Mains
052893	4/28/2021	INT STA	INTERSTATE OIL COMPANY	1,626.95	Fuel
052894	4/28/2021	JPIA	ACWA/JOINT POWERS INSURANCE	72,332.28	Medical Benefits - May 2021
052895	4/28/2021	LCW	LIEBERT CASSIDY WHITMORE	1,439.00	Legal - March 2021
052896	4/28/2021	LIFE ST	LIFE STORAGE #669	183.00	
052897	4/28/2021	NTS	NTS MIKEDON. LLC	371.74	
052898	4/28/2021	OREILLY	O'REILLY AUTO PARTS	21.70	
052899	4/28/2021	PACE	PACE SUPPLY CORP	214.36	
052900	4/28/2021	PEST	PEST CONTROL CENTER INC	84.00	
052901	4/28/2021	RADIAL	RADIAL TIRE OF ELK GROVE	683.08	(2) Invoices - Repairs & Maintenance - OPS Vehicles
052902	4/28/2021	ROOCO	ROOCO RENTS	7,104.78	(4) Invoices - Materials & Supplies - Water Mains
052903	4/28/2021	SAC 5	SACRAMENTO COUNTY	20.00	Lien Release
052904	4/28/2021	SAC 5	SACRAMENTO COUNTY	20.00	Lien Release
052905	4/28/2021	SIERRA	SIERRA OFFICE SUPPLIES	515.71	
052906	4/28/2021	SOUTHWE	SOUTHWEST ANSWERING	696.81	
052907	4/28/2021	STANTEC	STANTEC CONSULTING SERVICES	7,965.00	ERP March & April 2021
052908	4/28/2021	TEICH A	TEICHERT AGGREGATES	1,305.97	(3) Invoices - Materials & Supplies - Water Mains
052909	4/28/2021	TRAFF S	TRAFFIC SIGN SPECIALTIES	1,200.00	Rental Equipment - Water Mains
052910	4/28/2021	USS	UNITED SITE SERVICES	972.76	Facilities Rental - Utility Crew
<b>Total:</b>				<b>526,314.12</b>	

\*Denotes annual renewals of licenses, taxes, memberships, permits and subscriptions



**Active Account Information**  
As of 04/30/2021

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
<b>Water Accounts:</b>												
<b>Metered</b>												
<b>Residential</b>	12,161	12,163	12,308	12,294	12,295	12,311	12,292	12,291	12,298	12,301		
<b>Commercial</b>	363	363	364	363	362	363	361	363	363	362		
<b>Irrigation</b>	178	178	178	181	180	180	181	181	183	184		
<b>Fire Service</b>	180	180	181	182	180	180	180	181	183	183		
<b>Total Accounts</b>	12,882	12,884	13,031	13,020	13,017	13,034	13,014	13,016	13,027	13,030	-	-

**Active Account Information**  
FY 2019/2020

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
<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	12,149	12,153	12,159
<b>Commercial</b>	363	363	365	365	362	362	362	365	363	363	367	363
<b>Irrigation</b>	170	170	170	173	175	175	175	174	176	177	177	178
<b>Fire Service</b>	181	181	181	183	181	181	181	181	181	181	180	180
<b>Total Accounts</b>	12,571	12,605	12,605	12,626	12,659	12,645	12,778	12,784	12,877	12,870	12,877	12,880

**Bond Covenant Status  
For Fiscal Year 2020-21  
As of 04/30/2021  
Adjusted for Prepayments**

<b>Operating Revenues:</b>	
<b>Charges for Services</b>	\$ 13,619,231
<b>Operating Expenses:</b>	
Salaries & Benefits (1)	3,329,225
Seminars, Conventions and Travel	4,913
Office & Operational	881,848
Purchased Water	2,645,251
Outside Services	682,583
Equipment Rent, Taxes, and Utilities	359,870
Total Operating Expenses	<u>7,903,691</u>
<b>Net Operating Income</b>	<u>\$ 5,715,541</u>
Annual Interest & Principal Payments	
\$3,855,469	\$ 3,212,891 (2)
<b>Debt Service Coverage Ratio, YTD Only:</b>	<b>1.78</b>
<b>Required</b>	<b>1.15</b>

**Notes**

1. Reflects only YTD due to CalPERS, not entire prepayment for year
2. **Reflects budget divided by number of months year to date.**  
However, first Principal/Interest Payments made in September.  
Projected Annual Budget Coverage Ratio is **1.32**

**Year to Date Revenues and Expenses Compared to Budget**  
**As of 04/30/2021**

	<b>General Ledger Reference</b>	<b>YTD Activity</b>	<b>Annual Budget</b>	<b>10/12=83.33% % Realized</b>
Revenues	4100 - 4900	\$ 13,619,231	\$ 15,424,142	88.30%
Operating Expenses				
Salaries & Benefits	5100 - 5280	3,481,206	4,373,018	79.61%
less Capitalized Labor		(136,831)	(376,961)	36.30%
Less CalPERS Prepayment for Remainder of Year: (1)		(15,150)		
Adjusted Salaries and Benefits:		\$ 3,329,225	\$ 3,996,057	83.31%
Seminars, Conventions and Travel	5300 - 5350	4,913	53,307	9.22%
Office & Operational	5410 - 5494	881,848	1,338,578	65.88%
Purchased Water est. (2)	5495 - 5495	2,645,251	3,198,404	82.71%
Outside Services	5505 - 5580	682,583	1,283,548	53.18%
Equipment Rent, Taxes, Utilities	5620 - 5760	359,870	464,380	77.49%
Total Operational Expenses		\$ 7,903,691	\$ 10,334,274	76.48%
Net Operating Income		\$ 5,715,541	\$ 5,089,868	112.29%
Non-Operating Revenues				
Interest Received	9910 - 9910	80,798	100,000	80.80%
Unrealized Gains/(Losses)	9911 - 9911	(20,188)	-	100.00%
Other Income/(Expense)	9920 - 9973	(1,480,252)	(1,709,239)	86.60%
Total Non-Operating Revenues		\$ (1,419,642)	\$ (1,609,239)	88.22%
Non-Operating Expenses				
Election Costs	9950 - 9950	1,887	250,000	0.75%
Capital Expenses (3):				
Capital Improvements	1705 - 1760	2,324,405	2,730,750	85.12%
Capital Replacements	1705 - 1760	328,436	855,000	38.41%
Unforeseen Capital Projects	1705 - 1760	66,379	100,000	66.38%
Total Capital Expenses:		\$ 2,719,220	\$ 3,685,750	73.78%
Bond Interest Accrued (4)	7300 - 7300	1,296,224	1,555,469	83.33%
Total Non Operating Expenses		\$ 4,017,332	\$ 5,491,219	73.16%
Bond Retirement (4):		\$ 1,916,667	\$ 2,300,000	83.33%
Total Expenditures		15,257,331	19,734,732	77.31%
Revenues in Excess of All Expenditures, including Capital		\$ (1,638,099)	\$ (4,310,590)	38.00%

**Notes:**

- The District prepays CalPERS for the employers' share of retirement costs for the entire year. By doing this, the District saves approximately 3.5% 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.
- YTD Activity includes \$136,831 in capitalized labor charged to capital projects.
- Bond retirement payments are made two times a year in September and March
- Accounts receivable balance, which represents the difference between the total amount billed and total amount collected, as of April 30, 2021 is \$426,980.02.

**CASH - Detail Schedule of Investments  
As of 04/30/2021**

<u>G/L Account : Fund</u>		<u>Account number / name</u>	<u>Investment Name</u>	<u>Investment Type</u>		<u>Restrictions</u>	<u>Market Value</u>		
<u>HELD BY BOND TRUSTEE:</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	0.00		
						<b>Subtotal</b>	<b>\$ -</b>		
1001-000-20	Water	Cash on Hand				Unrestricted	<b>\$ 300.00</b>		
<u>HELD BY F&amp;M BANK:</u>									
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	3,155,636.52		
1084-000-20	Water	F&M 08-03201702-31 MONEY MARKET			0.35%	Unrestricted	100,507.17		
1031-000-20	Water	F&M 08-032912-01 CREDIT CARD ACCOUNT				Unrestricted	817,393.47		
1061-000-20	Water	F&M 08-032890-01 PAYROLL ACCOUNT				Unrestricted	195,427.13		
1071-000-20	Water	F&M 08-032920-01 DRAFTS ACCOUNT				Unrestricted	642,467.55		
						<b>Subtotal</b>	<b>\$ 4,911,541.10</b>		
<u>INVESTMENTS</u>									
1080-000-20	Water	Office of the Treasurer - Sacramento California	LAIF	Investment Pool	0.41%	Unrestricted	<b>\$ 5,465,881.12</b>		
1081-000-20	Water	CALTrust Medium Term		Investment	0.61%	Unrestricted	<b>\$ 1,388,008.16</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	23.49%	0.04%	\$ 1,224,290.61	\$ 1,224,290.61
	11/19/2020	3135GA5H0	Federal Home Loan (FHLB)	07/10/20 - qrtly	11/25/2025	18.96%	0.590%	\$ 1,000,000.00	988,170.00
	7/31/2020	3133ELQ56	Federal Home Loan (FHLB)	11/25/20 - qrtly	7/2/2024	19.19%	0.570%	\$ 1,000,000.00	1,000,610.00
	4/27/2021	3130ALWC4	Federal Home Loan (FHLB)	04/26/21 - qrtly	4/26/2026	19.19%	1.150%	\$ 1,000,000.00	1,000,080.00
	7/31/2020	3136G4YP2	Federal Natl MTG ASSN	07/09/2021 - qrtly	7/9/2025	19.17%	0.720%	\$ 1,000,000.00	999,080.00
								<b>\$ 5,224,290.61</b>	<b>\$ 5,212,230.61</b>
								<b>Total</b>	<b>\$ 16,977,960.99</b>
								<b>Total Restricted</b>	<b>\$ -</b>
								<b>Total Unrestricted</b>	<b>\$ 16,977,960.99</b>
	<u>Call Date</u>	<u>CUSIP</u>	<u>Issued by:</u>	<u>Call Date</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>YTM</u>	<u>Price</u>	<u>Market Value</u>
								\$ -	\$ -

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

**Authorized Signers**

Mark J. Madison  
Bruce Kamilos  
Parick Lee  
Stefani Phillips  
Donella Murillo

\$ -

**Consultant Expenses**

As of 04/30/2021

**Fiscal Retainer Contracts**

<b>Consultant</b>	<b>Description</b>	<b>Total Contract</b>	<b>Current Month</b>	<b>Paid to date</b>	<b>2020-2021 FY Budget</b>	<b>Percent of year (83%)</b>
JRG Attorneys, LLP	Task orders	TBD	\$ 5,100	\$ 33,006		
Somach Simmons & Dunn	Task orders	TBD	\$ -	\$ -		
BAKER MANOCK & JENSEN	Task orders	TBD	\$ 76	\$ 5,437		
Liebert Cassidy Whitmore	Task orders	TBD	\$ 1,439	\$ 11,123		
Murphy Austin Adams	Task orders	TBD	\$ 1,050	\$ 33,768		
<b>Total</b>			<b>\$ 7,665</b>	<b>\$ 83,334</b>	<b>\$ 175,000</b>	<b>47.62%</b>
Solutions by BG, Inc.	Task orders	725,050	\$ 18,522	\$ 177,736	\$ 265,050	67.06%

**Major Contracts**

<b>Consultant</b>	<b>Description</b>	<b>Total Contract</b>	<b>Current Month</b>	<b>Paid to date</b>	<b>2020-2021 FY Budget</b>	<b>Percent of Contract Amount</b>
*Earl Consulting	PSA	\$ 50,000	\$ 1,913	\$ 31,333		62.67%
MFDB Architects	PSA	\$ 192,500	\$ -	\$ 45,150		23.45%
Stantec Consulting	PSA	\$ 98,212	\$ 8,970	\$ 23,308		23.73%
Tully & Young	PSA	\$ 78,500	\$ 14,958	\$ 24,468		31.17%
		<b>\$ 419,212</b>	<b>\$ 25,841</b>	<b>\$ 124,259</b>		<b>29.64%</b>

\*Change Order to Amend Contract for an additional \$10,000. Original Contract amount was \$40,000.

**Major Capital Improvement Project  
Budget vs Actuals  
As of 4/30/2021**

Capital Project	Total Project Budget	Total Project Exp to Date	Percent Spent	Capitalized Labor	Fund Type	Project Type	April			YTD % Spent
							2020-21 Budget	Project Exp	Total YTD (1)	
Backyard Water Mains/Service Replacement	\$ 2,649,000	\$ 1,299,375	49.05%	\$ 114,820	R&R	Supply/Distribution	\$ 675,000	\$ 114,230	\$ 295,285	43.75%
Well Rehabilitation Program (11D)	98,000	146,182	149.17%	-	R&R	Supply/Distribution	-	-	31,651	100.00% (2)
Well Rehabilitation Program	120,000	1,500	1.25%	-	R&R	Supply/Distribution	120,000	-	1,500	1.25%
PLC Bucket Replacements	50,000	-	0.00%	-	R&R	Treatment	50,000	-	-	0.00%
Pavement Repair and Coat Seal	10,000	-	0.00%	-	R&R	Building and Site	10,000	-	-	0.00%
Service Line Replacements	140,000	84,570	60.41%	-	CIP	Supply/Distribution	140,000	84,570	84,570	60.41%
Chlorine Analyzers Shallow Wells	75,000	-	0.00%	-	CIP	Treatment	75,000	-	-	0.00%
Well 4D Radio Antenna	30,000	-	0.00%	-	CIP	Treatment	-	-	-	0.00%
RRWTP Variable Frequency Drives	75,000	75,406	100.54%	-	CIP	Treatment	-	-	-	0.00%
Security Cameras	25,000	-	0.00%	-	CIP	Treatment	25,000	-	-	0.00%
9829 Waterman Rd	2,255,750	2,060,577	91.35%	-	CIP	Building and Site	2,277,522	23,081	2,060,577	90.47%
Truck Replacements	135,000	88,458	65.52%	-	CIP	Building and Site	135,000	32,462	88,458	65.52%
Vacuum Excavator	100,000	90,801	90.80%	-	CIP	Building and Site	100,000	-	90,801	90.80%
Unforeseen Capital Projects	100,000	66,379	66.38%	22,012	-	-	100,000	-	66,379	66.38% (3)
<b>Sub-Total</b>	<b>\$ 5,862,750</b>	<b>\$ 3,913,248</b>	<b>66.75%</b>	<b>\$ 136,831</b>			<b>\$ 3,707,522</b>	<b>\$ 254,343</b>	<b>\$ 2,719,220</b>	<b>73.34%</b>

(1) Includes \$136,831 in capitalized labor through 4/30/2021

(2) Capital projects budgeted for in prior years, however, work carried over and completed in current year.

(3) Includes unforeseen capital projects, including:

36" Transmission Main Repair	\$ 55,849
Camden Water Main Repair	10,529
<b>Total</b>	<b>\$ 66,378</b>



May 18, 2021

TO: Chair and Directors of the Florin Resource Conservation District

FROM: Bruce Kamilos, General Manager

SUBJECT: **ELK GROVE WATER DISTRICT FISCAL YEAR 2022-26 CAPITAL IMPROVEMENT PROGRAM**

### **RECOMMENDATION**

It is recommended that the Florin Resource Conservation District Board of Directors adopt Resolution No. 05.18.21.01, approving the Elk Grove Water District Fiscal Year 2022-26 Capital Improvement Program and the appropriation of \$5,055,000 from designated reserve funds to the Fiscal Year 2021-22 Capital Improvement Program budget.

### **SUMMARY**

The Fiscal Year (FY) 2022-26 Capital Improvement Program (CIP) describes capital improvement projects planned by the Elk Grove Water District (EGWD) over the next five (5) fiscal years. Staff presented the FY 2022-26 CIP at the Infrastructure Committee (IC) meeting held on April 6, 2021. Revisions to the CIP have been made based on comments from that meeting. The final version of the FY 2022-26 CIP (attached) is being presented to the Florin Resource Conservation District (FRCD) Board of Directors (Board) for consideration.

By this action, if approved, the Board will adopt Resolution No. 05.18.21.01, approving the Elk Grove Water District Fiscal Year 2022-26 Capital Improvement Program and the appropriation of \$5,055,000 from designated reserve funds to the Fiscal Year 2021-22 Capital Improvement Program budget.

### **DISCUSSION**

#### **Background**

The FY 2022-26 CIP describes capital improvement projects planned by EGWD over the next five (5) fiscal years. The CIP serves as a plan to improve, rehabilitate, and replace EGWD's water system infrastructure, and other facilities owned and operated by the EGWD. Staff presented the FY 2022-26 CIP to the IC on April 6, 2021. Revisions to the CIP have been made based on comments from that meeting.

#### **Present Situation**

The following is a summary of notable changes to this year's CIP.

## **ELK GROVE WATER DISTRICT FISCAL YEAR 2022-26 CAPITAL IMPROVEMENT PROGRAM**

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- A large portion, approximately fifty percent, of the requested FY 2021-22 CIP budget is related to the recently acquired administration building. Staff is requesting \$2,300,000 to construct tenant improvements to the building and an additional \$300,000 for the installation of a fiber optic cable between the building and the EGWD Railroad Water Treatment Plant.
- Another large portion of the requested FY 2021-22 CIP budget is related to the Backyard Water Mains/Services Replacement project. Staff is requesting \$1,500,000 to complete this project which will employ a combination of EGWD work forces and contract work forces.

### **New Projects**

- Transmission Main Brinkman Ct. (Cost Share)
- Administration Building
- Fiber Optic Cable
- Compact Track Loader with Cold Planer
- Digital Data Collector & GPS Rover

The final version of the FY 2022-26 CIP is being presented to the Board for consideration. Although the FY 2022-26 CIP is a five-year program, the CIP is funded on a year-to-year basis. Therefore, an appropriation of \$5,055,000 is being requested from designated reserve funds to the FY 2021-22 CIP budget.

Staff recommends the Board adopt Resolution No. 05.18.21.01, approving the Elk Grove Water District Fiscal Year 2022-26 Capital Improvement Program and the appropriation of \$5,055,000 from designated reserve funds to the Fiscal Year 2021-22 Capital Improvement Program budget.

### **ENVIRONMENTAL CONSIDERATIONS**

The adoption of the FY 2022-26 CIP does not, in and of itself, have a physical effect on the environment. Any environmental considerations related to the projects contained in the FY 2022-26 CIP will be addressed in the future, consistent with California Environmental Quality Act (CEQA). Environmental considerations will be addressed when staff reports are taken to the Board requesting authorization to proceed on each project.

**ELK GROVE WATER DISTRICT FISCAL YEAR 2022-26 CAPITAL IMPROVEMENT PROGRAM**

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**STRATEGIC PLAN CONFORMITY**

The recommendation made in this staff report conforms to Goal 2, Fiscal Responsibility, of the FRCD/EGWD 2020-2025 Strategic Plan. An approved CIP that guides how capital money will be spent is key to operating with fiscal responsibility and balancing the annual budget.

**FINANCIAL SUMMARY**

The financial impact of the FY 2022-26 CIP on capital funds is \$9,504,000 over five (5) fiscal years. A breakdown by year of capital funds required is as follows:

FY 2021-22	\$5,055,000
FY 2022-23	\$1,303,000
FY 2023-24	\$1,130,000
FY 2024-25	\$1,136,000
<u>FY 2025-26</u>	<u>\$ 880,000</u>
Total	\$9,504,000

To fund the FY 2022-26 CIP would require an appropriation of \$5,055,000 from designated reserves to the FY 2021-22 CIP budget.

Respectfully submitted,



BRUCE KAMILOS  
GENERAL MANAGER

Attachment

**RESOLUTION NO. 05.18.21.01**

**A RESOLUTION OF THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS APPROVING THE ELK GROVE WATER DISTRICT FISCAL YEAR 2022-26 CAPITAL IMPROVEMENT PROGRAM AND THE APPROPRIATION OF \$5,055,000 FROM DESIGNATED RESERVE FUNDS TO THE FISCAL YEAR 2021-22 CAPITAL IMPROVEMENT PROGRAM BUDGET**

**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); and

**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; and

**WHEREAS**, the Elk Grove Water District Fiscal Year 2022-26 Capital Improvement Program (hereinafter, EGWD FY 2022-26 CIP) was presented to the Infrastructure Committee on April 6, 2021 for review; and

**WHEREAS**, comments from the Infrastructure Committee have been incorporated into the final version of the EGWD FY 2022-26 CIP; and

**WHEREAS**, the adoption of the EGWD FY 2022-26 CIP does not, in and of itself, have a physical effect on the environment. Any environmental considerations related to the projects contained in the EGWD FY 2022-26 CIP will be addressed in the future, consistent with the California Environmental Quality Act (CEQA); and

**WHEREAS**, the adoption of the EGWD FY 2022-26 CIP conforms to Goal No. 2, Fiscal Responsibility, of the Florin Resource Conservation District/Elk Grove Water District's 2020-2025 Strategic Plan; and

**WHEREAS**, the financial impact of the EGWD FY 2022-26 CIP on capital funds is \$9,504,000 over the next five fiscal years, however, the actual commitment of CIP funds is done on a year-to-year basis with \$5,055,000 being requested for the FY 2021-22 Capital Improvement Program.

**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. 05.18.21.01, approving the Elk Grove Water District Fiscal Year 2022-26 Capital Improvement Program, attached hereto as Exhibit "A", and the appropriation of \$5,055,000 from designated reserve funds to the Fiscal Year 2021-22 Capital Improvement Program budget.

SECTION 3. The Board Secretary shall certify to the adoption of this Resolution.

SECTION 4. This Resolution shall take effect immediately upon its adoption.

**PASSED, APPROVED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2021.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Sophia Scherman  
Chair

ATTEST:

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Stefani Phillips  
Board Secretary

APPROVED AS TO FORM:

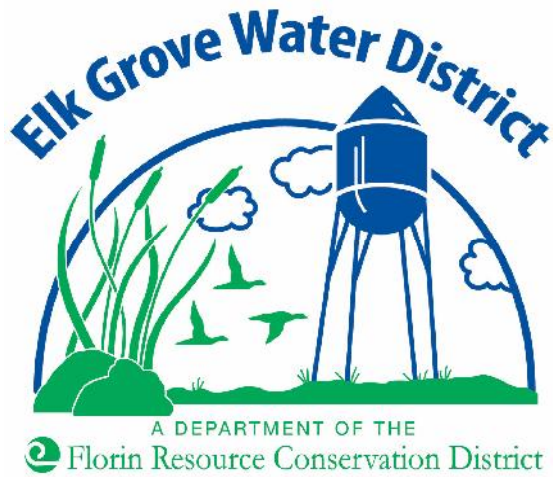
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Ren Nosky  
General Counsel

**EXHIBIT “A”**

**“ELK GROVE WATER DISTRICT  
FY 2022-26 CAPITAL IMPROVEMENT PROGRAM”**

[Attached behind this cover page]



# FY 2022-26 CAPITAL IMPROVEMENT PROGRAM

## BOARD OF DIRECTORS

Sophia Scherman, Chair

Tom Nelson, Vice Chair

Lisa Medina, Director

Bob Gray, Director

Elliot Mulberg, Director

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## OVERVIEW

The Elk Grove Water District's (District) FY 2022-26 Five-Year Capital Improvement Program (CIP) is a projection of the District's capital funding for planned capital projects in fiscal years 2021/22 through 2025/26. The CIP is reviewed and updated on an annual basis, and is a key component of the District's overall Strategic Plan. The CIP is an important document for performing water rate studies and for managing the District's operations. The CIP also provides a basis to align District plans with other local agency plans so that an integrated approach may be applied to projects within the community at large.

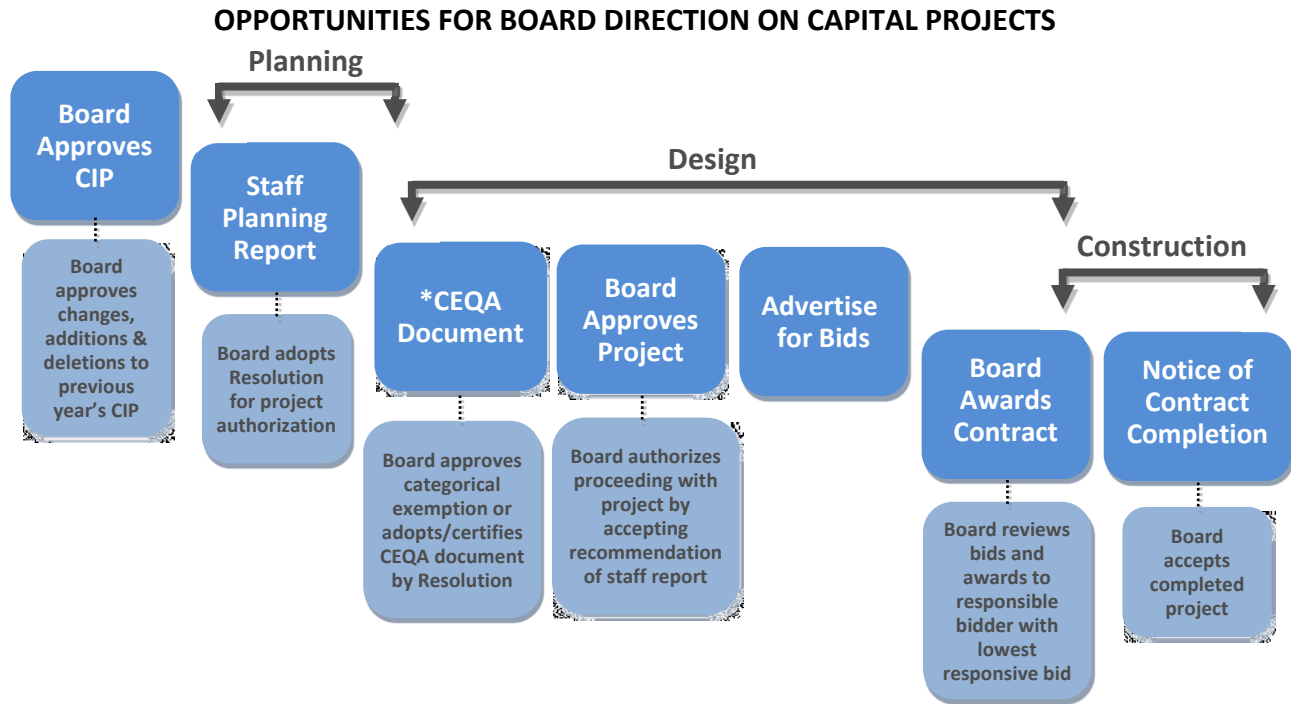
Annually, District staff members and the General Manager meet to identify projects to be included in the CIP. Each project defined in the CIP is summarized by a brief project description and justification. The project location, timing, expenditure schedule, funding source, impact on operating costs and useful life are given for each project. After the CIP is updated, the General Manager reviews the CIP to ensure proposed projects are aligned with the District's Strategic Plan. The CIP is developed in parallel with the District's budget and water rate setting analyses. The General Manager reviews the CIP's proposed expenditure schedule and funding sources to ensure that the CIP's financial elements are consistent with the District's financial policies.

The Board has opportunities each year to provide direction on projects contained in the CIP. During the year, the CIP is presented to the Board on separate occasions for review and input. The Board's comments and direction are incorporated into a draft CIP. The draft CIP is reviewed and accepted by the Board prior to releasing the CIP for public view.

Each project in the CIP goes through a planning phase, design phase and construction phase. At the beginning of the design phase, the environmental impacts relevant to the California Environmental Quality Act (CEQA) are determined for the project. For smaller projects with little or no impact on the environment, the lead agency may declare a negative declaration for the project or deem it exempt from CEQA. In these cases, project-specific information from the planning phase and requirements related to CEQA may be combined and summarized in a single staff report. This approach will help expedite the project schedule.

The Board may determine to not implement a project based on various considerations such as financial constraints, environmental impacts or community desire during a project's planning or design phases. Approval of a capital project by the Board occurs near the end of the design phase when the Board approves proceeding with contract document preparation per the recommendation of a staff report. Figure 1 schematically summarizes the opportunities for Board direction on capital projects.

**FIGURE 1**



*\*For smaller projects that have a negative declaration or are exempt, CEQA determination may be included in the staff planning report to expedite the project schedule.*

Principal sources of revenue for the District come from water usage charges and developer connection fees. These revenues are organized into four fund sources – unrestricted reserves, capital improvements, capital repairs/replacements, elections and special studies. The CIP allocates the use of funds related only to capital improvements and capital repairs/replacements.

On the following page, Table 1 presents the project funding schedule of capital improvements for fiscal years 2021/22 through 2025/26. Each project was scored on a score sheet using priority ranking criteria. (All of the score sheets are provided in Appendix B.) A project priority list (Appendix A) was generated based on the priority scores from the score sheets. Projects with a priority score of 80-100 were assigned a priority 1. Projects with a priority score of 70-79 were assigned a priority 2. Projects with a priority score of 60-69 were assigned a priority 3. Projects with a priority score of 40-59 were assigned a priority 4. Projects with a priority score of 0-39 were assigned a priority 5. Detailed information for each project can be found starting on page 10 of this document. The detailed information for each project is presented in the same order as that in Table 1.

**Table 1**  
**5-Year CIP Summary** (in thousands \$)

Priority	PROJECT NAME	FY21/22	FY22/23	FY23/24	FY24/25	FY 25/26	Total
<b>SUPPLY / DISTRIBUTION IMPROVEMENTS</b>							
1	Well Rehabilitation Program <i>pg. 10</i>	75	-	80	-	-	155
2	Truman St./Adams St. Water Main <i>pg. 12</i>	244	-	-	-	-	244
2	School/Locust/Summit Alley Water Main <i>pg. 14</i>	-	527	-	-	-	527
2	Elk Grove Blvd Grove St. Alley Water Main <i>pg. 16</i>	-	221	-	-	-	221
2	Locust St.-Elk Grove Blvd Alley/Derr St. Water Main <i>pg. 18</i>	-	-	215	-	-	215
2	Grove St. Water Main <i>pg. 20</i>	-	-	298	-	-	298
2	Backyard Water Mains/Services Replacement <i>pg. 22</i>	1,500	-	-	-	-	1,500
2	Service Line Replacements (Pavement Repairs) <i>pg. 24</i>	100	-	-	-	-	100
2	Sierra St. Service Line Replacements <i>pg. 26</i>	-	85	-	-	-	85
3	Lark St. Water Main <i>pg. 28</i>	-	-	247	-	-	247
3	2nd Ave. Water Main <i>pg. 30</i>	86	-	-	-	-	86
3	Kilkenny Ct. Water Main <i>pg. 32</i>	-	-	-	-	154	154
3	Leo Virgo Ct. Water Main <i>pg. 34</i>	-	-	-	-	154	154
3	Plaza Park Dr. Water Main <i>pg. 36</i>	-	-	-	520	-	520
3	Durango Wy. Water Main <i>pg. 38</i>	-	-	-	251	-	251
4	Railroad Corridor Water Line <i>pg. 40</i>	-	-	-	-	141	141
4	Cadura Circle Water Main Looping <i>pg. 42</i>	-	-	-	-	35	35
4	Aizenberg Cir. Water Main Looping <i>pg. 44</i>	-	-	-	-	81	81
4	Elk Grove Shopping Center Water Main <i>pg. 46</i>	-	-	-	-	50	50
4	Transmission Main Brinkman Ct. (Cost Share) <i>pg. 48</i>	42	-	-	-	-	42
<b>TREATMENT IMPROVEMENTS</b>							
1	PLC/MCC Bucket Replacement (Wells 4D & 11D) <i>pg. 50</i>	50	-	-	-	-	50
1	Well 4D Radio Communications <i>pg. 52</i>	35	-	-	-	-	35
2	Chlorine Analyzers Shallow Wells <i>pg. 54</i>	70	-	-	-	-	70
2	Media Replacement - RRWTP Filter Vessels <i>pg. 56</i>	-	60	-	-	-	60
2	Media Replacement - HWWTP Filter Vessels <i>pg. 58</i>	-	-	-	60	-	60
2	PLC - RRWTP Main & Filter Panel <i>pg. 60</i>	-	-	-	60	-	60
2	ChlorTec Electrolytic Cells Replacement <i>pg. 62</i>	-	-	-	15	-	15
2	ChlorTec Controls & Rectifier Replacement <i>pg. 64</i>	-	-	70	-	-	70
2	Storage Tank Coating Repairs <i>pg. 66</i>	-	-	-	-	20	20
<b>BUILDING &amp; SITE IMPROVEMENTS / VEHICLES</b>							
1	Administration Building <i>pg. 68</i>	2,300	-	-	-	-	2,300
1	Fiber Optic Cable <i>pg. 70</i>	300	-	-	-	-	300
2	Compact Track Loader with Cold Planer <i>pg. 72</i>	105	-	-	-	-	105
2	Backhoe Loader <i>pg. 74</i>	-	160	-	-	-	160
3	Truck Replacements <i>pg. 76</i>	-	150	120	130	145	545
3	Pavement Repair & Seal Coat - RRWTP <i>pg. 78</i>	25	-	-	-	-	25
3	Digital Data Collector & GPS Rover <i>pg. 80</i>	23	-	-	-	-	23
<b>UNFORESEEN CAPITAL PROJECTS</b>							
	Unforeseen Capital Projects <i>pg. 82</i>	100	100	100	100	100	500
<b>TOTAL CAPITAL IMPROVEMENT BUDGET</b>		<b>5,055</b>	<b>1,303</b>	<b>1,130</b>	<b>1,136</b>	<b>880</b>	<b>9,504</b>

Table 2 and Table 3 separate the funding source requirements into two components – user fees, and connection fees. The relevance of separating the funding source requirements into two components is critical when performing water rate studies. Water rate studies determine how capital improvements will be funded – either through rates charged to existing users (user fees), or through fees collected from new users (connection fees). On the next pages, Tables 4A through 4G provide supporting data for Table 2. Tables 4A through 4G break down **user fees** by funding sources and capital improvement programs. Tables 5A and 5B provide supporting data for Table 3. Tables 5A and 5B break down **connection fees** by capital improvement programs.

Table 2  
Funding Source Requirements  
User Fees

FUND	FY21/22	FY22/23	FY23/24	FY24/25	FY 25/26	Total
<b>CAPITAL IMPROVEMENT FUNDS</b>						
Supply/Distribution Improvements	100	85	-	-	307	492
Treatment Improvements	105	-	-	-	-	105
Building & Site Improvements/Vehicles	2,728	310	120	130	145	3,433
SUB-TOTAL	2,933	395	120	130	452	4,030
<b>CAPITAL REPAIR/REPLACEMENT FUNDS</b>						
Supply/Distribution Improvements	1,905	748	840	771	308	4,572
Treatment Improvements	50	60	70	135	20	335
Building & Site Improvements/Vehicles	25	-	-	-	-	25
SUB-TOTAL	1,980	808	910	906	328	4,932
<b>UNFORESEEN CAPITAL PROJECT FUNDS</b>						
Unforeseen Capital Projects	100	100	100	100	100	500
SUB-TOTAL	100	100	100	100	100	500
<b>TOTAL</b>	<b>5,013</b>	<b>1,303</b>	<b>1,130</b>	<b>1,136</b>	<b>880</b>	<b>9,462</b>

Table 3  
Funding Source Requirements  
Connection Fees

FUND	FY21/22	FY22/23	FY23/24	FY24/25	FY 25/26	Total
<b>CAPITAL IMPROVEMENT FUNDS</b>						
Supply/Distribution Improvements	42	-	-	-	-	42
Treatment Improvements	-	-	-	-	-	0
<b>TOTAL</b>	<b>42</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>42</b>

Table 4A  
 Schedule of User Fees  
 Supply / Distribution Improvements  
 Capital Improvement Funds

CAPITAL IMPROVEMENT FUND	FY21/22	FY22/23	FY23/24	FY24/25	FY 25/26	Total
<b>SUPPLY / DISTRIBUTION IMPROVEMENTS</b>						
Service Line Replacements (Pavement Repairs)	100	-	-	-	-	100
Sierra St. Service Line Replacements	-	85	-	-	-	85
Railroad Corridor Water Line	-	-	-	-	141	141
Cadura Circle Water Main Looping	-	-	-	-	35	35
Aizenberg Cir. Water Main Looping	-	-	-	-	81	81
Elk Grove Shopping Center Water Main	-	-	-	-	50	50
<b>TOTAL</b>	<b>100</b>	<b>85</b>	<b>0</b>	<b>0</b>	<b>307</b>	<b>492</b>

Table 4B  
 Schedule of User Fees  
 Treatment Improvements  
 Capital Improvement Funds

CAPITAL IMPROVEMENT FUND	FY21/22	FY22/23	FY23/24	FY24/25	FY 25/26	Total
<b>TREATMENT IMPROVEMENTS</b>						
Well 4D Radio Communications	35	-	-	-	-	35
Chlorine Analyzers Shallow Wells	70	-	-	-	-	70
<b>TOTAL</b>	<b>105</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>105</b>

Table 4C  
Schedule of User Fees  
Building & Site Improvements/Vehicles  
Capital Improvement Funds

CAPITAL IMPROVEMENT FUND	FY21/22	FY22/23	FY23/24	FY24/25	FY 25/26	Total
<b>BUILDING &amp; SITE IMPROVEMENTS</b>						
Administration Building	2,300	-	-	-	-	2,500
Fiber Optic Cable	300	-	-	-	-	300
Compact Track Loader With Cold Planer	105	-	-	-	-	105
Backhoe Loader	-	160	-	-	-	160
Truck Replacements	-	150	120	130	145	545
Digital Data Collector & GPS Rover	23	-	-	-	-	23
<b>TOTAL</b>	<b>2,728</b>	<b>310</b>	<b>120</b>	<b>130</b>	<b>145</b>	<b>3,633</b>

Table 4D  
Schedule of User Fees  
Supply / Distribution Improvements  
Capital Repair/Replacement Funds

CAPITAL REPAIR/REPLACEMENT	FY21/22	FY22/23	FY23/24	FY24/25	FY 25/26	Total
<b>SUPPLY / DISTRIBUTION IMPROVEMENTS</b>						
Well Rehabilitation Program	75	-	80	-	-	155
Truman St./Adams St. Water Main	244	-	-	-	-	244
School/Locust/Summit Alley Water Main	-	527	-	-	-	527
Elk Grove Blvd Grove St. Alley Water Main	-	221	-	-	-	221
Locust St.-Elk Grove Blvd Alley/Derr St. Water M	-	-	215	-	-	215
Grove St. Water Main	-	-	298	-	-	298
Backyard Water Mains/Services Replacement	1,500	-	-	-	-	1,500
Lark St. Water Main	-	-	247	-	-	247
2nd Ave. Water Main	86	-	-	-	-	86
Kilkenny Ct. Water Main	-	-	-	-	154	154
Leo Virgo Ct. Water Main	-	-	-	-	154	154
Plaza Park Dr. Water Main	-	-	-	520	-	520
Durango Wy. Water Main	-	-	-	251	-	251
<b>TOTAL</b>	<b>1,905</b>	<b>748</b>	<b>840</b>	<b>771</b>	<b>308</b>	<b>4,572</b>

Table 4E  
 Schedule of User Fees  
 Treatment Improvements  
 Capital Repair/Replacement Funds

CAPITAL REPAIR/REPLACEMENT	FY21/22	FY22/23	FY23/24	FY24/25	FY 25/26	Total
<b>TREATMENT IMPROVEMENTS</b>						
PLC/MCC Bucket Replacement (Wells 4D & 11D)	50	-	-	-	-	50
Media Replacement - RRWTP Filter Vessels	-	60	-	-	-	60
Media Replacement - HVWTP Filter Vessels	-	-	-	60	-	60
PLC - RRWTP Main & Filter Panel	-	-	-	60	-	60
ChlorTec Electrolytic Cells Replacement	-	-	-	15	-	15
ChlorTec Controls & Rectifier Replacement	-	-	70	-	-	70
Storage Tank Coating Repairs	-	-	-	-	20	20
<b>TOTAL</b>	<b>50</b>	<b>60</b>	<b>70</b>	<b>135</b>	<b>20</b>	<b>335</b>

Table 4F  
 Schedule of User Fees  
 Building & Site Improvements/Vehicles  
 Capital Repair/Replacement Funds

CAPITAL REPAIR/REPLACEMENT	FY21/22	FY22/23	FY23/24	FY24/25	FY 25/26	Total
<b>BUILDING &amp; SITE IMPROVEMENTS</b>						
Pavement Repair & Seal Coat - RRWTP	25	-	-	-	-	25
<b>TOTAL</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25</b>



Table 4G  
 Schedule of User Fees  
 Unforeseen Capital Projects  
 Unforeseen Capital Projects Funds

UNFORESEEN CAPITAL PROJECTS	FY21/22	FY22/23	FY23/24	FY24/25	FY 25/26	Total
Unforeseen Capital Projects	100	100	100	100	100	500
TOTAL	100	100	100	100	100	500

Table 5A  
 Schedule of Connection Fees  
 Supply / Distribution Improvements

CAPITAL IMPROVEMENT FUND	FY21/22	FY22/23	FY23/24	FY24/25	FY 25/26	Total
<b>SUPPLY / DISTRIBUTION IMPROVEMENTS</b>						
Transmission Main Brinkman Ct. (Cost Share)	42	-	-	-	-	42
TOTAL	42	0	0	0	0	42

Table 5B  
 Schedule of Connection Fees  
 Treatment Improvements

CAPITAL IMPROVEMENT FUND	FY21/22	FY22/23	FY23/24	FY24/25	FY 25/26	Total
<b>TREATMENT IMPROVEMENTS</b>						
None	-	-	-	-	-	0
TOTAL	0	0	0	0	0	0

<b>Project</b>	<b>Well Rehabilitation Program</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	1
<b>Project No.</b>	503



**PROJECT DESCRIPTION**

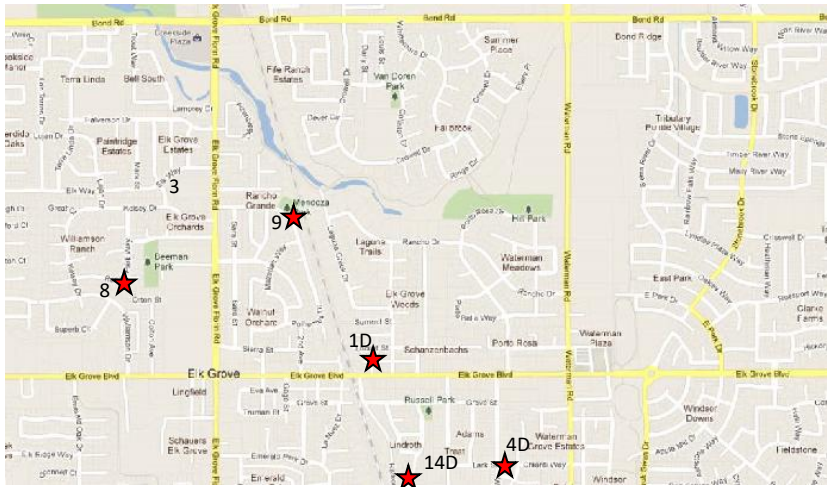
The well rehabilitation program provides for well rehabilitation projects on an as needed basis.

**JUSTIFICATION**

The well rehabilitation program maintains production and water quality from the District’s wells. By putting the well rehabilitation program in place, the District spreads the capital costs associated with maintaining its well assets. Maintaining production and water quality from the District’s wells are critical to meeting the required source capacity as prescribed by the Division of Drinking Water regulations.

**PROJECT LOCATION**

The project locations, some of which are shown below, are the wells within the District’s boundary.



★ Project Location

**SCHEDULE & STATUS**

These projects are scheduled for FY 21/22 and FY 23/24.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Well Rehabilitation Program	75	0	75	0	0	150
with inflation (3%)	75	0	80	0	0	155

*Expenditure breakdown: \$3,000 design, \$152,000 construction*

**FUNDING SOURCES**

(in thousands \$)

**USER FEES**

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	155
<b>Total</b>	<b>155</b>

**OPERATING COST IMPACTS**

The completion of this project is expected to decrease operating costs by an estimated \$10,000 per year due to improved efficiency of the wells and savings in electrical consumption.

**USEFUL LIFE:** 5-7 years (for each rehabilitated well)

<b>Project</b>	<b>Truman St./Adams St. Water Main</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	2
<b>Project No.</b>	TBD



### PROJECT DESCRIPTION

This project installs approximately 700 lineal feet of 8" C900 PVC water main in Truman Street and 380 lineal feet of 8" C900 PVC water main in Adams Street for a total 1,025 lineal feet of 8" C900 PVC water main.

### JUSTIFICATION

Truman Street and Adams Street are currently served by 4" water mains installed in 1975. EGWD standard construction specifications specify minimum size of water mains to be 8" diameter. The lots on Truman Street and Adams Street are served by 3/4" service lines. This project installs an 8" water main in Truman Street and Adams Street to current EGWD standards and replaces the 3/4" service lines with 1" service lines. It also connects the water main in Adams Street to the existing water main in Eva Street to provide looped service.

### PROJECT LOCATION

The project is located on Truman Street and Adams Street.



★ Project Location

— Proposed Water Main

— Existing Water Main

**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 21/22 and construction is scheduled to occur in FY 21/22.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Truman St./Adams St. Water Main	244	0	0	0	0	244
with inflation (3%)	244	0	0	0	0	244

*Expenditure breakdown: \$6,000 design, \$238,000 construction*

**FUNDING SOURCES**

(in thousands \$)

**USER FEES**

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	244
<b>Total</b>	<b>244</b>

**OPERATING COST IMPACTS**

The completion of this project is anticipated to decrease operating costs by replacing an old water main, service lines and tapping saddles that have reached their useful life and are at risks of developing leaks. Based on EGWD’s 2019 Water Loss Audit, the distribution system loses water at a rate of 13.2 CCF per 100 lineal feet of water main. At the current Tier 1 rate of \$1.92, it is estimated that the elimination of future leaks will result in an annual savings of \$260.

**USEFUL LIFE:** 125 years

<b>Project</b>	<b>School/Locust/Summit Alley Water Main</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	2
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

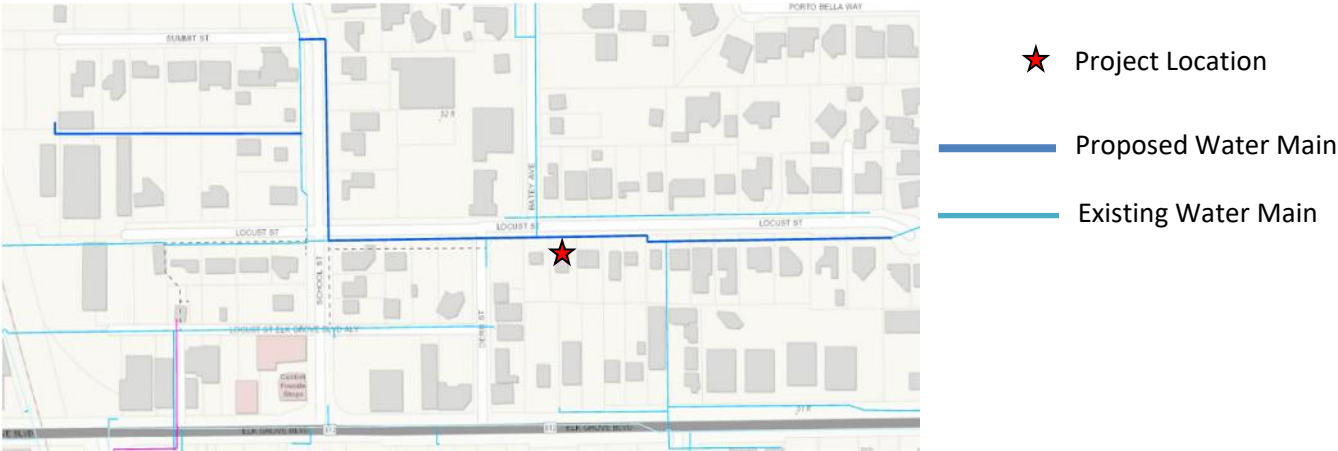
This project installs approximately 225 lineal feet of 8” C900 PVC water main in School Street, 1,300 lineal feet of 8” C900 PVC water main in Locust Street, and 625 lineal feet of 8” C900 PVC water main in Summit St. Alley for a total 2,150 lineal feet of 8” C900 PVC water main.

**JUSTIFICATION**

Locust Street is currently served by a 4” water main installed in 1965, and School Street and Summit St. Alley are currently served by 4” water mains installed in 1977. EGWD standard construction specifications specify minimum size of water mains to be 8” diameter. Also, the lots on School Street, Locust Street, and Summit St. Alley are served by 3/4” service lines. This project installs an 8” water main in School Street, Locust Street and Summit St. Alley to current EGWD standards and replaces the 3/4” service lines with 1” service lines.

**PROJECT LOCATION**

The project is located on School Street, Locust Street, and Summit Alley.



**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 21/22 and construction is scheduled to occur in FY 22/23.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
School/Locust/Summit Alley Water Main	0	512	0	0	0	512
with inflation (3%)	0	527	0	0	0	527

*Expenditure breakdown: \$9,000 design, \$518,000 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	527
<b>Total</b>	<b>527</b>

**OPERATING COST IMPACTS**

The completion of this project is anticipated to decrease operating costs by replacing an old water main, service lines and tapping saddles that have reached their useful life and are at risks of developing leaks. Based on EGWD’s 2019 Water Loss Audit, the distribution system loses water at a rate of 13.2 CCF per 100 lineal feet of water main. At the current Tier 1 rate of \$1.92, it is estimated that the elimination of future leaks will result in an annual savings of \$550.

**USEFUL LIFE:** 125 years



<b>Project</b>	<b>Elk Grove Blvd Grove St. Alley Water Main</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	2
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

This project installs approximately 900 lineal feet of 8” C900 PVC water main in Elk Grove Blvd Grove St. Alley.

**JUSTIFICATION**

Elk Grove Blvd Grove St. Alley is currently served by a 4” water main installed in 1975. EGWD standard construction specifications specify minimum size of water mains to be 8” diameter. Also, the lots on Elk Grove Blvd Grove St. Alley are served by 3/4” service lines. This project installs an 8” water main in Elk Grove Blvd Grove St. Alley to current EGWD standards and replaces the 3/4” service lines with 1” service lines.

**PROJECT LOCATION**

The project is located on Elk Grove Blvd Grove St. Alley.



- ★ Project Location
- Proposed Water Main
- Existing Water Main

**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 21/22 and construction is scheduled to occur in FY 22/23.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Elk Grove Blvd/Grove St. Alley Water Main	0	214	0	0	0	214
with inflation (3%)	0	221	0	0	0	221

*Expenditure breakdown: \$7,500 design, \$213,500 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	221
<b>Total</b>	<b>221</b>

**OPERATING COST IMPACTS**

The completion of this project is anticipated to decrease operating costs by replacing an old water main, service lines and tapping saddles that have reached their useful life and are at risks of developing leaks. Based on EGWD’s 2019 Water Loss Audit, the distribution system loses water at a rate of 13.2 CCF per 100 lineal feet of water main. At the current Tier 1 rate of \$1.92, it is estimated that the elimination of future leaks will result in an annual savings of \$230.

**USEFUL LIFE:** 125 years

<b>Project</b>	<b>Locust St.-Elk Grove Blvd Alley/Derr St. Water Main</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	2
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

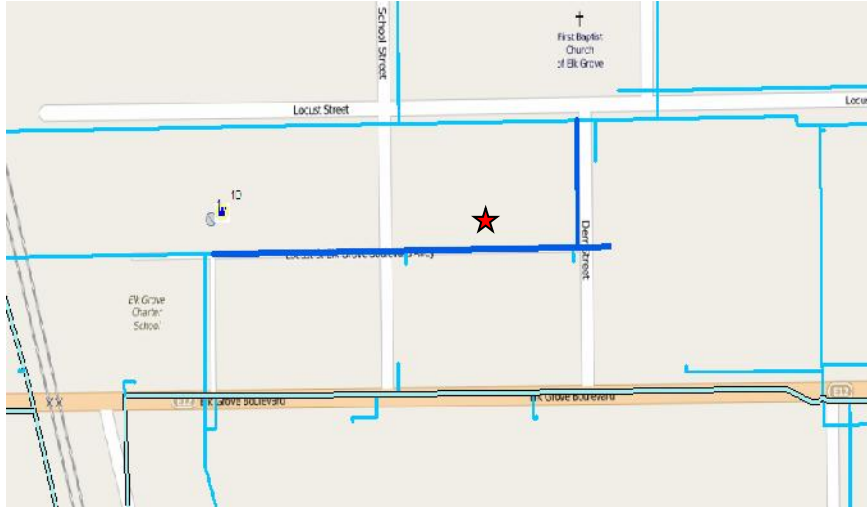
This project installs approximately 725 lineal feet of 8” C900 PVC water main in Locust St.-Elk Grove Blvd Alley and 175 lineal feet of 8” C900 PVC water main in Derr Street.

**JUSTIFICATION**

Locust St.-Elk Grove Blvd Alley and Derr Street are currently served by 4” water mains installed in 1965. EGWD standard construction specifications specify minimum size of water mains to be 8” diameter. Also, the lots on Locust St.-Elk Grove Blvd Alley are served by 3/4” service lines. This project installs an 8” water main in Locust St.-Elk Grove Blvd Alley and Derr Street to current EGWD standards and replaces the 3/4” service lines on Locust St. with 1” service lines.

**PROJECT LOCATION**

The project is located on Locust St.-Elk Grove Blvd Alley and Derr Street.



- ★ Project Location
- Proposed Water Main
- Existing Water Main

**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 22/23 and construction is scheduled to occur in FY 23/24.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Locust St.-Elk Grove Blvd Alley/Derr St. Water Main	0	0	203	0	0	203
with inflation (3%)	0	0	215	0	0	215

*Expenditure breakdown: \$7,500 design, \$207,500 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	215
<b>Total</b>	<b>215</b>

**OPERATING COST IMPACTS**

The completion of this project is anticipated to decrease operating costs by replacing an old water main, service lines and tapping saddles that have reached their useful life and are at risks of developing leaks. Based on EGWD’s 2019 Water Loss Audit, the distribution system loses water at a rate of 13.2 CCF per 100 lineal feet of water main. At the current Tier 1 rate of \$1.92, it is estimated that the elimination of future leaks will result in an annual savings of \$230.

**USEFUL LIFE:** 125 years

<b>Project</b>	<b>Grove St. Water Main</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	2
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

This project installs approximately 1,180 lineal feet of 8” C900 PVC water main in Grove Street.

**JUSTIFICATION**

Grove Street is currently served by a 4” water main installed in 1960. EGWD standard construction specifications specify minimum size of water mains to be 8” diameter. Also, the lots on Grove Street are served by 3/4” service lines. This project installs an 8” water main in Grove Street to current EGWD standards and replaces the 3/4” service lines on Grove Street with 1” service lines.

**PROJECT LOCATION**

The project is located on Grove Street.



**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 22/23 and construction is scheduled to occur in FY 23/24.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Grove St. Water Main	0	0	281	0	0	281
with inflation (3%)	0	0	298	0	0	298

*Expenditure breakdown: \$7,500 design, \$290,500 construction*

**FUNDING SOURCES**

(in thousands \$)

**USER FEES**

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	298
<b>Total</b>	<b>298</b>

**OPERATING COST IMPACTS**

The completion of this project is anticipated to decrease operating costs by replacing an old water main, service lines and tapping saddles that have reached their useful life and are at risks of developing leaks. Based on EGWD’s 2019 Water Loss Audit, the distribution system loses water at a rate of 13.2 CCF per 100 lineal feet of water main. At the current Tier 1 rate of \$1.92, it is estimated that the elimination of future leaks will result in an annual savings of \$300.

**USEFUL LIFE:** 125 years



<b>Project</b>	<b>Backyard Water Mains/ Services Replacements</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	2
<b>Project No.</b>	505



**PROJECT DESCRIPTION**

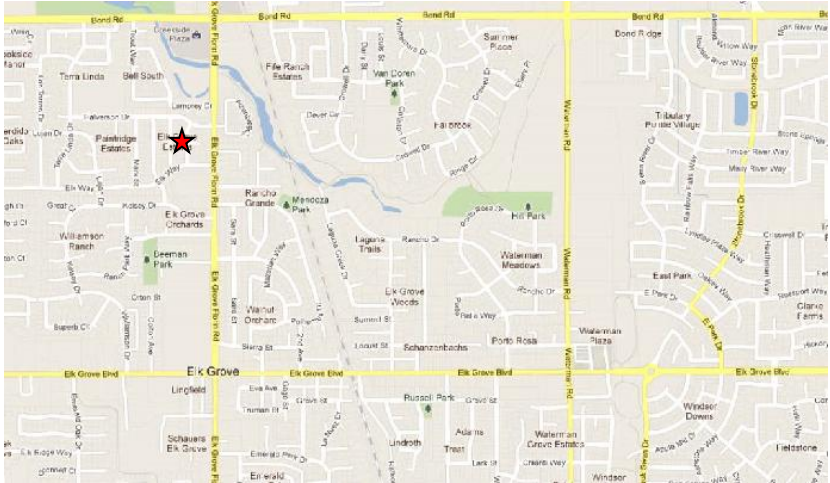
This project replaces existing 4” water mains with larger diameter water mains and relocates the mains from backyard public utilities easements to rights-of-ways in the streets. Water services will be moved from the backyards to the front sides of homes.

**JUSTIFICATION**

Some of the District’s older areas are served by 4” water mains located in backyard public utilities easements. EGWD standard construction specifications specify minimum size of water mains to be 8” diameter. This project will bring undersized water mains up to current EGWD standards and will place water mains on the front sides of properties for better access.

**PROJECT LOCATION**

Project locations include Elk Grove-Florin (Frontage), Sara Street, Durango Way, Mary Ellen Way, Mark Street, Emily Street, Barth Street, Amethyst Court, Garnet Court, Elk Way, Kelsey Drive, Sharkey Avenue, Fenton Court, and Skydome Court. Due to the many locations, the project locations are not shown.



★ Project Location

**SCHEDULE & STATUS**

Engineering is underway and ongoing. Construction is underway and ongoing. District crews and contract crews are currently installing this project. It is planned to also use contract labor to complete the project.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Backyard Water Mains/Services Replacements	1,500	0	0	0	0	1,500
with inflation (3%)	1,500	0	0	0	0	1,500

*Expenditure breakdown: \$10,000 design, \$1,490,000 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	1,500
<b>Total</b>	<b>1,500</b>

**OPERATING COST IMPACTS**

The completion of this project is anticipated to decrease operating costs by replacing an old water main, service lines and tapping saddles that have reached their useful life and are at risks of developing leaks. Based on EGWD’s 2019 Water Loss Audit, the distribution system loses water at a rate of 13.2 CCF per 100 lineal feet of water main. At the current Tier 1 rate of \$1.92, it is estimated that the elimination of future leaks will result in an annual savings of \$3,200.

**USEFUL LIFE:** 125 years





## SCHEDULE & STATUS

Construction for this project is scheduled to occur in FY 21/22.

## EXPENDITURE SCHEDULE

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Service Line Replacements (Pavement Repairs)	100	0	0	0	0	100
with inflation (3%)	100	0	0	0	0	100

*Expenditure breakdown: no design, 100% construction*

## FUNDING SOURCES

(in thousands \$)

### USER FEES

Capital Improvement Funds	
▪ Supply / Distribution Improvements	100
<b>Total</b>	<b>100</b>

## OPERATING COST IMPACTS

The completion of this project is anticipated to decrease operating costs by replacing old service lines and tapping saddles that have reached their useful life and are at risk of developing leaks. It is anticipated that the elimination of future leaks will result in an annual savings of \$25,000 over a 5-year period.

**USEFUL LIFE:** 25 years

<b>Project</b>	<b>Sierra Street Service Line Replacements</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	2
<b>Project No.</b>	200



**PROJECT DESCRIPTION**

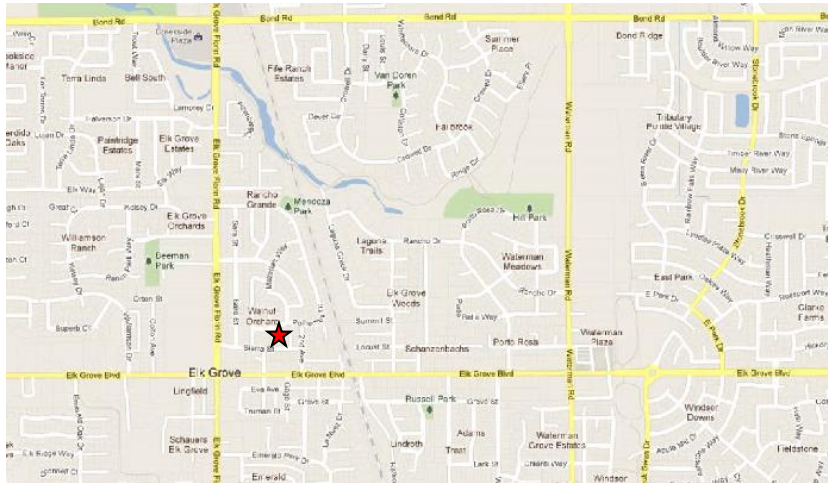
The City of Elk Grove prohibits for five (5) years excavations in streets on which the pavements has been newly overlaid. Therefore, the Elk Grove Water District was unable to replace the service lines along Sierra Street as part of the Service Line Replacements project that concluded in 2019. This project replaces services sharing a common single tap with separate 1” taps so that every water meter is fed individually by a 1” service.

**JUSTIFICATION**

This project will improve delivery of water to residences currently served by a common single tap.

**PROJECT LOCATION**

The project is located on Sierra Street in Service Area 1.



★ Project Location

**SCHEDULE & STATUS**

Construction of this project is scheduled to occur in FY 22/23.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Sierra St. Service Line Replacements	0	83	0	0	0	83
with inflation (3%)	0	85	0	0	0	85

*Expenditure breakdown: no design costs, 100% construction*

**FUNDING SOURCES**

(in thousands \$)

**USER FEES**

Capital Improvement Funds	
▪ Supply / Distribution Improvements	85
<b>Total</b>	<b>85</b>

**OPERATING COST IMPACTS**

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 25 years

<b>Project</b>	<b>Lark St. Water Main</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	3



**PROJECT DESCRIPTION**

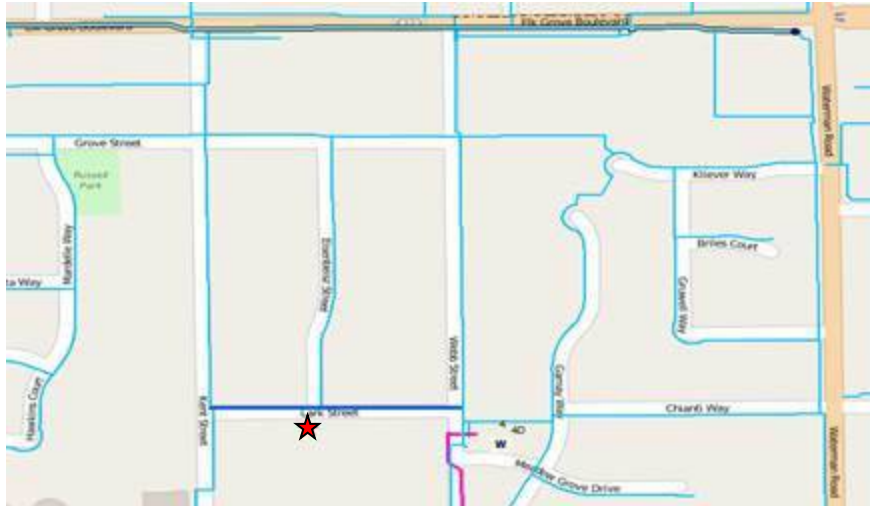
This project installs approximately 730 lineal feet of 8” C900 PVC water main in Lark Street and 250 lineal feet of 8” C900 PVC water main in Eisenbeisz Street.

**JUSTIFICATION**

Lark Street is currently served by a 6” water main installed in 1960 and a portion of Eisenbeisz Street is served by a 4” water main. The material of the Lark St. and Eisenbeisz Street water mains is asbestos-cement pipe (ACP). Repairs on the Lark St. water main in September 2015 revealed that the wall of the ACP is becoming soft from water absorption. Due to the deteriorating condition of the Lark Street pipe and the inadequate size of the Eisenbeisz Street pipe, the water mains will be replaced and brought up to current EGWD standard construction specifications. Six of the eighteen lots on Lark Street are served by 3/4” service lines. This project installs an 8” water main in Lark Street and a portion of Eisenbeisz Street and replaces the six (6) 3/4” service lines with 1” service lines.

**PROJECT LOCATION**

The project is located on Lark Street and Eisenbeisz Street.



- ★ Project Location
- Proposed Water Main
- Existing Water Main

**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 22/23 and construction is scheduled to occur in FY 23/24.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Lark St. Water Main	0	0	233	0	0	233
with inflation (3%)	0	0	247	0	0	247

*Expenditure breakdown: \$7,500 design, \$239,500 construction*

**FUNDING SOURCES**

(in thousands \$)

**USER FEES**

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	247
<b>Total</b>	<b>247</b>

**OPERATING COST IMPACTS**

The completion of this project is anticipated to decrease operating costs by replacing an old water main, service lines and tapping saddles that have reached their useful life and are at risks of developing leaks. Based on EGWD’s 2019 Water Loss Audit, the distribution system loses water at a rate of 13.2 CCF per 100 lineal feet of water main. At the current Tier 1 rate of \$1.92, it is estimated that the elimination of future leaks will result in an annual savings of \$250.

**USEFUL LIFE:** 125 years



<b>Project</b>	<b>2<sup>nd</sup> Ave. Water Main</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	3
<b>Project No.</b>	TBD



### PROJECT DESCRIPTION

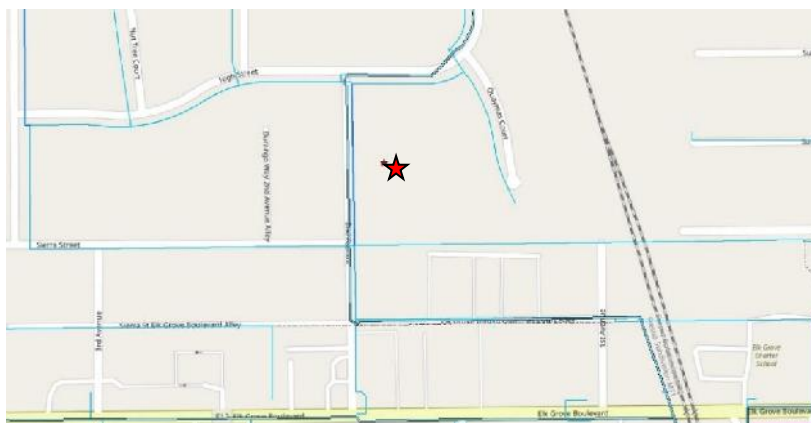
This project installs approximately 360 lineal feet of 8” C900 PVC water main in 2<sup>nd</sup> Avenue. Even though it is a priority 3 project, it is important to complete this project in FY 21/22 as the City plans to repave the street in FY 22/23. Once repaved, the City will impose a 3-year moratorium against trench work in the street.

### JUSTIFICATION

2<sup>nd</sup> Avenue is currently served by a 6” water main installed in 1965. The material of the water main is asbestos-cement pipe (ACP). When performing water service line replacement work on this water main in January 2019, crews discovered a broken 4” sanitary sewer lateral located 6” above the water main. There is a good possibility that all the sanitary sewer laterals on 2<sup>nd</sup> Avenue are located above EGWD’s water main. EGWD standard construction specifications require a minimum one foot (1’) vertical separation between the water main and the sanitary sewer lateral, with the water main located above the sewer lateral. EGWD will make every attempt to place the new water main above the sewer laterals. If it is not possible to place the water main above the sewer laterals due to lack of cover over the water main, then ductile iron pipe (pressure class 350) will be used for the water main instead of C900 PVC.

### PROJECT LOCATION

The project is located on 2<sup>nd</sup> Avenue.



- ★ Project Location
- Proposed Water Main
- Existing Water Main

**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 21/22 and construction is scheduled to occur in FY 21/22. EGWD is coordinating this project with the City to accommodate the City’s plans to repave 2<sup>nd</sup> Avenue after the water main is installed.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
2 <sup>nd</sup> Ave. Water Main	86	0	0	0	0	86
with inflation (3%)	86	0	0	0	0	86

*Expenditure breakdown: \$3,000 design, \$83,000 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	86
<b>Total</b>	<b>86</b>

**OPERATING COST IMPACTS**

The completion of this project is anticipated to decrease operating costs by replacing an old water main, service lines and tapping saddles that have reached their useful life and are at risks of developing leaks. Based on EGWD’s 2019 Water Loss Audit, the distribution system loses water at a rate of 13.2 CCF per 100 lineal feet of water main. At the current Tier 1 rate of \$1.92, it is estimated that the elimination of future leaks will result in an annual savings of \$80.

**USEFUL LIFE:** 125 years



<b>Project</b>	<b>Kilkenny Ct. Water Main</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	3
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

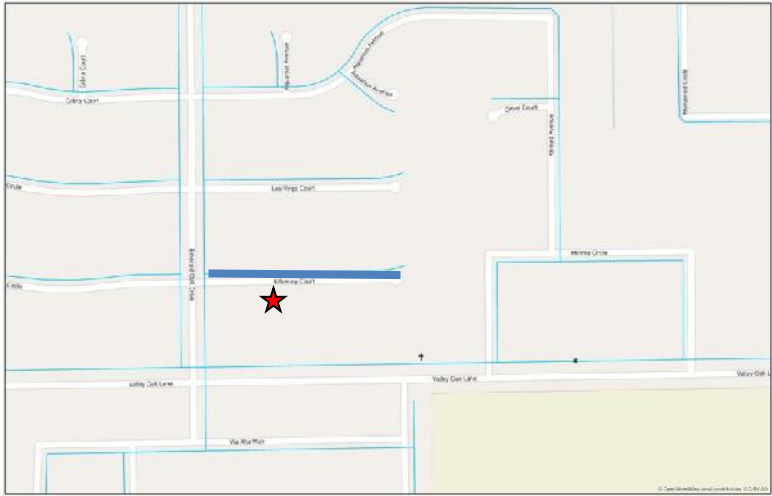
This project installs approximately 575 lineal feet of 8” C900 PVC water main in Kilkenny Court.

**JUSTIFICATION**

Kilkenny Court is currently served by a 6” water main installed in 1980. The material of the water main is asbestos-cement pipe (ACP). Repairs on this water main in December 2016 revealed that the wall of the ACP is becoming soft from water absorption. Due to the deteriorating condition of the pipe, it is time to replace this water main and bring it up to current EGWD standard construction specifications. EGWD standard construction specifications require a minimum pipe diameter of 8”, and pipe material of either PVC or ductile iron.

**PROJECT LOCATION**

The project is located on Kilkenny Court.



- ★ Project Location
- Proposed Water Main
- Existing Water Main

**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 24/25 and construction is scheduled to occur in FY 25/26.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Kilkenny Water Main	0	0	0	0	137	137
with inflation (3%)	0	0	0	0	154	154

*Expenditure breakdown: \$3,000 design, \$151,000 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	154
<b>Total</b>	<b>154</b>

**OPERATING COST IMPACTS**

The completion of this project is anticipated to decrease operating costs by replacing an old water main, service lines and tapping saddles that have reached their useful life and are at risks of developing leaks. Based on EGWD’s 2019 Water Loss Audit, the distribution system loses water at a rate of 13.2 CCF per 100 lineal feet of water main. At the current Tier 1 rate of \$1.92, it is estimated that the elimination of future leaks will result in an annual savings of \$150.

**USEFUL LIFE:** 125 years

<b>Project</b>	<b>Leo Virgo Ct. Water Main</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	3
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

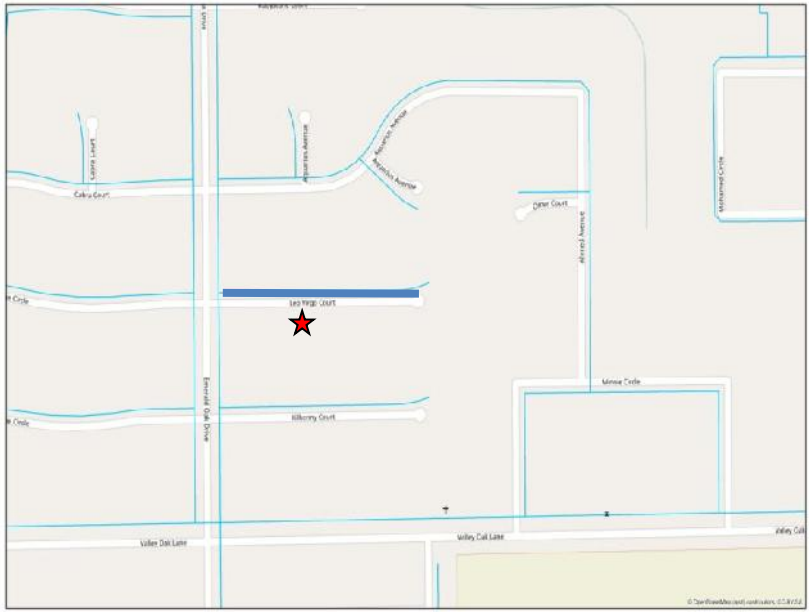
This project installs approximately 575 lineal feet of 8” C900 PVC water main in Leo Virgo Court.

**JUSTIFICATION**

Leo Virgo Court is currently served by a 6” water main installed in 1980. The material of the water main is asbestos-cement pipe (ACP). Repairs on this water main in July 2016 revealed that the wall of the ACP is becoming soft from water absorption. Due to the deteriorating condition of the pipe, it is time to replace this water main and bring it up to current EGWD standard construction specifications. EGWD standard construction specifications require a minimum pipe diameter of 8”, and pipe material of either PVC or ductile iron.

**PROJECT LOCATION**

The project is located on Leo Virgo Court.



- ★ Project Location
- Proposed Water Main
- Existing Water Main

**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 24/25 and construction is scheduled to occur in FY 25/26.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Leo Virgo Ct. Water Main	0	0	0	0	137	137
with inflation (3%)	0	0	0	0	154	154

*Expenditure breakdown: \$4,000 design, \$150,000 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	154
<b>Total</b>	<b>154</b>

**OPERATING COST IMPACTS**

The completion of this project is anticipated to decrease operating costs by replacing an old water main, service lines and tapping saddles that have reached their useful life and are at risks of developing leaks. Based on EGWD’s 2019 Water Loss Audit, the distribution system loses water at a rate of 13.2 CCF per 100 lineal feet of water main. At the current Tier 1 rate of \$1.92, it is estimated that the elimination of future leaks will result in an annual savings of \$150.

**USEFUL LIFE:** 125 years

<b>Project</b>	<b>Plaza Park Dr. Water Main</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	3
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

This project installs approximately 2,000 lineal feet of 8” C900 PVC water main in Plaza Park Drive.

**JUSTIFICATION**

Plaza Park Drive is currently served by a 6” water main installed in 1975. The material of the water main is asbestos-cement pipe (ACP). When performing water service line replacement work on this water main in October 2018, crews discovered that the wall of the ACP is becoming soft from water absorption. Due to the deteriorating condition of the pipe, it is time to replace this water main and bring it up to current EGWD standard construction specifications. EGWD standard construction specifications require a minimum pipe diameter of 8”, and pipe material of either PVC or ductile iron.

**PROJECT LOCATION**

The project is located on Plaza Park Drive.



- ★ Project Location
- Proposed Water Main
- Existing Water Main

**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 23/24 and construction is scheduled to occur in FY 24/25.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Plaza Park Dr. Water Main	0	0	0	476	0	476
with inflation (3%)	0	0	0	520	0	520

*Expenditure breakdown: \$6,000 design, \$514,000 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	520
<b>Total</b>	<b>520</b>

**OPERATING COST IMPACTS**

The completion of this project is anticipated to decrease operating costs by replacing an old water main, service lines and tapping saddles that have reached their useful life and are at risks of developing leaks. Based on EGWD’s 2019 Water Loss Audit, the distribution system loses water at a rate of 13.2 CCF per 100 lineal feet of water main. At the current Tier 1 rate of \$1.92, it is estimated that the elimination of future leaks will result in an annual savings of \$510.

**USEFUL LIFE:** 125 years

<b>Project</b>	<b>Durango Wy. Water Main</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	3
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

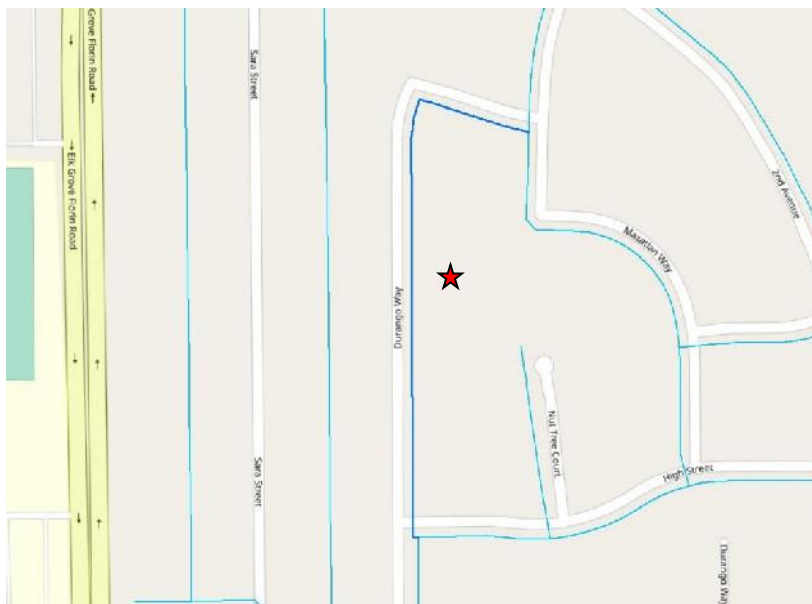
This project installs approximately 965 lineal feet of 8” C900 PVC water main in Durango Way.

**JUSTIFICATION**

Durango Way is currently served by a 6” water main installed in 1975. The material of the water main is asbestos-cement pipe (ACP). When performing water service line replacement work on this water main in August 2018, crews discovered that the wall of the ACP is becoming soft from water absorption. Due to the deteriorating condition of the pipe, it is time to replace this water main and bring it up to current EGWD standard construction specifications. EGWD standard construction specifications require a minimum pipe diameter of 8”, and pipe material of either PVC or ductile iron.

**PROJECT LOCATION**

The project is located on Durango Way.



- ★ Project Location
- Proposed Water Main
- Existing Water Main

**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 23/24 and construction is scheduled to occur in FY 24/25.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Durango Wy. Water Main	0	0	0	230	0	230
with inflation (3%)	0	0	0	251	0	251

*Expenditure breakdown: \$4,000 design, \$247,000 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	251
<b>Total</b>	<b>251</b>

**OPERATING COST IMPACTS**

The completion of this project is anticipated to decrease operating costs by replacing an old water main, service lines and tapping saddles that have reached their useful life and are at risks of developing leaks. Based on EGWD’s 2019 Water Loss Audit, the distribution system loses water at a rate of 13.2 CCF per 100 lineal feet of water main. At the current Tier 1 rate of \$1.92, it is estimated that the elimination of future leaks will result in an annual savings of \$250.

**USEFUL LIFE:** 125 years



<b>Project</b>	<b>Railroad Corridor Water Line</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	4
<b>Project No.</b>	210



**PROJECT DESCRIPTION**

This project connects the recently completed Railroad Corridor transmission main to two (2) additional points of connection (POC) of the District’s water distribution system. These POCs are located along Falcon Meadow Dr.

**JUSTIFICATION**

This project will improve the delivery of water in the District’s water distribution system in the southwestern portion of Service Area 1.

**PROJECT LOCATION**

The project is located in the corridor along the west side of the Southern Pacific Railroad tracks, in the vicinity of Falcon Meadow Dr.



★ Project Location

**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 24/25 and construction is scheduled to occur in FY 25/26.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Railroad Corridor Water Line	0	0	0	0	125	125
with inflation (3%)	0	0	0	0	141	141

*Expenditure breakdown: \$20,000 design, \$121,000 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Improvement Funds	
▪ Supply / Distribution Improvements	141
<b>Total</b>	<b>141</b>

**OPERATING COST IMPACTS**

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 125 years

<b>Project</b>	<b>Cadura Circle Water Main Looping</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	4
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

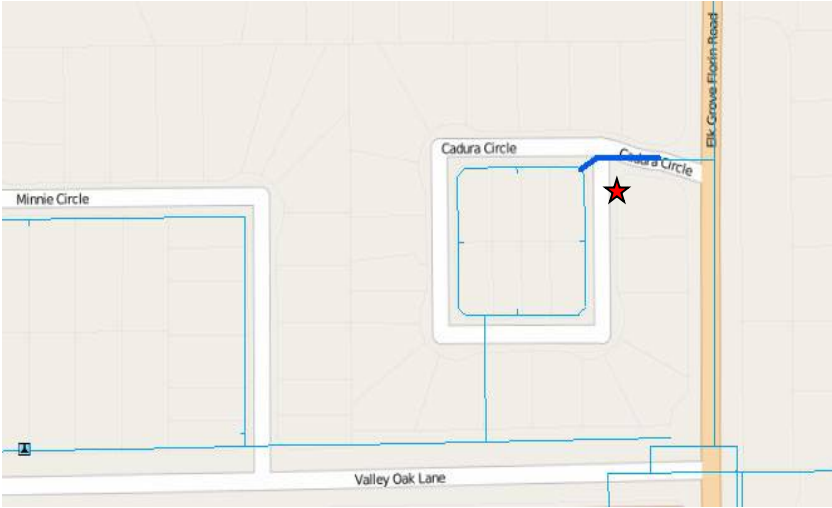
This project installs approximately 130 lineal feet of 8” C900 PVC water main to provide a water main loop so that Cadura Circle is fed by two (2) water mains.

**JUSTIFICATION**

Cadura Circle is presently served by an 8” water main off of Valley Oak Lane. An 8” water main stub for future connection already exists off of Elk Grove-Florin Road. This project connects the existing 8” water stub off of Elk Grove-Florin Road to Cadura Circle to enhance water system performance and water quality.

**PROJECT LOCATION**

The project is located on Cadura Circle.



- ★ Project Location
- Proposed Water Main
- Existing Water Main

**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 24/25 and construction is scheduled to occur in FY 25/26.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Cadura Circle Water Main Looping	0	0	0	0	31	31
with inflation (3%)	0	0	0	0	35	35

*Expenditure breakdown: \$5,000 design, \$30,000 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Improvement Funds	
▪ Supply / Distribution Improvements	35
<b>Total</b>	<b>35</b>

**OPERATING COST IMPACTS**

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 125 years

<b>Project</b>	<b>Aizenberg Cir. Water Main Looping</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	4
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

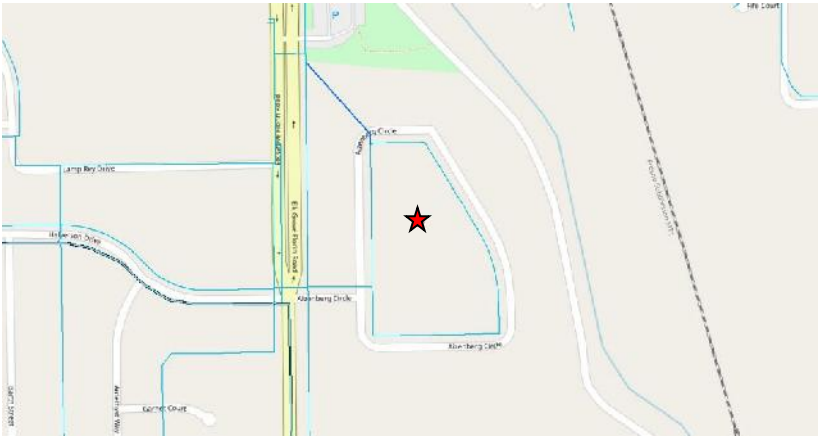
This project provides a second point of connection to a distribution water main that supplies water to seventy-six (76) single-family residences.

**JUSTIFICATION**

Seventy-six (76) single-family residences are located on Aizenberg Circle. EGWD currently serves water to these residences through an 8” water main in Aizenberg Circle. The 8” water main is connected through only one point-of-connection to another 8” water main in Elk Grove-Florin Road. Industry best practice is to provide two points-of-connection when serving water to greater than twenty-five (25) single-family residences. Two points-of-connection allow water service to continue to a large number of residences in the event the other point-of-connection is compromised. This project will require approximately 270 lineal feet of 8” C900 PVC water main and the granting of an easement along the property line of 9326 Aizenberg Circle and 9328 Aizenberg Circle.

**PROJECT LOCATION**

The project is located on Aizenberg Circle.



**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 24/25 and construction is scheduled to occur in FY 25/26.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Aizenberg Cir. Water Main Looping	0	0	0	0	72	72
with inflation (3%)	0	0	0	0	81	81

*Expenditure breakdown: \$4,000 design, \$77,000 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Improvement Funds	
▪ Supply / Distribution Improvements	81
<b>Total</b>	<b>81</b>

**OPERATING COST IMPACTS**

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 125 years

<b>Project</b>	<b>Elk Grove Shopping Center Water Main</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	4
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

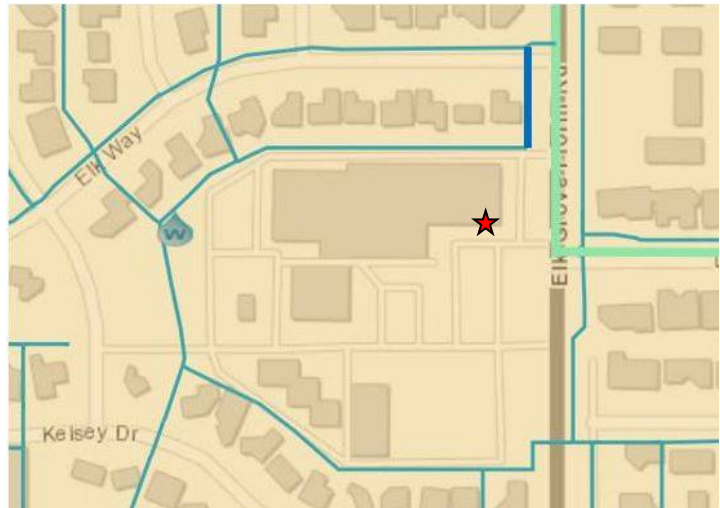
This project installs approximately 175 lineal feet of 8” C900 PVC water main in Elk Grove Florin Blvd to connect the Elk Grove Shopping Center water main to the Elk Way water main.

**JUSTIFICATION**

The abandonment of old backyard water mains as a result of the Backyard Water Mains Replacement project results in the elimination of a looped water main at the Elk Grove Shopping Center. This project provides returns the water main in the shopping center to looped service.

**PROJECT LOCATION**

The project is located on Elk Grove Florin Blvd.



- ★ Project Location
- Proposed Water Main
- Existing Water Main
- Existing Transmission Main

**SCHEDULE & STATUS**

Engineering is scheduled to occur in FY 24/25 and construction is scheduled to occur in FY 25/26.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Elk Grove Shopping Center Water Main	0	0	0	0	44	44
with inflation (3%)	0	0	0	0	50	50

*Expenditure breakdown: \$2,500 design, \$47,500 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	50
<b>Total</b>	<b>50</b>

**OPERATING COST IMPACTS**

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 125 years



<b>Project</b>	<b>Transmission Main Brinkman Ct. (Cost Share)</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Supply / Distribution Improvements
<b>Priority</b>	4
<b>Project No.</b>	TBD



### PROJECT DESCRIPTION

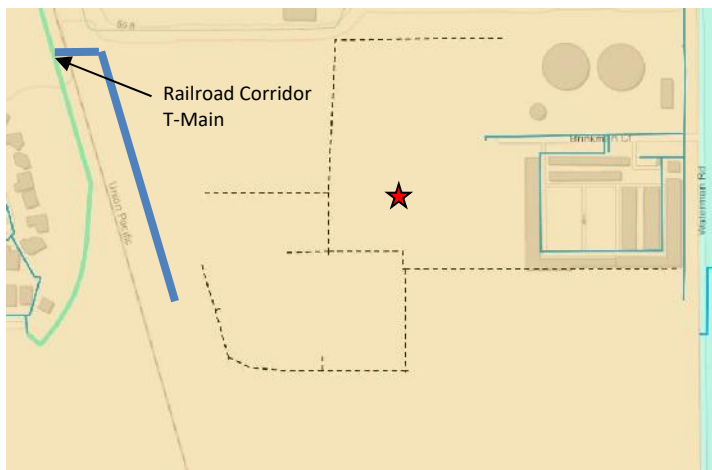
This is a cost-share project where Elk Grove Water District would reimburse developers the incremental cost to upsize approximately 1,001 lineal feet of 12” water main to a 16” transmission main serving planned projects along Brinkman Ct. and Waterman Rd. The transmission main would connect to the Elk Grove Water District’s existing Railroad Corridor Transmission Main.

### JUSTIFICATION

Two (2) major projects are planned along Brinkman Ct. and Waterman Rd. One project is for a large logistics center planned by Buzz Oates. The other project is for an industrial facility planned by Vulcan Materials. Water modeling has shown that a 12” water main will meet required fire flows. However, in order to support continued development, the Elk Grove Water District wants to upsize the water main to a 16” transmission main.

### PROJECT LOCATION

The project is located along the Railroad corridor.



- ★ Project Location
- Proposed Transmission Main
- Existing Transmission Main

**SCHEDULE & STATUS**

Based on information from the developer, the District’s cost share exposure is planned for FY 21/22.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Transmission Main Brinkman Ct. (Cost Share)	42	0	0	0	0	42
with inflation (3%)	42	0	0	0	0	42

*Expenditure breakdown: 100% cost share*

**FUNDING SOURCES**

(in thousands \$)

CONNECTION FEES

Capital Repair/Replacement Funds	
▪ Supply / Distribution Improvements	42
<b>Total</b>	<b>42</b>

**OPERATING COST IMPACTS**

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 125 years

<b>Project</b>	<b>PLC/MCC Bucket Replacement (Wells 4D &amp; 11D)</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Treatment Improvements
<b>Priority</b>	1
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

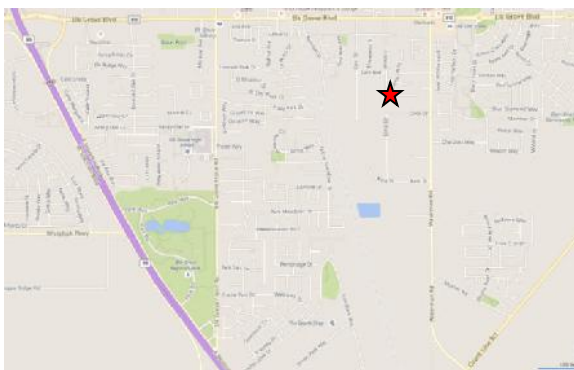
This project replaces the programmable logic controllers (PLC) at Well 4D and Well 11D and moves them into larger buckets in their respective motor control center (MCC) panels, improving maintenance accessibility and air flow to the PLCs.

**JUSTIFICATION**

The PLC is a critical piece of equipment that communicates with the Railroad Water Treatment Plant and activates when the well pump turns on. The PLC’s at Well 4D and Well 11D are fifteen years old and have met the end of their useful life as dictated by the District’s asset management program. The criticality of these devices demands that they are in good working order. Also, the PLCs are currently located in tight compartments referred to as buckets in their respective MCC panels. The cramped buckets make it difficult for Operators to perform maintenance on support components such as backup batteries. It is also critical for PLCs to stay below 140 degrees F, therefore, good air flow to keep the PLCs cool is important. The current tight spacing does not allow for good air flow. This project is justified as dictated by the asset management plan.

**PROJECT LOCATION**

The address for Well 4D is 9206 Meadow Grove Dr., Elk Grove, California. The assessor’s parcel number is APN 12504100610000.



★ Project Location

**SCHEDULE & STATUS**

Engineering and construction are scheduled for FY 21/22.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
PLC/MCC Bucket Replacement (Wells 4D & 11D)	50	0	0	0	0	50
with inflation (3%)	50	0	0	0	0	50

*Expenditure breakdown: design \$10,000, construction \$40,000*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Treatment Improvements	50
<b>Total</b>	<b>50</b>

**OPERATING COST IMPACTS**

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 15 years

<b>Project</b>	<b>Well 4D Radio Communications</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Treatment Improvements
<b>Priority</b>	1
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

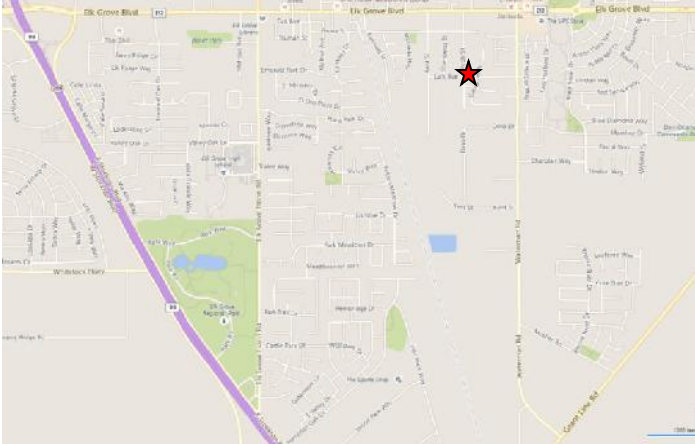
This project improves radios communications between Well 4D and the Railroad Water Treatment Plant.

**JUSTIFICATION**

Radio communications that control the start/stop operation of Well 4D have degraded over time between Well 4D and the Railroad Water Treatment Plant. Loss of communications with the Supervisory Control and Data Acquisition (SCADA) system are occurring 28% of the time at Well 4D. This is an unacceptable high rate and requires correction. Transmitting the Well 4D radio communications to a repeater at Well 11D, and then to the Railroad Water Treatment Plan is a possible solution to correct the problem that will be explored.

**PROJECT LOCATION**

The address for Well 4D is 9206 Meadow Grove Dr., Elk Grove, California. The assessor’s parcel number is APN 12504100610000.



★ Project Location

**SCHEDULE & STATUS**

Engineering and construction are scheduled for FY 21/22.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Well 4D Radio Antenna	35	0	0	0	0	35
with inflation (3%)	35	0	0	0	0	35

*Expenditure breakdown: \$5,000 engineering, \$30,000 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Improvement Funds	
▪ Treatment Improvements	35
<b>Total</b>	<b>35</b>

**OPERATING COST IMPACTS**

The completion of this project is anticipated to decrease operating costs by \$1,000 per year due to more efficient operations of Well 4D.

**USEFUL LIFE:** 20 years

<b>Project</b>	<b>Chlorine Analyzers Shallow Wells</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Treatment Improvements
<b>Priority</b>	2
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

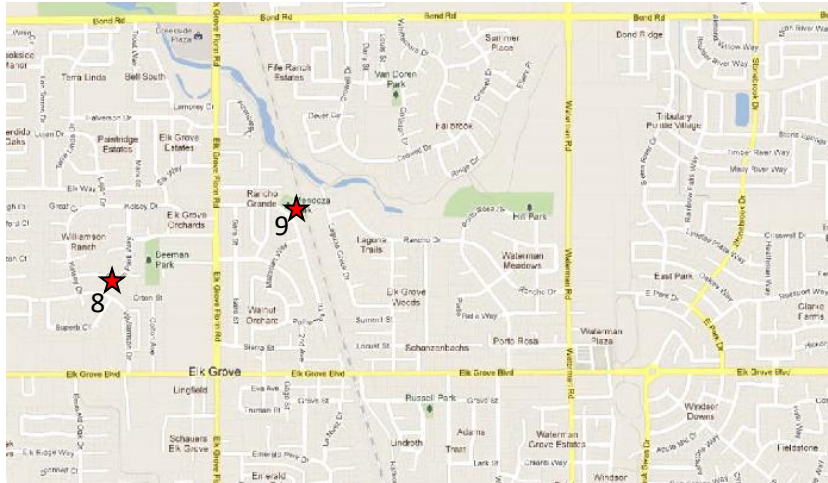
This project installs a chlorine analyzer at each of the two (2) shallow wells and connects the information to the District’s supervisory control and data acquisition (SCADA) system.

**JUSTIFICATION**

The shallow wells consist of Well 8 and Well 9. The shallow wells pump directly into the water distribution system. To disinfect the water, sodium hypochlorite is injected into the water stream at these two (2) well sites. On one occasion, the chlorine injection pump at Well 9 stopped working resulting in raw water being pumped into the distribution system. A chlorine analyzer at Well 9 would have alerted operations staff that chlorine residual had fallen to zero at that well site, and enabled staff to take more immediate corrective action.

**PROJECT LOCATION**

The address for Well 8 is 9457 Ranch Park Wy. and Well 9 is 9035 Polhemus Dr., Elk Grove, California. The assessor’s parcel numbers are APN 12504100610000 and APN 12502010160000, respectively.



★ Project Location



## SCHEDULE & STATUS

Engineering and construction are scheduled for FY 21/22.

## EXPENDITURE SCHEDULE

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Chlorine Analyzers Shallow Wells	70	0	0	0	0	70
with inflation (3%)	70	0	0	0	0	70

*Expenditure breakdown: \$10,000 design, \$60,000 construction*

## FUNDING SOURCES

(in thousands \$)

### USER FEES

Capital Improvement Funds	
▪ Treatment Improvements	70
<b>Total</b>	<b>70</b>

## OPERATING COST IMPACTS

The completion of this project is not anticipated to increase or decrease operating costs as the project does not alter the existing facilities or modes of operation.

**USEFUL LIFE:** 10 years



<b>Project</b>	<b>Media Replacement – RRWTP Filter Vessels</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Treatment Improvements
<b>Priority</b>	2
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

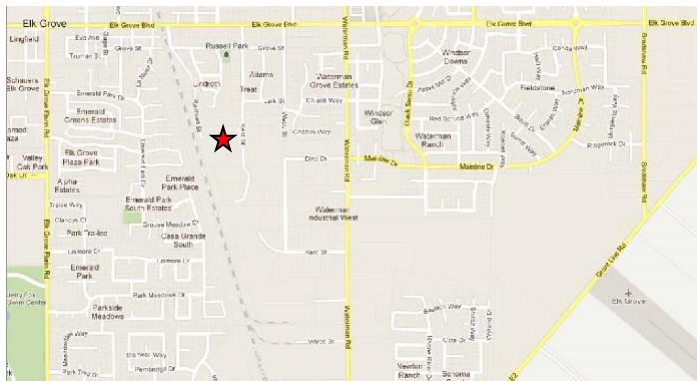
This project replaces the media in the filter vessels of Filter Train D at the Railroad Water Treatment Plant (RRWTP). Each filter train contains two (2) filter vessels, therefore, the total number of filter vessels for media replacement is two (2).

**JUSTIFICATION**

Filter media used in the filter vessels at the RRWTP is GreensandPlus. As part of the asset management plan, the District has assigned a useful life of 10 years to GreensandPlus. The media in the filter vessels of Filter Train D was installed in year 2012. This project is justified on the basis of the District’s proactive operational practices of preventative maintenance.

**PROJECT LOCATION**

The address for the RRWTP is 9175 Railroad Street, Elk Grove, California. The assessor’s parcel number is APN 13400500810000.



★ Project Location

**SCHEDULE & STATUS**

Construction is scheduled for FY 22/23.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Media Replacement – RRWTP Filter Vessels	0	57	0	0	0	57
with inflation (3%)	0	60	0	0	0	60

*Expenditure breakdown: no design, 100% construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Treatment Improvements	60
<b>Total</b>	<b>60</b>

**OPERATING COST IMPACTS**

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 10 years

<b>Project</b>	<b>Media Replacement – HVWTP Filter Vessels</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Treatment Improvements
<b>Priority</b>	2
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

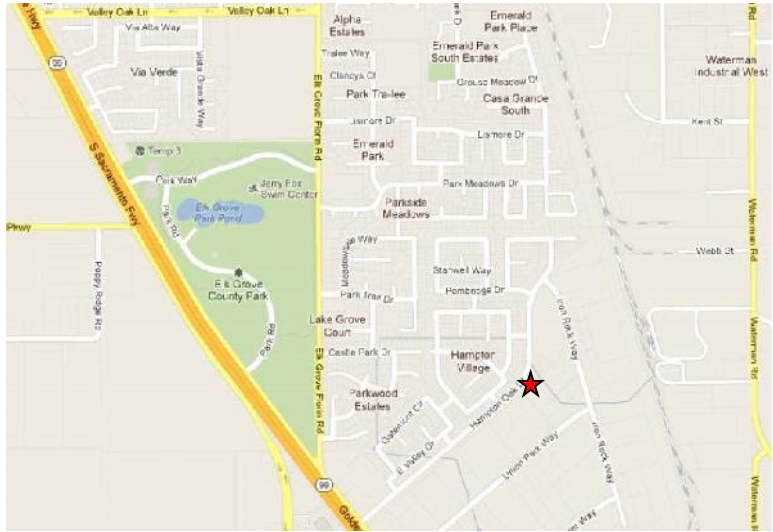
This project replaces the media in the three (3) vertical filter vessels at the Hampton Village Water Treatment Plant (HVWTP).

**JUSTIFICATION**

Filter media used in the filter vessels at the HVWTP is GreensandPlus. As part of the asset management plan, the District has assigned a useful life of 10 years to GreensandPlus. The media in the filter vessels at HVWTP was installed in year 2015. This project is justified on the basis of the District’s proactive operational practices of preventative maintenance.

**PROJECT LOCATION**

The address for the HVWTP is 10113 Hampton Oak Dr., Elk Grove, California. The assessor’s parcel number is APN 13407100390000.



★ Project Location

**SCHEDULE & STATUS**

Construction is scheduled for FY 24/25.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Media Replacement – HVWTP Filter Vessels	0	0	0	53	0	53
with inflation (3%)	0	0	0	60	0	60

*Expenditure breakdown: no design, 100% construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Treatment Improvements	60
<b>Total</b>	<b>60</b>

**OPERATING COST IMPACTS**

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 10 years

<b>Project</b>	<b>PLC – RRWTP Main &amp; Filter Panel</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Treatment Improvements
<b>Priority</b>	2
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

This project replaces the programmable logic controllers (PLC) in the main panel and filter panel at the Railroad Water Treatment Plant (RRWTP).

**JUSTIFICATION**

The PLCs at the RRWTP are critical pieces of equipment that control the automation of the RRWTP. The PLC’s at the RRWTP will be over fifteen years old and have met the end of their useful life as dictated by the District’s asset management program. The criticality of these devices demands that they are in good working order. This project is justified as dictated by the asset management plan.

**PROJECT LOCATION**

The address for the RRWTP is 9175 Railroad Street, Elk Grove, California. The assessor’s parcel number is APN 13400500810000.



★ Project Location

**SCHEDULE & STATUS**

Engineering and construction are scheduled for FY 24/25.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
PLC – RRWTP Main & Filter Panel	0	0	0	53	0	53
with inflation (3%)	0	0	0	60	0	60

*Expenditure breakdown: design \$10,000, construction \$50,000*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Treatment Improvements	60
<b>Total</b>	<b>60</b>

**OPERATING COST IMPACTS**

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 15 years



<b>Project</b>	<b>ChlorTec Electrolytic Cells Replacement</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Treatment Improvements
<b>Priority</b>	2
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

This project replaces the ChlorTec electrolytic cells at the Railroad Water Treatment Plant (RRWTP).

**JUSTIFICATION**

The ChlorTec unit is an electrochlorination generator designed to produce a 0.8% solution of sodium hypochlorite from water, salt, and electricity. The ChlorTec unit at the RRWTP has two (2) electrolytic cells. The electrolytic cells have a useful life of around eight (8) years. The current cells were installed in year 2016, and are due for replacement in year 2024.

**PROJECT LOCATION**

The address for the RRWTP is 9175 Railroad Street, Elk Grove, California. The assessor’s parcel number is APN 13400500810000.



★ Project Location

**SCHEDULE & STATUS**

Construction is scheduled for FY 24/25.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
ChlorTec Electrolytic Cells Replacement	0	0	0	13	0	13
with inflation (3%)	0	0	0	15	0	15

*Expenditure breakdown: no design, 100% construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Treatment Improvements	15
<b>Total</b>	<b>15</b>

**OPERATING COST IMPACTS**

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 8 years



<b>Project</b>	<b>ChlorTec Controls &amp; Rectifier Replacement</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Treatment Improvements
<b>Priority</b>	2
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

This project replaces the ChlorTec controls and rectifier at the Railroad Water Treatment Plant (RRWTP).

**JUSTIFICATION**

The ChlorTec unit is an electrochlorination generator designed to produce a 0.8% solution of sodium hypochlorite from water, salt, and electricity. The generation process is controlled through a programmable logic control and other controls. Two (2) electrolytic cells which produce the sodium hypochlorite require direct current (DC) electricity from a rectifier. The controls and rectifier have a useful life of twenty (20) years. The controls and rectifier were installed in year 2005, and are due for replacement no later than year 2025.

**PROJECT LOCATION**

The address for the RRWTP is 9175 Railroad Street, Elk Grove, California. The assessor’s parcel number is APN 13400500810000.



★ Project Location

**SCHEDULE & STATUS**

Construction is scheduled for FY 23/24.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
ChlorTec Controls & Rectifier Replacement	0	0	64	0	0	64
with inflation (3%)	0	0	70	0	0	70

*Expenditure breakdown: no design, 100% construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Treatment Improvements	70
<b>Total</b>	<b>70</b>

**OPERATING COST IMPACTS**

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 20 years

<b>Project</b>	<b>Storage Tank Coating Repairs</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Treatment Improvements
<b>Priority</b>	2
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

This project performs spot repairs on the interior coating of 2-million-gallon Storage Tank No. 1 at the Railroad Water Treatment Facility (RRWTF).

**JUSTIFICATION**

Every three (3) years, the Elk Grove Water District (EGWD) performs inspections of the interior and exterior coatings of the two (2) large storage tanks at the RRWTF. In 2020, CSI Services dove and inspected Storage Tanks No. 1 and No. 2. The recommendation from those inspections is to perform spot repairs within the next 4 to 6 years on Storage Tank No. 1 to repair the rust that is developing at the center roof vent. The recommendation for Storage Tank No. 2 is to reinspect the tank interior in 3 years with the focus of the inspection being the condition of the surfaces on the underside of the roof.

**PROJECT LOCATION**

The address for the RRWTF is 9175 Railroad Street, Elk Grove, California. The assessor’s parcel number is APN 13400500810000.



★ Project Location

## SCHEDULE & STATUS

Construction is scheduled for FY 25/26.

## EXPENDITURE SCHEDULE

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Storage Tank Coating Repairs	0	0	0	0	18	18
with inflation (3%)	0	0	0	0	20	20

*Expenditure breakdown: \$20,000 construction*

## FUNDING SOURCES

(in thousands \$)

### USER FEES

Capital Repair/Replacement Funds	
▪ Treatment Improvements	20
<b>Total</b>	<b>20</b>

## OPERATING COST IMPACTS

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 10 years

<b>Project</b>	<b>Administration Building</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Building & Site Improvements/ Vehicles
<b>Priority</b>	1
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

This project makes tenant improvements to the Elk Grove Water District’s new administration building located at 9829 Waterman Rd.

**JUSTIFICATION**

The District’s current administration building no longer adequately serves the District’s administrative operations. The customer service lobby is inadequate and does not allow for more than one customer to conduct business with a customer service representative at a time. The administration building also does not have adequate conference rooms or a board meeting room. For employees to enter the building, employees must walk through the one conference room that also serves as the board meeting room. This restricted access for employees to the building causes constant interruptions to meetings being conducted in the conference room. Additionally, the building does not have an adequate space to conduct board meetings. There is insufficient room for the public to attend a board meeting, and inadequate facilities such as public restrooms. The administration building is being fully utilized by staff and there is no room available for expansion. The renovation of the 8,100 square-foot building the District recently purchased on a 3.32-acre parcel will provide the District with an administration building that will serve the District’s needs today and into the future.

**PROJECT LOCATION**

The address for the Administration Building is 9829 Waterman Road, Elk Grove, California. The assessor’s parcel number is APN 1340110123.



★ Project Location

## SCHEDULE & STATUS

Construction is scheduled for FY 21/22.

## EXPENDITURE SCHEDULE

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Administration Building	2,500	0	0	0	0	0
with inflation (3%)	2,500	0	0	0	0	0

*Expenditure breakdown: no design, 100% construction*

## FUNDING SOURCES

(in thousands \$)

### USER FEES

Capital Repair/Replacement Funds	
▪ Treatment Improvements	2,500
<b>Total</b>	<b>2,500</b>

## OPERATING COST IMPACTS

The completion of this project is not anticipated to increase or decrease operating costs as the project does not significantly alter the existing facilities or modes of operation.

**USEFUL LIFE:** 50 years



<b>Project</b>	<b>Fiber Optic Cable</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Building & Site Improvements/ Vehicles
<b>Priority</b>	1
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

This project installs approximately 3,000 linear feet of fiber optic cable between the Railroad Water Treatment Facility (RRWTF) and the District’s new Administration Building.

**JUSTIFICATION**

Work is underway to make tenant improvements to the District’s new Administration Building. The construction schedule has District staff moving into the new Administration Building by April-May 2022. Prior to moving into the building, the District must have a fiber optic cable installed and in service connecting the servers at the RRWTF to the computer systems in the new building. This is necessary so that staff in the Administration Building may conduct daily business.

**PROJECT LOCATION**

The proposed route of the fiber optic cable will use existing easements between the RRWTF and the new Administration Building along Webb St. and Dino Dr. alignments.



★ Project Location

## SCHEDULE & STATUS

Engineering and construction are scheduled for FY 21/22.

## EXPENDITURE SCHEDULE

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Fiber Optic Cable	300	0	0	0	0	300
with inflation (3%)	300	0	0	0	0	300

*Expenditure breakdown: 100% construction*

## FUNDING SOURCES

(in thousands \$)

### USER FEES

Capital Improvement Funds	
▪ Building & Site Improvements/Vehicles	300
<b>Total</b>	<b>300</b>

## OPERATING COST IMPACTS

The completion of this project is expected to decrease operating costs by \$36,000 per year based on savings achieved from not leasing fiber optic from Consolidated Communications.

**USEFUL LIFE:** 20 years



<b>Project</b>	<b>Compact Track Loader with Cold Planer</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Building & Site Improvements/ Vehicles
<b>Priority</b>	2
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

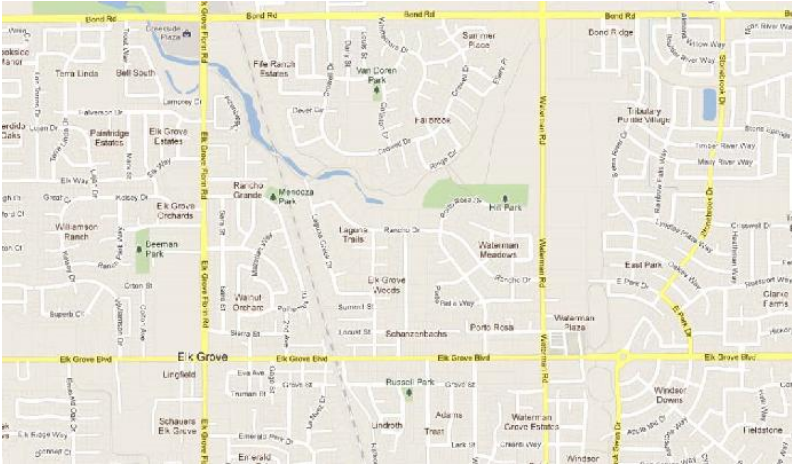
This project purchases a compact track loader with a 40”-wide cold planer to perform pavement grinding as part of pavement restoration.

**JUSTIFICATION**

Repairing leaks on water mains and services, and performing potholing to find existing underground utilities most often requires District crews to remove pavement on City streets. The City has rigid standards on how to restore the pavement after the pavement has been removed. The restoration process involves plugging the excavated area with hot-mix asphalt, grinding the pavement area 1-1/2” deep over and around the plug, and laying hot mix asphalt over the grind. The District currently owns an 18”-wide cold planer attached to a small compact loader. The 18”-wide cold planer is undersized and inadequate to efficiently perform the work. The existing small compact track loader is not heavy enough to equip it with a wider cold planer. The District is currently contracting pavement restoration work and it is quite expensive. The payout for purchasing this equipment is less than three (3) years, and it will improve the District’s reputation with its customers by restoring their streets to City standards at the end of the repair work, instead of leaving it for later.

**PROJECT LOCATION**

This piece of equipment is used in all areas of the Elk Grove Water District.



★ Project Location

## SCHEDULE & STATUS

This equipment is scheduled for purchase in FY 21/22.

## EXPENDITURE SCHEDULE

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Compact Track Loader and Cold Planer	105	0	0	0	0	105
with inflation (3%)	105	0	0	0	0	105

*Expenditure breakdown: 100% purchase*

## FUNDING SOURCES

(in thousands \$)

### USER FEES

Capital Improvement Funds	
▪ Building & Site Improvements/Vehicles	105
<b>Total</b>	<b>105</b>

## OPERATING COST IMPACTS

The purchase of this equipment is estimated to increase annual operating costs by \$500 to perform basic maintenance on the compact track loader.

**USEFUL LIFE:** 20 years

<b>Project</b>	<b>Backhoe Loader</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Building & Site Improvements/ Vehicles
<b>Priority</b>	2
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

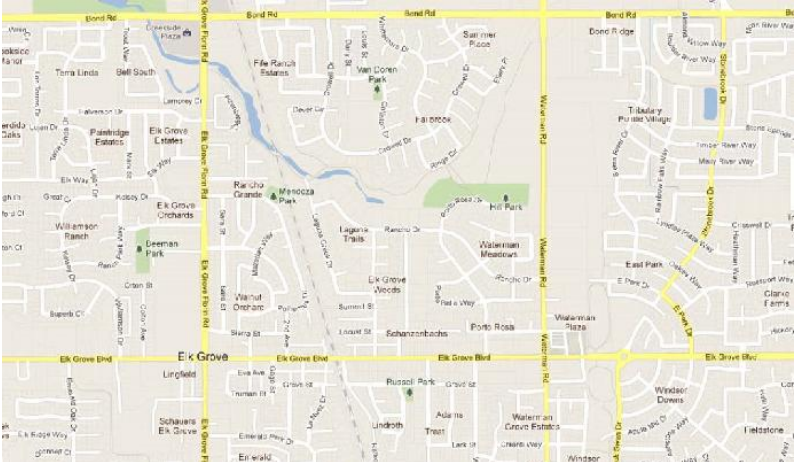
This project purchases an additional backhoe loader so that the District will have two (2) in its fleet.

**JUSTIFICATION**

The District currently has a 2006 Caterpillar model 420E backhoe loader in its fleet. This backhoe is primarily dedicated to the Utility crew for water main replacement projects. As a result, the Distribution crew must borrow the backhoe from the Utility crew when it needs to perform repair and maintenance work. Based on the average of water main and service line leaks for the past four years, the Distribution crew requires the backhoe for 154.7 hours per year to repair leaks. When the Distribution crew has the backhoe, the Utility crew loses production at an estimated 70% rate of time. This lost production time amounts to \$31,458 per year. In addition, for two (2) weeks out of the year, a backhoe must be rented at a cost of \$2,784 so the District’s backhoe may be serviced and/or repaired. Using these costs and a backhoe purchase price of \$160,000, the payback period on the purchase of the backhoe is 4.7 years. This is a reasonable payback period and the purchase of the backhoe is justified on this basis.

**PROJECT LOCATION**

This piece of equipment is used in all areas of the Elk Grove Water District.



★ Project Location

## SCHEDULE & STATUS

This equipment is scheduled for purchase in FY 22/23.

## EXPENDITURE SCHEDULE

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Backhoe Loader	0	155	0	0	0	155
with inflation (3%)	0	160	0	0	0	160

*Expenditure breakdown: 100% purchase*

## FUNDING SOURCES

(in thousands \$)

### USER FEES

Capital Improvement Funds	
▪ Building & Site Improvements/Vehicles	160
<b>Total</b>	<b>160</b>

## OPERATING COST IMPACTS

The purchase of this equipment is estimated to increase annual operating costs by \$500 to perform basic maintenance on the additional backhoe.

**USEFUL LIFE:** 20 years

<b>Project</b>	<b>Truck Replacements</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Building & Site Improvements/ Vehicles
<b>Priority</b>	3
<b>Project No.</b>	401



**PROJECT DESCRIPTION**

This project replaces aging work vehicles with new vehicles.

**JUSTIFICATION**

Because distances traveled by work trucks are relatively short within the EGWD boundary, the replacement of vehicles in the EGWD truck fleet is primarily predicated on wear and age, and not mileage. EGWD typically keeps trucks for 10 to 12 years. The following are trucks planned for replacement over the next five years.

FY 21/22

No truck purchases.

FY 22/23

Truck 410 – 2009 Ford F550 (28,145 Miles).....Replace w/Ford F650 w/crane and boxes - \$150K

FY 23/24

Truck 403 – 2007 Chevy Tahoe (47,413 Miles).....Replace w/SUV - \$45K

Truck 411 – 2009 Ford F250 Truck (79,479 Miles).....Replace w/Ford F350 (gas) - \$45K

Truck 406 – 2008 Ford Escape, Blue (38,363 Miles).....Replace w/SUV - \$30K

FY 24/25

Truck 404 – 2008 Ford Escape, Gray (82,555 Miles).....Replace w/SUV- \$30K

Truck 409 – 2009 Ford F650 Dump Truck (33,329 Miles).....Replace w/Ford F650 Dump Truck- \$100K

FY 25/26

Truck 412 – 2011 Ford F150 (27,756).....Replace w/Ford F150 - \$45K

Truck 405 – 2007 Ford F550 Dump Truck (26,386 Miles).....Replace w/Ford F650 Dump Truck - \$100K

**PROJECT LOCATION**

These work vehicles cover all areas of the Elk Grove Water District.

## SCHEDULE & STATUS

Refer to the Justification section above for vehicle replacement schedule.

## EXPENDITURE SCHEDULE

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Truck Replacements	0	146	113	119	129	507
with inflation (3%)	0	150	120	130	145	545

*Expenditure breakdown: no design, 100% purchase*

## FUNDING SOURCES

(in thousands \$)

### USER FEES

Capital Improvement Funds	
▪ Building & Site Improvements/Vehicles	545
<b>Total</b>	<b>545</b>

## OPERATING COST IMPACTS

It is anticipated that the purchase of the replacement trucks will decrease maintenance costs by \$2,500 per year by lowering the incidence of repairs needed to keep older trucks operational.

**USEFUL LIFE:** 10 years



<b>Project</b>	<b>Pavement Repair &amp; Seal Coat - RRWTP</b>
<b>Funding Type</b>	Capital Repair/Replacement Funds
<b>Program</b>	Building & Site Improvements/ Vehicles
<b>Priority</b>	3
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

This project makes repairs to the asphalt pavement of the Railroad Water Treatment Plant (RRWTP) by filling in cracks with an elastomer product and applying a seal coat to the entire pavement area.

**JUSTIFICATION**

The asphalt pavement in the RRWTP yard receives high traffic and heavy use. The pavement is in good condition; however, preventative maintenance is necessary to keep it in good condition. Regular maintenance at an interval of every three years is justified on this basis.

**PROJECT LOCATION**

The address for RRWTP is 9715 Railroad Street, Elk Grove, California. The assessor’s parcel number is APN 13400500810000.



★ Project Location

**SCHEDULE & STATUS**

Construction is scheduled for FY 21/22.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Pavement Repair & Seal Coat – RRWTP	25	0	0	0	0	25
with inflation (3%)	25	0	0	0	0	25

*Expenditure breakdown: no design, \$25,000 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Capital Repair/Replacement Funds	
▪ Building & Site Improvements/Vehicles	25
<b>Total</b>	<b>25</b>

**OPERATING COST IMPACTS**

The completion of this project is not anticipated to increase or decrease operating costs.

**USEFUL LIFE:** 3 years



<b>Project</b>	<b>Digital Data Collector &amp; GPS Rover</b>
<b>Funding Type</b>	Capital Improvement Funds
<b>Program</b>	Building & Site Improvements/ Vehicles
<b>Priority</b>	3
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

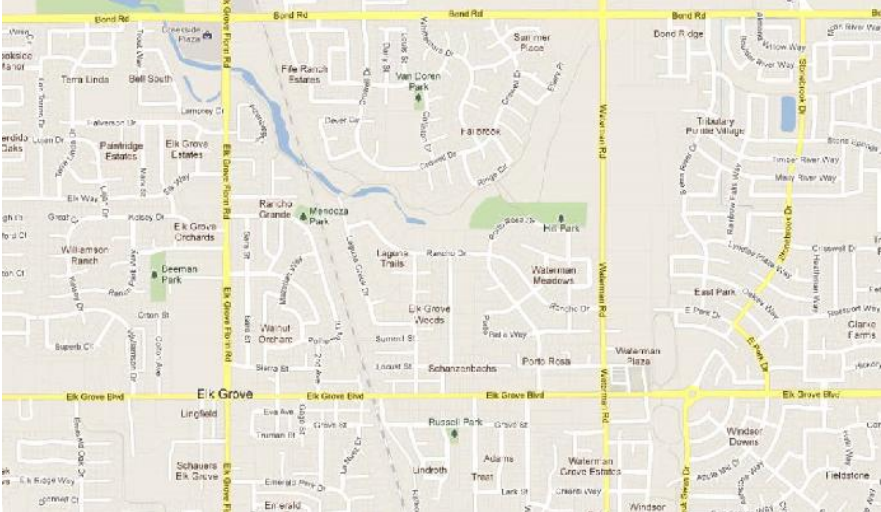
The digital data collector and GPS rover is new equipment to replace the District’s seven-year-old GPS data collector.

**JUSTIFICATION**

The digital data collector and GPS rover is equipment the Technical Services Department uses frequently to collect topographic data for the development of water main replacement improvement plans. The equipment is also used to accurately depict assets on the District’s geographic information system (GIS) base map. The existing data collector and GPS rover the District owns has difficulty recording survey data in locations covered by tree canopy. GPS technology has improved considerably and the proposed digital data collector and GPS rover will be able to record accurately survey data under these conditions. The District has many water main replacement projects that this equipment will be used to develop drawings, and is justified on this basis.

**PROJECT LOCATION**

The digital data collector and GPS rover will be used throughout the District.



★ Project Location

## SCHEDULE & STATUS

The equipment will be put to use immediately in FY 21/22.

## EXPENDITURE SCHEDULE

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Digital Data Collector & GPS Rover	23	0	0	0	0	23
with inflation (3%)	23	0	0	0	0	23

*Expenditure breakdown: \$23,000 all related to the equipment*

## FUNDING SOURCES

(in thousands \$)

### USER FEES

Capital Improvement Funds	
▪ Building & Site Improvements/Vehicles	23
<b>Total</b>	<b>23</b>

## OPERATING COST IMPACTS

The completion of this project is not anticipated to increase or decrease operating costs.

**USEFUL LIFE:** 7 years

<b>Project</b>	<b>Unforeseen Capital Projects</b>
<b>Funding Type</b>	Unforeseen Capital Projects Funds
<b>Program</b>	Unforeseen Capital Projects
<b>Priority</b>	N/A
<b>Project No.</b>	TBD



**PROJECT DESCRIPTION**

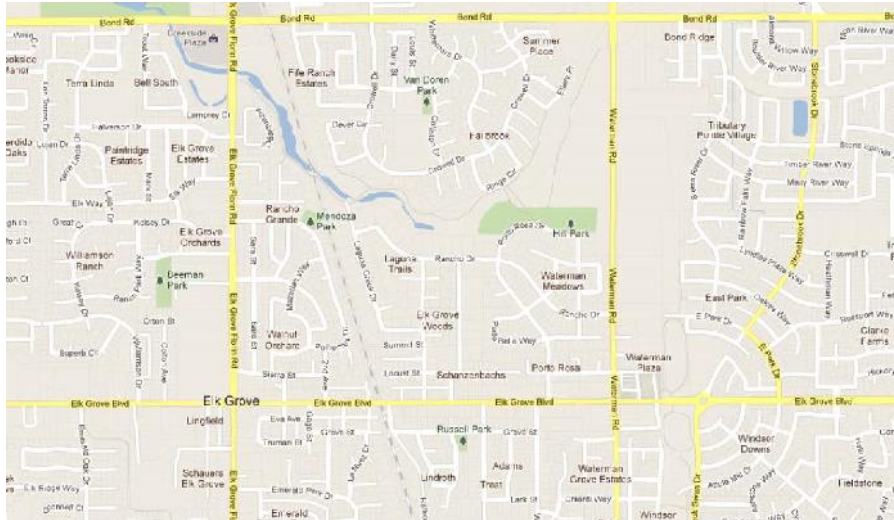
This project provides reserve funds for unforeseen future capital projects.

**JUSTIFICATION**

The purpose of the capital improvement program is to plan and fund capital projects in advance of the projects’ needed design and construction date. The unforeseen capital projects program provides the Elk Grove Water District with a safety net for funding future capital projects that are not included in the CIP planning process. In some cases, these unforeseen capital projects may be the result of emergencies that have occurred in the district.

**PROJECT LOCATION**

Project locations are unknown at this time and therefore not shown.



★ Project Location

**SCHEDULE & STATUS**

Engineering, design, and construction associated with the unforeseen capital projects program are unknown.

**EXPENDITURE SCHEDULE**

(in thousands \$)

Project	Planned Expenditures					Total
	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	
Unforeseen Capital Projects	100	100	100	100	100	500
no inflation used	100	100	100	100	100	500

*Expenditure breakdown: \$50,000 design, \$450,000 construction*

**FUNDING SOURCES**

(in thousands \$)

USER FEES

Unforeseen Capital Projects Funds	
▪ Unforeseen Capital Projects	500
<b>Total</b>	<b>500</b>

**OPERATING COST IMPACTS**

It is not known if the completion of projects associated with the unforeseen capital projects program will increase or decrease operating costs.

**USEFUL LIFE:** Unknown

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## APPENDIX A – PROJECT LIST BY PRIORITY

Priority	PROJECT NAME	Priority Score
1	Well 4D Radio Communications <i>pg. 52</i>	97
1	Well Rehabilitation Program <i>pg. 10</i>	91
1	Administration Building <i>pg. 68</i>	90
1	Fiber Optic Cable <i>pg. 70</i>	90
1	PLC/MCC Bucket Replacement (Wells 4D & 11D) <i>pg. 50</i>	82
2	Service Line Replacements (Pavement Repairs) <i>pg. 24</i>	79
3	2nd Ave. Water Main <i>pg. 30</i>	76
2	Storage Tank Coating Repairs <i>pg. 66</i>	75
2	Compact Track Loader with Cold Planer <i>pg. 72</i>	75
2	Backhoe Loader <i>pg. 74</i>	75
2	Backyard Water Mains/Services Replacement <i>pg. 22</i>	74
3	Kilkenny Ct. Water Main <i>pg. 32</i>	74
3	Leo Virgo Ct. Water Main <i>pg. 34</i>	74
3	Plaza Park Dr. Water Main <i>pg. 36</i>	74
3	Durango Wy. Water Main <i>pg. 38</i>	74
2	Truman St./Adams St. Water Main <i>pg. 12</i>	73
2	School/Locust/Summit Alley Water Main <i>pg. 14</i>	73
2	Elk Grove Blvd Grove St. Alley Water Main <i>pg. 16</i>	73
2	Locust St.-Elk Grove Blvd Alley/Derr St. Water Main <i>pg. 18</i>	73
2	Grove St. Water Main <i>pg. 20</i>	73
2	Sierra St. Service Line Replacements <i>pg. 26</i>	73
3	Lark St. Water Main <i>pg. 28</i>	73
2	Media Replacement - RRWTP Filter Vessels <i>pg. 56</i>	71
2	Media Replacement - HVWTP Filter Vessels <i>pg. 58</i>	71
2	PLC - RRWTP Main & Filter Panel <i>pg. 60</i>	71
2	ChlorTec Electrolytic Cells Replacement <i>pg. 62</i>	71
2	ChlorTec Controls & Rectifier Replacement <i>pg. 64</i>	71
2	Chlorine Analyzers Shallow Wells <i>pg. 54</i>	70
3	Truck Replacements <i>pg. 76</i>	69
3	Pavement Repair & Seal Coat - RRWTP <i>pg. 78</i>	61
3	Digital Data Collector & GPS Rover <i>pg. 80</i>	61
4	Railroad Corridor Water Line <i>pg. 40</i>	55
4	Cadura Circle Water Main Looping <i>pg. 42</i>	54
4	Aizenberg Cir. Water Main Looping <i>pg. 44</i>	54
4	Transmission Main Brinkman Ct. (Cost Share) <i>pg. 48</i>	50
4	Elk Grove Shopping Center Water Main <i>pg. 46</i>	40

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## APPENDIX B – CIP PRIORITY RANKING CRITERIA SCORE SHEETS

### ▪ **FY 2022-26 WATER SUPPLY / TREATMENT IMPROVEMENT PROJECTS**

- Well Rehabilitation Program
- Truman St./Adams St. Water Main
- School/Locust/Summit Alley Water Main
- Elk Grove Blvd/Grove St. Alley Water Main
- Locust St.-Elk Grove Blvd Alley/Derr St. Water Main
- Grove St. Water Main
- Backyard Water Mains/Services Replacement
- Service Line Replacements (Pavement Repairs)
- Sierra St. Service Line Replacements
- Lark St. Water Main
- 2<sup>nd</sup> Ave. Water Main
- Kilkenny Ct. Water Main
- Leo Virgo Ct. Water Main
- Plaza Park Dr. Water Main
- Durango Wy. Water Main
- Railroad Corridor Water Line
- Cadura Circle Water Main Looping
- Aizenberg Cir. Water Main
- Elk Grove Shopping Center Water Main
- Transmission Main Brinkman Ct. (Cost Share)
- PLC/MCC Bucket Replacement (Wells 4D & 11D)
- Well 4D Radio Communications
- Chlorine Analyzers Shallow Wells
- Media Replacement – RRWTP Filter Vessels
- Media Replacement – HVWTP Filter Vessels
- PLC – RRWTP Main & Filter Panel
- ChlorTec Electrolytic Cells Replacement
- ChlorTec Controls & Rectifier Replacement
- Storage Tank Coating Repairs

### ▪ **FY 2022-26 BUILDING & SITE IMPROVEMENT/VEHICLES PROJECTS**

- Administration Building
- Fiber Optic Cable
- Compact Track Loader with Cold Planer
- Backhoe Loader
- Truck Replacements
- Pavement Repair & Seal Coat – RRWTP
- Digital Data Collector & GPS Rover
- Unforeseen Capital Projects



**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 91**  
**RAW SCORE = 73**

Well Rehabilitation Program

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span>		68.25
	A	<input checked="" type="checkbox"/> <b>H+</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
C	<input type="checkbox"/> <b>I</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>		
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		2.50
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		1.88
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input type="checkbox"/>	Promotes water use efficiency	<input type="checkbox"/>	Promotes energy efficiency or incorporates energy efficient features
<input type="checkbox"/>	Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
<input type="checkbox"/>	Over 50% of project costs available from other agencies		
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.

## WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

Project Name Here **Well Rehabilitation Program**

PRIORITY SCORE =  
RAW SCORE = 100

	<p><b>Water Supply (E 2)</b> Impact = ; Probability = <span style="float: right;">75.00</span> &lt;-- Totals from</p> <p>Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure</p>																																										
<p><b>WATER SUPPLY OBJECTIVE</b> (75% of Raw Score)</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.</p>	<p><b>Criterion A: Protecting Existing Assets</b> Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="2"></th> <th colspan="3" style="text-align: center;">Probability</th> </tr> <tr> <th colspan="2"></th> <th style="text-align: center;">High</th> <th style="text-align: center;">Med.</th> <th style="text-align: center;">Low</th> </tr> </thead> <tbody> <tr> <th rowspan="3" style="writing-mode: vertical-rl; transform: rotate(180deg);">Impact</th> <th style="writing-mode: vertical-rl; transform: rotate(180deg);">High</th> <td style="text-align: center;"> <table border="1" style="border-collapse: collapse;"> <tr> <td style="text-align: center;">H+</td> <td style="text-align: center;">H-</td> <td style="text-align: center;">M+</td> </tr> <tr> <td style="text-align: center;">65</td> <td style="text-align: center;">42</td> <td style="text-align: center;">30</td> </tr> </table> </td> <td></td> <td></td> </tr> <tr> <th style="writing-mode: vertical-rl; transform: rotate(180deg);">Med.</th> <td style="text-align: center;"> <table border="1" style="border-collapse: collapse;"> <tr> <td style="text-align: center;">H-</td> <td style="text-align: center;">M+</td> <td style="text-align: center;">M-</td> </tr> <tr> <td style="text-align: center;">42</td> <td style="text-align: center;">30</td> <td style="text-align: center;">17</td> </tr> </table> </td> <td></td> <td></td> </tr> <tr> <th style="writing-mode: vertical-rl; transform: rotate(180deg);">Low</th> <td style="text-align: center;"> <table border="1" style="border-collapse: collapse;"> <tr> <td style="text-align: center;">M+</td> <td style="text-align: center;">M-</td> <td style="text-align: center;">L</td> </tr> <tr> <td style="text-align: center;">30</td> <td style="text-align: center;">17</td> <td style="text-align: center;">5.5</td> </tr> </table> </td> <td></td> <td></td> </tr> </tbody> </table>			Probability					High	Med.	Low	Impact	High	<table border="1" style="border-collapse: collapse;"> <tr> <td style="text-align: center;">H+</td> <td style="text-align: center;">H-</td> <td style="text-align: center;">M+</td> </tr> <tr> <td style="text-align: center;">65</td> <td style="text-align: center;">42</td> <td style="text-align: center;">30</td> </tr> </table>	H+	H-	M+	65	42	30			Med.	<table border="1" style="border-collapse: collapse;"> <tr> <td style="text-align: center;">H-</td> <td style="text-align: center;">M+</td> <td style="text-align: center;">M-</td> </tr> <tr> <td style="text-align: center;">42</td> <td style="text-align: center;">30</td> <td style="text-align: center;">17</td> </tr> </table>	H-	M+	M-	42	30	17			Low	<table border="1" style="border-collapse: collapse;"> <tr> <td style="text-align: center;">M+</td> <td style="text-align: center;">M-</td> <td style="text-align: center;">L</td> </tr> <tr> <td style="text-align: center;">30</td> <td style="text-align: center;">17</td> <td style="text-align: center;">5.5</td> </tr> </table>	M+	M-	L	30	17	5.5			<p><b>Definition:</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.</p> <p><b>Impact:</b>  <u>High</u> – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements. <i>Well rehabs important to maintain production and water quality compliant w/c DPH req't</i></p> <p><u>Medium</u> – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup</p> <p><u>Low</u> – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.</p> <p><b>Probability of impact occurring:</b>  <u>High</u> – Likely to almost certain 65% – 100% <i>Prod. &amp; water quality will decline w/o rehabs.</i></p> <p><u>Medium</u> – Possible 35% – 65%</p> <p><u>Low</u> – Unlikely or rare 0% – 35%</p>
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<p><b>Criterion C: Project Urgency</b> Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".</p> <p><b>Definition:</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.</p> <p><b>Project Urgency:</b>  <u>Immediate Need (I)</u> – Project is needed to meet current demands or regulations within the next three (3) years. <i>→</i></p> <p><u>Short-Term Need (S)</u> – Project is needed to meet demands or regulations within the next three to five (3 - 5) years.</p> <p><u>Long-Term Need (L)</u> – Project is needed to meet demands beyond the next five (5) years.</p> <p><input type="checkbox"/> <b>I</b> Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.</p>																																											

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 73**  
**RAW SCORE = 58**

Truman St./Adams St. Water Main

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span>		50.25
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
C	<input checked="" type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>		
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		2.50
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>Positive Interaction (E 4)</b> - Check all that apply			
<input checked="" type="checkbox"/>	With the Community	<input type="checkbox"/>	With other agencies
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		5.63
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input checked="" type="checkbox"/>	Promotes water use efficiency	<input checked="" type="checkbox"/>	Promotes energy efficiency or incorporates energy efficient features
<input type="checkbox"/>	Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here Truman St./Adams St. Water Main

	<p><b>Water Supply (E 2)</b> Impact = ; Probability = <span style="float: right;">75.00</span> &lt;-- Totals from</p> <p>Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure</p>																								
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<p><b>Criterion C: Project Urgency</b> Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".</p> <p><b>Definition:</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.</p> <p><b>Project Urgency:</b>  <u>Immediate Need (I)</u> – Project is needed to meet current demands or regulations within the next three (3) years.  <u>Short-Term Need (S)</u> – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←  <u>Long-Term Need (L)</u> – Project is needed to meet demands beyond the next five (5) years.</p> <p><input type="checkbox"/> I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.</p>																									

## FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

**PRIORITY SCORE = 73**  
**RAW SCORE = 58**

School/Locust/Summit Alley Water Main

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span> <span style="float: right; border: 1px solid black; padding: 2px;">50.25</span> A <input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b> B <input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b> C <input checked="" type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable <span style="float: right; border: 1px solid black; padding: 2px;">2.50</span> <input type="checkbox"/> Promotes Emergency Recovery <b>Positive Interaction (E 4)</b> - Check all that apply <input checked="" type="checkbox"/> With the Community <input type="checkbox"/> With other agencies
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable <span style="float: right; border: 1px solid black; padding: 2px;">5.63</span> <input checked="" type="checkbox"/> Promotes drinking water quality <b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply <input checked="" type="checkbox"/> Promotes water use efficiency <input checked="" type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features <input type="checkbox"/> Promotes groundwater basin management
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One <span style="float: right; border: 1px solid black; padding: 2px;">0.00</span> <input type="checkbox"/> Annual cost savings of more than \$50,000 <input type="checkbox"/> Annual cost savings of \$10,000 to \$50,000 <input type="checkbox"/> Annual cost savings of less than \$10,000 <b>Funding Available from Other Agencies</b> - Check One <input type="checkbox"/> Over 50% of project costs available from other agencies <input type="checkbox"/> 26% to 50% of project costs available from other agencies <input type="checkbox"/> Up to 25% of project costs available from other agencies

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **School/Locust/Summit Alley Water Main**

75.00 <-- Totals from

**Water Supply (E 2)**

Impact = ; Probability =

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	H- 42	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100% ←

**Medium** – Possible 35% – 65%

**Low** – Unlikely or rare 0% – 35%

H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers. ← Affects Service Area 1

**Low (L)** – Provides benefits for less than 10,000 customers.

H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

## FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

**PRIORITY SCORE = 73**  
**RAW SCORE = 58**

Elk Grove Blvd. Grove St. Alley Water Main

<b>PRIMARY OBJECTIVE</b> (75%)	<p><b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span> <span style="float: right;">50.25</span></p> <p>A <input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b></p> <p>B <input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b></p> <p>C <input checked="" type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b></p>
<b>SOCIAL FACTORS</b> (7.5%)	<p><b>Social Factor</b> - Check if applicable <span style="float: right;">2.50</span></p> <p><input type="checkbox"/> Promotes Emergency Recovery</p> <p><b>Positive Interaction (E 4)</b> - Check all that apply</p> <p><input checked="" type="checkbox"/> With the Community <span style="margin-left: 100px;"><input type="checkbox"/> With other agencies</span></p>
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<p><b>Water Quality (E 3.2)</b> - Check if applicable <span style="float: right;">5.63</span></p> <p><input checked="" type="checkbox"/> Promotes drinking water quality</p> <p><b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply</p> <p><input checked="" type="checkbox"/> Promotes water use efficiency <span style="margin-left: 100px;"><input checked="" type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features</span></p> <p><input type="checkbox"/> Promotes groundwater basin management</p>
<b>ECONOMIC FACTORS</b> (10%)	<p><b>Lifecycle costs are minimized</b> - Check One <span style="float: right;">0.00</span></p> <p><input type="checkbox"/> Annual cost savings of more than \$50,000</p> <p><input type="checkbox"/> Annual cost savings of \$10,000 to \$50,000</p> <p><input type="checkbox"/> Annual cost savings of less than \$10,000</p> <p><b>Funding Available from Other Agencies</b> - Check One</p> <p><input type="checkbox"/> Over 50% of project costs available from other agencies</p> <p><input type="checkbox"/> 26% to 50% of project costs available from other agencies</p> <p><input type="checkbox"/> Up to 25% of project costs available from other agencies</p>

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **Elk Grove Blvd. Grove St. Alley Water Main**

75.00 <-- Totals from

**Water Supply (E 2)**

Impact = ; Probability =

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	H- 42	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100% ←

**Medium** – Possible 35% – 65%

**Low** – Unlikely or rare 0% – 35%

H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers. ← Affects Service Area 1

**Low (L)** – Provides benefits for less than 10,000 customers.

H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.



**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 73**  
**RAW SCORE = 58**

Locust St.-Elk Grove Blvd. Alley/Derr St. Water Main

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span>		50.25
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
C	<input checked="" type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>		
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		2.50
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>Positive Interaction (E 4)</b> - Check all that apply			
<input checked="" type="checkbox"/>	With the Community	<input type="checkbox"/>	With other agencies
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		5.63
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input checked="" type="checkbox"/>	Promotes water use efficiency	<input checked="" type="checkbox"/>	Promotes energy efficiency or incorporates energy efficient features
<input type="checkbox"/>	Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
<input type="checkbox"/>	Over 50% of project costs available from other agencies		
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.

# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **Locust St.-Elk Grove Blvd. Alley/Derr St. Water Main**

	<b>Water Supply (E 2)</b>	Impact = ; Probability =	75.00	<-- Totals from																							
<p>Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure</p>																											
<b>Criterion A: Protecting Existing Assets</b>																											
<p>Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:</p>																											
<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="2"></th> <th colspan="3">Probability</th> </tr> <tr> <th colspan="2"></th> <th>High</th> <th>Med.</th> <th>Low</th> </tr> </thead> <tbody> <tr> <th rowspan="3" style="writing-mode: vertical-rl; transform: rotate(180deg);">Impact</th> <th>High</th> <td style="text-align: center;">H+ 55</td> <td style="text-align: center;">H- 42</td> <td style="text-align: center;">M+ 30</td> </tr> <tr> <th>Med.</th> <td style="text-align: center;">H- 42</td> <td style="text-align: center;">M+ 30</td> <td style="text-align: center;">M- 17</td> </tr> <tr> <th>Low</th> <td style="text-align: center;">M+ 30</td> <td style="text-align: center;">M- 17</td> <td style="text-align: center;">L 5.5</td> </tr> </tbody> </table>							Probability					High	Med.	Low	Impact	High	H+ 55	H- 42	M+ 30	Med.	H- 42	M+ 30	M- 17	Low	M+ 30	M- 17	L 5.5
		Probability																									
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<p><b>Definition:</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.</p> <p><b>Impact:</b>  <b>High</b> – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.  <b>Medium</b> – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup <i>4" mains are undersized for fire protection</i>  <b>Low</b> – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.</p> <p><b>Probability of impact occurring:</b>  <b>High</b> – Likely to almost certain 65% – 100% ←  <b>Medium</b> – Possible 35% – 65%  <b>Low</b> – Unlikely or rare 0% – 35%</p>																											
<p><input type="checkbox"/> H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.</p>																											
<b>Criterion B: Improving Existing Assets</b>																											
<p>Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".</p> <p><b>Definition:</b>  <b>Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure</b> [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].</p> <p><b>Effect of Project Impact:</b>  <b>High (H)</b> – Provides benefits for more than 30,000 customers.  <b>Medium (M)</b> – Provides benefits for 10,000 to 30,000 customers. ← <i>Affects Service Area 1</i>  <b>Low (L)</b> – Provides benefits for less than 10,000 customers.</p>																											
<p><input type="checkbox"/> H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.</p>																											
<b>Criterion C: Project Urgency</b>																											
<p>Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".</p> <p><b>Definition:</b>  <b>Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.</b></p> <p><b>Project Urgency:</b>  <b>Immediate Need (I)</b> – Project is needed to meet current demands or regulations within the next three (3) years.  <b>Short-Term Need (S)</b> – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←  <b>Long-Term Need (L)</b> – Project is needed to meet demands beyond the next five (5) years.</p>																											
<p><input type="checkbox"/> I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.</p>																											

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 73**  
**RAW SCORE = 58**

Grove St. Water Main

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span>		50.25
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
	C	<input checked="" type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>	
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		2.50
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		5.63
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
	<input checked="" type="checkbox"/>	Promotes water use efficiency	<input checked="" type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **Grove St. Water Main**

	<b>Water Supply (E 2)</b>	Impact =	Probability =	75.00	<-- Totals fro
	<p>Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure</p>				
	<p><b>Criterion A: Protecting Existing Assets</b> Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:</p>				
		Probability			
		High	Med.	Low	
WATER SUPPLY OBJECTIVE (75% of Raw Score)  This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.	High	H+ 55	H- 42	M+ 30	<p><b>Definition:</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.</p> <p><b>Impact:</b> <u>High</u> – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.</p> <p><u>Medium</u> – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, <u>but will be operating at a higher level of risk</u>, potentially relying on manual operation or an existing backup <i>4" mains are undersized for fire protection</i></p> <p><u>Low</u> – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.</p> <p><b>Probability of impact occurring:</b> <u>High</u> – Likely to almost certain 65% – 100% ← <u>Medium</u> – Possible 35% – 65% <u>Low</u> – Unlikely or rare 0% – 35%</p>
	Med.	H- 42	M+ 30	M- 17	
	Low	M+ 30	M- 17	L 5.5	
	<p><input checked="" type="checkbox"/> H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.</p>				
	<p><b>Criterion B: Improving Existing Assets</b> Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".</p> <p><b>Definition:</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].</p> <p><b>Effect of Project Impact:</b> <u>High (H)</u> – Provides benefits for more than 30,000 customers. <u>Medium (M)</u> – Provides benefits for 10,000 to 30,000 customers. ← <i>Affects Service Area 1</i> <u>Low (L)</u> – Provides benefits for less than 10,000 customers.</p>				
	<p><input type="checkbox"/> H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.</p>				
	<p><b>Criterion C: Project Urgency</b> Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".</p> <p><b>Definition:</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.</p> <p><b>Project Urgency:</b> <u>Immediate Need (I)</u> – Project is needed to meet current demands or regulations within the next three (3) years. <u>Short-Term Need (S)</u> – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ← <u>Long-Term Need (L)</u> – Project is needed to meet demands beyond the next five (5) years.</p>				
	<p><input type="checkbox"/> I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.</p>				

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 74**  
**RAW SCORE = 59**

**Backyard Water Mains/Services Replacement**

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = M</span>		50.25
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
C	<input checked="" type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>		
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>Positive Interaction (E 4)</b> - Check all that apply			
<input checked="" type="checkbox"/>	With the Community	<input checked="" type="checkbox"/> With other agencies	
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		3.75
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input type="checkbox"/>	Promotes water use efficiency	<input checked="" type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features	
<input type="checkbox"/>	Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **Backyard Water Mains/Services Replacements**

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**Water Supply (E 2)**

Impact = ; Probability = 75.00 ← Totals from

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	H- 42	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

*Backyard mains undersized and difficult to access to repair leaks. Current configuration has District-owned*

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

*infrastructure related to front-yard meters on private property.*

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100% ←

**Medium** – Possible 35% – 65%

**Low** – Unlikely or rare 0% – 35%

Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers. ← *Impacts areas of Service Area 1*

**Low (L)** – Provides benefits for less than 10,000 customers.

Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**FY 2021-2025 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 79**  
**RAW SCORE = 64**

**Service Line Replacements (Pavement Repairs)**

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = H</span>		58.50
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
C	<input type="checkbox"/> <b>I</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>		
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>Positive Interaction (E 4)</b> - Check all that apply			
<input checked="" type="checkbox"/>	With the Community	<input checked="" type="checkbox"/>	With other agencies
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		0.00
	<input type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input type="checkbox"/>	Promotes water use efficiency	<input type="checkbox"/>	Promotes energy efficiency or incorporates energy efficient features
<input type="checkbox"/>	Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
<input type="checkbox"/>	Over 50% of project costs available from other agencies		
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **Service Line Replacements**

	<b>Water Supply (E 2)</b>	Impact =	Probability =	75.00	← Totals from																
<p>Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure</p>																					
<p><b>Criterion A: Protecting Existing Assets</b> Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:</p>																					
<p><b>Probability</b></p> <table style="margin: auto;"> <tr> <td></td> <td style="text-align: center;">High</td> <td style="text-align: center;">Med.</td> <td style="text-align: center;">Low</td> </tr> <tr> <td style="text-align: center;">High</td> <td style="text-align: center;">H+ 55</td> <td style="text-align: center;">H- 42</td> <td style="text-align: center;">M+ 30</td> </tr> <tr> <td style="text-align: center;">Med.</td> <td style="text-align: center;">H- 42</td> <td style="text-align: center;">M+ 30</td> <td style="text-align: center;">M- 17</td> </tr> <tr> <td style="text-align: center;">Low</td> <td style="text-align: center;">M+ 30</td> <td style="text-align: center;">M- 17</td> <td style="text-align: center;">L 5.5</td> </tr> </table>							High	Med.	Low	High	H+ 55	H- 42	M+ 30	Med.	H- 42	M+ 30	M- 17	Low	M+ 30	M- 17	L 5.5
	High	Med.	Low																		
High	H+ 55	H- 42	M+ 30																		
Med.	H- 42	M+ 30	M- 17																		
Low	M+ 30	M- 17	L 5.5																		
<p><b>Definition:</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.</p>																					
<p><b>Impact:</b> <u>High</u> – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.</p> <p><u>Medium</u> – Without the project, the District likely can continue meeting current or future demands, and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup. <i>Numerous pothole repairs exist throughout City streets as a result of this proj. These need to get fixed per the City's standards</i></p> <p><u>Low</u> – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.</p>																					
<p><b>Probability of impact occurring:</b> <u>High</u> – Likely to almost certain 65% – 100% <u>Medium</u> – Possible 35% – 65% <u>Low</u> – Unlikely or rare 0% – 35%</p>																					
<p><input type="checkbox"/> <b>H+</b> Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.</p>																					
<p><b>Criterion B: Improving Existing Assets</b> Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".</p>																					
<p><b>Definition:</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure (Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance).</p>																					
<p><b>Effect of Project Impact:</b> <u>High (H)</u> – Provides benefits for more than 30,000 customers. <u>Medium (M)</u> – Provides benefits for 10,000 to 30,000 customers. <i>← Service Area 1</i> <u>Low (L)</u> – Provides benefits for less than 10,000 customers.</p>																					
<p><input type="checkbox"/> <b>H</b> Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.</p>																					
<p><b>Criterion C: Project Urgency</b> Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".</p>																					
<p><b>Definition:</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.</p>																					
<p><b>Project Urgency:</b> <u>Immediate Need (I)</u> – Project is needed to meet current demands or regulations within the next three (3) years. <i>←</i> <u>Short-Term Need (S)</u> – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. <u>Long-Term Need (L)</u> – Project is needed to meet demands beyond the next five (5) years.</p>																					
<p><input type="checkbox"/> <b>I</b> Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.</p>																					

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.



**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 73**  
**RAW SCORE = 58**

Sierra St. Service Line Replacements

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = M</span>		51.75
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input type="checkbox"/> <b>L</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
C	<input type="checkbox"/> <b>I</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>		
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		2.50
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		3.75
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input checked="" type="checkbox"/>	Promotes water use efficiency	<input type="checkbox"/>	Promotes energy efficiency or incorporates energy efficient features
<input type="checkbox"/>	Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.

# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

Project Name Here

*Sierra St. Service Line Replacements*

PRIORITY SCORE =  
RAW SCORE = 100

<-- Totals from

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)

This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**Water Supply (E 2)** Impact = ; Probability = 75.00

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	H- 42	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 85% – 100% ←

**Medium** – Possible 35% – 65%

**Low** – Unlikely or rare 0% – 35%

Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water, or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers.

**Low (L)** – Provides benefits for less than 10,000 customers. ←

Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years. ←

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years.

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS**  
**Priority Ranking Criteria**

**PRIORITY SCORE = 73**  
**RAW SCORE = 58**

Lark St. Water Main

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span>		50.25
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
	C	<input checked="" type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>	
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		2.50
	<input type="checkbox"/> Promotes Emergency Recovery		
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		5.63
	<input checked="" type="checkbox"/> Promotes drinking water quality		
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
	<input checked="" type="checkbox"/> Promotes water use efficiency	<input checked="" type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features	
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/> Annual cost savings of more than \$50,000		
	<input type="checkbox"/> Annual cost savings of \$10,000 to \$50,000		
	<input type="checkbox"/> Annual cost savings of less than \$10,000		
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/> Over 50% of project costs available from other agencies		
<input type="checkbox"/> 26% to 50% of project costs available from other agencies			
<input type="checkbox"/> Up to 25% of project costs available from other agencies			

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

**PRIORITY SCORE =**  
**RAW SCORE = 100**

Project Name Here **Lark St. Water Main**

Impact = ; Probability = 75.00 <-- Totals from

**Water Supply (E 2)**  
Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">H- 42</span>	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

*During a repair, an inspection showed a section AC pipe is soft from water saturation of pipe wall.*  
**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100% ←

**Medium** – Possible 35% – 65%

**Low** – Unlikely or rare 0% – 35%

H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers. ← *Affects Service Area 1*

**Low (L)** – Provides benefits for less than 10,000 customers.

H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)

This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS**  
**Priority Ranking Criteria**

**PRIORITY SCORE = 76**  
**RAW SCORE = 61**

2nd Ave. Water Main

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = M</span>		51.75
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input type="checkbox"/> <b>L</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
	C	<input type="checkbox"/> <b>I</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>	
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/> Promotes Emergency Recovery		
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		3.75
	<input checked="" type="checkbox"/> Promotes drinking water quality		
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
	<input type="checkbox"/> Promotes water use efficiency	<input checked="" type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features	
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/> Annual cost savings of more than \$50,000		
	<input type="checkbox"/> Annual cost savings of \$10,000 to \$50,000		
	<input type="checkbox"/> Annual cost savings of less than \$10,000		
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/> Over 50% of project costs available from other agencies		
<input type="checkbox"/> 26% to 50% of project costs available from other agencies			
<input type="checkbox"/> Up to 25% of project costs available from other agencies			

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

**PRIORITY SCORE =**  
**RAW SCORE = 100**

Project Name Here **2nd Ave. Water Wain**

	<b>Water Supply (E 2)</b>	Impact =		Probability =	75.00	← Totals from	
WATER SUPPLY OBJECTIVE (75% of Raw Score)  This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.	Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure						
	<b>Criterion A: Protecting Existing Assets</b> Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:						
			<b>Probability</b> High    Med.    Low				
	<b>High</b>	H+ 55	H- 42	M+ 30			
	<b>Med.</b>	H- 42	M+ 30	M- 17			
	<b>Low</b>	M+ 30	M- 17	L 5.5			
	<b>Definition:</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.						
	<b>Impact:</b> High – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.  Medium – <u>Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup</u>  Low – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.						
	<b>Probability of impact occurring:</b>  High – Likely to almost certain 65% – 100% Medium – Possible 35% – 65% Low – Unlikely or rare 0% – 35%						
	<input type="checkbox"/> Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.						
<b>Criterion B: Improving Existing Assets</b> Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".							
<b>Definition:</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].							
<b>Effect of Project Impact:</b> High (H) – Provides benefits for more than 30,000 customers.  Medium (M) – Provides benefits for 10,000 to 30,000 customers.  Low (L) – Provides benefits for less than 10,000 customers.							
<input type="checkbox"/> Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.							
<b>Criterion C: Project Urgency</b> Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".							
<b>Definition:</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.							
<b>Project Urgency:</b> Immediate Need (I) – Project is needed to meet current demands or regulations within the next three (3) years.  Short-Term Need (S) – Project is needed to meet demands or regulations within the next three to five (3 - 5) years.  Long-Term Need (L) – Project is needed to meet demands beyond the next five (5) years.							
<input type="checkbox"/> Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.							

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 74**  
**RAW SCORE = 59**

Kilkenny Ct. Water Main

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = M</span>		50.25
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
	C	<input type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>	
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/> Promotes Emergency Recovery		
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		3.75
	<input checked="" type="checkbox"/> Promotes drinking water quality		
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
	<input type="checkbox"/> Promotes water use efficiency	<input checked="" type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features	
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/> Annual cost savings of more than \$50,000		
	<input type="checkbox"/> Annual cost savings of \$10,000 to \$50,000		
	<input type="checkbox"/> Annual cost savings of less than \$10,000		
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/> Over 50% of project costs available from other agencies		
<input type="checkbox"/> 26% to 50% of project costs available from other agencies			
<input type="checkbox"/> Up to 25% of project costs available from other agencies			

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

**PRIORITY SCORE =**  
**RAW SCORE = 100**

Project Name Here **Kilkenny Ct. Water Main**

Impact = ; Probability = 75.00 <-- Totals from

**Water Supply (E 2)**  
Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	<span style="border: 2px solid red; border-radius: 50%; padding: 2px;">H- 42</span>	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100% ←

**Medium** – Possible 35% – 65%

**Low** – Unlikely or rare 0% – 35%

H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers. ← Affects Service Area 1

**Low (L)** – Provides benefits for less than 10,000 customers.

H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS**  
**Priority Ranking Criteria**

**PRIORITY SCORE = 74**  
**RAW SCORE = 59**

Leo Virgo Ct. Water Main

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = M</span>		50.25
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
	C	<input type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>	
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/> Promotes Emergency Recovery		
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		3.75
	<input checked="" type="checkbox"/> Promotes drinking water quality		
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
	<input type="checkbox"/> Promotes water use efficiency	<input checked="" type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features	
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/> Annual cost savings of more than \$50,000		
	<input type="checkbox"/> Annual cost savings of \$10,000 to \$50,000		
	<input type="checkbox"/> Annual cost savings of less than \$10,000		
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/> Over 50% of project costs available from other agencies		
<input type="checkbox"/> 26% to 50% of project costs available from other agencies			
<input type="checkbox"/> Up to 25% of project costs available from other agencies			

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.

# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **Leo Virgo Ct. Water Main**

Impact = ; Probability = 75.00 <-- Totals from

**Water Supply (E 2)**

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Imp act	Hgh	H+ 55	H- 42	M+ 30
	Med.	<span style="border: 2px solid red; border-radius: 50%; padding: 2px;">H- 42</span>	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

High – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

Medium – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

Low – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring: -**

High – Likely to almost certain 65% – 100% ←

Medium – Possible 35% – 65%

Low – Unlikely or rare 0% – 35%

H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

High (H) – Provides benefits for more than 30,000 customers.

Medium (M) – Provides benefits for 10,000 to 30,000 customers. ← Affects Service Area 1

Low (L) – Provides benefits for less than 10,000 customers.

H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

Immediate Need (I) – Project is needed to meet current demands or regulations within the next three (3) years.

Short-Term Need (S) – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←

Long-Term Need (L) – Project is needed to meet demands beyond the next five (5) years.

I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

WATER SUPPLY OBJECTIVE  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 74**  
**RAW SCORE = 59**

Plaza Park Dr. Water Main

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = M</span>		50.25
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
	C	<input type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>	
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		3.75
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
	<input type="checkbox"/>	Promotes water use efficiency	<input checked="" type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

Project Name Here **Plaza Park Dr. Water Main**

**PRIORITY SCORE =**  
**RAW SCORE = 100**

**Water Supply (E 2)**

Impact = ; Probability = 7.500 <-- Totals from

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	H- 42	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100% ←

**Medium** – Possible 35% – 65%

**Low** – Unlikely or rare 0% – 35%

H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers. ← *Affects Service Area 1*

**Low (L)** – Provides benefits for less than 10,000 customers.

H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 74**  
**RAW SCORE = 59**

Durango Wy. Water Main

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = M</span>		50.25
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
	C	<input type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>	
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/> Promotes Emergency Recovery		
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		3.75
	<input checked="" type="checkbox"/> Promotes drinking water quality		
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
	<input type="checkbox"/> Promotes water use efficiency	<input checked="" type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features	
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/> Annual cost savings of more than \$50,000		
	<input type="checkbox"/> Annual cost savings of \$10,000 to \$50,000		
	<input type="checkbox"/> Annual cost savings of less than \$10,000		
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/> Over 50% of project costs available from other agencies		
<input type="checkbox"/> 26% to 50% of project costs available from other agencies			
<input type="checkbox"/> Up to 25% of project costs available from other agencies			

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.

# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **Durango Way Water Main**

Impact = ; Probability = 75.00 <-- Totals from

**Water Supply (E 2)**

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Imp act	Hgh	H+ 55	H- 42	M+ 30
	Med.	<span style="border: 2px solid red; border-radius: 50%; padding: 2px;">H- 42</span>	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

High – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

Medium – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

Low – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring: -**

High – Likely to almost certain 65% – 100% ←

Medium – Possible 35% – 65%

Low – Unlikely or rare 0% – 35%

H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

High (H) – Provides benefits for more than 30,000 customers.

Medium (M) – Provides benefits for 10,000 to 30,000 customers. ← Affects Service Area 1

Low (L) – Provides benefits for less than 10,000 customers.

H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

Immediate Need (I) – Project is needed to meet current demands or regulations within the next three (3) years.

Short-Term Need (S) – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←

Long-Term Need (L) – Project is needed to meet demands beyond the next five (5) years.

I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

WATER SUPPLY OBJECTIVE  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.



**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 55**  
**RAW SCORE = 44**

Railroad Corridor Water Line

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = H</span>		32.63
	A	<input checked="" type="checkbox"/> <b>M+</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
	C	<input type="checkbox"/> <b>L</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>	
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		7.50
	<input checked="" type="checkbox"/>	Promotes Emergency Recovery	
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		3.75
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
	<input type="checkbox"/>	Promotes water use efficiency	<input checked="" type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.

# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

**PRIORITY SCORE =**  
**RAW SCORE = 100**

Project Name Here **Railroad Corridor Water Line**

Impact = ; Probability = 75.00 <-- Totals from

**Water Supply (E 2)**

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	H- 42	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

*Installs a major T-junction between RRWTF & Hampton allowing much greater redundancy in FCWD dist sys.*

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100%

**Medium** – Possible 35% – 65% ←

**Low** – Unlikely or rare 0% – 35%

**H+** Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers. *Impacts Service Area Primarily*

**Low (L)** – Provides benefits for less than 10,000 customers.

**H** Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years.

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years. ←

**I** Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 54**  
**RAW SCORE = 43**

Cadura Circle Water Main Looping

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = M</span>		34.50
	A	<input checked="" type="checkbox"/> <b>M+</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input type="checkbox"/> <b>L</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
C	<input type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>		
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>Positive Interaction (E 4)</b> - Check all that apply			
<input checked="" type="checkbox"/>	With the Community	<input checked="" type="checkbox"/> With other agencies	
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		3.75
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input type="checkbox"/>	Promotes water use efficiency	<input checked="" type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features	
<input type="checkbox"/>	Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.

# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

Project Name Here **Cadura Circle Water Main**

**PRIORITY SCORE =**  
**RAW SCORE = 100**

**Water Supply (E 2)**

Impact = ; Probability = 75.00 <-- Totals from

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	H- 42	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100%

**Medium** – Possible 35% – 65%

**Low** – Unlikely or rare 0% – 35%

H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers.

**Low (L)** – Provides benefits for less than 10,000 customers.

H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years.

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 54**  
**RAW SCORE = 43**

Aizenberg Cir. Water Main

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = M</span>		34.50
	A	<input checked="" type="checkbox"/> <b>M+</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input type="checkbox"/> <b>L</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
C	<input type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>		
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>Positive Interaction (E 4)</b> - Check all that apply			
<input checked="" type="checkbox"/>	With the Community	<input checked="" type="checkbox"/>	With other agencies
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		3.75
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input type="checkbox"/>	Promotes water use efficiency	<input checked="" type="checkbox"/>	Promotes energy efficiency or incorporates energy efficient features
<input type="checkbox"/>	Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **Aizenberg Cir. Water Main Looping**

	<b>Water Supply (E 2)</b>	Impact = ; Probability =	75.00	<-- Totals from						
<p>Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure</p>										
<p><b>Criterion A: Protecting Existing Assets</b> Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:</p>										
<p>Probability</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td></td> <td style="text-align: center;">High</td> <td style="text-align: center;">Med.</td> <td style="text-align: center;">Low</td> </tr> </table>						High	Med.	Low		
	High	Med.	Low							
Impact	High	<table border="1" style="border-collapse: collapse; width: 100px;"> <tr> <td style="text-align: center;">H+</td> <td style="text-align: center;">H-</td> <td style="text-align: center;">M+</td> </tr> <tr> <td style="text-align: center;">55</td> <td style="text-align: center;">42</td> <td style="text-align: center;">30</td> </tr> </table>	H+	H-	M+	55	42	30		
	H+	H-	M+							
	55	42	30							
Med.	<table border="1" style="border-collapse: collapse; width: 100px;"> <tr> <td style="text-align: center;">H-</td> <td style="text-align: center;">M+</td> <td style="text-align: center;">M-</td> </tr> <tr> <td style="text-align: center;">42</td> <td style="text-align: center;">30</td> <td style="text-align: center;">17</td> </tr> </table>	H-	M+	M-	42	30	17			
H-	M+	M-								
42	30	17								
Low	<table border="1" style="border-collapse: collapse; width: 100px;"> <tr> <td style="text-align: center;">M+</td> <td style="text-align: center;">M-</td> <td style="text-align: center;">L</td> </tr> <tr> <td style="text-align: center;">30</td> <td style="text-align: center;">17</td> <td style="text-align: center;">5.5</td> </tr> </table>	M+	M-	L	30	17	5.5			
M+	M-	L								
30	17	5.5								

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.  **Impact:**  **High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.  **Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup  **Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.  **Probability of impact occurring:**  **High** – Likely to almost certain 65% – 100%  **Medium** – Possible 35% – 65% ←  **Low** – Unlikely or rare 0% – 35%				
H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.				
**Criterion B: Improving Existing Assets** Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".  **Definition:** Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].  **Effect of Project Impact:**  **High (H)** – Provides benefits for more than 30,000 customers.  **Medium (M)** – Provides benefits for 10,000 to 30,000 customers.  **Low (L)** – Provides benefits for less than 10,000 customers. ←				
H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.				
**Criterion C: Project Urgency** Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".  **Definition:** Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.  **Project Urgency:**  **Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.  **Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←  **Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.				
I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.				

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.



## FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

**PRIORITY SCORE = 40**  
**RAW SCORE = 32**

Elk Grove Shopping Center Water Main

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = M</span> <span style="float: right; border: 1px solid black; padding: 2px;">24.75</span> A <input checked="" type="checkbox"/> <b>M-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b> B <input type="checkbox"/> <b>L</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b> C <input type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable <span style="float: right; border: 1px solid black; padding: 2px;">5.00</span> <input type="checkbox"/> Promotes Emergency Recovery <b>Positive Interaction (E 4)</b> - Check all that apply <input checked="" type="checkbox"/> With the Community <span style="margin-left: 100px;"><input checked="" type="checkbox"/> With other agencies</span>
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable <span style="float: right; border: 1px solid black; padding: 2px;">1.88</span> <input checked="" type="checkbox"/> Promotes drinking water quality <b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply <input type="checkbox"/> Promotes water use efficiency <span style="margin-left: 100px;"><input type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features</span> <input type="checkbox"/> Promotes groundwater basin management
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One <span style="float: right; border: 1px solid black; padding: 2px;">0.00</span> <input type="checkbox"/> Annual cost savings of more than \$50,000 <input type="checkbox"/> Annual cost savings of \$10,000 to \$50,000 <input type="checkbox"/> Annual cost savings of less than \$10,000 <b>Funding Available from Other Agencies</b> - Check One <input type="checkbox"/> Over 50% of project costs available from other agencies <input type="checkbox"/> 26% to 50% of project costs available from other agencies <input type="checkbox"/> Up to 25% of project costs available from other agencies

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.

# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

Project Name Here E/k Grove Shopping Center Water Main

PRIORITY SCORE =  
RAW SCORE = 100

	<b>Water Supply (E 2)</b>	Impact = ; Probability =	75.00																							
	<p>Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure</p>																									
	<p><b>Criterion A: Protecting Existing Assets</b> Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:</p>																									
	<table border="1" style="margin: auto;"> <thead> <tr> <th colspan="2"></th> <th colspan="3">Probability</th> </tr> <tr> <th colspan="2"></th> <th>High</th> <th>Med.</th> <th>Low</th> </tr> </thead> <tbody> <tr> <th rowspan="3" style="writing-mode: vertical-rl; transform: rotate(180deg);">Impact</th> <th>High</th> <td style="text-align: center;">H+ 55</td> <td style="text-align: center;">H- 42</td> <td style="text-align: center;">M+ 30</td> </tr> <tr> <th>Med.</th> <td style="text-align: center;">H- 42</td> <td style="text-align: center;">M+ 30</td> <td style="text-align: center;">M- 17</td> </tr> <tr> <th>Low</th> <td style="text-align: center;">M+ 30</td> <td style="text-align: center;">M- 17</td> <td style="text-align: center;">L 5.5</td> </tr> </tbody> </table>			Probability					High	Med.	Low	Impact	High	H+ 55	H- 42	M+ 30	Med.	H- 42	M+ 30	M- 17	Low	M+ 30	M- 17	L 5.5	<p><b>Definition:</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.</p> <p><b>Impact:</b>  <b>High</b> – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.  <b>Medium</b> – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup  <b>Low</b> – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.</p> <p><b>Probability of impact occurring:</b>  <b>High</b> – Likely to almost certain 65% – 100%  <b>Medium</b> – Possible 35% – 65%  <b>Low</b> – Unlikely or rare 0% – 35%</p>	
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	Low	M+ 30	M- 17	L 5.5																						
	<p><input type="checkbox"/> H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.</p>																									
	<p><b>Criterion B: Improving Existing Assets</b> Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".</p> <p><b>Definition:</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event, improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].</p> <p><b>Effect of Project Impact:</b>  <b>High (H)</b> – Provides benefits for more than 30,000 customers.  <b>Medium (M)</b> – Provides benefits for 10,000 to 30,000 customers.  <b>Low (L)</b> – Provides benefits for less than 10,000 customers.</p>																									
	<p><input type="checkbox"/> H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.</p>																									
	<p><b>Criterion C: Project Urgency</b> Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".</p> <p><b>Definition:</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.</p> <p><b>Project Urgency:</b>  <b>Immediate Need (I)</b> – Project is needed to meet current demands or regulations within the next three (3) years.  <b>Short-Term Need (S)</b> – Project is needed to meet demands or regulations within the next three to five (3 - 5) years.  <b>Long-Term Need (L)</b> – Project is needed to meet demands beyond the next five (5) years.</p>																									
	<p><input type="checkbox"/> I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.</p>																									

WATER SUPPLY OBJECTIVE (75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 50**  
**RAW SCORE = 40**

Transmission Main Brinkman Ct. (Cost Share)

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = M</span>		33.00
	A	<input checked="" type="checkbox"/> <b>M-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input type="checkbox"/> <b>L</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
C	<input type="checkbox"/> <b>I</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>		
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>Positive Interaction (E 4)</b> - Check all that apply			
<input checked="" type="checkbox"/>	With the Community	<input checked="" type="checkbox"/>	With other agencies
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		1.88
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input type="checkbox"/>	Promotes water use efficiency	<input type="checkbox"/>	Promotes energy efficiency or incorporates energy efficient features
<input type="checkbox"/>	Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

Project Name Here *Transmission Main Brinkman Ct. (Cost Share)*

PRIORITY SCORE =  
RAW SCORE = 100

	<b>Water Supply (E 2)</b>	Impact =	Probability =	75.00	<-- Totals from
	<p>Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure</p>				
	<p><b>Criterion A: Protecting Existing Assets</b> Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:</p>				
		<p><b>Probability</b></p> <p style="text-align: center;">High    Med.    Low</p>			
	Impact	High	Med.	Low	
		H+ 55	H- 42	M+ 30	<p><b>Definition:</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.</p> <p><b>Impact:</b>  <b>High</b> – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.</p> <p><b>Medium</b> – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but <u>will be operating at a higher level of risk</u>, potentially relying on manual operation or an existing backup</p> <p><b>Low</b> – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.</p> <p><b>Probability of impact occurring:</b>  <b>High</b> – Likely to almost certain 65% – 100%</p> <p><b>Medium</b> – Possible 35% – 65%</p> <p><b>Low</b> – Unlikely or rare 0% – 35% ←</p>
		H- 42	M+ 30	M- 17	
	Low	M+ 30	M- 17	L 5.5	
	<p><input type="checkbox"/> H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.</p>				
	<p><b>Criterion B: Improving Existing Assets</b> Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".</p> <p><b>Definition:</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water, or add redundancy so infrastructure can be taken off-line for maintenance].</p> <p><b>Effect of Project Impact:</b>  <b>High (H)</b> – Provides benefits for more than 30,000 customers.</p> <p><b>Medium (M)</b> – Provides benefits for 10,000 to 30,000 customers.</p> <p><b>Low (L)</b> – Provides benefits for less than 10,000 customers. ←</p>				
	<p><input type="checkbox"/> H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.</p>				
	<p><b>Criterion C: Project Urgency</b> Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".</p> <p><b>Definition:</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.</p> <p><b>Project Urgency:</b>  <b>Immediate Need (I)</b> – Project is needed to meet current demands or regulations within the next three (3) years. ←</p> <p><b>Short-Term Need (S)</b> – Project is needed to meet demands or regulations within the next three to five (3 - 5) years.</p> <p><b>Long-Term Need (L)</b> – Project is needed to meet demands beyond the next five (5) years.</p>				
	<p><input type="checkbox"/> I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.</p>				

WATER SUPPLY OBJECTIVE  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS**  
**Priority Ranking Criteria**

**PRIORITY SCORE = 82**  
**RAW SCORE = 65**

PLC/MCC Bucket Replacement (Wells 4D & 11D)

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span>		58.50
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
C	<input checked="" type="checkbox"/> <b>I</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>		
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>Positive Interaction (E 4)</b> - Check all that apply			
<input checked="" type="checkbox"/>	With the Community	<input checked="" type="checkbox"/>	With other agencies
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		1.88
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input type="checkbox"/>	Promotes water use efficiency	<input type="checkbox"/>	Promotes energy efficiency or incorporates energy efficient features
<input type="checkbox"/>	Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



## WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **PLC/MCC Bucket Replacement (Wells 4D & 11D)**

75.00 <-- Totals fro

<b>WATER SUPPLY OBJECTIVE</b> (75% of Raw Score)  <i>This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.</i>	<p><b>Water Supply (E 2)</b> <span style="float: right;">Impact = ; Probability =</span></p> <p>Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure</p>	<p>75.00 &lt;-- Totals fro</p>																							
	<p><b>Criterion A: Protecting Existing Assets</b> Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:</p>	<p><b>Definition:</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.</p> <p><b>Impact:</b>  <b>High</b> – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.   <b>Medium</b> – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup <i>without the PLC, the wells cannot be operated in automation with the RRWTP</i>  <b>Low</b> – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.</p> <p><b>Probability of impact occurring:</b>  <b>High</b> – Likely to almost certain 65% – 100% ←  <b>Medium</b> – Possible 35% – 65%  <b>Low</b> – Unlikely or rare 0% – 35%</p>																							
	<table border="1" style="width: 100%; text-align: center; border-collapse: collapse;"> <thead> <tr> <th colspan="2"></th> <th colspan="3">Probability</th> </tr> <tr> <th colspan="2"></th> <th>High</th> <th>Med.</th> <th>Low</th> </tr> </thead> <tbody> <tr> <th rowspan="3" style="writing-mode: vertical-rl; transform: rotate(180deg);">Impact</th> <th>High</th> <td>H+ 55</td> <td>H- 42</td> <td>M+ 30</td> </tr> <tr> <th>Med.</th> <td>H- 42</td> <td>M+ 30</td> <td>M- 17</td> </tr> <tr> <th>Low</th> <td>M+ 30</td> <td>M- 17</td> <td>L 5.5</td> </tr> </tbody> </table>			Probability					High	Med.	Low	Impact	High	H+ 55	H- 42	M+ 30	Med.	H- 42	M+ 30	M- 17	Low	M+ 30	M- 17	L 5.5	<p><input type="text" value="H+"/> Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.</p>
			Probability																						
		High	Med.	Low																					
Impact	High	H+ 55	H- 42	M+ 30																					
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<p><b>Criterion B: Improving Existing Assets</b> Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".</p> <p><b>Definition:</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].</p> <p><b>Effect of Project Impact:</b>  <b>High (H)</b> – Provides benefits for more than 30,000 customers.  <b>Medium (M)</b> – Provides benefits for 10,000 to 30,000 customers. ← <i>Service Area 1</i>  <b>Low (L)</b> – Provides benefits for less than 10,000 customers.</p>	<p><input type="text" value="H"/> Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.</p>																								
<p><b>Criterion C: Project Urgency</b> Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".</p> <p><b>Definition:</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.</p> <p><b>Project Urgency:</b>  <b>Immediate Need (I)</b> – Project is needed to meet current demands or regulations within the next three (3) years. ←  <b>Short-Term Need (S)</b> – Project is needed to meet demands or regulations within the next three to five (3 - 5) years.  <b>Long-Term Need (L)</b> – Project is needed to meet demands beyond the next five (5) years.</p>	<p><input type="text" value="I"/> Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.</p>																								



**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 97**  
**RAW SCORE = 78**

Well 4D Radio Communications

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = M</span>		68.25
	A	<input checked="" type="checkbox"/> <b>H+</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
C	<input type="checkbox"/> <b>I</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>		
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		7.50
	<input checked="" type="checkbox"/>	Promotes Emergency Recovery	
<b>Positive Interaction (E 4)</b> - Check all that apply			
<input checked="" type="checkbox"/>	With the Community	<input checked="" type="checkbox"/> With other agencies	
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		1.88
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input type="checkbox"/>	Promotes water use efficiency	<input type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features	
<input type="checkbox"/>	Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
<input type="checkbox"/>	Over 50% of project costs available from other agencies		
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.

# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

Project Name Here *Well 4D Radio Communications*

PRIORITY SCORE =  
RAW SCORE = 100

75.00 <-- Totals from

<b>WATER SUPPLY OBJECTIVE</b> (75% of Raw Score)	<b>Water Supply (E 2)</b>	Impact = ; Probability =	75.00	<-- Totals from																																								
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H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.				
**Criterion B: Improving Existing Assets** Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".  **Definition:** Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water, or add redundancy so infrastructure can be taken off-line for maintenance].  **Effect of Project Impact:**  **High (H)** – Provides benefits for more than 30,000 customers.  **Medium (M)** – Provides benefits for 10,000 to 30,000 customers.  **Low (L)** – Provides benefits for less than 10,000 customers.  H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.				
**Criterion C: Project Urgency** Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".  **Definition:** Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.  **Project Urgency:**  **Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.  **Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years.  **Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.  I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.				

This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 70**  
**RAW SCORE = 56**

**Chlorine Analyzers Shallow Wells**

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span>		49.50
	A	<input checked="" type="checkbox"/> <b>M+</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
	C	<input type="checkbox"/> <b>I</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>	
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		1.88
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
	<input type="checkbox"/>	Promotes water use efficiency	<input type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS

## Priority Ranking Criteria

Project Name Here **Chlorine Analyzers Shallow Wells**

**PRIORITY SCORE =**  
**RAW SCORE = 100**

Water Supply (E 2) Impact = ; Probability = 75.00 <-- Totals fro

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	H- 42	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100%

**Medium** – Possible 35% – 65% ←

**Low** – Unlikely or rare 0% – 35%

**H+** Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers. ← Service Area 1

**Low (L)** – Provides benefits for less than 10,000 customers.

**H** Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years. ←

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years.

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 71**  
**RAW SCORE = 57**

**Media Replacement - RRWTP Filter Vessels**

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span>		50.25
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
C	<input checked="" type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>		
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>Positive Interaction (E 4)</b> - Check all that apply			
<input checked="" type="checkbox"/>	With the Community	<input checked="" type="checkbox"/>	With other agencies
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		1.88
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input type="checkbox"/>	Promotes water use efficiency	<input type="checkbox"/>	Promotes energy efficiency or incorporates energy efficient features
<input type="checkbox"/>	Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
<input type="checkbox"/>	Over 50% of project costs available from other agencies		
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **Media Replacement - RRWTP Filter Vessels**

75.00 ← Totals from

**Water Supply (E 2)**

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	H- 42	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100% ←

**Medium** – Possible 35% – 65%

**Low** – Unlikely or rare 0% – 35%

**H+** Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers. ← Service Area 1

**Low (L)** – Provides benefits for less than 10,000 customers.

**H** Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

**I** Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.



## FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

**PRIORITY SCORE = 71**  
**RAW SCORE = 57**

### Media Replacement - HVWTP Filter Vessels

<b>PRIMARY OBJECTIVE</b> (75%)	<p><b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span> <span style="float: right; border: 1px solid black; padding: 2px;">50.25</span></p> <p>A <input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b></p> <p>B <input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b></p> <p>C <input checked="" type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b></p>
<b>SOCIAL FACTORS</b> (7.5%)	<p><b>Social Factor</b> - Check if applicable <span style="float: right; border: 1px solid black; padding: 2px;">5.00</span></p> <p><input type="checkbox"/> Promotes Emergency Recovery</p> <p><b>Positive Interaction (E 4)</b> - Check all that apply</p> <p><input checked="" type="checkbox"/> With the Community <span style="margin-left: 100px;"><input checked="" type="checkbox"/> With other agencies</span></p>
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<p><b>Water Quality (E 3.2)</b> - Check if applicable <span style="float: right; border: 1px solid black; padding: 2px;">1.88</span></p> <p><input checked="" type="checkbox"/> Promotes drinking water quality</p> <p><b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply</p> <p><input type="checkbox"/> Promotes water use efficiency <span style="margin-left: 100px;"><input type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features</span></p> <p><input type="checkbox"/> Promotes groundwater basin management</p>
<b>ECONOMIC FACTORS</b> (10%)	<p><b>Lifecycle costs are minimized</b> - Check One <span style="float: right; border: 1px solid black; padding: 2px;">0.00</span></p> <p><input type="checkbox"/> Annual cost savings of more than \$50,000</p> <p><input type="checkbox"/> Annual cost savings of \$10,000 to \$50,000</p> <p><input type="checkbox"/> Annual cost savings of less than \$10,000</p> <p><b>Funding Available from Other Agencies</b> - Check One</p> <p><input type="checkbox"/> Over 50% of project costs available from other agencies</p> <p><input type="checkbox"/> 26% to 50% of project costs available from other agencies</p> <p><input type="checkbox"/> Up to 25% of project costs available from other agencies</p>

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.

# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **Media Replacement - HVWTP Filter Vessels**

75.00 ← Totals from

**Water Supply (E 2)**

Impact = ; Probability =

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	H- 42	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100% ←

**Medium** – Possible 35% – 65%

**Low** – Unlikely or rare 0% – 35%

H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers. ← Service Area 1

**Low (L)** – Provides benefits for less than 10,000 customers.

H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

I Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

## FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

**PRIORITY SCORE = 71**  
**RAW SCORE = 57**

PLC - RRWTP Main & Filter Panel

<b>PRIMARY OBJECTIVE</b> (75%)	<p><b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span> <span style="float: right;">50.25</span></p> <p>A <input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b></p> <p>B <input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b></p> <p>C <input checked="" type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b></p>
<b>SOCIAL FACTORS</b> (7.5%)	<p><b>Social Factor</b> - Check if applicable <span style="float: right;">5.00</span></p> <p><input type="checkbox"/> Promotes Emergency Recovery</p> <p><b>Positive Interaction (E 4)</b> - Check all that apply</p> <p><input checked="" type="checkbox"/> With the Community <span style="margin-left: 100px;"><input checked="" type="checkbox"/> With other agencies</span></p>
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<p><b>Water Quality (E 3.2)</b> - Check if applicable <span style="float: right;">1.88</span></p> <p><input checked="" type="checkbox"/> Promotes drinking water quality</p> <p><b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply</p> <p><input type="checkbox"/> Promotes water use efficiency <span style="margin-left: 100px;"><input type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features</span></p> <p><input type="checkbox"/> Promotes groundwater basin management</p>
<b>ECONOMIC FACTORS</b> (10%)	<p><b>Lifecycle costs are minimized</b> - Check One <span style="float: right;">0.00</span></p> <p><input type="checkbox"/> Annual cost savings of more than \$50,000</p> <p><input type="checkbox"/> Annual cost savings of \$10,000 to \$50,000</p> <p><input type="checkbox"/> Annual cost savings of less than \$10,000</p> <p><b>Funding Available from Other Agencies</b> - Check One</p> <p><input type="checkbox"/> Over 50% of project costs available from other agencies</p> <p><input type="checkbox"/> 26% to 50% of project costs available from other agencies</p> <p><input type="checkbox"/> Up to 25% of project costs available from other agencies</p>

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **PLC - RRWTP Main & Filter Panel**

75.00 <-- Totals from

**Water Supply (E 2)**

Impact = ; Probability =

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	H- 42	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup *without the PLC, the wells cannot be operated in automation with the RRWTP*

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100% ←

**Medium** – Possible 35% – 65%

**Low** – Unlikely or rare 0% – 35%

Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers. ← *Service Area 1*

**Low (L)** – Provides benefits for less than 10,000 customers.

Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 71**  
**RAW SCORE = 57**

ChlorTec Electrolytic Cells Replacement

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span>		50.25
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
C	<input checked="" type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>		
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>Positive Interaction (E 4)</b> - Check all that apply			
<input checked="" type="checkbox"/>	With the Community	<input checked="" type="checkbox"/>	With other agencies
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		1.88
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input type="checkbox"/>	Promotes water use efficiency	<input type="checkbox"/>	Promotes energy efficiency or incorporates energy efficient features
<input type="checkbox"/>	Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
<input type="checkbox"/>	Over 50% of project costs available from other agencies		
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **ChlorTec Electrolytic Cells Replacement**

75.00 <-- Totals from

**Water Supply (E 2)**

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	H- 42	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup *This equipment is critical to the RRWTP's disinfection system.*

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100% →

**Medium** – Possible 35% – 65%

**Low** – Unlikely or rare 0% – 35%

Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: Improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers. ← *Service Area 1*

**Low (L)** – Provides benefits for less than 10,000 customers.

Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. →

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.



**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 71**  
**RAW SCORE = 57**

**ChlorTec Controls & Rectifier Replacement**

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = H ; Probability = H</span>		50.25
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>	
	B	<input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>	
	C	<input checked="" type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>	
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable		5.00
	<input type="checkbox"/>	Promotes Emergency Recovery	
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Water Quality (E 3.2)</b> - Check if applicable		1.88
	<input checked="" type="checkbox"/>	Promotes drinking water quality	
	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
	<input type="checkbox"/>	Promotes water use efficiency	<input type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.

# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **ChlorTec Controls & Rectifier Replacement**

75.00 <-- Totals from

**Water Supply (E 2)**

Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure

**Criterion A: Protecting Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 42	M+ 30
	Med.	H- 42	M+ 30	M- 17
	Low	M+ 30	M- 17	L 5.5

**Definition:** Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.

**Impact:**

**High** – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.

**Medium** – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup *This equipment is critical to the RRWTP's disinfection system.*

**Low** – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk or the project is related to a backup system.

**Probability of impact occurring:**

**High** – Likely to almost certain 65% – 100% →

**Medium** – Possible 35% – 65%

**Low** – Unlikely or rare 0% – 35%

Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Improving Existing Assets**

Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".

**Definition:**

Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: Improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance].

**Effect of Project Impact:**

**High (H)** – Provides benefits for more than 30,000 customers.

**Medium (M)** – Provides benefits for 10,000 to 30,000 customers. → *Service Area 1*

**Low (L)** – Provides benefits for less than 10,000 customers.

Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Project Urgency**

Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".

**Definition:**

Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.

**Project Urgency:**

**Immediate Need (I)** – Project is needed to meet current demands or regulations within the next three (3) years.

**Short-Term Need (S)** – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. →

**Long-Term Need (L)** – Project is needed to meet demands beyond the next five (5) years.

Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**WATER SUPPLY OBJECTIVE**  
(75% of Raw Score)  
This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.

**FY 2022-2026 WATER SUPPLY / TREATMENT PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 75**  
**RAW SCORE = 60**

**Storage Tank Coating Repairs**

<b>PRIMARY OBJECTIVE</b> (75%)	<b>Water Supply (E 2)</b> <span style="float: right;">Impact = M ; Probability = M</span> <span style="float: right; border: 1px solid black; padding: 2px;">50.25</span>	
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety. <b>(H+, H-, M+, M-, L)</b>
	B	<input checked="" type="checkbox"/> <b>M</b> Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post-disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water; or add redundancy so infrastructure can be taken off-line for maintenance]. <b>(H, M, L)</b>
C	<input checked="" type="checkbox"/> <b>S</b> Timing of when project is needed to meet water supply demands, water quality standards, or other regulations. <b>(I = Immediately (0-3 yrs.); S = Short-term (3-5 yrs.); L = Long-term (5+ yrs.))</b>	
<b>SOCIAL FACTORS</b> (7.5%)	<b>Social Factor</b> - Check if applicable <span style="float: right; border: 1px solid black; padding: 2px;">7.50</span>	
	<input checked="" type="checkbox"/> Promotes Emergency Recovery	
<b>ENVIRONMENTAL FACTORS</b> (7.5%)	<b>Positive Interaction (E 4)</b> - Check all that apply <span style="float: right; border: 1px solid black; padding: 2px;">1.88</span>	
	<input checked="" type="checkbox"/> With the Community <span style="float: right;"><input checked="" type="checkbox"/> With other agencies</span>	
	<b>Water Quality (E 3.2)</b> - Check if applicable	
<input checked="" type="checkbox"/> Promotes drinking water quality		
<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		
<input type="checkbox"/> Promotes water use efficiency <span style="float: right;"><input type="checkbox"/> Promotes energy efficiency or incorporates energy efficient features</span>		
<input type="checkbox"/> Promotes groundwater basin management		
<b>ECONOMIC FACTORS</b> (10%)	<b>Lifecycle costs are minimized</b> - Check One <span style="float: right; border: 1px solid black; padding: 2px;">0.00</span>	
	<input type="checkbox"/> Annual cost savings of more than \$50,000	
	<input type="checkbox"/> Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/> Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One	
<input type="checkbox"/> Over 50% of project costs available from other agencies		
<input type="checkbox"/> 26% to 50% of project costs available from other agencies		
<input type="checkbox"/> Up to 25% of project costs available from other agencies		

NOTE: You must type a capital "X" in the check boxes for any of the Social, Environmental, or Economic factors in order for the built-in formulas to recognize and calculate the scores.



# WATER SUPPLY / TREATMENT PROJECTS Priority Ranking Criteria

Project Name Here *Storage Tank Coating Repairs*

PRIORITY SCORE =  
RAW SCORE = 100

	Water Supply (E 2)	Impact = ; Probability =	75.00	←-- Totals from									
WATER SUPPLY OBJECTIVE (75% of Raw Score)  This Objective counts for 75% of the total score thus the point received are then multiplied by a factor of .75.	Water Supply capital projects are prioritized according to their ability to sustain the water utility business. "Sustain the water utility business" means the projects will repair or replace system components required to meet existing demand or water quality standards and which have a medium or high probability of failure												
	<b>Criterion A: Protecting Existing Assets</b> Highest possible value is 55 points, with 55 points for "high", 30 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:												
	Probability High    Med.    Low  High  Med.  Low	<table border="1" style="margin: auto;"> <tr> <td style="padding: 5px;">H+ 55</td> <td style="padding: 5px; border: 2px solid red;">H- 42</td> <td style="padding: 5px;">M+ 30</td> </tr> <tr> <td style="padding: 5px;">H- 42</td> <td style="padding: 5px;">M+ 30</td> <td style="padding: 5px;">M- 17</td> </tr> <tr> <td style="padding: 5px;">M+ 30</td> <td style="padding: 5px;">M- 17</td> <td style="padding: 5px;">L 5.5</td> </tr> </table>	H+ 55	H- 42	M+ 30	H- 42	M+ 30	M- 17	M+ 30	M- 17	L 5.5	<p><b>Definition:</b> Project maintains existing water utility infrastructure or is required to meet the current and future water supply demand, comply with water quality standards or meet other regulatory requirements, including Health and Safety.</p> <p><b>Impact:</b>                  High – Without the project, the District likely can not meet normal current or future daily demand and/or water quality standards because the water utility infrastructure is in poor condition, lacks redundancy or backup, or does not meet regulatory requirements.                   Medium – Without the project, the District likely can continue meeting current or future demands and/or water quality standards, but will be operating at a higher level of risk, potentially relying on manual operation or an existing backup                   Low – Without the project, the District can continue meeting current or future demand and/or water quality standards or regulations. However, the system will advance to a higher state of risk, or the project is related to a backup system.</p> <p><b>Probability of impact occurring:</b>                  High – Likely to almost certain 65% – 100%                  Medium – Possible 35% – 65% ←                  Low – Unlikely or rare 0% – 35%</p>	
	H+ 55	H- 42	M+ 30										
H- 42	M+ 30	M- 17											
M+ 30	M- 17	L 5.5											
<input type="text" value="H+"/> Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.													
<b>Criterion B: Improving Existing Assets</b> Highest possible points are 20 points, with 20 points for "high", 11 points for "medium" and 2 points for "low".													
<p><b>Definition:</b>                  Project increases operation flexibility, improves maintenance capabilities, adds efficiency, or improves post disaster reliability of water utility infrastructure [Example: improving the systematic reliability of water utility infrastructure to continually perform during and after a devastating event; improving the systematic flexibility of water utility infrastructure to utilize various source water, or add redundancy so infrastructure can be taken off-line for maintenance].</p> <p><b>Effect of Project Impact:</b>                  High (H) – Provides benefits for more than 30,000 customers.                   Medium (M) – Provides benefits for 10,000 to 30,000 customers. ←                   Low (L) – Provides benefits for less than 10,000 customers.</p>													
<input type="text" value="H"/> Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.													
<b>Criterion C: Project Urgency</b> Highest possible points are 25 points, with 25 points for "Immediate", 14 points for "Short-Term" and 2.5 points for "Long-Term".													
<p><b>Definition:</b>                  Timing of when project is needed to meet water supply demands, water quality standards, or other regulations.</p> <p><b>Project Urgency:</b>                  Immediate Need (I) – Project is needed to meet current demands or regulations within the next three (3) years.                   Short-Term Need (S) – Project is needed to meet demands or regulations within the next three to five (3 - 5) years. ←                   Long-Term Need (L) – Project is needed to meet demands beyond the next five (5) years.</p>													
<input type="text" value="I"/> Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.													

**FY 2022-2026 BUILDING & SITE / VEHICLES PROJECTS**  
**Priority Ranking Criteria**

**PRIORITY SCORE = 90**

**RAW SCORE = 72**

Administration Building

<b>PRIMARY OBJECTIVE</b> (60%)	<b>Buildings and Grounds (EL 3.4)</b> <span style="float: right;">Impact = M ; Probability = H</span>		60.00
	A	<input checked="" type="checkbox"/> <b>H+</b> Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer or public safety standards.	
	B	<input checked="" type="checkbox"/> <b>H</b> Project enhances building infrastructure to address treatment of staff or public issues.	
	C	<input checked="" type="checkbox"/> <b>H</b> Project positions the District to meet projected future space needs.	
<b>CLEANER OBJECTIVE</b> (10%)	<b>Positive Interaction (E 4)</b> - Check all that apply		6.00
	<input checked="" type="checkbox"/>	With the Community	<input checked="" type="checkbox"/> With other agencies
	<b>Good Neighbor (E 4)</b> - Check all that apply		
	<input type="checkbox"/>	Graffiti removal or Prevention Features	
	<input type="checkbox"/>	Trash removal features (vortex weirs)	
	<input checked="" type="checkbox"/>	Improves esthetics of project location	
<b>GREENER OBJECTIVE</b> (15%)	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		6.25
	<input type="checkbox"/>	Air Quality & Visibility Improvement	<input type="checkbox"/> Recycled Water, rain water or gray water utilized
	<input checked="" type="checkbox"/>	Energy Efficient Features (Lighting, HVAC, maximize daylight use, etc.)	<input type="checkbox"/> Construction Site Waste Management
	<input checked="" type="checkbox"/>	Renewable Energy Use	<input type="checkbox"/> Recycle/Re-use Solid Waste
	<input checked="" type="checkbox"/>	Water Efficient Features: Plumbing fixtures, Landscaping, etc.	<input type="checkbox"/> Reduce Solid Waste Production
	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/> Use of Recycled or Alternative Building Materials
	<b>Trails &amp; Open Space (E3.3)</b> - Check all that apply		
	<input type="checkbox"/>	Trail friendly features	<input type="checkbox"/> Open Space Protection / Preservation
	<input checked="" type="checkbox"/>	Provides/Improves Bicycle Commute Route	
<b>LEANER OBJECTIVE</b> (15%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		



# BUILDINGS & SITE / VEHICLES PROJECTS

## Priority Ranking Criteria

Project Name Here

*Administration Building*

PRIORITY SCORE =  
RAW SCORE = 100

<b>BUILDINGS &amp; GROUNDS OBJECTIVE</b> Clean (60% of Raw Score)	<b>Buildings and Grounds (EL 3.4)</b>	Impact = ; Probability =	60.00																																																																									
	Buildings and Grounds capital projects are prioritized according to their ability to sustain the District's support functions.																																																																											
	<b>Criterion A: Protect Existing Assets</b> Highest possible value is 55 points, with 55 points for "high", 33 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:																																																																											
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2"></td> <td colspan="3" style="text-align: center;"><b>Probability</b></td> <td></td> </tr> <tr> <td colspan="2"></td> <td style="text-align: center;">High</td> <td style="text-align: center;">Med.</td> <td style="text-align: center;">Low</td> <td></td> </tr> <tr> <td rowspan="3" style="text-align: center; vertical-align: middle;"><b>Impact</b></td> <td style="text-align: center;">High</td> <td style="text-align: center; border: 1px solid black;"> <table border="1" style="margin: auto;"> <tr> <td style="text-align: center;">H+</td> <td style="text-align: center;">H-</td> <td style="text-align: center;">M+</td> </tr> <tr> <td style="text-align: center;">55</td> <td style="text-align: center;">44</td> <td style="text-align: center;">33</td> </tr> </table> </td> <td style="text-align: center; border: 1px solid black;"> <table border="1" style="margin: auto;"> <tr> <td style="text-align: center;">H-</td> <td style="text-align: center;">M+</td> <td style="text-align: center;">M-</td> </tr> <tr> <td style="text-align: center;">44</td> <td style="text-align: center;">33</td> <td style="text-align: center;">19.3</td> </tr> </table> </td> <td style="text-align: center; border: 1px solid black;"> <table border="1" style="margin: auto;"> <tr> <td style="text-align: center;">M+</td> <td style="text-align: center;">M-</td> <td style="text-align: center;">L</td> </tr> <tr> <td style="text-align: center;">33</td> <td style="text-align: center;">19.3</td> <td style="text-align: center;">5.5</td> </tr> </table> </td> <td style="padding: 5px;"> <p><b>Definition:</b> Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer safety standards.</p> <p><b>Impact:</b>  <u>High</u> – Without the project, District staff likely can not perform their normal daily work</p> <p><u>Medium</u> – Without the project, District staff likely can only perform their normal daily work in a restricted manner for a limited duration and with work-arounds.</p> <p><u>Low</u> – Without the project, District staff can continue to perform their daily work. However, the building is at risk from a seismic event or continues to deteriorate to a critical condition where staff cannot perform their daily work.</p> <p><b>Probability of impact occurring:</b>  <u>High</u> – Likely to almost certain 65% – 100% ←</p> <p><u>Medium</u> – Possible 35% – 65%</p> <p><u>Low</u> – Unlikely or rare 0% – 35%</p> </td> </tr> <tr> <td colspan="5" style="padding: 5px;"> <input style="width: 30px;" type="text" value="H+"/> Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.             </td> </tr> <tr> <td colspan="4" style="padding: 5px;"> <b>Criterion B: Enhancement of Existing Assets</b>                  Highest possible points are 30 points, with 30 points for "high", 18 points for "medium" and 3 points for "low".             </td> </tr> <tr> <td colspan="4" style="padding: 5px;"> <b>Definition:</b>                  Project enhances building infrastructure to address treatment of staff issues.             </td> </tr> <tr> <td colspan="4" style="padding: 5px;"> <b>Effect of Project Impact:</b>  <u>High</u> (H) – Provides benefits for all employees or the public. ←  <u>Medium</u> (M) – Provides benefits for between 10 to all employees.  <u>Low</u> (L) – Provides benefits for below 10 employees.             </td> </tr> <tr> <td colspan="4" style="padding: 5px;"> <input style="width: 30px;" type="text" value="H"/> Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.             </td> </tr> <tr> <td colspan="4" style="padding: 5px;"> <b>Criterion C: Addressing Future Space Needs</b>                  Highest possible points are 15 points, with 15 points for "high", 9 points for "medium" and 1.5 points for "low".             </td> </tr> <tr> <td colspan="4" style="padding: 5px;"> <b>Definition:</b>                  Project positions the District to meet projected future space needs.             </td> </tr> <tr> <td colspan="4" style="padding: 5px;"> <b>Effect of Project Impact:</b>  <u>High</u> (H) – Meet projected demand 10 years in the future. ←  <u>Medium</u> (M) – Meet projected demand 10 to 20 years in the future.  <u>Low</u> (L) – Meet projected demand beyond 20 years in the future.             </td> </tr> <tr> <td colspan="4" style="padding: 5px;"> <input style="width: 30px;" type="text" value="H"/> Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.             </td> </tr> </table>						<b>Probability</b>						High	Med.	Low		<b>Impact</b>	High	<table border="1" style="margin: auto;"> <tr> <td style="text-align: center;">H+</td> <td style="text-align: center;">H-</td> <td style="text-align: center;">M+</td> </tr> <tr> <td style="text-align: center;">55</td> <td style="text-align: center;">44</td> <td style="text-align: center;">33</td> </tr> </table>	H+	H-	M+	55	44	33	<table border="1" style="margin: auto;"> <tr> <td style="text-align: center;">H-</td> <td style="text-align: center;">M+</td> <td style="text-align: center;">M-</td> </tr> <tr> <td style="text-align: center;">44</td> <td style="text-align: center;">33</td> <td style="text-align: center;">19.3</td> </tr> </table>	H-	M+	M-	44	33	19.3	<table border="1" style="margin: auto;"> <tr> <td style="text-align: center;">M+</td> <td style="text-align: center;">M-</td> <td style="text-align: center;">L</td> </tr> <tr> <td style="text-align: center;">33</td> <td style="text-align: center;">19.3</td> <td style="text-align: center;">5.5</td> </tr> </table>	M+	M-	L	33	19.3	5.5	<p><b>Definition:</b> Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer safety standards.</p> <p><b>Impact:</b>  <u>High</u> – Without the project, District staff likely can not perform their normal daily work</p> <p><u>Medium</u> – Without the project, District staff likely can only perform their normal daily work in a restricted manner for a limited duration and with work-arounds.</p> <p><u>Low</u> – Without the project, District staff can continue to perform their daily work. However, the building is at risk from a seismic event or continues to deteriorate to a critical condition where staff cannot perform their daily work.</p> <p><b>Probability of impact occurring:</b>  <u>High</u> – Likely to almost certain 65% – 100% ←</p> <p><u>Medium</u> – Possible 35% – 65%</p> <p><u>Low</u> – Unlikely or rare 0% – 35%</p>	<input style="width: 30px;" type="text" value="H+"/> Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.					<b>Criterion B: Enhancement of Existing Assets</b> Highest possible points are 30 points, with 30 points for "high", 18 points for "medium" and 3 points for "low".				<b>Definition:</b> Project enhances building infrastructure to address treatment of staff issues.				<b>Effect of Project Impact:</b> <u>High</u> (H) – Provides benefits for all employees or the public. ← <u>Medium</u> (M) – Provides benefits for between 10 to all employees. <u>Low</u> (L) – Provides benefits for below 10 employees.				<input style="width: 30px;" type="text" value="H"/> Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.				<b>Criterion C: Addressing Future Space Needs</b> Highest possible points are 15 points, with 15 points for "high", 9 points for "medium" and 1.5 points for "low".				<b>Definition:</b> Project positions the District to meet projected future space needs.				<b>Effect of Project Impact:</b> <u>High</u> (H) – Meet projected demand 10 years in the future. ← <u>Medium</u> (M) – Meet projected demand 10 to 20 years in the future. <u>Low</u> (L) – Meet projected demand beyond 20 years in the future.				<input style="width: 30px;" type="text" value="H"/> Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.		
		<b>Probability</b>																																																																										
		High	Med.	Low																																																																								
<b>Impact</b>	High	<table border="1" style="margin: auto;"> <tr> <td style="text-align: center;">H+</td> <td style="text-align: center;">H-</td> <td style="text-align: center;">M+</td> </tr> <tr> <td style="text-align: center;">55</td> <td style="text-align: center;">44</td> <td style="text-align: center;">33</td> </tr> </table>	H+	H-	M+	55	44	33	<table border="1" style="margin: auto;"> <tr> <td style="text-align: center;">H-</td> <td style="text-align: center;">M+</td> <td style="text-align: center;">M-</td> </tr> <tr> <td style="text-align: center;">44</td> <td style="text-align: center;">33</td> <td style="text-align: center;">19.3</td> </tr> </table>	H-	M+	M-	44	33	19.3	<table border="1" style="margin: auto;"> <tr> <td style="text-align: center;">M+</td> <td style="text-align: center;">M-</td> <td style="text-align: center;">L</td> </tr> <tr> <td style="text-align: center;">33</td> <td style="text-align: center;">19.3</td> <td style="text-align: center;">5.5</td> </tr> </table>	M+	M-	L	33	19.3	5.5	<p><b>Definition:</b> Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer safety standards.</p> <p><b>Impact:</b>  <u>High</u> – Without the project, District staff likely can not perform their normal daily work</p> <p><u>Medium</u> – Without the project, District staff likely can only perform their normal daily work in a restricted manner for a limited duration and with work-arounds.</p> <p><u>Low</u> – Without the project, District staff can continue to perform their daily work. However, the building is at risk from a seismic event or continues to deteriorate to a critical condition where staff cannot perform their daily work.</p> <p><b>Probability of impact occurring:</b>  <u>High</u> – Likely to almost certain 65% – 100% ←</p> <p><u>Medium</u> – Possible 35% – 65%</p> <p><u>Low</u> – Unlikely or rare 0% – 35%</p>																																																					
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<input style="width: 30px;" type="text" value="H+"/> Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.																																																																												
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<input style="width: 30px;" type="text" value="H"/> Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.																																																																												
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<input style="width: 30px;" type="text" value="H"/> Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.																																																																												

**FY 2022-2026 BUILDING & SITE / VEHICLES PROJECTS  
Priority Ranking Criteria**

**PRIORITY SCORE = 90**

**RAW SCORE = 72**

Fiber Optic Cable

<b>PRIMARY OBJECTIVE</b> (60%)	<b>Buildings and Grounds (EL 3.4)</b> <span style="float:right">Impact = M ; Probability = H</span>		60.00
	A	<input checked="" type="checkbox"/> <b>H+</b> Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer or public safety standards.	
	B	<input checked="" type="checkbox"/> <b>H</b> Project enhances building infrastructure to address treatment of staff or public issues.	
	C	<input checked="" type="checkbox"/> <b>H</b> Project positions the District to meet projected future space needs.	
<b>CLEANER OBJECTIVE</b> (10%)	<b>Positive Interaction (E 4)</b> - Check all that apply		6.00
	<input checked="" type="checkbox"/>	With the Community	<input checked="" type="checkbox"/> With other agencies
	<b>Good Neighbor (E 4)</b> - Check all that apply		
	<input type="checkbox"/>	Graffiti removal or Prevention Features	
	<input type="checkbox"/>	Trash removal features (vortex weirs)	
	<input checked="" type="checkbox"/>	Improves esthetics of project location	
<b>GREENER OBJECTIVE</b> (15%)	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		6.25
	<input type="checkbox"/>	Air Quality & Visibility Improvement	<input type="checkbox"/> Recycled Water, rain water or gray water utilized
	<input checked="" type="checkbox"/>	Energy Efficient Features (Lighting, HVAC, maximize daylight use, etc.)	<input type="checkbox"/> Construction Site Waste Management
	<input checked="" type="checkbox"/>	Renewable Energy Use	<input type="checkbox"/> Recycle/Re-use Solid Waste
	<input checked="" type="checkbox"/>	Water Efficient Features: Plumbing fixtures, Landscaping, etc.	<input type="checkbox"/> Reduce Solid Waste Production
	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/> Use of Recycled or Alternative Building Materials
	<b>Trails &amp; Open Space (E3.3)</b> - Check all that apply		
	<input type="checkbox"/>	Trail friendly features	<input type="checkbox"/> Open Space Protection / Preservation
	<input checked="" type="checkbox"/>	Provides/Improves Bicycle Commute Route	
<b>LEANER OBJECTIVE</b> (15%)	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
<input type="checkbox"/>	26% to 50% of project costs available from other agencies		
<input type="checkbox"/>	Up to 25% of project costs available from other agencies		



# BUILDINGS & SITE / VEHICLES PROJECTS

## Priority Ranking Criteria

Project Name Here *Fiber Optic Cable*

PRIORITY SCORE =  
RAW SCORE = 100

<b>BUILDINGS &amp; GROUNDS OBJECTIVE</b> Clean (60% of Raw Score)	<b>Buildings and Grounds (EL 3.4)</b>	Impact = ; Probability =	60.00
	Buildings and Grounds capital projects are prioritized according to their ability to sustain the District's support functions.		
	<b>Criterion A: Protect Existing Assets</b>		
	Highest possible value is 55 points, with 55 points for "high", 33 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:		
	Probability	<b>Definition: Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer safety standards.</b>	
	High    Med.    Low		
High	<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">H+</span> 55	H- 44	M+ 33
Med.	H- 44	M+ 33	M- 19.3
Low	M+ 33	M- 19.3	L 5.5
		<b>Impact:</b> High – <u>Without the project, District staff likely can not perform their normal daily work</u> Medium – Without the project, District staff likely can only perform their normal daily work in a restricted manner for a limited duration and with work-arounds. Low – Without the project, District staff can continue to perform their daily work. However, the building is at risk from a seismic event or continues to deteriorate to a critical condition where staff cannot perform their daily work.	
		<b>Probability of impact occurring:</b> High – Likely to almost certain 65% – 100% ← Medium – Possible 35% – 65% Low – Unlikely or rare 0% – 35%	
	<span style="border: 1px solid black; padding: 2px;">H+</span>	Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.	
	<b>Criterion B: Enhancement of Existing Assets</b>		
	Highest possible points are 30 points, with 30 points for "high", 18 points for "medium" and 3 points for "low".		
	<b>Definition:</b> Project enhances building infrastructure to address treatment of staff issues.		
	<b>Effect of Project Impact:</b> High (H) – Provides benefits for all employees or the public. ← Medium (M) – Provides benefits for between 10 to all employees. Low (L) – Provides benefits for below 10 employees.		
	<span style="border: 1px solid black; padding: 2px;">H</span>	Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.	
	<b>Criterion C: Addressing Future Space Needs</b>		
	Highest possible points are 15 points, with 15 points for "high", 9 points for "medium" and 1.5 points for "low".		
	<b>Definition:</b> Project positions the District to meet projected future space needs.		
	<b>Effect of Project Impact:</b> High (H) – Meet projected demand 10 years in the future. ← Medium (M) – Meet projected demand 10 to 20 years in the future. Low (L) – Meet projected demand beyond 20 years in the future.		
	<span style="border: 1px solid black; padding: 2px;">H</span>	Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.	

**FY 2022-2026 BUILDING & SITE / VEHICLES PROJECTS**  
**Priority Ranking Criteria**

**PRIORITY SCORE = 75**

Compact Track Loader with Cold Planer

**RAW SCORE = 60**

<b>PRIMARY OBJECTIVE (60%)</b>	<b>Buildings and Grounds (EL 3.4)</b> <span style="float: right;">Impact = M ; Probability = H</span>		53.40
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer or public safety standards.	
	B	<input checked="" type="checkbox"/> <b>H</b> Project enhances building infrastructure to address treatment of staff or public issues.	
	C	<input checked="" type="checkbox"/> <b>H</b> Project positions the District to meet projected future space needs.	
<b>CLEANER OBJECTIVE (10%)</b>	<b>Positive Interaction (E 4) - Check all that apply</b>		4.00
	<input checked="" type="checkbox"/>	With the Community	<input checked="" type="checkbox"/> With other agencies
	<b>Good Neighbor (E 4) - Check all that apply</b>		
	<input type="checkbox"/>	Graffiti removal or Prevention Features	
	<input type="checkbox"/>	Trash removal features (vortex weirs)	
	<input type="checkbox"/>	Improves esthetics of project location	
<b>GREENER OBJECTIVE (15%)</b>	<b>Natural Resources Sustainability (E 3.2) - Check all that apply</b>		2.50
	<input checked="" type="checkbox"/>	Air Quality & Visibility Improvement	<input type="checkbox"/> Recycled Water, rain water or gray water utilized
	<input type="checkbox"/>	Energy Efficient Features (Lighting, HVAC, maximize daylight use, etc.)	<input checked="" type="checkbox"/> Construction Site Waste Management
	<input type="checkbox"/>	Renewable Energy Use	<input type="checkbox"/> Recycle/Re-use Solid Waste
	<input type="checkbox"/>	Water Efficient Features: Plumbing fixtures, Landscaping, etc.	<input type="checkbox"/> Reduce Solid Waste Production
			<input type="checkbox"/> Use of Recycled or Alternative Building Materials
	<b>Trails &amp; Open Space (E3.3) - Check all that apply</b>		
	<input type="checkbox"/>	Trail friendly features	<input type="checkbox"/> Open Space Protection / Preservation
	<input type="checkbox"/>	Provides/Improves Bicycle Commute Route	
<b>LEANER OBJECTIVE (15%)</b>	<b>Lifecycle costs are minimized - Check One</b>		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies - Check One</b>		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
	<input type="checkbox"/>	26% to 50% of project costs available from other agencies	
	<input type="checkbox"/>	Up to 25% of project costs available from other agencies	



# BUILDINGS & SITE / VEHICLES PROJECTS

## Priority Ranking Criteria

PRIORITY SCORE =

Project Name Here **Compact Track Loader with Cold Planer**

RAW SCORE = 100

<b>BUILDINGS &amp; GROUNDS OBJECTIVE</b> Clean (60% of Raw Score)	<b>Buildings and Grounds (EL 3.4)</b>	Impact =	Probability =	60.00		
	Buildings and Grounds capital projects are prioritized according to their ability to sustain the District's support functions.					
	<b>Criterion A: Protect Existing Assets</b>					
	Highest possible value is 55 points, with 55 points for "high", 33 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:					
<b>Impact</b>	<b>Probability</b>			<p><b>Definition:</b> Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer safety standards.</p> <p><b>Impact:</b>  <u>High</u> – Without the project, District staff likely can not perform their normal daily work <i>Critical piece of equipment &amp; used in operations.</i>  <u>Medium</u> – Without the project, District staff likely can only perform their normal daily work in a restricted manner for a limited duration and with work-arounds.  <u>Low</u> – Without the project, District staff can continue to perform their daily work. However, the building is at risk from a seismic event or continues to deteriorate to a critical condition where staff cannot perform their daily work.</p> <p><b>Probability of impact occurring:</b>  <u>High</u> – Likely to almost certain 65% – 100%  <u>Medium</u> – Possible 35% – 65% ←  <u>Low</u> – Unlikely or rare 0% – 35%</p>		
	High	Med.	Low			
	High	Med.	Low			
	High	Med.	Low	High	Med.	Low
	H+ 55	H- 44	M+ 33			
	H- 44	M+ 33	M- 19.3			
	M+ 33	M- 19.3	L 5.5			
<input type="checkbox"/> <b>H+</b> Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.						
<b>Criterion B: Enhancement of Existing Assets</b>						
Highest possible points are 30 points, with 30 points for "high", 18 points for "medium" and 3 points for "low".						
<b>Definition:</b> Project enhances building infrastructure to address treatment of staff issues.						
<b>Effect of Project Impact:</b>						
<u>High (H)</u> – Provides benefits for all employees or the public. ←						
<u>Medium (M)</u> – Provides benefits for between 10 to all employees.						
<u>Low (L)</u> – Provides benefits for below 10 employees.						
<input type="checkbox"/> <b>H</b> Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.						
<b>Criterion C: Addressing Future Space Needs</b>						
Highest possible points are 15 points, with 15 points for "high", 9 points for "medium" and 1.5 points for "low".						
<b>Definition:</b> Project positions the District to meet projected future space needs.						
<b>Effect of Project Impact:</b>						
<u>High (H)</u> – Meet projected demand 10 years in the future. ←						
<u>Medium (M)</u> – Meet projected demand 10 to 20 years in the future.						
<u>Low (L)</u> – Meet projected demand beyond 20 years in the future.						
<input type="checkbox"/> <b>H</b> Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.						



**FY 2022-2026 BUILDING & SITE / VEHICLES PROJECTS**  
**Priority Ranking Criteria**

**PRIORITY SCORE = 75**

**RAW SCORE = 60**

Backhoe Loader

<b>PRIMARY OBJECTIVE (60%)</b>	<b>Buildings and Grounds (EL 3.4)</b> <span style="float: right;">Impact = M ; Probability = H</span>		53.40
	A	<input checked="" type="checkbox"/> <b>H-</b> Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer or public safety standards.	
	B	<input checked="" type="checkbox"/> <b>H</b> Project enhances building infrastructure to address treatment of staff or public issues.	
	C	<input checked="" type="checkbox"/> <b>H</b> Project positions the District to meet projected future space needs.	
<b>CLEANER OBJECTIVE (10%)</b>	<b>Positive Interaction (E 4) - Check all that apply</b>		4.00
	<input checked="" type="checkbox"/>	With the Community	<input checked="" type="checkbox"/> With other agencies
	<b>Good Neighbor (E 4) - Check all that apply</b>		
	<input type="checkbox"/>	Graffiti removal or Prevention Features	
	<input type="checkbox"/>	Trash removal features (vortex weirs)	
	<input type="checkbox"/>	Improves esthetics of project location	
<b>GREENER OBJECTIVE (15%)</b>	<b>Natural Resources Sustainability (E 3.2) - Check all that apply</b>		2.50
	<input checked="" type="checkbox"/>	Air Quality & Visibility Improvement	<input type="checkbox"/> Recycled Water, rain water or gray water utilized
	<input type="checkbox"/>	Energy Efficient Features (Lighting, HVAC, maximize daylight use, etc.)	<input checked="" type="checkbox"/> Construction Site Waste Management
	<input type="checkbox"/>	Renewable Energy Use	<input type="checkbox"/> Recycle/Re-use Solid Waste
	<input type="checkbox"/>	Water Efficient Features: Plumbing fixtures, Landscaping, etc.	<input type="checkbox"/> Reduce Solid Waste Production
			<input type="checkbox"/> Use of Recycled or Alternative Building Materials
	<b>Trails &amp; Open Space (E3.3) - Check all that apply</b>		
	<input type="checkbox"/>	Trail friendly features	<input type="checkbox"/> Open Space Protection / Preservation
	<input type="checkbox"/>	Provides/Improves Bicycle Commute Route	
<b>LEANER OBJECTIVE (15%)</b>	<b>Lifecycle costs are minimized - Check One</b>		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies - Check One</b>		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
	<input type="checkbox"/>	26% to 50% of project costs available from other agencies	
	<input type="checkbox"/>	Up to 25% of project costs available from other agencies	



## FY 2022-2026 BUILDING & SITE / VEHICLES PROJECTS Priority Ranking Criteria

**PRIORITY SCORE = 69**

Truck Replacements

**RAW SCORE = 55**

<b>PRIMARY OBJECTIVE (60%)</b>	<b>Buildings and Grounds (EL 3.4)</b> <span style="float: right;">Impact = M ; Probability = H</span> <span style="float: right; border: 1px solid black; padding: 2px;">53.40</span> A <input checked="" type="checkbox"/> <b>H-</b> Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer or public safety standards. B <input checked="" type="checkbox"/> <b>H</b> Project enhances building infrastructure to address treatment of staff or public issues. C <input checked="" type="checkbox"/> <b>H</b> Project positions the District to meet projected future space needs.
<b>CLEANER OBJECTIVE (10%)</b>	<b>Positive Interaction (E 4) - Check all that apply</b> <span style="float: right; border: 1px solid black; padding: 2px;">2.00</span> <input checked="" type="checkbox"/> With the Community <span style="margin-left: 100px;"><input type="checkbox"/> With other agencies</span> <b>Good Neighbor (E 4) - Check all that apply</b> <input type="checkbox"/> Graffiti removal or Prevention Features <input type="checkbox"/> Trash removal features (vortex weirs) <input type="checkbox"/> Improves esthetics of project location
<b>GREENER OBJECTIVE (15%)</b>	<b>Natural Resources Sustainability (E 3.2) - Check all that apply</b> <span style="float: right; border: 1px solid black; padding: 2px;">0.00</span> <input type="checkbox"/> Air Quality & Visibility Improvement <span style="margin-left: 100px;"><input type="checkbox"/> Recycled Water, rain water or gray water utilized</span> <input type="checkbox"/> Energy Efficient Features (Lighting, HVAC, maximize daylight use, etc.) <span style="margin-left: 100px;"><input type="checkbox"/> Construction Site Waste Management</span> <input type="checkbox"/> Renewable Energy Use <span style="margin-left: 100px;"><input type="checkbox"/> Recycle/Re-use Solid Waste</span> <input type="checkbox"/> Water Efficient Features: Plumbing fixtures, Landscaping, etc. <span style="margin-left: 100px;"><input type="checkbox"/> Reduce Solid Waste Production</span> <input type="checkbox"/> Use of Recycled or Alternative Building Materials <b>Trails &amp; Open Space (E3.3) - Check all that apply</b> <input type="checkbox"/> Trail friendly features <span style="margin-left: 100px;"><input type="checkbox"/> Open Space Protection / Preservation</span> <input type="checkbox"/> Provides/Improves Bicycle Commute Route
<b>LEANER OBJECTIVE (15%)</b>	<b>Lifecycle costs are minimized - Check One</b> <span style="float: right; border: 1px solid black; padding: 2px;">0.00</span> <input type="checkbox"/> Annual cost savings of more than \$50,000 <input type="checkbox"/> Annual cost savings of \$10,000 to \$50,000 <input type="checkbox"/> Annual cost savings of less than \$10,000 <b>Funding Available from Other Agencies - Check One</b> <input type="checkbox"/> Over 50% of project costs available from other agencies <input type="checkbox"/> 26% to 50% of project costs available from other agencies <input type="checkbox"/> Up to 25% of project costs available from other agencies



# BUILDINGS & SITE / VEHICLES PROJECTS

## Priority Ranking Criteria

PRIORITY SCORE =  
RAW SCORE = 100

Project Name Here **Truck Replacements**

<b>BUILDINGS &amp; GROUNDS OBJECTIVE</b> Clean (60% of Raw Score)	<b>Buildings and Grounds (EL 3.4)</b>		Impact = ; Probability =	60.00
	Buildings and Grounds capital projects are prioritized according to their ability to sustain the District's support functions.			
	<b>Criterion A: Protect Existing Assets</b>			
	Highest possible value is 55 points, with 55 points for "high", 33 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:			

		Probability			
		High	Med.	Low	
Impact	High	H+ 55	H- 44	M+ 33	<p><b>Definition:</b> Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer safety standards.</p> <p><b>Impact:</b>  <u>High</u> – Without the project, District staff likely can not perform their normal daily work  <u>Medium</u> – Without the project, District staff likely can only perform their normal daily work in a restricted manner for a limited duration and with work-arounds. <i>Broken down equipment will result in this.</i>  <u>Low</u> – Without the project, District staff can continue to perform their daily work. However, the building is at risk from a seismic event or continues to deteriorate to a critical condition where staff cannot perform their daily work.</p> <p><b>Probability of impact occurring:</b>  <u>High</u> – Likely to almost certain 65% – 100% <i>← Due to age, mileage and general conditions of equipment.</i>  <u>Medium</u> – Possible 35% – 65%  <u>Low</u> – Unlikely or rare 0% – 35%</p>
	Med.	H- 44	M+ 33	M- 19.3	
	Low	M+ 33	M- 19.3	L 5.5	

<input type="checkbox"/> H+	Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.
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<b>Criterion B: Enhancement of Existing Assets</b>	
Highest possible points are 30 points, with 30 points for "high", 18 points for "medium" and 3 points for "low".	
<b>Definition:</b> Project enhances building infrastructure to address treatment of staff issues.	
<b>Effect of Project Impact:</b>	
<u>High (H)</u> – Provides benefits for all employees or the public. <i>← Impacts the public</i>	
<u>Medium (M)</u> – Provides benefits for between 10 to all employees.	
<u>Low (L)</u> – Provides benefits for below 10 employees.	
<input type="checkbox"/> H	Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

<b>Criterion C: Addressing Future Space Needs</b>	
Highest possible points are 15 points, with 15 points for "high", 9 points for "medium" and 1.5 points for "low".	
<b>Definition:</b> Project positions the District to meet projected future space needs.	
<b>Effect of Project Impact:</b>	
<u>High (H)</u> – Meet projected demand 10 years in the future. <i>←</i>	
<u>Medium (M)</u> – Meet projected demand 10 to 20 years in the future.	
<u>Low (L)</u> – Meet projected demand beyond 20 years in the future.	
<input type="checkbox"/> H	Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**FY 2022-2026 BUILDING & SITE / VEHICLES PROJECTS**  
**Priority Ranking Criteria**

**PRIORITY SCORE = 61**

Pavement Repair & Seal Coat - RRWTP

**RAW SCORE = 49**

<b>PRIMARY OBJECTIVE (60%)</b>	<b>Buildings and Grounds (EL 3.4)</b> <span style="float: right;">Impact = M ; Probability = H</span>		46.80
	A	<input checked="" type="checkbox"/> <b>M+</b> Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer or public safety standards.	
	B	<input type="checkbox"/> <b>H</b> Project enhances building infrastructure to address treatment of staff or public issues.	
	C	<input type="checkbox"/> <b>H</b> Project positions the District to meet projected future space needs.	
<b>CLEANER OBJECTIVE (10%)</b>	<b>Positive Interaction (E 4)</b> - Check all that apply		2.00
	<input checked="" type="checkbox"/>	With the Community	<input type="checkbox"/> With other agencies
	<b>Good Neighbor (E 4)</b> - Check all that apply		
	<input type="checkbox"/>	Graffiti removal or Prevention Features	
	<input type="checkbox"/>	Trash removal features (vortex weirs)	
	<input type="checkbox"/>	Improves esthetics of project location	
<b>GREENER OBJECTIVE (15%)</b>	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		0.00
	<input type="checkbox"/>	Air Quality & Visibility Improvement	<input type="checkbox"/> Recycled Water, rain water or gray water utilized
	<input type="checkbox"/>	Energy Efficient Features (Lighting, HVAC, maximize daylight use, etc.)	<input type="checkbox"/> Construction Site Waste Management
	<input type="checkbox"/>	Renewable Energy Use	<input type="checkbox"/> Recycle/Re-use Solid Waste
	<input type="checkbox"/>	Water Efficient Features: Plumbing fixtures, Landscaping, etc.	<input type="checkbox"/> Reduce Solid Waste Production
			<input type="checkbox"/> Use of Recycled or Alternative Building Materials
	<b>Trails &amp; Open Space (E3.3)</b> - Check all that apply		
<input type="checkbox"/>	Trail friendly features	<input type="checkbox"/> Open Space Protection / Preservation	
	<input type="checkbox"/>	Provides/Improves Bicycle Commute Route	
<b>LEANER OBJECTIVE (15%)</b>	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
	<input type="checkbox"/>	26% to 50% of project costs available from other agencies	
	<input type="checkbox"/>	Up to 25% of project costs available from other agencies	



# BUILDINGS & SITE / VEHICLES PROJECTS

## Priority Ranking Criteria

Project Name Here **Pavement Repair & Seal Coat - RRWTP**

**PRIORITY SCORE =**  
**RAW SCORE = 100**

<b>BUILDINGS &amp; GROUNDS OBJECTIVE</b> Clean (60% of Raw Score)	<b>Buildings and Grounds (EL 3.4)</b>			Impact = ; Probability =	60.00
	Buildings and Grounds capital projects are prioritized according to their ability to sustain the District's support functions.				
	<b>Criterion A: Protect Existing Assets</b>				
	Highest possible value is 55 points, with 55 points for "high", 33 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:				
<b>Impact</b>	<b>Probability</b>			<p><b>Definition:</b> Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer safety standards.</p> <p><b>Impact:</b>  <b>High</b> – Without the project, District staff likely can not perform their normal daily work  <b>Medium</b> – Without the project, District staff likely can only perform their normal daily work in a restricted manner for a limited duration and with work-arounds.  <b>Low</b> – Without the project, District staff can continue to perform their daily work. However, the building is at risk from a seismic event or continues to deteriorate to a critical condition where staff cannot perform their daily work.</p> <p><b>Probability of impact occurring:</b>  <b>High</b> – Likely to almost certain 65% – 100%  <b>Medium</b> – Possible 35% – 65%  <b>Low</b> – Unlikely or rare 0% – 35%</p>	
	High	Med.	Low		
	High	Med.	Low		
	High	Med.	Low		
High	H+ 55	H- 44	M+ 33		
Med.	H- 44	M+ 33	M- 19.3		
Low	M+ 33	M- 19.3	L 5.5		
<input type="checkbox"/> H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.					
<b>Criterion B: Enhancement of Existing Assets</b>					
Highest possible points are 30 points, with 30 points for "high", 18 points for "medium" and 3 points for "low".					
<b>Definition:</b> Project enhances building infrastructure to address treatment of staff issues.					
<b>Effect of Project Impact:</b>					
<b>High (H)</b> – Provides benefits for all employees or the public.					
<b>Medium (M)</b> – Provides benefits for between 10 to all employees.					
<b>Low (L)</b> – Provides benefits for below 10 employees.					
<input type="checkbox"/> H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.					
<b>Criterion C: Addressing Future Space Needs</b>					
Highest possible points are 15 points, with 15 points for "high", 9 points for "medium" and 1.5 points for "low".					
<b>Definition:</b> Project positions the District to meet projected future space needs.					
<b>Effect of Project Impact:</b>					
<b>High (H)</b> – Meet projected demand 10 years in the future.					
<b>Medium (M)</b> – Meet projected demand 10 to 20 years in the future.					
<b>Low (L)</b> – Meet projected demand beyond 20 years in the future.					
<input type="checkbox"/> H Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.					

**FY 2022-2026 BUILDING & SITE / VEHICLES PROJECTS**  
**Priority Ranking Criteria**

**PRIORITY SCORE = 61**

Digital Data Collector & GPS Rover

**RAW SCORE = 49**

<b>PRIMARY OBJECTIVE (60%)</b>	<b>Buildings and Grounds (EL 3.4)</b> <span style="float: right;">Impact = M ; Probability = H</span>		46.80
	A	<input checked="" type="checkbox"/> <b>M+</b> Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer or public safety standards.	
	B	<input type="checkbox"/> <b>H</b> Project enhances building infrastructure to address treatment of staff or public issues.	
	C	<input type="checkbox"/> <b>H</b> Project positions the District to meet projected future space needs.	
<b>CLEANER OBJECTIVE (10%)</b>	<b>Positive Interaction (E 4)</b> - Check all that apply		2.00
	<input checked="" type="checkbox"/>	With the Community	<input type="checkbox"/> With other agencies
	<b>Good Neighbor (E 4)</b> - Check all that apply		
	<input type="checkbox"/>	Graffiti removal or Prevention Features	
	<input type="checkbox"/>	Trash removal features (vortex weirs)	
	<input type="checkbox"/>	Improves esthetics of project location	
<b>GREENER OBJECTIVE (15%)</b>	<b>Natural Resources Sustainability (E 3.2)</b> - Check all that apply		0.00
	<input type="checkbox"/>	Air Quality & Visibility Improvement	<input type="checkbox"/> Recycled Water, rain water or gray water utilized
	<input type="checkbox"/>	Energy Efficient Features (Lighting, HVAC, maximize daylight use, etc.)	<input type="checkbox"/> Construction Site Waste Management
	<input type="checkbox"/>	Renewable Energy Use	<input type="checkbox"/> Recycle/Re-use Solid Waste
	<input type="checkbox"/>	Water Efficient Features: Plumbing fixtures, Landscaping, etc.	<input type="checkbox"/> Reduce Solid Waste Production
			<input type="checkbox"/> Use of Recycled or Alternative Building Materials
	<b>Trails &amp; Open Space (E3.3)</b> - Check all that apply		
	<input type="checkbox"/>	Trail friendly features	<input type="checkbox"/> Open Space Protection / Preservation
	<input type="checkbox"/>	Provides/Improves Bicycle Commute Route	
<b>LEANER OBJECTIVE (15%)</b>	<b>Lifecycle costs are minimized</b> - Check One		0.00
	<input type="checkbox"/>	Annual cost savings of more than \$50,000	
	<input type="checkbox"/>	Annual cost savings of \$10,000 to \$50,000	
	<input type="checkbox"/>	Annual cost savings of less than \$10,000	
	<b>Funding Available from Other Agencies</b> - Check One		
	<input type="checkbox"/>	Over 50% of project costs available from other agencies	
	<input type="checkbox"/>	26% to 50% of project costs available from other agencies	
	<input type="checkbox"/>	Up to 25% of project costs available from other agencies	

# BUILDINGS & SITE / VEHICLES PROJECTS

## Priority Ranking Criteria

**PRIORITY SCORE =**  
RAW SCORE = 100

Project Name Here **Digital Data Collector & GPS Rover**

**Buildings and Grounds (EL 3.4)** Impact = ; Probability = 60.00

Buildings and Grounds capital projects are prioritized according to their ability to sustain the District's support functions.

**Criterion A: Protect Existing Assets**

Highest possible value is 55 points, with 55 points for "high", 33 points for "medium" and 5.5 points for "low". The intermediate scores are shown below:

		Probability		
		High	Med.	Low
Impact	High	H+ 55	H- 44	M+ 33
	Med.	H- 44	M+ 33	M- 19.3
	Low	<span style="border: 1px solid red; border-radius: 50%; padding: 2px;">M+ 33</span>	M- 19.3	L 5.5

**Definition:** Project maintains or replaces existing building infrastructure to provide continuous housing of existing functions and/or to comply with employer safety standards.

**Impact:**

High – Without the project, District staff likely can not perform their normal daily work

Medium – Without the project, District staff likely can only perform their normal daily work in a restricted manner for a limited duration and with work-arounds.

Low – Without the project, District staff can continue to perform their daily work. However, the building is at risk from a seismic event or continues to deteriorate to a critical condition where staff cannot perform their daily work. *Survey data will not be as accurate.*

**Probability of impact occurring:**

High – Likely to almost certain 65% – 100% ←

Medium – Possible 35% – 65%

Low – Unlikely or rare 0% – 35%

H+ Determine the appropriate rating for the project as it pertains to Criterion A and then enter it in the box provided.

**Criterion B: Enhancement of Existing Assets**

Highest possible points are 30 points, with 30 points for "high", 18 points for "medium" and 3 points for "low".

**Definition:**

Project enhances building infrastructure to address treatment of staff issues.

**Effect of Project Impact:**

High (H) – Provides benefits for all employees or the public. ←

Medium (M) – Provides benefits for between 10 to all employees.

Low (L) – Provides benefits for below 10 employees.

H Determine the appropriate rating for the project as it pertains to Criterion B and then enter it in the box provided.

**Criterion C: Addressing Future Space Needs**

Highest possible points are 15 points, with 15 points for "high", 9 points for "medium" and 1.5 points for "low".

**Definition:**

Project positions the District to meet projected future space needs.

**Effect of Project Impact:**

High (H) – Meet projected demand 10 years in the future. ←

Medium (M) – Meet projected demand 10 to 20 years in the future.

Low (L) – Meet projected demand beyond 20 years in the future.

H Determine the appropriate rating for the project as it pertains to Criterion C and then enter it in the box provided.

**BUILDINGS & GROUNDS OBJECTIVE**  
Clean (60% of Raw Score)

May 18, 2021

TO: Chair and Directors of the Florin Resource Conservation District

FROM: Patrick Lee, Finance Manager/Treasurer

SUBJECT: **DRAFT FLORIN RESOURCE CONSERVATION DISTRICT/ELK GROVE WATER DISTRICT FISCAL YEAR 2021-22 OPERATING BUDGET**

### **RECOMMENDATION**

Review and discuss the draft Florin Resource Conservation District/Elk Grove Water District Fiscal Year 2021-22 Operating Budget.

### **SUMMARY**

Each year staff develops the draft operating budget of estimated revenues and expenses and presents the document to the Finance Committee and Board of Directors (Board). Attached to this report is the draft Florin Resource Conservation District/Elk Grove Water District (District) Fiscal Year (FY) 2021-22 Operating Budget Development Worksheet (Attachment 1) and FY 2021-22 Proposed Operating Budget (Attachment 2) for review and discussion. Following the presentation and discussion, staff generally makes revisions and brings the revised document back to the Finance Committee and Board at a subsequent meeting(s) for further discussion prior to the advancing to the Board of Directors for adoption in June.

### **DISCUSSION**

#### **Background**

The Finance Committee met on April 27, 2021 to discuss the draft District FY 2021-22 Operating Budget development worksheet.

#### **Present Situation**

As more information has been gathered, the following changes were made to the draft District FY 2021-22 Operating Budget Development Worksheet since the April 27<sup>th</sup> Finance Committee meeting.

- Salaries and Benefits increased by \$46,116
  - FY 2020-21 salaries have been updated to reflect a COLA of 3.97%. An estimated COLA of 2.5% was used to calculate salary projections in the draft budget development worksheet presented to the Finance Committee on April 27, 2021.



**DRAFT FLORIN RESOURCE CONSERVATION DISTRICT/ELK GROVE WATER DISTRICT FISCAL YEAR 2021-22 OPERATING BUDGET**

Page 2

- Office and Operational decreased by \$23,995
  - Software Program & Update increased by \$4,505 due to the addition of the annual maintenance fee for the GPS Data Collection Tool.
  - Tools decreased by \$28,500 due to the removal of the GPS Data Collection Tool, which will be capitalized as part of the CIP Budget.
  
- Capital Expenditures increased by \$288,000
  - \$28,500 was added to the CIP budget for the GPS Data Collection Tool
  - \$265,000 was added to the CIP Budget for the Sara Street Backyard Watermain project, which will now occur in FY 2021-22 due to the need to re-bid the project.

Including the changes discussed above, the draft District FY 2021-22 Proposed Operating Budget projects total revenues of \$15.716 million and total expenditures of \$19.746 million. The expenditures in excess of revenues of \$4.030 million will be funded from operating reserves carried over from prior years.

**ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

**STRATEGIC PLAN CONFORMITY**

This item, and all other budget related activities, conforms to the FRCD/EGWD's 2020-25 Strategic Plan. Adoption of an annual balanced budget is specifically identified as a goal in the Fiscal Responsibility section of the Strategic Plan.

**FINANCIAL SUMMARY**

There are no financial impacts associated with this report.

Respectfully submitted,



PATRICK LEE  
FINANCE MANAGER/TREASURER

Attachments



Attachment 1

Elk Grove Water District -- FY 2021-22 Budget

Description		FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Y-T-D - 3-31-21	FY 20-21 Projected	Ops 500	Tech Services 560	GM 610	HR 620	PM 640	Finance 650	Admin 700	FY 2021-22 Budget	Change from FY 20-21 Budget	
<b>Revenues</b>																	
Account	Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Y-T-D - 3-31-21	FY 20-21 Projected	Ops 500	Tech Services 560	GM 610	HR 620	PM 640	Finance 650	Admin 700	FY 2021-22 Budget	Difference Dollars	Percentage
4100	Water Payment Revenues - Residential	\$ 12,848,104	\$ 12,818,495	\$ 13,479,404	\$ 13,114,207	\$ 10,709,862	\$ 13,842,529	5.55%						\$ 13,437,396	\$ 13,437,396	\$ 323,189	2.46%
4110	Water Payment Revenues - Commercial	1,831,522	1,926,887	2,040,936	1,875,372	1,345,860	1,846,053	-1.56%						1,878,259	1,878,259	2,887	0.15%
4120	Water Payment Revenues - Fire Service	188,957	177,326	196,357	194,563	147,016	201,655	3.64%						194,563	194,563	-	0.00%
4200	Meter Fees/Plan Check/Water Capacity	240,190	56,944	511,774	30,000	141,459	194,033	546.78%						30,000	30,000	-	0.00%
4201	Backflow Install:Fin-EGWS	15,116	8,399	6,626	10,000	21,381	29,327	193.27%						10,000	10,000	-	0.00%
4300	Fire Protection	-	156	-	-	1,092	1,498	0.00%						-	-	-	0.00%
4520	Door Hanger Fees	149,725	144,700	106,400	115,000	-	-	-100.00%						86,250	86,250	(28,750)	-25.00%
4540	New account Fees	22,791	24,000	30,420	25,000	23,850	32,714	30.86%						25,000	25,000	-	0.00%
4550	NSF Fees	3,640	2,660	2,660	3,000	1,260	1,728	-42.39%						3,000	3,000	-	0.00%
4570	Shut-off Fees	62,900	63,550	38,800	50,000	-	-	-100.00%						37,625	37,625	(12,375)	-24.75%
4580	Restoration Fees	266	200	-	-	-	-	0.00%						-	-	-	0.00%
4585	Admin Citations	-	-	300	-	1,052	1,443	0.00%						-	-	-	100.00%
4590	Credit Card Fees	10,000	10,725	6,050	8,000	-	-	-100.00%						-	-	(8,000)	-100.00%
4591	Release of Lien Fee	-	-	1,407	-	3,620	4,965	100.00%						-	-	-	0.00%
4700	Rental Income	-	-	-	-	22,045	33,796	100.00%						15,000	15,000	15,000	100.00%
4900	Customer Refunds	(30,086)	(368)	(2,763)	(1,000)	-	-	-100.00%						(1,000)	(1,000)	-	0.00%
<b>TOTAL GROSS REVENUES</b>		<b>15,343,125</b>	<b>15,233,674</b>	<b>16,418,371</b>	<b>15,424,142</b>	<b>12,418,497</b>	<b>16,189,741</b>	<b>4.96%</b>	-	-	-	-	-	<b>\$15,716,094</b>	<b>\$15,716,094</b>	<b>291,952</b>	<b>1.89%</b>

Expenditures

1. Direct Expenses

Account	Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Y-T-D - 3-31-21	FY 20-21 Projected	Ops 500	Tech Services 560	GM 610	HR 620	PM 640	Finance 650	Admin 700	FY 2021-22 Budget	Difference Dollars	Percentage	
<b>Salaries &amp; Benefits</b>																		
5100	Executive Salary	\$ 151,934	\$ 171,220	\$ 182,615	\$ 211,486	\$ 137,100	\$ 182,800	-13.56%		\$ 199,678					\$ 199,678	\$ (11,808)	-5.58%	
5110	Exempt Salaries	525,448	581,962	566,577	576,491	421,591	562,121	-2.49%			125,810	107,807	277,546		646,445	69,954	12.13%	
5120	Non-Exempt Salaries	1,295,333	1,193,993	1,365,198	1,538,721	1,238,780	1,651,707	7.34%	1,327,162	126,113	56,867		272,582		1,782,724	244,003	15.86%	
5130	Overtime Compensation	60,799	43,164	33,784	48,500	19,988	26,651	-45.05%	40,000	2,000			1,500		43,500	(5,000)	-10.31%	
5140	On Call Pay	18,200	17,650	23,446	18,250	24,554	32,739	79.39%	27,375						27,375	9,125	50.00%	
5150	Holiday Pay	109,632	111,283	113,792	124,981	102,959	123,551	-1.14%	70,644	14,283		9,628	5,810	29,295	129,660	4,679	3.74%	
5160	Vacation Pay	159,232	161,000	184,761	123,294	114,918	153,224	24.28%	72,353	7,229		12,268	5,165	30,630	127,644	4,350	3.53%	
5170	Personal Time Pay	105,387	106,307	91,616	99,985	66,636	88,848	-11.14%	56,515	11,426		7,703	4,648	23,436	103,728	3,743	3.74%	
5200	Medical Benefits	593,653	588,241	585,087	796,543	496,149	661,532	-16.95%	429,466	67,929	10,267	47,740	27,071	237,532	820,006	23,462	2.95%	
5195	EAP	825	813	928	944	664	885	-6.19%	495	87	29	58	29	175	874	(70)	-7.39%	
5201	EGWD Contribution H.S.A	13,352	13,251	21,092	23,500	22,400	22,400	-4.68%				26,300			26,300	2,800	11.91%	
5210	Dental/Vision/Life Insurance	52,337	55,117	55,654	63,562	42,054	56,072	-11.78%	34,517	5,468	2,573	4,050	2,038	11,169	59,815	(3,747)	-5.90%	
5220	Retirement Benefits	524,139	460,006	524,173	361,277	277,799	370,399	2.52%	137,701	22,254	21,817	18,966	9,053	59,665	269,456	(91,822)	-25.42%	
5225	Retirement Benefits - Post Employment	131,063	278,088	185,417	165,316	69,600	165,316	0.00%							165,339	23	0.01%	
5230	Medical Tax, Social Security and SUI	46,990	47,036	49,764	63,503	39,691	52,921	-16.66%	34,246	6,551	3,666	4,397	2,477	13,305	64,641	1,138	1.79%	
5240	Worker's Compensation Insurance	114,479	91,338	85,222	102,585	45,541	91,082	-11.21%	80,276	3,758	2,649	2,075	1,529	6,313	96,600	(5,985)	-5.83%	
5250	Education Assistance	2,566	-	-	2,500	-	-	-100.00%	2,500	-					2,500	-	0.00%	
5260	Employee Training	13,697	18,378	19,085	45,500	4,474	5,965	-86.89%	11,000	3,000	1,200	2,900	22,500	3,000	43,600	(1,900)	-4.18%	
5270	Employee Recognition	3,530	4,634	2,383	2,880	409	545	-81.06%		100	1,380	1,000	400		2,880	-	0.00%	
5280	Meetings	189	62	847	3,200	-	-	-100.00%	250	300	250	150	250	2,000	3,200	-	0.00%	
<b>Category Subtotal</b>		<b>\$ 3,922,785</b>	<b>\$ 3,943,543</b>	<b>\$ 4,091,441</b>	<b>\$ 4,373,018</b>	<b>\$ 3,125,307</b>	<b>\$ 4,248,758</b>	<b>-2.84%</b>	<b>\$ 2,324,501</b>	<b>\$ 405,781</b>	<b>\$ 243,510</b>	<b>\$ 319,911</b>	<b>\$ 188,776</b>	<b>\$ 968,147</b>	<b>\$ 165,339</b>	<b>\$ 4,615,964</b>	<b>\$ 242,946</b>	<b>5.56%</b>

Seminars, Conventions and Travel

5300	Airfare	\$ 1,685	\$ 2,536	\$ 2,928	\$ 5,600	\$ (39)	\$ -	-100.00%	\$ 1,350	\$ 350	\$ 700	\$ 800	\$ 350	\$ 2,500	\$ 6,050	\$ 450	8.04%	
5310	Hotels	5,022	11,024	7,366	17,441	-	-	-100.00%	2,400	550	3,300	2,000	1,100	3,866	13,216	(4,225)	-24.22%	
5320	Meals	3,282	4,585	2,741	7,246	638	851	-88.26%	1,580	140	3,140	400	480	1,278	7,018	(228)	-3.15%	
5330	Auto Rental	-	373	63	2,200	-	-	-100.00%	300	200	500	-	-	1,200	2,200	-	0.00%	
5340	Seminars & Conferences	9,109	12,588	10,256	12,900	(1,130)	(1,130)	-108.76%	1,950	1,470	4,190	1,400	735	2,800	12,545	(355)	-2.75%	
5345	Seminars & Conferences - Board	2,197	725	-	-	-	-	0.00%							-	-	0.00%	
5350	Mileage Reimbursement, Parking, Tolls	1,577	1,170	989	1,920	14	19	-99.03%	180	100	350	300	250	650	1,830	(90)	-4.69%	
5375	Auto/Telephone Allowance	6,000	6,000	6,070	6,000	4,430	6,000	0.00%			6,000				6,000	-	0.00%	
<b>Category Subtotal</b>		<b>\$ 28,872</b>	<b>\$ 39,001</b>	<b>\$ 30,413</b>	<b>\$ 53,307</b>	<b>\$ 3,913</b>	<b>\$ 5,739</b>	<b>-89.23%</b>	<b>\$ 7,760</b>	<b>\$ 2,810</b>	<b>\$ 18,180</b>	<b>\$ 4,900</b>	<b>\$ 2,915</b>	<b>\$ 12,294</b>	<b>\$ -</b>	<b>\$ 48,859</b>	<b>\$ (4,448)</b>	<b>-8.34%</b>

Account	Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Y-T-D - 3-31-21	FY 20-21 Projected		Ops 500	Tech Services 560	GM 610	HR 620	PM 640	Finance 650	Admin 700	FY 2021-22 Budget	Difference Dollars	Percentage
<b>Office &amp; Operational</b>																		
5410	Advertising	\$ 10,615	\$ 5,033	\$ 5,200	\$ 6,000	\$ 10,416	\$ 13,888	131.47%				\$ 2,000	\$ 2,000		\$ 12,500	\$ 16,500	\$ 10,500	175.00%
5415	Association Dues	79,874	133,306	118,649	154,606	148,968	148,968	-3.65%	3,100	700	300			540	121,207	125,847	(28,759)	-18.60%
5420	Insurance	86,006	54,500	91,118	102,880	95,640	95,640	-7.04%							106,700	106,700	3,820	3.71%
5425	Licenses, Certifications, Fees	2,154	2,969	8,304	6,445	4,949	6,599	2.38%	2,000	235	200	335	500	1,100		4,370	(2,075)	-32.20%
5430	Repairs & Maintenance - Automotive	38,236	34,719	33,476	42,000	22,419	29,892	-28.83%	35,000	-					500	35,500	(6,500)	-15.48%
5432	Repairs & Maintenance - Building	29,902	28,691	45,258	63,500	33,249	44,332	-30.19%	73,000						45,500	118,500	55,000	86.61%
5434	Repairs & Maintenance - Computers	21,208	35,060	20,927	19,375	3,915	5,220	-73.06%	6,825	1,575				7,825		16,225	(3,150)	-16.26%
5435	Repairs & Maintenance - Equipment	97,388	99,860	114,022	102,000	64,366	85,821	-15.86%	100,000	1,500				-	6,000	107,500	5,500	5.39%
5438	Fuel	40,128	38,956	34,343	41,720	19,284	25,712	-38.37%	44,000	750				720		45,470	3,750	8.99%
5440	Materials	122,500	64,740	12,239	97,000	72,343	96,457	-0.56%	120,000						2,000	122,000	25,000	25.77%
5445	Chemicals	42,494	39,418	42,547	45,000	27,441	36,588	-18.69%	45,000							45,000	-	0.00%
5450	Meter Repairs	27,055	64,073	129,363	130,000	53,813	71,751	-44.81%	90,000							90,000	(40,000)	-30.77%
5453	Permits	83,498	47,486	56,416	65,050	49,677	66,236	1.82%	68,000						50	68,050	3,000	4.61%
5455	Postage	76,355	55,593	60,709	84,950	36,717	48,956	-42.37%		75		100	22,500		60,000	82,675	(2,275)	-2.68%
5460	Printing	10,514	13,067	7,022	30,350	6,392	8,523	-71.92%		200		100	22,500	4,000		26,800	(3,550)	-11.70%
5465	Safety Equipment	7,633	5,381	19,620	15,500	5,790	7,720	-50.19%	15,000	-			500			15,500	-	0.00%
5470	Software Programs & Updates	105,785	156,644	115,622	210,693	101,437	135,249	-35.81%	67,217	47,599						207,114	(3,578)	-1.70%
5475	Supplies	32,351	24,674	26,796	30,720	12,087	16,116	-47.54%	14,000	800		1,000	120	15,000	-	30,920	200	0.65%
5480	Telephone	39,030	32,310	25,996	39,589	18,086	24,115	-39.09%	21,900					9,000		30,900	(8,689)	-21.95%
5485	Tools	5,370	17,059	7,857	12,500	9,187	12,249	-2.01%	11,000	-					-	11,000	(1,500)	-12.00%
5490	Clothing Allowance	8,206	8,576	2,713	7,700	1,127	1,503	-80.48%	7,000	700						7,700	-	0.00%
5491	EGWD Other Clothing	6,223	5,687	11,177	13,000	9,300	12,400	-4.62%	13,000							13,000	-	0.00%
5493	Water Conservation Materials	12,289	6,224	-	18,000	-	-	-100.00%					18,000			18,000	-	0.00%
	<b>Category Subtotal</b>	<b>\$ 984,814</b>	<b>\$ 974,026</b>	<b>\$ 989,374</b>	<b>\$ 1,338,578</b>	<b>\$ 806,603</b>	<b>\$ 993,935</b>	<b>-25.75%</b>	<b>\$ 736,042</b>	<b>\$ 54,134</b>	<b>\$ 500</b>	<b>\$ 3,535</b>	<b>\$ 66,120</b>	<b>\$ 130,483</b>	<b>\$ 354,457</b>	<b>\$ 1,345,271</b>	<b>\$ 6,693</b>	<b>0.50%</b>
5495	<b>Purchased Water</b>	<b>\$ 2,873,292</b>	<b>\$ 2,777,344</b>	<b>\$ 2,965,638</b>	<b>\$ 3,198,404</b>	<b>\$ 2,202,845</b>	<b>\$ 3,391,622</b>	<b>6.04%</b>	<b>\$ 3,511,320</b>							<b>\$ 3,511,320</b>	<b>\$ 312,916</b>	<b>9.78%</b>
<b>Outside Services</b>																		
5505	Administration Services	\$ 3,200	\$ 3,820	\$ 6,419	\$ 3,590	\$ 4,783	\$ 6,377	77.64%				\$ 3,250		\$ -		\$ 3,250	\$ (340)	-9.47%
5510	Bank Charges	132,426	159,130	168,810	184,308	127,523	170,031	-7.75%						190,208		190,208	5,900	3.20%
5515	Billing Services	23,597	19,228	20,869	28,800	15,211	24,548	-14.76%						25,500		25,500	(3,300)	-11.46%
5520	Contracted Services	297,891	345,052	351,356	521,000	239,450	319,267	-38.72%	20,000	3,000	5,000	31,500	53,500		394,150	507,150	(13,850)	-2.66%
5523	Water Conservation Services	-	-	-	-	-	-	-					30,000			30,000	30,000	100.00%
5525	Accounting Services	25,536	34,860	28,514	35,000	15,346	35,000	0.00%						30,000		30,000	(5,000)	-14.29%
5530	Engineering	21,858	68,671	174,660	115,000	28,325	37,767	-67.16%		60,000						60,000	(55,000)	-47.83%
5532	Special Projects	-	-	-	100,000	-	-	0.00%								-	(100,000)	100.00%
5535	Legal Services	192,023	118,159	94,361	175,000	64,868	97,302	-44.40%			175,000					175,000	-	0.00%
5540	Financial Consultants	112,879	10,421	1,750	10,000	-	-	-100.00%						10,000		10,000	-	0.00%
5545	Community Relations	8,679	16,958	7,650	9,200	-	-	-100.00%			1,200		8,000			9,200	-	0.00%
5552	Misc. Medical	2,548	2,648	1,174	2,500	3,338	4,451	78.03%				2,500				2,500	-	0.00%
5550	Pre-employment	425	46	1,185	1,000	422	563	-43.73%				1,000				1,000	-	0.00%
5555	Janitorial	7,015	7,655	14,753	22,000	17,913	26,870	22.13%	22,000						8,400	30,400	8,400	38.18%
5560	Bond Administration	4,220	3,800	5,770	7,050	5,720	5,720	-18.87%							7,050	7,050	-	0.00%
5570	Security	51,049	20,874	21,691	29,100	15,018	22,527	-22.59%	18,000						11,100	29,100	-	0.00%
5575	Sampling	39,230	32,094	40,494	40,000	30,437	40,583	1.46%	40,000							40,000	-	0.00%
5580	Board Secretary/Treasurer	-	-	-	-	-	-	0.00%								-	-	0.00%
	<b>Category Subtotal</b>	<b>\$922,576</b>	<b>\$843,416</b>	<b>\$939,456</b>	<b>\$1,283,548</b>	<b>\$568,354</b>	<b>\$791,004</b>	<b>-38.37%</b>	<b>\$100,000</b>	<b>\$63,000</b>	<b>\$181,200</b>	<b>\$38,250</b>	<b>\$91,500</b>	<b>\$255,708</b>	<b>\$420,700</b>	<b>1,150,358</b>	<b>(133,190)</b>	<b>-10.38%</b>

Account	Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Y-T-D - 3-31-21	FY 20-21 Projected		Ops 500	Tech Services 560	GM 610	HR 620	PM 640	Finance 650	Admin 700	FY 2021-22 Budget	Difference Dollars	Percentage
<b>Equipment Rent, Taxes and Utilities</b>																		
5610	Occupancy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,000	100.00%							\$ 72,000	72,000	72,000	100.00%
5620	Equipment Rental	23,266	16,075	21,236	27,800	15,106	22,659	-18.49%	\$ 18,000						17,360	35,360	7,560	27.19%
5710	Property Taxes	959	1,116	995	1,500	967	967	-35.53%							3,500	3,500	2,000	133.33%
5740	Electricity	320,004	292,047	402,747	397,000	270,962	431,846	8.78%	400,000						7,200	407,200	10,200	2.57%
5750	Natural Gas	517	779	725	900	767	1,151	27.83%							900	900	-	0.00%
5760	Sewer & Garbage	29,532	23,982	32,748	37,180	34,339	51,509	38.54%	30,000						12,780	42,780	5,600	15.06%
	<b>Category Subtotal</b>	<b>\$ 374,278</b>	<b>\$ 333,999</b>	<b>\$ 458,451</b>	<b>\$ 464,380</b>	<b>\$ 322,141</b>	<b>\$ 526,131</b>	<b>13.30%</b>	<b>\$ 448,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 113,740</b>	<b>\$ 561,740</b>	<b>\$ 97,360</b>	<b>20.97%</b>
	<b>Gross O&amp;M Expenses</b>	<b>\$ 9,106,617</b>	<b>\$ 8,911,329</b>	<b>\$ 9,474,773</b>	<b>\$ 10,711,235</b>	<b>\$ 7,029,163</b>	<b>\$ 9,957,188</b>	<b>-7.04%</b>	<b>\$ 7,127,623</b>	<b>\$ 525,725</b>	<b>\$ 443,390</b>	<b>\$ 366,596</b>	<b>\$ 349,311</b>	<b>\$ 1,366,632</b>	<b>\$ 1,054,236</b>	<b>\$ 11,233,513</b>	<b>\$ 522,277</b>	<b>4.88%</b>
	<b>Less: Capitalized Labor</b>	<b>\$ (279,633)</b>	<b>\$ (317,676)</b>	<b>\$ (273,456)</b>	<b>\$ (376,961)</b>	<b>\$ (112,723)</b>	<b>\$ (150,297)</b>	<b>-60.13%</b>	<b>\$ (400,192)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (400,192)</b>	<b>\$ (23,232)</b>	<b>6.16%</b>
	<b>Net O&amp;M Expenses</b>	<b>\$ 8,826,984</b>	<b>\$ 8,593,653</b>	<b>\$ 9,201,317</b>	<b>\$ 10,334,275</b>	<b>\$ 6,916,440</b>	<b>\$ 9,806,891</b>	<b>-5.10%</b>	<b>\$ 6,727,431</b>	<b>\$ 525,725</b>	<b>\$ 443,390</b>	<b>\$ 366,596</b>	<b>\$ 349,311</b>	<b>\$ 1,366,632</b>	<b>\$ 1,054,236</b>	<b>\$ 10,833,320</b>	<b>\$ 499,046</b>	<b>4.83%</b>
	<b>Net Revenues</b>	<b>\$ 6,516,141</b>	<b>\$ 6,640,021</b>	<b>\$ 7,217,054</b>	<b>\$ 5,089,868</b>	<b>\$ 5,502,057</b>	<b>\$ 6,382,850</b>	<b>25.40%</b>								<b>\$ 4,882,773</b>	<b>\$ (207,094)</b>	<b>-4.07%</b>

### 2. Capital Improvement Funding

3560	Repair & Replacement Reserve	\$ 463,368	\$ 492,048	\$ 778,658	\$ 905,000	\$ 247,395	\$ 282,706	-68.76%							\$ 2,030,000	\$ 2,030,000	\$ 1,125,000	124.31%
3565	Long-Term Capital Improvement Reserve	889,531	424,242	359,981	2,780,750	2,217,482	2,388,672	-14.10%							3,025,000	3,025,000	244,250	8.78%
	Contribution to Reserves	-	-	-	-	-	-	0.00%							-	-	-	0.00%
	<b>TOTAL CAPITALIZED EXPENSES</b>	<b>\$ 1,352,899</b>	<b>\$ 916,290</b>	<b>\$ 1,138,639</b>	<b>\$ 3,685,750</b>	<b>\$ 2,464,877</b>	<b>\$ 2,671,378</b>	<b>(0.28)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,055,000</b>	<b>\$ 5,055,000</b>	<b>\$ 1,369,250</b>	<b>37.15%</b>

### 3. Nonoperating (Revenue) / Expenses

6440	Depreciation	-	-	-	-	-	-	0.00%							-	-	-	0.00%
6450	Amortization	-	-	-	-	-	-	0.00%							-	-	-	0.00%
7300	Debt Service (Bond Interest Expense)	1,807,502	1,726,795	1,627,405	1,555,469	1,166,602	1,555,469	0.00%							1,442,499	1,442,499	(112,970)	-7.26%
7320	Offering Expense - Deferred Charges	-	-	-	-	-	-	0.00%							-	-	-	0.00%
2500	Bond Retirement	1,990,000	2,070,000	2,165,000	2,300,000	1,725,000	2,300,000	0.00%							2,440,000	2,440,000	140,000	6.09%
9910	Interest Earned	(105,884)	(213,052)	(221,048)	(100,000)	(74,783)	(74,783)	-25.22%							(25,000)	(25,000)	75,000	-75.00%
9911	Unrealized Gains/Losses	67,877	(198,473)	(90,446)	-	29,539	39,385	-100.00%							-	-	-	0.00%
9920	Other (Income)/expenses	91,661	(39,929)	(40,580)	-	-	-	0.00%							-	-	-	0.00%
3500	Contribution from Operating Reserves	-	-	-	-	-	-	0.00%							-	-	-	0.00%
9920	Other Expenses (Toilet Program Costs, Other Income)	-	-	-	1,709,239	1,617,818	1,617,818	-5.35%							-	-	(1,709,239)	0.00%
9950	Election Costs	-	2,008	-	250,000	1,887	1,887	0.00%							-	-	(250,000)	0.00%
9970	Rebate Program	-	-	-	-	-	-	0.00%							-	-	-	0.00%
	<b>TOTAL OTHER EXPENSES</b>	<b>\$ 3,851,156</b>	<b>\$ 3,347,349</b>	<b>\$ 3,440,331</b>	<b>\$ 5,714,708</b>	<b>\$ 4,466,063</b>	<b>\$ 5,439,776</b>	<b>-4.81%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,857,499</b>	<b>\$ 3,857,499</b>	<b>\$ (1,857,209)</b>	<b>-32.50%</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 14,031,039</b>	<b>\$ 12,857,292</b>	<b>\$ 13,780,287</b>	<b>\$ 19,734,732</b>	<b>\$ 13,847,380</b>	<b>\$ 17,918,045</b>	<b>-9.21%</b>	<b>\$ 6,727,431</b>	<b>\$ 525,725</b>	<b>\$ 443,390</b>	<b>\$ 366,596</b>	<b>\$ 349,311</b>	<b>\$ 1,366,632</b>	<b>\$ 9,966,735</b>	<b>\$ 19,745,819</b>	<b>\$ 11,087</b>	<b>0.06%</b>
	<b>DISTRICT REVENUES IN EXCESS OF EXPENDITURES</b>	<b>\$ 1,312,086</b>	<b>\$ 2,376,382</b>	<b>\$ 2,638,084</b>	<b>\$ (4,310,590)</b>	<b>\$ (1,428,883)</b>	<b>\$ (1,728,304)</b>	<b>-59.91%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (4,029,725)</b>	<b>\$ 280,865</b>	<b>6.52%</b>

Florin Resource Conservation District



Elk Grove Water District

# **Fiscal Year 2021-22 Operating Budget**



**Florin Resource Conservation District/Elk Grove Water District**

9257 Elk Grove Boulevard  
Elk Grove, CA 95624  
(916) 685-3556  
[www.egwd.org](http://www.egwd.org)

**Board of Directors**

Sophia Scherman, Chair  
Tom Nelson, Vice-Chair  
Bob Gray, Director  
Lisa Medina, Director  
Elliot Mulberg, Director

**Appointed Official**

Bruce Kamilos, General Manager

**Leadership Team**

Stefani Phillips, Human Resources Administrator/Board Secretary  
Patrick Lee, Finance Manager/Board Treasurer  
Donella Murillo, Finance Supervisor  
Travis Franklin, Program Manager  
Steve Shaw, Water Treatment Supervisor  
Sean Hinton, Water Distribution Supervisor  
Alan Aragon, Water Distribution Supervisor



# GOVERNING VALUES

Board members and employees of the Florin Resource Conservation District and Elk Grove Water District commit to the following values:

- **Transparency:** We recognize that transparency is the foundation of good governance. We are committed to openness and accountability in all District endeavors.
- **Leadership:** We are a team. The community is supported through mutual cooperation and respect. Great ideas come from many sources and we listen with an open mind.
- **Caring:** We care about the quality of our water, we care about our customers' satisfaction and we care about the quality of the working environment.
- **Integrity:** We are honest with one another, with our customers and with our industry partners. We maintain a quality operation that is fiscally sound and forthright. We want the trust and respect of our community and ratepayers.
- **Professionalism:** We are committed to standards of excellence, accuracy and superior conduct.
- **Vision:** We recognize that decisions we make today impact the future of this District and our community. We value our community's natural resources and actively seek ways to improve our services through local control and stewardship.



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**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

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**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

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**To:** Florin Resource Conservation District Board of Directors

**From:** Bruce Kamilos, General Manager

**Date:** June 15, 2021

**Subject:** **FLORIN RESOURCE CONSERVATION DISTRICT/ELK GROVE WATER DISTRICT  
FY 2021-22 OPERATING BUDGET**

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For your consideration, I respectfully submit the proposed annual Florin Resource Conservation District/Elk Grove Water District (District) Operating Budget for the fiscal year beginning July 1, 2021. This proposed operating budget reflects a collaborative effort between staff and the Board, as well as allowing for input from the public during several meetings.

Fiscal Year (FY) 2020-2021 proved to be challenging as the District dealt with the surge of the COVID-19 pandemic while trying to maintain and provide critical water services. Businesses and schools shut their doors and residents were ordered to shelter in place. The fallout included many businesses closing down, workforce reductions, schools moving to distance learning, employers implementing telecommute working protocols and an overall economic recession.

The economic recession was evident as District delinquent accounts started to increase due financial hardships experienced by District ratepayers. District ratepayers joined the growing number of families who could no longer afford their utilities or rent, forcing the Governor to issue an executive order establishing a moratorium on rent evictions and utility shutoffs. To assist District customers who were experiencing these financial hardships, the District Board of Directors issued a resolution waiving door tag fees and late payment penalties.

To address the COVID-19 Pandemic, the District took a proactive approach by developing and implementing a COVID-19 Risk Minimization and Outbreak Response Plan. The five-tiered risk level plan was developed to coincide with the State of California Department of Public Health and the Center for Disease Control's identified risk levels based on the spread of the virus. The Plan included precautionary measures and actions required within each tier to minimize and/or address the spread of the virus within the District. As part of the actions taken, the

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

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District closed its front lobby to minimize public contact and prevent the spread of the virus. Although all non-critical services were also put on hold, the District continued to perform all customer service functions over the phone and electronically. Even with a limited operations workforce, the District maintained the critical functions necessary to meet its commitment to the community of Elk Grove of supplying its customers with high quality, safe water along with outstanding customer service.

Not all that occurred in FY 2020-21 was overshadowed by the pandemic, however. Although the economy was in a recession, proper planning and years of prudent financial management allowed the District to utilize reserve funds to pay down the District's unfunded accrued liability with CalPERS in the amount of approximately \$1.7 million. The paydown of the unfunded accrued liability has the potential to save the District an estimated \$1.3 million in interest payments over the next 30 years.

FY 2020-21 also proved successful for the District in its search for a new administrative building. The District was able to close escrow on the property located at 9829 Waterman Road in Elk Grove, CA in October of 2020. This new administrative building will provide the District's Board of Directors with a place to hold their monthly Board meetings, as well as provide the District's staff with an appropriate facility to provide top tiered customer service.

The Board of Directors and Staff of the District remain committed to prudent, conservative financial practices, with goals of continuing to reduce long-term debt and funding capital improvements on a pay-as-you-go basis.

The District has also completed efforts to review its rates and fees with the intent of attaining long-term stability and maintaining sufficient debt service coverage required by its outstanding bond covenant.

I would like to thank staff for their conscientious efforts in prudent management of District resources to meet the demands of great customer service and responsible facilities maintenance. I want to also thank the Board of Directors for their leadership and continued interest in prudent fiscal management.

In summary, the District will continue to maintain financial discipline during FY 2021-22, and this reflects a concerted effort by the Board and staff to maintain our customer rates and charges as low as possible.



BRUCE KAMILOS, P.E.  
GENERAL MANAGER



## INDUSTRY ANALYSIS AND CURRENT STATUS

**Issues Currently Affecting the Water Industry.** The American Water Works Association (AWWA) 2020 State of the Water Industry Report has identified the top five issues facing the water industry as: 1) renewal and replacement of aging infrastructure; 2) financing for capital improvements; 3) long-term water supply availability; 4) public understanding of the value of water systems and services; and 5) watershed/source water protection.

The District is proactively addressing these top five issues identified by AWWA. As part of its five-year CIP, the District is replacing aging infrastructure such as old water mains each and every year. In addition, the District, through its Asset Management Plan, annually assesses the condition of all of its assets to determine when projects should be undertaken to replace assets. The District currently has a pay-as-you-go policy to fund replacement of aging assets. To address long-term water supply availability, the District prepares an urban water management plan every five years as required by law that verifies its ability to meet long-term water demands. To improve public understanding of the value of water, water systems and services, the District periodically issues a newsletter to its customers and participates in two large annual events where people in our community gather. To ensure watershed/source water protections, the District is working with the Sacramento Regional Water Authority to prepare a Regional Water Reliability Plan that addresses, in part, source water protection in the American River Basin. The District is also preparing a Risk and Resiliency Plan which will link to the United States Bureau of Reclamation American River Basin Study which forecasts the long-term effects of climate change.

**Changing Water Demands.** Although more efficient use of water is a major goal of the industry, in areas where customer growth is slow or nonexistent, declining water use left unaddressed can decrease operating revenue and affect how costs are recovered through rates and charges. In some cases, utilities must explain to customers that their rates must go up even as their community uses the same amount of water or less water.

The District has experienced gradual decreases in water consumption from 2014 to 2016 due to the drought starting in 2014. In 2017, when the emergency drought declaration was lifted by the Governor, the District started to experience gradual increases in water consumption. This gradual increase, however, was offset by certain conservation efforts, such as installing water efficient appliances and landscaping, which result in long-term water use reductions. Water consumption still has not returned to the pre-drought levels experienced in 2013 and earlier.

**Cost Recovery and Affordability.** Faced with increasing capital needs and potential funding shortfalls, many utilities must increase the rates they charge for water services in the immediate future. The affordability of water has become a significant issue for low-income households and a higher priority for water utilities that struggle to reconcile the need to

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

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adequately fund infrastructure while not overburdening those who cannot afford rate increases.

The District completed a 5-year water rate study during the summer of 2018, setting forth the incremental rate adjustments for years 2019 through 2023, necessary to continue to fund debt service costs, operating costs and anticipated repairs and replacement costs of aging infrastructure of the water utility. Through prudent financial management, cost control and the implementation of certain cost reduction programs, the District was able to hold off rate adjustments in 2019 and 2020 and to defer the 3.0% rate adjustment scheduled in 2021. The District is further investigating whether rate adjustments in the final 2 years of the study can be deferred to maintain affordability while still providing sufficient revenues to maintain operations.

**Long Term Water Supply Availability.** The District, like all other municipal water providers, must complete an Urban Water Management Plan (UWMP) every five (5) years. The next UWMP is due to the State by June 30, 2021 and it must project out the District's water supply and demand forecast for a twenty-year period. This UWMP will also consider growth impacts and potential shortages resulting from drought and climate change. The District is also partnered with other Sacramento regional water agencies, led by the Regional Water Authority (RWA), to develop a Regional Water Reliability Plan which will also forecast long-term water supply needs and develop projects and programs to maintain long-term reliability. The District is also a member of the Sacramento Central Groundwater Authority (SCGA) which is charged with developing a Groundwater Sustainability Plan (GSP) to seek sustainability of the South American Subbasin through 2042. As the District is nearly exclusively reliant on the groundwater basin for its water supply, this Groundwater Sustainability Plan and the associated management of the South American Subbasin is of vital importance to the District.

**Regulatory Compliance.** The importance of current and future regulatory compliance continues to be a main concern of the water industry. New regulatory compliance requirements challenge the ability of water utilities to meet such requirements financially and operationally while continuing to maintain affordability to customers, with regulations surrounding perfluorinated alkyl substances (PFAS) and nonpoint source pollution being the top two concerns.

Local, State, and Federal regulatory compliance continues to be a concern of the water industry. New standards challenge the ability of water utilities to meet such requirements financially and operationally while continuing to maintain affordability to customers. The District continues to closely track these new requirements and is prepared to meet them if implemented.

## **ABOUT THE FLORIN RESOURCE CONSERVATION DISTRICT**

### **Introduction**

In the spring of 1950, the Florin Farm Center Committee for Organization of a Soil Conservation District, a committee of Florin farmers, submitted a proposal for the formation of the Florin Soil Conservation District to the Sacramento County Board of Supervisors, requesting approval and submission of that proposal to the State Soil Conservation Commission. The specific intents of the new soil conservation district would be efficient use of irrigation water, improved drainage, flood control and other land improvements. With the necessary approvals, the committee met with other agricultural interests and local landowners until they had thoroughly identified all properties wanting to be within the District boundaries.

On June 23, 1953, a public election determined the establishment of the Florin Soil Conservation District (FSCD) and its first five-member board of directors. The very first work plan, written in 1953, identified the importance of wise irrigation use and the necessity in not depleting the area's underground water supplies. In 1954, the board executed a Memorandum of Understanding with the USDA, beginning a long and productive partnership.

California Resource Conservation Districts are authorized by Division 9 of the California Public Resources Code. Chapter 3, Article 9 of Division 9 details the general powers of a district. An expansion of those powers was the impetus in changing the names of the Soil Conservation District to Resource Conservation Districts in 1971, resulting in the Florin Resource Conservation District (FRCD).

## **ABOUT THE ELK GROVE WATER DISTRICT**

### **Introduction**

In 1893, after several fires threatened the small town of Elk Grove, CA, local residents banded together and founded the Elk Grove Water Company. The water company began business with twelve owners and 10 customers. The Jones family later purchased the water company in the early 1900's and operated the utility as a private company known as the Elk Grove Water Works. The FRCD acquired the Elk Grove Water Works in 1999 from the Jones family and created the Elk Grove Water District (EGWD), which is a Department of the FRCD. This acquisition changed the governance of the water utility from private ownership to a publicly owned and operated agency. The EGWD is structured as an enterprise fund of the FRCD.

The District is governed by an elected five-member Board and advice from one volunteer associate Board member. Board members serve four-year, staggered terms. The Board of

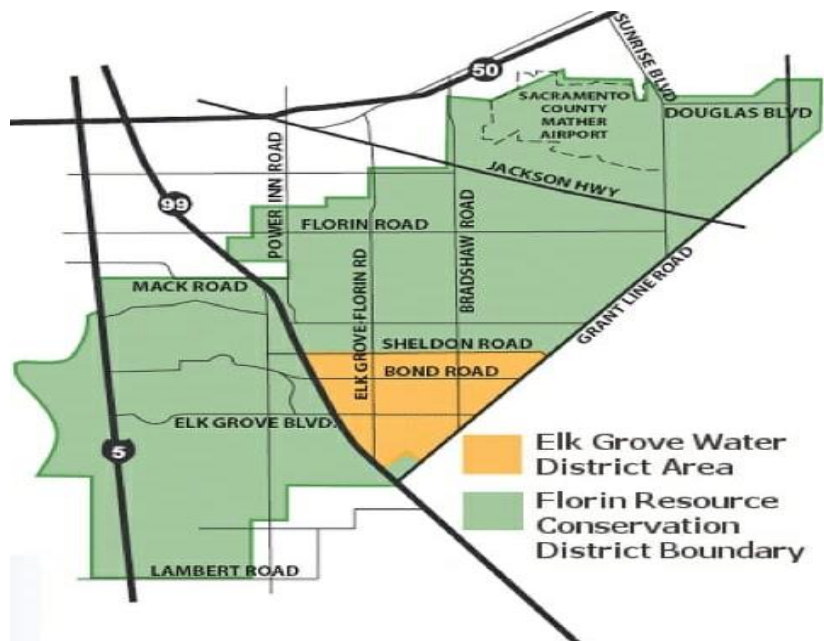
**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

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Directors delegate the daily operations of District to the General Manager, who supervises the work of 30 staff members.

Although recent efforts by the District have primarily focused on managing the water utility (EGWD), it has also performed other activities including creek cleanups, tire recycling, technical assistance, and conservation education. To remedy some of the financial pressures of the District, on April 18, 2018 the Board made the decision by Resolution No. 04.18.18.01 to limit all future activities to “water related activities that benefit, or otherwise serve, the EGWD ratepayers.” This decision was made after years of deliberation, multiple public meetings, in-depth engagement with legal counsel, and even consideration of integration with other water agencies. The decision to limit District activities to benefit EGWD ratepayers protects the District from financial uncertainty, maintains stability for EGWD customers, and leaves the FRCD boundaries intact.

**Elk Grove Water District Service Area**



The EGWD service area covers 13 sq. miles with a population of approximately 46,000 people, providing water to over 12,800 homes and businesses in Elk Grove. Much of the water supplied is produced by wells located throughout Elk Grove, the treatment and storage facility at the Railroad Water Treatment Facility (RRWTF) on Railroad Street and the treatment facility on Hampton Drive. EGWD produces over 1.3 billion gallons of water each year, providing supply to approximately two-thirds of the EGWD service area. The remaining area is supplied with water purchased from the SCWA under a long-term agreement.

## **Budget Process**

The District adopts an annual operating budget and an annual CIP to ensure the adequacy of resources to meet District needs and to accomplish the District's mission.

The District's budget process begins with a Leadership Team Budget Kickoff Workshop to discuss timeline and identify strategic goals and objectives. Each department head is then responsible for developing their departmental operating budget for submission to the Finance Department. The Human Resources Department is responsible for the development of personnel budget and the Finance Department is responsible for the preparation of revenue estimates. Once all departmental operating budgets, personnel budget and the revenue estimates are completed, the Finance Department will compile the information into the budget document.

As required by certain debt covenants, the annual operating budget is evaluated to ensure that net revenues, as defined by the debt covenant, are equal to or exceed a minimum of 115 percent of the anticipated debt service for the budget year.

The preliminary budget is presented to the Finance Committee during a public meeting to solicit feedback and comments from the committee and the public. Once all feedback and comments received have been considered and incorporated as appropriate, the final budget is presented to the Board of Directors for adoption during a public meeting prior to each fiscal year end.

### **Basis of Accounting**

The District operates on a fiscal year that runs from July 1, through June 30. Accounting and budgetary records are maintained using the full accrual basis of accounting. The District is a governmental entity which reports all activities related to the water operation as an enterprise fund where revenues are recognized when they are earned, and the expenses are recognized when they are incurred. The budget does not include amounts for depreciation, pension expense in accordance with Government Accounts Standards Board (GASB) Statement No. 68, or retiree medical expenses in accordance with GASB Statement No. 75 but does include an expenditure for debt principal. Therefore, the budget is not prepared in the same manner as the Comprehensive Annual Finance Report. The budget detailed in this document is used as a management tool for projecting and measuring revenues and expenses.

### **Budgetary Control**

Since the budget is an estimate, from time to time, it may be necessary to make adjustments to fine tune budget line items within expenditure categories. Various levels of budgetary control have been established to maintain the Budget's integrity. The levels of budgetary



**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

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control are as follows: The General Manager controls the budget at the operating level and budgets are monitored by each respective department head. The General Manager has the authority to transfer balances between budget lines within an expenditure category. Any transfers between expenditure categories or increases in appropriations require approval by the Board of Directors. Budget to actual reports are prepared by the Finance Department and presented to the Board of Directors on a monthly basis.

**Reserve Policy**

It is the policy of the District that all funds held in reserve be designated to specific uses. The District holds reserves for special projects and operations. Such reserves are not considered 'surplus' and shall not be made available for other uses without the express authorization of the Board of Directors.

The adequacy of the target reserve balance and/or annual contributions will be reviewed annually during the budgeting and planning process and may be revised accordingly as necessary. The following District reserve fund categories are to be established:

- Operating Reserve Fund – Used to ensure resources are available to fund daily administration, operations and customer services. Target Balance is 120 Days of the Annual Operations and Maintenance Budget.
- Capital Improvement Reserve Fund – Used to fund the new assets needed for the operations of the District that enhance or increase capacity. Target Balance is equal to the annual Capital Improvement Program Budget.
- Capital Replacement Reserve Fund – Used to fund replacement of existing assets. Target Balance is equal to the annual Capital Replacement Budget.
- Elections and Special Studies Reserve Fund – Used to fund various special studies, as needs arise such as election cost, Board expense, etc. The Target funding balance is based on the amount as approved in the annual budget.
- Future Years Capital Improvement Reserve Fund – Used to fund future assets needed for the operations of the District that enhance or increase capacity in future years not yet identified in the annual CIP. Target Balance is 75% of the balance of the Unrestricted Net Position not allocated to the Operating Reserve Fund, Capital Improvement Reserve Fund, Capital Replacement Reserve Fund and the Elections Special Studies Reserve Fund upon conclusion of the annual audit.
- Future Years Capital Replacement Reserve Fund – Used to fund the replacement of existing assets in future years not yet identified in the annual CIP. Target Balance is 25% of the balance of the Unrestricted Net Position not allocated to the Operating

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Reserve Fund, Capital Improvement Reserve Fund, Capital Replacement Reserve Fund and the Elections Special Studies Reserve Fund upon conclusion of the annual audit.

**Investment Policy**

It is the policy of the District to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all state and local statutes governing the investment of public funds. In accordance with section 53600 et. seq. of the Government Code of the State of California, the authority to invest public funds is expressly delegated to the Board of Directors for subsequent re-delegation to the Finance Manager/District Treasurer.

Investments by the Finance Manager are limited to those instruments specifically described in the District's investment policy. The Finance Manager submits monthly reports to the Board of Directors detailing all investment holdings. In order of importance, the following three fundamental criteria are followed in the investment program: 1) safety of principal; 2) liquidity; and 3) return on investment.

**Procurement Policy**

The District's procurement policies create uniform procedures for acquiring general goods and services, professional services, public construction contracts and the acquisition of real property. The primary purpose of the policies are to provide for the purchase of materials and trade services with the objective that they will be available at the proper time, place, quantity and at the best available price, consistent with the needs of the District.

**Accounting Systems and Controls**

The District uses Sage 100 as its financial accounting system to record its financial transactions. Management has established a system of internal controls that provide a reasonable basis for protecting the District's assets from fraud, waste and abuse and compile sufficient reliable information for the preparation of the District's financial statements. At the end of the year, the District prepares a Comprehensive Annual Financial Report consisting of management's representations concerning the District's finances. An independent auditing firm audits this report and examines the District's internal controls and provides an opinion on the financial reporting and suggestions on ways to improve the internal control processes of the District.

**Capital Improvement Program**

The District's annual Capital Improvement Program (CIP) is a projection of the District's capital funding for planned capital projects in upcoming fiscal years. The CIP is reviewed and updated on an annual basis and is a key component of the District's overall Strategic Plan.

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The CIP is an important document for performing water rate studies and for managing the District's operations. The CIP also provides a basis to align District plans with other local agency plans so that an integrated approach may be applied to projects within the community at large.

The District currently funds its capital expenditures on a pay-as-you-go basis. A projection of the anticipated future capital projects and associated funding needs of those projects were included in the 2018 Water Rate Study when analyzing total revenue requirements to maintain operational and capital needs. The study recommended the appropriate user charges and annual water rate increases to ensure revenue requirements were met for both operational and capital needs. Based on the inclusion of capital funding needs into the 2018 Water Rate Study, and all recurring and nonrecurring capital expenditures being funded on a pay-as-you-go basis, the only effect of capital projects on the annual budget will be on going costs for operation and maintenance.

### **Long-Term Financial Planning**

With the approval of the 2018 Water Rate Study and associated rate ordinance, the District has a five-year plan that provides for the stable funding of operations, capital projects and debt service. In conjunction with this plan, the District restructured approximately \$32.3 million of outstanding bonded indebtedness in December 2014 and \$16.4 million in June 2016 to provide an average annual savings of \$194,000 over the remaining term of the debt. It should be noted that the District contributed \$1.5 million of reserve funds in order to reduce the remaining term of the debt by 13 years and maintain annual debt service savings on the refinanced bonds. The District has no legal debt limit and does not intend to issue any additional debt. This, along with continued prudent financial management, has allowed the District to implement no rate adjustments in 2019 and 2020 and to defer the 3.0% rate adjustment scheduled in 2021. The District is further investigating whether rate adjustments in 2022 and 2023 can be deferred to maintain affordability while still providing sufficient revenues to maintain operations. Staff will continue to review revenues and expenditures annually to determine whether the projected revenue adjustments as recommended by the 2018 Water Rate Study will be necessary.

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

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**Budget Assumptions**

A budget is an estimate of revenues and expenditures for a set period of time. The creation of estimates involves a set of assumptions. It is important that the reader of this budget understands the assumptions used in preparing the revenue and expenditures estimates contained herein. Listed below are the primary assumptions used in the creation of this budget:

- The 2018 Water Rates Study adopted by the Board on July 18, 2018 approved a 3.0% revenue rate adjustment beginning January 1, 2022. However, this revenue rate adjustment has been deferred into future years, resulting in no anticipated revenue rate adjustment for FY 2021-22.
- A 10% conservation factor was used in projecting water revenues due to the uncertainty of the drought conditions the State is currently facing.
- Estimated 3.10% rate increase in Purchased Water cost from the SCWA.
- Estimated 27.26% decrease in employer retirement costs through California Public Employees Retirement System (CalPERS) as a result of the District paying down the Unfunded Accrual Liability of approximately \$1.6 million in FY 2021.
- Estimated 6.0% increase in health care insurance costs for all employees that have not yet met the District's medical contribution cap.
- Salary increases will be based on a COLA of 3.97%, in accordance with the consumers price index (CPI), and potential merit increases based upon specific employee performance.

## EGWD by the Numbers

MAXIMUM DAILY WATER SUPPLY CAPACITY	11.4 MGD
NUMBER OF TREATMENT FACILITIES	2
AGGREGATE TREATMENT FACILITY CAPACITY	13.0 MGD
NUMBER OF WELLS	7
MILES OF WATER MAINS	149.8
NUMBER OF BOOSTER PUMPS	10
NUMBER OF ACTIVE SERVICE CONNECTIONS	13,027
NUMBER OF BOND ISSUES OUTSTANDING	2
NUMBER OF CERTIFIED WATER DISTRIBUTION OPERATORS	17
NUMBER OF CERTIFIED WATER TREATMENT OPERATORS	17
NUMBER OF PUBLIC FIRE HYDRANTS	1,660
EGWD SERVICE AREA POPULATION	46,212





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Florin Resource Conservation District  
California**

For the Fiscal Year Beginning

**July 1, 2020**

*Christopher P. Morill*

Executive Director

# **FISCAL YEAR 2021-22 BUDGET OVERVIEW**

**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

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*Hold for Budget Adoption Resolution*

**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

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*Hold for Budget Adoption Resolution*

## **Fiscal Year 2021-22 Budget Preparation Timeline**

March 29	Leadership Team Budget Kick-Off.
April 01	All District key objectives and department goals and accomplishments are due to the FM.
April 06	Infrastructure Committee meeting to discuss the 1 <sup>st</sup> draft of the FY 2022-26 CIP.
April 09	All department initial budget requests are due to the FM.
April 13	FM submits budget development worksheet to the GM for first review.
April 15	Leadership Team meeting to review the 1 <sup>st</sup> draft of the budget development worksheet.
April 20	Present to the Board the 3 <sup>rd</sup> quarter financial report.
April 21	GM to provide first round comments and revisions on budget development worksheet to FM.
April 23	FM makes the required revisions and disperses the 1 <sup>st</sup> draft of the budget development worksheet and District key objectives and department goals and objectives to the Finance Committee (Board).
April 27	Infrastructure Committee meeting to go over 2 <sup>nd</sup> draft of the CIP (if necessary).
April 27	Finance Committee meeting to go over 1 <sup>st</sup> draft of budget development worksheet and District specific key objectives and department goals and objectives.
May 13	Issue the 1 <sup>st</sup> draft of the actual budget document and 2 <sup>nd</sup> draft of budget development worksheet to the Board for review.
May 18	Review and discuss the 2 <sup>nd</sup> draft budget development worksheet and 1 <sup>st</sup> draft of actual budget document.
May 26	Finance Committee Meeting (if necessary).
June 01	Issue revised budget to Finance Committee (if necessary).
June 08	Finance Committee Meeting (if necessary).
June 10	Final Budget and staff report due for Board Packet inclusion.
June 15	Board considers all budgets for adoption.



**SUMMARY OF REVENUES AND EXPENDITURES**

<b>Elk Grove Water District Budgeted Revenues and Expenditures by Category For the Fiscal Year ending June 30, 2022</b>							
Expenditure	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Projected	FY 2021-22 Budget	Change in Budget
Total Revenues	\$ 15,343,125	\$ 15,233,674	\$ 16,418,371	\$ 15,424,142	\$ 16,189,741	\$ 15,716,094	\$ 291,952
Operational Expenditures							
Salaries and Benefits	3,922,785	3,943,543	4,091,441	4,373,018	4,248,758	4,615,964	242,946
Seminars, Conventions and Travel	28,872	39,001	30,413	53,307	5,739	48,859	(4,448)
Office and Operational	984,814	974,026	989,374	1,338,578	993,935	1,345,271	6,693
Purchased Water	2,873,292	2,777,344	2,965,638	3,198,404	3,391,622	3,511,320	312,916
Outside Services	922,576	843,416	939,456	1,283,548	791,004	1,150,358	(133,190)
Equipment Rent, Taxes and Utilities	374,278	333,999	458,451	464,380	526,131	561,740	97,360
Subtotal Operational Expenditures	9,106,617	8,911,329	9,474,773	10,711,235	9,957,188	11,233,513	522,277
Less: Capitalized Labor	(279,633)	(317,676)	(273,456)	(376,961)	(150,297)	(400,192) *	(23,232)
Total Operational Expenses	8,826,984	8,593,653	9,201,317	10,334,275	9,806,891	10,833,320	499,046
Non-Operating Expenditures (Income)	3,851,156	3,347,349	3,440,331	5,714,708	5,439,776	3,857,499	(1,857,209)
Capital Equipment and Expenditures	1,352,899	916,290	1,138,639	3,685,750	2,671,378	5,055,000	1,369,250
Total Net Expenditures	14,031,039	12,857,292	13,780,287	19,734,732	17,918,045	19,745,819	11,087
Revenues In Excess of Expenditures, Principal Retirement and Capitalized Labor	\$ 1,312,086	\$ 2,376,382	\$ 2,638,084	\$ (4,310,590)	\$ (1,728,304)	\$ (4,029,725)	\$ 280,865
Transfers (to)/from Reserves	(1,312,086)	(1,978,672)	(2,638,084)	4,310,590	1,728,304	4,029,725	(280,865)
Net Budget Excess/(Deficiency)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

\* This represents approximately 60% of Salaries and Benefits of the Utility Division which will be charged to the Capital Improvement Program

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Fiscal Year 2021-22 Operating Budget**

## SUMMARY OF NET POSITION ACTIVITY

**Elk Grove Water District  
Summary of Net Position Activity  
For the Fiscal Year Ending June 30, 2022**

	FY 20-21 Budget	FY 20-21 Projected	FY 2021-22 Budget
<b>Beginning Net Position</b>	\$ 46,703,765	\$ 46,703,765	\$ 44,975,461
<b>Estimated Revenues</b>	15,424,142	16,189,741	15,716,094
<b>Estimated Operational Expenditures</b>			
Salaries and Benefits	4,373,018	4,248,758	4,615,964
Seminars, Conventions and Travel	53,307	5,739	48,859
Office and Operational	1,338,578	993,935	1,345,271
Purchased Water	3,198,404	3,391,622	3,511,320
Outside Services	1,283,548	791,004	1,150,358
Equipment Rent, Taxes and Utilities	464,380	526,131	561,740
Total Operational Expenditures	10,711,235	9,957,188	11,233,513
<b>Estimated Nonoperational Expenditures</b>			
Capitalized Labor	(376,961)	(150,297)	(400,192)
Non-Operating Expenditures (Income)	5,714,708	5,439,776	3,857,499
Capital Equipment and Expenditures	3,685,750	2,671,378	5,055,000
Total Nonoperational Expenditures	9,023,497	7,960,857	8,512,307
<b>Revenues in Excess of Expenditures</b>	(4,310,590)	(1,728,304)	(4,029,725)
<b>Estimated Ending Net Position</b>	\$ 42,393,175	\$ 44,975,461	\$ 40,945,735

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## BUDGET HIGHLIGHTS

### FISCAL YEAR 2021-22

The District's budget for FY 2021-22 projects total operating revenues of approximately \$15.716 million and total expenditures of approximately \$19.746 million including Capital Improvement and Capital Repair & Replacement Reserve contributions of approximately \$5.055 million. The projected expenditures in excess of revenues are approximately \$4.030 million which will be funded from operating reserves carried over from prior years.

Despite many non-discretionary cost increases, staff undertook efforts to find cost reductions as well as minimize increases and these are reflected in the FY 2021-22 budget. The budget has an increase in total expenditures of \$11,0387 (0.06%) from the adopted budget for FY 2020-21. The major highlights are listed below, and comparisons made are against the budgeted amounts for FY 2020-21:

- Revenues for FY 2021-22 is budgeted at \$15.716 million, an increase of \$291,952 (1.89%) from prior year's budget based on the following assumptions:
  - A deferral of the 3.0% revenue rate adjustment effective January 1, 2022 into future years. This revenue rate adjustment was recommended by the 2018 Water Rate Study adopted by the Board on July 18, 2018.
  - No changes in consumption levels.
  - Increase in the number of accounts is based on the most recent billing cycle.
  - A 10% conservation factor in residential revenues due to the unknown nature of current drought conditions.
  - A 5% conservation factor in non-residential revenues due to the unknown nature of drought conditions.
  
- Total Salaries and Benefits budgeted is \$4.616 million, an increase of \$242,946 (5.56%) from prior year's budget mainly due to:
  - An increase in Exempt Salaries of \$69,954 (12.13%) due to:
    - A COLA of 3.79% COLA based on the April 2021 Consumers Price Index.
    - Longevity and merit pay increases for eligible employees.
  - An increase in Non-Exempt salaries of \$244,003 (15.86%) due to:
    - Longevity and merit pay increases for eligible employees.
    - A COLA of 3.79% based on the April 2021 Consumers Price Index.
  - An increase in medical benefits of \$23,462 (2.95%) based on estimated medical premium increases provided by JPIA averaging 6% for any employee who has not yet met the medical subsidy cap.

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

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- A decrease in Retirement Benefits of \$91,822 (25.42%) due to the pay down of the District's unfunded accrued liability in December of 2020.
- Seminars, Conventions and Travel budgeted is \$48,859, a decrease of \$4,448 (8.34%) from prior year's budget due the ACWA Spring Conference being held in Sacramento resulting in travel costs.
- Total Office and Operational Costs budgeted is \$1.345 million, an increase of \$6,693 (0.50%) from prior year's budget mainly due to:
  - An increase in Advertising of \$10,500 for more frequent bill inserts and anticipated recruiting advertising.
  - A decrease in Association Dues of \$28,759 (18.60%) due to a decreased in SCGA dues.
  - An increase in Building Maintenance of \$55,000 (86.61%) for well site and property landscaping and maintenance, which was previously budgeted as contracted services.
  - An increase in Materials of \$25,000 (25.77%) for anticipated materials to complete distribution valve changeouts.
  - A decrease in Meters of \$40,000 (30.77%) due to an anticipated decrease in new meters related to new development.
- Purchased Water budgeted is \$3.511 million, an increase of \$312,916 (9.78%) from prior year's budget due mainly to:
  - An estimated 3.1% rate increase in the wholesale water rate as provided the SCWA.
  - Projections updated to reflect an increase in the number of new accounts in SA 2 due to new development.
  - A 10% contingency factor due to the unknown nature of new development in the SA area.
- Total Outside Services budgeted is \$1.150 million, a decrease of \$133,190 (10.38%) from prior year's budget due mainly to:
  - An increase in Water Conservation Services of \$30,000 (100.00%) due to anticipated Conservation Monitoring services due to drought conditions.
  - A decrease in Engineering Services of \$55,000 (47.83%) due the anticipated Ground Water Recharge project no longer being viable.
  - A decrease in Special Projects of \$100,000 (100.00%) due to the postponement of Well 3 destruction.



**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

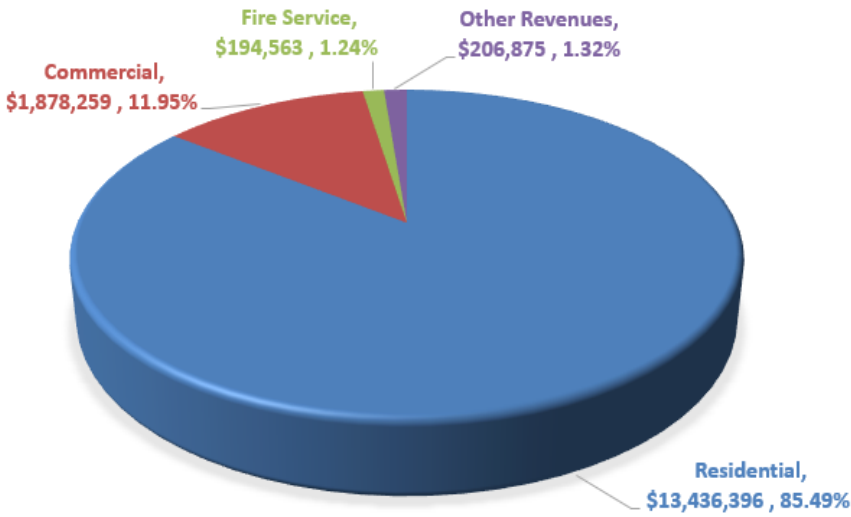
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- Total Equipment Rent, Taxes and Utility budgeted is \$561,740, an increase of \$97,360 (20.97%) from prior year's budget due mainly to:
  - An increase in Occupancy of \$72,000 (100.00%) due to leaseback of 9257 Elk Grove Blvd while the District's new administrative building is being remodeled.
  - An increase of \$10,200 (2.57%) in Electricity based on anticipated electricity rate increases through SMUD.
  
- Capital Improvement Funding includes contributions to the Repair & Replacement Reserve, as well as the Capital Improvement Reserve for a total of \$5.055 million. This represents an increase of \$1.369 million from prior year's budget and is based on actual funding needs from the FY 2022-26 CIP Program.
  
- Bond interest expenses will decrease by \$112,970 (7.26%) while bond principal retirements will increase by \$140,000 (6.09%).
  
- No Elections Costs anticipated for FY 2021-22.
  
- This budget anticipates capitalizing \$400,192 of Salaries and Benefits for capital improvements constructed by the Distribution and Utility Divisions, which are funded in the Five-Year Capital Improvement Program. Capitalized labor is estimated at 60% of the total salaries and benefits of the Utility Division.
  
- The budget, as recommended, will meet bond covenant requirements as follows:
  - Covenant – 1.26 (1.15 required)
  
- The Board adopted a Five-Year Capital Improvement Program (CIP) which only appropriated funding for the CIP projects scheduled in FY 2021-22.
  
- Staff has determined that Grants or Special Funding are not currently available for the District. Therefore, no revenues from these income sources are included in this budget document.

# REVENUE SECTION

**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

## BUDGETED REVENUES BY CATEGORY



Other Revenues include:

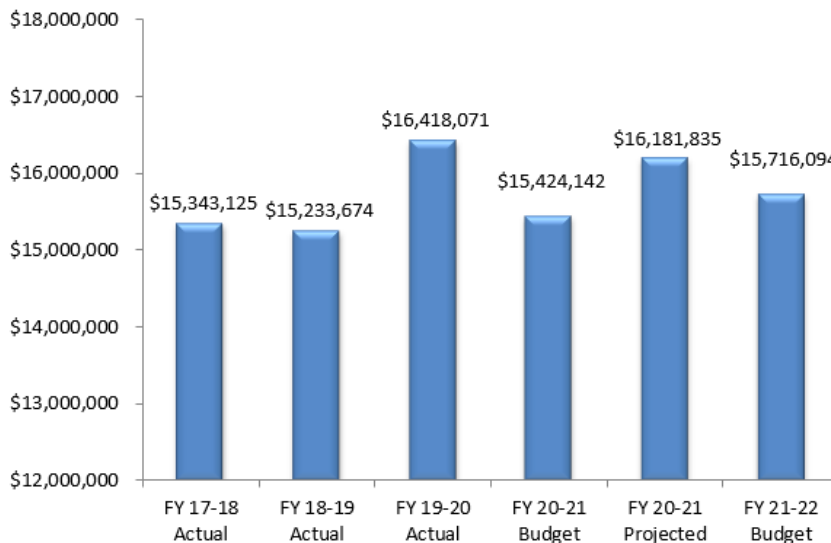
- Meter/Plan Check/Water Capacity Fees
- Door Hanger Fees
- New Account Fees
- NSF Fees
- Credit Card Fees
- Backflow Prevention Installations

Commercial Revenues Include:

- Non-Residential Revenue
- Irrigation Revenue

Note: Residential Revenue in this chart is net of customer refunds.

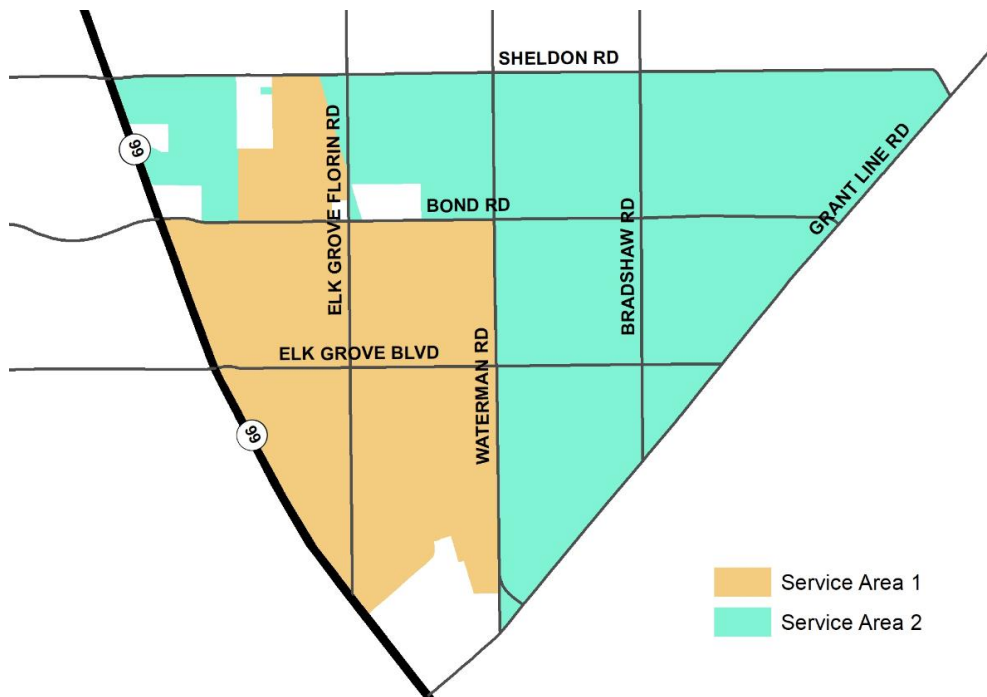
## TOTAL REVENUES FISCAL YEARS 2017-18 THROUGH 2021-22



The FY 2021-22 Budget reflects the deferral of a 3.0% revenue rate adjustment into future years and no anticipated increase in overall water consumption. This revenue rate adjustment was recommended in the 2018 Water Rate Study, adopted by the Board of Directors on July 18<sup>th</sup>, 2018.

## MAJOR REVENUE SOURCES

Approximately 98% of the District's revenues are derived from recurring water revenues related to water consumption and availability charges. Although a 3.0% revenue rate adjustment was approved by the Board through the adoption of the 2018 Water Rate Study, the 3.0% revenue rate adjustment effective January 1, 2022 was deemed unnecessary and will be deferred into future years. In addition, the District derives revenues from new connection fees for development within Service Area 1 of its two service areas. Connection fees for development within Service Area 2 of the EGWD's service area are paid to the SCWA.



Revenue projections are developed using a fee/rate-based projection, taking account and consumption information for the most recent twelve-month period, and applying it against the current and proposed fee/rates. Depending on drought conditions, revenue projections are adjusted by what the District deems to be an appropriate conservation factor and/or anticipated increase in water consumption as a result of the lifted drought restrictions.

### Revenue Rate Increase Projections

Utility rate setting is subject to the provisions of Proposition 218 wherein customers are provided information on proposed rate changes and are invited to attend a public hearing on the proposed changes. Proposed rate changes can be denied if a majority of ratepayers

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

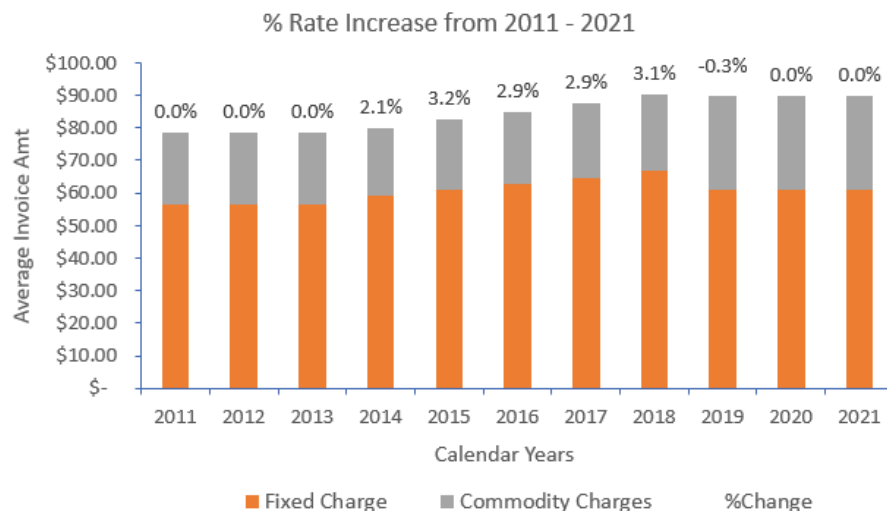
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submit written protests opposing them. If a majority of ratepayers do not protest, the Board of Directors vote on the proposed rate changes and set the effective date for any proposed and approved changes. On July 18<sup>th</sup>, 2018, the 2018 Water Rate Study was adopted by the Board with recommended revenue adjustments over the next five years beginning on January 1, 2019, as follows:

- January 1, 2019 – 0%
- January 1, 2020 – 0%
- January 1, 2021 – 3% - Deferred into future years.
- January 1, 2022 – 3% - Deferred into future years.
- January 1, 2023 – 3%

Revenue rate adjustments are necessary to fund various projects and to pay for increased operating cost, primarily due to inflation. It should be noted that the Board of Directors decided to defer the revenue rate adjustments of 3.0% on January 1, 2022 into future years as it was deemed unnecessary in FY 2021-22.

The table below shows the average revenue rate adjustment each calendar year since 2011 in relation to an average bill, assuming the customer is a single-family residential service customer with a 1” meter consuming 15 CCF’s of water. As can be seen, the increases in rates have been very consistent and relatively minimal. For the years with a rate increase, the increase is approximately equal to the average inflation rate. This is all made possible through prudent financial management and budgeting; however, future revenue adjustments will be necessary to fund various capital projects and to pay for increased operating cost, primarily due to inflation.





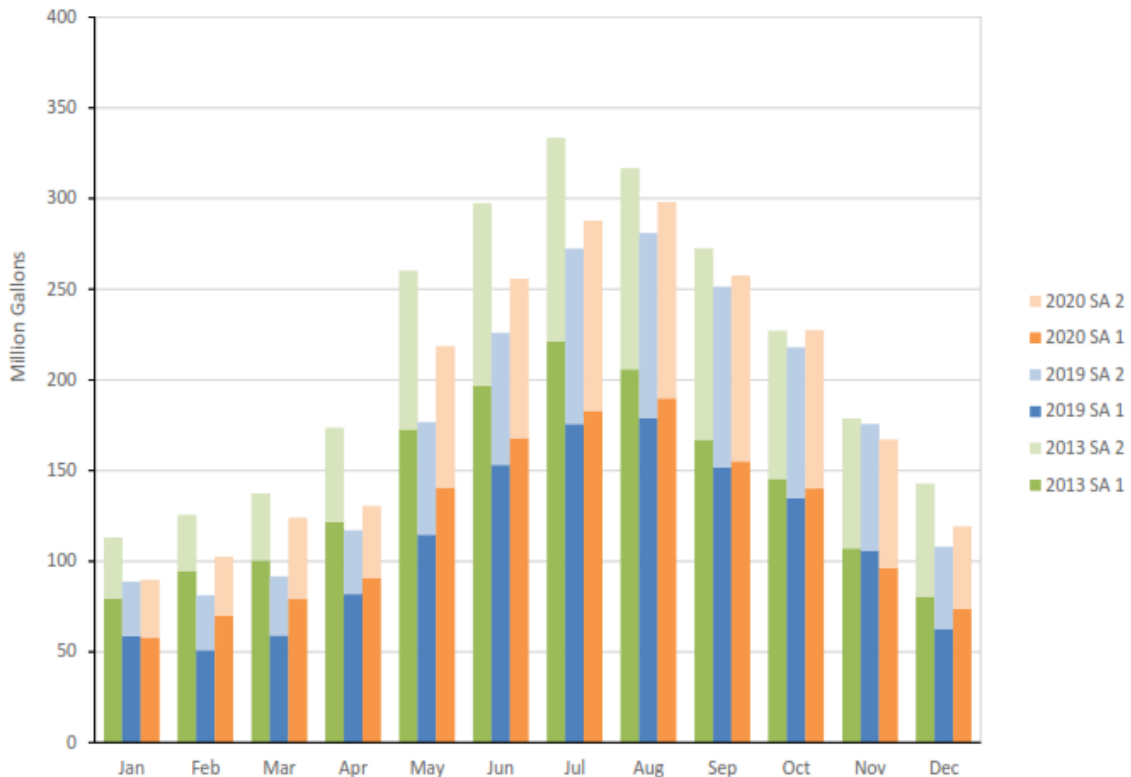
**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

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**WATER CONSUMPTION TREND**

Water revenues are driven by two primary factors, the amount of water sold and the rate per unit, with increases in water consumption generating more revenues to offset the increased costs of operations. The graph below shows the consumption trends for the prior two calendar years as compared to the pre-drought calendar year of 2013. The graph also shows the correlation between the annual seasonal change and overall water consumption, with the highest level of consumption occurring during the summer months.

As can be seen in the graph below, the District has experienced gradual increases in water consumption in 2020 and 2019, however, the total level of water consumption still has not reach the pre-drought levels of 2013. Attributable to the overall decrease in water consumption for the most recent two calendar years, as compare to the pre-drought levels of 2013, is the implementation of certain water conservation efforts, such as installing water efficient appliances and landscaping, which result in long-term water use reductions.

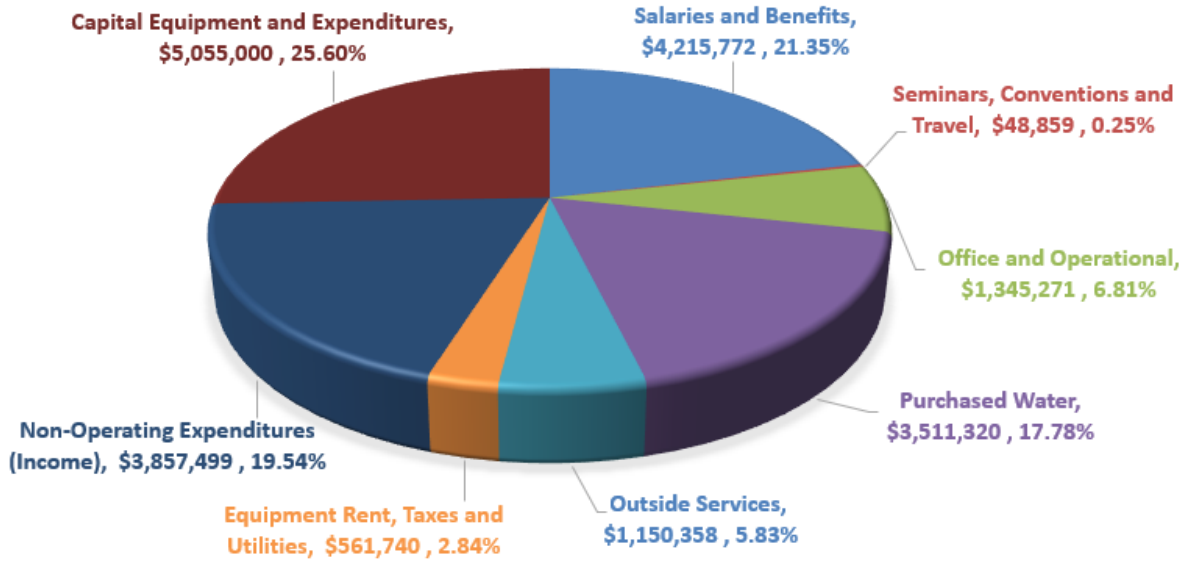


**Elk Grove Water District  
Budgeted Revenue Accounts Detail  
For the Fiscal Year ending June 30, 2022**

Account#	Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Projected	FY 2021-22 Requested Budget
4100	Water Payment Revenues - Residential	\$12,848,104	\$12,818,495	\$13,479,404	\$13,114,207	\$13,842,529	\$ 13,437,396
4110	Water Payment Revenues - Commercial	1,831,522	1,926,887	2,040,936	1,875,372	1,846,053	1,878,259
4120	Water Payment Revenues - Fire Service	188,957	177,326	196,357	194,563	201,655	194,563
4200	Meter Fees/Plan Check/Water Capacity	240,190	56,944	511,774	30,000	194,033	30,000
4300	Backflow Install EGWD	15,116	8,555	6,626	10,000	29,327	10,000
4520	Door Hanger Fees	149,725	144,700	106,400	115,000	-	86,250
4540	New Account Fees	22,791	24,000	30,420	25,000	32,714	25,000
4550	NSF Fees	3,640	2,660	2,660	3,000	1,728	3,000
4570	Shut-off Fees	63,166	63,750	38,800	50,000	-	37,625
4580	Credit Card Fees	10,000	10,725	6,050	8,000	-	-
4591	Release of Lien Fee	-	-	1,407	-	-	-
4700	Rental Income	-	-	-	-	33,796	15,000
4900	Customer Refunds	(30,086)	(368)	(2,763)	(1,000)	-	(1,000)
	Total Revenues	<u>\$15,343,125</u>	<u>\$15,233,674</u>	<u>\$16,418,071</u>	<u>\$15,424,142</u>	<u>\$16,181,835</u>	<u>\$ 15,716,094</u>

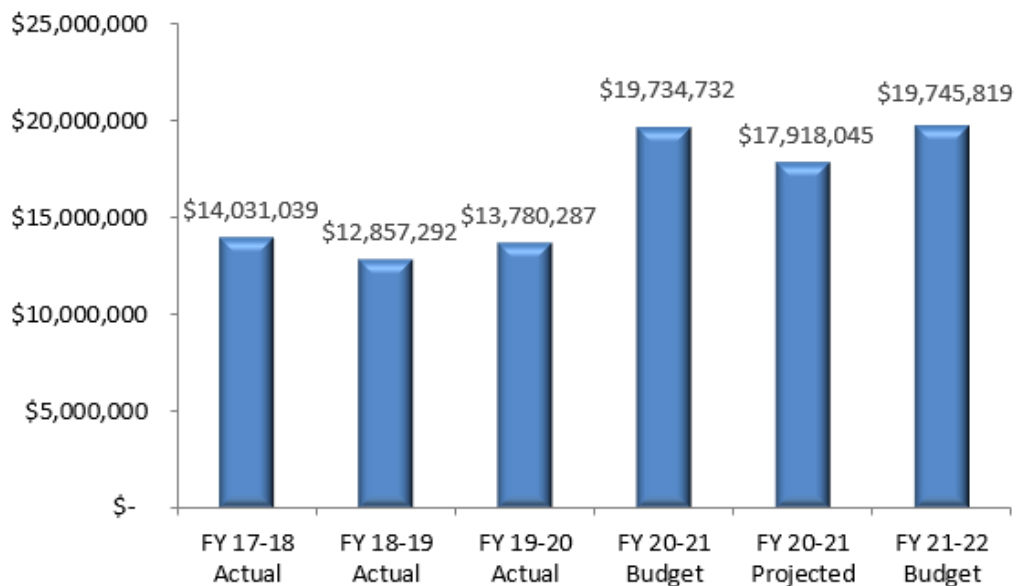
# EXPENDITURE SECTION

## BUDGETED EXPENDITURES BY CATEGORY



Note: Total Salaries and Benefits Expenditures are net of capitalized labor costs of \$400,192, which is included in total Capital Equipment and Expenditures.

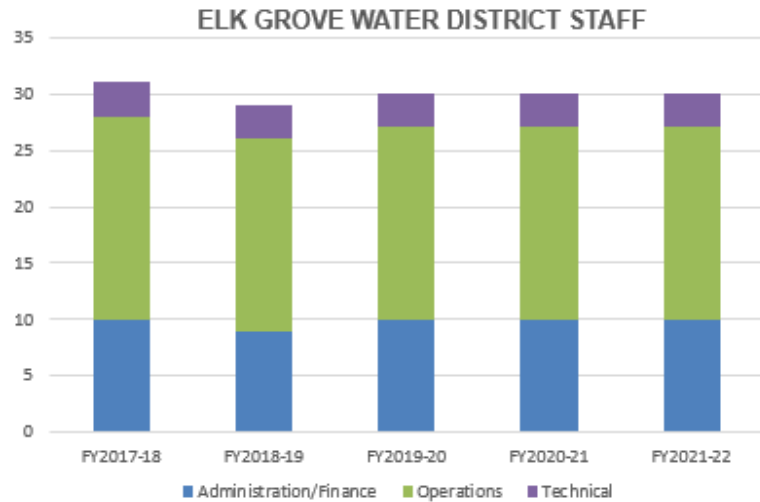
## TOTAL NET EXPENDITURES FISCAL YEARS 2017-18 THROUGH 2021-22



## SALARIES AND BENEFITS FISCAL YEARS 2017-18 THROUGH 2021-22

Aside from the cost of water purchased from the SCWA for the EGWD’s Service Area 2 and debt service payments, Salaries and Benefits represent the largest expense of the District.

Staffing levels at the District has remained relatively unchanged. In FY 2019-20, the District added a provision to the Employee Policy Manual for Class A Differential pay of \$1.50. The Class A Differential was applicable to all field



operators who possess a Class A License. The District also provides COLAs annually based on the average of the U.S. City Average, West Urban Size B/C and San Francisco-Oakland-San Jose, CA indices. The COLA for FY 2021-22 is 3.967%.

### Employee Cost Control Program

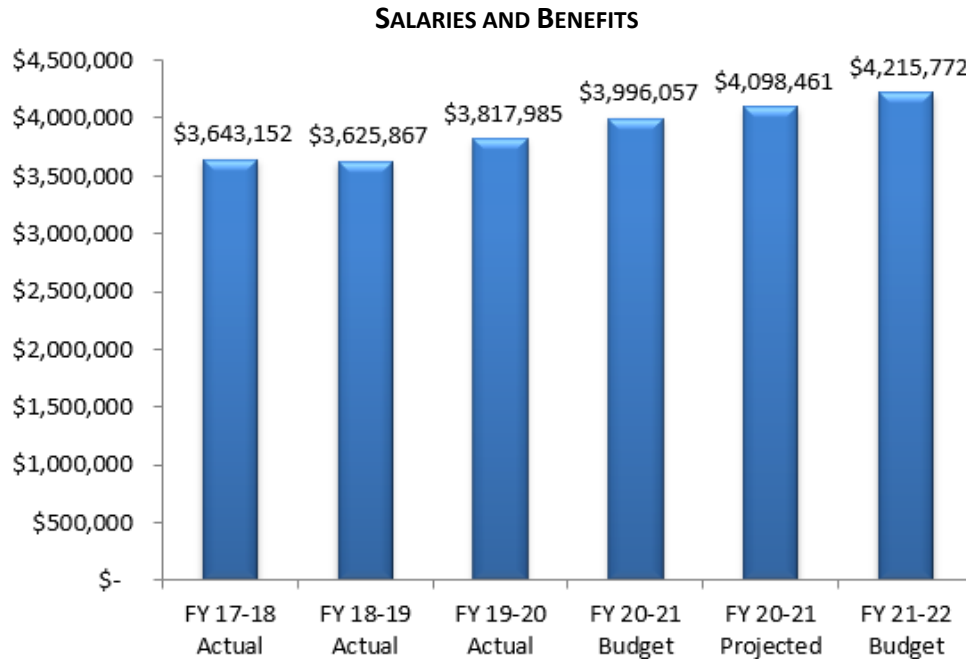
During FY 2011-12, District staff developed an Employee Cost Control Program (ECCP) that helped reduce and control employee costs by obtaining savings through selected employee concessions, including, freezing certain full-time equivalent (FTE) positions, a phase in reduction of the employer portion of employee retirement contributions and placing a cap on the amount of employer paid health premiums. To offset these concessions, the District created an alternative 9/80 work schedule and established a permanent disability retirement benefit program.

### Pension and other Post-Employment benefits

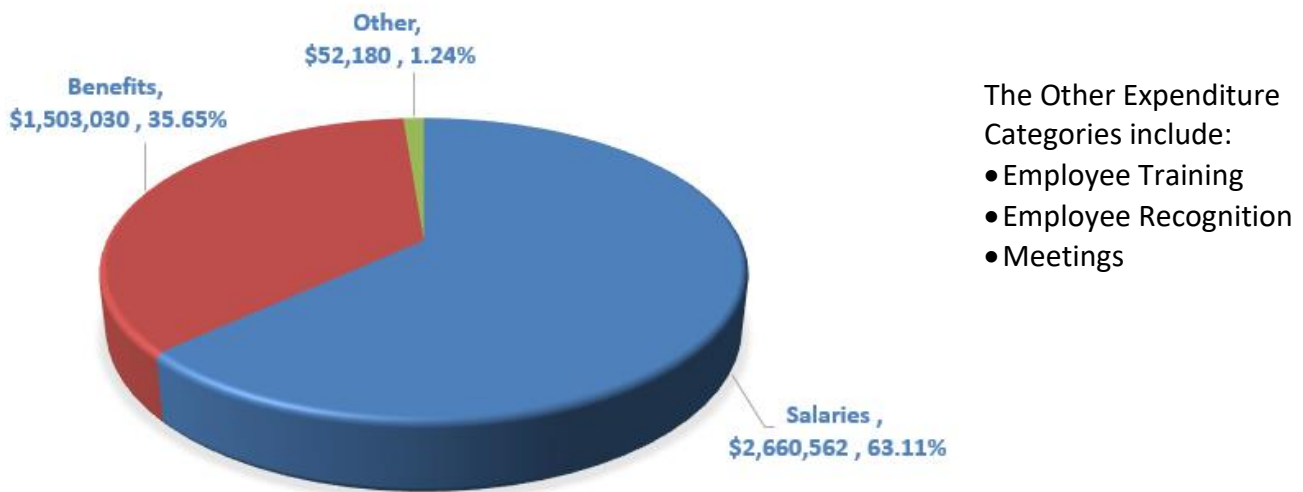
The District’s retirement program remains with the CalPERS. The District currently pays the employer costs and a portion (one percent) of the employees’ tax-deferred member contributions to the system monthly. The District provides post-employment healthcare benefits to retirees and their dependents. Five retired employees receive these benefits, which are financed on a pay-as-go basis. The District pays the medical, dental, and vision insurance premiums for eligible retired employees (and qualified spouse) that are enrolled in the health insurance plan. The current requirements for eligibility are: attaining age 55, having at least fifteen years of continuous service, and retiring from the District.

**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

The following tables show the trend in salaries and benefits in comparison to prior years, as well as the breakout of the current proposed budgeted salaries and related components.



**NET SALARIES AND BENEFITS \$4,215,772\***



\*The total Salaries and Benefits are net of capitalized labor costs of \$400,192 for capital improvements constructed by the Distribution and Utility Departments.



**Elk Grove Water District**  
**Budgeted Salaries and Benefits Accounts Detail**  
**For the Fiscal Year ending June 30, 2022**

Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget

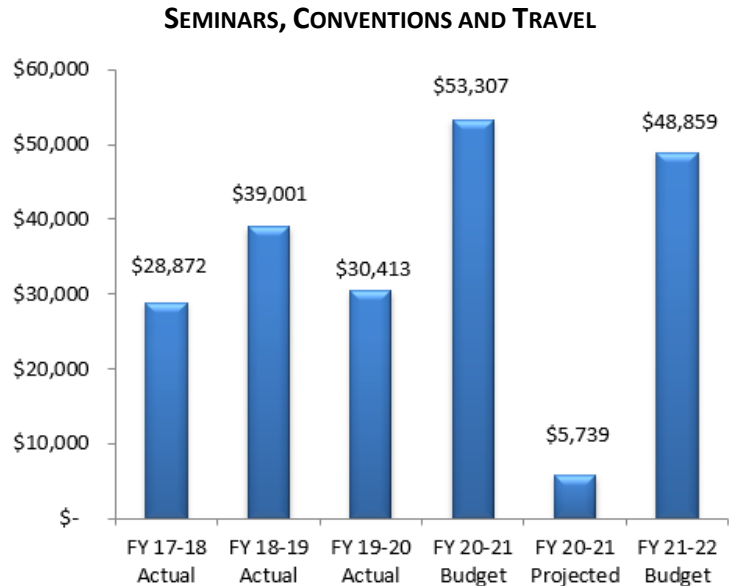
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Account#	Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Projected	FY 2021-22 Requested Budget
5100	Executive Salary	\$ 151,934	\$ 171,220	\$ 182,615	\$ 211,486	\$ 182,800	\$ 199,678
5110	Exempt Salaries	525,448	581,962	566,577	576,491	562,121	646,445
5120	Non-Exempt Salaries	1,295,333	1,193,993	1,365,198	1,538,721	1,651,707	1,782,724
5130	Overtime Compensation	60,799	43,164	33,784	48,500	26,651	43,500
5140	On Call Pay	18,200	17,650	23,446	18,250	32,739	27,375
5150	Holiday Pay	109,632	111,283	113,792	124,981	123,551	129,660
5160	Vacation Pay	159,232	161,000	184,761	123,294	153,224	127,644
5170	Personal Time Pay	105,387	106,307	91,616	99,985	88,848	103,728
5200	Medical Benefits	593,653	588,241	585,087	796,543	661,532	820,006
5195	EAP	825	813	928	944	885	874
5201	EGWD Contribution H.S.A	13,352	13,251	21,092	23,500	22,400	26,300
5210	Dental/Vision/Life Insurance	52,337	55,117	55,654	63,562	56,072	59,815
5220	Retirement Benefits	524,139	460,006	524,173	361,277	370,399	269,456
5225	Retirement Benefits - Post Employment	131,063	278,088	185,417	165,316	165,316	165,339
5230	Medical Tax, Social Security and SUI	46,990	47,036	49,764	63,503	52,921	64,641
5240	Worker's Compensation Insurance	114,479	91,338	85,222	102,585	91,082	96,600
5250	Education Assistance	2,566	-	-	2,500	-	2,500
5260	Employee Training	13,697	18,378	19,085	45,500	5,965	43,600
5270	Employee Recognition	3,530	4,634	2,383	2,880	545	2,880
5280	Meetings	189	62	847	3,200	-	3,200
	Less Capitalized Labor	(279,633)	(317,676)	(273,456)	(376,961)	(150,297)	(400,192)
		<u>\$3,643,152</u>	<u>\$3,625,867</u>	<u>\$3,817,985</u>	<u>\$3,996,057</u>	<u>\$4,098,461</u>	<u>\$ 4,215,772</u>

**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

## SEMINARS, CONVENTIONS AND TRAVEL FISCAL YEARS 2017-18 THROUGH 2021-22

Seminars, Conventions and Travel expenditures are budgeted based on the anticipated travel to and from various conferences and seminars. 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. The two major conferences that District staff attend are the semi-annual Association of California Water Associations (ACWA) conferences and the annual California Society of Municipal Finance Officers (CSMFO) conference.



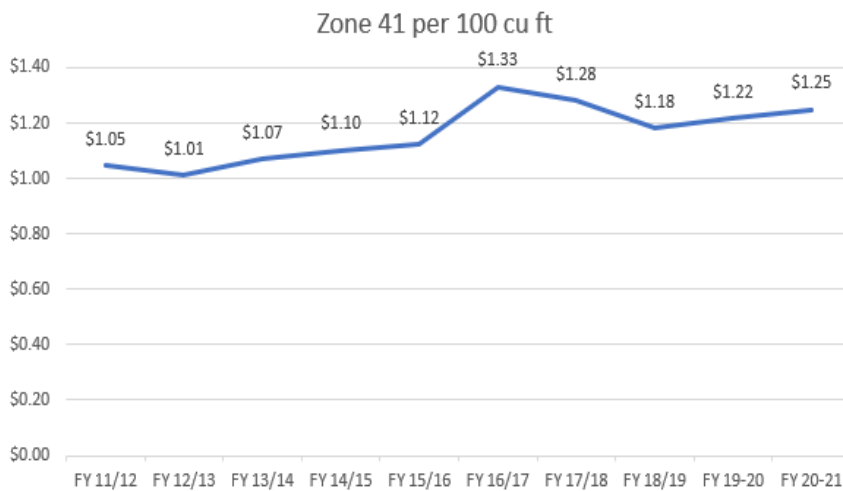
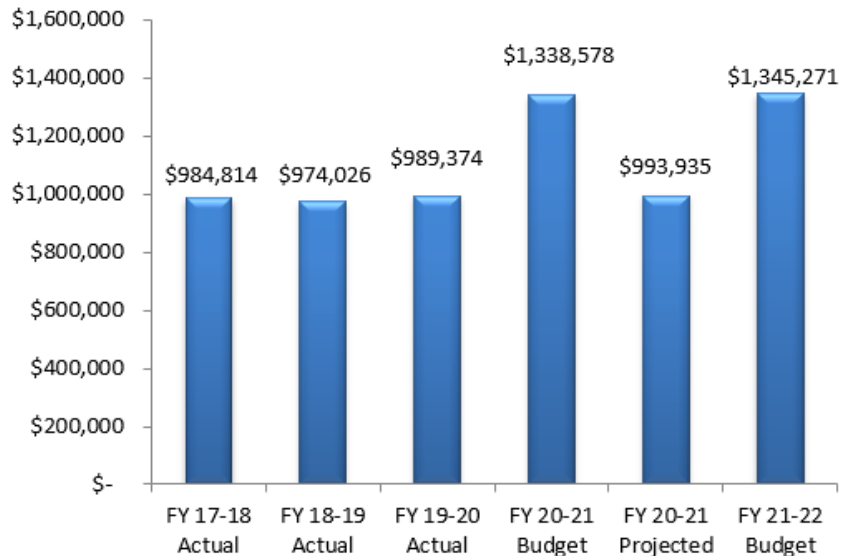
**Elk Grove Water District  
Budgeted Seminars, Conventions and Travel Accounts Detail  
For the Fiscal Year ending June 30, 2022**

Account#	Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Projected	FY 2021-22 Requested Budget
5300	Airfare	\$ 1,685	\$ 2,536	\$ 2,928	\$ 5,600	\$ -	\$ 6,050
5310	Hotels	5,022	11,024	7,366	17,441	-	13,216
5320	Meals	3,282	4,585	2,741	7,246	851	7,018
5330	Auto Rental	-	373	63	2,200	-	2,200
5340	Seminars & Conferences	9,109	12,588	10,256	12,900	(1,130)	12,545
5345	Seminars & Conferences - Board	2,197	725	-	-	-	-
5350	Mileage Reimbursement, Parking, Tolls	1,577	1,170	989	1,920	19	1,830
5375	Auto Allowance	6,000	6,000	6,070	6,000	6,000	6,000
		<u>\$ 28,872</u>	<u>\$ 39,001</u>	<u>\$ 30,413</u>	<u>\$ 53,307</u>	<u>\$ 5,739</u>	<u>\$ 48,859</u>

## OFFICE AND OPERATIONAL AND PURCHASED WATER FISCAL YEARS 2017-18 THROUGH 2021-22

Office and Operational expenditures are budgeted to cover administrative costs such as repairs and maintenance of equipment, buildings and computers, purchases of chemicals for water treatment, postage, printing, and association dues. These costs allow the District to continue to operate and maintain the water system and to continue to provide water services to its ratepayers. As can be seen by the table to the right, office and operational expenditures have remained relatively consistent from year to year and only expected to increase by approximately \$7,000 in FY 2021-22 as compared to the FY 2020-21 budgeted amount.

**OFFICE AND OPERATIONAL**



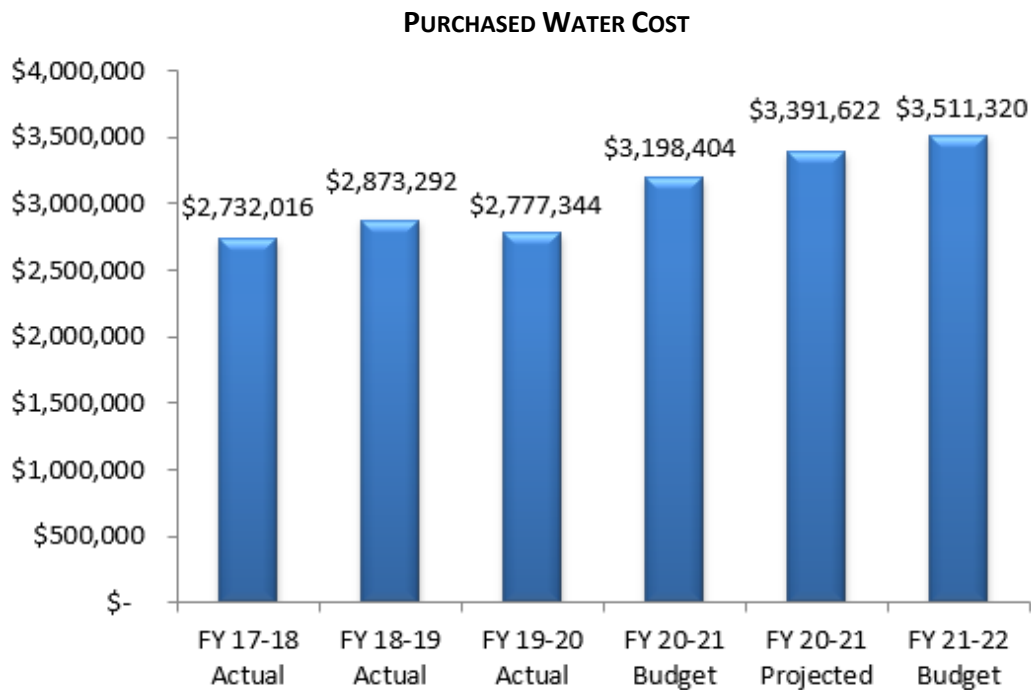
Through the First Amended and Restated Master Water Agreement between Sacramento County Water Agency and Florin Resource Conservation District/Elk Grove Water District, entered into on June 28<sup>th</sup>, 2002, the District has agreed to purchase, on a wholesale basis, potable water supply from the SCWA. The purchased water from the SCWA is

used to supply the EGWD Service Area 2 ratepayers with their water source. Under the general terms of the agreement, the cost of the wholesale purchased water supply is based on a rate as determined by the actual cost of procurement, extraction, diversion, treatment,

**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

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and conveyance of potable water actually delivered to the District. The table on the previous page shows the trend in the wholesale purchase water rate for the last 10 years. The change in the wholesale purchase water rate is a direct correlation to the conservation efforts during the drought in FY 2013-14. As drought restrictions from FY 2013-16 resulted in less water delivered to the District and operational and maintenance costs remained stable, there was an overall increase to the wholesale purchase water rate. When drought restrictions were lifted in FY 2016-17, the gradual increase in water consumption resulted in an increase of purchased water delivered to the District. This resulted in a decrease to the wholesale purchased water rate in FY 2017-18. As consumption trends start to normalize and operating costs continue to increase, the District expects the wholesale purchased water rate to gradually increase as well without the major swings experienced during the drought.



The table above shows the total annual purchased water costs since FY 2017-18. Purchased water cost has continued to increase slightly from year to year as drought restrictions have been lifted. For FY 2021-22, the District expects to see water consumption and delivery continue to increase slightly due to the continued residential development in the EGWD's Service Area 2.

**Elk Grove Water District**  
**Budgeted Office and Operational Accounts Detail**  
**For the Fiscal Year ending June 30, 2022**

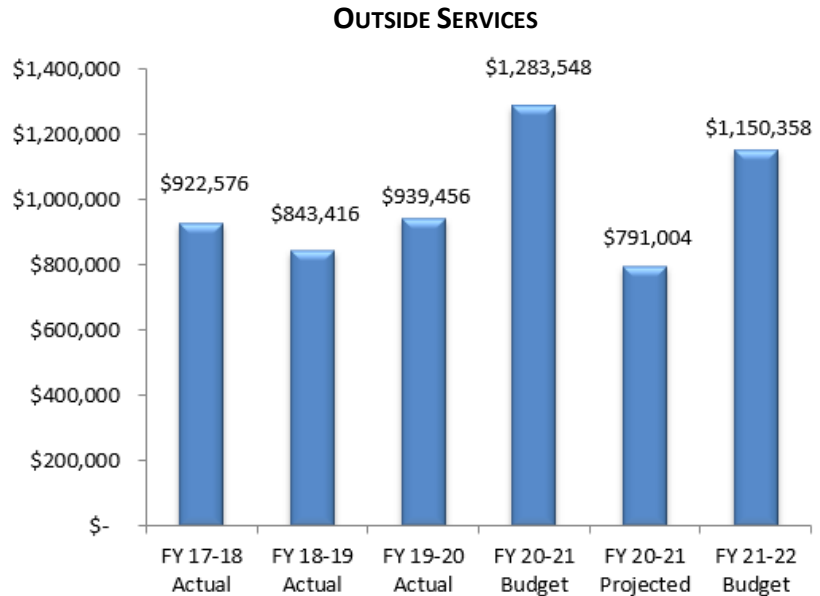
Account#	Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Projected	FY 2021-22 Requested Budget
5410	Advertising	\$ 10,615	\$ 5,033	\$ 5,200	\$ 6,000	\$ 13,888	\$ 16,500
5415	Association Dues	79,874	133,306	118,649	154,606	148,968	125,847
5420	Insurance	86,006	54,500	91,118	102,880	95,640	106,700
5425	Licenses, Certifications, Fees	2,154	2,969	8,304	6,445	6,599	4,370
5430	Repairs & Maintenance - Automotive	38,236	34,719	33,476	42,000	29,892	35,500
5432	Repairs & Maintenance - Building	29,902	28,691	45,258	63,500	44,332	118,500
5434	Repairs & Maintenance - Computers	21,208	35,060	20,927	19,375	5,220	16,225
5435	Repairs & Maintenance - Equipment	97,388	99,860	114,022	102,000	85,821	107,500
5438	Fuel	40,128	38,956	34,343	41,720	25,712	45,470
5440	Materials	122,500	64,740	12,239	97,000	96,457	122,000
5445	Chemicals	42,494	39,418	42,547	45,000	36,588	45,000
40 5450	Meter Repairs	27,055	64,073	129,363	130,000	71,751	90,000
5453	Permits	83,498	47,486	56,416	65,050	66,236	68,050
5455	Postage	76,355	55,593	60,709	84,950	48,956	82,675
5460	Printing	10,514	13,067	7,022	30,350	8,523	26,800
5465	Safety Equipment	7,633	5,381	19,620	15,500	7,720	15,500
5470	Software Programs & Updates	105,785	156,644	115,622	210,693	135,249	207,114
5475	Supplies	32,351	24,674	26,796	30,720	16,116	30,920
5480	Telephone	39,030	32,310	25,996	39,589	24,115	30,900
5485	Tools	5,370	17,059	7,857	12,500	12,249	11,000
5490	Clothing Allowance	8,206	8,576	2,713	7,700	1,503	7,700
5491	EGWD - Other Clothing	6,223	5,687	11,177	13,000	12,400	13,000
5493	Water Conservation Materials	12,289	6,224	-	18,000	-	18,000
		<u>984,814</u>	<u>974,026</u>	<u>989,374</u>	<u>1,338,578</u>	<u>993,935</u>	<u>1,345,271</u>
5495	Purchased Water	<u>\$2,873,292</u>	<u>\$2,777,344</u>	<u>\$2,965,638</u>	<u>\$3,198,404</u>	<u>\$3,391,622</u>	<u>\$ 3,511,320</u>

Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget

**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

## OUTSIDE SERVICES FISCAL YEARS 2017-18 THROUGH 2021-22

Outside Services expenditures consist mostly of professional services, such as banking services, engineering services, contracted services, pre-employment medical services and legal services. The District utilizes specialized outside service firms and professionals to assist in the development of various technical studies and projects. An example of such a technical study would be the use of a professional consulting firm in FY 2017-18 to complete the 5-year water rate study that was adopted by the Board on July 18, 2018, setting forth the planned revenue rate increases for the next 5 years. The District expects outside services to remain relatively stable and consistent with prior year.



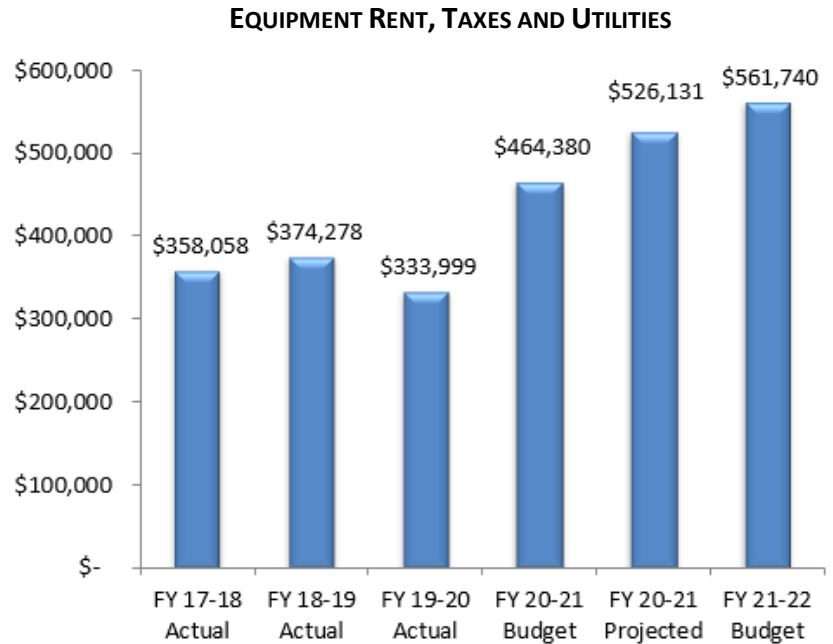
**Elk Grove Water District  
Budgeted Outside Services Accounts Detail  
For the Fiscal Year ending June 30, 2022**

Account#	Description	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	FY 2021-22
		Actual	Actual	Actual	Budget	Projected	Requested Budget
5505	Administration Services	\$ 3,200	\$ 3,820	\$ 6,419	\$ 3,590	\$ 6,377	\$ 3,250
5510	Bank Charges	132,426	159,130	168,810	184,308	170,031	190,208
5515	Billing Services	23,597	19,228	20,869	28,800	24,548	25,500
5520	Contracted Services	297,891	345,052	351,356	521,000	319,267	507,150
5523	Water Conservation Services	-	-	-	-	-	30,000
5525	Accounting Services	25,536	34,860	28,514	35,000	35,000	30,000
5530	Engineering	21,858	68,671	174,660	115,000	37,767	60,000
5532	Special Projects	-	-	-	100,000	-	-
5535	Legal Services	192,023	118,159	94,361	175,000	97,302	175,000
5540	Financial Consultants	112,879	10,421	1,750	10,000	-	10,000
5545	Community Relations	8,679	16,958	7,650	9,200	-	9,200
5552	Misc. Medical	2,548	2,648	1,174	2,500	4,451	2,500
5550	Pre-employment	425	46	1,185	1,000	563	1,000
5555	Janitorial	7,015	7,655	14,753	22,000	26,870	30,400
5560	Bond Administration	4,220	3,800	5,770	7,050	5,720	7,050
5570	Security	51,049	20,874	21,691	29,100	22,527	29,100
5575	Sampling	39,230	32,094	40,494	40,000	40,583	40,000
		<u>\$ 922,576</u>	<u>\$ 843,416</u>	<u>\$ 939,456</u>	<u>\$ 1,283,548</u>	<u>\$ 791,004</u>	<u>\$ 1,150,358</u>



## EQUIPMENT RENT, TAXES AND UTILITIES FISCAL YEARS 2017-18 THROUGH 2021-22

Equipment Rent, Taxes and Utilities are budgeted to cover the cost of utilities to extract, treat and pump the water supply to ratepayers. With the rising cost for most utilities and the expected gradual increase in water consumption, the District is expecting to see an increase in this expenditure category. However, to assist in improving or maintaining operational efficiencies and keep operating costs low, the District has installed a series of variable frequency drives (VFD) on the booster pumps that deliver treated drinking water to our customers. The VFD provides energy savings by matching pump motor load to the work needed for water delivery instead of always running the pump at peak load. The District also has an ongoing well rehabilitation program where it monitors the efficiencies of each water well. Over time, well screens plug up, making well pumping operations inefficient. The District rehabilitates its water wells when certain inefficient thresholds are reached, thereby returning the wells to efficient operations.

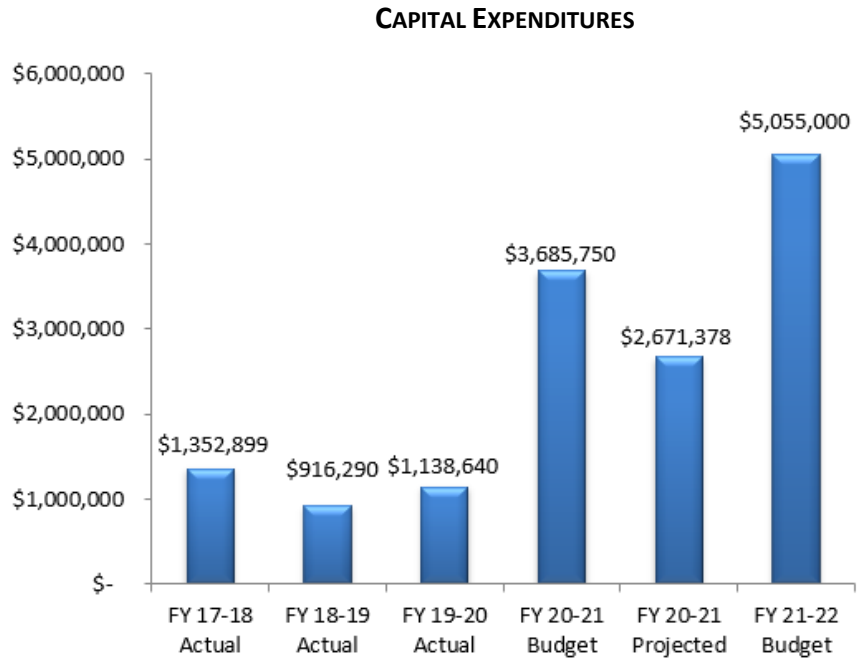


**Elk Grove Water District  
Budgeted Rents, Taxes and Utilities Accounts Detail  
For the Fiscal Year ending June 30, 2022**

Account#	Description	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	FY 2021-22
		Actual	Actual	Actual	Budget	Projected	Requested Budget
5610	Occupancy	\$ -	\$ -	\$ -	\$ -	\$ 18,000	\$ 72,000
5620	Equipment Rental	23,266	16,075	21,236	27,800	22,659	35,360
5710	Property Taxes	959	1,116	995	1,500	967	3,500
5740	Electricity	320,004	292,047	402,747	397,000	431,846	407,200
5750	Natural Gas	517	779	725	900	1,151	900
5760	Sewer & Garbage	29,532	23,982	32,748	37,180	51,509	42,780
		<u>\$ 374,278</u>	<u>\$ 333,999</u>	<u>\$ 458,451</u>	<u>\$ 464,380</u>	<u>\$ 526,131</u>	<u>\$ 561,740</u>

## CAPITAL EXPENDITURES FISCAL YEARS 2017-18 THROUGH 2021-22

Fiscal year 2021-22 Capital Expenditures consist of funding for Repair & Replacement and Long-term Capital Improvement based on the FY 2022-26 CIP. The CIP is developed by staff in parallel to the budget and is a key component of the District's Strategic Plan. Annually, Staff will identify projects to be included in the CIP. Each project is defined in the CIP and summarized by a brief description and justification. Each project is detailed by location, timing, expenditure schedule, funding source, useful life and impact on operating costs. Before the CIP is completed, it is reviewed to ensure the financial elements are consistent with the District's financial policies. The District's current approach to capital funding is pay-as-you-go. The expenditures for the capital projects, identified by staff to be included in the CIP, are included in the budget. The table on the next page lists the capital projects included in the FY 2022-26 CIP and budgeted for in the current year proposed budget.



**Elk Grove Water District  
Budgeted Capital Expenses Detail  
For the Fiscal Year ending June 30, 2022**

Account#	Description	FY 17-18 Actual	FY 18-19 Actual	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Projected	FY 2021-22 Requested Budget
3560	Repair & Replacement Reserve	\$ 463,368	\$ 492,048	\$ 778,658	\$ 905,000	\$ 282,706	\$ 2,030,000
3565	L-T Capital Improvement Reserve	889,531	424,242	359,981	2,780,750	2,388,672	3,025,000
		<u>\$ 1,352,899</u>	<u>\$ 916,290</u>	<u>\$ 1,138,640</u>	<u>\$ 3,685,750</u>	<u>\$ 2,671,378</u>	<u>\$ 5,055,000</u>

**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

## FY 2021-22 CAPITAL PROJECTS LISTING

AMOUNT IN 000's

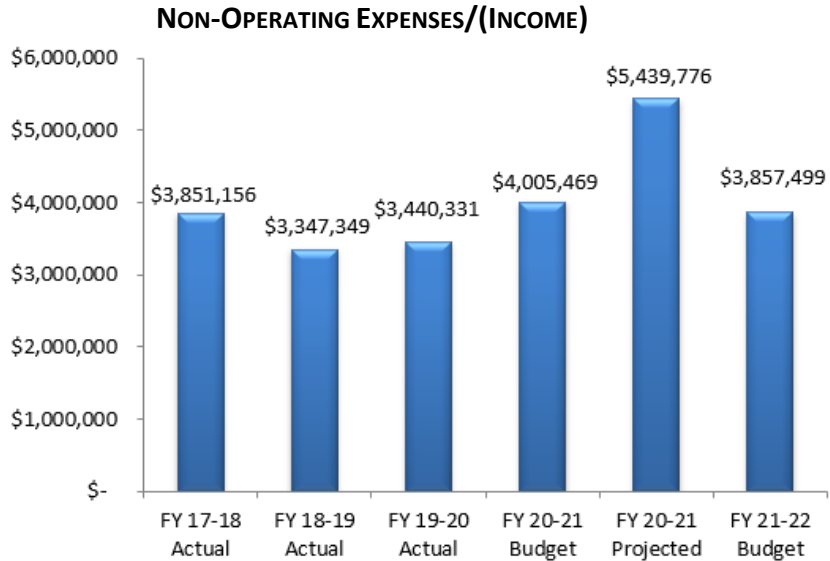
Priority PROJECT NAME	FY21/22
<b>SUPPLY / DISTRIBUTION IMPROVEMENTS</b>	
1 Well Rehabilitation Program	75
2 Truman St./Adams St. Water Main	244
2 Backyard Water Mains/Services Replacement	1,500
2 Service Line Replacements (Pavement Repairs)	100
3 2nd Ave. Water Main	86
4 Transmission Main Brinkman Ct. (Cost Share)	42
<b>TREATMENT IMPROVEMENTS</b>	
1 PLC/MCC Bucket Replacement (Wells 4D & 11D)	50
1 Well 4D Radio Communications	35
2 Chlorine Analyzers Shallow Wells	70
<b>BUILDING &amp; SITE IMPROVEMENTS / VEHICLES</b>	
1 Administration Building	2,300
1 Fiber Optic Cable	300
2 Compact Track Loader with Cold Planer	105
3 Pavement Repair & Seal Coat - RRWTP	25
Digital Data Collector & GPS Rover	23
<b>UNFORESEEN CAPITAL PROJECTS</b>	
Unforeseen Capital Projects	100
<b>TOTAL CAPITAL IMPROVEMENT BUDGET</b>	<b>5,055</b>



**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

## NON-OPERATING EXPENSES (REVENUES) FISCAL YEARS 2017-18 THROUGH 2021-22

Non-Operating Expenditures/ (Revenues) account for debt service interest and principal payments, elections costs and any interest earned on investments. The major decrease in budgeted non-operating expenditures/ (revenues) for FY 2021-22 as compared to projected for FY 2020-21 is due to the pay down of the District's unfunded accrued liability with CalPERS in FY 2020-21.



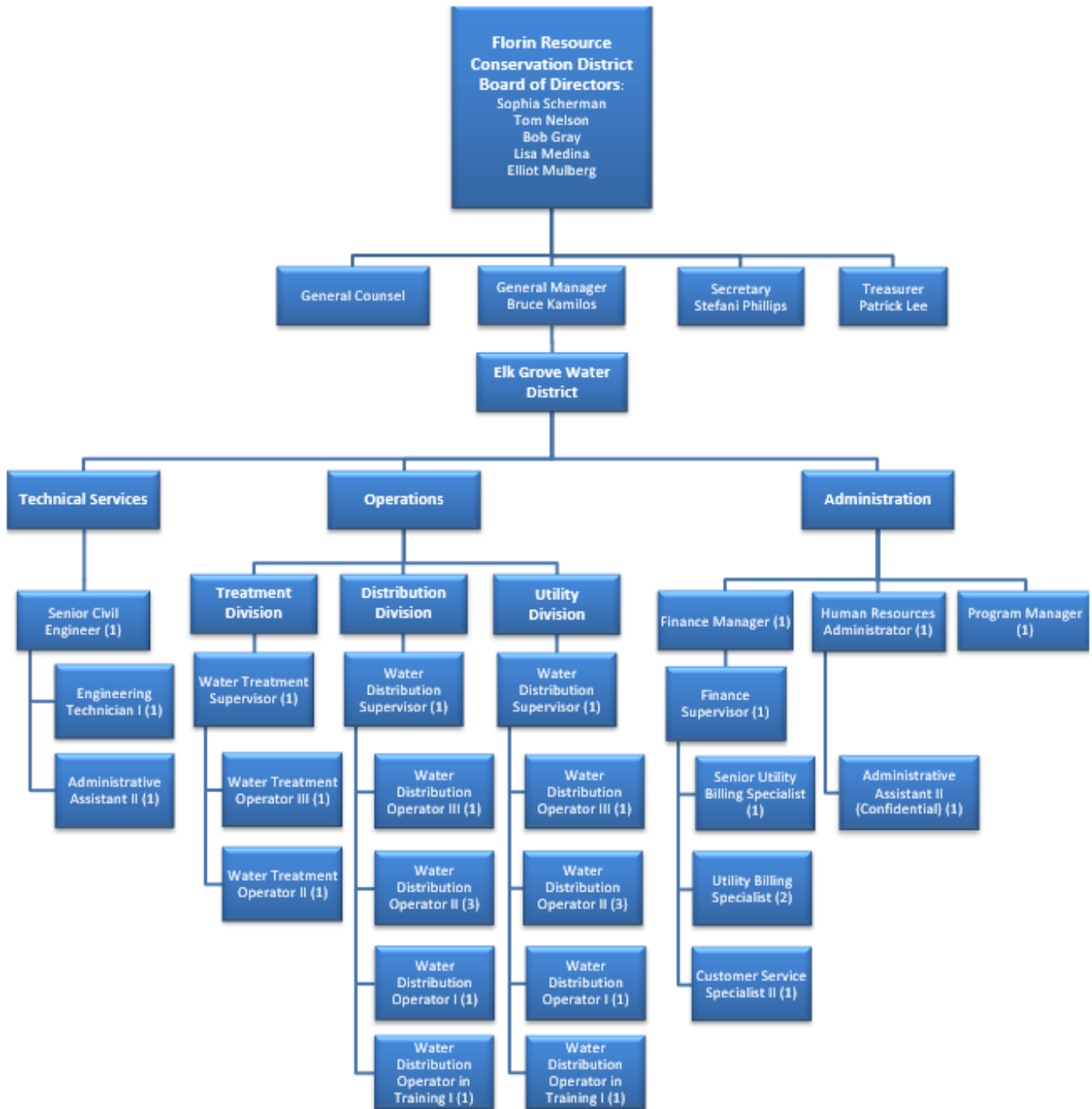
The District expects all future non-operating (income)/expenses to be consistent.

**Elk Grove Water District  
Budgeted Non Operating Activity Detail  
For the Fiscal Year ending June 30, 2022**

Account#	Description	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 20-21	FY 2021-22
		Actual	Actual	Actual	Budget	Projected	Requested Budget
7300	Debt Service (Bond Interest Expense)	\$ 1,807,502	\$ 1,726,795	\$ 1,627,405	\$ 1,555,469	\$ 1,555,469	\$ 1,442,499
9920	Other Expenses (Income)	91,661	(39,929)	(40,580)	-	1,617,818	-
2500	Bond Retirement	1,990,000	2,070,000	2,165,000	2,300,000	2,300,000	2,440,000
9910	Interest Earned	(105,884)	(213,052)	(221,048)	(100,000)	(74,783)	(25,000)
9911	Unrealized Gains and Losses	67,877	(198,473)	(90,446)	-	39,385	-
9950	Election Costs	-	2,008	-	250,000	1,887	-
		<u>\$ 3,851,156</u>	<u>\$ 3,347,349</u>	<u>\$ 3,440,331</u>	<u>\$ 4,005,469</u>	<u>\$ 5,439,776</u>	<u>\$ 3,857,499</u>

# **ORGANIZATIONAL AND BUDGET SUMMARIES BY DEPARTMENT**

## ELK GROVE WATER DISTRICT ORGANIZATION CHART





**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

## ELK GROVE WATER DISTRICT STAFF FTE

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
<b>Administration &amp; Finance</b>					
General Manager	1.00	1.00	1.00	1.00	1.00
Finance Manager	1.00	1.00	1.00	1.00	1.00
Program Manager	1.00	1.00	1.00	1.00	1.00
Human Resources Administrator	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00
Finance Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Utility Billing Specialist	1.00	1.00	1.00	1.00	1.00
Utility Billing Specialist	1.00	2.00	2.00	2.00	2.00
Customer Service Specialist I	1.00	-	-	-	-
Customer Service Specialist II	1.00	-	1.00	1.00	1.00
<b>Department Total</b>	<b>10.00</b>	<b>9.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>
<b>Technical Services</b>					
Assistant General Manager	1.00	1.00	1.00	1.00	-
Senior Civil Engineer	-	-	-	-	1.00
Engineering Technician I	-	-	-	-	1.00
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00
GIS Technician II	1.00	1.00	1.00	1.00	-
<b>Department Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<b>Operations</b>					
Foremen	-	-	-	-	-
Supervisors	3.00	3.00	3.00	3.00	3.00
Water Distribution Operator in Training	-	-	1.00	3.00	2.00
Water Distribution Operator I	6.00	6.00	4.00	1.00	2.00
Water Distribution Operator II	4.00	3.00	6.00	6.00	6.00
Water Distribution Operator III	3.00	3.00	1.00	2.00	2.00
Water Treatment Operator II	1.00	1.00	1.00	1.00	1.00
Water Treatment Operator III	1.00	1.00	1.00	1.00	1.00
<b>Departmental Total</b>	<b>18.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>
<b>Organizational Total</b>	<b>31.00</b>	<b>29.00</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>

**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

## JURISDICTIONAL COMPARISON

District	Elk Grove Water District (EGWD)	Carmichael Water District	San Juan Water District
<b>Year Established</b>	1953	1916	1854
<b>Governed By</b>	Board of Directors	Board of Directors	Board of Directors
<b>Size</b>	13 sq miles	8 sq miles	17 sq miles
<b>Number of Connections</b>	12,800	11,693	10,700
<b>Number of Customers</b>	46,000	38,000	29,830
<b>Budget Comparison - Fiscal Year Basis</b>	July-June	July-June	July-June
Revenues - FY 2020-21 Budget			
Retail Water Sales	\$ 15,184,142	\$ 12,723,622	\$ 12,806,500
Other Revenues	240,000	277,388	624,700
<b>TOTAL REVENUE BUDGET</b>	<b>\$ 15,424,142</b>	<b>\$ 13,001,010</b>	<b>\$ 13,431,200</b>
Expenditures - FY 2019-20 Budget			
Personnel Costs	\$ 3,996,057	\$ 4,219,372	\$ 5,403,300
Operating Costs	6,338,217	4,706,903	3,034,700
Non-Operating Costs	5,714,708	3,389,828	4,188,700
<b>EXPENDITURE BUDGET</b>	<b>\$ 16,048,982</b>	<b>\$ 12,316,103</b>	<b>\$ 12,626,700</b>
<b>CAPITAL BUDGET</b>	<b>\$ 3,685,750</b>	<b>\$ 2,817,006</b>	<b>\$ 5,467,300</b>
<b>TOTAL EXPENDITURE BUDGET</b>	<b>\$ 19,734,732</b>	<b>\$ 15,133,109</b>	<b>\$ 18,094,000</b>
<b>REVENUES IN EXCESS OF EXPENDITURES</b>	<b>\$ (4,310,590)</b>	<b>\$ (2,132,099)</b>	<b>\$ (4,662,800)</b>
<b>OUTSTANDING DEBT</b>	<b>\$ 39,910,000</b>	<b>\$ 32,285,000</b>	<b>\$ 11,865,407</b>
<b>FTE</b>	<b>30</b>	<b>29</b>	<b>47</b>

Note: The information above is based on FY 2020-21 approved budgets for each District. Both the Carmichael and San Juan Water Districts generate revenue from sources other than retail water sales. For comparison purposes, revenues reflected above include only the portion applicable to retail water sales and expenditures reflect total expenditure for all operations, not just retail water sales.

**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

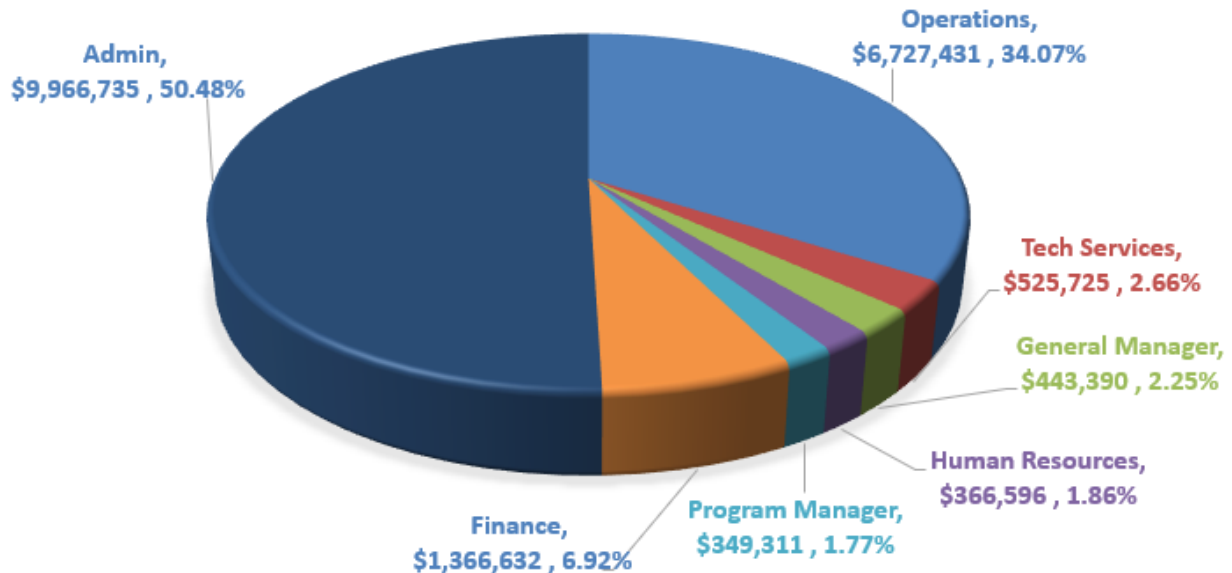
## EXPENDITURES BY DEPARTMENTS

**Elk Grove Water District  
Summary by Departments  
For the Fiscal Year ending June 30, 2022**

Expenditure	Operations	Technical Services	General Manager	Human Resources	Program Manager	Finance	Admin	Total Budget
Revenues								\$15,716,094
Salaries and Benefits	\$2,324,501	\$405,781	\$243,510	\$319,911	\$188,776	\$ 968,147	\$ 165,339	\$ 4,615,964
Seminars, Conventions and Travel	7,760	2,810	18,180	4,900	2,915	12,294	-	48,859
Office and Operational	736,042	54,134	500	3,535	66,120	130,483	354,457	1,345,271
Purchased Water	3,511,320	-	-	-	-	-	-	3,511,320
Outside Services	100,000	63,000	181,200	38,250	91,500	255,708	420,700	1,150,358
Equipment Rent, Taxes and Utilities	448,000	-	-	-	-	-	113,740	561,740
Subtotal Operational Expenditures	7,127,623	525,725	443,390	366,596	349,311	1,366,632	1,054,236	11,233,513
Less: Capitalized Labor	(400,192) *	-	-	-	-	-	-	(400,192)
Total Operational Expenses	6,727,431	525,725	443,390	366,596	349,311	1,366,632	1,054,236	10,833,320
Non-Operating Expenditures (Income)	-	-	-	-	-	-	3,857,499	3,857,499
Capital Equipment and Expenditures	-	-	-	-	-	-	5,055,000	5,055,000
Total Net Expenditures	\$6,727,431	\$525,725	\$443,390	\$366,596	\$349,311	\$1,366,632	\$ 9,966,735	\$19,745,819
Transfers (to)/from reserves								4,029,725
Revenues In Excess of Expenditures, Principal Retirement and Capital Expenditures								\$ -

\* This represents approximately 60% of salaries and benefits of the Utility Division which will be charged to Capital Projects.

## SUMMARY BY DEPARTMENTS

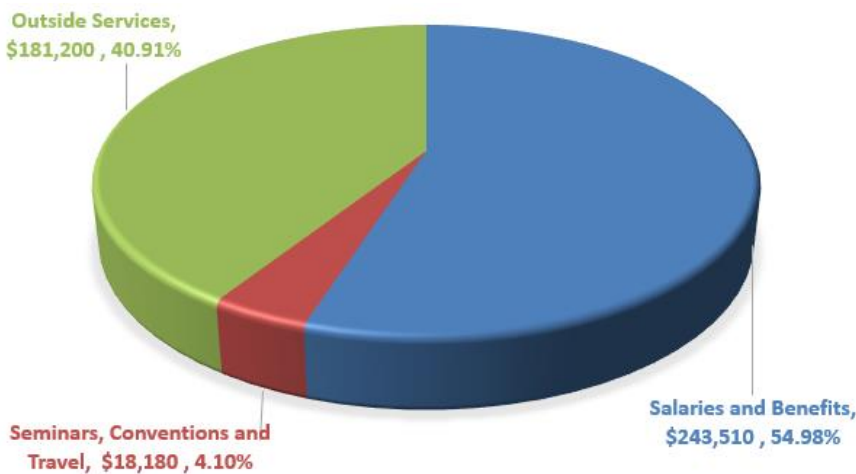


## OFFICE OF THE GENERAL MANAGER

The General Manager superintends the District, ensuring that the policies and directives of the Board of Directors are carried out as assigned. The General Manager leads the entire staff with a subset of managers informally called the Leadership Team.



### FY 2021-22 GENERAL MANAGER EXPENDITURES



### FY 2021-22 GOALS AND OBJECTIVES

#### GENERAL OBJECTIVES

- Provide leadership to ensure that the District overall mission and values are accomplished.
- Provide the Board of Directors timely support and information.
- Ensure that all water facilities and programs are operated in compliance with all applicable standards.
- Promote continued innovation and creativity in providing services in a more effective and cost-efficient manner.
- Maintain effective long-term financial and operational plans.
- Implement sound fiscal policies, budgets, and controls.
- Maintain effective coordination, cooperation, and communication with local governments, State and Federal agencies and continue involvement in civic, professional and community affairs.
- Motivate employees and encourage teamwork throughout the organization.
- Complete all approved CIP projects identified in the District's FY 2021-22 CIP.

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

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**Specific Key Objectives**

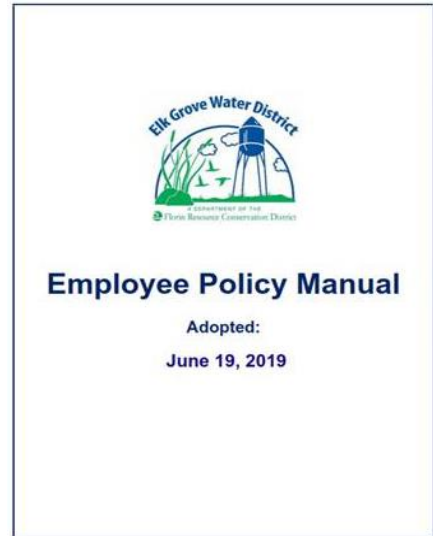
- Implement a new records management and document storage system.
- Complete the tenant improvements of the new administration building.
- Complete the offering and potential disposition of all surplus remnant properties.
- Construct a comprehensive history of the Florin Resource Conservation District.
- Complete a cybersecurity checkup and review.
- Complete an update of the District's source capacity.

**FY 2020-21 ACCOMPLISHMENTS**

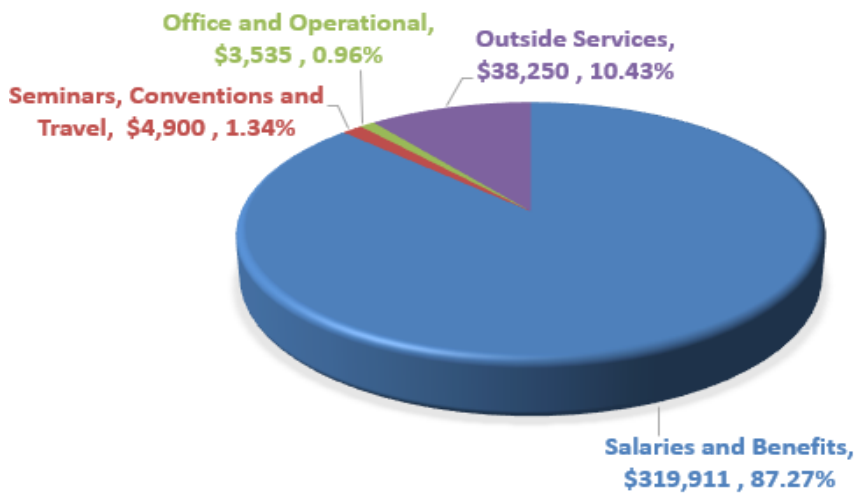
- Successfully navigated the operations of the District throughout the COVID-19 pandemic.
- Completed a new Urban Water Shortage Contingency Plan for the District.
- Completed a new Water System Risk and Resiliency Assessment for the District.
- Completed an update of the District's Emergency Response Plan.
- Acquired a new Administration Building for the District.
- Completed a new Municipal Services Review which was adopted by the Sacramento Local Agency Formation Commission.
- Developed and implemented a comprehensive Public Outreach Plan for the District that incorporates electronic communications and social media.
- Implemented a seamless transition for the General Manager position.
- Advanced Senate Bill 427 (Water Theft Legislation) working with Senator Susan Talamantes Eggman.

## HUMAN RESOURCES DEPARTMENT

The Human Resource Department is responsible for handling confidential personnel matters, including recruitment, hiring, training and development, policy development and compliance and employee benefits. The Human Resources Department makes certain that employee matters are handled fairly, equitably and without discrimination according to District policies and State and Federal regulations.



### FY 2021-22 HUMAN RESOURCE EXPENDITURES



### FY 2021-22 GOALS AND OBJECTIVES

- Develop standard operating procedures (SOP) for Board Secretary and Human Resources duties.
- Complete the review of staffing requirements and implement the recruitment of qualified candidates for vacant positions.

- Complete the review and update of all District job descriptions.
- Develop and maintain a comprehensive Wellness Program by obtaining grant funding and utilizing results of the pilot program.
- Customer relations training for all District employees.

### FY 2020-21 ACCOMPLISHMENTS

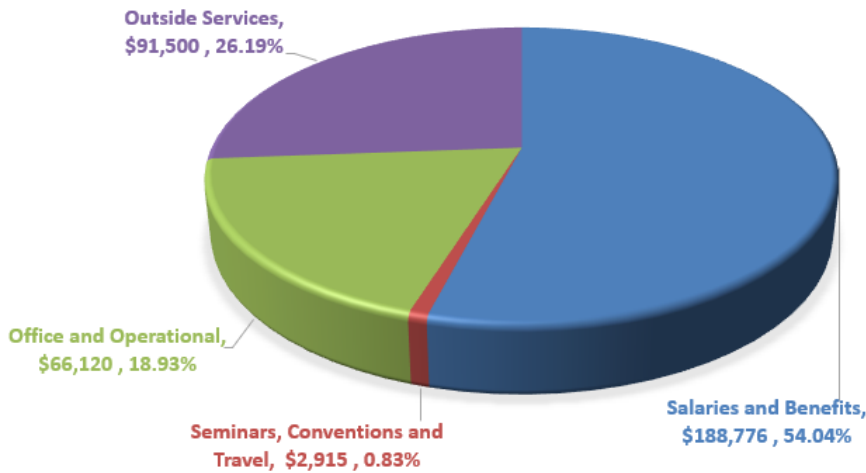
- Completed a Document management and electronic filing and storage needs assessment.
- Completed an update of the Board Member Guidebook.
- Updated various provisions within the District's Employee Policy Manual.
- Completed the review of staffing requirements, reviewed, and updated related job descriptions and the recruitments to backfill three positions.
- Obtained Grant Funding for comprehensive wellness program.
- Implemented Zoom to hold virtual Board meetings, Leadership meetings, and staff meetings during the COVID-19 pandemic.
- Secured a COVID-19 testing site for the employees and their families.



## PROGRAM MANAGER DEPARTMENT

The Program Manager manages special programs and projects as assigned by the General Manager, including water conservation, safety, legislative tracking and lobbying, grant acquisition, and public information and outreach.

### FY 2021-22 PROGRAM MANAGER EXPENDITURES



### FY 2021-22 GOALS AND OBJECTIVES

- Work with legislative representative to advance the District’s proposed water theft legislation, as well as legislation to allow Conservation Districts to compensate board members.
- Track and monitor legislation that may impact District operations in coordination with CSDA, RWA and ACWA.
- Work with the Regional Water

Efficiency Program Advisory Committee to develop and implement water efficiency programs that will benefit the District.

- Complete the 2020 Emergency Response Plan.
- Obtain Cal OSHA 30 Certification.

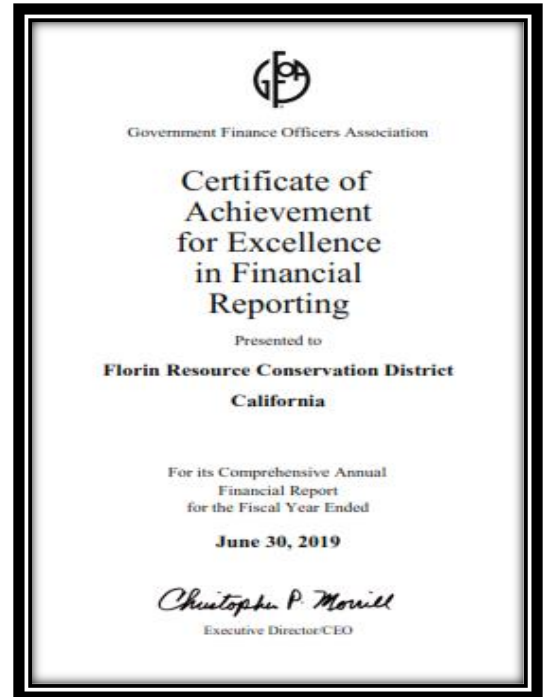
### FY 2020-21 ACCOMPLISHMENTS

- Completed the 2020 Urban Water Management Plan.
- Completed the 2020 Risk and Resilience Assessment.
- Worked with legislative representative to draft and introduced Senate Bill 427 “Eggman” Water Theft Legislation to broaden the authority of Water Districts to impose fines and penalties for water theft.
- Developed the Coronavirus (COVID-19) Home to Office Playbook to safely guide staff in return to working in person.
- Enhanced public outreach by creating and maintain a District Facebook page.

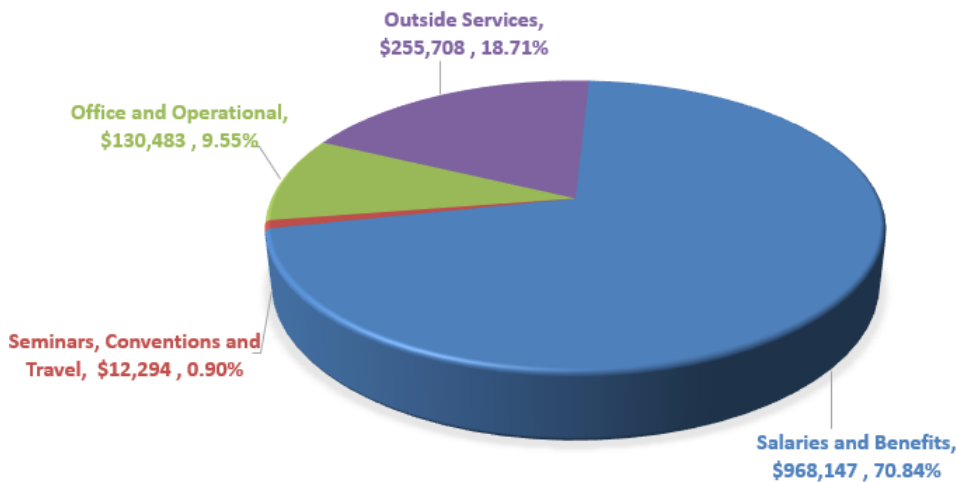


## FINANCE AND ADMINISTRATIVE DEPARTMENTS

The Finance Department is responsible for maintaining the fiscal stability in a manner consistent with generally accepted accounting principles and statutory requirements. Included in the Financial Department’s duties are: customer service, accounts payable, billing and accounts receivable, general ledger maintenance, capital assets records, investment activity, accounting, budget development and monitoring, development of cash flow models, debt service, revenue and expenditure forecasting, payroll, financial reporting and coordination with external financial audits. Finance also oversees the general and administrative functions of the District and its administrative building, including purchasing/procurement management, risk management, equipment rent, supplies and building maintenance.



**FY 2021-22 FINANCE EXPENDITURES**



### FY 2021-22 GOALS AND OBJECTIVES

- Review and update the District’s Reserve Policy to ensure the adequacy of District’s operating reserve requirements to meet operating needs resulting from unforeseen disruptions.
- Implement electronic payroll timesheets that integrate with payroll system.
- Establish a program to encourage and increase the number of ratepayers subscribed for paperless billing.
- Develop and implement a process to validate customer authenticity during voice calls to increase security over customer information.
- Complete the outsource of lock box payment services to achieve cost savings in payment processing.
- Implement electronic timecards and time off requests that integrates with the District’s payroll system.

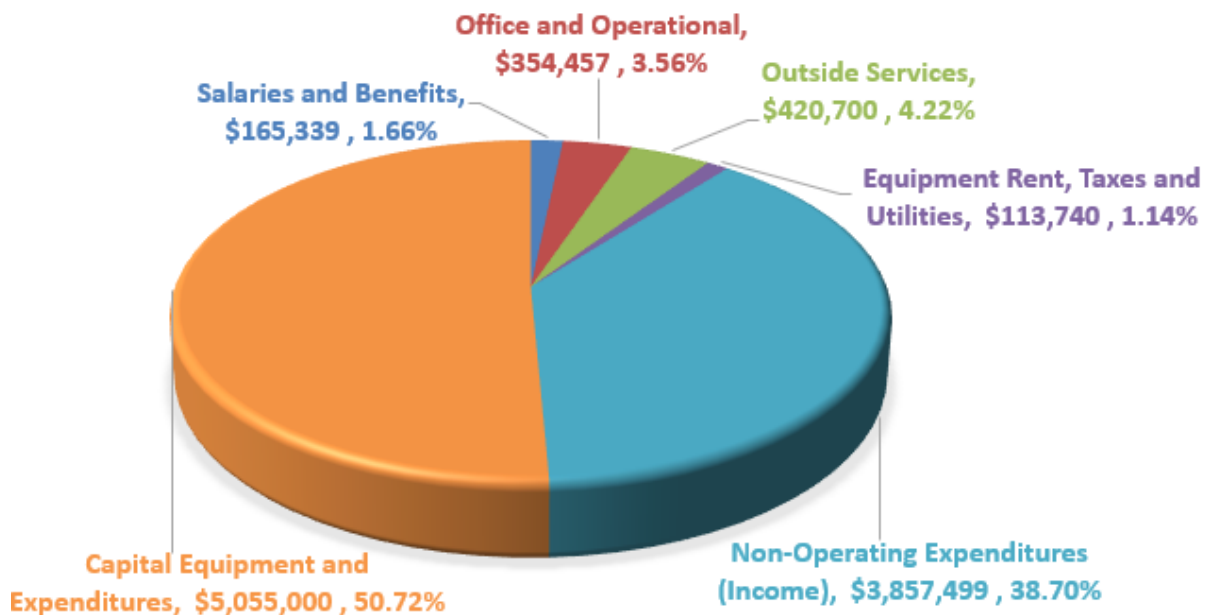
**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

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**FY 2020-21 ACCOMPLISHMENTS**

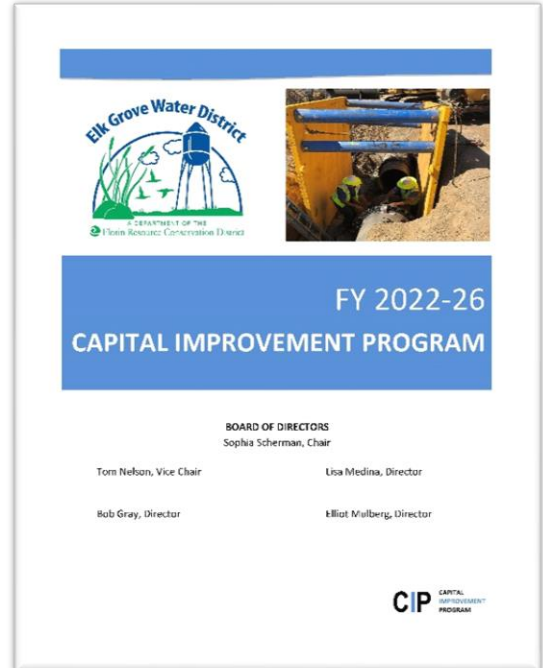
- Completed an analysis of the District’s unfunded pension liability and the District’s future reserves and funded an additional discretionary payment to CalPERS to pay down the District’s unfunded liability and increase the District’s funded ratio.
- Developed and implemented a policy to address unclaimed property in the District’s possession.
- Implemented electronic check signatures for accounts payable vendor checks and payroll checks and update internal controls accordingly.
- Developed and implemented a system of paperless forms and a customer service portal to increase customer service efficiency and reduce carbon footprint.
- Converted all Customer Service transactional documents from paper to digital.
- Developed and implemented remote working protocols that sustained all customer service and finance operations in response to the COVID-19 pandemic.
- Engaged with the County of Sacramento to develop a partnership to provide District utility customers access to rent and utility assistance payments through the Emergency Rental Assistance program.
- Continued to manage the District’s debt service, maintaining strict compliance with bond covenant.
- Achieved the GFOA Certificate of Excellence in Financial Reporting for the 12<sup>th</sup> consecutive year.
- Achieved the GFOA Distinguished Budget Presentation Award for the second consecutive year.

**FY 2021-22 ADMINISTRATIVE EXPENDITURES**

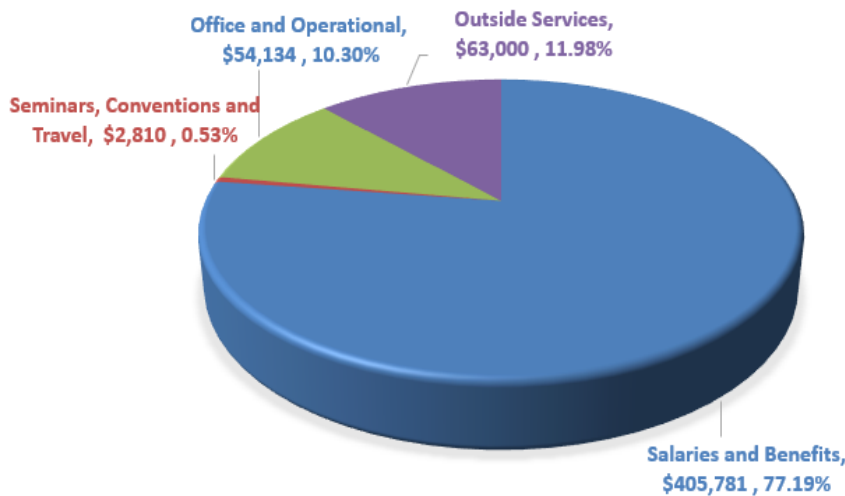


## TECHNICAL SERVICES DEPARTMENT

The Technical Services Department provides planning, engineering, construction management, Operations technical support, and district-wide geographic information system (GIS) services. Technical Services Department is also responsible for developing and administering the District’s capital improvement program.



### FY 2021-22 TECHNICAL SERVICES EXPENDITURES



### FY 2021-22 GOALS AND OBJECTIVES

- Coordinate and complete all required CIP projects identified in the FY 2021-22 CIP budget.
- Complete the design of water main replacement improvement plans for next year’s planned water main replacement capital improvement projects.
- Complete the unidirectional flushing of the Service Area 1 water distribution system.
- Review and update the District’s Standard Construction Specifications and Detail Drawings.
- Review and update the District’s Asset Management Plan.
- Provide assistance as required related to the Administration Building Tenant Improvements Project.

### FY 2020-21 ACCOMPLISHMENTS

- Completed 6 of the 9 CIP projects identified in the FY 2020-21 CIP budget.
- Developed the FY 2022-2026 CIP for the next fiscal year.
- Provided technical support as needed to the Treatment and Distribution Divisions.
- Reviewed and updated the District’s Asset Management Program.
- Filled the Engineering/GIS Technician position that had been vacant.

## INFORMATION TECHNOLOGY

The District does not have a formal Information Technology (IT) department or staff but considers the operations of IT to be an essential function. The District contracts its Information Technology (IT) services to an IT Professional that reports to the General Manager, who is responsible for information services, including development and support of computers and software, information network, program development, office telecommunications, office security, and office systems. All hardware and software IT costs are budgeted for and directly charged to each department based on actual costs for equipment and software. Contract costs are budgeted for and paid out of the Administrative Budget, as such, there are no expenditures to report for Information Technology.



### FY 2021-22 GOALS AND OBJECTIVES

- Continue to improve the District's cyber-security posture by doing monthly vulnerability scanning and handling all vulnerabilities found.
- Assist in a new cyber security audit for the District.
- Set up automated disaster recovery response and test response systems to test the effectiveness of the server and system backups.
  - Successfully passing the annual Payment Card Industry (PCI) audit.
- Complete all users on a new cyber security awareness training program and keep the click rate to below 1%.
- Migrate Backflow Tester software to new XC2 Software.
- Assist with the implementation of a new document Management Solution.
- Get Two Factor authentication deployed across all devices both cloud and on-premises to secure accounts.
- Implement any findings and recommendations from the Emergency Response Plan Cyber Security Review.
- Upgrade the following systems:
  - SCADA – to be brought to the most current version of Wonderware.
  - ARCGIS To be brought to the most current version of the software.
- Assist in the implementation of a new CMS if that is what is decided upon.
- Get the networking and IT Infrastructure created for the new Admin building. Includes setting up and implementing a new phone system.
- Assist with the new Fiber Optic line between the new Admin building and the IT Center.

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

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**FY 2020-21 ACCOMPLISHMENTS**

- Implemented a Work from Home strategy, including setting up all users with Virtual Private Networking (VPN) Software, reconfiguring network devices to allow remote connections, implementing redirected network printing, redirecting phone calls, and configuring desktop workstation with cameras to allow for virtual meetings.
- Reconfigured networking so that the meter reading devices could be used at the Training Center while still being accessed at the Customer Service Desktops who were working remotely.
- Installed 18,531 security patches to servers and systems – an increase of around 87.67% over the previous year.
- Maintained and patched all user software as needed to keep systems operating at peak efficiency. Server system uptime (24x7x365) improved by 0.01% compared to the same time period last year.
- Managed software licenses for all desktop, laptop, and server systems.
- Managed SSL Certificates, for web servers and remote desktop connections. A total of 66 certificates were issued.
- Completed and closed out 7278 help desk tickets - an increase of 10%.
- Completed a security scan of all the District’s network assets for twelve consecutive months and fixed any major flaws found. Vulnerabilities found, patched, or fixed reduced by 61.89%
- Ran a phishing test campaign (weekly) through the KnowBe4 system. User Awareness increased as shown in the number of users reporting phishing scams which increased by 530.3%.
- Continued to hold the District’s phish-proneness to 0.0% compared to the same Industry value (Energy & Utilities less than 250 staff) of 15.5% while the industry benchmark worsened for this same sector by 24%.
- Rolled out a Two Factor Authentication campaign and immediately secured all District Managed Microsoft Cloud accounts for administrators as well as all local server logins for administrators with 2FA.
- Reworked the offsite disaster recovery assets networking to bring these in line with the infrastructure changes done.
- Set up automated disaster recovery response and test response systems to test the effectiveness of the server and system backups.
- Upgraded all server systems, where their operating systems had reached “end of life”, to their newest versions.
- All servers and services were fully integrated into the monitoring solution.
- Upgraded the hardware firewall with new hardware and the latest version of the software.
- Added a second hardware firewall for redundancy.



## OPERATIONS DEPARTMENT

The Operations Department, overseen by the General Manager, consists of the Treatment, Distribution, and Utility Divisions. The purpose of the Operations Department is to operate and maintain all facilities in a manner that safeguards public and employee health, complies with all regulatory requirements, and ensures outstanding customer service. The Operations Department is also responsible for the delivery of water to District customers as well as operating and maintaining the District's pipelines and facilities. This department includes the functions of water quality, system maintenance, planning, operations, inspection, and safety.

### TREATMENT DIVISION

The Treatment Division oversees the operation and maintenance of District's water supply and treatment facilities to ensure safe and reliable water supplies to ratepayers. Responsibilities of the Treatment Division include: maintaining strict compliance with all State and Federal regulatory agencies with the intent of safeguarding public health and the environment; maintenance and management of all water quality sampling and reporting to Local, State and Federal agencies; maintaining water production and equipment maintenance records and reports; and management of the Backflow/Cross-Connection Control Program.



### DISTRIBUTION DIVISION

The Distribution Division oversees the operation and maintenance of the District's water distribution facilities to ensure the reliable and safe distribution of water to ratepayers. Responsibilities of the Distribution Division include: maintenance of 1,610 fire hydrants to ensure reliable fire flows during emergencies and maintenance and exercise of 1,843 valves to ensure that every valve is checked and exercised every three years. The Distribution Division also conducts the necessary monthly meter readings



**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

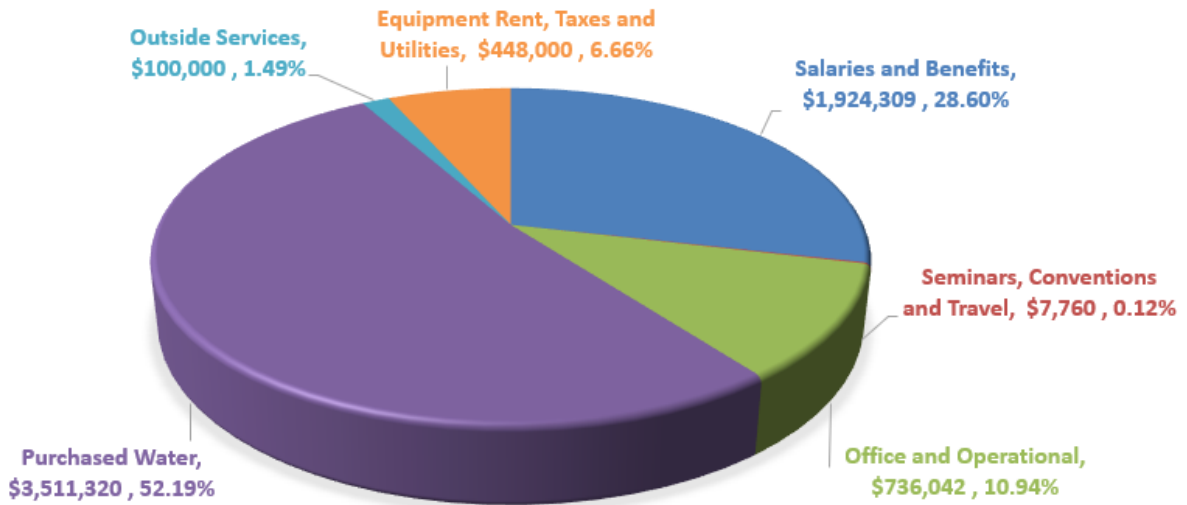
and responds to and handles all customer service requests and corrective maintenance in accordance with State and Federal regulations regarding repairs that impact potable water.

**UTILITY DIVISION**

The Utility Division oversees the operation and maintenance of capital improvement projects for the District’s water system. Responsibilities of the Utility Division include: the necessary repairs and upgrades to the water systems aging infrastructure; staffing and coordination to complete capital improvement projects; the installation of new pipeline due to expanding development; and any and all construction related activities required by the District that is not contracted to outside contractors.



**FY 2021-22 OPERATIONS DEPARTMENT EXPENDITURES**



**FY 2021-22 GOALS AND OBJECTIVES**

- Improve the radio communication between Well 4D and the Railroad Water Treatment Plant.
- Complete the Unidirectional Flushing program.
- Install 3,000 feet of water mains.
- Upgrade the Programmable Logic Controller cabinets at Wells 4D and 11D.
- Obtain Backhoe/Excavator Operator Training for field employees whose job duties require the operation of such equipment.

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

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- Obtain comprehensive OSHA 10 training for all field employees to increase staff safety awareness related to the construction industry.
- Develop and implement an updated Lockout-Tagout program.
- Provide technical and operational resources to assist field employees in obtaining the necessary certifications and licenses (i.e. Class A commercial driver's licenses, Water Distribution Operator and Water Treatment Operator).
- Review training records and conduct the necessary training to ensure field employees are up to date on the necessary trainings (i.e. Back Flow Prevention Device Tester and Cross Connection Control Specialist).

**FY 2020-21 ACCOMPLISHMENTS**

- Operated and maintained critical functions of the District's water supply, treatment, and distribution system in a safe and reliable manner with a significantly limited workforce due to the COVID-19 pandemic.
- Completed routine maintenance on all production and treatment equipment.
- Repaired a ruptured 36-inch diameter transmission main without disruption of service to customers.
- Installed 1,240 feet of new water mains on Barth and Emily Streets.
- Completed over 800 water quality samples, on raw and treated water throughout the system, as required by State and Federal regulation.
- Maintained all Cross-Connection Control Program requirements, including the review and approval of 796 backflow assembly test reports.
- Completed the rehabilitation of Well 11D.
- Installed a new variable frequency drive on the Railroad Water Treatment Plant Booster Pump #6.
- Installed a new chlorine storage shed and flow meter at Well 9.
- Relocated all inventory in the Administration Building Warehouse to prepare for the property sale.
- Serviced and maintained 1,374 fire hydrants and 1,202 valves.
- Replaced 183 water meters.
- Handled 2,908 Underground Service Alert requests.
- Read approximately 12,600 meters a month.

Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget

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**LONG-TERM INDEBTEDNESS  
REVENUE BONDS  
BOND COVENANT RATIO**

Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget

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**Elk Grove Water District  
Long-Term Indebtedness to Maturity**

Payment Date	Total Principal	Total Interest	Fiscal Year Total
9/1/2021	2,440,000.00	750,349.38	
3/1/2022	-	692,149.38	3,882,498.76
9/1/2022	2,560,000.00	692,149.38	
3/1/2023	-	631,054.38	3,883,203.76
9/1/2023	2,675,000.00	631,054.38	
3/1/2024	-	580,939.38	3,886,993.76
9/1/2024	2,780,000.00	580,939.38	
3/1/2025	-	527,089.38	3,888,028.76
9/1/2025	2,935,000.00	527,089.38	
3/1/2026	-	479,413.13	3,941,502.51
9/1/2026	3,075,000.00	479,413.13	
3/1/2027	-	426,633.75	3,981,046.88
9/1/2027	3,180,000.00	426,633.75	
3/1/2028	-	370,576.25	3,977,210.00
9/1/2028	3,295,000.00	370,576.25	
3/1/2029	-	310,960.00	3,976,536.25
9/1/2029	3,430,000.00	310,960.00	
3/1/2030	-	234,170.00	3,975,130.00
9/1/2030	3,595,000.00	234,170.00	
3/1/2031	-	158,190.00	3,987,360.00
9/1/2031	3,745,000.00	158,190.00	
3/1/2032	-	80,735.00	3,983,925.00
9/1/2032	3,900,000.00	80,735.00	
3/1/2033	-	-	3,980,735.00
<b>Totals</b>	<b>37,610,000.00</b>	<b>9,734,170.68</b>	<b>47,344,170.68</b>



**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

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**Elk Grove Water District  
Fiscal Year 2021-22  
Long-Term Indebtedness  
Schedule of Required Payments**

<u>Series</u>	<u>Description</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Payment</u>
2014 A	Water Revenue Refunding Bonds	2,040,000	986,019	3,026,019
2016 A	Water Revenue Refunding Bonds	400,000	456,480	856,480
<b>TOTAL DEBT SERVICE PAYMENTS</b>		<u>\$ 2,440,000</u>	<u>\$ 1,442,499</u>	<u>\$ 3,882,499</u>

	<u>Required</u>	<u>Proposed</u>
Debt Covenant Ratio	1.15	1.26
Net Income	\$ 4,882,773	
Total Debt Service	\$ 3,882,499	

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# **FISCAL YEAR 2021-22 RATES AND FEES SCHEDULE**

**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

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**Use Charges:**

Fixed charge based on the number of accounts and the size of the water meter/connections:

Connection Size	Jan. 1, 2021	Jan. 1, 2022
1"	\$ 61.15	\$ 61.15
1.5"	\$ 86.07	\$ 86.07
2"	\$ 115.97	\$ 115.97
3"	\$ 185.76	\$ 185.76
4"	\$ 285.43	\$ 285.43
6"	\$ 534.64	\$ 534.64
8"	\$ 833.69	\$ 833.69
10"	\$ 1,182.57	\$ 1,182.57

Commodity charge for units of water used in a month:

Service Type	Jan. 1, 2021	Jan. 1, 2022
Residential Metered		
Tier 1 (0-30 CCF)	\$ 1.92	\$ 1.92
Tier 2 (30.01+ CCF)	\$ 4.04	\$ 4.04
CCF = Hundred Cubic Feet		
Non-residential	\$ 1.79	\$ 1.79
Irrigation	\$ 2.27	\$ 2.27

**Other Fees:**

Private Fire Protection Service Rates:

Connection Size	Jan. 1, 2021	Jan. 1, 2022
2"	\$ 3.02	\$ 3.02
3"	\$ 8.78	\$ 8.78
4"	\$ 18.71	\$ 18.71
6"	\$ 54.34	\$ 54.34
8"	\$ 115.80	\$ 115.80
10"	\$ 208.25	\$ 208.25
12"	\$ 336.37	\$ 336.37

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

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New Connections: Effective August 15, 2018

Fees for new connection to EGWD contain two components. The base charge for a 1-inch meter is \$926.00 and larger meter installations will be charged any additional time and material (T&M) cost. The second is a capacity charge, which covers the cost of “buying-in” to an existing system. New connections in EGWD’s Service Area 2 do not pay the capacity charge, as those costs are part of Sacramento County’s infrastructure.

Meter Size	Meter Charge	Capacity Fee	Total
1”	\$ 926	\$ 4,479	\$ 5,405
1.5”	T&M	\$ 8,958	\$ 8,958 + T&M
2”	T&M	\$ 14,333	\$ 14,333 + T&M
3”	T&M	\$ 26,874	\$ 26,874 + T&M
4”	T&M	\$ 44,790	\$ 44,790 + T&M
6”	T&M	\$ 89,580	\$ 89,580 + T&M

Other: Effective November 18, 2019

Account set up	\$30.00
Return check charge	\$35.00, plus amount of check
Over the phone payments	\$5.00
Meter re-read	
First request	Free
Subsequent requests	\$25.00
Photocopies	
Black and white	\$0.10/page
Color	\$0.15/page
Delinquency shutoff	
Delinquent amount	Amount of past due bill
Door Tag Fee	\$25.00
Late Payment Penalty	\$100.00
24-hour turn-on fee	\$100.00
Meter testing	\$47/hour
Back flow Tag Fee	\$25/tag
Fire flow testing	\$156.00
Violation of ordinance (within 1 year)	
First occurrence	\$100.00
Second occurrence	\$200.00
Each additional occurrence	\$500.00
Plan check fees	
Irrigation only	\$500.00
1 lot (EDU)	\$500.00
2-9 lots (EDUs)	\$2,000.00
10 lots (EDUs) or more	\$5,000.00
Construction/temporary service	
Installation & removal	\$194.00
Weekly rental	\$50.00
Deposit	\$2,000.00

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# **FISCAL YEAR 2021-22 SALARY SCHEDULE**

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

**ELK GROVE WATER DISTRICT**  
**Salary Schedule**  
**Annual, Monthly, Bi-Weekly & Hourly Wage**  
**As of July 1, 2021**

<b>Grade</b>	<b>Step I</b>	<b>Step II</b>	<b>Step III</b>	<b>Step IV</b>	<b>Step V</b>
1	\$ 19,177.60	\$ 20,134.40	\$ 21,112.00	\$ 22,193.60	\$ 23,296.00
	\$ 1,598.13	\$ 1,677.87	\$ 1,759.33	\$ 1,849.47	\$ 1,941.33
	\$ 737.60	\$ 774.40	\$ 812.00	\$ 853.60	\$ 896.00
	\$ 9.22	\$ 9.68	\$ 10.15	\$ 10.67	\$ 11.20
2	\$ 19,635.20	\$ 20,633.60	\$ 21,673.60	\$ 22,734.40	\$ 23,899.20
	\$ 1,636.27	\$ 1,719.47	\$ 1,806.13	\$ 1,894.53	\$ 1,991.60
	\$ 755.20	\$ 793.60	\$ 833.60	\$ 874.40	\$ 919.20
	\$ 9.44	\$ 9.92	\$ 10.42	\$ 10.93	\$ 11.49
3	\$ 20,134.40	\$ 21,112.00	\$ 22,193.60	\$ 23,296.00	\$ 24,481.60
	\$ 1,677.87	\$ 1,759.33	\$ 1,849.47	\$ 1,941.33	\$ 2,040.13
	\$ 774.40	\$ 812.00	\$ 853.60	\$ 896.00	\$ 941.60
	\$ 9.68	\$ 10.15	\$ 10.67	\$ 11.20	\$ 11.77
4	\$ 20,633.60	\$ 21,673.60	\$ 22,734.40	\$ 23,899.20	\$ 25,064.00
	\$ 1,719.47	\$ 1,806.13	\$ 1,894.53	\$ 1,991.60	\$ 2,088.67
	\$ 793.60	\$ 833.60	\$ 874.40	\$ 919.20	\$ 964.00
	\$ 9.92	\$ 10.42	\$ 10.93	\$ 11.49	\$ 12.05
5	\$ 21,112.00	\$ 22,193.60	\$ 23,296.00	\$ 24,481.60	\$ 25,667.20
	\$ 1,759.33	\$ 1,849.47	\$ 1,941.33	\$ 2,040.13	\$ 2,138.93
	\$ 812.00	\$ 853.60	\$ 896.00	\$ 941.60	\$ 987.20
	\$ 10.15	\$ 10.67	\$ 11.20	\$ 11.77	\$ 12.34
6	\$ 21,673.60	\$ 22,734.40	\$ 23,899.20	\$ 25,064.00	\$ 26,332.80
	\$ 1,806.13	\$ 1,894.53	\$ 1,991.60	\$ 2,088.67	\$ 2,194.40
	\$ 833.60	\$ 874.40	\$ 919.20	\$ 964.00	\$ 1,012.80
	\$ 10.42	\$ 10.93	\$ 11.49	\$ 12.05	\$ 12.66
7	\$ 22,193.60	\$ 23,296.00	\$ 24,481.60	\$ 25,667.20	\$ 26,977.60
	\$ 1,849.47	\$ 1,941.33	\$ 2,040.13	\$ 2,138.93	\$ 2,248.13
	\$ 853.60	\$ 896.00	\$ 941.60	\$ 987.20	\$ 1,037.60
	\$ 10.67	\$ 11.20	\$ 11.77	\$ 12.34	\$ 12.97
8	\$ 22,734.40	\$ 23,899.20	\$ 25,064.00	\$ 26,332.80	\$ 27,643.20
	\$ 1,894.53	\$ 1,991.60	\$ 2,088.67	\$ 2,194.40	\$ 2,303.60
	\$ 874.40	\$ 919.20	\$ 964.00	\$ 1,012.80	\$ 1,063.20
	\$ 10.93	\$ 11.49	\$ 12.05	\$ 12.66	\$ 13.29
9	\$ 23,296.00	\$ 24,481.60	\$ 25,667.20	\$ 26,977.60	\$ 28,329.60
	\$ 1,941.33	\$ 2,040.13	\$ 2,138.93	\$ 2,248.13	\$ 2,360.80
	\$ 896.00	\$ 941.60	\$ 987.20	\$ 1,037.60	\$ 1,089.60
	\$ 11.20	\$ 11.77	\$ 12.34	\$ 12.97	\$ 13.62
10	\$ 23,899.20	\$ 25,064.00	\$ 26,332.80	\$ 27,643.20	\$ 29,016.00
	\$ 1,991.60	\$ 2,088.67	\$ 2,194.40	\$ 2,303.60	\$ 2,418.00
	\$ 919.20	\$ 964.00	\$ 1,012.80	\$ 1,063.20	\$ 1,116.00
	\$ 11.49	\$ 12.05	\$ 12.66	\$ 13.29	\$ 13.95

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

**ELK GROVE WATER DISTRICT**  
**Salary Schedule**  
**Annual, Monthly, Bi-Weekly & Hourly Wage**  
**As of July 1, 2021**

Grade	Step I	Step II	Step III	Step IV	Step V
11	\$ 24,481.60	\$ 25,667.20	\$ 26,977.60	\$ 28,329.60	\$ 29,723.20
	\$ 2,040.13	\$ 2,138.93	\$ 2,248.13	\$ 2,360.80	\$ 2,476.93
	\$ 941.60	\$ 987.20	\$ 1,037.60	\$ 1,089.60	\$ 1,143.20
	\$ 11.77	\$ 12.34	\$ 12.97	\$ 13.62	\$ 14.29
12	\$ 25,064.00	\$ 26,332.80	\$ 27,643.20	\$ 29,016.00	\$ 30,472.00
	\$ 2,088.67	\$ 2,194.40	\$ 2,303.60	\$ 2,418.00	\$ 2,539.33
	\$ 964.00	\$ 1,012.80	\$ 1,063.20	\$ 1,116.00	\$ 1,172.00
	\$ 12.05	\$ 12.66	\$ 13.29	\$ 13.95	\$ 14.65
13	\$ 25,667.20	\$ 26,977.60	\$ 28,329.60	\$ 29,723.20	\$ 31,200.00
	\$ 2,138.93	\$ 2,248.13	\$ 2,360.80	\$ 2,476.93	\$ 2,600.00
	\$ 987.20	\$ 1,037.60	\$ 1,089.60	\$ 1,143.20	\$ 1,200.00
	\$ 12.34	\$ 12.97	\$ 13.62	\$ 14.29	\$ 15.00
14	\$ 26,332.80	\$ 27,643.20	\$ 29,016.00	\$ 30,472.00	\$ 31,990.40
	\$ 2,194.40	\$ 2,303.60	\$ 2,418.00	\$ 2,539.33	\$ 2,665.87
	\$ 1,012.80	\$ 1,063.20	\$ 1,116.00	\$ 1,172.00	\$ 1,230.40
	\$ 12.66	\$ 13.29	\$ 13.95	\$ 14.65	\$ 15.38
15	\$ 26,977.60	\$ 28,329.60	\$ 29,723.20	\$ 31,200.00	\$ 32,780.80
	\$ 2,248.13	\$ 2,360.80	\$ 2,476.93	\$ 2,600.00	\$ 2,731.73
	\$ 1,037.60	\$ 1,089.60	\$ 1,143.20	\$ 1,200.00	\$ 1,260.80
	\$ 12.97	\$ 13.62	\$ 14.29	\$ 15.00	\$ 15.76
16	\$ 27,643.20	\$ 29,016.00	\$ 30,472.00	\$ 31,990.40	\$ 33,592.00
	\$ 2,303.60	\$ 2,418.00	\$ 2,539.33	\$ 2,665.87	\$ 2,799.33
	\$ 1,063.20	\$ 1,116.00	\$ 1,172.00	\$ 1,230.40	\$ 1,292.00
	\$ 13.29	\$ 13.95	\$ 14.65	\$ 15.38	\$ 16.15
17	\$ 28,329.60	\$ 29,723.20	\$ 31,200.00	\$ 32,780.80	\$ 34,403.20
	\$ 2,360.80	\$ 2,476.93	\$ 2,600.00	\$ 2,731.73	\$ 2,866.93
	\$ 1,089.60	\$ 1,143.20	\$ 1,200.00	\$ 1,260.80	\$ 1,323.20
	\$ 13.62	\$ 14.29	\$ 15.00	\$ 15.76	\$ 16.54
18	\$ 29,016.00	\$ 30,472.00	\$ 31,990.40	\$ 33,592.00	\$ 35,297.60
	\$ 2,418.00	\$ 2,539.33	\$ 2,665.87	\$ 2,799.33	\$ 2,941.47
	\$ 1,116.00	\$ 1,172.00	\$ 1,230.40	\$ 1,292.00	\$ 1,357.60
	\$ 13.95	\$ 14.65	\$ 15.38	\$ 16.15	\$ 16.97
19	\$ 29,723.20	\$ 31,200.00	\$ 32,780.80	\$ 34,403.20	\$ 36,129.60
	\$ 2,476.93	\$ 2,600.00	\$ 2,731.73	\$ 2,866.93	\$ 3,010.80
	\$ 1,143.20	\$ 1,200.00	\$ 1,260.80	\$ 1,323.20	\$ 1,389.60
	\$ 14.29	\$ 15.00	\$ 15.76	\$ 16.54	\$ 17.37
20	\$ 30,472.00	\$ 31,990.40	\$ 33,592.00	\$ 35,297.60	\$ 37,044.80
	\$ 2,539.33	\$ 2,665.87	\$ 2,799.33	\$ 2,941.47	\$ 3,087.07
	\$ 1,172.00	\$ 1,230.40	\$ 1,292.00	\$ 1,357.60	\$ 1,424.80
	\$ 14.65	\$ 15.38	\$ 16.15	\$ 16.97	\$ 17.81

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

**ELK GROVE WATER DISTRICT**  
**Salary Schedule**  
**Annual, Monthly, Bi-Weekly & Hourly Wage**  
**As of July 1, 2021**

Grade	Step I	Step II	Step III	Step IV	Step V
21	\$ 31,200.00	\$ 32,780.80	\$ 34,403.20	\$ 36,129.60	\$ 37,960.00
	\$ 2,600.00	\$ 2,731.73	\$ 2,866.93	\$ 3,010.80	\$ 3,163.33
	\$ 1,200.00	\$ 1,260.80	\$ 1,323.20	\$ 1,389.60	\$ 1,460.00
	\$ 15.00	\$ 15.76	\$ 16.54	\$ 17.37	\$ 18.25
22	\$ 31,990.40	\$ 33,592.00	\$ 35,297.60	\$ 37,044.80	\$ 38,875.20
	\$ 2,665.87	\$ 2,799.33	\$ 2,941.47	\$ 3,087.07	\$ 3,239.60
	\$ 1,230.40	\$ 1,292.00	\$ 1,357.60	\$ 1,424.80	\$ 1,495.20
	\$ 15.38	\$ 16.15	\$ 16.97	\$ 17.81	\$ 18.69
23	\$ 32,780.80	\$ 34,403.20	\$ 36,129.60	\$ 37,960.00	\$ 39,832.00
	\$ 2,731.73	\$ 2,866.93	\$ 3,010.80	\$ 3,163.33	\$ 3,319.33
	\$ 1,260.80	\$ 1,323.20	\$ 1,389.60	\$ 1,460.00	\$ 1,532.00
	\$ 15.76	\$ 16.54	\$ 17.37	\$ 18.25	\$ 19.15
24	\$ 33,592.00	\$ 35,297.60	\$ 37,044.80	\$ 38,875.20	\$ 40,851.20
	\$ 2,799.33	\$ 2,941.47	\$ 3,087.07	\$ 3,239.60	\$ 3,404.27
	\$ 1,292.00	\$ 1,357.60	\$ 1,424.80	\$ 1,495.20	\$ 1,571.20
	\$ 16.15	\$ 16.97	\$ 17.81	\$ 18.69	\$ 19.64
25	\$ 34,403.20	\$ 36,129.60	\$ 37,960.00	\$ 39,832.00	\$ 41,849.60
	\$ 2,866.93	\$ 3,010.80	\$ 3,163.33	\$ 3,319.33	\$ 3,487.47
	\$ 1,323.20	\$ 1,389.60	\$ 1,460.00	\$ 1,532.00	\$ 1,609.60
	\$ 16.54	\$ 17.37	\$ 18.25	\$ 19.15	\$ 20.12
26	\$ 35,297.60	\$ 37,044.80	\$ 38,875.20	\$ 40,851.20	\$ 42,889.60
	\$ 2,941.47	\$ 3,087.07	\$ 3,239.60	\$ 3,404.27	\$ 3,574.13
	\$ 1,357.60	\$ 1,424.80	\$ 1,495.20	\$ 1,571.20	\$ 1,649.60
	\$ 16.97	\$ 17.81	\$ 18.69	\$ 19.64	\$ 20.62
27	\$ 36,129.60	\$ 37,960.00	\$ 39,832.00	\$ 41,849.60	\$ 43,950.40
	\$ 3,010.80	\$ 3,163.33	\$ 3,319.33	\$ 3,487.47	\$ 3,662.53
	\$ 1,389.60	\$ 1,460.00	\$ 1,532.00	\$ 1,609.60	\$ 1,690.40
	\$ 17.37	\$ 18.25	\$ 19.15	\$ 20.12	\$ 21.13
28	\$ 37,044.80	\$ 38,875.20	\$ 40,851.20	\$ 42,889.60	\$ 45,032.00
	\$ 3,087.07	\$ 3,239.60	\$ 3,404.27	\$ 3,574.13	\$ 3,752.67
	\$ 1,424.80	\$ 1,495.20	\$ 1,571.20	\$ 1,649.60	\$ 1,732.00
	\$ 17.81	\$ 18.69	\$ 19.64	\$ 20.62	\$ 21.65
29	\$ 37,960.00	\$ 39,832.00	\$ 41,849.60	\$ 43,950.40	\$ 46,134.40
	\$ 3,163.33	\$ 3,319.33	\$ 3,487.47	\$ 3,662.53	\$ 3,844.53
	\$ 1,460.00	\$ 1,532.00	\$ 1,609.60	\$ 1,690.40	\$ 1,774.40
	\$ 18.25	\$ 19.15	\$ 20.12	\$ 21.13	\$ 22.18
30	\$ 38,875.20	\$ 40,851.20	\$ 42,889.60	\$ 45,032.00	\$ 47,278.40
	\$ 3,239.60	\$ 3,404.27	\$ 3,574.13	\$ 3,752.67	\$ 3,939.87
	\$ 1,495.20	\$ 1,571.20	\$ 1,649.60	\$ 1,732.00	\$ 1,818.40
	\$ 18.69	\$ 19.64	\$ 20.62	\$ 21.65	\$ 22.73

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

**ELK GROVE WATER DISTRICT**  
**Salary Schedule**  
**Annual, Monthly, Bi-Weekly & Hourly Wage**  
**As of July 1, 2021**

Grade	Step I	Step II	Step III	Step IV	Step V
31	\$ 39,832.00	\$ 41,849.60	\$ 43,950.40	\$ 46,134.40	\$ 48,422.40
	\$ 3,319.33	\$ 3,487.47	\$ 3,662.53	\$ 3,844.53	\$ 4,035.20
	\$ 1,532.00	\$ 1,609.60	\$ 1,690.40	\$ 1,774.40	\$ 1,862.40
	\$ 19.15	\$ 20.12	\$ 21.13	\$ 22.18	\$ 23.28
32	\$ 40,851.20	\$ 42,889.60	\$ 45,032.00	\$ 47,278.40	\$ 49,628.80
	\$ 3,404.27	\$ 3,574.13	\$ 3,752.67	\$ 3,939.87	\$ 4,135.73
	\$ 1,571.20	\$ 1,649.60	\$ 1,732.00	\$ 1,818.40	\$ 1,908.80
	\$ 19.64	\$ 20.62	\$ 21.65	\$ 22.73	\$ 23.86
33	\$ 41,849.60	\$ 43,950.40	\$ 46,134.40	\$ 48,422.40	\$ 50,856.00
	\$ 3,487.47	\$ 3,662.53	\$ 3,844.53	\$ 4,035.20	\$ 4,238.00
	\$ 1,609.60	\$ 1,690.40	\$ 1,774.40	\$ 1,862.40	\$ 1,956.00
	\$ 20.12	\$ 21.13	\$ 22.18	\$ 23.28	\$ 24.45
34	\$ 42,889.60	\$ 45,032.00	\$ 47,278.40	\$ 49,628.80	\$ 52,124.80
	\$ 3,574.13	\$ 3,752.67	\$ 3,939.87	\$ 4,135.73	\$ 4,343.73
	\$ 1,649.60	\$ 1,732.00	\$ 1,818.40	\$ 1,908.80	\$ 2,004.80
	\$ 20.62	\$ 21.65	\$ 22.73	\$ 23.86	\$ 25.06
35	\$ 43,950.40	\$ 46,134.40	\$ 48,422.40	\$ 50,856.00	\$ 53,393.60
	\$ 3,662.53	\$ 3,844.53	\$ 4,035.20	\$ 4,238.00	\$ 4,449.47
	\$ 1,690.40	\$ 1,774.40	\$ 1,862.40	\$ 1,956.00	\$ 2,053.60
	\$ 21.13	\$ 22.18	\$ 23.28	\$ 24.45	\$ 25.67
36	\$ 45,032.00	\$ 47,278.40	\$ 49,628.80	\$ 52,124.80	\$ 54,724.80
	\$ 3,752.67	\$ 3,939.87	\$ 4,135.73	\$ 4,343.73	\$ 4,560.40
	\$ 1,732.00	\$ 1,818.40	\$ 1,908.80	\$ 2,004.80	\$ 2,104.80
	\$ 21.65	\$ 22.73	\$ 23.86	\$ 25.06	\$ 26.31
37	\$ 46,134.40	\$ 48,422.40	\$ 50,856.00	\$ 53,393.60	\$ 56,056.00
	\$ 3,844.53	\$ 4,035.20	\$ 4,238.00	\$ 4,449.47	\$ 4,671.33
	\$ 1,774.40	\$ 1,862.40	\$ 1,956.00	\$ 2,053.60	\$ 2,156.00
	\$ 22.18	\$ 23.28	\$ 24.45	\$ 25.67	\$ 26.95
38	\$ 47,278.40	\$ 49,628.80	\$ 52,124.80	\$ 54,724.80	\$ 57,491.20
	\$ 3,939.87	\$ 4,135.73	\$ 4,343.73	\$ 4,560.40	\$ 4,790.93
	\$ 1,818.40	\$ 1,908.80	\$ 2,004.80	\$ 2,104.80	\$ 2,211.20
	\$ 22.73	\$ 23.86	\$ 25.06	\$ 26.31	\$ 27.64
39	\$ 48,422.40	\$ 50,856.00	\$ 53,393.60	\$ 56,056.00	\$ 58,864.00
	\$ 4,035.20	\$ 4,238.00	\$ 4,449.47	\$ 4,671.33	\$ 4,905.33
	\$ 1,862.40	\$ 1,956.00	\$ 2,053.60	\$ 2,156.00	\$ 2,264.00
	\$ 23.28	\$ 24.45	\$ 25.67	\$ 26.95	\$ 28.30
40	\$ 49,628.80	\$ 52,124.80	\$ 54,724.80	\$ 57,491.20	\$ 60,340.80
	\$ 4,135.73	\$ 4,343.73	\$ 4,560.40	\$ 4,790.93	\$ 5,028.40
	\$ 1,908.80	\$ 2,004.80	\$ 2,104.80	\$ 2,211.20	\$ 2,320.80
	\$ 23.86	\$ 25.06	\$ 26.31	\$ 27.64	\$ 29.01

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

**ELK GROVE WATER DISTRICT**  
**Salary Schedule**  
**Annual, Monthly, Bi-Weekly & Hourly Wage**  
**As of July 1, 2021**

Grade	Step I	Step II	Step III	Step IV	Step V
41	\$ 50,856.00	\$ 53,393.60	\$ 56,056.00	\$ 58,864.00	\$ 61,796.80
	\$ 4,238.00	\$ 4,449.47	\$ 4,671.33	\$ 4,905.33	\$ 5,149.73
	\$ 1,956.00	\$ 2,053.60	\$ 2,156.00	\$ 2,264.00	\$ 2,376.80
	\$ 24.45	\$ 25.67	\$ 26.95	\$ 28.30	\$ 29.71
42	\$ 52,124.80	\$ 54,724.80	\$ 57,491.20	\$ 60,340.80	\$ 63,356.80
	\$ 4,343.73	\$ 4,560.40	\$ 4,790.93	\$ 5,028.40	\$ 5,279.73
	\$ 2,004.80	\$ 2,104.80	\$ 2,211.20	\$ 2,320.80	\$ 2,436.80
	\$ 25.06	\$ 26.31	\$ 27.64	\$ 29.01	\$ 30.46
43	\$ 53,393.60	\$ 56,056.00	\$ 58,864.00	\$ 61,796.80	\$ 64,916.80
	\$ 4,449.47	\$ 4,671.33	\$ 4,905.33	\$ 5,149.73	\$ 5,409.73
	\$ 2,053.60	\$ 2,156.00	\$ 2,264.00	\$ 2,376.80	\$ 2,496.80
	\$ 25.67	\$ 26.95	\$ 28.30	\$ 29.71	\$ 31.21
44	\$ 54,724.80	\$ 57,491.20	\$ 60,340.80	\$ 63,356.80	\$ 66,539.20
	\$ 4,560.40	\$ 4,790.93	\$ 5,028.40	\$ 5,279.73	\$ 5,544.93
	\$ 2,104.80	\$ 2,211.20	\$ 2,320.80	\$ 2,436.80	\$ 2,559.20
	\$ 26.31	\$ 27.64	\$ 29.01	\$ 30.46	\$ 31.99
45	\$ 56,056.00	\$ 58,864.00	\$ 61,796.80	\$ 64,916.80	\$ 68,140.80
	\$ 4,671.33	\$ 4,905.33	\$ 5,149.73	\$ 5,409.73	\$ 5,678.40
	\$ 2,156.00	\$ 2,264.00	\$ 2,376.80	\$ 2,496.80	\$ 2,620.80
	\$ 26.95	\$ 28.30	\$ 29.71	\$ 31.21	\$ 32.76
46	\$ 57,491.20	\$ 60,340.80	\$ 63,356.80	\$ 66,539.20	\$ 69,846.40
	\$ 4,790.93	\$ 5,028.40	\$ 5,279.73	\$ 5,544.93	\$ 5,820.53
	\$ 2,211.20	\$ 2,320.80	\$ 2,436.80	\$ 2,559.20	\$ 2,686.40
	\$ 27.64	\$ 29.01	\$ 30.46	\$ 31.99	\$ 33.58
47	\$ 58,864.00	\$ 61,796.80	\$ 64,916.80	\$ 68,140.80	\$ 71,552.00
	\$ 4,905.33	\$ 5,149.73	\$ 5,409.73	\$ 5,678.40	\$ 5,962.67
	\$ 2,264.00	\$ 2,376.80	\$ 2,496.80	\$ 2,620.80	\$ 2,752.00
	\$ 28.30	\$ 29.71	\$ 31.21	\$ 32.76	\$ 34.40
48	\$ 60,340.80	\$ 63,356.80	\$ 66,539.20	\$ 69,846.40	\$ 73,361.60
	\$ 5,028.40	\$ 5,279.73	\$ 5,544.93	\$ 5,820.53	\$ 6,113.47
	\$ 2,320.80	\$ 2,436.80	\$ 2,559.20	\$ 2,686.40	\$ 2,821.60
	\$ 29.01	\$ 30.46	\$ 31.99	\$ 33.58	\$ 35.27
49	\$ 61,796.80	\$ 64,916.80	\$ 68,140.80	\$ 71,552.00	\$ 75,129.60
	\$ 5,149.73	\$ 5,409.73	\$ 5,678.40	\$ 5,962.67	\$ 6,260.80
	\$ 2,376.80	\$ 2,496.80	\$ 2,620.80	\$ 2,752.00	\$ 2,889.60
	\$ 29.71	\$ 31.21	\$ 32.76	\$ 34.40	\$ 36.12
50	\$ 63,356.80	\$ 66,539.20	\$ 69,846.40	\$ 73,361.60	\$ 76,980.80
	\$ 5,279.73	\$ 5,544.93	\$ 5,820.53	\$ 6,113.47	\$ 6,415.07
	\$ 2,436.80	\$ 2,559.20	\$ 2,686.40	\$ 2,821.60	\$ 2,960.80
	\$ 30.46	\$ 31.99	\$ 33.58	\$ 35.27	\$ 37.01



**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

**ELK GROVE WATER DISTRICT**  
**Salary Schedule**  
**Annual, Monthly, Bi-Weekly & Hourly Wage**  
**As of July 1, 2021**

Grade	Step I	Step II	Step III	Step IV	Step V
51	\$ 64,916.80	\$ 68,140.80	\$ 71,552.00	\$ 75,129.60	\$ 78,894.40
	\$ 5,409.73	\$ 5,678.40	\$ 5,962.67	\$ 6,260.80	\$ 6,574.53
	\$ 2,496.80	\$ 2,620.80	\$ 2,752.00	\$ 2,889.60	\$ 3,034.40
	\$ 31.21	\$ 32.76	\$ 34.40	\$ 36.12	\$ 37.93
52	\$ 66,539.20	\$ 69,846.40	\$ 73,361.60	\$ 76,980.80	\$ 80,849.60
	\$ 5,544.93	\$ 5,820.53	\$ 6,113.47	\$ 6,415.07	\$ 6,737.47
	\$ 2,559.20	\$ 2,686.40	\$ 2,821.60	\$ 2,960.80	\$ 3,109.60
	\$ 31.99	\$ 33.58	\$ 35.27	\$ 37.01	\$ 38.87
53	\$ 68,140.80	\$ 71,552.00	\$ 75,129.60	\$ 78,894.40	\$ 82,846.40
	\$ 5,678.40	\$ 5,962.67	\$ 6,260.80	\$ 6,574.53	\$ 6,903.87
	\$ 2,620.80	\$ 2,752.00	\$ 2,889.60	\$ 3,034.40	\$ 3,186.40
	\$ 32.76	\$ 34.40	\$ 36.12	\$ 37.93	\$ 39.83
54	\$ 69,846.40	\$ 73,361.60	\$ 76,980.80	\$ 80,849.60	\$ 84,926.40
	\$ 5,820.53	\$ 6,113.47	\$ 6,415.07	\$ 6,737.47	\$ 7,077.20
	\$ 2,686.40	\$ 2,821.60	\$ 2,960.80	\$ 3,109.60	\$ 3,266.40
	\$ 33.58	\$ 35.27	\$ 37.01	\$ 38.87	\$ 40.83
55	\$ 71,552.00	\$ 75,129.60	\$ 78,894.40	\$ 82,846.40	\$ 86,985.60
	\$ 5,962.67	\$ 6,260.80	\$ 6,574.53	\$ 6,903.87	\$ 7,248.80
	\$ 2,752.00	\$ 2,889.60	\$ 3,034.40	\$ 3,186.40	\$ 3,345.60
	\$ 34.40	\$ 36.12	\$ 37.93	\$ 39.83	\$ 41.82
56	\$ 73,361.60	\$ 76,980.80	\$ 80,849.60	\$ 84,926.40	\$ 89,169.60
	\$ 6,113.47	\$ 6,415.07	\$ 6,737.47	\$ 7,077.20	\$ 7,430.80
	\$ 2,821.60	\$ 2,960.80	\$ 3,109.60	\$ 3,266.40	\$ 3,429.60
	\$ 35.27	\$ 37.01	\$ 38.87	\$ 40.83	\$ 42.87
57	\$ 75,129.60	\$ 78,894.40	\$ 82,846.40	\$ 86,985.60	\$ 91,332.80
	\$ 6,260.80	\$ 6,574.53	\$ 6,903.87	\$ 7,248.80	\$ 7,611.07
	\$ 2,889.60	\$ 3,034.40	\$ 3,186.40	\$ 3,345.60	\$ 3,512.80
	\$ 36.12	\$ 37.93	\$ 39.83	\$ 41.82	\$ 43.91
58	\$ 76,980.80	\$ 80,849.60	\$ 84,926.40	\$ 89,169.60	\$ 93,620.80
	\$ 6,415.07	\$ 6,737.47	\$ 7,077.20	\$ 7,430.80	\$ 7,801.73
	\$ 2,960.80	\$ 3,109.60	\$ 3,266.40	\$ 3,429.60	\$ 3,600.80
	\$ 37.01	\$ 38.87	\$ 40.83	\$ 42.87	\$ 45.01
59	\$ 78,894.40	\$ 82,846.40	\$ 86,985.60	\$ 91,332.80	\$ 95,908.80
	\$ 6,574.53	\$ 6,903.87	\$ 7,248.80	\$ 7,611.07	\$ 7,992.40
	\$ 3,034.40	\$ 3,186.40	\$ 3,345.60	\$ 3,512.80	\$ 3,688.80
	\$ 37.93	\$ 39.83	\$ 41.82	\$ 43.91	\$ 46.11
60	\$ 80,849.60	\$ 84,926.40	\$ 89,169.60	\$ 93,620.80	\$ 98,280.00
	\$ 6,737.47	\$ 7,077.20	\$ 7,430.80	\$ 7,801.73	\$ 8,190.00
	\$ 3,109.60	\$ 3,266.40	\$ 3,429.60	\$ 3,600.80	\$ 3,780.00
	\$ 38.87	\$ 40.83	\$ 42.87	\$ 45.01	\$ 47.25

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

**ELK GROVE WATER DISTRICT**  
**Salary Schedule**  
**Annual, Monthly, Bi-Weekly & Hourly Wage**  
**As of July 1, 2021**

Grade	Step I	Step II	Step III	Step IV	Step V
61	\$ 82,846.40	\$ 86,985.60	\$ 91,332.80	\$ 95,908.80	\$ 100,692.80
	\$ 6,903.87	\$ 7,248.80	\$ 7,611.07	\$ 7,992.40	\$ 8,391.07
	\$ 3,186.40	\$ 3,345.60	\$ 3,512.80	\$ 3,688.80	\$ 3,872.80
	\$ 39.83	\$ 41.82	\$ 43.91	\$ 46.11	\$ 48.41
62	\$ 84,926.40	\$ 89,169.60	\$ 93,620.80	\$ 98,280.00	\$ 103,188.80
	\$ 7,077.20	\$ 7,430.80	\$ 7,801.73	\$ 8,190.00	\$ 8,599.07
	\$ 3,266.40	\$ 3,429.60	\$ 3,600.80	\$ 3,780.00	\$ 3,968.80
	\$ 40.83	\$ 42.87	\$ 45.01	\$ 47.25	\$ 49.61
63	\$ 86,985.60	\$ 91,332.80	\$ 95,908.80	\$ 100,692.80	\$ 105,705.60
	\$ 7,248.80	\$ 7,611.07	\$ 7,992.40	\$ 8,391.07	\$ 8,808.80
	\$ 3,345.60	\$ 3,512.80	\$ 3,688.80	\$ 3,872.80	\$ 4,065.60
	\$ 41.82	\$ 43.91	\$ 46.11	\$ 48.41	\$ 50.82
64	\$ 89,169.60	\$ 93,620.80	\$ 98,280.00	\$ 103,188.80	\$ 108,368.00
	\$ 7,430.80	\$ 7,801.73	\$ 8,190.00	\$ 8,599.07	\$ 9,030.67
	\$ 3,429.60	\$ 3,600.80	\$ 3,780.00	\$ 3,968.80	\$ 4,168.00
	\$ 42.87	\$ 45.01	\$ 47.25	\$ 49.61	\$ 52.10
65	\$ 91,332.80	\$ 95,908.80	\$ 100,692.80	\$ 105,705.60	\$ 110,988.80
	\$ 7,611.07	\$ 7,992.40	\$ 8,391.07	\$ 8,808.80	\$ 9,249.07
	\$ 3,512.80	\$ 3,688.80	\$ 3,872.80	\$ 4,065.60	\$ 4,268.80
	\$ 43.91	\$ 46.11	\$ 48.41	\$ 50.82	\$ 53.36
66	\$ 93,620.80	\$ 98,280.00	\$ 103,188.80	\$ 108,368.00	\$ 113,796.80
	\$ 7,801.73	\$ 8,190.00	\$ 8,599.07	\$ 9,030.67	\$ 9,483.07
	\$ 3,600.80	\$ 3,780.00	\$ 3,968.80	\$ 4,168.00	\$ 4,376.80
	\$ 45.01	\$ 47.25	\$ 49.61	\$ 52.10	\$ 54.71
67	\$ 95,908.80	\$ 100,692.80	\$ 105,705.60	\$ 110,988.80	\$ 116,542.40
	\$ 7,992.40	\$ 8,391.07	\$ 8,808.80	\$ 9,249.07	\$ 9,711.87
	\$ 3,688.80	\$ 3,872.80	\$ 4,065.60	\$ 4,268.80	\$ 4,482.40
	\$ 46.11	\$ 48.41	\$ 50.82	\$ 53.36	\$ 56.03
68	\$ 98,280.00	\$ 103,188.80	\$ 108,368.00	\$ 113,796.80	\$ 119,454.40
	\$ 8,190.00	\$ 8,599.07	\$ 9,030.67	\$ 9,483.07	\$ 9,954.53
	\$ 3,780.00	\$ 3,968.80	\$ 4,168.00	\$ 4,376.80	\$ 4,594.40
	\$ 47.25	\$ 49.61	\$ 52.10	\$ 54.71	\$ 57.43
69	\$ 100,692.80	\$ 105,705.60	\$ 110,988.80	\$ 116,542.40	\$ 122,387.20
	\$ 8,391.07	\$ 8,808.80	\$ 9,249.07	\$ 9,711.87	\$ 10,198.93
	\$ 3,872.80	\$ 4,065.60	\$ 4,268.80	\$ 4,482.40	\$ 4,707.20
	\$ 48.41	\$ 50.82	\$ 53.36	\$ 56.03	\$ 58.84
70	\$ 103,188.80	\$ 108,368.00	\$ 113,796.80	\$ 119,454.40	\$ 125,444.80
	\$ 8,599.07	\$ 9,030.67	\$ 9,483.07	\$ 9,954.53	\$ 10,453.73
	\$ 3,968.80	\$ 4,168.00	\$ 4,376.80	\$ 4,594.40	\$ 4,824.80
	\$ 49.61	\$ 52.10	\$ 54.71	\$ 57.43	\$ 60.31

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

**ELK GROVE WATER DISTRICT**  
**Salary Schedule**  
**Annual, Monthly, Bi-Weekly & Hourly Wage**  
**As of July 1, 2021**

Grade	Step I	Step II	Step III	Step IV	Step V
71	\$ 105,705.60	\$ 110,988.80	\$ 116,542.40	\$ 122,387.20	\$ 128,502.40
	\$ 8,808.80	\$ 9,249.07	\$ 9,711.87	\$ 10,198.93	\$ 10,708.53
	\$ 4,065.60	\$ 4,268.80	\$ 4,482.40	\$ 4,707.20	\$ 4,942.40
	\$ 50.82	\$ 53.36	\$ 56.03	\$ 58.84	\$ 61.78
72	\$ 108,368.00	\$ 113,796.80	\$ 119,454.40	\$ 125,444.80	\$ 131,726.40
	\$ 9,030.67	\$ 9,483.07	\$ 9,954.53	\$ 10,453.73	\$ 10,977.20
	\$ 4,168.00	\$ 4,376.80	\$ 4,594.40	\$ 4,824.80	\$ 5,066.40
	\$ 52.10	\$ 54.71	\$ 57.43	\$ 60.31	\$ 63.33
73	\$ 110,988.80	\$ 116,542.40	\$ 122,387.20	\$ 128,502.40	\$ 134,929.60
	\$ 9,249.07	\$ 9,711.87	\$ 10,198.93	\$ 10,708.53	\$ 11,244.13
	\$ 4,268.80	\$ 4,482.40	\$ 4,707.20	\$ 4,942.40	\$ 5,189.60
	\$ 53.36	\$ 56.03	\$ 58.84	\$ 61.78	\$ 64.87
74	\$ 113,796.80	\$ 119,454.40	\$ 125,444.80	\$ 131,726.40	\$ 138,278.40
	\$ 9,483.07	\$ 9,954.53	\$ 10,453.73	\$ 10,977.20	\$ 11,523.20
	\$ 4,376.80	\$ 4,594.40	\$ 4,824.80	\$ 5,066.40	\$ 5,318.40
	\$ 54.71	\$ 57.43	\$ 60.31	\$ 63.33	\$ 66.48
75	\$ 116,542.40	\$ 122,387.20	\$ 128,502.40	\$ 134,929.60	\$ 141,668.80
	\$ 9,711.87	\$ 10,198.93	\$ 10,708.53	\$ 11,244.13	\$ 11,805.73
	\$ 4,482.40	\$ 4,707.20	\$ 4,942.40	\$ 5,189.60	\$ 5,448.80
	\$ 56.03	\$ 58.84	\$ 61.78	\$ 64.87	\$ 68.11
76	\$ 119,454.40	\$ 125,444.80	\$ 131,726.40	\$ 138,278.40	\$ 145,225.60
	\$ 9,954.53	\$ 10,453.73	\$ 10,977.20	\$ 11,523.20	\$ 12,102.13
	\$ 4,594.40	\$ 4,824.80	\$ 5,066.40	\$ 5,318.40	\$ 5,585.60
	\$ 57.43	\$ 60.31	\$ 63.33	\$ 66.48	\$ 69.82
77	\$ 122,387.20	\$ 128,502.40	\$ 134,929.60	\$ 141,668.80	\$ 148,761.60
	\$ 10,198.93	\$ 10,708.53	\$ 11,244.13	\$ 11,805.73	\$ 12,396.80
	\$ 4,707.20	\$ 4,942.40	\$ 5,189.60	\$ 5,448.80	\$ 5,721.60
	\$ 58.84	\$ 61.78	\$ 64.87	\$ 68.11	\$ 71.52
78	\$ 125,444.80	\$ 131,726.40	\$ 138,278.40	\$ 145,225.60	\$ 152,484.80
	\$ 10,453.73	\$ 10,977.20	\$ 11,523.20	\$ 12,102.13	\$ 12,707.07
	\$ 4,824.80	\$ 5,066.40	\$ 5,318.40	\$ 5,585.60	\$ 5,864.80
	\$ 60.31	\$ 63.33	\$ 66.48	\$ 69.82	\$ 73.31
79	\$ 128,502.40	\$ 134,929.60	\$ 141,668.80	\$ 148,761.60	\$ 156,208.00
	\$ 10,708.53	\$ 11,244.13	\$ 11,805.73	\$ 12,396.80	\$ 13,017.33
	\$ 4,942.40	\$ 5,189.60	\$ 5,448.80	\$ 5,721.60	\$ 6,008.00
	\$ 61.78	\$ 64.87	\$ 68.11	\$ 71.52	\$ 75.10
80	\$ 131,726.40	\$ 138,278.40	\$ 145,225.60	\$ 152,484.80	\$ 160,097.60
	\$ 10,977.20	\$ 11,523.20	\$ 12,102.13	\$ 12,707.07	\$ 13,341.47
	\$ 5,066.40	\$ 5,318.40	\$ 5,585.60	\$ 5,864.80	\$ 6,157.60
	\$ 63.33	\$ 66.48	\$ 69.82	\$ 73.31	\$ 76.97

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

**ELK GROVE WATER DISTRICT**  
**Salary Schedule**  
**Annual, Monthly, Bi-Weekly & Hourly Wage**  
**As of July 1, 2021**

Grade	Step I	Step II	Step III	Step IV	Step V
81	\$ 134,929.60	\$ 141,668.80	\$ 148,761.60	\$ 156,208.00	\$ 164,008.00
	\$ 11,244.13	\$ 11,805.73	\$ 12,396.80	\$ 13,017.33	\$ 13,667.33
	\$ 5,189.60	\$ 5,448.80	\$ 5,721.60	\$ 6,008.00	\$ 6,308.00
	\$ 64.87	\$ 68.11	\$ 71.52	\$ 75.10	\$ 78.85
82	\$ 138,278.40	\$ 145,225.60	\$ 152,484.80	\$ 160,097.60	\$ 168,126.40
	\$ 11,523.20	\$ 12,102.13	\$ 12,707.07	\$ 13,341.47	\$ 14,010.53
	\$ 5,318.40	\$ 5,585.60	\$ 5,864.80	\$ 6,157.60	\$ 6,466.40
	\$ 66.48	\$ 69.82	\$ 73.31	\$ 76.97	\$ 80.83
83	\$ 141,668.80	\$ 148,761.60	\$ 156,208.00	\$ 164,008.00	\$ 172,182.40
	\$ 11,805.73	\$ 12,396.80	\$ 13,017.33	\$ 13,667.33	\$ 14,348.53
	\$ 5,448.80	\$ 5,721.60	\$ 6,008.00	\$ 6,308.00	\$ 6,622.40
	\$ 68.11	\$ 71.52	\$ 75.10	\$ 78.85	\$ 82.78
84	\$ 145,225.60	\$ 152,484.80	\$ 160,097.60	\$ 168,126.40	\$ 176,508.80
	\$ 12,102.13	\$ 12,707.07	\$ 13,341.47	\$ 14,010.53	\$ 14,709.07
	\$ 5,585.60	\$ 5,864.80	\$ 6,157.60	\$ 6,466.40	\$ 6,788.80
	\$ 69.82	\$ 73.31	\$ 76.97	\$ 80.83	\$ 84.86
85	\$ 148,761.60	\$ 156,208.00	\$ 164,008.00	\$ 172,182.40	\$ 180,793.60
	\$ 12,396.80	\$ 13,017.33	\$ 13,667.33	\$ 14,348.53	\$ 15,066.13
	\$ 5,721.60	\$ 6,008.00	\$ 6,308.00	\$ 6,622.40	\$ 6,953.60
	\$ 71.52	\$ 75.10	\$ 78.85	\$ 82.78	\$ 86.92
86	\$ 152,484.80	\$ 160,097.60	\$ 168,126.40	\$ 176,508.80	\$ 185,328.00
	\$ 12,707.07	\$ 13,341.47	\$ 14,010.53	\$ 14,709.07	\$ 15,444.00
	\$ 5,864.80	\$ 6,157.60	\$ 6,466.40	\$ 6,788.80	\$ 7,128.00
	\$ 73.31	\$ 76.97	\$ 80.83	\$ 84.86	\$ 89.10
87	\$ 156,208.00	\$ 164,008.00	\$ 172,182.40	\$ 180,793.60	\$ 189,862.40
	\$ 13,017.33	\$ 13,667.33	\$ 14,348.53	\$ 15,066.13	\$ 15,821.87
	\$ 6,008.00	\$ 6,308.00	\$ 6,622.40	\$ 6,953.60	\$ 7,302.40
	\$ 75.10	\$ 78.85	\$ 82.78	\$ 86.92	\$ 91.28
88	\$ 160,097.60	\$ 168,126.40	\$ 176,508.80	\$ 185,328.00	\$ 194,584.00
	\$ 13,341.47	\$ 14,010.53	\$ 14,709.07	\$ 15,444.00	\$ 16,215.33
	\$ 6,157.60	\$ 6,466.40	\$ 6,788.80	\$ 7,128.00	\$ 7,484.00
	\$ 76.97	\$ 80.83	\$ 84.86	\$ 89.10	\$ 93.55
89	\$ 164,008.00	\$ 172,182.40	\$ 180,793.60	\$ 189,862.40	\$ 199,347.20
	\$ 13,667.33	\$ 14,348.53	\$ 15,066.13	\$ 15,821.87	\$ 16,612.27
	\$ 6,308.00	\$ 6,622.40	\$ 6,953.60	\$ 7,302.40	\$ 7,667.20
	\$ 78.85	\$ 82.78	\$ 86.92	\$ 91.28	\$ 95.84
90	\$ 168,126.40	\$ 176,508.80	\$ 185,328.00	\$ 194,584.00	\$ 204,339.20
	\$ 14,010.53	\$ 14,709.07	\$ 15,444.00	\$ 16,215.33	\$ 17,028.27
	\$ 6,466.40	\$ 6,788.80	\$ 7,128.00	\$ 7,484.00	\$ 7,859.20
	\$ 80.83	\$ 84.86	\$ 89.10	\$ 93.55	\$ 98.24

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

**ELK GROVE WATER DISTRICT**  
**Salary Schedule**  
**Annual, Monthly, Bi-Weekly & Hourly Wage**  
**As of July 1, 2021**

Grade	Step I	Step II	Step III	Step IV	Step V
91	\$ 172,182.40	\$ 180,793.60	\$ 189,862.40	\$ 199,347.20	\$ 209,310.40
	\$ 14,348.53	\$ 15,066.13	\$ 15,821.87	\$ 16,612.27	\$ 17,442.53
	\$ 6,622.40	\$ 6,953.60	\$ 7,302.40	\$ 7,667.20	\$ 8,050.40
	\$ 82.78	\$ 86.92	\$ 91.28	\$ 95.84	\$ 100.63
92	\$ 176,508.80	\$ 185,328.00	\$ 194,584.00	\$ 204,339.20	\$ 214,552.00
	\$ 14,709.07	\$ 15,444.00	\$ 16,215.33	\$ 17,028.27	\$ 17,879.33
	\$ 6,788.80	\$ 7,128.00	\$ 7,484.00	\$ 7,859.20	\$ 8,252.00
	\$ 84.86	\$ 89.10	\$ 93.55	\$ 98.24	\$ 103.15
93	\$ 180,793.60	\$ 189,862.40	\$ 199,347.20	\$ 209,310.40	\$ 219,814.40
	\$ 15,066.13	\$ 15,821.87	\$ 16,612.27	\$ 17,442.53	\$ 18,317.87
	\$ 6,953.60	\$ 7,302.40	\$ 7,667.20	\$ 8,050.40	\$ 8,454.40
	\$ 86.92	\$ 91.28	\$ 95.84	\$ 100.63	\$ 105.68
94	\$ 185,328.00	\$ 194,584.00	\$ 204,339.20	\$ 214,552.00	\$ 225,284.80
	\$ 15,444.00	\$ 16,215.33	\$ 17,028.27	\$ 17,879.33	\$ 18,773.73
	\$ 7,128.00	\$ 7,484.00	\$ 7,859.20	\$ 8,252.00	\$ 8,664.80
	\$ 89.10	\$ 93.55	\$ 98.24	\$ 103.15	\$ 108.31
95	\$ 189,862.40	\$ 199,347.20	\$ 209,310.40	\$ 219,814.40	\$ 230,796.80
	\$ 15,821.87	\$ 16,612.27	\$ 17,442.53	\$ 18,317.87	\$ 19,233.07
	\$ 7,302.40	\$ 7,667.20	\$ 8,050.40	\$ 8,454.40	\$ 8,876.80
	\$ 91.28	\$ 95.84	\$ 100.63	\$ 105.68	\$ 110.96
96	\$ 194,584.00	\$ 204,339.20	\$ 214,552.00	\$ 225,284.80	\$ 236,516.80
	\$ 16,215.33	\$ 17,028.27	\$ 17,879.33	\$ 18,773.73	\$ 19,709.73
	\$ 7,484.00	\$ 7,859.20	\$ 8,252.00	\$ 8,664.80	\$ 9,096.80
	\$ 93.55	\$ 98.24	\$ 103.15	\$ 108.31	\$ 113.71
97	\$ 199,347.20	\$ 209,310.40	\$ 219,814.40	\$ 230,796.80	\$ 242,320.00
	\$ 16,612.27	\$ 17,442.53	\$ 18,317.87	\$ 19,233.07	\$ 20,193.33
	\$ 7,667.20	\$ 8,050.40	\$ 8,454.40	\$ 8,876.80	\$ 9,320.00
	\$ 95.84	\$ 100.63	\$ 105.68	\$ 110.96	\$ 116.50
98	\$ 204,339.20	\$ 214,552.00	\$ 225,284.80	\$ 236,516.80	\$ 248,372.80
	\$ 17,028.27	\$ 17,879.33	\$ 18,773.73	\$ 19,709.73	\$ 20,697.73
	\$ 7,859.20	\$ 8,252.00	\$ 8,664.80	\$ 9,096.80	\$ 9,552.80
	\$ 98.24	\$ 103.15	\$ 108.31	\$ 113.71	\$ 119.41
99	\$ 209,310.40	\$ 219,814.40	\$ 230,796.80	\$ 242,320.00	\$ 254,404.80
	\$ 17,442.53	\$ 18,317.87	\$ 19,233.07	\$ 20,193.33	\$ 21,200.40
	\$ 8,050.40	\$ 8,454.40	\$ 8,876.80	\$ 9,320.00	\$ 9,784.80
	\$ 100.63	\$ 105.68	\$ 110.96	\$ 116.50	\$ 122.31
100	\$ 214,552.00	\$ 225,284.80	\$ 236,516.80	\$ 248,372.80	\$ 260,790.40
	\$ 17,879.33	\$ 18,773.73	\$ 19,709.73	\$ 20,697.73	\$ 21,732.53
	\$ 8,252.00	\$ 8,664.80	\$ 9,096.80	\$ 9,552.80	\$ 10,030.40
	\$ 103.15	\$ 108.31	\$ 113.71	\$ 119.41	\$ 125.38

**ELK GROVE WATER DISTRICT**  
**General Manager Salary**  
**Annual, Monthly, Bi-Weekly & Hourly Wage**  
**As of July 1, 2021**

<b>General Manager</b>	
GM	\$ 213,728
	\$ 17,811
	\$ 8,220
	\$ 102.75



## ACRONYMS & GLOSSARY OF TERMS

### A

**Account** – A category that identifies the justification of the transaction of funds received or paid.

**Account Balance** – The difference in dollars between the total debits and the total credits in an account.

**Accrual Basis of Accounting** – A basis of accounting under which increases and decreases in economic resources are recognized as soon as the underlying event or transaction occurs. Revenues are recognized when earned and expenses are recognized when incurred, regardless of the timing of related cash flows.

**Accrual** – The recognition of a revenue or expense in a current period even though the actual cash may not be received or paid until a following period.

**Acre-foot of Water** – The volume of water that covers one acre to a depth of one foot; 43,560 cubic feet; 1,233.5 cubic meters; 325,872 gallons.

**Actual** – The final audited revenue / expenditure results of operations for the fiscal year indicated.

**ACWA** – Association of California Water Agencies.

**AICPA** – American Institute of Certified Public Accountants.

**Amortization** – Gradual reduction, redemption, or liquidation of the balance of an account according to a specified times and amounts.

**Assets** – Resources owned or held by EGWD/FRCD which have monetary value.

**Audit** – An examination of the books and records of EGWD/FRCD to determine financial status and results of operations (excess or loss).

**AWWA** – American Water Works Association.

### B

**Backflow** – The backing up of water through a conduit or channel in the direction opposite to normal flow.

**BMPs** – Best Management Practices.

**Board of Directors** – The EGWD/FRCD is governed by a Board, the members of which are elected by the voters within the FRCD boundaries. The Board sets policy and provides overall leadership for EGWD/FRCD including the mission, goals, priorities and resource allocation.

**Bond Issuance Costs** – The costs incurred by the bond issuer during the planning, marketing and sale of a bond issue.

**Bonds** – Fixed income instruments that represent loans made by investors to borrowers.

**Budget Calendar** – The schedule of key dates or milestones which the District follows in the preparation, adoption, and administration of the budget.

**Budgetary Control** - The control of management in accordance with the approved budget to keep expenditures within the limitations of available appropriations and available revenues.

**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

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**C**

**CAC** – Community Advisory Committee.

**CalPERS** – California Public Employees Retirement System.

**Capital Equipment (Assets)** – Fixed assets such as vehicles, computers, equipment, technical instruments, etc., which have a life expectancy of more than one year and a value over \$5,000.

**Cash Flows** – The movement of cash in and out of the District from day-to-day activities.

**Cash Management** – The management of cash flows in such a way that interest and penalties paid are minimized and interest earned is maximized. Funds received are deposited on the day of receipt and invested as soon as the funds are available. The District maximizes the return on all funds available for investment without sacrifice of safety or necessary liquidity.

**CCF** – Centum cubic feet.

**CCR** – Consumer Confidence Report.

**CIP** – Capital Improvement Program.

**COLA** – Cost of Living Adjustment.

**CMTA** – California Municipal Treasurer’s Association.

**Consumer Price Index (CPI)** – A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living or doing business (i.e. economic inflation).

**CSDA** – California Special Districts Association.

**CSR** – Customer Service Representative.

**CSMFO** – California Society of Municipal Finance Officers.

**Current Assets** – Cash plus assets that are expected to be converted to cash, sold or consumed during the next 12 months or as a part of the normal operating cycle.

**Current Liabilities** – Obligations that will become due within the next year or within the normal operating cycle, if longer than a year.

**D**

**Debt** – An obligation resulting from the borrowing of money or from the purchase of goods and services. These include bonds and accounts payable.

**Debt Service** – The payment of principal and interest on any short-term and long-term debt.

**Debt Service Requirements** – The amount of money required to pay interest and principal on outstanding debt.

**Depreciation** – The allocation of the acquisition cost of plant, property and equipment to the particular periods or products that benefit from the utilization of the asset in service.

**E**

**Easement** – An acquired legal right to the use of land owned by others.

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

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**ECCP** – Employee Cost Control Program.

**EGWD** – Elk Grove Water District.

**Enterprise Fund** – A fund established to account for the operation of self-supporting enterprises.

**Expenditures** – A decrease in net financial resources, actual payment for goods and services received.

## **F**

**Financial Statement** – A set of summary documents which pertain to financial information that consist of the following: Balance Sheet or Combining Schedule of Net Assets, Income Statement or Combining Schedule of Revenues and Expenses, Statement of Cash Flows, Notes of Financial Statements and, in the District’s case, various Supplements, Schedules, etc.

**Fiscal Policy** – The District’s policies with respect to revenues, spending, and debt management as these relate to services, programs and capital investment.

**Fixed Assets** – Long-term tangible assets that have a normal use expectancy of more than one year and do not lose their individual identity through use. Fixed assets include primarily buildings, equipment, and land.

**FRCDD** – Florin Resource Conservation District.

**FTE** – Full Time Equivalent.

**Fund** – A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

**Fund Balance** – The cumulative difference of all revenues and all expenditures of the fund from the time the District was established. Fund balance is also considered to be the difference between fund assets and fund liabilities and is sometimes referred to as “fund equity” at any given point in time.

## **G**

**Generally Accepted Accounting Principles (GAAP)** – Uniform minimum standards of, and guidelines for, external financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations. The primary authoritative statement on the application of GAAP to state and local governments is Government Accounting Standards Board (GASB) pronouncements.

**Geographic Information System (GIS)** – An organized collection of computer hardware, software and geographic data designed to efficiently capture, store, update, manipulate, analyze, and display all forms of geographically referenced information.

**Goals** – General statements of desired state, condition, or situation to be achieved, which may be viewed from a short or long-term perspective.

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

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**Governmental Accounting Standards Board (GASB)** – Their mission is to establish and improve standards of state and local governmental accounting and financial reporting that will result in useful information for users of financial reports.

**Governmental Finance Officers of America (GFOA)** – Their purpose is to enhance and promote the professional management of governments for the public benefit. The GFOA accomplishes this mission by identifying and developing financial policies and practices and promoting them through education, training and leadership.

**Groundwater** – Water produced by pumping from underground.

**H**

**I**

**Independent Auditor** – External public accounting firm hired to audit the annual financial statements and express an opinion on those statements as to conformity with generally accepted accounting principles.

**Infrastructure** – District owned capital assets that provide services to the ratepayers.

**Internal Control** – Methods and procedures that are primarily concerned with the authorization of transactions, safeguarding of assets, and accuracy of the financial records.

**Inventories** – Items held for future use.

**Investment Income** – Income derived by investing certain fund balance in interest-yielding securities in compliance with the provisions of the District’s Investment policy.

**J**

**K**

**L**

**Liabilities** – Obligations incurred in past or current transactions requiring present or future settlement.

**Long-Term Debt** – Debt with a maturity of more than one year after the date of issuance.

**M**

**Meter** – An instrument of measuring the flow of water.

**MGD** – Million gallons per day.

**Mid-Year Review** – Midway through the fiscal year the current year budget is evaluated based on spending to date and current projections. The primary areas reviewed and analyzed are year-to-date expenditure and revenue status plus expenditure and revenue projections for the remainder of the year.

**Modified Accrual Basis** – The accrual basis of accounting adapted to the governmental fund type. Revenues are recognized when they become both “measurable” and “available to finance expenditures of the current period.” Expenditures are recognized when the liability is incurred except on long-term debt which is recognized when due.

**Florin Resource Conservation District/Elk Grove Water District**  
**Fiscal Year 2021-22 Operating Budget**

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**N**

**Notes Payable** – Long or short-term obligations that are payable according to a contract or agreement in which the timeframe is executed.

**NSF** – Non-sufficient funds.

**O**

**Objective** – A statement of purpose defined more specifically than goals, defining the result-oriented activities necessary to achieve a stated goal.

**Obligation** – Amounts which the District may be legally required to meet out of its resources and includes not only actual liabilities, but also encumbrances not yet paid.

**OPEB** – Other Post Employment Benefit.

**Operating Expense** – All costs required for the daily operation of the District necessary to provide services and maintain the systems in good operating condition that are not considered capital improvements or debt repayments.

**Overtime** – Hours worked in excess of 40 hours per work week or hours worked in excess of those scheduled in a shift.

**P**

**Projected** – An estimate of revenues or expenditures based on past trends, the present economic situation and future financial forecasts.

**PTO** – Personal time off.

**Q**

**R**

**Ratepayers**– Those being provided with water service by Elk Grove Water District.

**Refunding Bonds** – Bonds issued to retire bonds already outstanding.

**Reimbursements** – Payment made to someone for out-of-pocket expenses incurred.

**Reserves** – An account used to indicate that a portion of a fund’s assets are restricted for a specific purpose.

**Revenue** – An inflow of assets in exchange for services.

**Revenue Bonds** – Municipal bonds that finance income-producing projects and are secured by a specific revenue source.

**Risk Management** – A coordinated effort to minimize costs – typically where insurance policies are purchased to manage the District’s exposure to various risks of loss; Workers’ Compensation; theft of, damage to, and destruction of assets, errors and omissions; injuries to employees; and natural disasters.

**RRWTF** – Railroad Water Treatment Facility.

**RWA** – Regional Water Authority.

**Florin Resource Conservation District/Elk Grove Water District  
Fiscal Year 2021-22 Operating Budget**

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**S**

**SCADA System** – “*Supervisory Control and Data Acquisition*” System. The computer system that collects data, processes the data and allows operating personnel to take corrective actions.

**SCGA** – Sacramento Central Groundwater Authority.

**SCWA** – Sacramento County Water Agency.

**SOP** – Standard operating procedures.

**T**

**Treated Water** – Water which has been processed through the District’s water treatment plant(s) or imported from other utilities to supplement the EGWD’s water supplies.

**U**

**V**

**Variance** – The dollar and/or percentage difference between two sets of figures.

**VFD** – Variable frequency drive.

**VTO** – Vacation time off.

**W**

**Water Conservation** – Reducing the demand for water through activities that alter water use practices, e.g., improving efficiency in water use, and reducing losses of water from leaks.

**Water Quality** – The chemical, physical and biological characteristics of water with respect to its suitability for a particular purpose. The same water may be of good quality for one purpose or use, and bad for another, depending on its characteristics and the requirements for the particular use.

**Well** – A vertical drilled hole into an underground formation, usually to obtain a source of water, to monitor ground water quality or to determine the position of the water table.

**WDO** – Water Distribution Operator.

**X**

**Y**

**Z**



May 18, 2021

TO: Chair and Directors of the Florin Resource Conservation District

FROM: Stefani Phillips, Human Resources Administrator

SUBJECT: **ON-CALL DUTY POLICY REVISION**

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### **RECOMMENDATION**

It is recommended that the Florin Resource Conservation District Board of Directors adopt Resolution No. 05.18.21.02, amending Section 4.2.10 On-Call Duty of the 2019 Elk Grove Water District Employee Policy Manual.

### **SUMMARY**

Staff is recommending the on-call duty pay be increased from \$50 per day to \$75 per day to be competitive with the on-call pay provided by other water districts in our region. This change conforms to the Florin Resource Conservation District/Elk Grove Water District (District) Strategic Plan Goal 6 Employer of Choice, which directs the District to continue to provide competitive salaries and benefits.

By this action, if adopted, the Florin Resource Conservation District (FRCD) Board of Directors (Board) would adopt Resolution No. 05.18.21.02, amending Section 4.2.10 On-Call Duty of the 2019 Elk Grove Water District Employee Policy Manual (attached).

### **DISCUSSION**

#### **Background**

Staff performed inquiries with other Districts in the region to learn about various conservation practices carried out by on-call operators, and in doing so, learned that the Districts on-call pay was lower, by comparison, than the majority of the agencies surveyed.

On-call duties have expanded from what they have been in the past. In the past, employees assigned to on-call duty were required to receive calls, report for work whenever needed, and to keep their supervisor informed of the telephone number where they can be reached. Additionally, the on-call employee must respond by telephone within five (5) minutes of receiving notification of a call-out event and must respond in person within 45 minutes.

## **ON-CALL DUTY POLICY REVISION**

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Page 2

### **Present Situation**

In addition to the already established on-call duties, employees are now expected to periodically monitor water waste complaints sent to the District's "Report Water Waste" email listed on the District's website. The purpose of this additional task is to keep a watchful eye on potential emergency leaks that our customers may mistakenly report as a water waste event. This additional task requires another layer of vigilance that our employees must maintain while performing on-call duty.

For more than 15 years, the District has compensated the on-call operators \$50 for an on-call period (per day).

On-call pay comparison of agencies surveyed (based on a seven (7) day period):

- Amador Water Agency – averaging \$51 per day, and \$65 for holidays
- Carmichael Water District – averaging \$71 per day
- El Dorado Irrigation District – averaging \$90 per day
- Fair Oaks Water District – averaging \$50 per day, and \$175 for holidays
- Nevada Irrigation District – averaging \$85 per day, and \$128 for holidays and increases with annual COLA
- Placer County Water Agency - averaging \$69 per day, \$80 for holidays
- Sacramento Suburban Water District – averaging \$73 per day

Staff is recommending an amendment to Section 4.2.10 On-Call Duty of the 2019 Elk Grove Water District Employee Policy Manual to reflect an increase to the on-call pay from \$50 to \$75 per day as well as additional language to further explain new tasks for on-call duty.

### **ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

### **STRATEGIC PLAN CONFORMITY**

The recommendation made in this staff report conforms to Strategic Goal 6, Employer of Choice, in the Strategic Plan. Strategic Goal 6 directs the District to continue to provide competitive salaries and benefits.

May 18, 2021

**ON-CALL DUTY POLICY REVISION**

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Page 3

**FINANCIAL SUMMARY**

If approved, the financial impact of increasing the on-call pay from \$50 to \$75 per day is \$9,125 annually.

Respectfully submitted,

A handwritten signature in blue ink that reads "Stefani Phillips". The signature is written in a cursive style with a large initial 'S'.

STEFANI PHILLIPS  
HUMAN RESOURCES ADMINISTRATOR

Attachment

**RESOLUTION NO. 05.18.21.02**

**A RESOLUTION OF THE FLORIN RESOURCE CONSERVATION DISTRICT BOARD OF DIRECTORS AMENDING THE 2019 ELK GROVE WATER DISTRICT EMPLOYEE POLICY MANUAL SECTION 4.2 COMPENSATION, 4.2.10 ON-CALL DUTY**

**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 On-Call Duty policy was adopted on June 19, 2019;

**WHEREAS**, the current On-Call Policy states employees assigned to on-call duty are paid \$50 for an on-call period;

**WHEREAS**, the District wishes to amend the Elk Grove Water District Employee Policy Manual, Section 4.2 Compensation, 4.2.10 On-Call Duty increasing the on-call pay to \$75 per day, as well as additional language to further explain new tasks for on-call duty;

**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. 05.18.21.02 amending the 2019 Elk Grove Water District Employee Policy Manual, Section 4.2 Compensation, 4.2.10 On-Call Duty, attached hereto as Exhibit “A”.

SECTION 3. The Board Secretary shall certify to the adoption of this Resolution.

SECTION 4. This Resolution shall take effect immediately upon its adoption.

**PASSED, APPROVED, AND ADOPTED** this 18<sup>th</sup> day of May 2021.

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

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Sophia Scherman  
Chair

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**

**“2019 ELK GROVE WATER DISTRICT EMPLOYEE POLICY MANUAL,  
SECTION 4.2 COMPENSATION, 4.2.10 ON-CALL DUTY”**

[Attached behind this cover page]



#### 4.2.10 On-Call Duty

A schedule is maintained by a designated supervisor or designee whereby qualified operation employees are assigned on a rotational basis to be on-call on weekends, holidays, and other times outside of regular business hours for the District. Employees assigned to on-call duty are paid **\$75 per day**.

Employees who are assigned to on-call duty are required to receive calls, report for work whenever needed and to keep their supervisor informed of the telephone number where they can be reached. The on-call employee must respond by telephone within five minutes of receiving notification of a call-out event and must respond in person within 45 minutes. **Additionally, employees shall monitor the on-call phone four (4) times per day over even time increments for water waste complaints sent to the District's "Report Water Waste" email. The purpose of this monitoring shall be to determine if a customer has mistakenly reported a significant leak as a water waste event that requires the District's urgent attention.**

Each qualified operation employee is eligible for on-call duty. Employees may volunteer to be added to the on-call list. If required, the District can mandate an employee to serve on-call duty. Any employees who would like to switch their scheduled on-call week(s) must find their own replacement, except in cases of illness or emergency. The employee must obtain approval from the designated supervisor or designee at least seven (7) days in advance of his or her scheduled on-call shift.

Employees serving on-call will be scheduled for weekend service for routine operations and maintenance activities necessary outside of regular business hours. Employees will be compensated from the time of their arrival at the Railroad Water Treatment and Storage Facility (RRWTSF) to the completion of their daily activities, which shall end at the RRWTSF.

May 18, 2021

TO: Chair and Directors of the Florin Resource Conservation District  
FROM: Travis Franklin, Program Manager  
SUBJECT: **2020 URBAN WATER MANAGEMENT PLAN UPDATE**

---

### **RECOMMENDATION**

This item is presented for information only. There is no action requested of the Florin Resource Conservation District Board of Directors at this time.

### **SUMMARY**

The Elk Grove Water District (EGWD) contracted with Tully & Young and Zanjero to prepare the 2020 Urban Water Management Plan (UWMP) and Water Shortage Contingency Plan (WSCP). Tully & Young has completed an administrative draft of the UWMP, which is under review by staff.

The following are the major findings and conclusions of the UWMP:

- EGWD's water supplies are stable and reliable and are projected to remain stable in all year types and able to reliably serve our existing and future customers.
- The UWMP 2020 water per-capita water use target for EGWD's customer base was achieved, complying with state-mandated conservation requirements.

The draft report will be submitted to the Florin Resource Conservation District (FRCD) Board of Directors (Board) working group prior to the next Board meeting to review and provide comments. No formal action is requested of the Board at this time. It is anticipated that a final report will be presented to the Board on June 15, 2021 for a public hearing and for the Board's consideration and approval.

### **DISCUSSION**

#### **Background**

Every five (5) years, water agencies are required by the Urban Water Management Planning Act to prepare a UWMP. In 2016, the EGWD completed its most recent UWMP, entitled the Elk Grove Water District 2015 Urban Water Management Plan. By July 1, 2021, the EGWD must once again submit a new UWMP to the State.

The 2020 UWMP requirements have expanded since the 2015 update. The 2020 UWMP must include: (1) more robust water supply and demand analyses; (2) a five-year Drought Risk Assessment; (3) a detailed Water Shortage Contingency Plan; and (4) proof of compliance with the 20% by 2020 conservation mandate. The UWMP is more than a "check-the-box" exercise. The UWMP analyzes demand forecasts with supply reliability and the results of the analysis can help with water asset and infrastructure planning.

## **2020 URBAN WATER MANAGEMENT PLAN UPDATE**

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### **Present Situation**

On November 18, 2020, the EGWD contracted with Tully & Young and its subconsultant, Zanjero, to update the UWMP. Tully & Young is preparing the draft report, working closely with staff, with the administrative draft anticipated this week.

The major findings and conclusions of the 2020 UWMP are:

- The EGWD's water supplies are stable and reliable. Both the groundwater supply and Sacramento County Water Agency's surface and groundwater water supply are highly reliable over the 25-year UWMP planning horizon. As such, water service to Service Area 1 and Service Area 2 should remain stable in all year types. (Normal, Single Dry Year and Multi-Year Drought)
- The state-mandated 2020 water consumption target for EGWD's customer base was achieved.
  - 2020 Target GPCD = 191
  - 2020 Actual GPCD = 137

The UWMP gives EGWD confidence that it has a robust water supply to meet the current water needs and accommodate the anticipated future water demands in its service area.

Staff will work with Tully & Young to complete the Public Draft 2020 Urban Water Management Plan for a public hearing and Board consideration on the matter at its regular Board meeting on June 15, 2021. It is anticipated that the public draft will become the final UWMP to be submitted to the State by July 1, 2021.

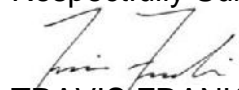
### **STRATEGIC PLAN CONFORMITY**

This staff report conforms to Strategic Goal 3, Planning and Operational Efficiency, of the FRCD/EGWD 2020-2025 Strategic Plan which directs the District to update the District's Urban Water Management Plan, including the development of a new Water Shortage Contingency Plan.

### **FINANCIAL SUMMARY**

There is no financial impact associated with this item.

Respectfully Submitted,



TRAVIS FRANKLIN  
PROGRAM MANAGER

May 18, 2021

TO: Chair and Directors of the Florin Resource Conservation District

FROM: Patrick Lee, Finance Manager/Board Treasurer

SUBJECT: **AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH SOFTRESOURCES FOR FINANCIAL SYSTEM NEEDS ASSESSMENT**

### **RECOMMENDATION**

It is recommended that the Florin Resource Conservation District Board of Directors authorize the General Manager to execute an amendment to the professional services agreement with SoftResources for an additional amount not-to-exceed \$8,000 for additional work to be included in the Financial Services Needs Assessment, bringing the total contract to a not-to-exceed amount of \$55,136.

### **SUMMARY**

On November 30, 2020 staff issued a Request for Proposals (RFP) for a Financial System Needs Assessment (Project) (Attachment 1) with proposals due by December 18, 2020. RFPs were posted on the California Society of Municipal Finance Officers (CSMFO) and the California Special Districts Association (CSDA) RFP forums, as well as on the District's website, resulting in three (3) total proposals received. Staff completed the review and evaluation of the proposals and selected the firm SoftResources, whose proposal (Attachment 2) is provided for the Florin Resource Conservation District (District) Board of Directors (Board) review, based on their qualifications, understanding of the project and experience. The recommendation was made to the General Manager, who executed a professional services agreement (PSA) (Attachment 3) with SoftResources in an amount not to exceed \$47,136.

By this action, if approved, the Board will authorize the General Manager to execute an amendment to the PSA with SoftResources for an additional amount not-to-exceed \$8,000 for additional work to be included in the Project, bringing the total contract amount to a not-to-exceed amount of \$55,136.

### **DISCUSSION**

#### **Background**

On November 30, 2020 staff issued an RFP for the Project, with proposals due by December 18, 2020. The scope of work identified in the RFP was to conduct a review and assessment of the District's current financial system and to provide recommendations to address identified deficiencies to achieve operational efficiencies and/or meet the

**AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH  
SOFTRESOURCES FOR FINANCIAL SYSTEM NEEDS ASSESSMENT**

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operational needs of the District. The specific systems included in the scope of work to be reviewed and assessed were:

1. SAGE 100 – financial reporting software
2. TruePoint Solutions – utility billing software
3. SAGE HRMS – human resources/payroll software

Three (3) proposals were received, and staff completed the review and evaluation of the proposals and selected the firm SoftResources based on their qualifications, understanding of the project and experience. The recommendation was made to the General Manager, who executed a PSA with SoftResources on January 15, 2021 in an amount not to exceed \$47,136.

Present Situation

As the Project has progressed, the Leadership Team has identified certain systems that may be affected based on the outcome and recommendations of the Project. These two (2) systems are:

1. CityWorks – asset management software with service request tracking
2. XC2 – backflow prevention tracking software

These two (2) systems were not included in the original scope of work as they are not classified as financial systems. However, both systems do partially interface and integrate with the District's utility billing software.

CityWorks is an asset management program that includes service request tracking. CityWorks allows customer service staff to generate service requests within the utility billing software based on customer calls. These service requests are then sent to respective field operators to respond and address. Once the service request has been completed, the field operators input their notes, which are then transmitted back into the utility billing software to log the action taken.

XC2 is the District's standalone backflow prevention tracking software. Although this system does not interface with the utility billing system, it relies on the updated customer/owner information in the utility billing system for all properties with backflow devices.

Since the Project has not yet been finalized and the recommendations are unknown at this time, any major changes to the District's utility billing software could affect the two (2) systems identified above. Staff has requested a quote from SoftResources to include a

May 18, 2021

**AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH  
SOFTRESOURCES FOR FINANCIAL SYSTEM NEEDS ASSESSMENT**

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review and analysis of those two (2) systems and to provide recommendations to address any identified deficiencies of those systems. The quote from SoftResources in the amount of \$8,000 (Attachment 4) outlines the additions to the scope of work for the Project.

Per the District's procurement policy titled "Professional and Consultant Services Agreement", in the event that an amendment to a contract and the original contract amount exceeds the General Manager's signing authority of \$50,000, the amendment must be approved by the Board. Since the amended amount of \$8,000, plus the original contract amount of \$47,136 exceeds the General Manager's signing authority, staff is bringing this amendment to the Board for their consideration and approval.

**ENVIRONMENTAL CONSIDERATIONS**

There are no environmental considerations associated with this report.

**STRATEGIC PLAN CONFORMITY**

The recommendation made in this report conforms to Strategic Goal 1 – Governance and Customer Engagement of the Districts FY 2020-2025 Strategic Plan to continue to review operational procedures and structures for improvements to District operations.

**FINANCIAL SUMMARY**

If approved, the amendment in the amount of \$8,000 to the PSA with SoftResources will increase the total contract price to a not-to-exceed amount of \$55,136.

Respectfully submitted,



PATRICK LEE  
FINANCE MANAGER/BOARD TREASURER

Attachments





## **Request for Proposals**

### **FINANCIAL SYSTEM NEEDS ASSESSMENT**

Proposals due

**December 18, 2020**

Contact:

Patrick Lee, Finance Manager/Treasurer  
Florin Resource Conservation District  
9257 Elk Grove Blvd  
Elk Grove, CA 95624

Proposals must be sent electronically to:  
Patrick Lee at  
[plee@egwd.org](mailto:plee@egwd.org)

## **1. Purpose**

The Florin Resource Conservation District (District) is requesting proposals from qualified firms to prepare a needs assessment report covering the District's current financial system and to provide recommendations to address identified deficiencies in order to achieve operational efficiencies and/or meet the operational needs of the District. Responding firms shall be solely responsible for any expenses incurred in preparing proposals in response to this request.

The District may select a firm (Consultant) based on proposal alone or may narrow the field to the top firms (not to exceed three) based on the strength of the proposal, and then conduct interviews to finalize a selection.

## **2. Background**

The District was formed in 1953, pursuant to Section 9000 *et seq.* of the Public Resources Code of the State of California (the "Conservation District Law"). The District is located approximately six miles southeast of the City of Sacramento in the southern portion of unincorporated Sacramento County and encompasses approximately 156 square miles and provides water service to more than 12,800 residential and commercial connections through approximately 145 miles of water mains through its Water System Utility, known as the "Elk Grove Water District," (EGWD) which is a department within the District.

The Finance Department is responsible for many aspects of District operations, including Accounts Payable, Accounts Receivable, Cash Management, Payroll, Investments, Financial Reporting, Budgeting, Procurement, and Utility Billing. Currently, the Finance Department consists of the Finance Manager, Finance Supervisor, Senior Utility Billing Specialist, two Utility Billing Specialist, and a Customer Service Specialist II.

The primary financial reporting software package used by the District is the Sage 100 ERP, which is used for cash management, bank reconciliations, accounts receivable, accounts payable, and general ledger reporting. Separate software packages are used for payroll and human resource functions (Sage HRMS Suite) and utility billing (TruePoint Solutions). The District's Operating and Capital Improvement Project Budgets are prepared and tracked in Microsoft Excel and are prepared on a basis consistent with generally accepted accounting principles.

## **3. Scope of Work**

The District is seeking a Consultant to prepare a Needs Assessment Report covering the District's current financial system and to provide recommendations to address identified deficiencies in order to achieve operational efficiencies and/or meet the operational needs of the District. The Consultant shall use a systematic approach to understand what information is available; what the basic needs of the District are; and identify what solutions work best to meet the District's needs. The consultant shall perform the following tasks in anticipation of developing the Needs Assessment Report:

### **Task 1: Kick-off Meeting/Exploration and Identification**

- 1.1 Prior to meeting with the District, develop a list of questions and data requests the Consultant will need to review prior to the kick-off meeting.

- 1.2 Kick-off Meeting – Attend a joint meeting with District staff to review the scope of services; review the detailed work plan and schedule; identify what additional data is needed to begin the work; and, what methods will be used to conduct the Needs Assessment. The District's working group will establish a schedule for check-in meetings (generally by phone). The kick-off meeting may be done in person or via video conference as appropriate.

The intent of the kick-off meeting is to provide the selected Consultant with a detailed understanding of what the District's needs are; what resources are currently available (ex. current system environment, system access); and, what staff time and resources will be required to complete the Needs Assessment. A working group comprised of Consultant representatives and District staff will establish a priority list based on the District and project needs.

## **Task 2: Research and Analysis**

- 2.1 A thorough review of the following software will be conducted by the Consultant to identify the capabilities and limitations of each software:

- ) SAGE 100 ERP
- ) SAGE HRMS SUITE
- ) TRUEPOINT SOLUTIONS

- 2.2 The Consultant will work with the District to identify the needs and goals of the financial system, including the following:

- ) Interviews with all users of the software to develop an understanding of how the software is being used, desired attributes and functionality, and system limitations;
- ) Identify what District resources currently exist (ex. network capacities and limitations; available hardware - scanners, computers, storage devices).

After collecting and developing a good understanding of what is currently available from the District's current financial system and what the relative goals and needs are of the District, the Consultant will analyze the data, identify any data gaps, organize the information into a format that is usable to perform a detailed analysis of the information.

## **Task 3: Needs Assessment Report**

- 3.1 Using information collected in Task 2, prepare a Needs Assessment Report (Report). The Report shall include the following:

- ) A narrative overview of the software;
- ) An overview of the capabilities and limitations of each software;
- ) An overview of the goals and needs established based on interviews with District staff;
- ) A narrative of the recommended actions to systems environment or software configurations to achieve operational efficiencies to meet District needs;
- ) A narrative making a determination as to the appropriateness of the software based on the District's needs and goals;
- ) An evaluation as to possible alternative solutions;
- ) A cost-benefit analysis on the various solutions to determine which solution best fits the needs of the District; and

) A formal recommendation to the District.

3.2 Present draft recommendations to staff and make any adjustments/revisions based on staff's comments and finalize these recommendations.

#### **Task 4: Requests for Proposals (Optional)**

The District will review the recommendations of the Consultant and make a determination as to the appropriate actions required to be implemented to meet the goals and needs of the District. If such action includes the need to solicit requests for proposals for new software, the Consultant shall assist the District with the following tasks:

- 4.1 Using the recommendations developed in Task 3, prepare an RFP for implementing the software necessary to bring the District's financial system in line with meeting the goals and needs of the District. The RFP will solicit proposals from a minimum of four (4) companies that can implement the proposed recommendations.
- 4.2 The Consultant will assist the District's working group in reviewing the Proposals and selecting a vendor that is capable of implementing the proposed recommendations.

#### **4. RFP Response Format**

The District uses a qualifications-based selection process in obtaining these services. All requirements set forth in this RFP must be addressed. Proposals shall be concise and shall be in two parts, the main proposal, and any attachments or appendices. The main proposal shall not exceed 5 pages (single-sided or double-sided), excluding the cover/title page. Resumes, the project schedule, a list of comparable clients, and examples of other work products/reports should be in the Appendices section. Preprinted and prepared general company advertising literature such as color brochures are discouraged unless they are specifically related to the services/information requested and referenced as such.

Please send one (1) electronic copy of the proposal as instructed in Section 5 in PDF format via email to [plee@egwd.org](mailto:plee@egwd.org). All proposal materials must be received by the District by 4:00 PM on December 18, 2020. Proposals postmarked in time but received afterward will not be accepted, nor will proposal materials sent by facsimile.

All proposals must be signed with the full name of the proposer, if an individual; by an authorized general partner, if a partnership; or by an authorized officer, if a corporation.

When proposals are signed by an agent other than an officer of a corporation or a member of a general partnership, a power of attorney authorizing the signature must be submitted with the proposal.

Modifications to a proposal after the proposal submittal deadline will not be accepted by the District.

## 5. Proposal Forms and Content

### A. Proposal Submittal:

Proposals shall be submitted no later than 4:00 PM on December 18, 2020. Any proposals received after the due date may not be accepted. Proposals shall be emailed accordingly:

1. One (1) electronic copy of the proposal in PDF format labeled "Financial System Needs Assessment" emailed to [plee@egwd.org](mailto:plee@egwd.org):

Florin Resource Conservation District  
Attn: Patrick Lee  
9257 Elk Grove Blvd.  
Elk Grove, CA 95624

### B. Cover Letter:

Provide a cover letter on company letterhead addressing the proposal. The letter shall be signed by an officer of the consulting firm authorized to bind the firm to all comments made in the proposal and shall include the name, address, and phone number of the person(s) to contact who will be authorized to represent the firm. In addition, the cover letter must acknowledge receipt of any and all addenda issued in association with this RFP.

### C. Statement of Understanding:

The proposer shall indicate a clear understanding of the project. This should include a description of how the project tasks will be accomplished, the challenges that are expected to be encountered and how the proposer will address these challenges. This statement should also include a confirmation as to the Consultant's knowledge and familiarity with the software currently being utilized by the District.

### D. Scope of Work:

Provide sufficient evidence as to the proposer's qualifications to perform the work. This information shall disclose and include all pertinent facts as may be appropriate and shall include at least a description of past performance on projects of a similar type, scope and size; project team members who worked on each project and their roles and percentage commitment of time on the project; and any other pertinent information to demonstrate experience on similar assignments. In addition, please provide a statement regarding the proposer's ability to complete the work in a timely and professional manner.

### E. Personnel:

Present the experience of the Lead Consultant and other key personnel to be assigned to prepare the plan, including any sub-consultants. A resume shall be included for the Lead Consultant and other key personnel, including education, employment history and experience relevant to the project, with corresponding dates. Provide a list of projects where the proposed Lead Consultant and key team members have performed similar work. For each, provide the name of the project, location, brief description, and name and phone number of a contact person. During the course of the project, substitution of key personnel is subject to the approval of the District.

F. Project Schedule:

Provide a proposed project schedule for preparation of the Report, including key milestones for deliverables.

G. Staff-Hour Allocation and Fees:

Provide a table listing project tasks and subtasks, the proposed staff level assigned to each, the staff hours and fee for each and any project-related expenses.

H. Agreement:

A signed statement that the firm has read and will accept the District's standard professional services agreement (Exhibit A), attached to this RFP; or

A redlined document which shows which sections the firm would require to be modified to enter into this engagement. Firms should contact Patrick Lee at [plee@egwd.org](mailto:plee@egwd.org) via e-mail no later than December 14, 2020 to obtain an electronic version of the District's professional services agreement if they wish to offer redlined changes.

I. Additional Information:

A copy of the firm's insurance certificates that meet the qualifications described in Section 8.

## 6. Evaluation Criteria

A Professional Services Selection Committee (PSSE) comprised of selected Board Members and District staff will evaluate the proposals with a focus on the strength and quality of the proposal. The evaluation will consider the technical approach, including project understanding, the scope of work, overall project team, staff-hour allocation per task, and fee summary. The evaluation will also include relevant experience, including that of the Lead Consultant, key team members including sub-consultants, and experience of the firm. Following this evaluation, the PSSE may elect to conduct oral interviews of the top firms. The PSSE's recommendation to the Board for awarding a contract will be based on the overall strength and quality of the proposal, the auditor's proposed fees, and their assessment of the oral interviews (if conducted).

## 7. Schedule

The evaluation and contract schedule is as follows:

<b>ACTION ITEM</b>	<b>DATE(S)</b>
Issue Request for Proposals	November 30, 2020
Proposals due by 4:00 pm	December 18, 2020
Conduct Oral Interviews, if necessary	Week of January 4, 2021
Select Firm	Week of January 11, 2021
Complete Contract Negotiations	January 13, 2021
Board of Directors Award of Contract, if necessary	January 19, 2021
Execute Contract and Notice to Proceed	January 20, 2021



## 8. General Terms and Conditions

- A. Insurance Requirements: Consultant, at Consultant's sole cost and expense and for the full term of the resultant agreement or any extension, shall obtain and maintain at least all of the insurance requirements of the District.

All policies, endorsements, and certificates shall be subject to approval by the District as to form and content. These requirements are subject to amendment or waiver if so, approved in writing by the General Manager. Proposer agrees to provide the District with a copy of said policies, certificates, and/or endorsements.

Proof of insurance coverage shall be provided as part of the proposal and shall include the insurance types and required coverages specified in section 3.2.10.2 of the Professional Services Agreement (Exhibit A). If awarded the contract, the Consultant agrees to submit proof that the District is named as an additional insured by separate endorsement as detailed in section 3.2.11 of the Professional Services Agreement. All insurance coverage shall be provided by a carrier authorized to transact business in California and shall be primary.

- B. Late Proposals: It is the Consultant's sole responsibility to ensure that proposals are received by the District prior to the scheduled closing time specified in this Request for Proposal (RFP). Proposals will not be accepted after the deadline.
- C. Non-commitment of FRCD: This Request for Proposals does not commit the District to award a contract, to pay any costs incurred in the preparation of a proposal to this request, or to procure or contract for services or supplies. The District reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with any qualified individual or firm, or to modify or cancel in part or in its entirety the Request for Proposals if it is in the best interest of the District to do so.
- D. Proposal Validity Period: Submission of a proposal will signify the Consultant's agreement that the proposal, and contents thereof, are valid for ninety (90) days following the submission of the proposal and shall become part of the contract that is negotiated with the successful firm.
- E. Documents to be Construed Together: The RFP, proposal, and all documents incorporated by reference in a contract entered into between the Consultant and the District, and all modifications of said documents, shall be construed together as one document.
- F. Extra Work or Materials: The District shall have the right to make alterations, eliminations, and additions in the work. Exercise of such right shall in no way void the contract. The District and the Consultant shall agree upon the value of such extra work.
- G. News Releases: News releases pertaining to the award of any contract resulting from this RFP shall not be made without prior approval of the District. The District's name shall not appear on Consultant's lists advertising or other materials used to promote the Consultant's services without prior written approval of the District.

The complete proposal must be received by the date and time specified in Section 7 of this RFP.  
The proposal shall be addressed to:

Patrick Lee, Finance Manager/Treasurer  
Florin Resource Conservation District  
9257 Elk Grove Blvd  
Elk Grove, CA 95624

Questions relating to this RFP may be addressed to Patrick Lee, Finance Manager/Treasurer,  
Florin Resource Conservation District, (916) 685-3556, [plee@egwd.org](mailto:plee@egwd.org).



MARK J. MADISON, P.E.  
GENERAL MANAGER



# Proposal

## Financial System Needs Assessment

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# Florin Resource Conservation District

## December 18, 2020

Submitted by Spencer Arnesen, Principal

SoftResources LLC  
11411 NE 124<sup>th</sup> Street, Suite 270, Kirkland, WA 98034  
Phone: 425.216.4030  
Email: [sarnesen@softresources.com](mailto:sarnesen@softresources.com)

December 18, 2020

Florin Resource Conservation District  
Attn: Patrick Lee  
9257 Elk Grove Blvd.  
Elk Grove, CA 95624

Dear Patrick and Team:

SoftResources LLC is pleased to present this proposal to the Florin Resource Conservation District (District) for Request for Proposals Financial system Needs Assessment. We understand that the District desires to assess its current financial system and consider options to address identified deficiencies, achieve operational efficiencies and meet the operation needs of the District.

The District's project is an excellent fit for SoftResources' sole focus providing unbiased software evaluation consulting services. We bring 25 years of experience successfully managing software assessment and selection projects and a proven methodology to assist the District to make informed software decisions.

As a partner, the District can count on SoftResources for:

1. Experienced Team – experience assessing and evaluating financial software for similar clients and a team with strong people, leadership, and communication skills.
2. Vendor Independence – we do not develop or sell software and we do not accept compensation from the software vendors. Recommendations are objective and will represent the District's needs.
3. Client Focused Selection Methodology – client-specific key requirements will be defined and used to conduct focused software analysis based on your needs. This method sets us apart from other consultants.
4. Reputable Firm – SoftResources is practical, fiscally sound, and conservative. We work honestly and ethically to provide excellent consulting advice.

Spencer Arnesen, Principal, is authorized to bind SoftResources contractually. His contact information is:

- 425.216.4030
- [sarnesen@softresources.com](mailto:sarnesen@softresources.com)
- 11411 NE 124<sup>th</sup> St., STE 270, Kirkland, WA 98034

Per [www.egwd.org](http://www.egwd.org) and as of December 17, 2020, there were no addenda for this RFP.

SoftResources looks forward to the opportunity of working with the District on this important initiative.

Sincerely,



Spencer Arnesen, CPA, Principal  
SoftResources LLC

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## Part 1 – Main Proposal

### 1. Statement of Understanding

SoftResources understands the following about the District’s current environment and goals:

1. The systems currently in use that are in scope for the needs assessment include:


<ul style="list-style-type: none"> <li>• <b>SAGE 100 ERP</b></li> </ul>	<ul style="list-style-type: none"> <li>• Cash Management, Bank Reconciliations, Accounts Receivable, Accounts Payable, and General Ledger Reporting</li> </ul>
<ul style="list-style-type: none"> <li>• <b>SAGE HRMS</b></li> </ul>	<ul style="list-style-type: none"> <li>• Payroll, Human Resources</li> </ul>
<ul style="list-style-type: none"> <li>• <b>TruePoint Solutions</b></li> </ul>	<ul style="list-style-type: none"> <li>• Utility Billing</li> </ul>

2. Operating and Capital Improvement Project Budgets are monitored manually using Microsoft Excel.
3. Elk Grove Water District is a department within the District and is the District’s Water System Utility.
4. With a team of six in the Finance Department, SoftResources’ methodology and experience will augment and enable the District to assess strengths and weaknesses of the current financial systems and recommend a strategy to improve operational efficiencies and meet the operation needs.
5. SoftResources has evaluated SAGE products over the years and evaluated TruePoint Solutions through the RFP process. Most recently we have worked with two clients who were using SAGE 300, and SAGE 500.


**Project Approach.** SoftResources recommends the following detailed Project Approach and Work Plan that incorporates the District’s Tasks: 1) Kick-off Meeting/Exploration and Identification; 2) Research and Analysis; 3) Needs Assessment Report; 4) Requests for Proposal (Optional).


Our project approach is organized by activity/deliverables; some tasks within different activities may be performed concurrently. We tailor our services to your needs; upon further discussion and insight about this project, the District and SoftResources may agree upon adjustments to this Work Plan. Our aim is to provide the right level of service so the District can achieve its goals.


#### Tasks 1-3: Kick-Off – Research and Analysis – Needs Assessment Report


 <b>Activity 0 – Project Management</b>	
<b>a. Project Launch</b>	<p><b>Objective.</b> SoftResources will work with the District to launch the project and set expectations as follows:</p> <ul style="list-style-type: none"> <li>• <b>Project Initiation</b> – via web conference provide a Kick-Off PowerPoint Presentation to the District’s project team. Discuss the contracted scope of work, set expectations and answer questions about the approach.</li> <li>• <b>Project Planning</b> – SoftResources will discuss with the District the line of communication, resource availability and constraints, drivers and</li> </ul>




 <b>Activity 0 – Project Management</b>	
	<p>objectives, team roles and responsibilities and develop project documents including:</p> <ul style="list-style-type: none"> <li>○ <b>Project Plan</b> – develop and maintain the Project Plan including major activities, milestones, and work tasks along with due dates and assigned responsibilities. The Project Plan will be delivered for input, finalized, and returned to the District for final acceptance.</li> </ul>
<b>b. Project Management</b>	<p><b>Objective.</b> SoftResources will manage and monitor the Project Plan to ensure project milestones, tasks, deliverables are completed as follows:</p> <ul style="list-style-type: none"> <li>● <b>Status Updates</b> – provide regular status updates as scheduled, review open issues, and report on progress made on key milestones and deliverables. Update the Project Plan.</li> <li>● <b>Project Coordination</b> – work with the District to manage resources, communicate tasks, meetings and deadlines, and report on project progress to safeguard that target goals are achieved.</li> </ul>
<b>Deliverables</b>	<ol style="list-style-type: none"> <li>1. Kick-Off Presentation</li> <li>2. Project Plan</li> <li>3. Project Management</li> </ol>


 <b>Activity 1 – Financial System Needs Assessment</b>	
<b>a. System Requirements Analysis</b>	<p><b>Objective.</b> SoftResources will analyze the District’s current financial system environment and document system requirements as follows:</p> <ul style="list-style-type: none"> <li>● <b>Plan Workshops</b> – work with the District to plan for up to 16 hours of workshops organized by function/module and/or department. Identify workshop participants (e.g., stakeholders, executive management, IT, subject matter experts, key users, etc.). Prepare the Workshop Schedule and deliver to the District via email. The District will issue the Schedule and invite participating personnel.</li> <li>● <b>Review Existing Supporting Documentation</b> – review existing supporting documentation in advance of the workshops to prepare for and gain added insight about the current financial system environment, project, and goals.</li> <li>● <b>Facilitate Workshops</b> – set up virtual workshops (MS Teams Meetings) or come on-site (depends on COVID guidelines) and conduct approximately 16 hours of interactive workshops. Workshops allow for collaborative dialogue for the module/functional areas in scope. SoftResources will lead the discussions and gather data for key deliverables including: <ul style="list-style-type: none"> <li>✓ Analyze how the current financial, HRMS, and utility billing systems are used, strengths, weaknesses, limitations, functional and technical requirements.</li> </ul> </li> </ul>


 <b>Activity 1 – Financial System Needs Assessment</b>	
	<ul style="list-style-type: none"> <li>✓ Review the current technical environment e.g., databases, interfaces, and infrastructure, discuss technology initiatives / strategies and future vision.</li> <li>✓ Review current business processes (manual and workarounds) to understand limitations of the system.</li> <li>✓ Identify side-bar systems being used outside the current financials.</li> <li>✓ Gather user needs for future state operations; uncover what does/does not work in current systems, and vision for the future strategic objectives.</li> <li>✓ Provide educational insights to attendees about the capabilities of modern financial/ERP systems and industry best practices.</li> <li>✓ Conduct additional post-workshop clarification calls as needed.</li> </ul>
<b>b. Requirements Definition</b>	<p><b>Objective.</b> SoftResources will define and build a functional and technical requirements document that will be used during the assessment as follows:</p> <ul style="list-style-type: none"> <li>• <b>Define Requirements</b> – use the information gathered during the workshops, review of documentation, and our experience to identify District-specific functional and technical specifications (approximately 150-300 key requirements) for financial, HRMS, and utility billing. Interface/integration and business process needs are incorporated.</li> <li>• <b>Draft Requirements Document</b> – take the defined requirements and build the Key Requirements document in table format, organized by module/function, and prioritized as “Required, Important, Nice to Have or Explore”. General and technology needs are incorporated too.</li> <li>• <b>Finalize Key Requirements</b> – deliver the Key Requirements draft to the District via email and discussion. The District will provide feedback (one source) and SoftResources will edit, finalize, and return to the District for final acceptance. The Key Requirements document is used to conduct the needs assessment, and for the RFP if required.</li> </ul>
<b>c. Needs Assessment</b>	<p><b>Objective.</b> SoftResources will use the Key Requirements and analyze the capabilities and limitations of SAGE 100 ERP, SAGE HRMS Suite, and TruePoint Solutions as follows:</p> <ul style="list-style-type: none"> <li>• <b>Current Systems Analysis</b> – use the Key requirements, our experience working with similar projects and conduct calls with SAGE and TruePoint technical staff to analyze capabilities and limitations to meet the District’s Key Requirements.</li> <li>• <b>ERP Market Analysis</b> – use our experience working with similar projects and contact 3-4 vendors to conduct high-level analysis of capabilities to meet the District’s Key Requirements.</li> <li>• <b>Cost Analysis</b> – gather high-level cost estimates for software strategies: current systems vs. new replacement software.</li> </ul>


 <b>Activity 1 – Financial System Needs Assessment</b>	
	<ul style="list-style-type: none"> <li>• <b>Needs Assessment Report</b> – Prepare a written Needs Assessment Report (15-25 pages Microsoft Word) detailing analysis and recommendations. Deliver the draft report to the District for review and input. SoftResources will edit, finalize the Report, and return to the District for final approval. Currently we expect the Report to contain the following (dependent on the analysis and the District’s input):               <ul style="list-style-type: none"> <li>✓ Key Requirements</li> <li>✓ Strengths/Limitations Analysis for current solutions SAGE 100 ERP, SAGE HRMS Suite, and TruePoint Solutions</li> <li>✓ Financial Systems Market Overview</li> <li>✓ Financial System Options Analysis</li> <li>✓ Cost Estimates</li> <li>✓ Recommendations and Next Steps</li> </ul> </li> <li>• <b>Report Presentation</b> – prepare an executive-level presentation using Microsoft PowerPoint to summarize the Current System Analysis and findings. Present to the District via web conference.</li> </ul>
<b>Deliverables</b>	<ol style="list-style-type: none"> <li>4. Workshop Schedule</li> <li>5. Key Requirements Document</li> <li>6. Needs Assessment Report</li> <li>7. Report Presentation</li> </ol>


**Task 4 Optional RFP – services dependent on the outcome of the Needs Assessment**

 <b>(OPTIONAL) Activity 2 – RFP and Vendor Evaluation</b>	
<p><b>a. RFP Preparation</b></p>	<p><b>Objective.</b> SoftResources will prepare the request for proposal (RFP) for the required software. Our RFP format allows for thorough comparison of qualified vendors as follows:</p> <ul style="list-style-type: none"> <li>• <b>Develop RFP</b> – prepare the RFP for the required software and work with the District to incorporate purchasing policies and procedures. The RFP will include scope of work, the approved key requirements, vendor evaluation criteria, and other District requirements. SoftResources will finalize with District input.</li> <li>• <b>Vendor Long List</b> – use our knowledge of the District and experience to prepare a Vendor Long List of software vendors along with contact info that may be a fit that should be made aware of the RFP. Deliver to the District for review, input, and acceptance.</li> <li>• <b>RFP Management</b> – the District will issue the RFP per purchasing requirements. SoftResources will notify the Long List Vendors, assist to issue addenda, facilitate a pre-bidder meeting, liaise with the vendors. We recommend the RFP is live for 4 weeks.</li> </ul>
<p><b>b. Vendor Analysis</b></p>	<p><b>Objective.</b> SoftResources will evaluate received vendor bids using evaluation criteria and our methodology as follows:</p> <ul style="list-style-type: none"> <li>• <b>Initial Review</b> – the District will receive vendor bids and send one hard copy and one soft copy of each respondent to SoftResources. SoftResources will conduct an initial review of the proposals and review vendors based on the following criteria:             <ul style="list-style-type: none"> <li>✓ RFP Compliance</li> <li>✓ Relevant Vendor Experience</li> <li>✓ Cost Estimate (software, implementation, training, etc.)</li> <li>✓ Implementation Team</li> <li>✓ Other District-Specific Requirements</li> </ul> </li> <li>• <b>Fit Analysis</b> – conduct fit analysis with the elevated vendors, identify strengths and limitations of the vendors down to a short list of approximately three vendors. Detailed calls will be held with each vendor’s resources to:             <ul style="list-style-type: none"> <li>✓ Validate and clarify vendor responses to the District’s Key Requirements for accuracy and understanding.</li> <li>✓ Assess vendor viability, future strategies, similar clients, longevity, and so forth.</li> <li>✓ Discuss and validate cost assumptions for software, maintenance, and implementation.</li> <li>✓ Validate and clarify technical environment for fit.</li> </ul> </li> </ul>


 <b>(OPTIONAL) Activity 2 – RFP and Vendor Evaluation</b>	
<b>c. Vendor Short List</b>	<p><b>Objective.</b> SoftResources will compile vendor analysis and present to the District so they can understand the vendor options and make the short list decision as follows:</p> <ul style="list-style-type: none"> <li>• <b>Short List Comparison Chart</b> – build a Short List Comparison Chart that details the fit analysis for the recommended short list vendors as compared to the Key Requirements, and include cost, implementation, vendor viability and other analysis gathered about the vendors. Deliver to the District via email for review and acceptance.</li> <li>• <b>Vendor Short List Presentation</b> – prepare an executive-level Vendor Short List Presentation (Microsoft PowerPoint) summarizing the vendor analysis, short list findings, pricing, 5-year cost review (for software, services, and implementation), and recommendations. Deliver to the District via email, present to the District via web conference and answer questions about the vendor fit analysis to date. The District will make final determination of vendors to be shortlisted.</li> </ul>
<b>Deliverables</b>	<ul style="list-style-type: none"> <li>8. RFP for Software</li> <li>9. Vendor Long List</li> <li>10. Short List Comparison Chart</li> <li>11. Vendor Short List Presentation</li> </ul>


 <b>(OPTIONAL) Activity 3 – Software Demos</b>	
<b>a. Demo Script</b>	<p><b>Objective.</b> SoftResources will build a Demo Script specific to the District’s needs and sent to the shortlisted vendors as follows:</p> <ul style="list-style-type: none"> <li>• <b>Demo Script Draft</b> – build a Demo Script that details how and when the vendors demo District-specific functionality. The Demo Script allows the District to evaluate the look and feel of each vendor’s solution based on functionality important to the District and on an equal basis. The District will review and provide feedback and SoftResources will finalize.</li> </ul>
<b>b. Demo Preparation</b>	<p><b>Objective.</b> SoftResources will prepare the District and the shortlisted vendors for successful demos as follows:</p> <ul style="list-style-type: none"> <li>• <b>Set Up Demos</b>– work with the District to schedule vendor demos and assist with the logistics of preparing for live demonstrations. Currently SoftResources anticipates three two-day demos.</li> <li>• <b>Pre-Demo Meetings</b> – work with the District to set up and facilitate Pre-Demo Meetings with each vendor via web conference (typically 1-2 hours per vendor). These Meetings allow the vendors to ask questions and assist them to properly prepare for the Demos. We recommend 3-4 weeks for vendors to prepare and schedule resources for the demos.</li> </ul>

 <b>(OPTIONAL) Activity 3 – Software Demos</b>	
<b>c. Facilitate Scripted Demos</b>	<p><b>Objective.</b> SoftResources will facilitate 2-day demos with each vendor (may be adjusted upon further discussion) and the District will view and compare how each vendor handles District-specific business processes as follows:</p> <ul style="list-style-type: none"> <li>• <b>Demo Feedback Form</b> – SoftResources will prepare and provide to demo attendees a Demo Feedback Form. Demo attendees will record feedback and rankings for sessions attended; SoftResources will manage.</li> <li>• <b>Facilitate Demos</b> – facilitate the vendor demos remotely (may be on-site based on COVID-19 guidelines), keep vendors on track, keep District staff on track, manage Demo Feedback Forms, keep notes on questions, concerns, and follow up items.</li> <li>• <b>Demo Wrap Up Meeting</b> – at the completion of vendor demos conduct a Demo Wrap Up Meeting remotely (may be on-site depending in COVID-19 guidelines) to review demo feedback, assist the District to determine one to two finalists, and identify key areas to evaluate through due diligence and final decision.</li> </ul>
<b>Deliverables</b>	12. Demo Script 13. Demo Feedback Form 14. Facilitate Demos and Wrap Up Meeting

 <b>(OPTIONAL) Activity 4 – Software Decision</b>	
<b>a. Decision Support</b>	<p><b>Objective.</b> SoftResources will advise the District as they conduct due diligence and make the final decision as follows:</p> <ul style="list-style-type: none"> <li>• <b>Vendor Management</b> – continue to manage vendor communications and questions, do follow up work, and liaise with the vendors.</li> <li>• <b>Due Diligence Tasks</b> – Advise the District as they conduct any or all the following due diligence:               <ul style="list-style-type: none"> <li>✓ <i>Due Diligence Templates</i> – provide templates that will help the District with due diligence including reference check questions, etc.</li> <li>✓ <i>Reference Checks</i> – contact vendor references to assess how the considered system is used by similar customers and gather feedback about the software and vendor.</li> <li>✓ <i>Due Diligence Demos</i> – the District may set up and conduct Due Diligence Demos (typically web-conference) to vet certain functionality more thoroughly.</li> <li>✓ <i>Decision Support Activities</i> – work with the District to conduct follow-up meetings, scoping discussions, implementation assumptions and planning and other calls and meetings to gather the information needed to make the decision.</li> </ul> </li> <li>• <b>Final Decision Meeting</b> – assist the District to prepare for the Final Decision Meeting, participate remotely to discuss completed vendor</li> </ul>



 <b>(OPTIONAL) Activity 4 – Software Decision</b>	
	analysis to date and advise the District as they make the final decision. The District will make the final software decision.
<b>Deliverables</b>	15. Due Diligence Advisory Services 16. Final Decision Meeting 17. Final Decision Presentation

 <b>(OPTIONAL) Activity 5 – Contract Review</b>	
<b>a. Vendor Contract</b>	<p><b>Objective.</b> SoftResources will assist the District with contract review and negotiation with one finalist vendor as follows:</p> <ul style="list-style-type: none"> <li>• <b>Review Contract</b> – review vendor contract documents and provide redlined recommended changes to the contract. This review includes the software license/subscription pricing, terms and conditions, and discussion points.</li> <li>• <b>Discussion</b> – discuss redlined recommendations with the District via web conference and advise the District through the negotiation process. (Note SoftResources is not a law firm; the client’s legal counsel should conduct the final review of the contract.)</li> </ul>
<b>b. Vendor Statement of Work</b>	<p><b>Objective.</b> SoftResources recommends the District negotiate the Vendor Statement of Work (SOW) for implementation before signing a contract to ensure resources and expectations are agreed to.</p> <ul style="list-style-type: none"> <li>• <b>SOW Review</b> – review Vendor SOW for implementation and make redlined recommended changes to the SOW.</li> <li>• <b>Discussion</b> - discuss redlined recommendations with the District via web conference and advise during SOW discussions.</li> </ul>
<b>Deliverables</b>	18. Vendor Contract – Redline and Review Comments 19. SOW – Redline and Review Comments

## Part 2 – Appendices

### 2. Scope of Work

SoftResources brings 25 years' experience providing software consulting to local government, nonprofit and commercial entities. SoftResources has the capacity to complete the work detailed in this proposal and commits to work in a timely and professional manner.



**About SoftResources.** SoftResources started in 1993 when a consulting practice was formed at KPMG to provide software selection consulting for their audit and tax clients. In 1995 after reorganizations at KPMG the founders amicably separated from KPMG and formed SoftResources.

SoftResources has worked with over 600 clients to complete more than 800 software evaluation projects. We act responsibly to provide each client objective software advice in support of improving the use of technology aligned with best practices.

**Unbiased.** SoftResources does not take compensation from software vendors for our recommendations to remain vendor agnostic and provide each client with objective software advice. We partner with you and challenge your vision and processes so you can implement best practices with the new solution.

**Core Services.** Our software consultancy practice is focused on the following services:

- Business Systems Assessment
- Software Selection
- Implementation Partner Selection
- Contract Review
- Implementation Management

SoftResources has a wealth of experience assessing and evaluating financial, HRMS, and utility billing software for similar clients. Our team possesses strong people, leadership, and communication skills. Each consultant is trained in our Client Focused Selection Methodology in which we define key requirements that are client-specific and used to conduct focused vendor analysis. This methodology leads to better software fit and is what sets us apart from our competitors.

**Similar Clients.** Some examples of similar clients we have worked with over 25 years providing unbiased software assessment and selection consulting include:

- Truckee Meadows Water Authority – Customer Information System (CIS)/Utility Billing Software Selection and Implementation Project Management
- Town of Gilbert, AZ – Utility Billing
- North Marin Water District – EAM Selection
- Santa Rosa Water Department – Enterprise Asset Management (EAM)/CMMS Assessment and Selection; Pipeline Inspection Software Selection
- Inland Empire Utilities Agency – Information Technology 5-Year Strategic Plan
- Peninsula Light Company – ERP Feasibility and Readiness Study
- Placer County Water Agency – ERP System Assessment and Selection
- Brazos River Authority – Financials Selection
- Anchorage Water and Wastewater Utility – ERP Assessment and Selection
- Woodinville Water District – ERP System Selection
- Sammamish Plateau Water and Sewer District – Computerized Maintenance Management System (CMMS) selection
- Lake Whatcom Water and Sewer District – ERP Vendor Short List Assessment of Work Order
- Hampton Roads Sanitation District – Human Resources Management System Assessment and Report and Selection
- Klickitat Public Utility District – Accounting System Assessment
- Aqua America – Human Resources Needs Assessment
- East Bay Municipal Utility District – ERP System Selection
- Washington Suburban Sanitation Commission – ERP System Selection

**Recent Additional Experience.** The table below demonstrates our experience providing software consulting for local governments in just the last five years:

Clients	Projects
Ada County, ID	<ul style="list-style-type: none"> <li>• HRIS Assessment</li> <li>• HRIS Selection</li> </ul>
Ada County Sheriff's Office	<ul style="list-style-type: none"> <li>• Timekeeping and Scheduling Selection</li> </ul>
Bellingham, WA	<ul style="list-style-type: none"> <li>• ERP Software Selection</li> <li>• Planning and Permitting Assessment</li> <li>• Planning and Permitting Software Selection</li> <li>• EAM Selection - Demos</li> </ul>
Bedford County, VA	<ul style="list-style-type: none"> <li>• ERP Software Selection</li> </ul>

Clients	Projects
Champaign, IL	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Clearwater, FL	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> <li>• Human Resources and Payroll Software Pre-Implementation</li> </ul>
Costa Mesa, CA	<ul style="list-style-type: none"> <li>• Land Management Selection</li> </ul>
Gresham, OR	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Gilbert, AZ	<ul style="list-style-type: none"> <li>• Utility Billing/CIS Selection</li> </ul>
Grays Harbor, WA	<ul style="list-style-type: none"> <li>• ERP System Implementation Management Services</li> </ul>
Harford County, MD	<ul style="list-style-type: none"> <li>• ERP Software Selection</li> </ul>
Hayward, CA	<ul style="list-style-type: none"> <li>• Permitting System Implementation Management Services</li> <li>• Permitting System Assessment and Selection</li> </ul>
Indio, CA	<ul style="list-style-type: none"> <li>• Implementation Project Management for ERP</li> </ul>
Inland Empire Utility Agency, CA	<ul style="list-style-type: none"> <li>• Technology Master Plan</li> </ul>
King County Housing Authority	<ul style="list-style-type: none"> <li>• Budgeting System Selection</li> <li>• Case Management Selection</li> <li>• Financial and HR Assessment, Selection, and Implementation</li> <li>• Contract Review Services</li> </ul>
Kirkland, WA	<ul style="list-style-type: none"> <li>• ERP Selection</li> <li>• Enterprise Asset Management Assessment</li> <li>• Enterprise Asset Management Selection</li> </ul>
Lawrence, KS	<ul style="list-style-type: none"> <li>• CIS Selection</li> <li>• Solid Waste Management System Requirements</li> </ul>
Lea County, NM	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Newark, CA	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Pasadena, CA	<ul style="list-style-type: none"> <li>• PeopleSoft ERP Software Assessment</li> <li>• ERP Selection</li> <li>• Land Use Management and Permit Software Selection</li> </ul>
Placer County Water Agency, CA	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Port Freeport, TX	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Puget Sound Regional Fire Authority, WA	<ul style="list-style-type: none"> <li>• ERP Selection</li> </ul>
Santa Clarita, CA	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Santa Rosa, CA	<ul style="list-style-type: none"> <li>• EAM Assessment, Selection, and Implementation</li> <li>• Pipeline Inspection Selection</li> </ul>
Simi Valley, CA	<ul style="list-style-type: none"> <li>• ERP Implementation Project Management</li> </ul>
Temecula, CA	<ul style="list-style-type: none"> <li>• ERP Selection</li> </ul>

Clients	Projects
	<ul style="list-style-type: none"> <li>EAM Assessment and Selection</li> <li>Permitting Assessment, Selection, and Implementation</li> </ul>
Truckee Meadows Water Auth., NV	<ul style="list-style-type: none"> <li>CIS Selection and Implementation</li> </ul>
Tulare County, CA	<ul style="list-style-type: none"> <li>ERP Assessment and Selection</li> </ul>
Vancouver, WA	<ul style="list-style-type: none"> <li>Oracle EBS Total Cost of Ownership and Alternative Analysis Assessment</li> <li>ERP Assessment and Selection</li> </ul>
Whatcom County, WA	<ul style="list-style-type: none"> <li>ERP Assessment and Selection</li> </ul>

**References.** The following 3 references have been provided for the District to contact to learn more about our team and methodology.

Truckee Meadows Water Authority, NV	
<b>Project Title</b>	Customer Information System (CIS) Selection Implementation Project Management for New CIS Software
<b>Contact</b>	Chris Maciejewski, Management IS Analyst – CS 775.834.8265 <a href="mailto:cmaciejewski@tmwa.com">cmaciejewski@tmwa.com</a>
<b>Size</b>	Serving 380,000/Accounts 125,000; Employees 220
<b>Assigned SoftResources Team</b>	Ron Loos, Director acted as Project Manager Cherish Cruz, Director acted as Project Team Member and Implementation PM
<b>Scope of Software</b>	Customer Accounts/Parcels, Billing, Payments/Collections, Rates, Meter/Service Orders, Financials, Reporting
<b>Summary of Services</b>	<ul style="list-style-type: none"> <li><u>Project Management</u> – developed Project Plan, kicked off project, managed and monitored project through successful completion.</li> <li><u>Requirements Analysis</u> – conducted onsite workshops to gather user needs, assess current environment, gather functional and technical requirements, defined, and developed Key Requirements document.</li> <li><u>RFP</u> – prepared RFP for CIS software and assisted with RFP solicitation.</li> <li><u>Vendor Selection</u> – reviewed vendor proposals, conducted detailed vendor analysis and made short list recommendation, developed demo script, and facilitated demos, coached through decision.</li> <li><u>Contact Review</u> – reviewed software contracts and vendor statement of work, provided input and assisted through negotiation.</li> <li><u>Implementation Management Services</u> – provided pre-implementation planning and currently providing implementation project management on behalf of TMWA for the implementation of new CIS software.</li> </ul>
Tulare County, CA	
<b>Project Title</b>	ERP and Human Capital Management Functional Requirements Gathering, Analysis, and Vendor Selection
<b>Contact</b>	Cass Cook, CFIP, County Auditor-Controller/Treasurer-Tax Collector 559-636-5200 <a href="mailto:CCook1@co.tulare.ca.us">CCook1@co.tulare.ca.us</a>
<b>Size</b>	Population: 465,861; Employees: 5,000

<b>Assigned SoftResources Team</b>	Elaine Watson, Principal acted as Project Manager Pamela Ettien, Director acted as Project Team Member
<b>Scope of Software</b>	General Ledger, Procurement, Accounts Payable, Accounts Receivable, Project and Grant Accounting, Fixed Assets, Budget, Inventory, Human Resources, Time and Attendance, Payroll, Reporting
<b>Summary of Services</b>	<ul style="list-style-type: none"> <li>• <u>Project Management</u> – developed project plan and schedule, assigned responsibilities and resources, kicked off project, managed project and status updates through completion.</li> <li>• <u>Requirements Analysis</u> – facilitated workshops, analyzed current system environment, gathered system/user requirements, documented key business processes, developed Key Functional and Technical Requirements document.</li> <li>• <u>Process Improvement Assessment and Report</u> – conducted business process analysis, detailed in table format inefficient and manual business processes and opportunities for improvement with replacement systems, prepared cross-departmental as-is process maps.</li> <li>• <u>RFP</u> – prepared RFP for ERP software; future: assisting with RFP management.</li> <li>• <u>Vendor Selection</u> – delays due to COVID-19; future: evaluate vendor proposals, facilitate scripted demos, advise through final decision, contract review for final selected system.</li> </ul>
<b>Inland Empire Utilities Agency, CA</b>	
<b>Project Title</b>	Technology Master Plan
<b>Contact</b>	Kanes Pantayatiwong, Manager of Business Information Services, Project Manager 909-993-1600 <a href="mailto:KPantaya@ieua.org">KPantaya@ieua.org</a>
<b>Size</b>	Serving 875,000 citizens; Employees 237
<b>Assigned SoftResources Team</b>	Spencer Arnesen, Principal acted as Project Manager Ron Loos, Director acted as Project Team Member
<b>Summary of Services</b>	<ul style="list-style-type: none"> <li>• <u>Project Management</u> – set up, monitored and managed project plan.</li> <li>• <u>Workshops</u> – conducted analysis through a series of workshops of the technology organization and infrastructure, business systems in use and future strategies, reviewed existing IT Plan and achievements.</li> <li>• <u>Technology Assessment</u> – using workshop notes and findings analyzed existing technologies, organizational structure and staffing, strengths and weaknesses, current and optimum resources, looked at IT initiatives, high-level costing and implementation recommendations, and a high-level review of previous cybersecurity plan and achievements.</li> <li>• <u>Technology Master Plan</u> – compiled and delivered 5-Year Strategic Technology Master Plan detailing findings, observations, and recommendations and presented.</li> </ul>



### 3. Personnel

SoftResources will assign a Core Team of Principal/Director level consultants to the District's project. Following is a narrative of SoftResources' combined team strength:

- Principal and Director level consultants.
- Each consultant is trained in SoftResources Software Selection Methodology and have been providing these services at SoftResources from 6-26 years.
- Committed to unbiased and objective software assessment and recommendations.
- The Core Team that is assigned to the District's project will perform the services and develop the deliverables detailed in this proposal. The Core Team Project Manager will liaise with the District to address concerns, resolve issues, and promote a strong working relationship.
- Each consultant is proficient with business system assessment, requirements assessment, RFP development, vendor evaluation, facilitating scripted demos, due diligence and decision, vendor contract review and negotiation advice, and implementation management services.

At this time SoftResources anticipates that Ron Loos, Director will be assigned as Project Manager. This will be dependent on the actual start date of the project.

Professional Profiles follow. References provided in Section 2 – Scope of Work presents projects completed by these consultants.



## RON LOOS, MBA

### Director

#### SUMMARY OF QUALIFICATIONS

Ron has 6 years' experience providing software consulting services at SoftResources, over 20 years' experience with technology leadership and management, and 15 years of enterprise-level solutions development and deployment. He brings 20 years of extensive knowledge of ERP, EAM, CMMS, IWMS and CRM systems. Ron manages system assessment, vendor selection, and implementation oversight for government, private and nonprofit organizations nationwide. He is a capable leader, motivator, problem solver and people person.

#### KEY QUALIFICATIONS

- Manages software assessment, selection and implementation projects for Local Governments.
- 6 years providing software consulting with SoftResources.
- 20 years operations and technology leadership at government agencies and Fortune 500 companies.
- Experience in assessing and procuring ERP, EAM, CIS, Permitting, HR/Payroll, and other municipal enterprise software.
- Skilled Project Manager assisting organizations with system implementation

#### EDUCATION & CERTIFICATIONS

- Bachelor of Arts
- Sociology/Criminology University of Washington
- Master of Business Administration Seattle University
- Graduate Program, EC Studies École supérieure de commerce de Reims, France
- Certified Information Systems Security Professional (CISSP)

#### PROFESSIONAL AFFILIATIONS

- ACWA Member
- Presenter at various conferences and trade shows on technology, IT security and software selection
- CSMFO Conference exhibitor and presenter
- ACWA Conference Exhibitor

#### RELEVANT EXPERIENCE

##### Software Expertise

Ron has led and managed ERP as well as EAM/CMMS projects at both government agencies and Fortune 500 companies and has managed large teams using those systems on a day to day basis. He has expert level knowledge and experience in technology, operations, and security. His skill set allows him to assess IT environments, application and network security, and other technological aspects of ERP and other enterprise software implementations.

##### Assessment, Selection, Implementation, and Operations

In addition to his expertise in ERP software systems, Ron leads the EAM practice at SoftResources. He also has a deep understanding of the marketplace for not only ERP, but for HRIS, CRM, Budgeting, Utility Billing, Permitting, Inventory management systems, and more.

##### Sample Project – Truckee Meadows Water Authority, NV

Ron led and managed for TMWA (serving 380,000) a Customer Information System (CIS) selection and implementation project. Through his leadership and expertise requirements were assessed and defined, business processes reviewed, RFP developed and managed, vendor fit analyzed, scripted demos facilitated, decision coached, contract reviewed and negotiated on time and on budget. Currently providing implementation project management for the implementation of the new CIS solution.

#### KEY SKILLS



Project Management



Local Government



Technology Management



Operations Management

#### SOME GOVERNMENT CLIENTS

Truckee Meadows Water Agency, NV	Lawrence, KS	CommTran, WA
Placer County Water Agency, CA	Belmond, CA	Mercer Island, WA
Santa Rosa Water Department, CA	Kirkland, WA	Harford Cty, MD
North Marin Water District, CA	Bothell, WA	Bedford Cty, VA
Mid-Columbia Libraries, WA	WorkSafeBC	Peninsula Light, WA



# SPENCER ARNESEN, CPA, MAcc

## Principal

### SUMMARY OF QUALIFICATIONS

Spencer is Principal and Co-Founder of SoftResources. He has over 26 years software consulting experience and has led and managed hundreds of software assessment and evaluation projects. Spencer manages sales and marketing and provides executive oversight for client projects. As a Certified Public Accountant, Spencer offers practical and insightful business expertise. His experience and knowledge of many vendor solutions and technologies enables him to apply implementation ideas across all his clients.

### KEY QUALIFICATIONS

- 26 years' experience leading software assessment and selection projects.
- Thought leadership and development of focused software selection methodology.
- Effective with managing, communicating, and motivating teams through technology projects.
- Experience with ERP, CMMS/EAM, Permitting, HR/Payroll, Job Costing, CRM, Utility Billing, Budgeting, and other municipal focused solutions.

### EDUCATION & CERTIFICATIONS

- Bachelor of Science in Accounting with Spanish Minor – Brigham Young University
- Master of Accountancy and Computer Information Systems Brigham Young University
- Certified Public Accountant

### PROFESSIONAL AFFILIATIONS

- Washington Society of Certified Public Accountants
- Presenter at various conferences and tradeshows on software, technology, and contracts.
- CSMFO, WFOA, GFOA Conferences exhibitor and presenter
- Eagle Scout with Boy Scouts of America

### RELEVANT EXPERIENCE

#### Software Expertise

Spencer leads, manages and provides principal oversight for software projects for local government, and for private and nonprofit companies. He has vast experience writing and managing RFPs and developing system procurement strategies. Spencer keeps abreast of the latest vendor technologies through evaluation, vendor discussions and conferences. Spencer is a skillful communicator, presenter and motivator.

#### Assessment, Selection and Implementation Practice

Spencer leads SoftResources' Software Selection and Implementation Practice for the Private and Nonprofit sectors. He brings thoughtful and practical business insights gained from his experience with many industries including local governments. Spencer has extensive knowledge about and experience with evaluating enterprise software and vendors focused on the government market.

#### Sample Project – Ada County, ID

Spencer led and managed for Ada County (456,849 population) an HR/Payroll and Time and Attendance Assessment and Selection project. Through his leadership and management requirements were defined, business processes reviewed, current state assessment of internally developed HRIS and future strategy report and presentation, RFP developed, vendor fit analyzed, demos and decision analysis, contract review and negotiated keeping project on time and on budget.

### KEY SKILLS



Project Management



Local Government



Technology Management



ERP Strategy

### SOME GOVERNMENT CLIENTS

Ada County, ID	Puget Sound Regional Fire	WorkSafeBC
Community Transit, WA	Santa Rosa, CA	TransLink BC
Peninsula Light Co., WA	Placer County Water Agency	Bothell, WA
King County Libraries, WA	Brazos River Authority, TX	AWWU, AK
Port of Tacoma, WA	Seminole Tribe of Florida	Burbank, CA



## PAMELA ETTIEN

### Director

#### SUMMARY OF QUALIFICATIONS

Pamela is a Director at SoftResources. She has 23 years of professional consulting experience with SoftResources and primarily works with Government and Nonprofit customers. Pamela is expert with requirement: definition, business process review, system assessment, process workflow charting, RFP writing, software and implementation vendor evaluation, software demonstration oversight, software implementation augmentation, and decision coaching. She is a skilled presenter of knowledge, and a Prosci Certified Change Management Practitioner.

#### KEY QUALIFICATIONS

- 23 years professional consulting experience in software selection and implementation projects.
- Municipal government focused software evaluation and implementation expertise.
- Experience with ERP, Budgeting, EAM, Permitting, Planning, HR/Payroll, Workforce Scheduling, Parks and Rec, Utility Billing, Cashiering, Cemetery Management, and other municipal focused solutions.
- Implementation coordinator – Enterprise Training roll-out.

#### EDUCATION & CERTIFICATIONS

- Associate of Arts – Highline Community College
- Accounting Degree - Clover Park College
- Prosci Change Management Certification



#### PROFESSIONAL AFFILIATIONS

- Presenter at government conferences on technology and software selection
- WFOA and CSMFO Conference exhibitor and presenter
- Presenter at SoftWorld tradeshows on software market and selection

#### RELEVANT EXPERIENCE

##### Software Expertise

Pamela has completed dozens of ERP software evaluation and selection projects for municipalities, counties, districts and agencies. Her knowledge and evaluation of the vendor market for ERP and best-of-breed solutions brings leadership and vision to client projects. Pamela acts as vendor liaison for consulting projects and engages vendors during the evaluation process to vet viability and fit to client requirements.

##### Assessment and Selection Expertise

Pamela is expert with performing unbiased software assessment and selection for local governments nationwide. She has strong leadership and management skills in system assessment, requirements analysis, business process analysis, vendor fit/gap analysis, demo facilitation, and decision coaching. Pamela has augmented ERP implementation and performed the role of Training Coordinator for a large-scale implementation project.

##### Sample Project – City of Santa Clarita, CA

Pamela provided for Santa Clarita (213,231 population) ERP Software Assessment and Selection services. Through her leadership and expertise requirements were defined, business processes analyzed, system assessment performed, report compiled and presented, RFP developed and managed, vendor fit analysis completed, demos facilitated, contract reviewed and negotiated. Project was on time and on budget.

#### KEY SKILLS



Project Management



Local Government



Software Analysis



Change Management

#### SOME GOVERNMENT CLIENTS

Santa Clarita, CA	Town of Gilbert, AZ	San Mateo, CA
Temecula, CA	Woodinville Water District, WA	Kirkland, WA
Costa Mesa, CA	Tulare County, CA	Redmond, WA
Hayward, CA	Pasadena, CA	Champaign, IL
Encinitas, CA	Brentwood, CA	Bellingham, WA
Newark, CA	Alameda, CA	Gresham, OR

## 4. Project Schedule

**Project Timeline Estimate.** SoftResources estimates approximately 3 months to complete the Financial System Needs Assessment. This timeline is dependent on the District providing timely scheduling of personnel, feedback to deliverables and upon vendor availability. This timeline may be adjusted based on further discussion with the District.

Activity	Week	1	2	3	4	5	6	7	8	9	10	11	12
<b>0. Project Management</b>													
a. Project Launch													
b. Project Management													
<b>1. Financial System Needs Assessment</b>													
a. System Requirements Analysis													
b. Requirements Definition													
c. Needs Assessment													
• Current Systems Analysis													
• ERP Market Analysis													
• Cost-Benefit Analysis													
• Needs Assessment Report													

The following table offers a typical timeline by the month for the optional services presented in this proposal. The District may find this helpful for future planning.

Optional Services	Month	1	2	3	4	5	6
<b>2. RFP and Vendor Evaluation</b>							
a. RFP Preparation							
b. Vendor Analysis							
c. Vendor Short List							
<b>3. Software Demos</b>							
a. Demo Script							
b. Demo Preparation							
c. Facilitate Scripted Demos							
<b>4. Software Decision</b>							
a. Decision Support							
<b>5. Contract Review</b>							
a. Vendor Contract							
b. Vendor SOW							

## 5. Staff-Hour Allocation and Fees

SoftResources is proposing a fixed fee engagement for the District’s project. Consultant hourly rate is \$195/hour. Travel expenses are charged as incurred and include airfare, car rental, mileage, hotel, parking fees, tolls, per diem (GSA rate) for meals and sundry expenses while traveling. Every effort is made to secure reasonable rates for all expenses.

Activity	Tasks	Project Manager	Team Member	Fixed Fees
0	<b>Project Management</b> a. Project Launch b. Project Management	18	12	\$5,850
1	<b>Financial System Needs Assessment</b> a. System Requirements Analysis b. Requirements Definition c. Needs Assessment and Report	96	104	39,000
	<b>Total Hours and Fixed Fees</b>	<b>114</b>	<b>116</b>	<b>\$44,850</b>
	<b>Estimated Travel Expenses</b>	-		<b>*\$2,286</b>
	<b>Total Hours, Fixed Fees and Estimated Expenses</b>	<b><u>114</u></b>	<b><u>116</u></b>	<b><u>\$47,136</u></b>

\*If COVID guidelines prevent on-site travel services will be provided remotely.

## 6. Agreement

SoftResources has a few exceptions to the District’s standard professional services agreement. A redlined copy has been attached per “Section 7. Additional Information”.

## 7. Additional Information

SoftResources has the following additional information as attachments:

- Attachment: Copy of Proof of Insurance
- Attachment: Redlined Standard Professional Services Agreement





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/13/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Arthur J. Gallagher & Co. Insurance Brokers of California, Inc. 18201 Von Karman Avenue, Suite 200 Irvine CA 92612	<b>CONTACT NAME:</b> Tina Coburn <b>PHONE (A/C, No, Ext):</b> 253-238-1134 <b>E-MAIL ADDRESS:</b> Tina_Coburn@ajg.com		<b>FAX (A/C, No):</b> 949-349-9900
	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> Softresources, LLC Suite 270 11411 NE 124th Street Kirkland WA 98034	<b>INSURER A:</b> Ohio Security Insurance Company		24082
	<b>INSURER B:</b> Ohio Casualty Insurance Company		24074
	<b>INSURER C:</b> Mount Vernon Fire Insurance Company		26522
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

**COVERAGES**

CERTIFICATE NUMBER: 1246157489

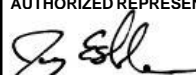
REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BKS55021518	1/25/2020	1/25/2021	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 15,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
B	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			ESO55021518	1/25/2020	1/25/2021	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$			ESO55021518	1/25/2020	1/25/2021	EACH OCCURRENCE	\$ 1,000,000
							AGGREGATE	\$ 1,000,000
								\$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			BKS55021518	1/25/2020	1/25/2021	<input type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTHER	WA STOP GAP
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
C	Professional Liability			TK2000808N	1/25/2020	1/25/2021	Aggregate Per Claim Deductible	\$2,000,000 \$2,000,000 \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

Proof of Insurance	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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**EXHIBIT “A”**

**FLORIN RESOURCE CONSERVATION DISTRICT  
PROFESSIONAL SERVICES AGREEMENT  
FOR CONSULTANT SERVICES**

**1. PARTIES AND DATE.**

This Agreement is made and entered into this \_\_\_\_\_ day of [Month, Year], by and between the Florin Resource Conservation District, a resource conservation district organized under the laws of the State of California with its principal place of business at 9257 Elk Grove Boulevard, Elk Grove, California (“District”) and [Company], a California corporation, with its principal place of business at [Address] (“Consultant”). District and Consultant are sometimes individually referred to herein as “Party” and collectively as “Parties.”

**2. RECITALS.**

**2.1 Consultant.**

Consultant desires to perform and assume responsibility for the provision of certain consultant services required by District on the terms and conditions set forth in this Agreement. Consultant represents that it is experienced in providing consultant services to public clients, is licensed in the State of California, and is familiar with the plans of District.

**2.2 Project.**

District desires to engage Consultant to render such services for Financial Software Needs Assessment (“Project”) as set forth in this Agreement.

**3. TERMS.**

**3.1 Scope of Services and Term.**

3.1.1 General Scope of Services. Consultant promises and agrees to furnish to District all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the consultant services necessary for the Project (“Services”). The Services are more particularly described in Exhibit “A” attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from the date that the Agreement is executed by both Parties until [Date] or the Services are completed (whichever occurs first), unless earlier terminated as provided herein. Consultant shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines.

## **3.2 Responsibilities of Consultant.**

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Consultant or under its supervision. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. District retains Consultant on an independent contractor basis and not as an employee. Consultant retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall also not be employees of District and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

Notwithstanding any other District, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by District, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of District and entitlement to any contribution to be paid by District for employer contributions and/or employee contributions for PERS benefits.

Consultant shall indemnify, defend, and hold harmless District for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of District. Consultant and District acknowledge and agree that compensation paid by District to Consultant under this Agreement is based upon Consultant's estimated costs of providing the Services, including salaries and benefits of employees, agents and subcontractors of Consultant.

Consultant shall indemnify, defend, and hold harmless District from any lawsuit, administrative action, or other claim for penalties, losses, costs, damages, expense and liability of every kind, nature and description that arise out of, pertain to, or relate to such claims, whether directly or indirectly, due to Consultant's failure to secure workers' compensation insurance for its employees, agents, or subcontractors.

Consultant agrees that it is responsible for the provision of group healthcare benefits to its fulltime employees under 26 U.S.C. § 4980H of the Affordable Care Act. To the extent permitted by law, Consultant shall indemnify, defend and hold harmless District from any penalty issued to District under the Affordable Care Act resulting from the performance of the Services by any employee, agent, or subcontractor of Consultant.

- 3.2.2 Schedule of Services. Consultant shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit “B” attached hereto and incorporated herein by reference. Consultant represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Consultant’s conformance with the Schedule of Services, District shall respond to Consultant’s submittals in a timely manner. Upon request of District, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.
- 3.2.3 Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of District.
- 3.2.4 Substitution of Key Personnel. Consultant has represented to District that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of District. In the event that District and Consultant cannot agree as to the substitution of key personnel, District shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to District, or who are determined by District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by Consultant at the request of District. The key personnel for performance of this Agreement are as follows: [Contact Name].
- 3.2.5 District’s Representative. District hereby designates Mark J. Madison, or his designee, to act as its representative for the performance of this Agreement (“District’s Representative”). District’s Representative shall have the power to act on behalf of District for all purposes under this Contract. Consultant shall not accept direction or orders from any person other than District’s Representative or his or her designee.

- 3.2.6 Consultant's Representative. Consultant hereby designates [Contact Name], or his designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of Consultant for all purposes under this Agreement. Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.
- 3.2.7 Coordination of Services. Consultant agrees to work closely with District staff in the performance of Services and shall be available to District's staff, consultants and other staff at all reasonable times.
- 3.2.8 Standard of Care; Performance of Employees. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all employees and sub-consultants shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and sub-consultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including a business license, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Consultant shall perform, at its own cost and expense and without reimbursement from District, any services necessary to correct errors or omissions which are caused by Consultant's failure to comply with the standard of care provided for herein. Any employee of Consultant or its sub-consultants who is determined by District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to District, shall be promptly removed from the Project by Consultant and shall not be re-employed to perform any of the Services or to work on the Project.
- 3.2.9 Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and such laws and regulations in connection with Services. If Consultant performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to District, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold District, its officials, directors, officers,

employees, and agents free and harmless, pursuant to the indemnification provision of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

### 3.2.10 Insurance.

3.2.10.1. Time for Compliance. Consultant shall not commence work under this Agreement until it has provided evidence satisfactory to District that it has secured all insurance required under this section. In addition, Consultant shall not allow any sub-consultant to commence work on any subcontract until it has provided evidence satisfactory to District that the sub-consultant has secured all insurance required under this section.

3.2.10.2. Types of Required Coverages. As a condition precedent to the effectiveness of this Agreement for work to be performed hereunder and without limiting the indemnity provisions of the Agreement, Consultant in partial performance of its obligations under such Agreement, shall procure and maintain in full force and effect during the term of the Agreement, the following policies of insurance.

- (a) Commercial General Liability: Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office “occurrence” form CG 0001, with minimum limits of at least \$1,000,000 per occurrence. Defense costs shall be paid in addition to the limits.

The policy shall contain no endorsements or provisions limiting coverage for (1) products and completed operations; (2) contractual liability; (3) third party action over claims; or (4) cross liability exclusion for claims or suits by one insured against another.

- (b) Automobile Liability Insurance: Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering “Any Auto” (Symbol 1) with minimum limits of \$1,000,000 each accident.
- (c) Workers’ Compensation: Workers’ Compensation Insurance, as required by the State of California and Employer’s Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease.



- (d) **Professional Liability:** Professional Liability insurance for errors and omissions with minimum limits of \$1,000,000. Covered Professional Services shall specifically include all work to be performed under the Agreement.

If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least three (3) years from termination or expiration of this Agreement.

### 3.2.11 Endorsements.

The policy or policies of insurance required by Section 3.2.10.2 (a) Commercial General Liability and (b) Automobile Liability Insurance shall be endorsed to provide the following:

3.2.11.1 Additional Insured: The indemnified parties shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement. Additional Insured Endorsements shall not (1) be restricted to “ongoing operations”; (2) exclude “contractual liability”; (3) restrict coverage to “sole” liability of Consultant; or (4) contain any other exclusions contrary to the Agreement.

3.2.11.2 Primary Insurance and Non-Contributing Insurance: This insurance shall be primary and any other insurance, deductible, or self-insurance maintained by the indemnified parties shall not contribute with this primary insurance.

3.2.11.3 Severability: In the event of one insured, whether named or additional, incurs liability to any other of the insureds, whether named or additional, the policy shall cover the insured against whom claim is or may be made in the same manner as if separate policies had been issued to each insured, except that the limits of insurance shall not be increased thereby.

3.2.11.4 Cancellation: The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon District except ten (10) days prior written notice shall be allowed for non-payment of premium.

3.2.11.5 Duties: Any failure by the named insured to comply with reporting provisions of the policy or breaches or violations of warranties shall not affect coverage provided to the indemnified parties.

3.2.11.6 Applicability: That the coverage provided therein shall apply to the obligations assumed by Consultant under the indemnity provisions of the Agreement, unless the policy or policies contain a blanket form of contractual liability coverage.

3.2.11.7 The policy or policies of insurance required by Section 3.2.10.2 (c) Workers' Compensation shall be endorsed, as follows:

- a) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the indemnified parties.
- b) Cancellation: The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon District except ten (10) days prior written notice shall be allowed for non-payment of premium.

3.2.11.8 The policy or policies of insurance required by Section 3.2.10.2 (d) Professional Liability shall be endorsed, as follows:

- a) Cancellation: The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon District except ten (10) days prior written notice shall be allowed for non-payment of premium.

3.2.11.9 Deductible. Any deductible or self-insured retention must be approved in writing by District and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

3.2.11.10 Evidence of Insurance. Consultant, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates and endorsements on forms approved by District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15) days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with District. If such coverage is cancelled or reduced, Consultant shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with District evidence of insurance

showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

3.2.11.11 Failure to Maintain Coverage. Consultant agrees to suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to District. District shall have the right to withhold any payment due Consultant until Consultant has fully complied with the insurance provisions of this Agreement. In the event that Consultant's operations are suspended for failure to maintain required insurance coverage, Consultant shall not be entitled to an extension of time for completion of the Work because of production lost during suspension.

3.2.11.2. Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

3.2.11.3. Insurance for Sub-consultants. All sub-consultants shall be included as additional insureds under Consultant's policies, or Consultant shall be responsible for causing sub-consultants to purchase the appropriate insurance in compliance with the terms of this Agreement, including adding District as an Additional Insured to the sub-consultant's policies.

3.2.12 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and lifesaving equipment and procedures; (B) instructions in accident prevention for all employees and sub-consultants, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

### **3.3 Fees and Payments.**

3.3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this

Agreement at the rates set forth in Exhibit “C” attached hereto and incorporated herein by reference. The total compensation shall not exceed [Amount Written Out] Dollars (\$XX,XXX) without written approval of District’s General Manager. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Consultant shall submit to District a monthly itemized statement which indicates work completed and hours of Services rendered by Consultant. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. District shall, within ~~45~~ 30 days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by District.

3.3.4 Extra Work. At any time during the term of this Agreement, District may request that Consultant perform Extra Work. As used herein, “Extra Work” means any work which is determined by District to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from District’s Representative.

### **3.4 Accounting Records.**

3.4.1 Maintenance and Inspection. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of District during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

### **3.5 General Provisions.**

#### **3.5.1 Termination of Agreement.**

3.5.1.1. Grounds for Termination. District may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7)

days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to District, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

3.5.1.2. Effect of Termination. If this Agreement is terminated as provided herein, District may require Consultant to provide all finished or unfinished Documents and Data and other information of any kind prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such document and other information within fifteen (15) days of the request.

3.5.1.3. Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, District may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Consultant:

[Company Name]  
[Street Address]  
[City, State, Zip]  
Attn: [Contact Name]

District:

Florin Resource Conservation District  
9257 Elk Grove Boulevard  
Elk Grove, CA 95624  
Attn: Mark J. Madison, P.E.

Such notice shall be deemed made when personally delivered or when mailed, forty- eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

### 3.5.3 Ownership of Materials and Confidentiality.

3.5.3.1. Records Created as Part of Consultant’s Performance. All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant (or any sub-consultant) prepares or obtains pursuant to this Agreement and that release to the matters covered hereunder (“Documents & Data”) shall be the property of the District. Notwithstanding the above, Consultant retains ownership of any tools, templates, vendor information, and other documents that Consultant developed independently of this project and that Consultant uses for many clients. The District shall have right to use any documents provided by Consultant.

3.5.3.2. Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents and Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of District, be used by Consultant for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use District’s name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of the District.

3.5.4 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.5 Attorneys’ Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorneys’ fees and all other costs of such action.



- 3.5.6 Indemnification. Consultant shall defend, indemnify and hold District, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged acts, omissions, negligence or willful misconduct of Consultant, its officials, officers, employees, agents, subcontractors and sub-consultants arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of all consequential damages and attorney's fees and other related costs and expenses. Consultant shall defend, at Consultant's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against District, its directors, officials, officers, employees, agents or volunteers. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against District or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding. Consultant shall reimburse District and its directors, officials, officers, employees, agents and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by District, its directors, officials, officers, employees, agents or volunteers. Consultant's obligations to defend, hold harmless, and indemnify the District shall not apply to the extent the liabilities are caused by the sole or gross negligence of the District. [Notwithstanding the above, for Professional Liability ONLY \(errors and omissions for the written reports and verbal counsel provided by Consultant to the District\) total Professional Liability ONLY will be limited to the amount paid by the District to Consultant for the scope of work for this project.](#)
- 3.5.7 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both parties.
- 3.5.8 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Sacramento County.
- 3.5.9 Time of Essence. Time is of the essence for each and every provision of this Agreement.
- 3.5.10 District's Right to Employ Other Consultants. District reserves right to employ other consultants in connection with this Project.
- 3.5.11 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

- 3.5.12 Assignment or Transfer. Consultant shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of District. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.
- 3.5.13 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and sub-consultants of Consultant, except as otherwise specified in this Agreement. All references to District include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.
- 3.5.14 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.
- 3.5.15 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- 3.5.16 No Third-Party Beneficiaries. There are no intended third-party beneficiaries of any right or obligation assumed by the Parties.
- 3.5.17 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.
- 3.5.18 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, District shall have the right to rescind this Agreement

without liability. For the term of this Agreement, no member, officer or employee of District, during the term of his or her service with District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.5.19 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any sub-consultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of any minority business enterprise program, affirmative action plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.5.20 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self- insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.5.21 Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.5.22 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

### **3.6 Subcontracting.**

3.6.1 Prior Approval Required. Consultant shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of District. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

[Signature page follows]

Florin Resource Conservation District

[Company Name]

By: \_\_\_\_\_  
Mark J. Madison, P.E.  
General Manager

By: \_\_\_\_\_  
[Name]  
[Position]

Attest:

By: \_\_\_\_\_  
Stefani Philips  
District Clerk

Approved as to Form:

By: \_\_\_\_\_  
Richard E. Nosky, Jr.  
Attorney for Florin Resource Conservation District

Please forward all invoices to [accountspayable@egwd.org](mailto:accountspayable@egwd.org)

The Consultant has provided a proposal which combines the scope of services, schedule of services and compensation into one document. Therefore, references to Exhibit A, Exhibit B and Exhibit C in the contract shall refer to the Consultant's proposal dated [Date] (attached).

EXHIBIT "A"  
SCOPE OF SERVICES



EXHIBIT "B"  
SCHEDULE OF SERVICES

EXHIBIT "C"  
COMPENSATION

**PURCHASE ORDER  
FOR  
FLORIN RESOURCE CONSERVATION DISTRICT**

Purchase Order No. 21-037

GL# 5520-700-20-000

<b>Seller:</b>		<b>Buyer:</b>		
Name	SoftResources, LLC	Elk Grove Water District		
Address	11411 NE 124 <sup>th</sup> Street, Suite 270	9257 Elk Grove Blvd.		
City, State Zip	Kirkland, WA 98034-4341	Elk Grove, CA 95624		
Attn:	Spencer Arnesen, CPA	Attn: Mark Madison, General Manager		
Phone:	425-216-4030	Fax:	916.685.3556 Fax: 916.685.5376	
E-mail:	<a href="mailto:sarnesen@softresources.com">sarnesen@softresources.com</a>	E-mail: <a href="mailto:mmadison@egwd.org">mmadison@egwd.org</a>		
<b>Project Information:</b>		<b>Ship To:</b>		
Financial System Needs Assessment		Elk Grove Water District		
		9257 Elk Grove Blvd.		
		Elk Grove, CA 95624		
		Attn: Patrick Lee		
<b>Please forward all invoices to <a href="mailto:accounts payable@egwd.org">accounts payable@egwd.org</a></b>				
Order Date	Delivery Date	Ship Via	FOB	Payment Terms
1/15/2021	per contract terms			Net 30 days of invoice

Buyer and Seller agree as follows:

**MATERIAL, EQUIPMENT AND/OR SERVICES TO BE PROVIDED:** Seller shall furnish the material, equipment and/or services described below which is incorporated into and made part of this Purchase Order. In the event of any conflict between the language in this Purchase Order and the language in the Professional Services Agreement or Construction Contract, the language in the Professional Services Agreement or Construction Contract shall prevail over the language in this Purchase Order.

Description Item No.	Estimated Quantity	Unit Price	Ext. Price	Delivery Date
Financial System Needs Assessment per the attached RFP and proposal	NTE	\$47,136	\$47,136	
<b>Total</b>			<b>\$47,136</b>	

**[Attach Additional Sheets if necessary]**

**Buyer:** 

**Seller:**

**By: Mark J. Madison, P.E.  
Title: General Manager**

**By: N/A  
Title: N/A**

**Total**



# PURCHASE ORDER TERMS AND CONDITIONS

**ARTICLE 1. DEFINITIONS:** The Term "Buyer" as used in this PO means the FLORIN RESOURCE CONSERVATION DISTRICT, and the term "Seller" means the person, firm, or corporation from whom the commodity of service described in the PO it ordered. The term "Material, Equipment, and/or Services" includes materials, supplies, equipment, drawings, data and other property to be furnished and all services including design, delivery, installation, inspection, and testing specified or required to furnish any material, equipment, and/or services.

**ARTICLE 2. ACCEPTANCE OF THE PO:** The attached Acceptance Copy shall be signed and returned by the Seller within ten (10) calendar days after it is received by the Seller. The receipt by the Buyer of the signed Acceptance Copy or the initiation of performance under this PO by the Seller shall constitute acceptance of the PO by the Seller, including all of the terms and conditions herein. Acceptance is limited to the terms stated herein. Any additional or different terms and conditions proposed by the Seller are rejected unless expressly agreed to in writing by an authorized representative of the Buyer's Purchasing Department.

**ARTICLE 3. COMPLETE AGREEMENT:** This PO, including all applicable terms, conditions and specifications, shall constitute the sole and exclusive agreement between the parties. This PO supersedes all other writings and negotiations written or oral. Buyer will not be responsible for goods delivered or services rendered without a PO properly signed by the Buyer Purchasing Agent or authorized agent. When this PO covers a continuing service rendered over a stated period of time, Seller must obtain a new order upon expiration of the time period to authorize the continuance of the service for an additional period of time.

**ARTICLE 4. DEFAULT:** The Buyer may terminate the whole or any part of Seller's work in any one of the following circumstances: (1) If the Seller fails to make delivery or fails to perform within the time specified herein or any authorized extension thereof; or (2) If Seller delivers nonconforming goods; or (3) If Seller fails to perform in accordance with the material provisions of this PO, or so fails to make progress as to endanger performance of this PO in accordance with its terms. In the event of any such failure Buyer will provide Seller with written notice of the default and Buyer's intention to terminate for default if Seller fails to cure the default to Buyer's satisfaction within seven calendar days of Buyer's notice. If Seller fails to cure or correct the default to Buyer's satisfaction within seven days, Buyer may, without further notice to Seller, procure upon such terms and in such manner as the Buyer may deem appropriate, items similar to those terminated, and the Seller shall be liable to the Buyer for any excess costs of such similar items; however, the Seller shall continue the performance of this PO to the extent not terminated. The rights and remedies of the Buyer provided in this clause shall not be exclusive, and are in addition to any other rights and remedies provided by law or under this PO.

**ARTICLE 5. CHANGES:** Buyer may direct in writing changes, including additions to or deletions from the quantities originally ordered, or in the specifications or drawings. If any such change causes a material increase or decrease in the cost of, or the time required for, performance hereunder, an equitable adjustment shall be made in the price or schedule. Any claims for adjustment which Seller believes result from any change directed by Buyer shall be asserted in writing by Seller no later than ten (10) days from the date of Seller's receipt of any such direction. Equitable adjustments for any claims or changes under this agreement, including claims arising from terminations or suspensions directed under DEFAULT above, of this agreement, will be made by written Change Order. Nothing contained herein shall excuse Seller from proceeding with the change as directed prior to negotiation of any adjustment. Whether made pursuant to this clause or by mutual agreement, changes shall not be binding upon the Buyer, except when confirmed in writing by a member of the Buyer's Purchasing Department.

**ARTICLE 6. INVOICES:** Unless otherwise specified in the PO, Seller shall send Buyer a single invoice upon completion of performance. Payment shall not be made prior to receipt and acceptance of items and an invoice.

**ARTICLE 7. PROVISIONS REQUIRED BY LAW DEEMED INSERTED:** Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provisions is not inserted, or is not correctly inserted then upon application of either party the contract shall forthwith be physically amended to make such insertion or correct.

**ARTICLE 8. RIGHT TO AUDIT:** Buyer reserves the right to access and audit the Seller's records for a period of four (4) years after payment of any invoice.

**ARTICLE 9. TITLE AND RISK OF LOSS:** All prices shall be F.O.B. Destination. The Seller shall be responsible for safe and adequate packing of the items, which shall conform to the carriers' requirements. The Seller shall separately number all cases and packages, showing the corresponding numbers on the invoices. An itemized packing slip bearing this PO number shall be placed in each container. No extra charge shall be made for packaging or packing materials unless authority therefor is set forth in this PO. Seller shall assume and pay for any and all loss or damage to the merchandise from any cause whatsoever until delivered to Buyer at the specified destination.

**ARTICLE 10. DELIVERY:** Timely performance and deliveries are essential to this PO. The Buyer reserves the right to refuse deliveries made in advance of the delivery schedule. Over shipment allowances, if authorized, will be applied to the entire order. If the Buyer agrees to accept deliveries after the date of delivery has passed, the Buyer shall have the right to direct the Seller to make shipment to the delivery point set forth in this PO by the most expeditious means, and the total cost of such expedited shipment and handling shall be borne by the Seller. Acceptance of late deliveries shall not be deemed a waiver of the Buyer's right to hold the Seller liable for any loss or damage resulting therefrom, nor shall it act as a modification of the Seller's obligation to make future deliveries in accordance with the delivery schedule.

**ARTICLE 11. DELAYS:** Seller will not be liable for delays in performing its obligations to the extent the delay is caused by an unforeseeable condition which is beyond Seller's reasonable control and without Seller's fault or negligence. Acts of God, such as storms or floods, as well as government priorities, acts of civil or military authorities, fires, strikes, epidemics, war or riot are examples of events which will be excusable for being beyond Seller's reasonable control, only upon fulfillment of the following conditions: (a) within seven (7) days of the commencement of any excusable delay, Seller shall provide Buyer with written notice of the cause and extent thereof as well as a request for a schedule extension for the estimated duration thereof, and (b) within seven (7) days of the cessation of the event causing delay Seller shall provide Buyer with written notice of the actual delay incurred, upon receipt of which, the date of promised delivery shall be extended for the time actually lost by reason of an excusable delay.

**ARTICLE 12. INSPECTION AND APPROVAL:** All items are subject to final inspection and approval after delivery to Buyer. If any items are defective in material or workmanship or otherwise not in conformity with the requirements of this PO, the Buyer shall have the right to require Seller to correct or replace them. Final acceptance or rejection shall be made by the Buyer as promptly as practicable after delivery. Final acceptance shall be conclusive except with respect to latent defects, fraud or such gross mistakes as amount to fraud, or with respect to the Buyer's rights under the "Warranty" clause.

**ARTICLE 13. WARRANTIES-GUARANTEES:** The Seller warrants that the items, at time of delivery, shall conform to the Buyer's specifications, the requirements of this PO, approved sample or samples, if any, and are free from defects in design, material and workmanship. Unless otherwise specified in the PO, this warranty shall remain in effect for a one (1) year period after delivery or for such period of time as the item is normally warranted. At the Buyer's option, the Seller shall promptly either repair or replace defective items after receipt of the Buyer's written notice of a defect. Transportation charges for the return and redelivery of defective items shall be borne by the Seller. Seller also warrants that said merchandise is free and clear of all liens and encumbrances whatsoever and the Seller has good and marketable title to same, and Seller agrees to indemnify, defend and hold the Buyer, its officers, agents and employees free and harmless against any and all claimants to said merchandise.

**ARTICLE 14. COMPLIANCE WITH ALL APPLICABLE LAWS:** Seller's performance shall in all ways strictly conform with all applicable State, Federal and local laws, regulations, safety orders, and working conditions to which it is subject including, but not limited to, safety rules and regulations prevailing wages under the California Labor Code. Seller shall execute and deliver any and all documents as may be required to effect or evidence compliance.

**ARTICLE 15. EQUAL OPPORTUNITY EMPLOYER:** It is the policy of Buyer that in connection with all materials furnished or work performed under this PO, there be no discrimination against employees because of race, religion, color, sex or national origin, and therefore the Seller agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment Practices Act.

**ARTICLE 16. PERMITS OR LICENSES:** Seller and all of its employees or agents shall secure and maintain in force such licenses and permits as are required by law, and by the City, in connection with the furnishing of Material, Equipment, and/or Services herein requested.

**ARTICLE 17. INDEMNITY:** Seller assumes all risk in connection with performance or non-performance of this PO. Seller shall indemnify, defend, and hold harmless Buyer and its elected officials, officers and employees, from all liabilities, obligations, orders, claims, actual damages, governmental fines or penalties, and expenses of defense with respect to such claims (including attorneys' fees and costs) of any kind or nature which may be caused by or arise from furnishing the Material, Equipment, and/or Services, whether such activities or performance thereof be by Seller or by anyone directly or indirectly employed or contracted with by Seller, and whether such liabilities, obligations, orders, claims, actual damages, governmental fines or penalties, and expenses of defense with respect to such claims (including attorneys' fees and costs) shall accrue or be discovered before or after termination of this agreement.

**ARTICLE 18. TAXES:** Unless prohibited by law, Seller shall pay and has included in the prices of this PO any federal, state or local tax, transportation tax, or other tax which is required to be imposed upon the items ordered hereunder, or by reason of their sale or delivery.

**ARTICLE 19. TERMINATION FOR CONVENIENCE:** Buyer shall have the right to terminate this PO in whole or in part at any time, and from

time to time, by written or telegraphic notice effective upon receipt by Seller of such notice, even though Seller is not in breach of any obligation hereunder. Upon receipt of notice of termination, Seller shall immediately discontinue performance and shall comply with Buyer's instructions concerning disposition of completed and partially completed items, work in progress and materials acquired pursuant to this PO. Upon termination, Contractor shall be compensated only for those services or goods which have been adequately rendered and delivered to the District through the effective date of such termination. Contractor shall be entitled to no further compensation. However, said payment shall not exceed the price specified herein for such items. Seller shall advise the Buyer, in writing, of Seller's claim, if any, for termination costs within ten (10) days after receipt of the notice of termination. Termination in accordance with this article shall not affect Buyer's obligation to pay for items accepted by Buyer prior to such termination.

**ARTICLE 20. GOVERNING LAW; VENUE; DEFINITIONS:** The definition of terms used, interpretation of this PO and rights of all parties hereunder shall be construed under and governed by the laws of the State of California. Any litigation with respect to this PO shall be brought and conducted in Sacramento County, California.

**ARTICLE 21. EXCUSE; WAIVER:** Any act or omission of Buyer which Seller might claim as an excuse for its own failure to perform shall be deemed waived by Seller unless it shall notify Buyer of its intention to assert such excuse within ten (10) days after the occurrence of any such act or omission. No action or failure to act by Buyer shall constitute a waiver of a right or duty afforded it under this PO, nor shall such action or failure to act constitute approval of or acquiescence in a breach, except as may be specifically agreed in writing. Seller expressly waives the effect of any statutory or common law provision which construes ambiguities in a contract against the party who drafted the contract.

**ARTICLE 22. INSURANCE:** If Seller or its employees or agents come onto Buyer's property in connection with this Purchase Order, Seller agrees to carry (i) Workers Compensation Insurance as required by law and Employer's Liability Insurance in the amount of \$1,000,000 per occurrence; (ii) Commercial General Liability Insurance covering personal injuries (including death) in the amount of \$1,000,000 per occurrence, \$ 2 million aggregate, and (iii) automobile liability insurance covering bodily injuries (including death) in the amount of \$1,000,000 per person, and \$1,000,000 per occurrence, property damage in the amount of \$1,000,000. Buyer shall be named as an "Additional Insured" by endorsement under the Commercial General Liability and Automobile Liability policies. The policy shall stipulate that the insurance afforded the Additional Insured shall apply as primary insurance and that any other insurance carried by Buyer will be excess only and will not contribute with this insurance. Seller shall submit written proof of such insurance to Buyer prior to entrance on Buyer's property. Seller shall supply such bonds as required by Buyer.

**THIS CONCLUDES THE TERMS AND CONDITIONS DATED 01/15/2021 consisting of Article 1 through Article 22**



# Memorandum

To: File

From: Patrick Lee, Finance Manager

Date: January 13, 2021

Re: SELECTION JUSTIFICATION – FINANCIAL SYSTEM NEEDS ASSESSMENT

The Florin Resource Conservation District/Elk Grove Water District (District) is in need of a needs assessment to be performed over the District's financial system and software. The District's Professional and Consultant Services Agreements Policy permits the selection of a consultant based on competence and professional qualification even if the successful proposer is not the lowest cost proposal.

The District's selection of SoftResources for the Financial System Needs Assessment project is justified based on the review and evaluation of proposals conducted by the Review Committee, noting that SoftResources' proposal demonstrated independence, experience, qualification and competence necessary for the satisfactory performance of the required services. Furthermore, reference checks recommended SoftResources based on a very similar project that was conducted recently where the scope of work completed matched exactly what the District is requiring.

A handwritten signature in blue ink, which appears to read 'Patrick Lee', is positioned above the printed name and title.

PATRICK LEE  
FINANCE MANAGER

**EXHIBIT "A"**

**FLORIN RESOURCE CONSERVATION DISTRICT  
PROFESSIONAL SERVICES AGREEMENT FOR  
CONSULTANT SERVICES**

**1. PARTIES AND DATE.**

This Agreement is made and entered into this 15 day of January, 2021 by and between the Florin Resource Conservation District, a resource conservation district organized under the laws of the State of California with its principal place of business at 9257 Elk Grove Boulevard, Elk Grove, California ("District") and SoftResources LLC, a Washington corporation, with its principal place of business at 11411 NE 124<sup>th</sup> Street, Suite 270, Kirkland, WA 98034 ("Consultant"). District and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

**2. RECITALS.**

**2.1 Consultant.**

Consultant desires to perform and assume responsibility for the provision of certain consultant services required by District on the terms and conditions set forth in this Agreement. Consultant represents that it is experienced in providing consultant services to public clients, is licensed in the State of California, and is familiar with the plans of District.

**2.2 Project.**

District desires to engage Consultant to render such services for Financial Software Needs Assessment ("Project") as set forth in this Agreement.

**3. TERMS.**

**3.1 Scope of Services and Term.**

3.1.1 General Scope of Services. Consultant promises and agrees to furnish to District all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the consultant services necessary for the Project ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from the date that the Agreement is executed by both Parties until June 30, 2021 or the Services are completed (whichever occurs first), unless earlier terminated as provided herein. Consultant shall complete the Services within the term of this Agreement, and shall meet any other established schedules and



deadlines.

### 3.2 **Responsibilities of Consultant.**

3.2.1 **Control and Payment of Subordinates; Independent Contractor.** The Services shall be performed by Consultant or under its supervision. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. District retains Consultant on an independent contractor basis and not as an employee. Consultant retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall also not be employees of District and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

Notwithstanding any other District, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by District, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of District and entitlement to any contribution to be paid by District for employer contributions and/or employee contributions for PERS benefits.

Consultant shall indemnify, defend, and hold harmless District for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of District. Consultant and District acknowledge and agree that compensation paid by District to Consultant under this Agreement is based upon Consultant's estimated costs of providing the Services, including salaries and benefits of employees, agents and subcontractors of Consultant.

Consultant shall indemnify, defend, and hold harmless District from any lawsuit, administrative action, or other claim for penalties, losses, costs, damages, expense and liability of every kind, nature and description that arise out of, pertain to, or relate to such claims, whether directly or indirectly, due to Consultant's failure to secure workers' compensation insurance for its employees, agents, or subcontractors.

Consultant agrees that it is responsible for the provision of group healthcare benefits to its fulltime employees under 26 U.S.C. § 4980H of the Affordable Care Act. To the extent permitted by law, Consultant shall indemnify, defend and hold harmless District from any penalty issued to District under the Affordable Care Act resulting from the performance of the Services by any employee, agent, or subcontractor of Consultant.

- 3.2.2 Schedule of Services. Consultant shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit “B” attached hereto and incorporated herein by reference. Consultant represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Consultant’s conformance with the Schedule of Services, District shall respond to Consultant’s submittals in a timely manner. Upon request of District, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.
- 3.2.3 Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of District.
- 3.2.4 Substitution of Key Personnel. Consultant has represented to District that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of District. In the event that District and Consultant cannot agree as to the substitution of key personnel, District shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to District, or who are determined by District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by Consultant at the request of District. The key personnel for performance of this Agreement are as follows: Spencer Arnesen, Principal.
- 3.2.5 District’s Representative. District hereby designates Mark J. Madison, or his designee, to act as its representative for the performance of this Agreement (“District’s Representative”). District’s Representative shall have the power to act on behalf of District for all purposes under this Contract. Consultant shall not accept direction or orders from any person other than District’s Representative or his or her designee.

- 3.2.6 Consultant's Representative. Consultant hereby designates Ron Loos, or his designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of Consultant for all purposes under this Agreement. Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.
- 3.2.7 Coordination of Services. Consultant agrees to work closely with District staff in the performance of Services and shall be available to District's staff, consultants and other staff at all reasonable times.
- 3.2.8 Standard of Care; Performance of Employees. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all employees and sub-consultants shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and sub-consultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including a business license, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Consultant shall perform, at its own cost and expense and without reimbursement from District, any services necessary to correct errors or omissions which are caused by Consultant's failure to comply with the standard of care provided for herein. Any employee of Consultant or its sub-consultants who is determined by District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to District, shall be promptly removed from the Project by Consultant and shall not be re-employed to perform any of the Services or to work on the Project.
- 3.2.9 Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and such laws and regulations in connection with Services. If Consultant performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to District, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold District, its officials, directors, officers,

employees, and agents free and harmless, pursuant to the indemnification provision of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.10 Insurance.

3.2.10.1. Time for Compliance. Consultant shall not commence work under this Agreement until it has provided evidence satisfactory to District that it has secured all insurance required under this section. In addition, Consultant shall not allow any sub-consultant to commence work on any subcontract until it has provided evidence satisfactory to District that the sub-consultant has secured all insurance required under this section.

3.2.10.2. Types of Required Coverages. As a condition precedent to the effectiveness of this Agreement for work to be performed hereunder and without limiting the indemnity provisions of the Agreement, Consultant in partial performance of its obligations under such Agreement, shall procure and maintain in full force and effect during the term of the Agreement, the following policies of insurance.

- (a) Commercial General Liability: Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 0001, with minimum limits of at least \$1,000,000 per occurrence. Defense costs shall be paid in addition to the limits.

The policy shall contain no endorsements or provisions limiting coverage for (1) products and completed operations; (2) contractual liability; (3) third party action over claims; or (4) cross liability exclusion for claims or suits by one insured against another.

- (b) Automobile Liability Insurance: Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering "Any Auto" (Symbol 1) with minimum limits of \$1,000,000 each accident.
- (c) Workers' Compensation: Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease.

- (d) **Professional Liability:** Professional Liability insurance for errors and omissions with minimum limits of \$1,000,000. Covered Professional Services shall specifically include all work to be performed under the Agreement.

If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least three (3) years from termination or expiration of this Agreement.

### 3.2.11 Endorsements.

The policy or policies of insurance required by Section 3.2.10.2 (a) Commercial General Liability and (b) Automobile Liability Insurance shall be endorsed to provide the following:

3.2.11.1 Additional Insured: The indemnified parties shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement. Additional Insured Endorsements shall not (1) be restricted to “ongoing operations”; (2) exclude “contractual liability”; (3) restrict coverage to “sole” liability of Consultant; or (4) contain any other exclusions contrary to the Agreement.

3.2.11.2 Primary Insurance and Non-Contributing Insurance: This insurance shall be primary and any other insurance, deductible, or self-insurance maintained by the indemnified parties shall not contribute with this primary insurance.

3.2.11.3 Severability: In the event of one insured, whether named or additional, incurs liability to any other of the insureds, whether named or additional, the policy shall cover the insured against whom claim is or may be made in the same manner as if separate policies had been issued to each insured, except that the limits of insurance shall not be increased thereby.

3.2.11.4 Cancellation: The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon District except ten (10) days prior written notice shall be allowed for non-payment of premium.

3.2.11.5 Duties: Any failure by the named insured to comply with reporting provisions of the policy or breaches or violations of warranties shall not affect coverage provided to the indemnified parties.

3.2.11.6 Applicability: That the coverage provided therein shall apply to the obligations assumed by Consultant under the indemnity provisions of the Agreement, unless the policy or policies contain a blanket form of contractual liability coverage.

3.2.11.7 The policy or policies of insurance required by Section 3.2.10.2 (c) Workers' Compensation shall be endorsed, as follows:

- a) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the indemnified parties.
- b) Cancellation: The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon District except ten (10) days prior written notice shall be allowed for non-payment of premium.

3.2.11.8 The policy or policies of insurance required by Section 3.2.10.2 (d) Professional Liability shall be endorsed, as follows:

- a) Cancellation: The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon District except ten (10) days prior written notice shall be allowed for non-payment of premium.

3.2.11.9 Deductible. Any deductible or self-insured retention must be approved in writing by District and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

3.2.11.10 Evidence of Insurance. Consultant, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates and endorsements on forms approved by District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15) days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with District. If such coverage is cancelled or reduced, Consultant shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with District evidence of insurance

showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

3.2.11.11 Failure to Maintain Coverage. Consultant agrees to suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to District. District shall have the right to withhold any payment due Consultant until Consultant has fully complied with the insurance provisions of this Agreement. In the event that Consultant's operations are suspended for failure to maintain required insurance coverage, Consultant shall not be entitled to an extension of time for completion of the Work because of production lost during suspension.

3.2.11.2. Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

3.2.11.3. Insurance for Sub-consultants. All sub-consultants shall be included as additional insureds under Consultant's policies, or Consultant shall be responsible for causing sub-consultants to purchase the appropriate insurance in compliance with the terms of this Agreement, including adding District as an Additional Insured to the sub-consultant's policies.

3.2.12 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and lifesaving equipment and procedures; (B) instructions in accident prevention for all employees and sub-consultants, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

### **3.3 Fees and Payments.**

3.3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this



Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation shall not exceed forty-seven thousand one hundred and thirty-six Dollars (\$47,136) without written approval of District's General Manager. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Consultant shall submit to District a monthly itemized statement which indicates work completed and hours of Services rendered by Consultant. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. District shall, within 45 days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by District.

3.3.4 Extra Work. At any time during the term of this Agreement, District may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by District to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from District's Representative.

### 3.4 Accounting Records.

3.4.1 Maintenance and Inspection. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of District during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

### 3.5 General Provisions.

#### 3.5.1 Termination of Agreement.

3.5.1.1. Grounds for Termination. District may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7)

days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to District, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

3.5.1.2. Effect of Termination. If this Agreement is terminated as provided herein, District may require Consultant to provide all finished or unfinished Documents and Data and other information of any kind prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such document and other information within fifteen (15) days of the request.

3.5.1.3. Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, District may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Consultant:

SoftResources LLC  
11411 NE 124<sup>th</sup> Street, Suite 270  
Kirkland, WA 98034  
Attn: Spencer Arnesen, Principal

District:

Florin Resource Conservation District  
9257 Elk Grove Boulevard  
Elk Grove, CA 95624  
Attn: Mark J. Madison, P.E.

Such notice shall be deemed made when personally delivered or when mailed, forty- eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

### 3.5.3 Ownership of Materials and Confidentiality.

3.5.3.1. Records Created as Part of Consultant's Performance. All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant (or any sub-consultant) prepares or obtains pursuant to this Agreement and that release to the matters covered hereunder ("Documents & Data") shall be the property of the District. Notwithstanding the above, Consultant retains ownership of any tools, templates, vendor information, and other documents that Consultant developed independently of this project and that Consultant uses for many clients. The District shall have right to use any documents provided by Consultant.

3.5.3.2. Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents and Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of District, be used by Consultant for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use District's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of the District.

3.5.4 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.5 Attorneys' Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorneys' fees and all other costs of such action.

- 3.5.6 Indemnification. Consultant shall defend, indemnify and hold District, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged acts, omissions, negligence or willful misconduct of Consultant, its officials, officers, employees, agents, subcontractors and sub-consultants arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of all consequential damages and attorney's fees and other related costs and expenses. Consultant shall defend, at Consultant's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against District, its directors, officials, officers, employees, agents or volunteers. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against District or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding. Consultant shall reimburse District and its directors, officials, officers, employees, agents and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by District, its directors, officials, officers, employees, agents or volunteers. Consultant's obligations to defend, hold harmless, and indemnify the District shall not apply to the extent the liabilities are caused by the sole or gross negligence of the District. Notwithstanding the above, for Professional Liability ONLY (errors and omissions for the written reports and verbal counsel provided by Consultant to the District) total Professional Liability ONLY will be limited to \$2 million.
- 3.5.7 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both parties.
- 3.5.8 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Sacramento County.
- 3.5.9 Time of Essence. Time is of the essence for each and every provision of this Agreement.
- 3.5.10 District's Right to Employ Other Consultants. District reserves right to employ other consultants in connection with this Project.
- 3.5.11 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

- 3.5.12 Assignment or Transfer. Consultant shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of District. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.
- 3.5.13 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and sub-consultants of Consultant, except as otherwise specified in this Agreement. All references to District include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.
- 3.5.14 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.
- 3.5.15 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- 3.5.16 No Third-Party Beneficiaries. There are no intended third-party beneficiaries of any right or obligation assumed by the Parties.
- 3.5.17 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.
- 3.5.18 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, District shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer

or employee of District, during the term of his or her service with District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.5.19 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any sub-consultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of any minority business enterprise program, affirmative action plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.5.20 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self- insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.5.21 Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.5.22 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.


### 3.6 Subcontracting.

3.6.1 Prior Approval Required. Consultant shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of District. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

[Signature page follows]


Florin Resource Conservation District

SoftResources LLC

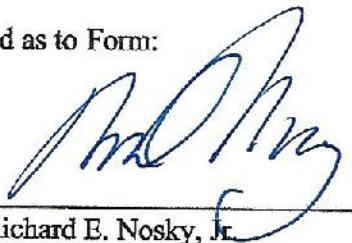
By:   
Mark J. Madison, P.E.  
General Manager

By:   
Spencer Arnesen  
Principal

Attest:

By:   
Stefani Philips  
District Clerk

Approved as to Form:

By:  1-19-21  
Richard E. Nosky, Jr.  
Attorney for Florin Resource Conservation District

Please forward all invoices to [accountspayable@egwd.org](mailto:accountspayable@egwd.org)



The Consultant has provided a proposal which combines the scope of services, schedule of services and compensation into one document. Therefore, references to Exhibit A, Exhibit B and Exhibit C in the contract shall refer to the Consultant's proposal dated December 18, 2020 (attached).

**EXHIBIT "A"**  
**SCOPE OF SERVICES**

**EXHIBIT "B"**  
**SCHEDULE OF SERVICES**

**EXHIBIT "C"**  
**COMPENSATION**



## Proposal

# Financial System Needs Assessment

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## Florin Resource Conservation District

**December 18, 2020**

**Submitted by Spencer Arnesen, Principal**

SoftResources LLC  
11411 NE 124<sup>th</sup> Street, Suite 270, Kirkland, WA 98034

Phone: 425.216.4030

Email: [sarnesen@softresources.com](mailto:sarnesen@softresources.com)

December 18, 2020

Florin Resource Conservation District  
Attn: Patrick Lee  
9257 Elk Grove Blvd.  
Elk Grove, CA 95624

Dear Patrick and Team:

SoftResources LLC is pleased to present this proposal to the Florin Resource Conservation District (District) for Request for Proposals Financial system Needs Assessment. We understand that the District desires to assess its current financial system and consider options to address identified deficiencies, achieve operational efficiencies and meet the operation needs of the District.

The District's project is an excellent fit for SoftResources' sole focus providing unbiased software evaluation consulting services. We bring 25 years of experience successfully managing software assessment and selection projects and a proven methodology to assist the District to make informed software decisions.

As a partner, the District can count on SoftResources for:

1. Experienced Team – experience assessing and evaluating financial software for similar clients and a team with strong people, leadership, and communication skills.
2. Vendor Independence – we do not develop or sell software and we do not accept compensation from the software vendors. Recommendations are objective and will represent the District's needs.
3. Client Focused Selection Methodology – client-specific key requirements will be defined and used to conduct focused software analysis based on your needs. This method sets us apart from other consultants.
4. Reputable Firm – SoftResources is practical, fiscally sound, and conservative. We work honestly and ethically to provide excellent consulting advice.

Spencer Arnesen, Principal, is authorized to bind SoftResources contractually. His contact information is:

- 425.216.4030
- [sarnesen@softresources.com](mailto:sarnesen@softresources.com)
- 11411 NE 124<sup>th</sup> St., STE 270, Kirkland, WA 98034

Per [www.egwd.org](http://www.egwd.org) and as of December 17, 2020, there were no addenda for this RFP.

SoftResources looks forward to the opportunity of working with the District on this important initiative.

Sincerely,



Spencer Arnesen, CPA, Principal  
SoftResources LLC

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## Part 1 – Main Proposal

### 1. Statement of Understanding

SoftResources understands the following about the District’s current environment and goals:

1. The systems currently in use that are in scope for the needs assessment include:


• <b>SAGE 100 ERP</b>	• Cash Management, Bank Reconciliations, Accounts Receivable, Accounts Payable, and General Ledger Reporting
• <b>SAGE HRMS</b>	• Payroll, Human Resources
• <b>TruePoint Solutions</b>	• Utility Billing


2. Operating and Capital Improvement Project Budgets are monitored manually using Microsoft Excel.
3. Elk Grove Water District is a department within the District and is the District’s Water System Utility.
4. With a team of six in the Finance Department, SoftResources’ methodology and experience will augment and enable the District to assess strengths and weaknesses of the current financial systems and recommend a strategy to improve operational efficiencies and meet the operation needs.
5. SoftResources has evaluated SAGE products over the years and evaluated TruePoint Solutions through the RFP process. Most recently we have worked with two clients who were using SAGE 300, and SAGE 500.


**Project Approach.** SoftResources recommends the following detailed Project Approach and Work Plan that incorporates the District’s Tasks: 1) Kick-off Meeting/Exploration and Identification; 2) Research and Analysis; 3) Needs Assessment Report; 4) Requests for Proposal (Optional).


Our project approach is organized by activity/deliverables; some tasks within different activities may be performed concurrently. We tailor our services to your needs; upon further discussion and insight about this project, the District and SoftResources may agree upon adjustments to this Work Plan. Our aim is to provide the right level of service so the District can achieve its goals.


#### Tasks 1-3: Kick-Off – Research and Analysis – Needs Assessment Report

 <b>Activity 0 – Project Management</b>	
<b>a. Project Launch</b>	<p><b>Objective.</b> SoftResources will work with the District to launch the project and set expectations as follows:</p> <ul style="list-style-type: none"> <li>• <b>Project Initiation</b> – via web conference provide a Kick-Off PowerPoint Presentation to the District’s project team. Discuss the contracted scope of work, set expectations and answer questions about the approach.</li> <li>• <b>Project Planning</b> – SoftResources will discuss with the District the line of communication, resource availability and constraints, drivers and</li> </ul>


 <b>Activity 0 – Project Management</b>	
	<p>objectives, team roles and responsibilities and develop project documents including:</p> <ul style="list-style-type: none"> <li>○ <b>Project Plan</b> – develop and maintain the Project Plan including major activities, milestones, and work tasks along with due dates and assigned responsibilities. The Project Plan will be delivered for input, finalized, and returned to the District for final acceptance.</li> </ul>
<b>b. Project Management</b>	<p><b>Objective.</b> SoftResources will manage and monitor the Project Plan to ensure project milestones, tasks, deliverables are completed as follows:</p> <ul style="list-style-type: none"> <li>● <b>Status Updates</b> – provide regular status updates as scheduled, review open issues, and report on progress made on key milestones and deliverables. Update the Project Plan.</li> <li>● <b>Project Coordination</b> – work with the District to manage resources, communicate tasks, meetings and deadlines, and report on project progress to safeguard that target goals are achieved.</li> </ul>
<b>Deliverables</b>	<ol style="list-style-type: none"> <li>1. Kick-Off Presentation</li> <li>2. Project Plan</li> <li>3. Project Management</li> </ol>


 <b>Activity 1 – Financial System Needs Assessment</b>	
<b>a. System Requirements Analysis</b>	<p><b>Objective.</b> SoftResources will analyze the District’s current financial system environment and document system requirements as follows:</p> <ul style="list-style-type: none"> <li>● <b>Plan Workshops</b> – work with the District to plan for up to 16 hours of workshops organized by function/module and/or department. Identify workshop participants (e.g., stakeholders, executive management, IT, subject matter experts, key users, etc.). Prepare the Workshop Schedule and deliver to the District via email. The District will issue the Schedule and invite participating personnel.</li> <li>● <b>Review Existing Supporting Documentation</b> – review existing supporting documentation in advance of the workshops to prepare for and gain added insight about the current financial system environment, project, and goals.</li> <li>● <b>Facilitate Workshops</b> – set up virtual workshops (MS Teams Meetings) or come on-site (depends on COVID guidelines) and conduct approximately 16 hours of interactive workshops. Workshops allow for collaborative dialogue for the module/functional areas in scope. SoftResources will lead the discussions and gather data for key deliverables including:                     <ul style="list-style-type: none"> <li>✓ Analyze how the current financial, HRMS, and utility billing systems are used, strengths, weaknesses, limitations, functional and technical requirements.</li> </ul> </li> </ul>


 <b>Activity 1 – Financial System Needs Assessment</b>	
	<ul style="list-style-type: none"> <li>✓ Review the current technical environment e.g., databases, interfaces, and infrastructure, discuss technology initiatives / strategies and future vision.</li> <li>✓ Review current business processes (manual and workarounds) to understand limitations of the system.</li> <li>✓ Identify side-bar systems being used outside the current financials.</li> <li>✓ Gather user needs for future state operations; uncover what does/does not work in current systems, and vision for the future strategic objectives.</li> <li>✓ Provide educational insights to attendees about the capabilities of modern financial/ERP systems and industry best practices.</li> <li>✓ Conduct additional post-workshop clarification calls as needed.</li> </ul>
<b>b. Requirements Definition</b>	<p><b>Objective.</b> SoftResources will define and build a functional and technical requirements document that will be used during the assessment as follows:</p> <ul style="list-style-type: none"> <li>• <b>Define Requirements</b> – use the information gathered during the workshops, review of documentation, and our experience to identify District-specific functional and technical specifications (approximately 150-300 key requirements) for financial, HRMS, and utility billing. Interface/integration and business process needs are incorporated.</li> <li>• <b>Draft Requirements Document</b> – take the defined requirements and build the Key Requirements document in table format, organized by module/function, and prioritized as “Required, Important, Nice to Have or Explore”. General and technology needs are incorporated too.</li> <li>• <b>Finalize Key Requirements</b> – deliver the Key Requirements draft to the District via email and discussion. The District will provide feedback (one source) and SoftResources will edit, finalize, and return to the District for final acceptance. The Key Requirements document is used to conduct the needs assessment, and for the RFP if required.</li> </ul>
<b>c. Needs Assessment</b>	<p><b>Objective.</b> SoftResources will use the Key Requirements and analyze the capabilities and limitations of SAGE 100 ERP, SAGE HRMS Suite, and TruePoint Solutions as follows:</p> <ul style="list-style-type: none"> <li>• <b>Current Systems Analysis</b> – use the Key requirements, our experience working with similar projects and conduct calls with SAGE and TruePoint technical staff to analyze capabilities and limitations to meet the District’s Key Requirements.</li> <li>• <b>ERP Market Analysis</b> – use our experience working with similar projects and contact 3-4 vendors to conduct high-level analysis of capabilities to meet the District’s Key Requirements.</li> <li>• <b>Cost Analysis</b> – gather high-level cost estimates for software strategies: current systems vs. new replacement software.</li> </ul>


 <b>Activity 1 – Financial System Needs Assessment</b>	
	<ul style="list-style-type: none"> <li>• <b>Needs Assessment Report</b> – Prepare a written Needs Assessment Report (15-25 pages Microsoft Word) detailing analysis and recommendations. Deliver the draft report to the District for review and input. SoftResources will edit, finalize the Report, and return to the District for final approval. Currently we expect the Report to contain the following (dependent on the analysis and the District’s input):                             <ul style="list-style-type: none"> <li>✓ Key Requirements</li> <li>✓ Strengths/Limitations Analysis for current solutions SAGE 100 ERP, SAGE HRMS Suite, and TruePoint Solutions</li> <li>✓ Financial Systems Market Overview</li> <li>✓ Financial System Options Analysis</li> <li>✓ Cost Estimates</li> <li>✓ Recommendations and Next Steps</li> </ul> </li> <li>• <b>Report Presentation</b> – prepare an executive-level presentation using Microsoft PowerPoint to summarize the Current System Analysis and findings. Present to the District via web conference.</li> </ul>
<b>Deliverables</b>	<ol style="list-style-type: none"> <li>4. Workshop Schedule</li> <li>5. Key Requirements Document</li> <li>6. Needs Assessment Report</li> <li>7. Report Presentation</li> </ol>


**Task 4 Optional RFP – services dependent on the outcome of the Needs Assessment**

 <b>(OPTIONAL) Activity 2 – RFP and Vendor Evaluation</b>	
<p><b>a. RFP Preparation</b></p>	<p><b>Objective.</b> SoftResources will prepare the request for proposal (RFP) for the required software. Our RFP format allows for thorough comparison of qualified vendors as follows:</p> <ul style="list-style-type: none"> <li>• <b>Develop RFP</b> – prepare the RFP for the required software and work with the District to incorporate purchasing policies and procedures. The RFP will include scope of work, the approved key requirements, vendor evaluation criteria, and other District requirements. SoftResources will finalize with District input.</li> <li>• <b>Vendor Long List</b> – use our knowledge of the District and experience to prepare a Vendor Long List of software vendors along with contact info that may be a fit that should be made aware of the RFP. Deliver to the District for review, input, and acceptance.</li> <li>• <b>RFP Management</b> – the District will issue the RFP per purchasing requirements. SoftResources will notify the Long List Vendors, assist to issue addenda, facilitate a pre-bidder meeting, liaise with the vendors. We recommend the RFP is live for 4 weeks.</li> </ul>
<p><b>b. Vendor Analysis</b></p>	<p><b>Objective.</b> SoftResources will evaluate received vendor bids using evaluation criteria and our methodology as follows:</p> <ul style="list-style-type: none"> <li>• <b>Initial Review</b> – the District will receive vendor bids and send one hard copy and one soft copy of each respondent to SoftResources. SoftResources will conduct an initial review of the proposals and review vendors based on the following criteria:             <ul style="list-style-type: none"> <li>✓ RFP Compliance</li> <li>✓ Relevant Vendor Experience</li> <li>✓ Cost Estimate (software, implementation, training, etc.)</li> <li>✓ Implementation Team</li> <li>✓ Other District-Specific Requirements</li> </ul> </li> <li>• <b>Fit Analysis</b> – conduct fit analysis with the elevated vendors, identify strengths and limitations of the vendors down to a short list of approximately three vendors. Detailed calls will be held with each vendor’s resources to:             <ul style="list-style-type: none"> <li>✓ Validate and clarify vendor responses to the District’s Key Requirements for accuracy and understanding.</li> <li>✓ Assess vendor viability, future strategies, similar clients, longevity, and so forth.</li> <li>✓ Discuss and validate cost assumptions for software, maintenance, and implementation.</li> <li>✓ Validate and clarify technical environment for fit.</li> </ul> </li> </ul>


 <b>(OPTIONAL) Activity 2 – RFP and Vendor Evaluation</b>	
<b>c. Vendor Short List</b>	<p><b>Objective.</b> SoftResources will compile vendor analysis and present to the District so they can understand the vendor options and make the short list decision as follows:</p> <ul style="list-style-type: none"> <li>• <b>Short List Comparison Chart</b> – build a Short List Comparison Chart that details the fit analysis for the recommended short list vendors as compared to the Key Requirements, and include cost, implementation, vendor viability and other analysis gathered about the vendors. Deliver to the District via email for review and acceptance.</li> <li>• <b>Vendor Short List Presentation</b> – prepare an executive-level Vendor Short List Presentation (Microsoft PowerPoint) summarizing the vendor analysis, short list findings, pricing, 5-year cost review (for software, services, and implementation), and recommendations. Deliver to the District via email, present to the District via web conference and answer questions about the vendor fit analysis to date. The District will make final determination of vendors to be shortlisted.</li> </ul>
<b>Deliverables</b>	<ol style="list-style-type: none"> <li>8. RFP for Software</li> <li>9. Vendor Long List</li> <li>10. Short List Comparison Chart</li> <li>11. Vendor Short List Presentation</li> </ol>


 <b>(OPTIONAL) Activity 3 – Software Demos</b>	
<b>a. Demo Script</b>	<p><b>Objective.</b> SoftResources will build a Demo Script specific to the District’s needs and sent to the shortlisted vendors as follows:</p> <ul style="list-style-type: none"> <li>• <b>Demo Script Draft</b> – build a Demo Script that details how and when the vendors demo District-specific functionality. The Demo Script allows the District to evaluate the look and feel of each vendor’s solution based on functionality important to the District and on an equal basis. The District will review and provide feedback and SoftResources will finalize.</li> </ul>
<b>b. Demo Preparation</b>	<p><b>Objective.</b> SoftResources will prepare the District and the shortlisted vendors for successful demos as follows:</p> <ul style="list-style-type: none"> <li>• <b>Set Up Demos</b>– work with the District to schedule vendor demos and assist with the logistics of preparing for live demonstrations. Currently SoftResources anticipates three two-day demos.</li> <li>• <b>Pre-Demo Meetings</b> – work with the District to set up and facilitate Pre-Demo Meetings with each vendor via web conference (typically 1-2 hours per vendor). These Meetings allow the vendors to ask questions and assist them to properly prepare for the Demos. We recommend 3-4 weeks for vendors to prepare and schedule resources for the demos.</li> </ul>

 <b>(OPTIONAL) Activity 3 – Software Demos</b>	
<b>c. Facilitate Scripted Demos</b>	<p><b>Objective.</b> SoftResources will facilitate 2-day demos with each vendor (may be adjusted upon further discussion) and the District will view and compare how each vendor handles District-specific business processes as follows:</p> <ul style="list-style-type: none"> <li>• <b>Demo Feedback Form</b> – SoftResources will prepare and provide to demo attendees a Demo Feedback Form. Demo attendees will record feedback and rankings for sessions attended; SoftResources will manage.</li> <li>• <b>Facilitate Demos</b> – facilitate the vendor demos remotely (may be on-site based on COVID-19 guidelines), keep vendors on track, keep District staff on track, manage Demo Feedback Forms, keep notes on questions, concerns, and follow up items.</li> <li>• <b>Demo Wrap Up Meeting</b> – at the completion of vendor demos conduct a Demo Wrap Up Meeting remotely (may be on-site depending in COVID-19 guidelines) to review demo feedback, assist the District to determine one to two finalists, and identify key areas to evaluate through due diligence and final decision.</li> </ul>
<b>Deliverables</b>	12. Demo Script 13. Demo Feedback Form 14. Facilitate Demos and Wrap Up Meeting

 <b>(OPTIONAL) Activity 4 – Software Decision</b>	
<b>a. Decision Support</b>	<p><b>Objective.</b> SoftResources will advise the District as they conduct due diligence and make the final decision as follows:</p> <ul style="list-style-type: none"> <li>• <b>Vendor Management</b> – continue to manage vendor communications and questions, do follow up work, and liaise with the vendors.</li> <li>• <b>Due Diligence Tasks</b> – Advise the District as they conduct any or all the following due diligence:                         <ul style="list-style-type: none"> <li>✓ <i>Due Diligence Templates</i> – provide templates that will help the District with due diligence including reference check questions, etc.</li> <li>✓ <i>Reference Checks</i> – contact vendor references to assess how the considered system is used by similar customers and gather feedback about the software and vendor.</li> <li>✓ <i>Due Diligence Demos</i> – the District may set up and conduct Due Diligence Demos (typically web-conference) to vet certain functionality more thoroughly.</li> <li>✓ <i>Decision Support Activities</i> – work with the District to conduct follow-up meetings, scoping discussions, implementation assumptions and planning and other calls and meetings to gather the information needed to make the decision.</li> </ul> </li> <li>• <b>Final Decision Meeting</b> – assist the District to prepare for the Final Decision Meeting, participate remotely to discuss completed vendor</li> </ul>



 <b>(OPTIONAL) Activity 4 – Software Decision</b>	
	analysis to date and advise the District as they make the final decision. The District will make the final software decision.
<b>Deliverables</b>	15. Due Diligence Advisory Services 16. Final Decision Meeting 17. Final Decision Presentation

 <b>(OPTIONAL) Activity 5 – Contract Review</b>	
<b>a. Vendor Contract</b>	<p><b>Objective.</b> SoftResources will assist the District with contract review and negotiation with one finalist vendor as follows:</p> <ul style="list-style-type: none"> <li>• <b>Review Contract</b> – review vendor contract documents and provide redlined recommended changes to the contract. This review includes the software license/subscription pricing, terms and conditions, and discussion points.</li> <li>• <b>Discussion</b> – discuss redlined recommendations with the District via web conference and advise the District through the negotiation process. (Note SoftResources is not a law firm; the client’s legal counsel should conduct the final review of the contract.)</li> </ul>
<b>b. Vendor Statement of Work</b>	<p><b>Objective.</b> SoftResources recommends the District negotiate the Vendor Statement of Work (SOW) for implementation before signing a contract to ensure resources and expectations are agreed to.</p> <ul style="list-style-type: none"> <li>• <b>SOW Review</b> – review Vendor SOW for implementation and make redlined recommended changes to the SOW.</li> <li>• <b>Discussion</b> - discuss redlined recommendations with the District via web conference and advise during SOW discussions.</li> </ul>
<b>Deliverables</b>	18. Vendor Contract – Redline and Review Comments 19. SOW – Redline and Review Comments

## Part 2 – Appendices

### 2. Scope of Work

SoftResources brings 25 years' experience providing software consulting to local government, nonprofit and commercial entities. SoftResources has the capacity to complete the work detailed in this proposal and commits to work in a timely and professional manner.



**About SoftResources.** SoftResources started in 1993 when a consulting practice was formed at KPMG to provide software selection consulting for their audit and tax clients. In 1995 after reorganizations at KPMG the founders amicably separated from KPMG and formed SoftResources.

SoftResources has worked with over 600 clients to complete more than 800 software evaluation projects. We act responsibly to provide each client objective software advice in support of improving the use of technology aligned with best practices.

**Unbiased.** SoftResources does not take compensation from software vendors for our recommendations to remain vendor agnostic and provide each client with objective software advice. We partner with you and challenge your vision and processes so you can implement best practices with the new solution.

**Core Services.** Our software consultancy practice is focused on the following services:

- Business Systems Assessment
- Software Selection
- Implementation Partner Selection
- Contract Review
- Implementation Management

SoftResources has a wealth of experience assessing and evaluating financial, HRMS, and utility billing software for similar clients. Our team possesses strong people, leadership, and communication skills. Each consultant is trained in our Client Focused Selection Methodology in which we define key requirements that are client-specific and used to conduct focused vendor analysis. This methodology leads to better software fit and is what sets us apart from our competitors.

**Similar Clients.** Some examples of similar clients we have worked with over 25 years providing unbiased software assessment and selection consulting include:

- Truckee Meadows Water Authority – Customer Information System (CIS)/Utility Billing Software Selection and Implementation Project Management
- Town of Gilbert, AZ – Utility Billing
- North Marin Water District – EAM Selection
- Santa Rosa Water Department – Enterprise Asset Management (EAM)/CMMS Assessment and Selection; Pipeline Inspection Software Selection
- Inland Empire Utilities Agency – Information Technology 5-Year Strategic Plan
- Peninsula Light Company – ERP Feasibility and Readiness Study
- Placer County Water Agency – ERP System Assessment and Selection
- Brazos River Authority – Financials Selection
- Anchorage Water and Wastewater Utility – ERP Assessment and Selection
- Woodinville Water District – ERP System Selection
- Sammamish Plateau Water and Sewer District – Computerized Maintenance Management System (CMMS) selection
- Lake Whatcom Water and Sewer District – ERP Vendor Short List Assessment of Work Order
- Hampton Roads Sanitation District – Human Resources Management System Assessment and Report and Selection
- Klickitat Public Utility District – Accounting System Assessment
- Aqua America – Human Resources Needs Assessment
- East Bay Municipal Utility District – ERP System Selection
- Washington Suburban Sanitation Commission – ERP System Selection

**Recent Additional Experience.** The table below demonstrates our experience providing software consulting for local governments in just the last five years:

Clients	Projects
Ada County, ID	<ul style="list-style-type: none"> <li>• HRIS Assessment</li> <li>• HRIS Selection</li> </ul>
Ada County Sheriff’s Office	<ul style="list-style-type: none"> <li>• Timekeeping and Scheduling Selection</li> </ul>
Bellingham, WA	<ul style="list-style-type: none"> <li>• ERP Software Selection</li> <li>• Planning and Permitting Assessment</li> <li>• Planning and Permitting Software Selection</li> <li>• EAM Selection - Demos</li> </ul>
Bedford County, VA	<ul style="list-style-type: none"> <li>• ERP Software Selection</li> </ul>

Proposal for Florin Resource Conservation District  
 Financial System Needs Assessment

<b>Clients</b>	<b>Projects</b>
Champaign, IL	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Clearwater, FL	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> <li>• Human Resources and Payroll Software Pre-Implementation</li> </ul>
Costa Mesa, CA	<ul style="list-style-type: none"> <li>• Land Management Selection</li> </ul>
Gresham, OR	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Gilbert, AZ	<ul style="list-style-type: none"> <li>• Utility Billing/CIS Selection</li> </ul>
Grays Harbor, WA	<ul style="list-style-type: none"> <li>• ERP System Implementation Management Services</li> </ul>
Harford County, MD	<ul style="list-style-type: none"> <li>• ERP Software Selection</li> </ul>
Hayward, CA	<ul style="list-style-type: none"> <li>• Permitting System Implementation Management Services</li> <li>• Permitting System Assessment and Selection</li> </ul>
Indio, CA	<ul style="list-style-type: none"> <li>• Implementation Project Management for ERP</li> </ul>
Inland Empire Utility Agency, CA	<ul style="list-style-type: none"> <li>• Technology Master Plan</li> </ul>
King County Housing Authority	<ul style="list-style-type: none"> <li>• Budgeting System Selection</li> <li>• Case Management Selection</li> <li>• Financial and HR Assessment, Selection, and Implementation</li> <li>• Contract Review Services</li> </ul>
Kirkland, WA	<ul style="list-style-type: none"> <li>• ERP Selection</li> <li>• Enterprise Asset Management Assessment</li> <li>• Enterprise Asset Management Selection</li> </ul>
Lawrence, KS	<ul style="list-style-type: none"> <li>• CIS Selection</li> <li>• Solid Waste Management System Requirements</li> </ul>
Lea County, NM	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Newark, CA	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Pasadena, CA	<ul style="list-style-type: none"> <li>• PeopleSoft ERP Software Assessment</li> <li>• ERP Selection</li> <li>• Land Use Management and Permit Software Selection</li> </ul>
Placer County Water Agency, CA	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Port Freeport, TX	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Puget Sound Regional Fire Authority, WA	<ul style="list-style-type: none"> <li>• ERP Selection</li> </ul>
Santa Clarita, CA	<ul style="list-style-type: none"> <li>• ERP Assessment</li> <li>• ERP Software Selection</li> </ul>
Santa Rosa, CA	<ul style="list-style-type: none"> <li>• EAM Assessment, Selection, and Implementation</li> <li>• Pipeline Inspection Selection</li> </ul>
Simi Valley, CA	<ul style="list-style-type: none"> <li>• ERP Implementation Project Management</li> </ul>
Temecula, CA	<ul style="list-style-type: none"> <li>• ERP Selection</li> </ul>

Clients	Projects
	<ul style="list-style-type: none"> <li>EAM Assessment and Selection</li> <li>Permitting Assessment, Selection, and Implementation</li> </ul>
Truckee Meadows Water Auth., NV	<ul style="list-style-type: none"> <li>CIS Selection and Implementation</li> </ul>
Tulare County, CA	<ul style="list-style-type: none"> <li>ERP Assessment and Selection</li> </ul>
Vancouver, WA	<ul style="list-style-type: none"> <li>Oracle EBS Total Cost of Ownership and Alternative Analysis Assessment</li> <li>ERP Assessment and Selection</li> </ul>
Whatcom County, WA	<ul style="list-style-type: none"> <li>ERP Assessment and Selection</li> </ul>

**References.** The following 3 references have been provided for the District to contact to learn more about our team and methodology.

Truckee Meadows Water Authority, NV	
<b>Project Title</b>	Customer Information System (CIS) Selection Implementation Project Management for New CIS Software
<b>Contact</b>	Chris Maciejewski, Management IS Analyst – CS 775.834.8265 <a href="mailto:cmaciejewski@tmwa.com">cmaciejewski@tmwa.com</a>
<b>Size</b>	Serving 380,000/Accounts 125,000; Employees 220
<b>Assigned SoftResources Team</b>	Ron Loos, Director acted as Project Manager Cherish Cruz, Director acted as Project Team Member and Implementation PM
<b>Scope of Software</b>	Customer Accounts/Parcels, Billing, Payments/Collections, Rates, Meter/Service Orders, Financials, Reporting
<b>Summary of Services</b>	<ul style="list-style-type: none"> <li><u>Project Management</u> – developed Project Plan, kicked off project, managed and monitored project through successful completion.</li> <li><u>Requirements Analysis</u> – conducted onsite workshops to gather user needs, assess current environment, gather functional and technical requirements, defined, and developed Key Requirements document.</li> <li><u>RFP</u> – prepared RFP for CIS software and assisted with RFP solicitation.</li> <li><u>Vendor Selection</u> – reviewed vendor proposals, conducted detailed vendor analysis and made short list recommendation, developed demo script, and facilitated demos, coached through decision.</li> <li><u>Contact Review</u> – reviewed software contracts and vendor statement of work, provided input and assisted through negotiation.</li> <li><u>Implementation Management Services</u> – provided pre-implementation planning and currently providing implementation project management on behalf of TMWA for the implementation of new CIS software.</li> </ul>
Tulare County, CA	
<b>Project Title</b>	ERP and Human Capital Management Functional Requirements Gathering, Analysis, and Vendor Selection
<b>Contact</b>	Cass Cook, CFIP, County Auditor–Controller/Treasurer–Tax Collector 559-636-5200 <a href="mailto:CCook1@co.tulare.ca.us">CCook1@co.tulare.ca.us</a>
<b>Size</b>	Population: 465,861; Employees: 5,000

<b>Assigned SoftResources Team</b>	Elaine Watson, Principal acted as Project Manager Pamela Ettien, Director acted as Project Team Member
<b>Scope of Software</b>	General Ledger, Procurement, Accounts Payable, Accounts Receivable, Project and Grant Accounting, Fixed Assets, Budget, Inventory, Human Resources, Time and Attendance, Payroll, Reporting
<b>Summary of Services</b>	<ul style="list-style-type: none"> <li>• <u>Project Management</u> – developed project plan and schedule, assigned responsibilities and resources, kicked off project, managed project and status updates through completion.</li> <li>• <u>Requirements Analysis</u> – facilitated workshops, analyzed current system environment, gathered system/user requirements, documented key business processes, developed Key Functional and Technical Requirements document.</li> <li>• <u>Process Improvement Assessment and Report</u> – conducted business process analysis, detailed in table format inefficient and manual business processes and opportunities for improvement with replacement systems, prepared cross-departmental as-is process maps.</li> <li>• <u>RFP</u> – prepared RFP for ERP software; future: assisting with RFP management.</li> <li>• <u>Vendor Selection</u> – delays due to COVID-19; future: evaluate vendor proposals, facilitate scripted demos, advise through final decision, contract review for final selected system.</li> </ul>
<b>Inland Empire Utilities Agency, CA</b>	
<b>Project Title</b>	Technology Master Plan
<b>Contact</b>	Kanes Pantayatiwong, Manager of Business Information Services, Project Manager 909-993-1600 <a href="mailto:KPantaya@ieua.org">KPantaya@ieua.org</a>
<b>Size</b>	Serving 875,000 citizens; Employees 237
<b>Assigned SoftResources Team</b>	Spencer Arnesen, Principal acted as Project Manager Ron Loos, Director acted as Project Team Member
<b>Summary of Services</b>	<ul style="list-style-type: none"> <li>• <u>Project Management</u> – set up, monitored and managed project plan.</li> <li>• <u>Workshops</u> – conducted analysis through a series of workshops of the technology organization and infrastructure, business systems in use and future strategies, reviewed existing IT Plan and achievements.</li> <li>• <u>Technology Assessment</u> – using workshop notes and findings analyzed existing technologies, organizational structure and staffing, strengths and weaknesses, current and optimum resources, looked at IT initiatives, high-level costing and implementation recommendations, and a high-level review of previous cybersecurity plan and achievements.</li> <li>• <u>Technology Master Plan</u> – compiled and delivered 5-Year Strategic Technology Master Plan detailing findings, observations, and recommendations and presented.</li> </ul>

### 3. Personnel

SoftResources will assign a Core Team of Principal/Director level consultants to the District's project. Following is a narrative of SoftResources' combined team strength:

- Principal and Director level consultants.
- Each consultant is trained in SoftResources Software Selection Methodology and have been providing these services at SoftResources from 6-26 years.
- Committed to unbiased and objective software assessment and recommendations.
- The Core Team that is assigned to the District's project will perform the services and develop the deliverables detailed in this proposal. The Core Team Project Manager will liaise with the District to address concerns, resolve issues, and promote a strong working relationship.
- Each consultant is proficient with business system assessment, requirements assessment, RFP development, vendor evaluation, facilitating scripted demos, due diligence and decision, vendor contract review and negotiation advice, and implementation management services.

At this time SoftResources anticipates that Ron Loos, Director will be assigned as Project Manager. This will be dependent on the actual start date of the project.

Professional Profiles follow. References provided in Section 2 – Scope of Work presents projects completed by these consultants.





## RON LOOS, MBA

### Director

#### SUMMARY OF QUALIFICATIONS

Ron has 6 years' experience providing software consulting services at SoftResources, over 20 years' experience with technology leadership and management, and 15 years of enterprise-level solutions development and deployment. He brings 20 years of extensive knowledge of ERP, EAM, CMMS, IWMS and CRM systems. Ron manages system assessment, vendor selection, and implementation oversight for government, private and nonprofit organizations nationwide. He is a capable leader, motivator, problem solver and people person.

#### KEY QUALIFICATIONS

- Manages software assessment, selection and implementation projects for Local Governments.
- 6 years providing software consulting with SoftResources.
- 20 years operations and technology leadership at government agencies and Fortune 500 companies.
- Experience in assessing and procuring ERP, EAM, CIS, Permitting, HR/Payroll, and other municipal enterprise software.
- Skilled Project Manager assisting organizations with system implementation

#### EDUCATION & CERTIFICATIONS

- Bachelor of Arts
- Sociology/Criminology University of Washington
- Master of Business Administration Seattle University
- Graduate Program, EC Studies École supérieure de commerce de Reims, France
- Certified Information Systems Security Professional (CISSP)

#### PROFESSIONAL AFFILIATIONS

- ACWA Member
- Presenter at various conferences and trade shows on technology, IT security and software selection
- CSMFO Conference exhibitor and presenter
- ACWA Conference Exhibitor

#### RELEVANT EXPERIENCE

##### Software Expertise

Ron has led and managed ERP as well as EAM/CMMS projects at both government agencies and Fortune 500 companies and has managed large teams using those systems on a day to day basis. He has expert level knowledge and experience in technology, operations, and security. His skill set allows him to assess IT environments, application and network security, and other technological aspects of ERP and other enterprise software implementations.

##### Assessment, Selection, Implementation, and Operations

In addition to his expertise in ERP software systems, Ron leads the EAM practice at SoftResources. He also has a deep understanding of the marketplace for not only ERP, but for HRIS, CRM, Budgeting, Utility Billing, Permitting, inventory management systems, and more.

##### Sample Project – Truckee Meadows Water Authority, NV

Ron led and managed for TMWA (serving 380,000) a Customer Information System (CIS) selection and implementation project. Through his leadership and expertise requirements were assessed and defined, business processes reviewed, RFP developed and managed, vendor fit analyzed, scripted demos facilitated, decision coached, contract reviewed and negotiated on time and on budget. Currently providing implementation project management for the implementation of the new CIS solution.

#### KEY SKILLS



Project Management



Local Government



Technology Management



Operations Management

#### SOME GOVERNMENT CLIENTS

Truckee Meadows Water Agency, NV	Lawrence, KS	CommTran, WA
Placer County Water Agency, CA	Belmond, CA	Mercer Island, WA
Santa Rosa Water Department, CA	Kirkland, WA	Harford Cty, MD
North Marin Water District, CA	Bothell, WA	Bedford Cty, VA
Mid-Columbia Libraries, WA	WorkSafeBC	Peninsula Light, WA



# SPENCER ARNESEN, CPA, MAcc

## Principal

### SUMMARY OF QUALIFICATIONS

Spencer is Principal and Co-Founder of SoftResources. He has over 26 years software consulting experience and has led and managed hundreds of software assessment and evaluation projects. Spencer manages sales and marketing and provides executive oversight for client projects. As a Certified Public Accountant, Spencer offers practical and insightful business expertise. His experience and knowledge of many vendor solutions and technologies enables him to apply implementation ideas across all his clients.

### KEY QUALIFICATIONS

- 26 years' experience leading software assessment and selection projects.
- Thought leadership and development of focused software selection methodology.
- Effective with managing, communicating, and motivating teams through technology projects.
- Experience with ERP, CMMS/EAM, Permitting, HR/Payroll, Job Costing, CRM, Utility Billing, Budgeting, and other municipal focused solutions.

### EDUCATION & CERTIFICATIONS

- Bachelor of Science in Accounting with Spanish Minor – Brigham Young University
- Master of Accountancy and Computer Information Systems Brigham Young University
- Certified Public Accountant

### PROFESSIONAL AFFILIATIONS

- Washington Society of Certified Public Accountants
- Presenter at various conferences and tradeshows on software, technology, and contracts.
- CSMFO, WFOA, GFOA Conferences exhibitor and presenter
- Eagle Scout with Boy Scouts of America

### RELEVANT EXPERIENCE

#### Software Expertise

Spencer leads, manages and provides principal oversight for software projects for local government, and for private and nonprofit companies. He has vast experience writing and managing RFPs and developing system procurement strategies. Spencer keeps abreast of the latest vendor technologies through evaluation, vendor discussions and conferences. Spencer is a skillful communicator, presenter and motivator.

#### Assessment, Selection and Implementation Practice

Spencer leads SoftResources' Software Selection and Implementation Practice for the Private and Nonprofit sectors. He brings thoughtful and practical business insights gained from his experience with many industries including local governments. Spencer has extensive knowledge about and experience with evaluating enterprise software and vendors focused on the government market.

#### Sample Project – Ada County, ID

Spencer led and managed for Ada County (456,849 population) an HR/Payroll and Time and Attendance Assessment and Selection project. Through his leadership and management requirements were defined, business processes reviewed, current state assessment of internally developed HRIS and future strategy report and presentation, RFP developed, vendor fit analyzed, demos and decision analysis, contract review and negotiated keeping project on time and on budget.

### KEY SKILLS



Project Management



Local Government



Technology Management



ERP Strategy

### SOME GOVERNMENT CLIENTS

Ada County, ID	Puget Sound Regional Fire	WorkSafeBC
Community Transit, WA	Santa Rosa, CA	TransLink BC
Peninsula Light Co., WA	Placer County Water Agency	Bothell, WA
King County Libraries, WA	Brazos River Authority, TX	AWWU, AK
Port of Tacoma, WA	Seminole Tribe of Florida	Burbank, CA



# PAMELA ETIEN

## Director

### SUMMARY OF QUALIFICATIONS

Pamela is a Director at SoftResources. She has 23 years of professional consulting experience with SoftResources and primarily works with Government and Nonprofit customers. Pamela is expert with requirement definition, business process review, system assessment, process workflow charting, RFP writing, software and implementation vendor evaluation, software demonstration oversight, software implementation augmentation, and decision coaching. She is a skilled presenter of knowledge, and a Prosci Certified Change Management Practitioner.

### KEY QUALIFICATIONS

- 23 years professional consulting experience in software selection and implementation projects.
- Municipal government focused software evaluation and implementation expertise.
- Experience with ERP, Budgeting, EAM, Permitting, Planning, HR/Payroll, Workforce Scheduling, Parks and Rec. Utility Billing, Cashiering, Cemetery Management, and other municipal focused solutions.
- Implementation coordinator – Enterprise Training roll-out.

### EDUCATION & CERTIFICATIONS

- Associate of Arts – Highline Community College
- Accounting Degree - Clover Park College
- Prosci Change Management Certification



### PROFESSIONAL AFFILIATIONS

- Presenter at government conferences on technology and software selection
- WFOA and CSMFO Conference exhibitor and presenter
- Presenter at SoftWorld tradeshows on software market and selection

### RELEVANT EXPERIENCE

#### Software Expertise

Pamela has completed dozens of ERP software evaluation and selection projects for municipalities, counties, districts and agencies. Her knowledge and evaluation of the vendor market for ERP and best-of-breed solutions brings leadership and vision to client projects. Pamela acts as vendor liaison for consulting projects and engages vendors during the evaluation process to vet viability and fit to client requirements.

#### Assessment and Selection Expertise

Pamela is expert with performing unbiased software assessment and selection for local governments nationwide. She has strong leadership and management skills in system assessment, requirements analysis, business process analysis, vendor fit/gap analysis, demo facilitation, and decision coaching. Pamela has augmented ERP implementation and performed the role of Training Coordinator for a large-scale implementation project.

#### Sample Project – City of Santa Clarita, CA

Pamela provided for Santa Clarita (213,231 population) ERP Software Assessment and Selection services. Through her leadership and expertise requirements were defined, business processes analyzed, system assessment performed, report compiled and presented, RFP developed and managed, vendor fit analysis completed, demos facilitated, contract reviewed and negotiated. Project was on time and on budget.

### KEY SKILLS



Project Management



Local Government



Software Analysis



Change Management

### SOME GOVERNMENT CLIENTS

Santa Clarita, CA	Town of Gilbert, AZ	San Mateo, CA
Temecula, CA	Woodinville Water District, WA	Kirkland, WA
Costa Mesa, CA	Tulare County, CA	Redmond, WA
Hayward, CA	Pasadena, CA	Champaign, IL
Encinitas, CA	Brentwood, CA	Bellingham, WA
Newark, CA	Alameda, CA	Gresham, OR

## 4. Project Schedule

**Project Timeline Estimate.** SoftResources estimates approximately 3 months to complete the Financial System Needs Assessment. This timeline is dependent on the District providing timely scheduling of personnel, feedback to deliverables and upon vendor availability. This timeline may be adjusted based on further discussion with the District.

Activity	Week	1	2	3	4	5	6	7	8	9	10	11	12
<b>0. Project Management</b>													
a. Project Launch		■	■										
b. Project Management		■	■	■	■	■	■	■	■	■	■	■	■
<b>1. Financial System Needs Assessment</b>													
a. System Requirements Analysis			■	■	■								
b. Requirements Definition					■	■							
c. Needs Assessment													
• Current Systems Analysis							■	■	■	■			
• ERP Market Analysis							■	■	■	■			
• Cost-Benefit Analysis							■	■	■	■			
• Needs Assessment Report											■	■	■

The following table offers a typical timeline by the month for the optional services presented in this proposal. The District may find this helpful for future planning.

Optional Services	Month	1	2	3	4	5	6
<b>2. RFP and Vendor Evaluation</b>							
a. RFP Preparation		■	■				
b. Vendor Analysis			■	■			
c. Vendor Short List				■			
<b>3. Software Demos</b>							
a. Demo Script				■			
b. Demo Preparation					■		
c. Facilitate Scripted Demos					■		
<b>4. Software Decision</b>							
a. Decision Support						■	
<b>5. Contract Review</b>							
a. Vendor Contract							■
b. Vendor SOW							■

## 5. Staff-Hour Allocation and Fees

SoftResources is proposing a fixed fee engagement for the District’s project. Consultant hourly rate is \$195/hour. Travel expenses are charged as incurred and include airfare, car rental, mileage, hotel, parking fees, tolls, per diem (GSA rate) for meals and sundry expenses while traveling. Every effort is made to secure reasonable rates for all expenses.

Activity	Tasks	Project Manager	Team Member	Fixed Fees
0	<b>Project Management</b> a. Project Launch b. Project Management	18	12	\$5,850
1	<b>Financial System Needs Assessment</b> a. System Requirements Analysis b. Requirements Definition c. Needs Assessment and Report	96	104	39,000
	<b>Total Hours and Fixed Fees</b>	<b>114</b>	<b>116</b>	<b>\$44,850</b>
	<b>Estimated Travel Expenses</b>	-		<b>*\$2,286</b>
	<b>Total Hours, Fixed Fees and Estimated Expenses</b>	<b><u>114</u></b>	<b><u>116</u></b>	<b><u>\$47,136</u></b>

\*If COVID guidelines prevent on-site travel services will be provided remotely.

## 6. Agreement

SoftResources has a few exceptions to the District’s standard professional services agreement. A redlined copy has been attached per “Section 7. Additional Information”.

## 7. Additional Information

SoftResources has the following additional information as attachments:

- Attachment: Copy of Proof of Insurance
- Attachment: Redlined Standard Professional Services Agreement



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
1/13/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


<b>PRODUCER</b> Arthur J. Gallagher & Co. Insurance Brokers of California, Inc. 18201 Von Karman Avenue, Suite 200 Irvine CA 92612	<b>CONTACT NAME:</b> Tina Coburn <b>PHONE (A/C, No, Ext):</b> 253-238-1134 <b>E-MAIL ADDRESS:</b> Tina_Coburn@ajg.com	<b>FAX (A/C, No):</b> 949-349-9900
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Softresources, LLC Suite 270 11411 NE 124th Street Kirkland WA 98034	<b>INSURER A :</b> Ohio Security Insurance Company <b>NAIC #</b> 24082	
	<b>INSURER B :</b> Ohio Casualty Insurance Company      24074	
	<b>INSURER C :</b> Mount Vernon Fire Insurance Company      26522	
	<b>INSURER D :</b>	
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 1246157489      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			BKS55021518	1/25/2020	1/25/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			ESO55021518	1/25/2020	1/25/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED      RETENTION \$			ESO55021518	1/25/2020	1/25/2021	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			BKS55021518	1/25/2020	1/25/2021	<input type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER WA STOP GAP E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability			TK2000808N	1/25/2020	1/25/2021	Aggregate Per Claim Deductible \$2,000,000 \$2,000,000 \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  Proof of Insurance	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

**EXHIBIT "A"**

**FLORIN RESOURCE CONSERVATION DISTRICT  
PROFESSIONAL SERVICES AGREEMENT  
FOR CONSULTANT SERVICES**

**1. PARTIES AND DATE.**

This Agreement is made and entered into this \_\_\_\_\_ day of [Month, Year], by and between the Florin Resource Conservation District, a resource conservation district organized under the laws of the State of California with its principal place of business at 9257 Elk Grove Boulevard, Elk Grove, California ("District") and [Company,] a California corporation, with its principal place of business at [Address] ("Consultant"). District and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

**2. RECITALS.**

**2.1 Consultant.**

Consultant desires to perform and assume responsibility for the provision of certain consultant services required by District on the terms and conditions set forth in this Agreement. Consultant represents that it is experienced in providing consultant services to public clients, is licensed in the State of California, and is familiar with the plans of District.

**2.2 Project.**

District desires to engage Consultant to render such services for Financial Software Needs Assessment ("Project") as set forth in this Agreement.

**3. TERMS.**

**3.1 Scope of Services and Term.**

3.1.1 General Scope of Services. Consultant promises and agrees to furnish to District all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the consultant services necessary for the Project ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from the date that the Agreement is executed by both Parties until [Date] or the Services are completed (whichever occurs first), unless earlier terminated as provided herein. Consultant shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines.



## **3.2 Responsibilities of Consultant.**

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Consultant or under its supervision. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. District retains Consultant on an independent contractor basis and not as an employee. Consultant retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall also not be employees of District and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

Notwithstanding any other District, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by District, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of District and entitlement to any contribution to be paid by District for employer contributions and/or employee contributions for PERS benefits.

Consultant shall indemnify, defend, and hold harmless District for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of District. Consultant and District acknowledge and agree that compensation paid by District to Consultant under this Agreement is based upon Consultant's estimated costs of providing the Services, including salaries and benefits of employees, agents and subcontractors of Consultant.

Consultant shall indemnify, defend, and hold harmless District from any lawsuit, administrative action, or other claim for penalties, losses, costs, damages, expense and liability of every kind, nature and description that arise out of, pertain to, or relate to such claims, whether directly or indirectly, due to Consultant's failure to secure workers' compensation insurance for its employees, agents, or subcontractors.

Consultant agrees that it is responsible for the provision of group healthcare benefits to its fulltime employees under 26 U.S.C. § 4980H of the Affordable Care Act. To the extent permitted by law, Consultant shall indemnify, defend and hold harmless District from any penalty issued to District under the Affordable Care Act resulting from the performance of the Services by any employee, agent, or subcontractor of Consultant.

- 3.2.2 Schedule of Services. Consultant shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit “B” attached hereto and incorporated herein by reference. Consultant represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Consultant’s conformance with the Schedule of Services, District shall respond to Consultant’s submittals in a timely manner. Upon request of District, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.
- 3.2.3 Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of District.
- 3.2.4 Substitution of Key Personnel. Consultant has represented to District that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of District. In the event that District and Consultant cannot agree as to the substitution of key personnel, District shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to District, or who are determined by District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by Consultant at the request of District. The key personnel for performance of this Agreement are as follows: [Contact Name].
- 3.2.5 District’s Representative. District hereby designates Mark J. Madison, or his designee, to act as its representative for the performance of this Agreement (“District’s Representative”). District’s Representative shall have the power to act on behalf of District for all purposes under this Contract. Consultant shall not accept direction or orders from any person other than District’s Representative or his or her designee.

- 3.2.6 Consultant's Representative. Consultant hereby designates [Contact Name], or his designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of Consultant for all purposes under this Agreement. Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.
- 3.2.7 Coordination of Services. Consultant agrees to work closely with District staff in the performance of Services and shall be available to District's staff, consultants and other staff at all reasonable times.
- 3.2.8 Standard of Care; Performance of Employees. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all employees and sub-consultants shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and sub-consultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including a business license, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Consultant shall perform, at its own cost and expense and without reimbursement from District, any services necessary to correct errors or omissions which are caused by Consultant's failure to comply with the standard of care provided for herein. Any employee of Consultant or its sub-consultants who is determined by District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to District, shall be promptly removed from the Project by Consultant and shall not be re-employed to perform any of the Services or to work on the Project.
- 3.2.9 Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and such laws and regulations in connection with Services. If Consultant performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to District, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold District, its officials, directors, officers,

employees, and agents free and harmless, pursuant to the indemnification provision of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.10 Insurance.

3.2.10.1. Time for Compliance. Consultant shall not commence work under this Agreement until it has provided evidence satisfactory to District that it has secured all insurance required under this section. In addition, Consultant shall not allow any sub-consultant to commence work on any subcontract until it has provided evidence satisfactory to District that the sub-consultant has secured all insurance required under this section.

3.2.10.2. Types of Required Coverages. As a condition precedent to the effectiveness of this Agreement for work to be performed hereunder and without limiting the indemnity provisions of the Agreement, Consultant in partial performance of its obligations under such Agreement, shall procure and maintain in full force and effect during the term of the Agreement, the following policies of insurance.

- (a) Commercial General Liability: Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office “occurrence” form CG 0001, with minimum limits of at least \$1,000,000 per occurrence. Defense costs shall be paid in addition to the limits.

The policy shall contain no endorsements or provisions limiting coverage for (1) products and completed operations; (2) contractual liability; (3) third party action over claims; or (4) cross liability exclusion for claims or suits by one insured against another.

- (b) Automobile Liability Insurance: Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering “Any Auto” (Symbol 1) with minimum limits of \$1,000,000 each accident.
- (c) Workers’ Compensation: Workers’ Compensation Insurance, as required by the State of California and Employer’s Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease.

- (d) **Professional Liability:** Professional Liability insurance for errors and omissions with minimum limits of \$1,000,000. Covered Professional Services shall specifically include all work to be performed under the Agreement.

If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least three (3) years from termination or expiration of this Agreement.

### 3.2.11 Endorsements.

The policy or policies of insurance required by Section 3.2.10.2 (a) Commercial General Liability and (b) Automobile Liability Insurance shall be endorsed to provide the following:

3.2.11.1 Additional Insured: The indemnified parties shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement. Additional Insured Endorsements shall not (1) be restricted to “ongoing operations”; (2) exclude “contractual liability”; (3) restrict coverage to “sole” liability of Consultant; or (4) contain any other exclusions contrary to the Agreement.

3.2.11.2 Primary Insurance and Non-Contributing Insurance: This insurance shall be primary and any other insurance, deductible, or self-insurance maintained by the indemnified parties shall not contribute with this primary insurance.

3.2.11.3 Severability: In the event of one insured, whether named or additional, incurs liability to any other of the insureds, whether named or additional, the policy shall cover the insured against whom claim is or may be made in the same manner as if separate policies had been issued to each insured, except that the limits of insurance shall not be increased thereby.

3.2.11.4 Cancellation: The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon District except ten (10) days prior written notice shall be allowed for non-payment of premium.

3.2.11.5 Duties: Any failure by the named insured to comply with reporting provisions of the policy or breaches or violations of warranties shall not affect coverage provided to the indemnified parties.

3.2.11.6 Applicability: That the coverage provided therein shall apply to the obligations assumed by Consultant under the indemnity provisions of the Agreement, unless the policy or policies contain a blanket form of contractual liability coverage.

3.2.11.7 The policy or policies of insurance required by Section 3.2.10.2 (c) Workers' Compensation shall be endorsed, as follows:

- a) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the indemnified parties.
- b) Cancellation: The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon District except ten (10) days prior written notice shall be allowed for non-payment of premium.

3.2.11.8 The policy or policies of insurance required by Section 3.2.10.2 (d) Professional Liability shall be endorsed, as follows:

- a) Cancellation: The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon District except ten (10) days prior written notice shall be allowed for non-payment of premium.

3.2.11.9 Deductible. Any deductible or self-insured retention must be approved in writing by District and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

3.2.11.10 Evidence of Insurance. Consultant, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates and endorsements on forms approved by District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15) days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with District. If such coverage is cancelled or reduced, Consultant shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with District evidence of insurance

showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

3.2.11.11 Failure to Maintain Coverage. Consultant agrees to suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to District. District shall have the right to withhold any payment due Consultant until Consultant has fully complied with the insurance provisions of this Agreement. In the event that Consultant's operations are suspended for failure to maintain required insurance coverage, Consultant shall not be entitled to an extension of time for completion of the Work because of production lost during suspension.

3.2.11.2. Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

3.2.11.3. Insurance for Sub-consultants. All sub-consultants shall be included as additional insureds under Consultant's policies, or Consultant shall be responsible for causing sub-consultants to purchase the appropriate insurance in compliance with the terms of this Agreement, including adding District as an Additional Insured to the sub-consultant's policies.

3.2.12 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and lifesaving equipment and procedures; (B) instructions in accident prevention for all employees and sub-consultants, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

### **3.3 Fees and Payments.**

3.3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this



Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation shall not exceed [Amount Written Out] Dollars (\$XX,XXX) without written approval of District's General Manager. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Consultant shall submit to District a monthly itemized statement which indicates work completed and hours of Services rendered by Consultant. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. District shall, within ~~45~~ 30 days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by District.

3.3.4 Extra Work. At any time during the term of this Agreement, District may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by District to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from District's Representative.

### 3.4 Accounting Records.

3.4.1 Maintenance and Inspection. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of District during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

### 3.5 General Provisions.

#### 3.5.1 Termination of Agreement.

3.5.1.1. Grounds for Termination. District may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7)

days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to District, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

3.5.1.2. Effect of Termination. If this Agreement is terminated as provided herein, District may require Consultant to provide all finished or unfinished Documents and Data and other information of any kind prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such document and other information within fifteen (15) days of the request.

3.5.1.3. Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, District may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Consultant:

[Company Name]  
[Street Address]  
[City, State, Zip]  
Attn: [Contact Name]

District:

Florin Resource Conservation District  
9257 Elk Grove Boulevard  
Elk Grove, CA 95624  
Attn: Mark J. Madison, P.E.

Such notice shall be deemed made when personally delivered or when mailed, forty- eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.3 Ownership of Materials and Confidentiality.

3.5.3.1. Records Created as Part of Consultant's Performance. All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant (or any sub-consultant) prepares or obtains pursuant to this Agreement and that release to the matters covered hereunder ("Documents & Data") shall be the property of the District. Notwithstanding the above, Consultant retains ownership of any tools, templates, vendor information, and other documents that Consultant developed independently of this project and that Consultant uses for many clients. The District shall have right to use any documents provided by Consultant.

3.5.3.2. Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents and Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of District, be used by Consultant for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use District's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of the District.

3.5.4 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.5 Attorneys' Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorneys' fees and all other costs of such action.

- 3.5.6 Indemnification. Consultant shall defend, indemnify and hold District, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged acts, omissions, negligence or willful misconduct of Consultant, its officials, officers, employees, agents, subcontractors and sub-consultants arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of all consequential damages and attorney's fees and other related costs and expenses. Consultant shall defend, at Consultant's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against District, its directors, officials, officers, employees, agents or volunteers. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against District or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding. Consultant shall reimburse District and its directors, officials, officers, employees, agents and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by District, its directors, officials, officers, employees, agents or volunteers. Consultant's obligations to defend, hold harmless, and indemnify the District shall not apply to the extent the liabilities are caused by the sole or gross negligence of the District. Notwithstanding the above, for Professional Liability ONLY (errors and omissions for the written reports and verbal counsel provided by Consultant to the District) total Professional Liability ONLY will be limited to the amount paid by the District to Consultant for the scope of work for this project.
- 3.5.7 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both parties.
- 3.5.8 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Sacramento County.
- 3.5.9 Time of Essence. Time is of the essence for each and every provision of this Agreement.
- 3.5.10 District's Right to Employ Other Consultants. District reserves right to employ other consultants in connection with this Project.
- 3.5.11 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

- 3.5.12 Assignment or Transfer. Consultant shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of District. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.
- 3.5.13 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and sub-consultants of Consultant, except as otherwise specified in this Agreement. All references to District include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.
- 3.5.14 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.
- 3.5.15 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- 3.5.16 No Third-Party Beneficiaries. There are no intended third-party beneficiaries of any right or obligation assumed by the Parties.
- 3.5.17 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.
- 3.5.18 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, District shall have the right to rescind this Agreement

without liability. For the term of this Agreement, no member, officer or employee of District, during the term of his or her service with District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.5.19 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any sub-consultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of any minority business enterprise program, affirmative action plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.5.20 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self- insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.5.21 Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.5.22 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

### **3.6 Subcontracting.**

3.6.1 Prior Approval Required. Consultant shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of District. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

[Signature page follows]

Florin Resource Conservation District

[Company Name]

By: \_\_\_\_\_  
Mark J. Madison, P.E.  
General Manager

By: \_\_\_\_\_  
[Name]  
[Position]

Attest:

By: \_\_\_\_\_  
Stefani Philips  
District Clerk

Approved as to Form:

By: \_\_\_\_\_  
Richard E. Nosky, Jr.  
Attorney for Florin Resource Conservation District

Please forward all invoices to [accountspayable@egwd.org](mailto:accountspayable@egwd.org)



The Consultant has provided a proposal which combines the scope of services, schedule of services and compensation into one document. Therefore, references to Exhibit A, Exhibit B and Exhibit C in the contract shall refer to the Consultant's proposal dated [Date] (attached).

**EXHIBIT "A"**  
**SCOPE OF SERVICES**

**EXHIBIT "B"**  
**SCHEDULE OF SERVICES**

**EXHIBIT "C"**  
**COMPENSATION**

**Patrick Lee**

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**To:** Spencer Arnesen  
**Subject:** RE: SoftResources - EAM

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**From:** Spencer Arnesen <sarnesen@softresources.com>  
**Sent:** Friday, April 23, 2021 4:43 PM  
**To:** Patrick Lee <PLee@egwd.org>  
**Cc:** Ron Loos <rloos@softresources.com>  
**Subject:** SoftResources - EAM

Hi Patrick-

We really enjoyed meeting your team this week and felt the interviews went well!

We took a look at what it would take to add EAM to the assessment. This would include the following:

1. Up to an additional 4 hours of interviews to discuss how you are using Cityworks.
2. Development of Key Requirements for EAM.
3. Assessment of Cityworks for EAM at Florin.
4. Additional write up for the report.
5. Additional Backflow discussion and assessment.

This would come in for an additional \$8000.

As we will not have travel for this project – that would put us around \$53K for the entire project.

We know that you may need to get board approval at the end of next month, but we would like to move forward sooner if possible so we can keep momentum on the project.

Let us know your thoughts.

Have a great weekend.

**Spencer Arnesen, CPA**  
**Principal**

**SoftResources LLC** | Unbiased Software Selection  
11411 NE 124<sup>th</sup> Street, Suite 270, Kirkland, WA 98034  
Main: 425.216.4030  
[sarnesen@softresources.com](mailto:sarnesen@softresources.com)  
[www.softresources.com](http://www.softresources.com)

May 18, 2021

TO: Chair and Directors of the Florin Resource Conservation District

FROM: Bruce Kamilos, 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. The report will be given orally by staff or Board members in attendance.

#### **Present Situation**

The notable outside agency meetings attended since April 2021 were as follows:

- 4/30 California Special Districts Association Legislative Committee Meeting  
(Mulberg, Franklin)
- 5/6 Regional Water Authority (RWA) Board Meeting  
(Scherman, Kamilos)
- 5/10 Association of California Water Agencies/Joint Powers Insurance Agency  
(ACWA/JPIA) Board Meeting  
(Scherman, Nelson, Kamilos)

**OUTSIDE AGENCY MEETINGS REPORT**

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- 5/10 RWA Dry Year Coordination Meeting  
(Kamilos, Franklin)
- 5/11 RWA Efficiency Program Advisory Committee Meeting  
(Franklin)
- 5/12 Sacramento Central Groundwater Authority Board Meeting  
(Kamilos, Nelson)
- 5/12 ACWA 2021 Virtual Spring Conference  
(Scherman, Nelson, Kamilos)
- 5/13 RWA Special Board Meeting  
(Kamilos)
- 5/14 South American Subbasin Working Group Meeting  
(Kamilos, Nelson)

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.

**STRATEGIC PLAN CONFORMITY**

This item conforms to the FRCD/EGWD 2020-2025 Strategic Plan. Participating and actively engaging in outside agency meetings conforms with Strategic Goal No. 7, Water Industry Leadership.

**FINANCIAL SUMMARY**

There is no financial impact associated with this report.

Respectfully submitted,



BRUCE KAMILOS  
GENERAL MANAGER



May 18, 2021

TO: Chair and Directors of the Florin Resource Conservation District  
FROM: Travis Franklin, Program Manager  
SUBJECT: **LEGISLATIVE MATTERS AND POTENTIAL DIRECTION TO STAFF**

### **RECOMMENDATION**

This item is presented as information although the Florin Resource Conservation District Board of Directors may provide an action to authorize staff to respond to a legislative item.

### **SUMMARY**

There are several bills that have been introduced in the 2021 legislative session that could potentially impact the Florin Resource Conservation District/Elk Grove Water District (District) if passed. The Legislature is working on the State's budget. SB 427 was passed by the Senate by a 36-0 vote. Staff has joined coalition letters in Support of SB 559 and opposing SB 223.

### **DISCUSSION**

#### **Background**

The Florin Resource Conservation District (FRCD) Board of Directors (Board) is periodically updated on legislative and regulatory issues.

#### **Present Situation**

Currently, the governor and legislature are working on the State's budget. The Senates version has funding for water efficiency, Sustainable Groundwater Management Act implementation, and funding for fish and wildlife protection which includes \$200 million to Department of Water Resources for competitive grants. These grants would fund projects that provide multiple benefits, including water supply reliability, ecosystem benefits, system reliability benefits, groundwater management and enhancements. Eligible projects include conjunctive use projects; groundwater recharge; well rehabilitation or other well improvements in support of groundwater banking or recharge; transfers of water for environmental purposes; restoration of upper watersheds that area significant source of water supply for the state; and other projects that provide improved regional resilience to climate change and drought conditions. The District has also sent emails to our representatives to make sure Special Districts have access to COVID-19 relief funds. As of April 30, 2021, the Elk Grove Water District has incurred \$1,500,000 in lost revenue and lost production due to the COVID-19 pandemic.

**LEGISLATIVE MATTERS AND POTENTIAL DIRECTION TO STAFF**

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The following bills have been introduced in the 2021 legislative session that could potentially impact the District if passed in their current form.

**AB 59 (Gabriel) Mitigation Fee Act: fees: notice and timelines**

This bill would increase the time for mailing the notice of the time and place of the meeting to at least 45 days before the meeting for fee and service changes like water connection or capacity charges. The bill would also remove the statute of limitation for challenges to these fee and service changes. This bill was moved to a two-year bill. CSDA has taken an oppose position stating, "This bill would leave public water and sewer agencies vulnerable to litigation in perpetuity would undermine the ability of these agencies to properly plan for and finance essential services needed to accommodate new development." The Association of California Water Agencies (ACWA) has taken an oppose position.

**AB 95 (Low) Employees: bereavement leave.**

Would enact the Bereavement Leave Act of 2021. The bill would require an employer with 25 or more employees to grant an employee up to 10 business days of unpaid bereavement leave upon the death of a spouse, child, parent, sibling, grandparent, grandchild, or domestic partner, in accordance with certain procedures, and subject to certain exclusions. The bill would require an employer with fewer than 25 employees to grant up to 3 business days of leave, in accordance with these provisions. The bill would prohibit an employer from interfering with or restraining the exercise or attempt to exercise the employee's right to take this leave. The California Special Districts Association (CSDA) has taken an Oppose position.

**AB 100 (Holden) Drinking water: pipes and fittings: lead content.**

The California Safe Drinking Water Act prohibits, with certain exceptions, the use of any pipe, pipe or plumbing fitting or fixture, solder, or flux that is not lead free in the installation or repair of any public water system or any plumbing in a facility providing water for human consumption. The act defines "lead free" for purposes of conveying or dispensing water for human consumption to mean not more than 0.2% lead when used with respect to solder and flux and not more than a weighted average of 0.25% lead when used with respect to the wetted surfaces of pipes and pipe fittings, plumbing fittings, and fixtures. This bill would additionally define "lead free," with respect to endpoint devices, as defined, to mean that the devices do not leach more than one microgram of lead under certain tests and meeting a specified certification.

**LEGISLATIVE MATTERS AND POTENTIAL DIRECTION TO STAFF**

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**AB 252 (Rivas) Department of Conservation: Multibenefit Land Repurposing Incentive Program: administration.**

Would require the Department of Conservation to establish and administer a program named the Multibenefit Land Repurposing Incentive Program for purposes of providing grants to groundwater sustainability agencies or counties, or other specified entities designated by groundwater sustainability agencies or counties, for the development or implementation of local programs supporting or facilitating multibenefit land repurposing at the basin scale. The bill would establish procedures for the department's administration of the program and would require the department to develop guidelines to implement the program and to exercise its expertise and discretion in awarding program funds to eligible applicants. CSDA has taken a Watch position. ACWA has taken a Support if Amended position.

**AB 339 (Lee) State and local government: open meetings**

This bill would require all meetings, including gatherings using teleconference technology, to include an opportunity for all persons to attend via a call-in option or an internet-based service option that provides closed captioning services and requires both a call-in and an internet-based service option to be provided to the public. This bill no longer applies to special districts. Instead, it would require cities and counties with more than 250k residents to provide a call in or internet-based option to participate in public hearings of their governing boards. CSDA has taken a Concerns position.

**AB 361 (Rivas) Open meetings: local agencies: teleconferences.**

Would authorize a local agency to use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting for the purpose of declaring or ratifying a local emergency, during a declared state or local emergency, as those terms are defined, when state or local health officials have imposed or recommended measures to promote social distancing, and during a declared local emergency provided the legislative body makes certain determinations by majority vote. CSDA is a sponsor of this bill. ACWA has taken a Favor position.

**AB 377 (Rivas) Water quality: impaired waters.**

Would require all California surface waters to be fishable, swimmable, and drinkable by January 1, 2050, as prescribed. The bill would prohibit the state board and regional boards from authorizing a National Pollutant Discharge Elimination System discharge, waste discharge requirement, or waiver of a waste discharge requirement that causes or

**LEGISLATIVE MATTERS AND POTENTIAL DIRECTION TO STAFF**

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contributes to an exceedance of a water quality standard, or from authorizing a best management practice permit term to authorize a discharge that causes or contributes to an exceedance of a water quality standard in receiving waters. The bill would prohibit, on or after January 1, 2030, a regional water quality control plan from including a schedule for implementation for achieving a water quality standard that was adopted as of January 1, 2021, and would prohibit a regional water quality control plan from including a schedule for implementation of a water quality standard that is adopted after January 1, 2021, unless specified conditions are met. ACWA and CSDA have taken an Oppose position.

**AB 1434 (Friedman) Urban water use objectives: indoor residential water use**

This bill would establish, beginning January 1, 2023, until January 1, 2025, the standard for indoor residential water use as 48 gallons per capita daily. The bill would establish, beginning January 1, 2025, the standard as 44 gallons per capita daily and, beginning January 1, 2030, 40 gallons per capita daily. The bill would eliminate the requirement that the department, in coordination with the state board, conduct necessary studies and investigations and jointly recommend to the Legislature a standard for indoor residential water use. ACWA and CSDA have taken an Oppose position and Elk Grove Water District has sent a letter of opposition to the Assembly Water, Parks, & Wildlife Committee.

**AB 1500 (Multiple) Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, and Workforce Development Bond Act of 2022.**

This bill would enact the Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, and Workforce Development Bond Act of 2022, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$6,700,000,000 pursuant to the State General Obligation Bond Law to finance projects for safe drinking water, wildfire prevention, drought preparation, flood protection, extreme heat mitigation, and workforce development programs. ACWA and CSDA have taken a Support if amended position.

**SB 45 (Portantino) Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2022.**

Would enact the Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2022, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$5,510,000,000 pursuant to the State General Obligation Bond Law to finance projects for a wildfire prevention, safe drinking water,

**LEGISLATIVE MATTERS AND POTENTIAL DIRECTION TO STAFF**

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drought preparation, and flood protection program. ACWA and CSDA have taken a Support if amended position.

**SB 222 (Dodd) Water Affordability Assistance Program.**

Would establish the Water Affordability Assistance Fund in the State Treasury to help provide water affordability assistance, for both drinking water and wastewater services, to low-income ratepayers and ratepayers experiencing economic hardship in California. The bill would make moneys in the fund available upon appropriation by the Legislature to the state board to provide, as part of the Water Affordability Assistance Program established by the bill, direct water bill assistance, water bill credits, water crisis assistance, affordability assistance, and short-term assistance to public water systems to administer program components. ACWA and CSDA have taken an Oppose unless amended position.

**SB 223 (Dodd) Discontinuation of residential water service.**

Current law prohibits an urban and community water system, defined as a public water system that supplies water to more than 200 service connections, from discontinuing residential water service for nonpayment until a payment by a customer has been delinquent for at least 60 days. Current law requires an urban and community water system to have a written policy on discontinuation of residential service for nonpayment, including, among other things, specified options for addressing the nonpayment. Current law requires an urban and community water system to provide notice of that policy to customers, as provided. This bill would apply those provisions, on and after July 1, 2022, to a very small community water system, defined as a public water system that supplies water to 200 or fewer service connections used by year-long residents. CSDA has taken an Oppose unless amended position. ACWA has taken an oppose position. Staff has joined a coalition in opposition of SB 223.

**SB 230 (Portantino D) State Water Resources Control Board: Constituents of Emerging Concern Program.**

Would require the State Water Resources Control Board to establish, maintain, and direct an ongoing, dedicated program called the Constituents of Emerging Concern Program to assess the state of information and recommend areas for further study on, among other things, the occurrence of constituents of emerging concern (CEC) in drinking water sources and treated drinking water. The bill would require the state board to convene, by an unspecified date, the Science Advisory Panel to review and provide recommendations to the state board on CEC for further action, among other duties. The bill would require the state board to provide an annual report to the Legislature on the ongoing work

**LEGISLATIVE MATTERS AND POTENTIAL DIRECTION TO STAFF**

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conducted by the panel. CSDA has taken a Support position. ACWA has taken a Favor position.

**SB 274 (Wieckowski) Local government meetings: agenda and documents.**

This bill will require public agencies to email meeting agendas and the supporting agenda packets, or a link to where they can be found on an agency's website, to members of the public that have requested them. Just like when the public requests meeting materials be mailed to them, this standing request is valid for one year. In the event that it is not technically feasible to email the meeting materials or a link to where it can be found on a website, an agency can physically mail the materials and charge the requested for the costs of the mailing. CSDA has taken a Watch position.

**SB 323 (Caballero D) Local government: water or sewer service: legal actions.**

This proposal would authorize a local agency or interested person to bring a validation action in a superior court to determine the validity of a fee or charge for water and sewer service. The proposal would require an interested party bring an action within 120 days after the local agency adopts the fee or charge. This bill is sponsored by ACWA and the are urging member agencies to sign on to their coalition letter. CSDA has taken a Support position.

**SB 351 (Caballero) Water Innovation Act of 2021**

This bill, the Water Innovation Act of 2021, would create the Office of Water Innovation at the California Water Commission for the furtherance of new technologies and other innovative approaches in the water sector. The bill would require the office, by December 31, 2023, to take specified measures to advance innovation in the water sector. The bill would make findings and declarations regarding the need for water innovation. CSDA has taken a Support position. ACWA has taken a Favor position.

**SB 427 (Eggman) Water theft: enhanced penalties**

This bill would authorize the legislative body of a local agency, as defined, that provides water service to adopt an ordinance that prohibits water theft, as defined, subject to an administrative fine or penalty in excess of the limitations above, as specified. The bill would require the local agency to adopt an ordinance that sets forth the administrative procedures governing the imposition, enforcement, collection, and administrative review of the administrative fines or penalties for water theft and to establish a process for granting a hardship waiver to reduce the amount of the fine, as specified. Bill was passed by the Senate and is now on to the Assembly. ACWA, Regional Water Authority and CSDA have taken a Support position.

**LEGISLATIVE MATTERS AND POTENTIAL DIRECTION TO STAFF**

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Page 7

**SB 559 (Hurtado) Canal Conveyance Capacity Restoration Fund**

This bill would establish the Canal Conveyance Capacity Restoration Fund in the State Treasury and would require all moneys deposited in the fund to be expended, upon appropriation by the Legislature, in support of subsidence repair costs, including environmental planning, permitting, design, and construction and necessary road and bridge upgrades required to accommodate capacity improvements. Funding would be directed for water conveyance infrastructure to address subsidence issues across the San Joaquin Valley. This would support of restoration of the Friant-Kern Canal, Delta-Mendota Canal, and two portions of the California Aqueduct – the San Luis Fields and San Joaquin Divisions. ACWA and CSDA have taken a Support position. Staff joined ACWA lead coalition in Support of this bill.

**H.R.535 (Garamendi) and S.91 (Kyrsten)**

H.R. 535 and S. 91, the Special Districts Provide Essential Services Act, were introduced on January 28 to provide special districts with direct access to future local government pandemic relief. The Special Districts Provide Essential Services Act would establish a federal definition for "special district." It would require states to direct at least 5 percent of future Coronavirus Relief Fund (CRF) allocations to their special districts. States would have the discretion to establish their own programs to disburse the funds to special districts demonstrating pandemic-related need for relief. States would have flexibility to use excess funds, should the U.S. Treasury permit, after 60 days should special districts' declared needs be met. The bills would also codify districts' access to the Federal Reserve's Municipal Liquidity Facility. CSDA is in support of this bill and is asking members to send a letter of support to their members of Congress as well as U.S. Senators Dianne Feinstein and Alex Padilla to share why the legislation is important for special districts and their constituents.

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.

**STRATEGIC PLAN CONFORMITY**

Tracking active legislation complies with the District's Water Industry Leadership goals of the 2020-2025 Strategic Plan.



May 18, 2021

**LEGISLATIVE MATTERS AND POTENTIAL DIRECTION TO STAFF**

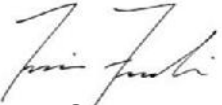
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**FINANCIAL SUMMARY**

There is no direct financial impact associated with this report.

Respectfully submitted,



TRAVIS FRANKLIN  
PROGRAM MANAGER

Attachment

May 18, 2021

TO: Chair and Directors of the Florin Resource Conservation District  
FROM: Bruce Kamilos, General Manager  
SUBJECT: **ELK GROVE WATER DISTRICT OPERATIONS REPORT – APRIL 2021**

### **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 for the month of April. 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 Board of Director's review is the EGWD's April 2021 Operations Report.

#### **Present Situation**

The EGWD April 2021 Operations Report highlights are as follows:

- **Operations Activities Summary** – No door hangers were placed for past due balances. The district is currently suspending all shut offs due to the present COVID-19 pandemic. We received two (2) water pressure complaints and four (4) water quality complaints. Upon inspection, all water complaints were unsubstantiated.
- **Production** – The Combined Total Service Area 1 production graph on page 13 shows that production during the month of April increased 35.12 percent compared to April 2020 and is 0.94 percent more than what was produced in 2013. Year 2013 is the baseline year the State Water Resources Control Board adopted for water

## **ELK GROVE WATER DISTRICT OPERATIONS REPORT – APRIL 2021**

Page 2

usage. The Total Demand/Production for both service areas on page 14 shows that customer use during the month of April, compared to April 2013, was up by 1.38 percent.

- **Static and Pumping Level Graphs** – The second quarter soundings are shown and generally indicate that the static water levels in deeper zones have decreased on average by about 6 feet compared to the second quarter of 2019. The shallow zone depths have not shown a change in static water levels.
- **Treatment (Compliance Reporting)** – All samples taken during the month comply 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 April:
  - Staff investigated and made repairs on three separate process valve electric actuators. These actuators are used throughout the filtration and treatment operations, and some are nearing the end of their useful life.
  - One of our remote well site portable generators required specialized servicing. Staff prepared and transported the generator to the service location for repair.
- **Cross Connection Control Program 2021** – EGWD issued 21 testing notices for the month. Pursuant to the notices, 12 devices passed. Of the nine (9) remaining, none of the devices passed the second test and were not tested by the due date. The total number of delinquents is nine (9).
- **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 zero main line leaks during April.
- **System Pressures** – Pressures in Service Area 1 generally remained stable during the month of April. Pressures in Service Area 2, which are controlled by Sacramento County Water Agency, were also stable as compared to the previous month.

May 18, 2021

**ELK GROVE WATER DISTRICT OPERATIONS REPORT – APRIL 2021**

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Page 3

**ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

**STRATEGIC PLAN CONFORMITY**

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

**FINANCIAL SUMMARY**

There is no financial impact associated with this report.

Respectfully submitted,



BRUCE KAMILOS  
GENERAL MANAGER

BMK/ac

Attachment

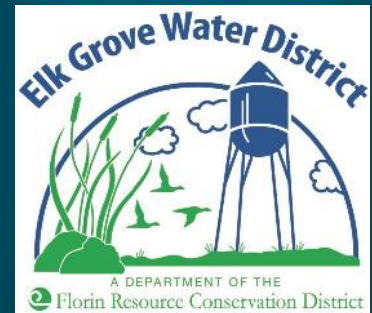
# EGWD

## OPERATIONS REPORT

April 2021



Elk  
Grove  
Water  
District



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

## Service Requests:

	April -21		YTD (Since Jan. 1, 2021)	
<u>Department</u>	<u>Service Request</u>	<u>Hours</u>	<u>Service Request</u>	<u>Hours</u>
<b>Distribution</b>				
Door Hangers	0	0	0	0
Shut offs	0	0	0	0
Turn ons	0	0	4	1
Investigations	34	8.5	101	25.25
USA Locates	211	52.75	1,266	316.50
Customer Complaints				
-Pressure	2	1	6	3
-Water Quality	4	2	11	5.5
-Other	0	0	0	0

## Work Orders:

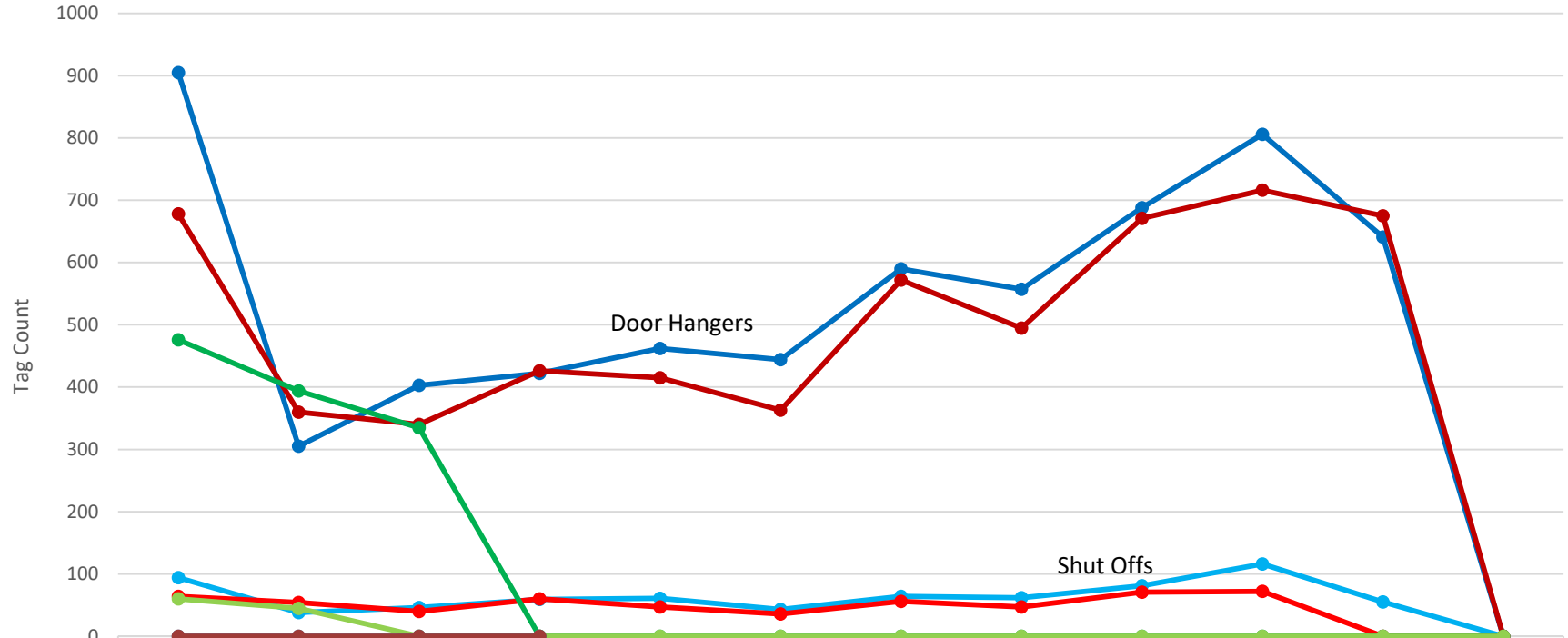
	April -21		YTD (Since Jan. 1, 2021)	
<u>Department</u>	<u>Work Orders</u>	<u>Hours</u>	<u>Work Orders</u>	<u>Hours</u>
<b>Treatment:</b>				
Preventative Maint.	24	102	96	266
Corrective Maint.	6	30	17	122.5
Water Samples	24	42.5	69	161.5
<b>Distribution:</b>				
Meters Installed	0	0	3	1.5
Meter Change Out	38	22.25	91	58.75
Preventative Maint.				
-Hydrant Maintenance (140)	149	27	846	136.75
-Valve Exercising (127)	225	44.25	631	128
-Other	0	0	0	0
Corrective Maint.				
-Leaks	2	22	8	117.5
-Other	1	0.25	14	4
Valve Locates	0	0	0	0
<b>Utility:</b>				
Corrective Maint.	0	0	0	0





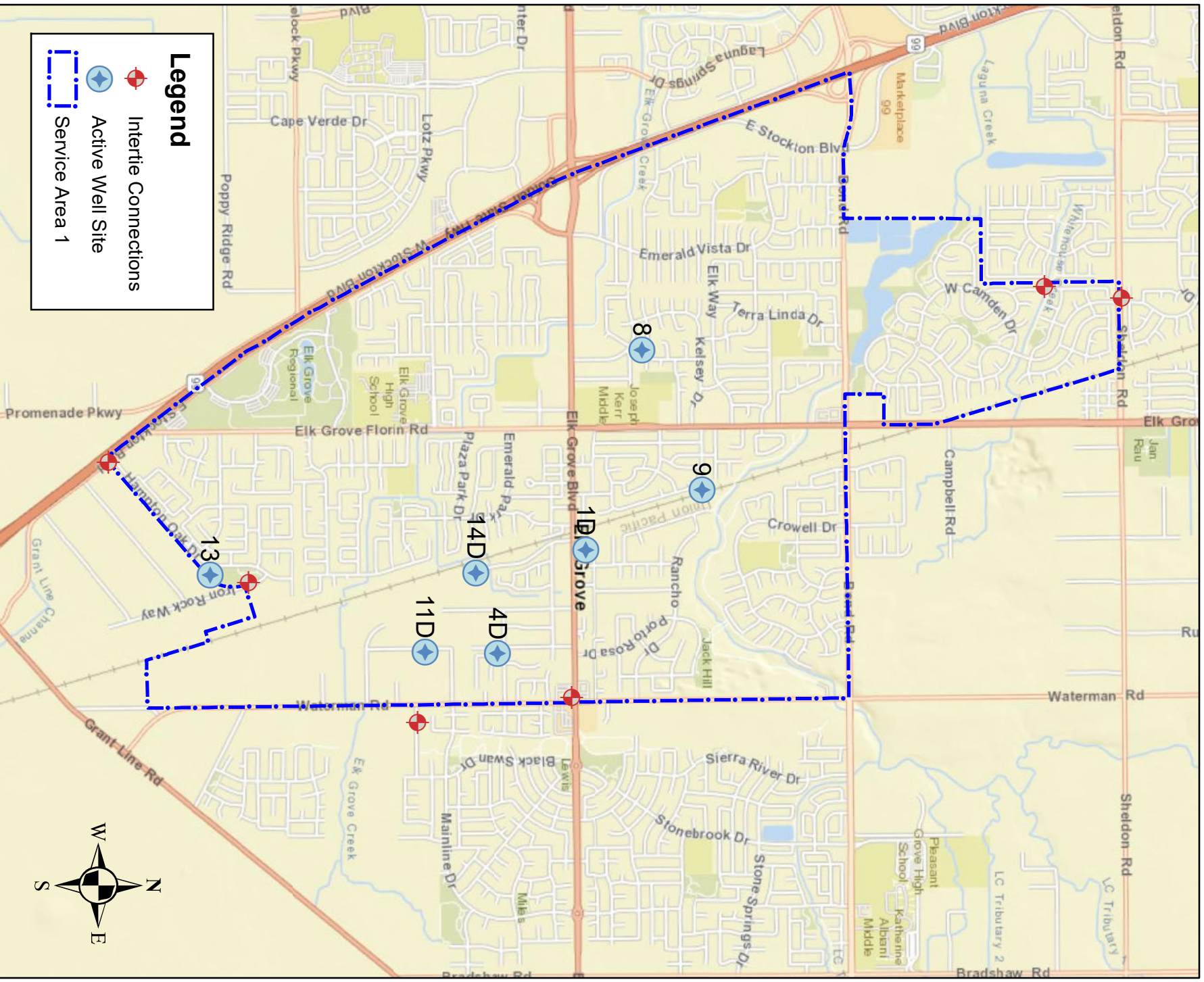
# Elk Grove Water District

## 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	0	0	0	0	0	0	0	0	0
2020 Shut Offs	60	45	0	0	0	0	0	0	0	0	0	0
2021 Door Hangers	0	0	0	0								
2021 Shut Offs	0	0	0	0								

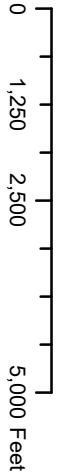
4



**Legend**

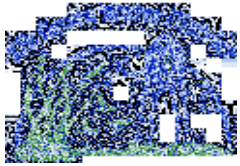
- ⊕ Intertie Connections
- ◆ Active Well Site
- Service Area 1

Active Well Sites &  
Intertie Connections



Elk Grove Water District





# Elk Grove Water District

## Monthly Production

Well 1D School -- Apr. 2021

### Selected Month Production

5,378,093 Gallons

Average GPM:

1,727

### Motor:

Volts: 471

Volts (Rated): 460

RPM: 1789

RPM (Rated): 2115

Amps A: 178

Amps A (Rated): 222

Amps B: 178

Amps B (Rated): 222

Amps C: 174

Amps C (Rated): 222

Motor Temp: 100.4 F

Hour Meter: 51.90

KW Hour Total: 6,560

### Chlorine:

Dosing: 1.67 mg/L

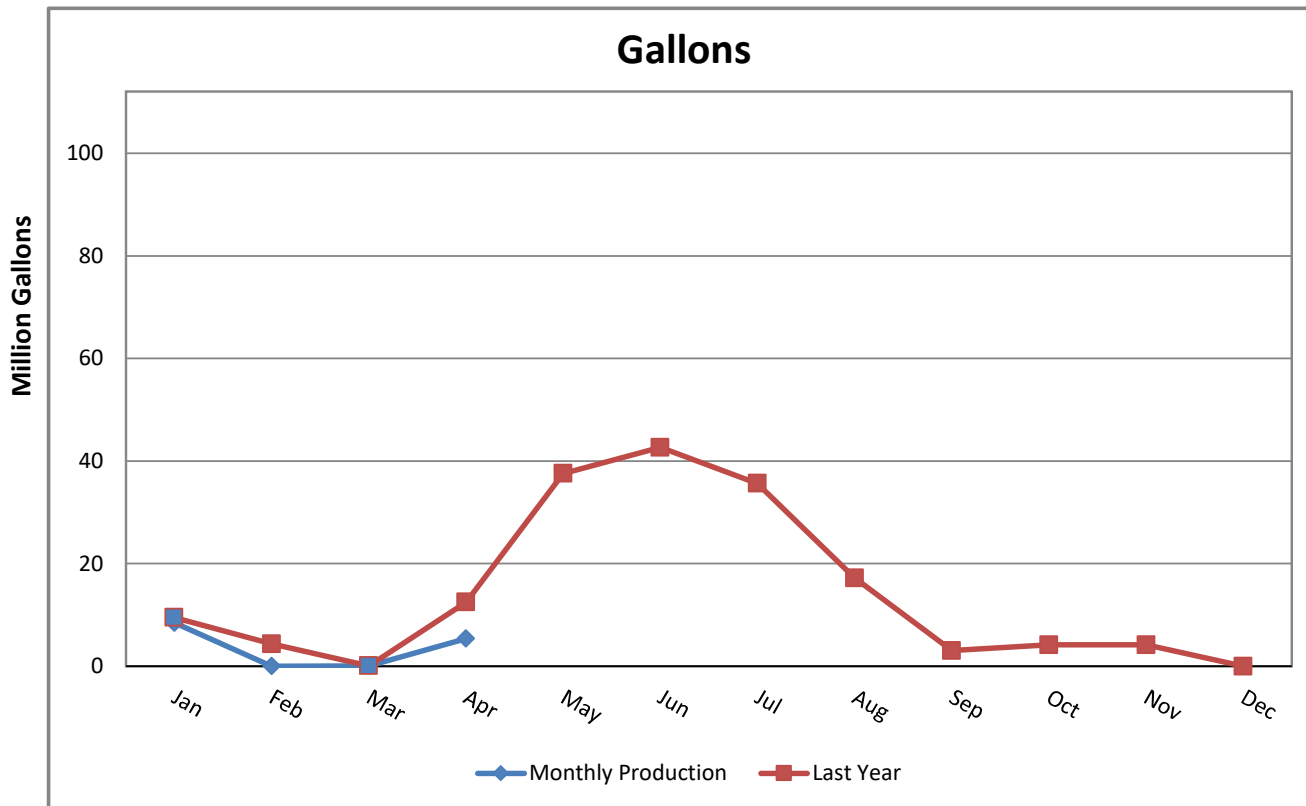
Demand: 0.65 mg/L

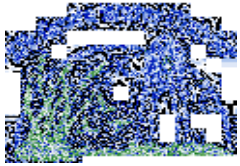
Residual: 1.02 mg/L

### Vibration Reading:

Base Line: 0.05 in/sec

Current: 0.03 in/sec





# Elk Grove Water District

## Monthly Production

Well 4D Webb -- Apr. 2021

### Selected Month Production

29,908,098 Gallons

Average GPM:

1,704

### Motor:

Volts: 481

Volts (Rated): 460

RPM: 1626

RPM (Rated): 1775

Amps A: 189

Amps A (Rated): 225

Amps B: 188

Amps B (Rated): 225

Amps C: 188

Amps C (Rated): 225

Motor Temp: 99 F

Hour Meter: 292.50

KW Hour Total: 41,280

### Chlorine:

Dosing: 1.67 mg/L

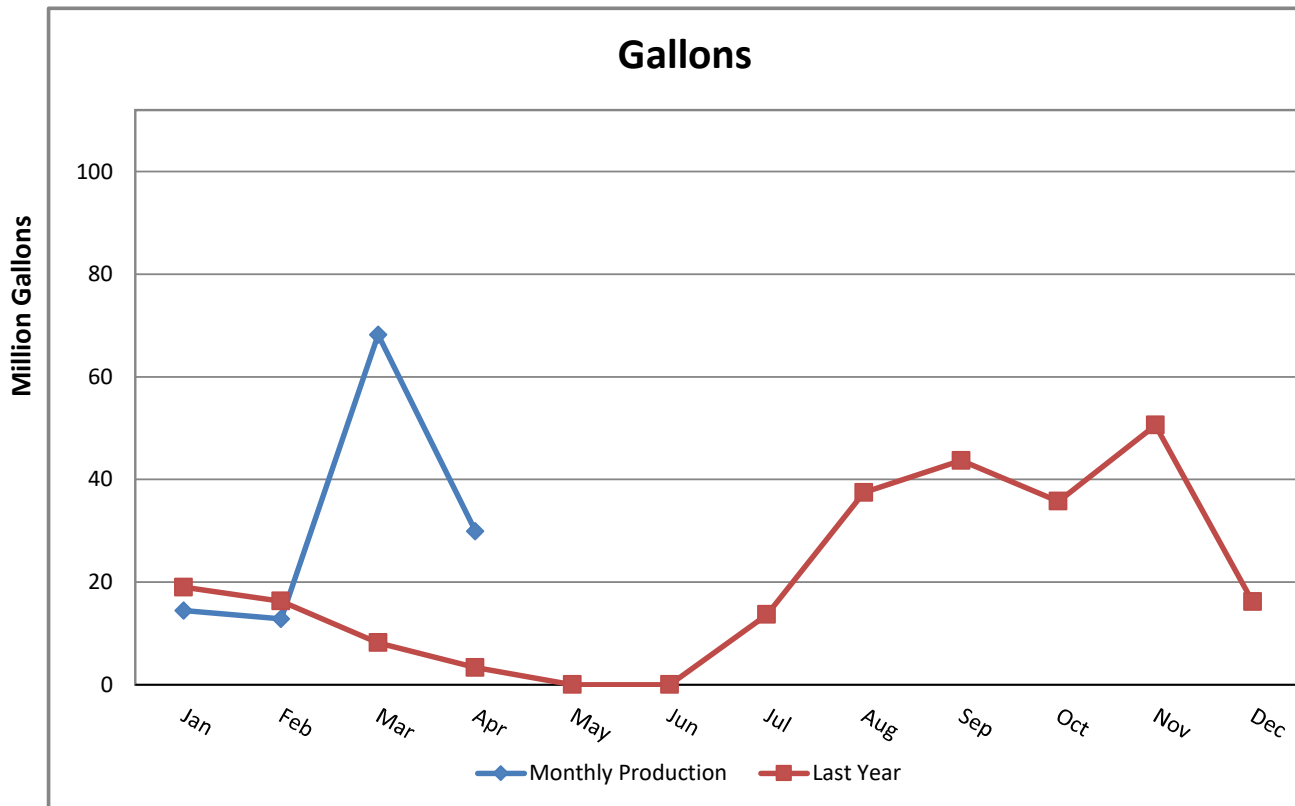
Demand: 0.58 mg/L

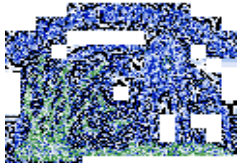
Residual: 1.09 mg/L

### Vibration Reading:

Base Line: 0.05 in/sec

Current: 0.01 in/sec





# Elk Grove Water District

## Monthly Production

Well 11D Dino -- Apr. 2021

### Selected Month Production

50,825,939 Gallons

Average GPM:

1,703

### Motor:

Volts: 480

Volts (Rated): 460

RPM: 1632

RPM (Rated): 1775

Amps A: 193

Amps A (Rated): 225

Amps B: 193

Amps B (Rated): 225

Amps C: 187

Amps C (Rated): 225

Motor Temp: 116 F

Hour Meter: 497.30

KW Hour Total: 68,640

### Chlorine:

Dosing: 1.83 mg/L

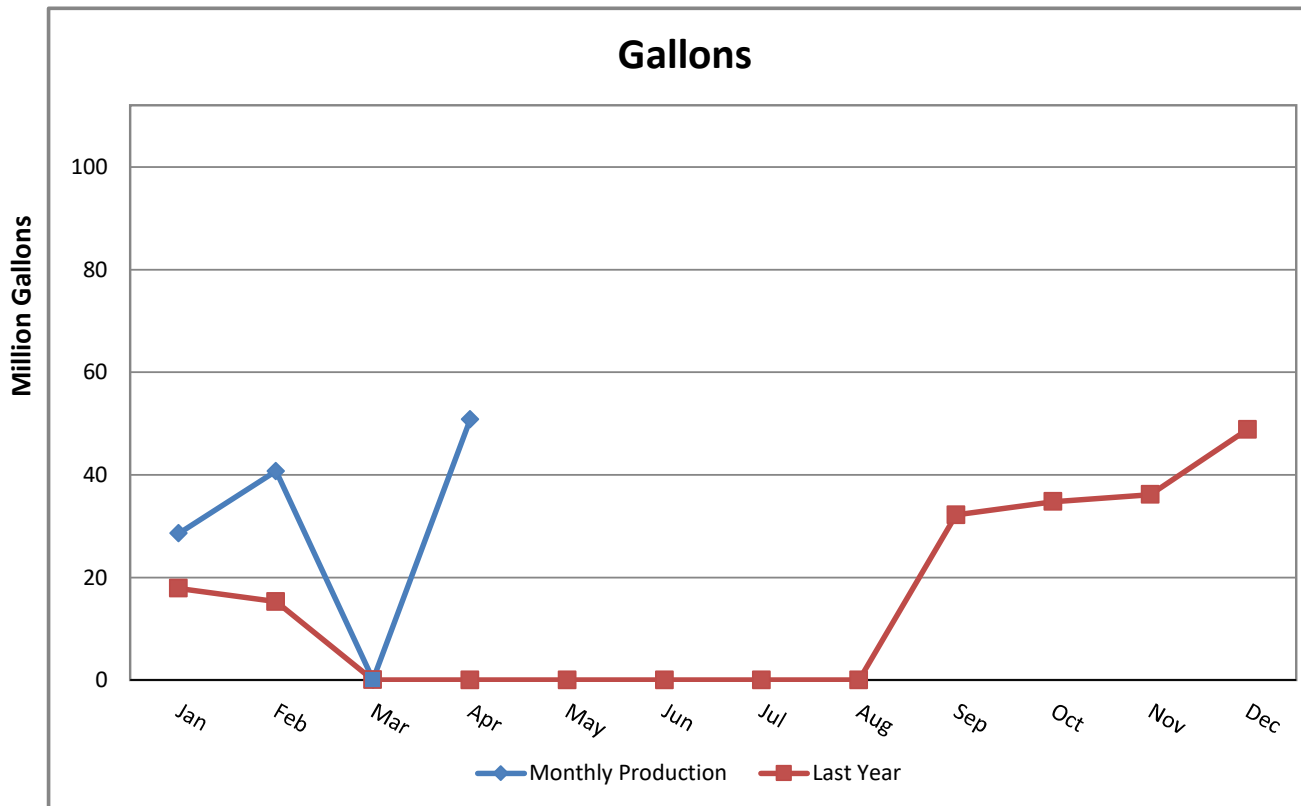
Demand: 0.65 mg/L

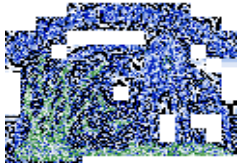
Residual: 1.18 mg/L

### Vibration Reading:

Base Line: 0.05 in/sec

Current: 0.01 in/sec





# Elk Grove Water District

## Monthly Production

Well 14D Railroad -- Apr. 2021

### Selected Month Production

13,138,344 Gallons

Average GPM:

1,197

### Motor:

Volts: 476  
 Volts (Rated): 460  
 RPM: 1792  
 RPM (Rated): 1785  
 Amps A: 158  
 Amps A (Rated): 171  
 Amps B: 157  
 Amps B (Rated): 171  
 Amps C: 156  
 Amps C (Rated): 171

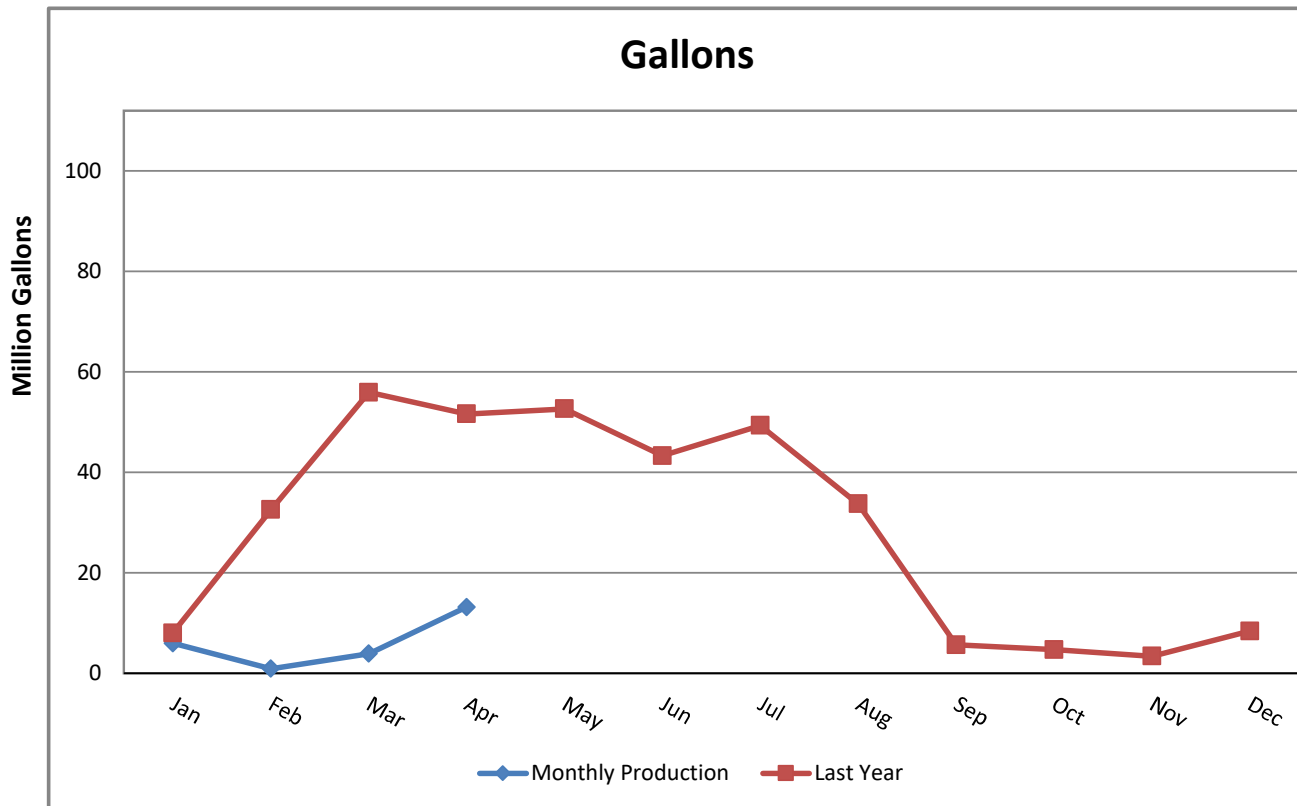
Motor Temp.: 103.1 F  
 Hour Meter: 182.90  
 KW Hour Total: 93,440  
 (KWH total is for the entire facility)

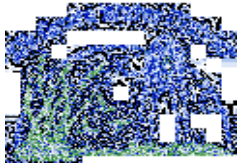
### Chlorine:

Dosing: 1.73 mg/L  
 Demand: 0.59 mg/L  
 Residual: 1.14 mg/L

### Vibration Reading:

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





# Elk Grove Water District

## Monthly Production

Well 8 Williamson -- Apr. 2021  
(Submersible)

### Selected Month Production

9,656,517 Gallons

Average GPM:

538

### Motor:

Volts: 461

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: 298.90

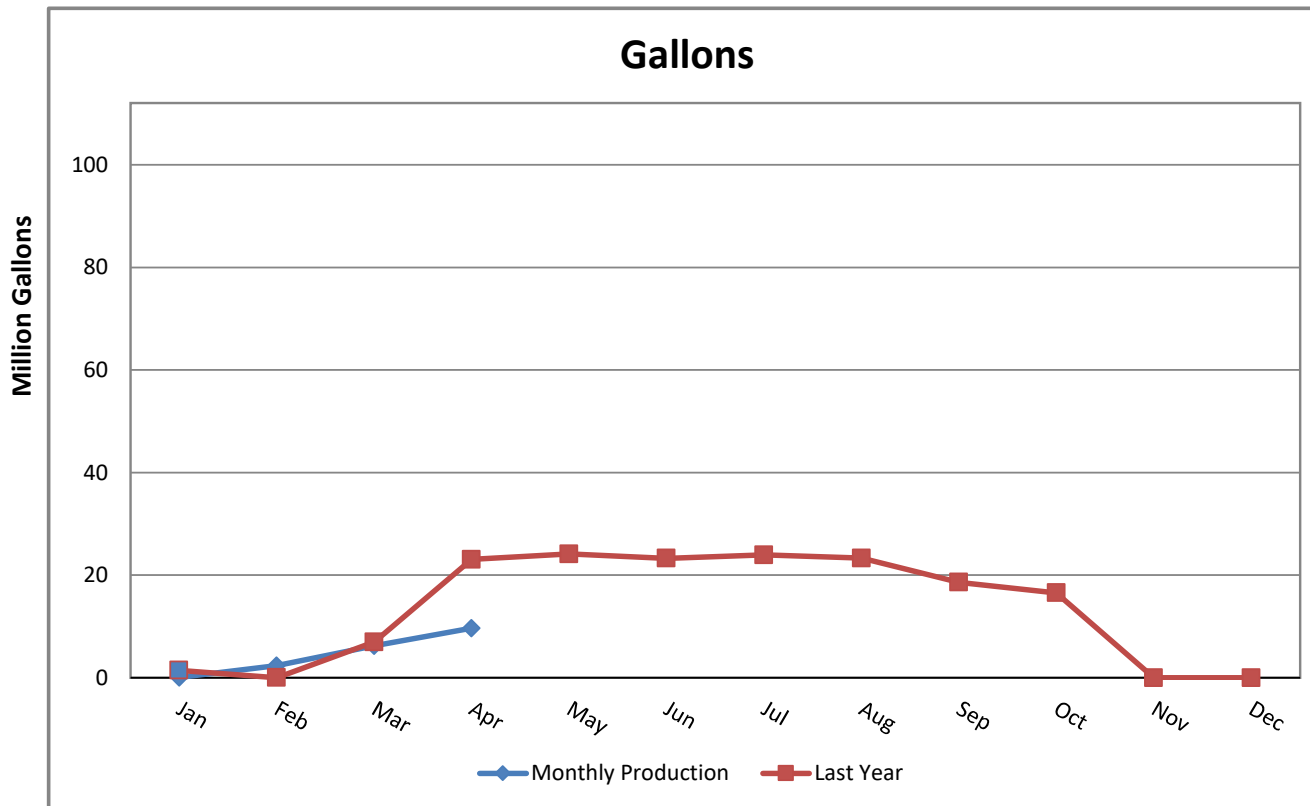
KW Hour Total: 11,825

### Chlorine:

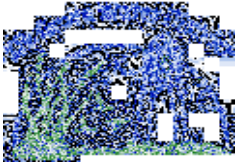
Dosing: 1.31 mg/L

Demand: 0.41 mg/L

Residual: 0.90 mg/L







# Elk Grove Water District

## Monthly Production

Well 9 Polhemus -- Apr. 2021  
(Submersible)

### Selected Month Production

11,968,656 Gallons

Average GPM:  
493

### Motor:

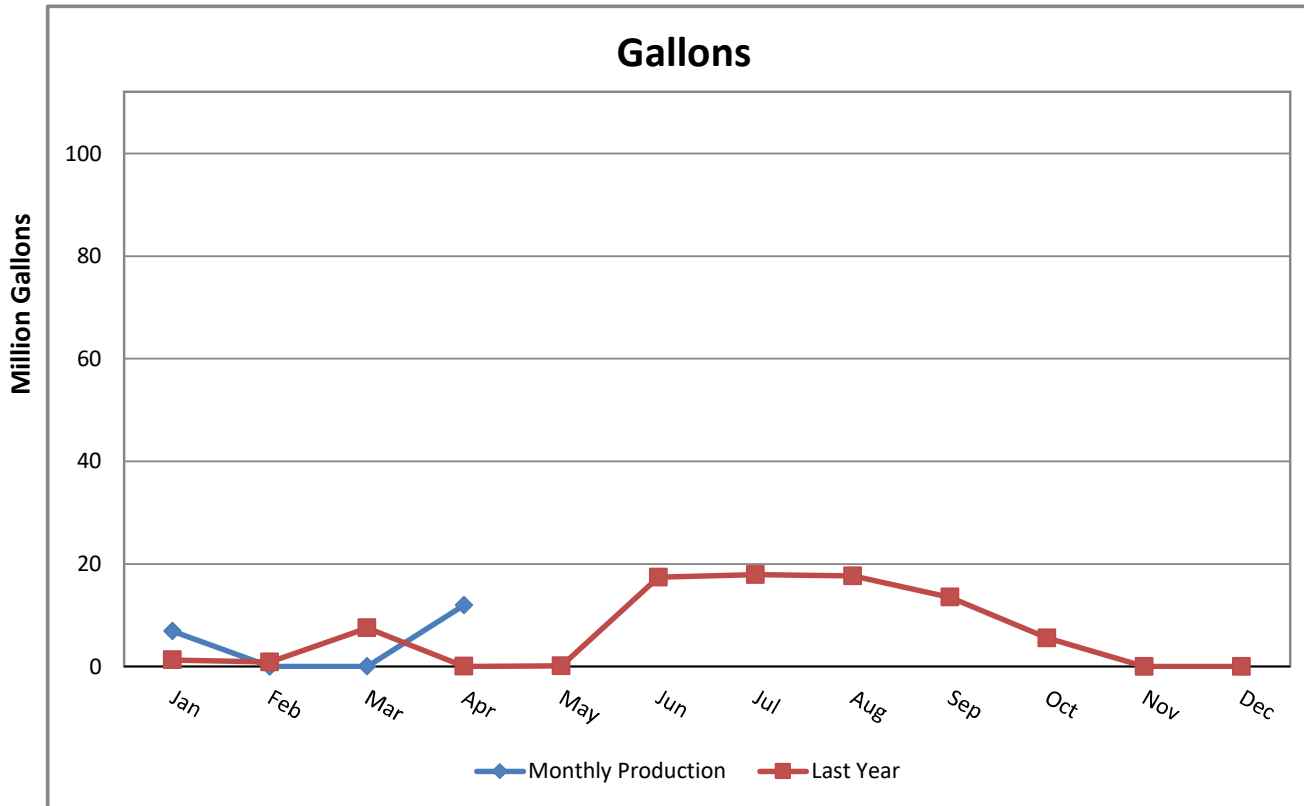
Volts: 480  
Volts (Rated): 460

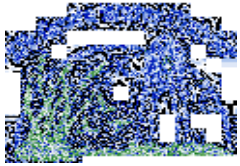
Amps A: 58  
Amps A (Rated): 65  
Amps B: 57  
Amps B (Rated): 65  
Amps C: 61  
Amps C (Rated): 65

Hour Meter: 404.30  
KW Hour Total: 16,048

### Chlorine:

Dosing: 1.04 mg/L  
Demand: 0.16 mg/L  
Residual: 0.88 mg/L





# Elk Grove Water District

## Monthly Production

Well 13 Hampton -- Apr. 2021

### Selected Month Production

1,883,768 Gallons

Average GPM:

934

### Motor:

Volts: 478

Volts (Rated): 460

RPM: 1785

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.: 120.3 F

Hour Meter: 33.6

KW Hour Total: 3,840

### Chlorine:

Dosing: 1.54 mg/L

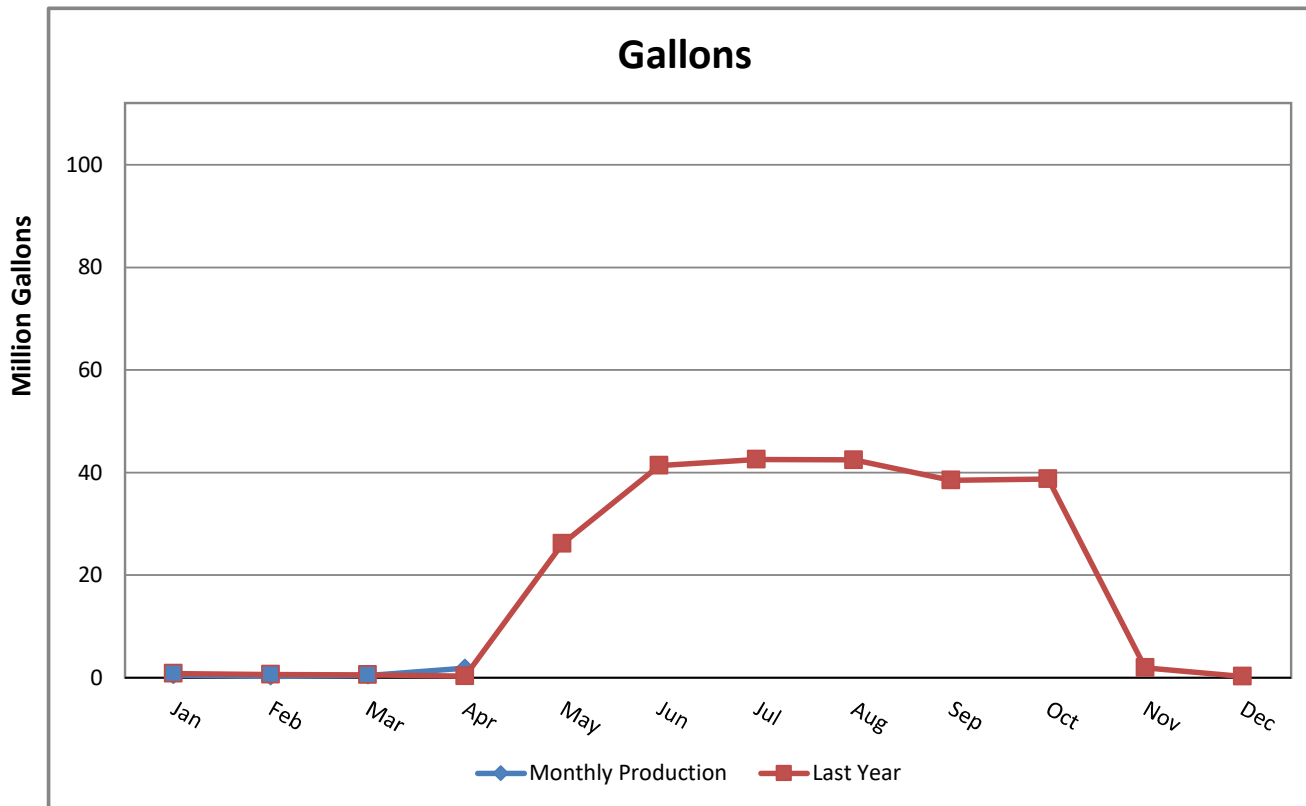
Demand: 0.68 mg/L

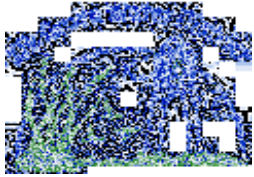
Residual: 0.86 mg/L

### Vibration Reading:

Base Line: 0.02 in/sec

Current: 0.01 in/sec





# Elk Grove Water District

## Combined Total Production

### Service Area 1

Apr-2021

\* In Aug. 2020, an additional 18 million gallons of water was purchased from Sacramento County Water Agency as a result of the emergency repair of the 36" transmission main.

#### Current Month Production:

122,759,415 Gallons

#### Highest Day Demand of the Month:

4,810,755

#### Date of Occurrence

30-Apr-21

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

4,810,755

#### Date of Occurrence

30-Apr-21

#### "Water Year" Rainfall: (Oct-20 to Sep-21)

Current Month:

0.01 in

Year To Date:

6.55 in

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

April 2020

1.68 in

Year To Date:

9.39 in

Entire Year Total:

9.73 in

#### Temperature:

This Month High

91 F

This Month Low

40 F

This Month Average

62.3 F

APR-20 High

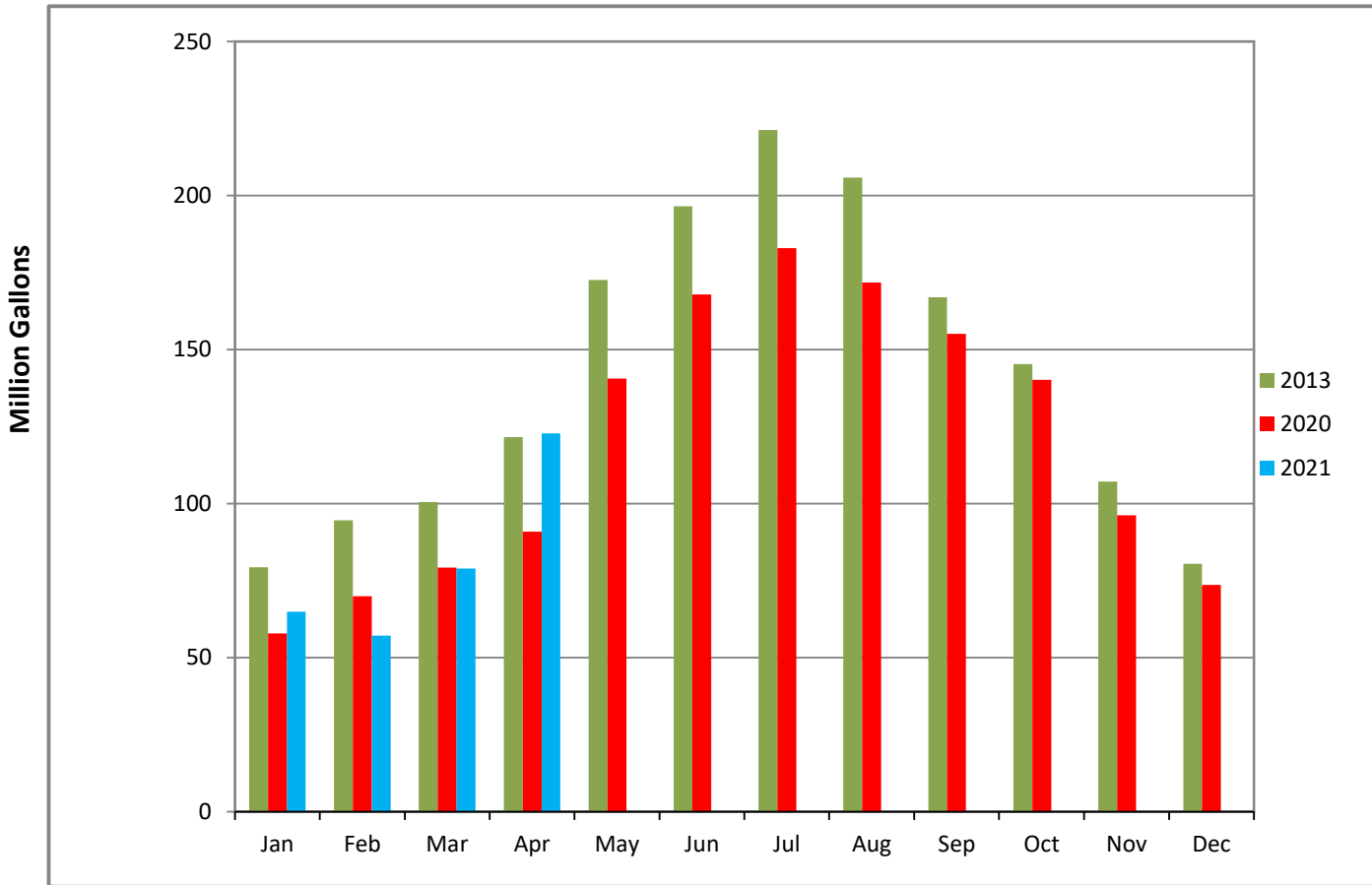
93 F

APR-20 Low

37 F

APR-20 Average

61.9 F

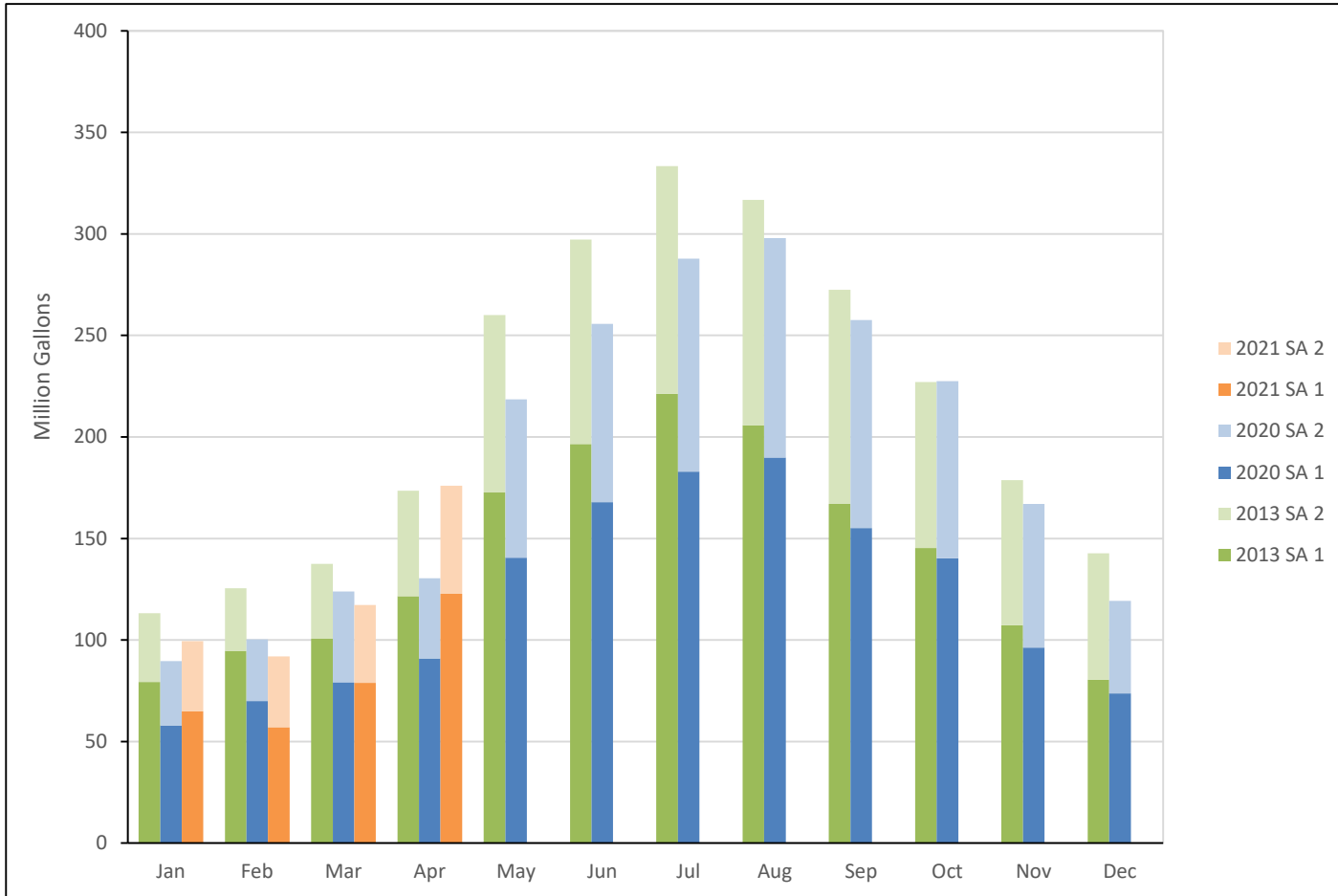




# Elk Grove Water District

## Total Demand/Production

Apr-2021



**Current Month Demand/Production:**

175,916,035 Gallons

**Reduction From March 2013: -1.38%**

**GPCD:** 125.4 Gallons per Day

**R-GPCD:** 106.3 Gallons per Day

**Service Area 1**

**Active Connections:** 7,940

**Current Month Demand/Production:**

122,759,415 Gallons

**Reduction From March 2013: -0.94%**

**GPCD:** 143.2 Gallons per Day

**R-GPCD:** 118.5 Gallons per Day

**Service Area 2**

**Active Connections:** 4,901

**Current Month Demand/Production:**

53,156,620 Gallons

**Reduction From March 2013: -2.40%**

**GPCD:** 97.5 Gallons per Day

**R-GPCD:** 85.5 Gallons per Day

Elk Grove Water District Water Usage

----- Monthly Production (gallons) -----												
2013	January	February	March	April	May	June	July	August	September	October	November	December
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

2018	January	February	March	April	May	June	July	August	September	October	November	December
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	January	February	March	April	May	June	July	August	September	October	November	December
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	January	February	March	April	May	June	July	August	September	October	November	December
GW (SA1)	57,904,843	69,920,851	79,195,437	90,851,253	140,575,760	167,942,394	182,964,721	189,801,764*	155,126,225	140,229,242	96,201,714	73,624,502
Purchased (SA2)	31,743,624	32,416,076	44,764,808	39,523,572	77,964,788	87,759,848	104,799,288	108,177,256	102,434,860	87,187,628	70,876,740	45,577,136
Total	89,648,467	102,336,927	123,960,245	130,374,825	218,540,548	255,702,242	287,764,009	297,979,020	257,561,085	227,416,870	167,078,454	119,201,638

2021	January	February	March	April	May	June	July	August	September	October	November	December
GW (SA1)	64,881,378	57,088,452	78,904,998	122,759,415								
Purchased (SA2)	34,553,112	34,867,272	38,268,428	53,156,620								
Total	99,434,490	91,955,724	117,173,426	175,916,035	0	0	0	0	0	0	0	0

\*Notes

2013 January and February production numbers do not match actually 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.)

2020 August production number for SA1 includes water delivered through open interties with SA2.

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

Charlois and Springhurst Intertie 18,000,000 Gallons

Charlois Intertie (Aug 2020) 8,706,529 Gallons (Determined from Bruce Kamilos calculations)

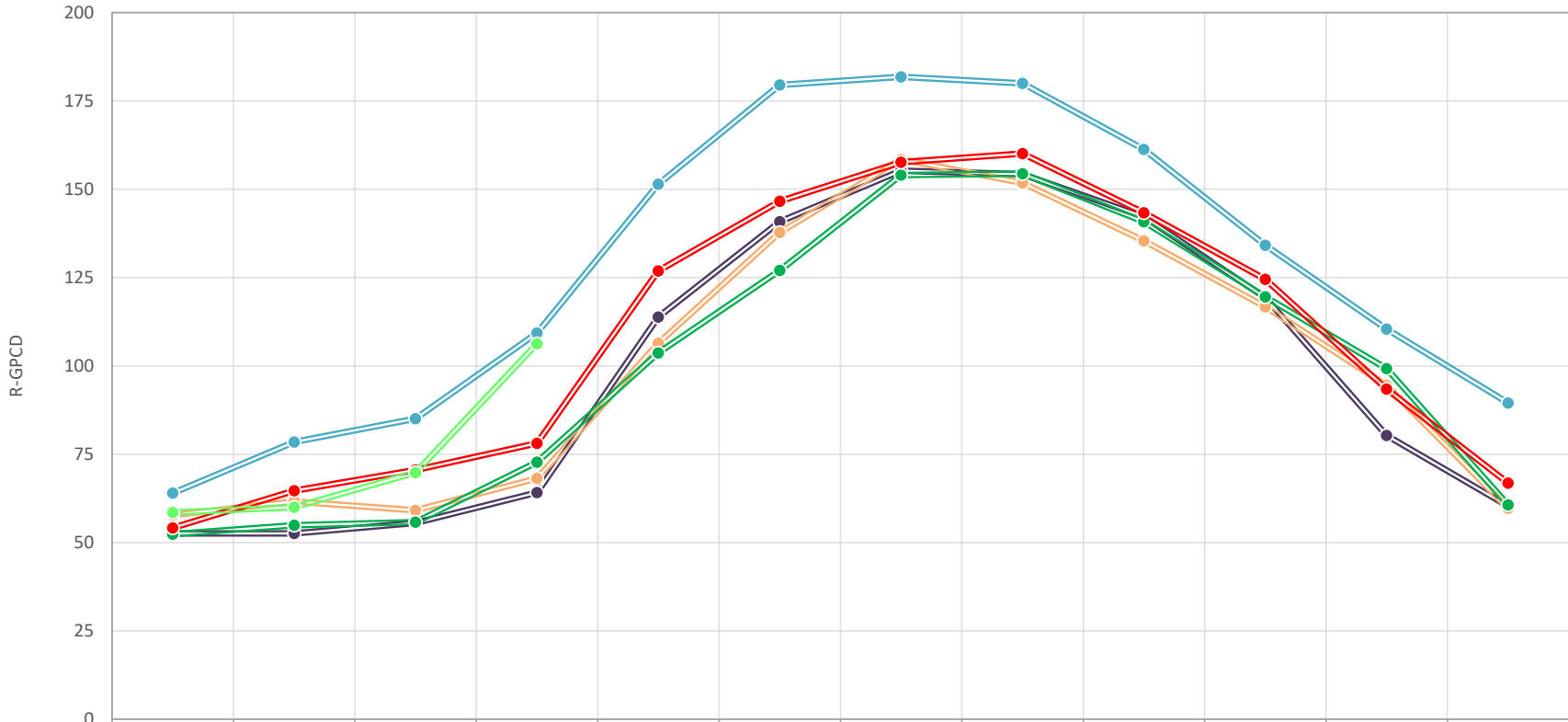
Springhurst Intertie (Aug 2020) 14,511,000 Gallons (Number provided from meter read by SCWA)

Service Area 2		Consumption	
2021	# Accts	CCF	Gallons
Jan	4,900	46,194	34,553,112
Feb	4,901	46,614	34,867,272
Mar	4,901	51,161	38,268,428
Apr	4,901	71,065	53,156,620
May			0
Jun			0
Jul			0
Aug			0
Sep			0
Oct			0
Nov			0
Dec			0



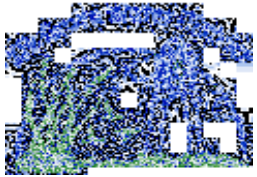
## EGWD COMBINED R-GPCD

● 2013 ● 2017 ● 2018 ● 2019 ● 2020 ● 2021



	January	February	March	April	May	June	July	August	September	October	November	December
● 2013	64	78	85	109	151	180	182	180	161	134	110	89
● 2017	53	53	56	64	114	141	155	154	142	119	80	60
● 2018	58	62	59	68	106	138	158	152	135	117	95	60
● 2019	52	55	56	73	104	127	154	154	141	120	99	61
● 2020	54	65	71	78	127	147	158	160	143	125	93	67
● 2021	59	60	70	106								

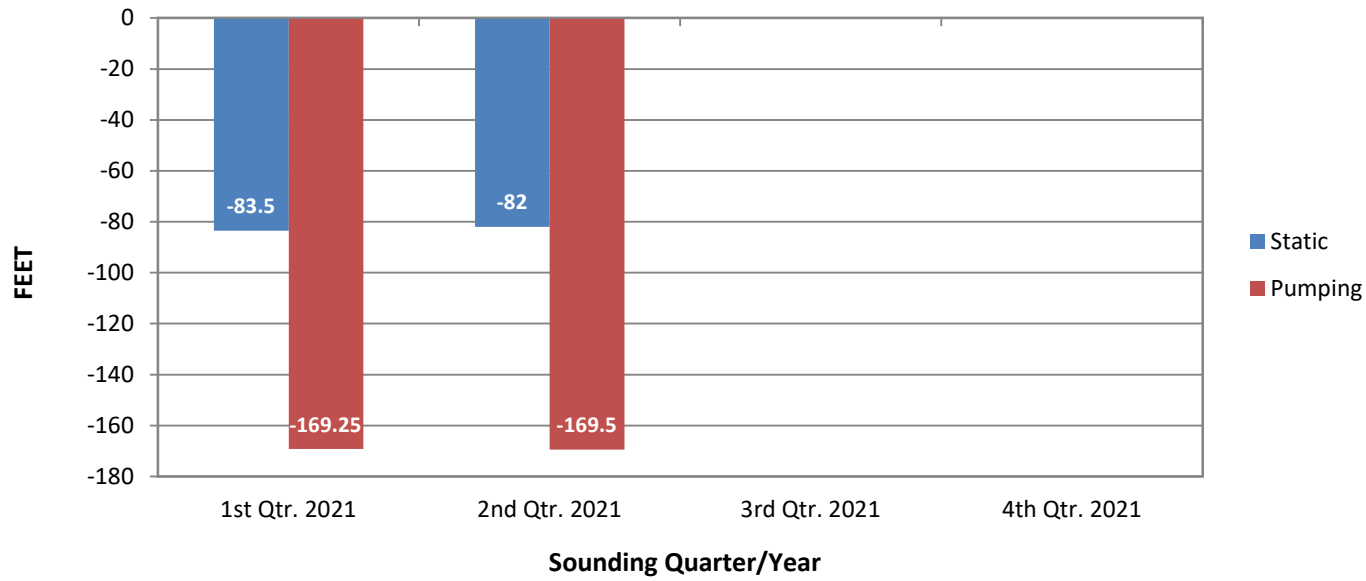
R-GPCD = Residential Gallons per Capita per Day



# Elk Grove Water District

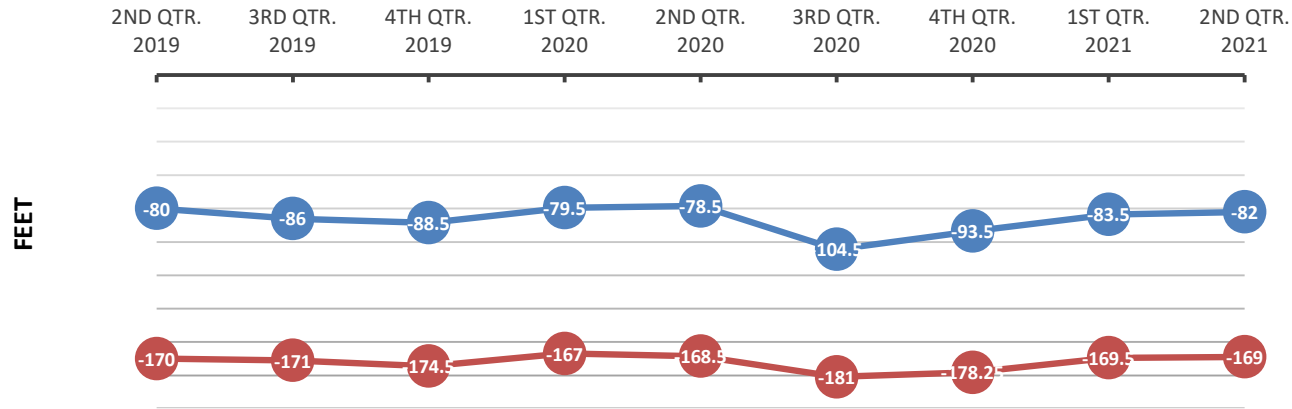
## Static and Pumping Levels

Well 1D School St



### Latest Well Sounding

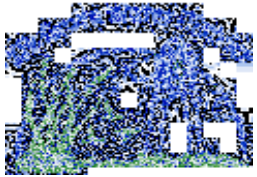
<b>Static:</b>	82 Ft
<b>Pumping:</b>	169.5 Ft
<b>Drawdown:</b>	87.5 Ft
<b>GPM:</b>	1,792
<b>Specific Capacity:</b>	20.480



### Latest Sand Tester Results:

15 Min:	< 5 ppm
---------	---------

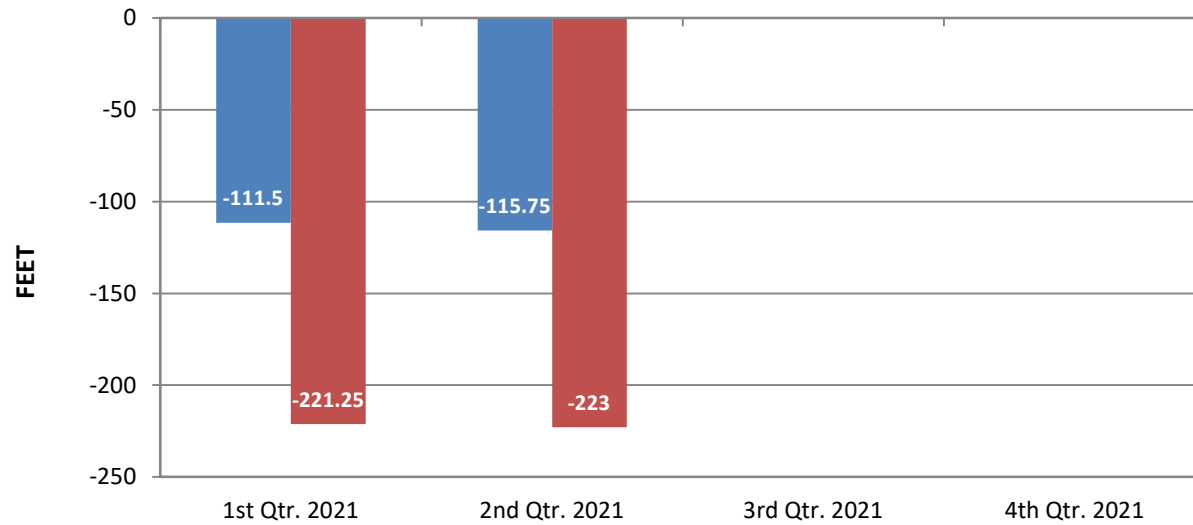




# Elk Grove Water District

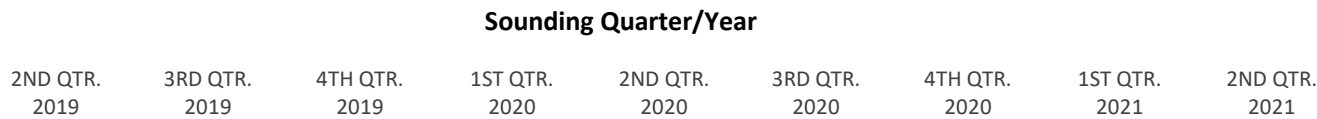
## Static and Pumping Levels

Well 4D Webb St



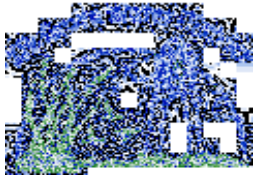
### Latest Well Sounding

<b>Static:</b>	115.75 Ft
<b>Pumping:</b>	223 Ft
<b>Drawdown:</b>	107.25 Ft
<b>GPM:</b>	1,708
<b>Specific Capacity:</b>	15.922



### Latest Sand Tester Results:

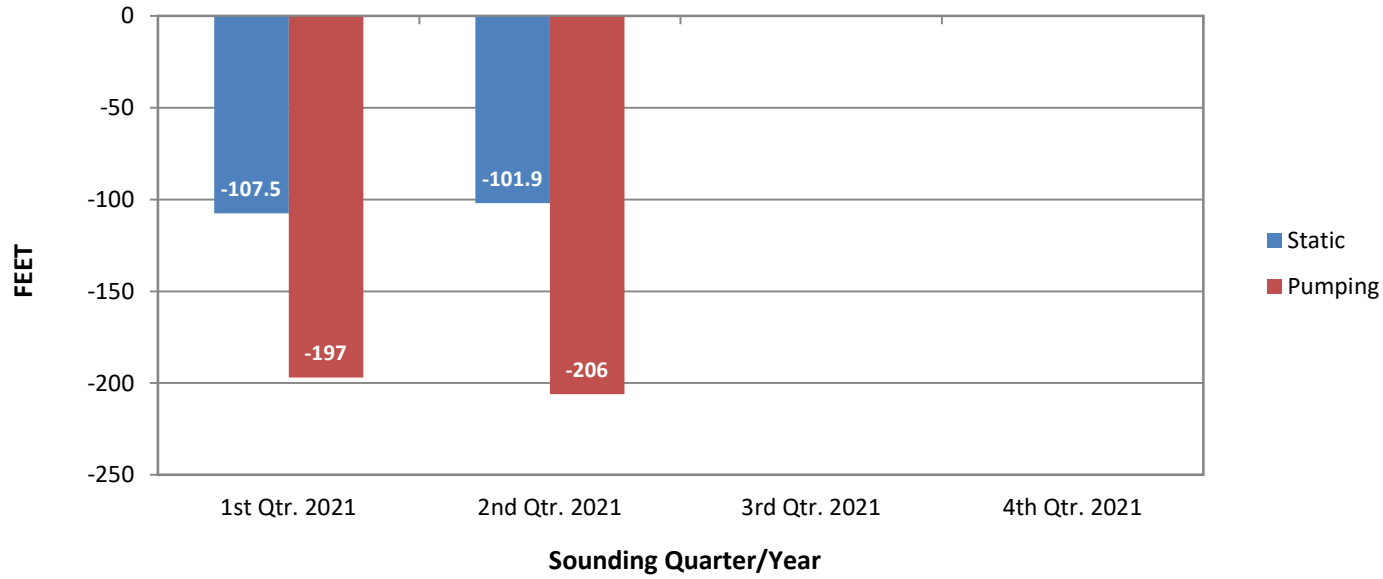
15 Min: < 5 ppm



# Elk Grove Water District

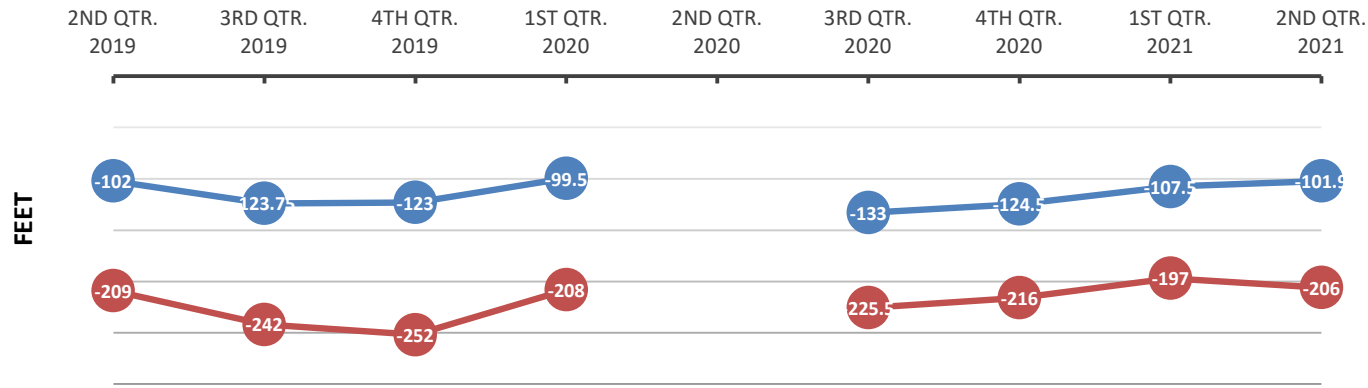
## Static and Pumping Levels

Well 11D Dino



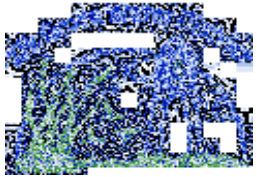
### Latest Well Sounding

<b>Static:</b>	101.9 Ft
<b>Pumping:</b>	206 Ft
<b>Drawdown:</b>	104.1 Ft
<b>GPM:</b>	1,709
<b>Specific Capacity:</b>	16.418



### Latest Sand Tester Results:

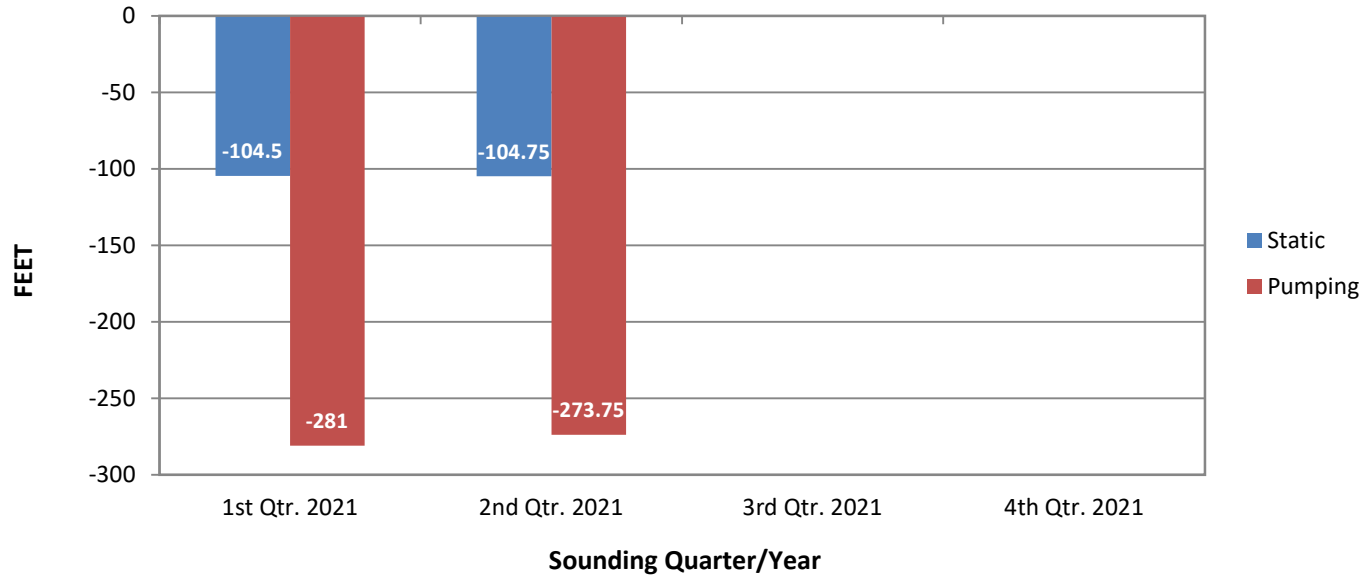
15 Min: < 5 ppm



# Elk Grove Water District

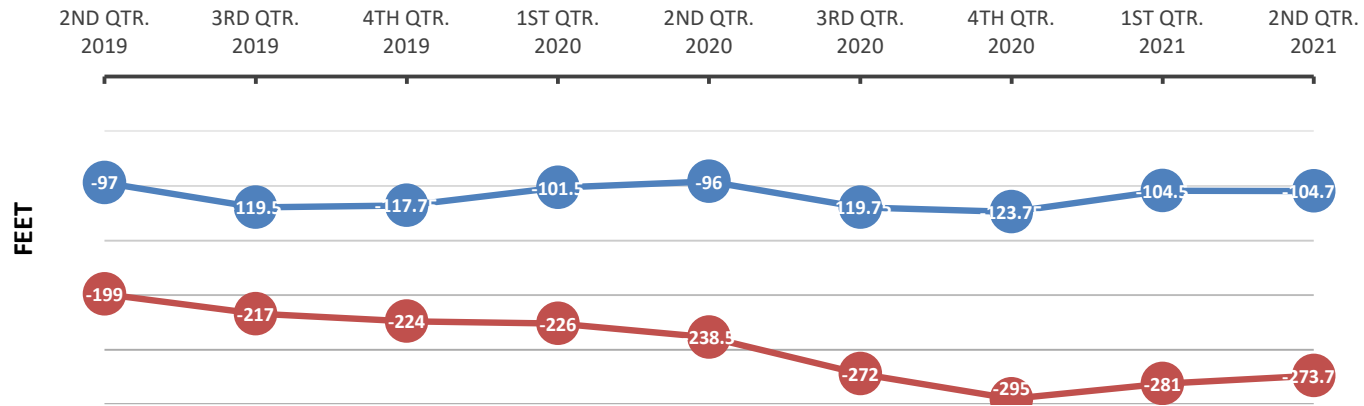
## Static and Pumping Levels

Well 14D Railroad



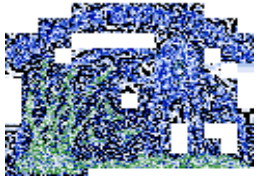
### Latest Well Sounding

<b>Static:</b>	104.75 Ft
<b>Pumping:</b>	273.75 Ft
<b>Drawdown:</b>	169 Ft
<b>GPM:</b>	1,205
<b>Specific Capacity:</b>	7.130



### Latest Sand Tester Results:

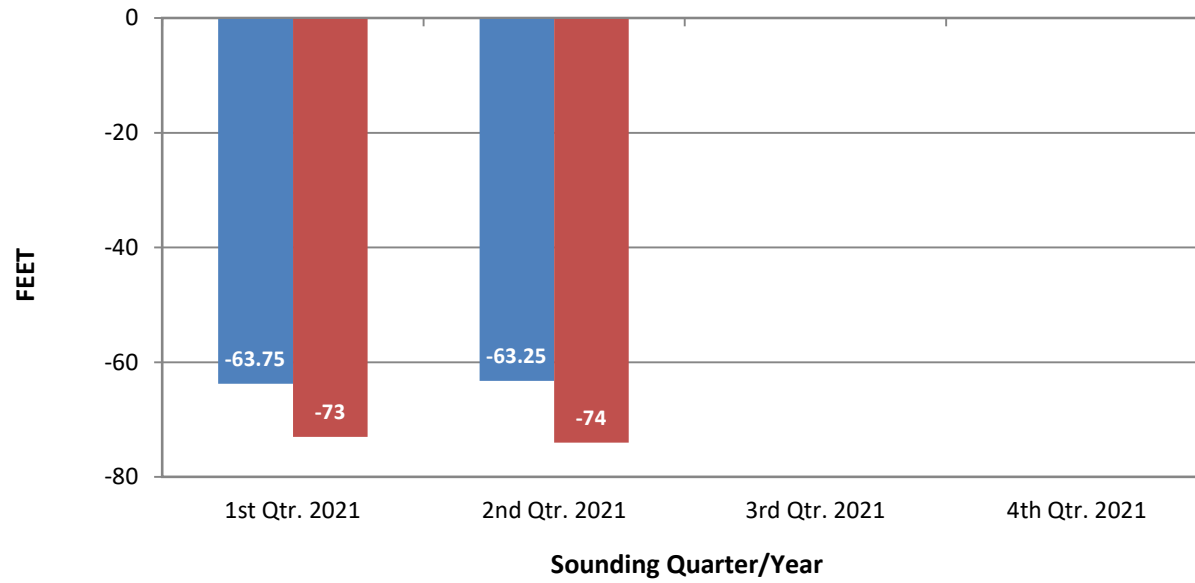
15 Min: < 5 ppm



# Elk Grove Water District

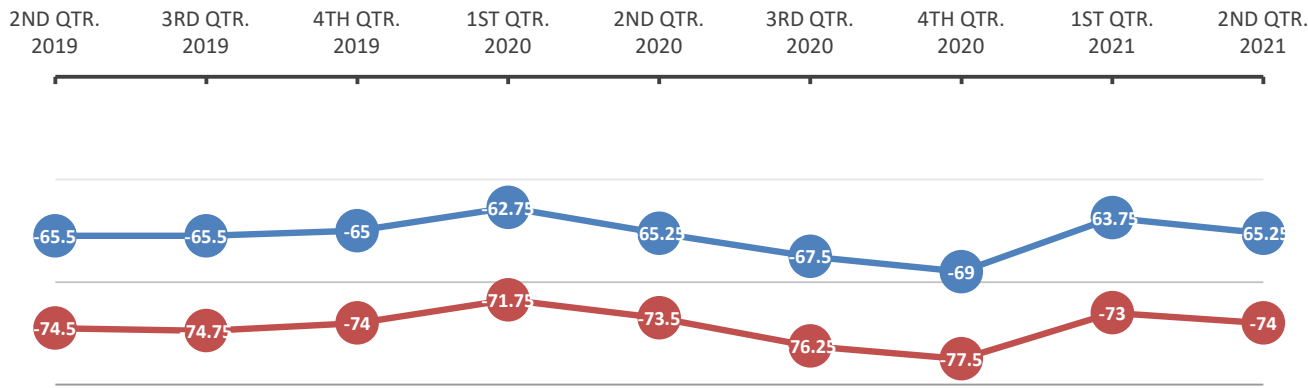
## Static and Pumping Levels

Well 8 Williamson



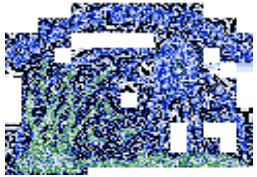
### Latest Well Sounding

<b>Static:</b>	65.25 Ft
<b>Pumping:</b>	74 Ft
<b>Drawdown:</b>	8.75 Ft
<b>GPM:</b>	544
<b>Specific Capacity:</b>	62.227



### Latest Sand Tester Results:

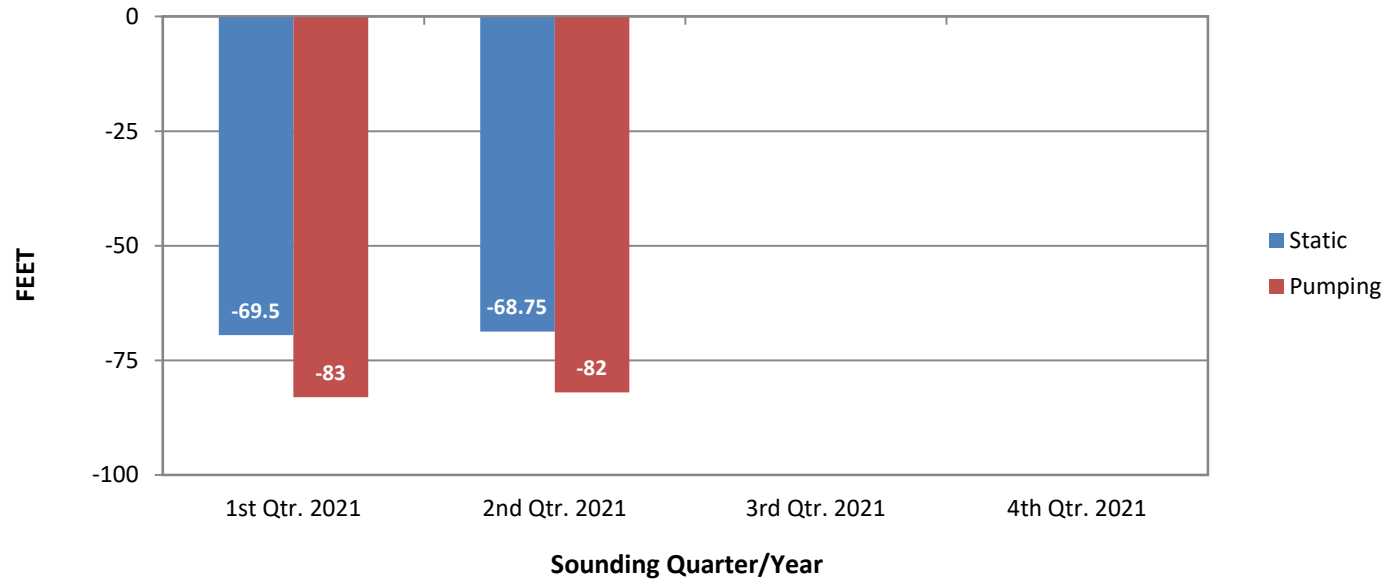
15 Min: < 5 ppm



# Elk Grove Water District

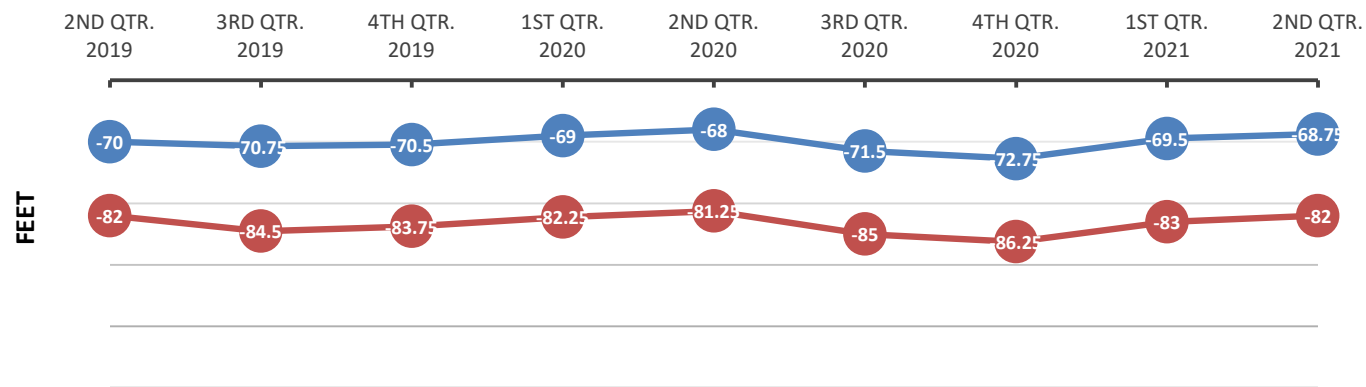
## Static and Pumping Levels

Well 9 Polhemus



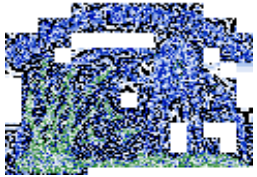
### Latest Well Sounding

<b>Static:</b>	68.75 Ft
<b>Pumping:</b>	82 Ft
<b>Drawdown:</b>	13.25 Ft
<b>GPM:</b>	497
<b>Specific Capacity:</b>	37.522



### Latest Sand Tester Results:

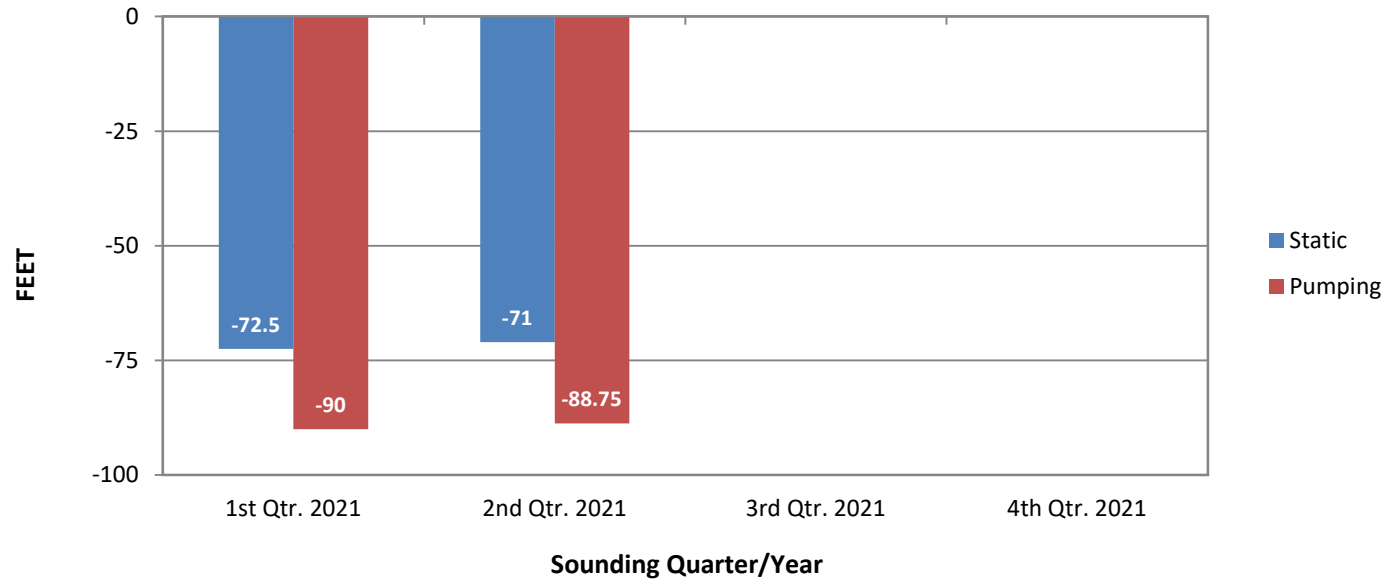
15 Min: < 5 ppm



# Elk Grove Water District

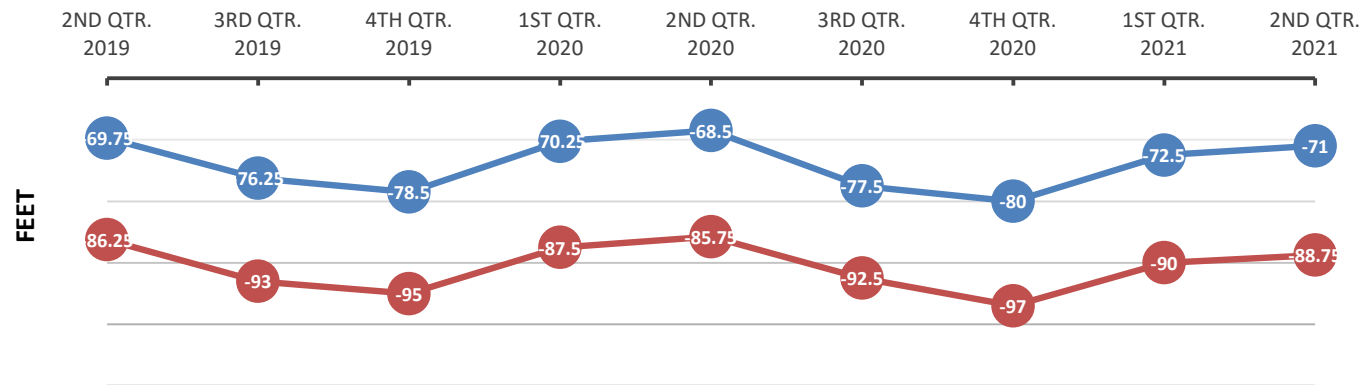
## Static and Pumping Levels

Well 13 Hampton



### Latest Well Sounding

<b>Static:</b>	71 Ft
<b>Pumping:</b>	88.75 Ft
<b>Drawdown:</b>	17.75 Ft
<b>GPM:</b>	957
<b>Specific Capacity:</b>	53.915



### Latest Sand Tester Results:

15 Min: < 5 ppm

**Monthly Sample Report - April 2021**  
**Water System: Elk Grove Water System**

**Sampling Point: 01 - 8693 W. Camden**

<b>Sample Date</b>	<b>Sample Class</b>	<b>Sample Name</b>	<b>Collection Occurrence</b>
4/6/2021	Distribution System	Bacteriological	Week
4/13/2021	Distribution System	Bacteriological	Week
4/20/2021	Distribution System	Bacteriological	Week
4/27/2021	Distribution System	Bacteriological	Week
4/6/2021	Distribution System	TTHM's and HAA5	Quarterly

**Sampling Point: School Well 01D - Raw Water**

<b>Sample Date</b>	<b>Sample Class</b>	<b>Sample Name</b>	<b>Collection Occurrence</b>
4/13/2021	Source Water	3 mo - Bacteriological	Quarterly
4/13/2021	Source Water	3 mo - Fe,Mn,As Total	Quarterly
4/13/2021	Source Water	3 mo - Fe,Mn,As Dissolved	Quarterly
4/13/2021	Source Water	Threshold Odor	Quarterly
4/13/2021	Source Water	Nitrate	Annual

**Sampling Point: 02 - 9425 Emerald Vista**

<b>Sample Date</b>	<b>Sample Class</b>	<b>Sample Name</b>	<b>Collection Occurrence</b>
4/6/2021	Distribution System	Bacteriological	Week
4/13/2021	Distribution System	Bacteriological	Week
4/20/2021	Distribution System	Bacteriological	Week
4/27/2021	Distribution System	Bacteriological	Week

**Sampling Point: 03 - 8809 Valley Oak**

<b>Sample Date</b>	<b>Sample Class</b>	<b>Sample Name</b>	<b>Collection Occurrence</b>
4/6/2021	Distribution System	Bacteriological	Week
4/13/2021	Distribution System	Bacteriological	Week
4/20/2021	Distribution System	Bacteriological	Week
4/27/2021	Distribution System	Bacteriological	Week



**Sampling Point: Webb Well 04D - Raw Water**

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/6/2021	Source Water	3 mo - Bacteriological	Quarterly
4/6/2021	Source Water	3 mo - Fe,Mn,As Total	Quarterly
4/6/2021	Source Water	3 mo - Fe,Mn,As Dissolved	Quarterly
4/15/2021	Source Water	Nitrate	Annual

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

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/6/2021	Distribution System	Bacteriological	Week
4/13/2021	Distribution System	Bacteriological	Week
4/20/2021	Distribution System	Bacteriological	Week
4/27/2021	Distribution System	Bacteriological	Week

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

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/6/2021	Distribution System	Bacteriological	Week
4/13/2021	Distribution System	Bacteriological	Week
4/20/2021	Distribution System	Bacteriological	Week
4/27/2021	Distribution System	Bacteriological	Week
4/6/2021	Distribution System	TTHM's and HAA5	Quarterly

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

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/6/2021	Distribution System	Bacteriological	Week
4/13/2021	Distribution System	Bacteriological	Week
4/20/2021	Distribution System	Bacteriological	Week
4/27/2021	Distribution System	Bacteriological	Week

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

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/6/2021	Distribution System	Bacteriological	Week
4/13/2021	Distribution System	Bacteriological	Week
4/20/2021	Distribution System	Bacteriological	Week
4/27/2021	Distribution System	Bacteriological	Week

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

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/13/2021	Source Water	3 mo - Bacteriological	Quarterly
4/13/2021	Source Water	3 mo - Fe,Mn,As Total	Quarterly
4/13/2021	Source Water	3 mo - Fe,Mn,As Dissolved	Quarterly
4/13/2021	Source Water	Nitrate	Annual

**Sampling Point: 08 - 9436 Hollow Springs Wy.**

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/6/2021	Distribution System	Bacteriological	Week
4/13/2021	Distribution System	Bacteriological	Week
4/20/2021	Distribution System	Bacteriological	Week
4/27/2021	Distribution System	Bacteriological	Week
4/6/2021	Distribution System	TTHM's and HAA5	Quarterly

**Sampling Point: Polhemus Well 9 Raw Water**

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/20/2021	Source Water	3 mo - Bacteriological	Quarterly
4/20/2021	Source Water	3 mo - Fe,Mn,As Total	Quarterly
4/20/2021	Source Water	3 mo - Fe,Mn,As Dissolved	Quarterly
4/20/2021	Source Water	Nitrate	Annual

**Sampling Point: 09 - 8417 Blackman Wy.**

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/6/2021	Distribution System	Bacteriological	Week
4/13/2021	Distribution System	Bacteriological	Week
4/20/2021	Distribution System	Bacteriological	Week
4/27/2021	Distribution System	Bacteriological	Week

**Sampling Point: 10 - 9373 Oreo Ranch Cir.**

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/6/2021	Distribution System	Bacteriological	Week
4/13/2021	Distribution System	Bacteriological	Week
4/20/2021	Distribution System	Bacteriological	Week
4/27/2021	Distribution System	Bacteriological	Week
4/6/2021	Distribution System	Fluoride	Monthly

**Sampling Point: Dino Well 11D - Raw Water**

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/13/2021	Source Water	3 mo - Bacteriological	Quarterly
4/13/2021	Source Water	3 mo - Fe,Mn,As Total	Quarterly
4/13/2021	Source Water	3 mo - Fe,Mn,As Dissolved	Quarterly
4/13/2021	Source Water	Nitrate	Annual

**Sampling Point: Hampton Well 13 - Raw Water**

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/6/2021	Source Water	Fe, Mn, As, Total	Weekly
4/6/2021	Source Water	3 mo - Fe,Mn,As Dissolved	Quarterly
4/6/2021	Source Water	Bacteriological	Quarterly
4/13/2021	Source Water	Fe, Mn, As, Total	Weekly
4/13/2021	Source Water	Nitrate	Annual
4/20/2021	Source Water	Fe, Mn, As, Total	Weekly
4/26/2021	Source Water	Fe, Mn, As, Total	Weekly

**Sampling Point: Hampton WTP Effluent**

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/6/2021	Treated Effluent	Fe, Mn, As, Total	Weekly
4/6/2021	Source Water	3 mo - Fe,Mn,As Dissolved	Quarterly
4/13/2021	Treated Effluent	Fe, Mn, As, Total	Weekly
4/20/2021	Treated Effluent	Fe, Mn, As, Total	Weekly
4/26/2021	Treated Effluent	Fe, Mn, As, Total	Weekly

**Sampling Point: Hampton WTP Backwash Tank**

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

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/6/2021	Source Water	3 mo - Bacteriological	Quarterly
4/6/2021	Source Water	3 mo - Fe,Mn,As Total	Quarterly
4/6/2021	Source Water	3 mo - Fe,Mn,As Dissolved	Quarterly
4/6/2021	Source Water	3 mo - Threshold Odor	Quarterly
4/15/2021	Source Water	Nitrate	Annual

**Sampling Point: Railroad WTP Effluent**

Sample Date	Sample Class	Sample Name	Collection Occurrence
4/6/2021	Treated Plant Effluent	WTP Eff - Fe,Mn,As,Al Total	Month
4/6/2021	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
<u>Colors</u>	<u>Monthly Total</u>	<u>Yearly Total</u>	
Black = Scheduled	73	253	
Green = Unscheduled	9	23	
Red = Incomplete Sample	0		



May 7, 2021

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 April 2021.

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

**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 # <b>WTP010</b>

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

<b>Month:</b> April	<b>Year:</b> 2021
---------------------	-------------------

Water use/flow meter report

Hampton WTP – 69,994 Gallons  
 Railroad WTP – 0 Gallons  
 Analyzer Water – 35,560 Gallons

	Date	Time	pH
Hampton WTP	4-13-2021	1:20 pm	7.80
Railroad WTP	4-13-2021	1:40 pm	7.41

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	11	19	15	3,135
Office	4	19	10	760
Drivers/Field	3	19	3	171
Total				4,066

**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:

5-7-2021



Elk Grove Water District  
 Backwash Wastewater pH Results  
 and  
 Record of Performance Verification For  
 OAKTON Multi-Parameter PCSTestr 35

**Instructions for Calibration:**

1. For best results, calibrate with certified accurate pH calibration standards (buffers). You may calibrate up to five points with the USA (1.68, 4.01, 7.00, 10.01, 12.45) or the NIST (1.68, 4.01, 6.86, 9.18, 12.45) buffer group
  2. Press the "ON/OFF" button to turn meter on, then press "MODE/ENT" to select pH mode as needed.
  3. Rinse the sensor with clean water. Immerse the sensor into your pH buffer and press "CAL". The primary display will show the un-calibrated pH value, while the secondary display should search for and lock on the closest automatic calibration value.
  4. Allow the primary reading to stabilize, then press "MODE/ENT" to confirm the calibration value. The primary value will blink briefly before the secondary value automatically scrolls thru the remaining pH buffers available for calibration.
- Repeat steps 2 & 3 with additional buffers or press "CAL" to return to measurement mode.

Semi-Annual Sample 1 of 2	Date	pH 4 Buffer		pH 7 Buffer		pH 10 Buffer	
		Result	Adjustment	Result	Adjustment	Result	Adjustment
	4-13-21	4.22	--> 4.0	6.78	--> 7.0	10.19	--> 10.0
Railroad WTP Backwash Waste		Time 1:20p	Result 7.80	Hampton Village WTP Backwash Waste		Time 1:40p	Result 7.41

Semi-Annual Sample 2 of 2	Date	pH 4 Buffer		pH 7 Buffer		pH 10 Buffer	
		Result	Adjustment	Result	Adjustment	Result	Adjustment
			-->		-->		-->
Railroad WTP Backwash Waste		Time	Result	Hampton Village WTP Backwash Waste		Time	Result

Accuracy: +/- 0.01 pH





Aqua Sierra Controls, Inc.  
 1650 Industrial Drive  
 Auburn, CA 95603  
 (800) 649-4287  
 service@aquasierra.com  
 www.aquasierra.com

**Meter Certification Report**

**Customer:** Elk Grove Water District  
**Address:** 9257 Elk Grove Boulevard  
 Elk Grove, CA 95624  
**Location:** 10113 Hampton Oak, Hampton Oak W.T.P.

**Date:** 05/03/2021  
**Attn:** Steve Shaw

**Description of Metering Equipment:**

4" ABB Water Meter  
 Model Number: FET3251AOP183C1H1  
 Serial Number: 3K620000175209

**Test run #1**

		Approx Run time	5:09			
			Minutes			
Thermo Polysonics	Appx. Flow	Totalized Flow	Customer Meter	Appx. Flow	Totalized Flow	Error %
DCT 7088	21	108	ABB Water Meter	21	107	-0.93%

**Test run #2**

		Approx Run time	5:01			
			Minutes			
Thermo Polysonics	Appx. Flow	Totalized Flow	Customer Meter	Appx. Flow	Totalized Flow	Error %
DCT 7088	18	92	ABB Water Meter	18	92	0%

**Test run #3**

		Approx Run time				
			Minutes			
Thermo Polysonics	Appx. Flow	Totalized Flow	Customer Meter	Appx. Flow	Totalized Flow	Error %
DCT 7088			ABB Water Meter			

**Final Check after Adjustment**

		Approx Run time				
			Minutes			
Thermo Polysonics	Appx. Flow	Totalized Flow	Customer Meter	Appx. Flow	Totalized Flow	Error %
DCT 7088			ABB Water Meter			

**Meter:** Pass X Fail

**Comments:** 4" Carbon Steel, Pipe O.D = 4.500", Wall Thickness = 0.120

Pipe is very short, Transmitter located inside building (Backwash Wasteflow) Pipe is located outside by tank.

Could Only run 2 tests due to issue within PLC Cabinet.

**Totalizer Start:** 25763096

**Totalizer Stop:** 25763337

**Calibration Performed by:** Dean Perkins  
 Dean Perkins

IT Solutions • Instrument Service & Calibrations • SCADA • UL508 Panel Shop • Motor Controls • Design Build Pump Stations • Flow Studies & Evaluation

Auburn, California • Tyler, Texas



# INSTRUMENT CALIBRATION REPORT

Aqua Sierra Controls, Inc.  
 1650 Industrial Drive  
 Auburn, CA 95603  
 Phone (800) 649-4287  
 Fax (530) 823-3475  
 service@aquasierra.com

Attn: STEVE SHAW  
 ELK GROVE WATER DISTRICT  
 9257 ELK GROVE BLVD  
 ELK GROVE, CA. 95624

Instrument ID 07  
 Description MAGNETIC FLOW METER

Serial Number 04W024929  
 Model Number MFE4ER140111

Calibrated 5/3/2021  
 Scheduled 5/3/2022  
 Calibration ID 34566

Department ELK GROVE WATER  
 Manufacturer ABB KENT TAYLOR  
 Calibration Type SCHEDULED  
 Location RAILROAD WTP  
 Building WASTE TANK

Certificate # 07  
 Equipment ID WASTE METER

### Calibration Specifications

Stated Accuracy Pct of Reading

In Val	In Type	Out Val	Out Type	Fnd As	Error %	Lft As	Error %
0.00	FEET PER SEC.	0.00	GPM Rate	0.00	0.00%	0.00	0.00%
1.50	FEET PER SEC.	63.11	GPM Rate	63.21	0.16%	63.21	0.16%
3.00	FEET PER SEC.	126.21	GPM Rate	126.87	0.52%	126.87	0.52%
6.00	FEET PER SEC.	252.43	GPM Rate	253.89	0.58%	253.89	0.58%

Stated Accuracy Pct of Reading

In Val	In Type	Out Val	Out Type	Fnd As	Error %	Lft As	Error %
0.00	FEET PER SEC.	0.00	GPM Totalizer	0.00	0.00%	0.00	0.00%
1.50	FEET PER SEC.	63.11	GPM Totalizer	63.30	0.30%	63.30	0.30%
3.00	FEET PER SEC.	126.21	GPM Totalizer	126.98	0.61%	126.98	0.61%
6.00	FEET PER SEC.	252.43	GPM Totalizer	253.68	0.50%	253.68	0.50%

Stated Accuracy Pct of Reading

In Val	In Type	Out Val	Out Type	Fnd As	Error %	Lft As	Error %
0.00	FEET PER SEC.	4.00	mA	4.00	0.00%	4.00	0.00%
1.50	FEET PER SEC.	5.68	mA	5.69	0.18%	5.69	0.18%
3.00	FEET PER SEC.	7.37	mA	7.38	0.14%	7.38	0.14%
6.00	FEET PER SEC.	10.73	mA	10.76	0.28%	10.76	0.28%

### Test Instruments Used During the Calibration

Test Instrument ID	Description	Manufacturer	Model Number	Serial Number
203	Magmeter Simulator	Abb	MFE-SIM	P1540511212
408	Loop Calibrator	DRUCK	UPS II	S6743

### Notes about this calibration

Waste Meter, Main Floor  
 0-600 GPM = 4-20 mA  
 Sensor Size: 100 mm  
 Sensor Factor Number 1 = 1.10888, Number 2 = -19, Number 3 = 5, Number 4 = 1.0000  
 Totalizer Start: 13241931 Gallons, Start Time: 08:30 Hours  
 Totalizer Stop: 13244844 Gallons, Stop Time: 09:00 Hours  
 Meter is located at: 9715 Railroad Street, Elk Grove  
 Railroad W.T.P.

Calibration Result Calibration Successful

Who Calibrated Dean Perkins





May 5, 2021

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 the Distribution System Coliform Monitoring report from Elk Grove Water District for April 2021.

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 somewhat abstract, with a large, sweeping stroke at the end.

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;">April</p>	Year <p style="text-align: center; font-size: 1.2em;">2021</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)			<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-weight: bold;">Water Treatment Supervisor</p>	Date <p style="text-align: right; font-weight: bold;">5/5/2021</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.**



May 5, 2021

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 April 2021.

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



# Elk Grove Water District

## Hampton GWTP Monthly Report

PWS Number 3410008-013  
 GWTP Name Hampton Water Treatment Plant

Month: April

Date	Hour Meter	Run Hours	Production Meter	Well Production	Backwash Meter	Backwash Waste	Weekly In-House Monitoring (mg/L) R (Raw) T (Treated)As (ug/L)						Weekly Average		
							Fe, R	Fe, T	Mn, R	Mn, T	As, R	As, T	Inf. pH	Eff. pH	
last day	17936.1		65708327		21590474	25689720	Date								
1	17936.1	0	65708327	0	21590474	25689720	4/6/2021	0.017	0.044	0.002	0	2	<2	Week 1: 6.9 to 7.7	
2	17936.1	0	65708327	0	21590474	25689720	4/13/2021	0.012	0.031	0.026	0.018	2	<2	Cl2	0.64
3	17936.1	0	65708327	0	21590474	25689720	4/20/2021	0.009	0.028	0.006	0	2	<2	Week 2: 6.9 to 7.5	
4	17936.1	0	65708327	0	21590474	25689720	4/26/2021	0.01	0.042	0.025	0.003	2	<2	Cl2	0.67
5	17936.1	0	65708327	0	21590474	25689720								Week 3: 6.9 to 7.5	
6	17936.1	0	65708327	0	21590474	25689720								Cl2	0.72
7	17936.8	0.7	65745557	37230	21590474	25694793	Total Gallons Sodium Hypochlorite: 20.08 Gal						Week 4: 7.0 to 7.6		
8	17936.8	0	65745557	0	21590474	25694793	Pounds per day 0.81 Lbs/Day						Cl2 0.62		
9	17938.5	1.7	65841254	95697	21590474	25694793	Dosage (Milligrams Per Liter @ 12.5% Cl) 1.8 mg/L						Week 5: to		
10	17938.5	0	65841254	0	21590474	25694793	Total Gallons Ferric Chloride: 13 Gal						Cl2		
11	17938.5	0	65841254	0	21590474	25694793	Dosage (Milligrams Per Liter @ 38% FeCl) .65mg/L								
12	17938.5	0	65841254	0	21590474	25694793	Total Gallons Sodium Hydroxide: 15.19 Gal								
13	17938.5	0	65841254	0	21590474	25694793	Dosage (Gallons Per Hour @ 30% NaOH) 0.48 Gal/Hr								
14	17941.2	2.7	65992560	151306	21601272	25707049	Total Gallons Sulfuric Acid : 14.13 Gal								
15	17941.2	0	65992560	0	21601272	25707049	Dose (Gallons Per Hour @ 93% H2SO4 ) 0.33 Gal/Hr								
16	17957.8	16.6	66938343	945783	21622888	25727432									
17	17958.9	1.1	67002693	64350	21622888	25733035									
18	17958.9	0	67002693	0	21622888	25733035									
19	17958.9	0	67002693	0	21622888	25733035									
20	17958.9	0	67002693	0	21622888	25733035	Total Backwashed 54,098 Gal			Total Run Hours 33.6 Hours					
21	17968	9.1	67497947	495254	21644572	25759574									
22	17968	0	67497947	0	21644572	25759574	Total Water Pumped 1,883,768 Gal			Total Backwash Waste 69,994 Gal					
23	17968	0	67497947	0	21644572	25759574									
24	17968	0	67497947	0	21644572	25759574	Reporting Limits/Units						Maximum Contaminant Levels (MCLs)		
25	17968	0	67497947	0	21644572	25759574	Iron = 0.100 mg/L						Iron (Fe) = 0.300 mg/L (Secondary)		
26	17968	0	67497947	0	21644572	25759574	Manganese = 0.010 mg/L						Manganese (Mn) = 0.050 mg/L (Secondary)		
27	17968.9	0.9	67544380	46433	21644572	25759714	Arsenic = 1.0 µg/L						Arsenic (As) = 10 µg/L (Primary)		
28	17969.7	0.8	67592095	47715	21644572	25759714									
29	17969.7	0	67592095	0	21644572	25759714									
30	17969.7	0	67592095	0	21644572	25759714	Prepared By: Steve Shaw						Date: 5/5/2021		
31															
<b>Total</b>		33.6		1,883,768	54,098	69,994									



May 5, 2021

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 April 2021.

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 over a horizontal line.

STEVE SHAW  
WATER TREATMENT SUPERVISOR



# ELK GROVE WATER DISTRICT AREA 2

## DISTRIBUTION SYSTEM

### MONTHLY FLUORIDATION MONITORING REPORT

April-21

Week      Location of Sample      Monitoring Results (mg/L)

		Date	Time	Results
1	Hollow Springs	4/6/2021	10:11 AM	0.76
1	Al Gates Park	4/6/2021	10:30 AM	0.6
1	Oreo Ranch	4/6/2021	10:48 AM	0.62
1	Blackman	4/6/2021	12:10 PM	0.56
2	Hollow Springs	4/13/2021	10:15 AM	0.64
2	Al Gates Park	4/13/2021	10:37 AM	0.77
2	Oreo Ranch	4/13/2021	10:55 AM	0.78
2	Blackman	4/13/2021	12:17 PM	0.7
3	Hollow Springs	4/20/2021	10:16 AM	0.49
3	Al Gates Park	4/20/2021	10:24 AM	0.41
3	Oreo Ranch	4/20/2021	10:40 AM	0.78
3	Blackman	4/20/2021	11:52 PM	0.53
4	Hollow Springs	4/27/2021	8:50 AM	0.55
4	Al Gates Park	4/27/2021	9:13 AM	0.54
4	Oreo Ranch	4/27/2021	9:35 AM	0.65
4	Blackman	4/27/2021	10:56 AM	0.42
5	Hollow Springs			
5	Al Gates Park			
5	Oreo Ranch			
5	Blackman			

Monthly fluoride split sample results:

Date: 4/6/2021

Water System Results: 0.62 mg/L

Approved Lab: 0.69 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		
Refer.	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Refer.	1ST 6-MO.	2ND 6-MO.	Refer.	2021	
<b>Well 14D</b> <b>Railroad</b>	Initials	AH	AH	AH	BW								Sect: 7.1			Sect: 7.2		
	Date	1/6/21	2/26/21	3/4/21	4/8/21													Sect: 7.3
	W.O. #	19344	19404	19459	19584													
<b>Well 4D</b> <b>Webb</b>	Initials	AH	AH	AH	BW								Sect: 8.1			Sect: 8.2		
	Date	1/14/21	2/22/21	3/2/21	4/7/21													Sect: 8.3
	W.O. #	19345	19405	19460	19585													
<b>Well 11D</b> <b>Dino</b>	Initials	AH	AH	AH	AH								Sect: 9.1			Sect: 9.2		
	Date	1/13/21	2/22/21	3/2/21	4/6/21													Sect: 9.3
	W.O. #	19346	19406	19461	19586													
<b>Well 1D</b> <b>School</b>	Initials	BW	AH	AH	AH								Sect: 13.1			Sect: 13.2		
	Date	1/4/21	2/24/21	3/4/21	4/7/21													Sect: 13.3
	W.O. #	19347	19407	19462	19587													
<b>Well 8</b> <b>Williamson</b>	Initials	BW	BW	AH	BW								Sect: 11.1			Sect: 11.4		
	Date	1/1/21	2/24/21	3/2/21	4/1/21													Sect: 11.4
	W.O. #	19348	19408	19463	19588													
<b>Well 9</b> <b>Polhemus</b>	Initials	BW	BW	AH	BW								Sect: TBD			Sect: TBD		
	Date	1/1/21	2/24/21	3/2/21	4/9/21													Sect: TBD
	W.O. #	19349	19409	19464	19589													
<b>Well 13</b> <b>Hampton</b>	Initials	AH	AH	AH	AH								Sect: TBD			Sect: TBD		
	Date	1/18/21	2/25/21	3/8/21	4/8/21													Sect: TBD
	W.O. #	19350	19410	19465	19590													

40

Year: 2021

# 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.	1 <sup>ST</sup> 6-	6- 2ND 6-	MO.	MO.	Refer.	2021		
<b>Clor-Tec System</b>	Initials	Section: 4.2	AH	BW	AH	AH/BW								Section: 4.3	AH/BW				Section: 4.4								
	Date		1/16/21	2/26/21	3/3/21	4/15/21										2/26/21											
	W.O. #		19351	19395	19452	19576										19399											
<b>Filter System</b>	Initials	Section: 5.1	AH	AH	AH	AH								Section: 5.2	AH/BW				Section: 5.3								
	Date		1/30/21	2/24/21	3/3/21	4/15/21										3/17/21											
	W.O. #		19352	19396	19453	19577										19466											
<b>Backwash System</b>	Initials	Section: 2.1	AH	AH/BW	AH/BW	AH/BW								Section: 2.2	AH				Section: 2.3								
	Date		1/30/21	2/25/21	3/4/21	4/15/21										3/16/21											
	W.O. #		19353	19397	19454	19578										19498											
<b>Booster Pumps</b>	Initials	Section: 3.1	AH	AH/BW	AH/BW	AH/BW								Section: TBD					Section: 3.2								
	Date		1/30/21	2/25/21	3/4/21	4/15/21																					
	W.O. #		19354	19398	19455	19579																					
<b>LAB</b>	Initials	Section: 1.1	AH											Section: 1.1	AH				Section: 1.2								
	Date			3/22/21																							
	W.O. #			19499																							
<b>Clear Wells</b>	Initials	Section: 2.4												Section: 2.4					Section: 2.4								
	Date																										
	W.O. #																										
<b>MCC</b>	Initials	Section: 1.2												Section: 1.2					Section: 1.2								
	Date																										
	W.O. #																										



# 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.	2021	
<b>Railroad</b>	Initials	AH	AH	AH	AH									Section: TBD		
	Date	1/31/21	2/26/21	3/4/21	4/19/21											
	W.O. #	19358	19400	19448	19580											
<b>Webb</b>	Initials	AH	AH	AH	AH									Section: TBD		
	Date	1/30/21	2/25/21	3/2/21	4/19/21											
	W.O. #	19359	19401	19449	19581											
<b>Dino</b>	Initials	AH	AH	AH	AH									Section: TBD		
	Date	1/31/21	2/22/21	3/2/21	4/6/21											
	W.O. #	19360	19402	19450	19582											
<b>Admin.</b>	Initials	AH	AH	AH	AH									Section: TBD		
	Date	1/31/21	2/25/21	3/4/21	4/28/21											
	W.O. #	19361	19403	19451	19583											
		= Load Test														

**Elk Grove Water District**  
**Cross Connection Control Program 2021**

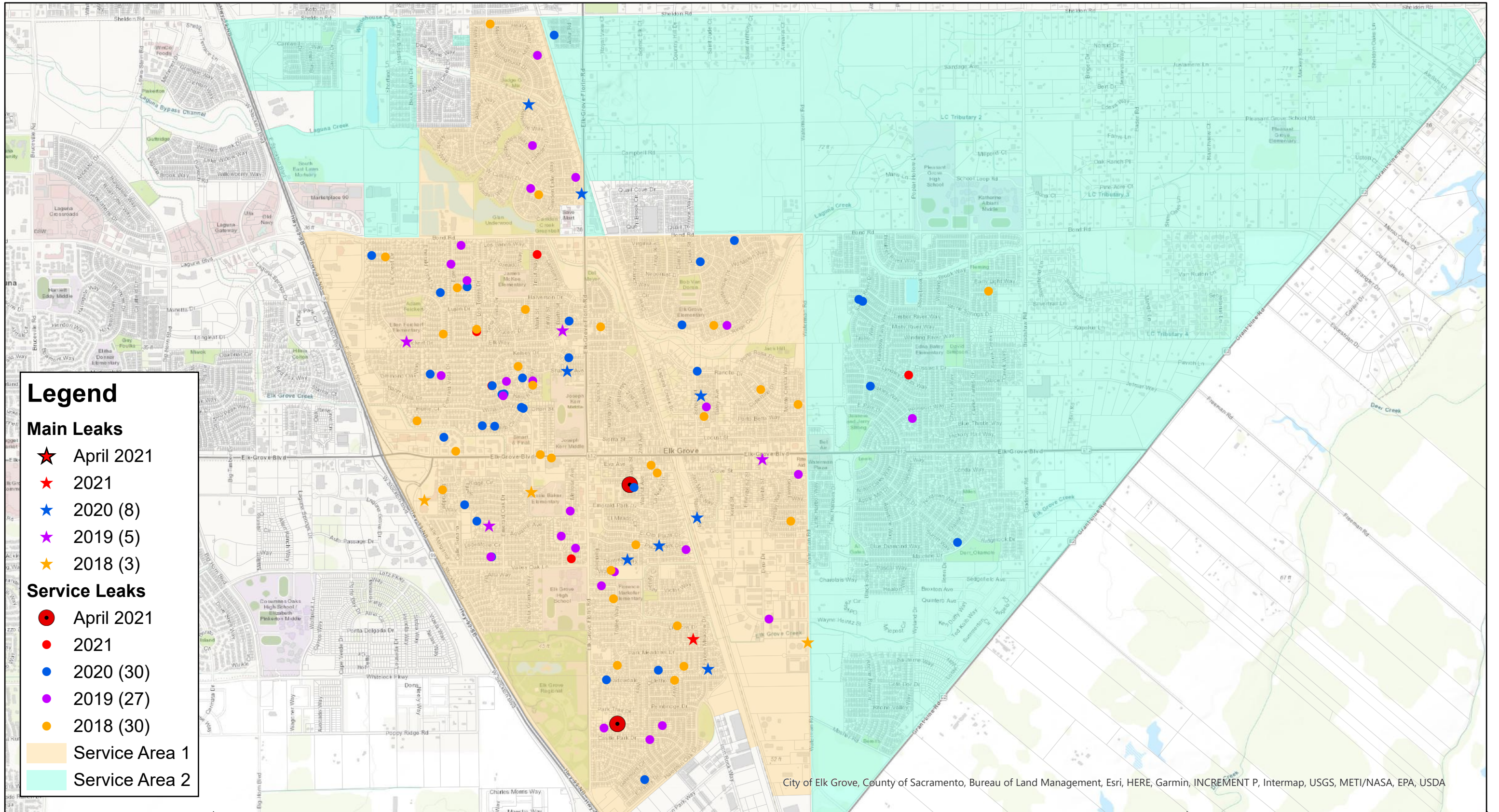
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
First Test Notices Issued	47	40	83	21									191
Passed First Test Notice	25	14	69	12									120
Initial Balance	22	26	14	9									71
Notices Retracted	0	0	0	0									0
New Balance	22	26	14	9									71
Second Test Notices Issued	22	26	14	9									71
Passed Second Test Notice	3	12	7	0									22
Third Test Notice Issued	19	14	7										40
Passed Third Test Notice	17	14	7										38
Devices Locked Off	0	0	0										0
Monthly Outstanding Delinquents	0	0	0	9									9
								<b>Total Outstanding Delinquents</b>					<b>9</b>

44

Elk Grove Water District  
 Safety Meetings/Training  
 April 2021

Date	Topic	Attendees	Hosted By
4/12/2021	Lifting and Back Safety	Alan Aragon, Stefan Chanh, David Frederick, Sean Hinton, Aaron Hewitt, James Hinegardner, Justin Mello, Jose Mendoza, Michael Montiel, Chris Phillips, Steve Shaw, John Vance, Brandon Wagner, Marcell Wilson, Vue Xiong	Sean Hinton & Steve Shaw
4/28/2021	Distracted Driving	Alan Aragon, Stefan Chanh, David Frederick, Sean Hinton, Aaron Hewitt, James Hinegardner, Brandon Kent, Justin Mello, Sal Mendoza, Jose Mendoza, Michael Montiel, Chris Phillips, Steve Shaw, John Vance, Brandon Wagner, Marcell Wilson, Vue Xiong	Sean Hinton & Steve Shaw





**Legend**

**Main Leaks**

- ★ April 2021
- ★ 2021
- ★ 2020 (8)
- ★ 2019 (5)
- ★ 2018 (3)

**Service Leaks**

- April 2021
- 2021
- 2020 (30)
- 2019 (27)
- 2018 (30)

Service Area 1

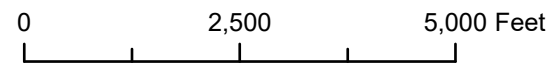
Service Area 2

City of Elk Grove, County of Sacramento, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, Intermap, USGS, METI/NASA, EPA, USDA

April 2021	
Main Line Leaks: 0	YTD: 1
Service Line Leaks: 2	YTD: 7
Total Leaks: 2	YTD: 8

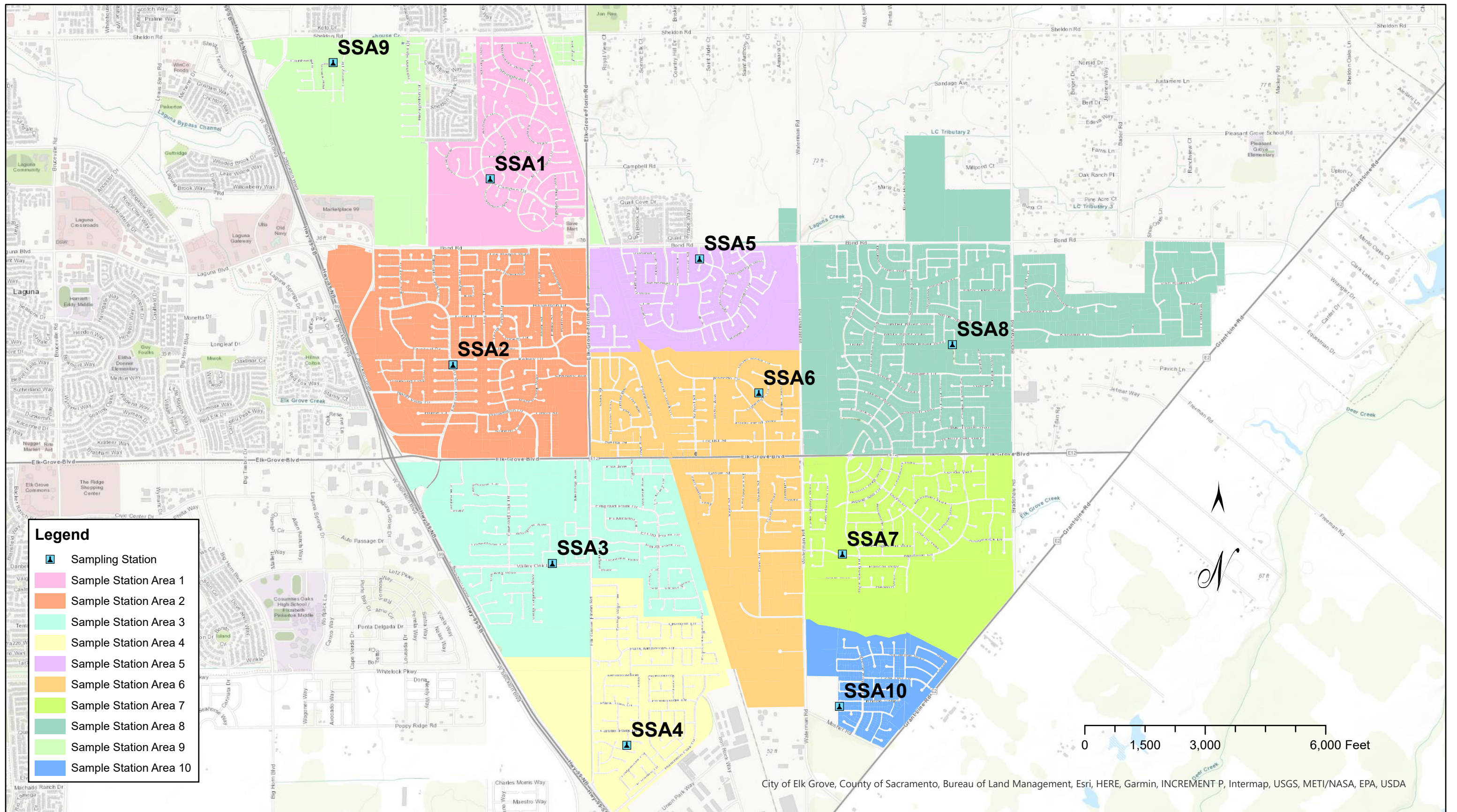


# Elk Grove Water District Main and Service Line Leaks Map



Elk Grove Water District	
Main & Service Line Leaks	
Created by: Ben Voelz	
Date: May 3, 2021	





**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

0 1,500 3,000 6,000 Feet

City of Elk Grove, County of Sacramento, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, Intermap, USGS, METI/NASA, EPA, USDA

**Sample Stations: 10**



# Elk Grove Water District

## Sample Station Areas

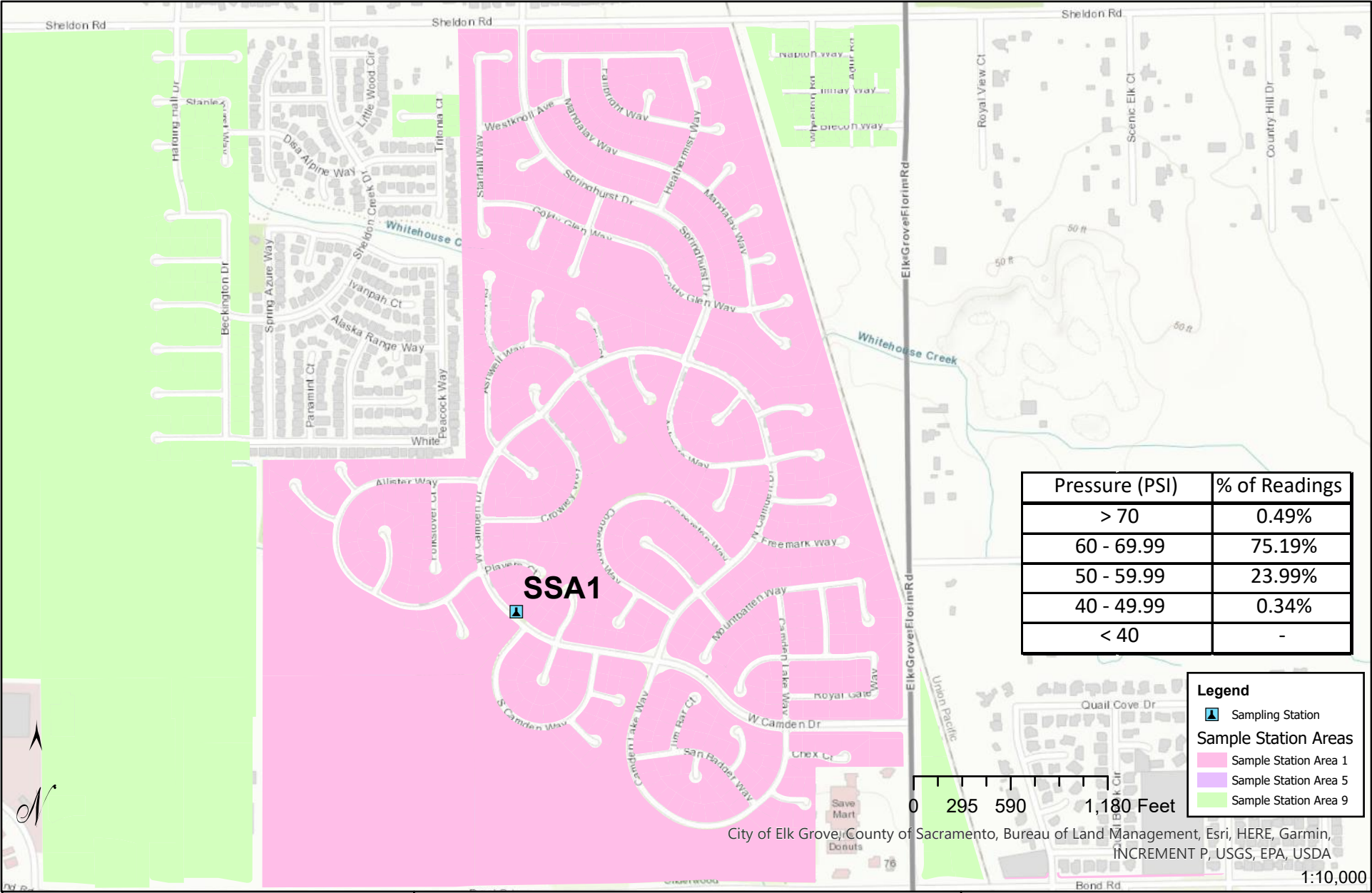
Projected Coordinate System: NAD 83 State Plane CA II FIPS 0402

Source: EGWD GIS database

Modified by: Ben Voelz

May 5, 2021





### Sample Station #1

Note: Sample Station takes a reading every 5 minutes.

April 2021

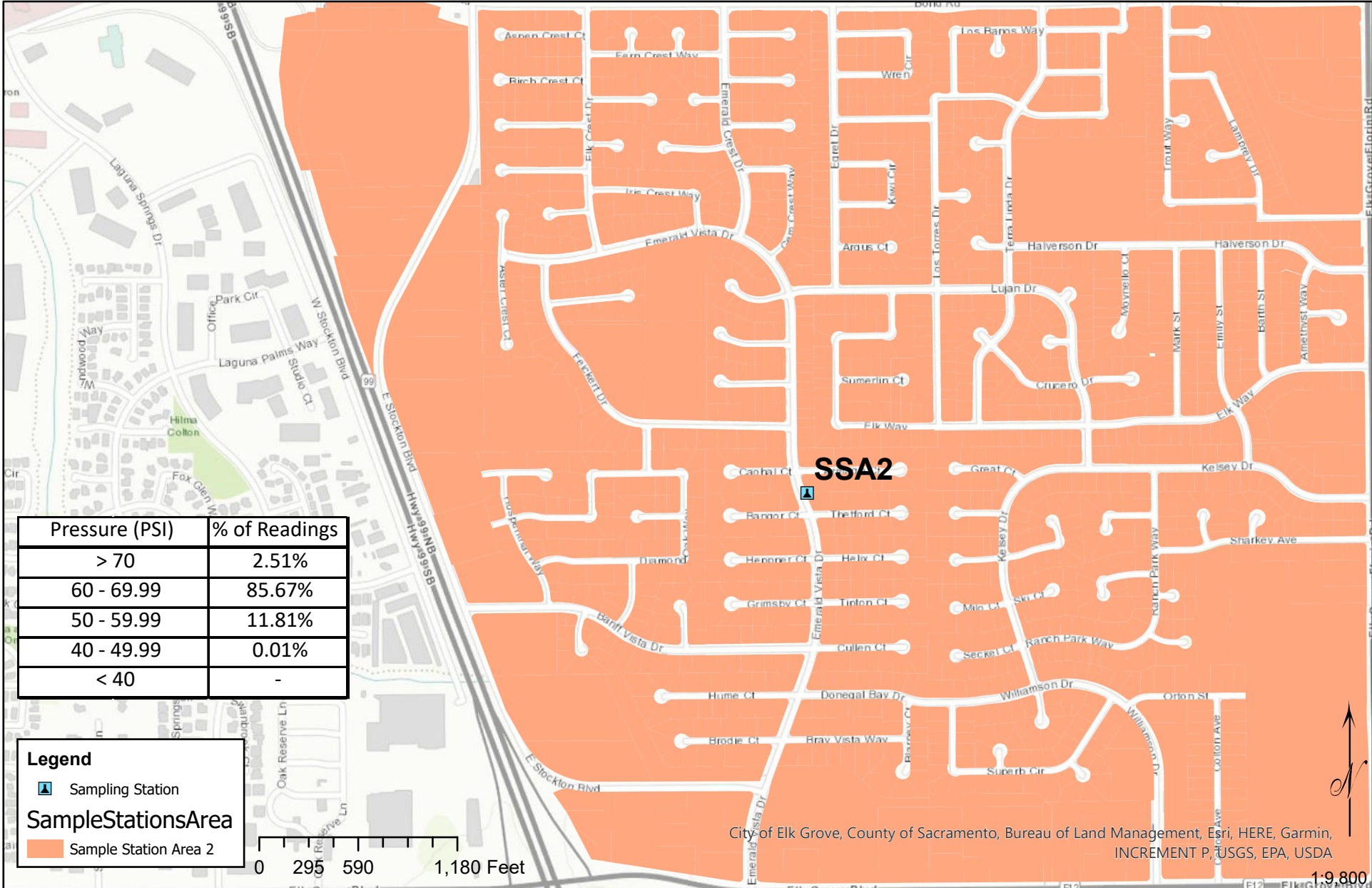


## Elk Grove Water District

### System Pressure Monitoring

#### W. Camden Station

Projected Coordinate System:  
NAD 83 State Plane CA II FIPS 0402  
Source:EGWD GIS database  
Created by: Ben Voelz  
May 5, 2021

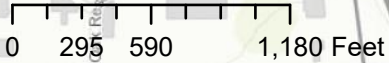


Pressure (PSI)	% of Readings
> 70	2.51%
60 - 69.99	85.67%
50 - 59.99	11.81%
40 - 49.99	0.01%
< 40	-

**Legend**

- Sampling Station
- Sample Station Area 2

**SampleStationsArea**



City of Elk Grove, County of Sacramento, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

1:9,800

**Sample Station #2**

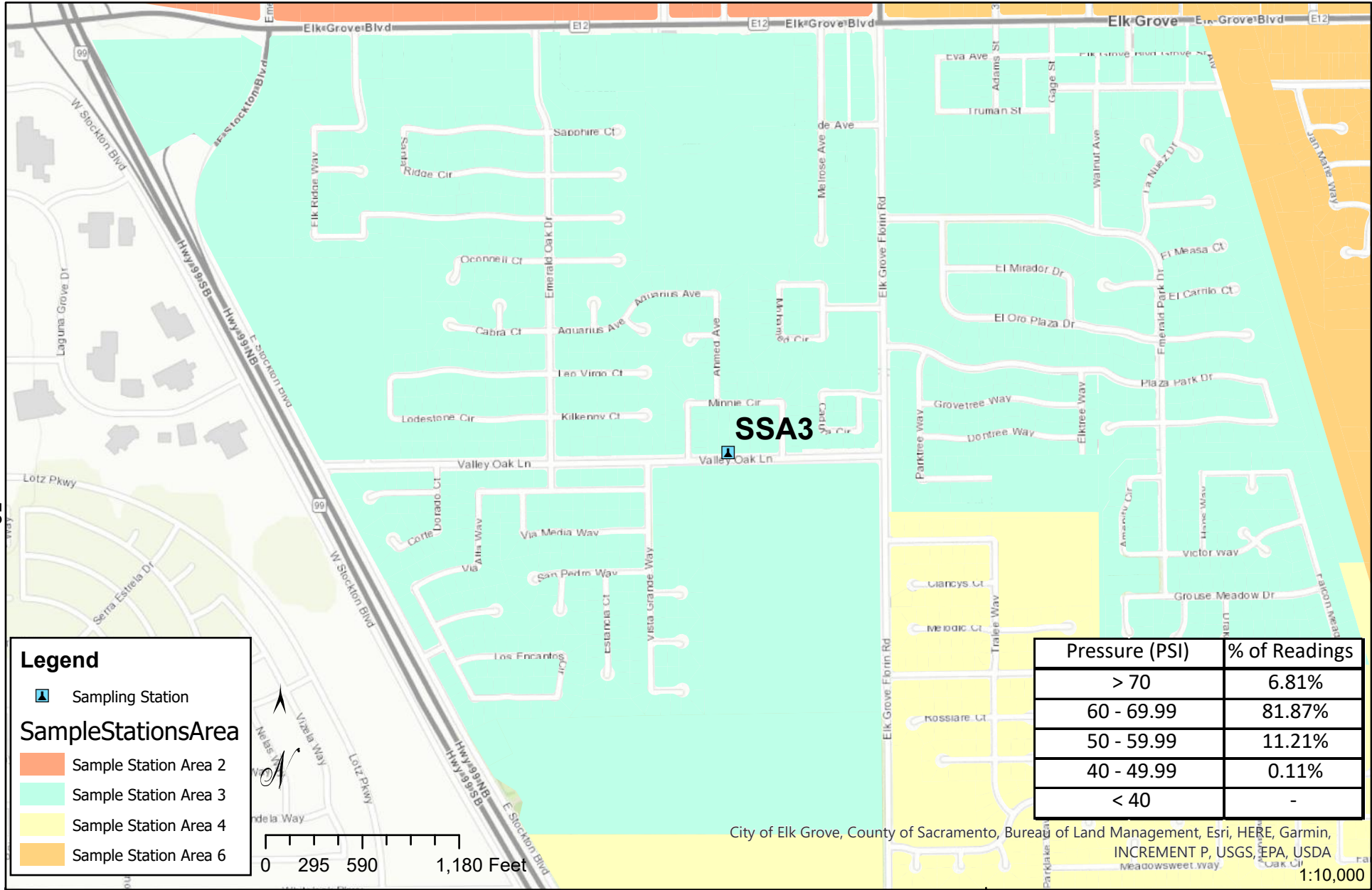
Note: Sample Station takes a reading every 5 minutes.

April 2021



**Elk Grove Water District**  
**System Pressure Monitoring**  
**Emerald Vista Station**

Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Ben Voelz  
 May 5, 2021

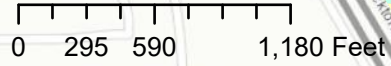


**Legend**

Sampling Station

**SampleStationsArea**

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



Pressure (PSI)	% of Readings
> 70	6.81%
60 - 69.99	81.87%
50 - 59.99	11.21%
40 - 49.99	0.11%
< 40	-

City of Elk Grove, County of Sacramento, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA  
1:10,000

**Sample Station #3**

Note: Sample Station takes a reading every 5 minutes.

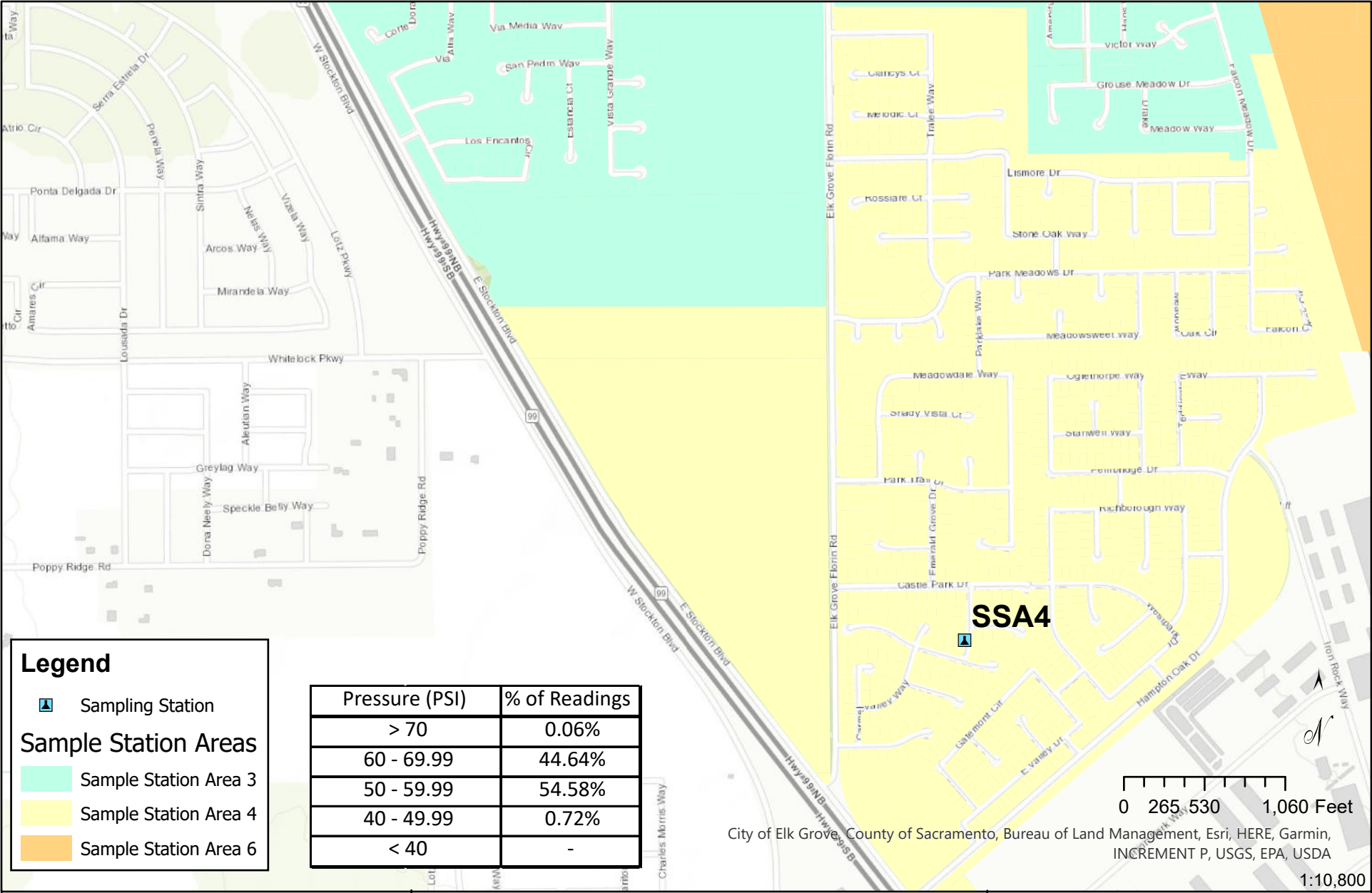
April 2021







**Elk Grove Water District**  
System Pressure Monitoring  
Valley Oak Station

Projected Coordinate System:  
NAD 83 State Plane CA II FIPS 0402  
Source: EGWD GIS database  
Created by: Ben Voelz  
May 5, 2021





**Legend**

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

Pressure (PSI)	% of Readings
> 70	0.06%
60 - 69.99	44.64%
50 - 59.99	54.58%
40 - 49.99	0.72%
< 40	-

City of Elk Grove, County of Sacramento, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

1:10,800

**Sample Station #4**

Note: Sample Station takes a reading every 5 minutes.

April 2021









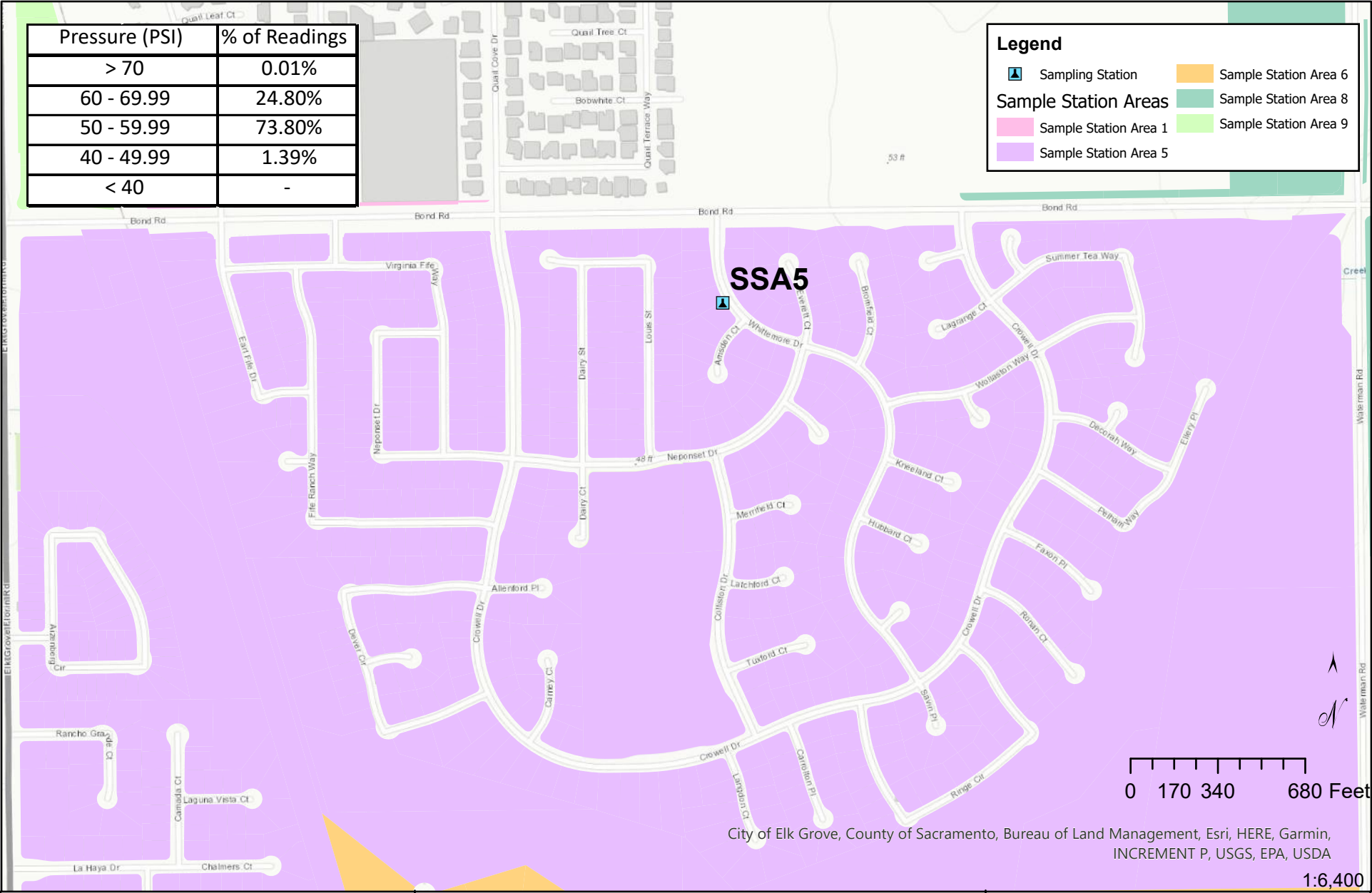
**Elk Grove Water District**  
 System Pressure Monitoring  
 Glacier Point Station

Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Ben Voelz  
 May 5, 2021

Pressure (PSI)	% of Readings
> 70	0.01%
60 - 69.99	24.80%
50 - 59.99	73.80%
40 - 49.99	1.39%
< 40	-

**Legend**

-  Sampling Station
-  Sample Station Area 6
-  Sample Station Area 1
-  Sample Station Area 5
-  Sample Station Area 8
-  Sample Station Area 9



City of Elk Grove, County of Sacramento, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

1:6,400

**Sample Station #5**

Notes: Sample Station takes a reading every 5 minutes.

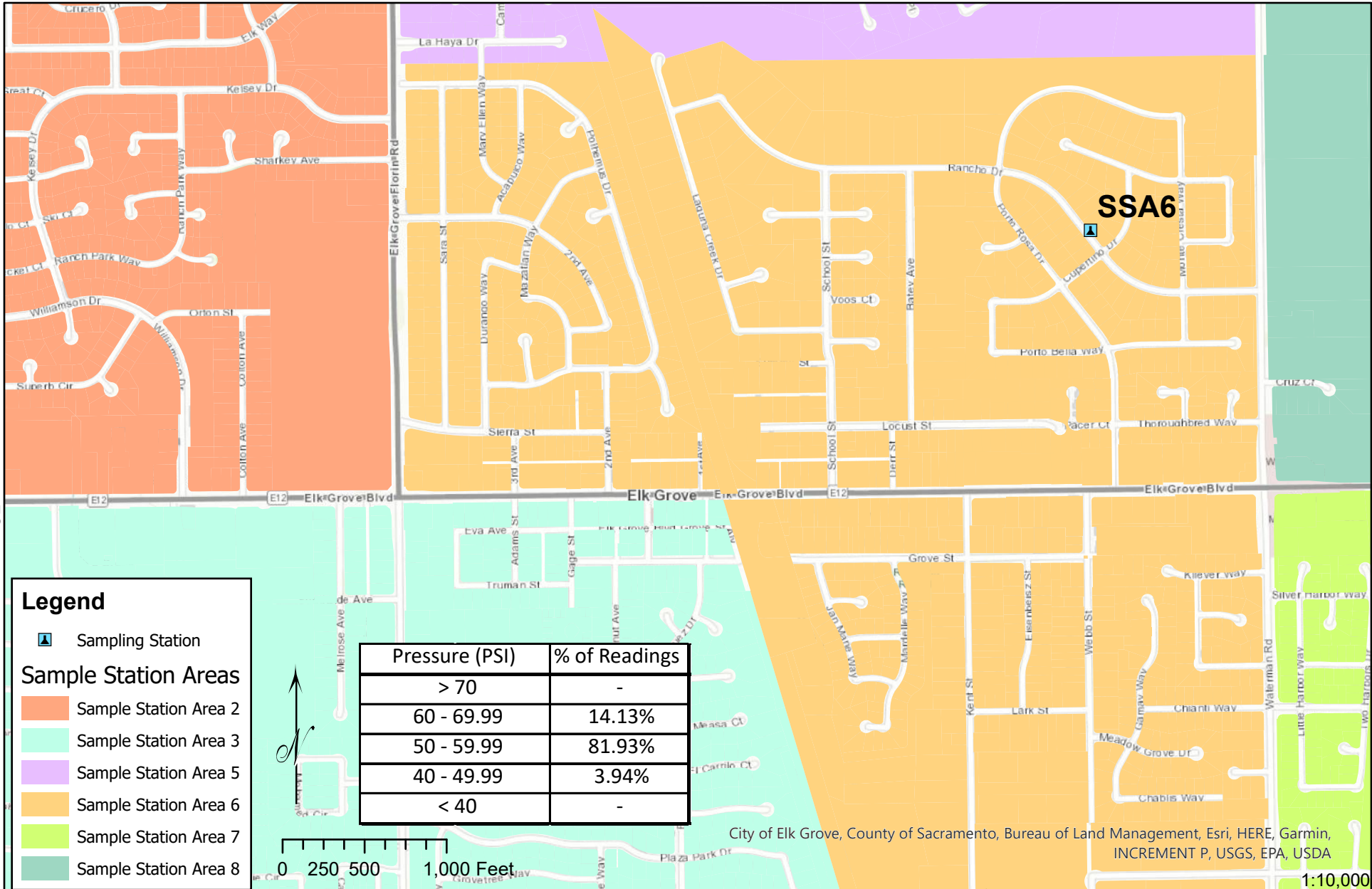
April 2021



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

Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Ben Voelz  
 May 5, 2021





**Legend**

Sampling Station

**Sample Station Areas**

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

Pressure (PSI)	% of Readings
> 70	-
60 - 69.99	14.13%
50 - 59.99	81.93%
40 - 49.99	3.94%
< 40	-



City of Elk Grove, County of Sacramento, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

1:10,000

**Sample Station #6**

Note: Sample Station takes a reading every 5 minutes.

April 2021



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

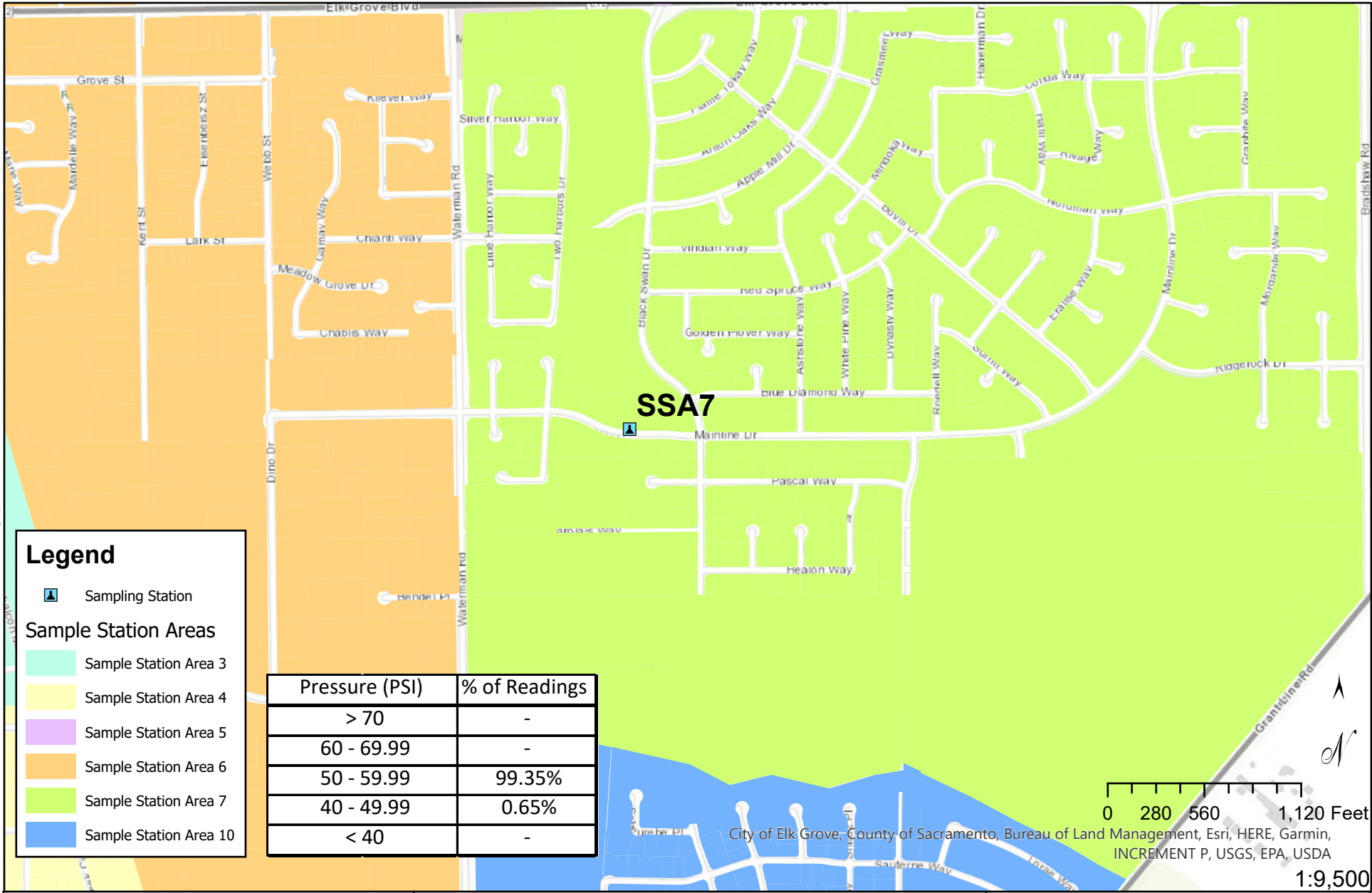
Projected Coordinate System:  
NAD 83 State Plane CA II FIPS 0402

Source: EGWD GIS database  
Created by: Ben Voelz

May 5, 2021

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**Legend**

- Sampling Station

**Sample Station Areas**

- Sample Station Area 3
- Sample Station Area 4
- Sample Station Area 5
- Sample Station Area 6
- Sample Station Area 7
- Sample Station Area 10

Pressure (PSI)	% of Readings
> 70	-
60 - 69.99	-
50 - 59.99	99.35%
40 - 49.99	0.65%
< 40	-



City of Elk Grove, County of Sacramento, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

1:9,500

**Sample Station #7**

Note: Sample Station takes a reading every 5 minutes.

April 2021

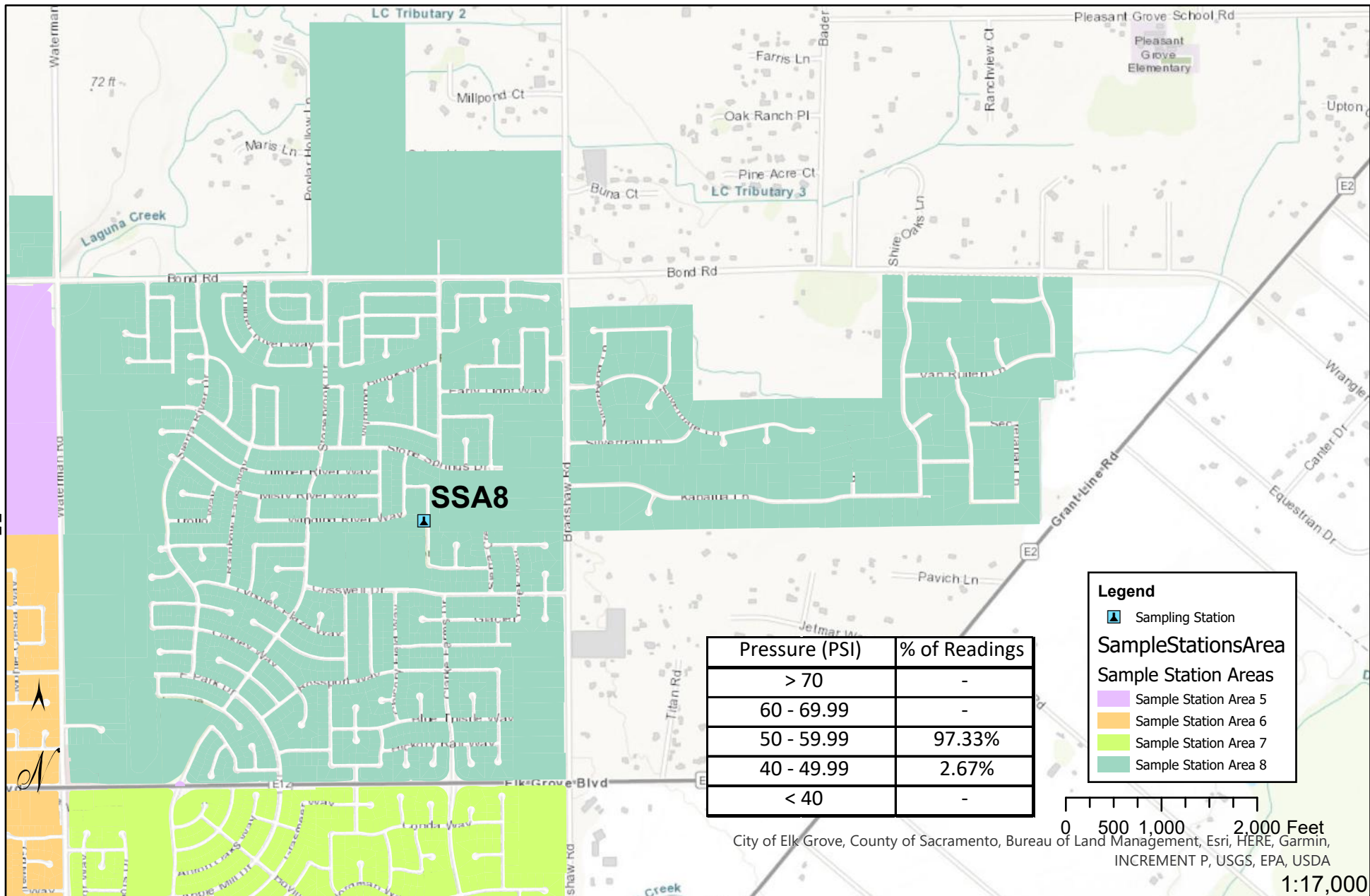


**Elk Grove Water District**  
 System Pressure Monitoring  
 Mainline Station

Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Ben Voelz  
 May 5, 2021

54

477



### Sample Station #8

Note: Sample Station takes a reading every 5 minutes.

April 2021



## Elk Grove Water District System Pressure Monitoring Hollow Springs Station

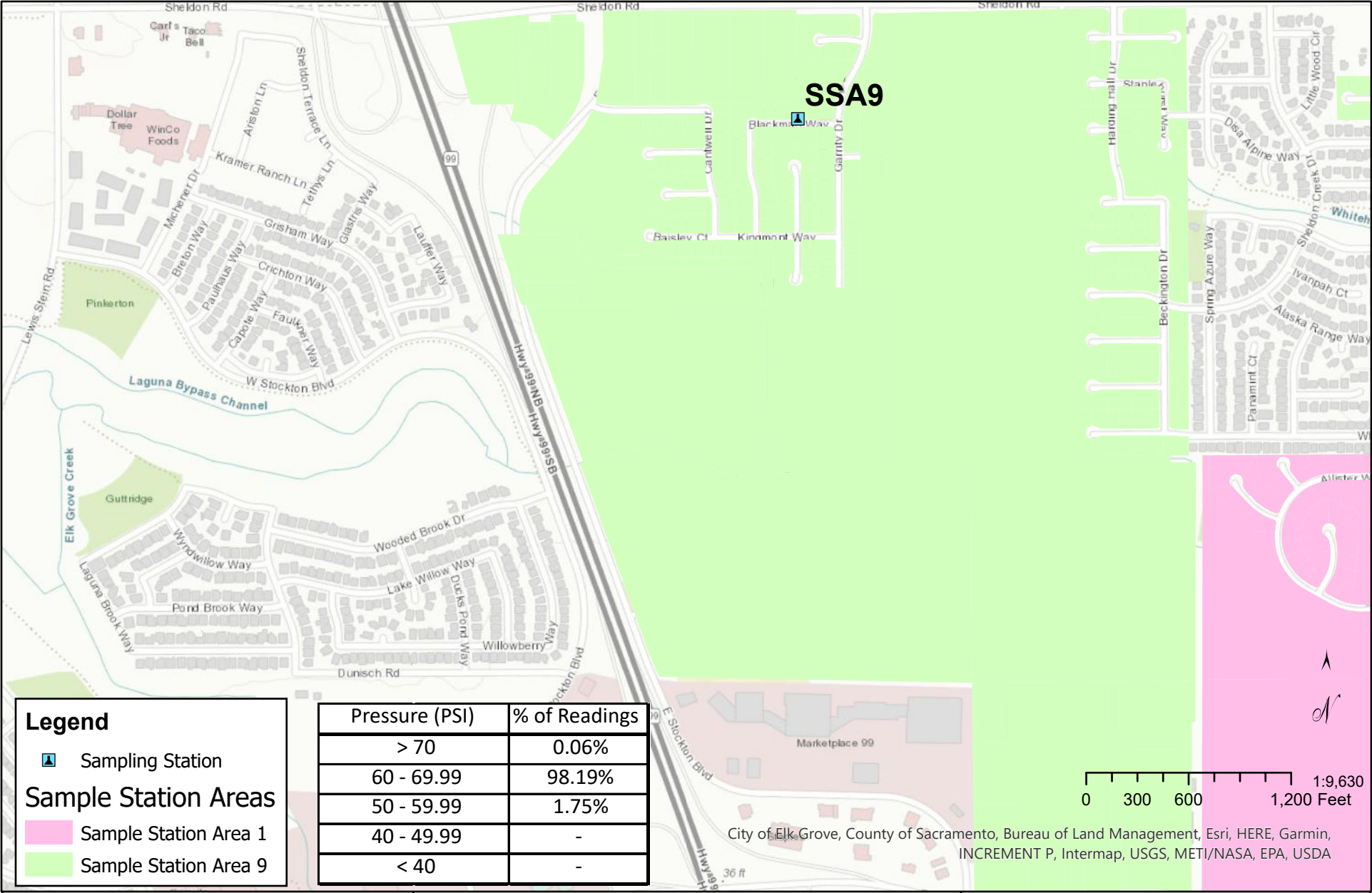
Projected Coordinate System:  
NAD 83 State Plane CA II FIPS 0402

Source: EGWD GIS database

Created by: Ben Voelz

May 5, 2021





**Legend**

- Sampling Station

**Sample Station Areas**

- Sample Station Area 1
- Sample Station Area 9

Pressure (PSI)	% of Readings
> 70	0.06%
60 - 69.99	98.19%
50 - 59.99	1.75%
40 - 49.99	-
< 40	-

**Sample Station #9**

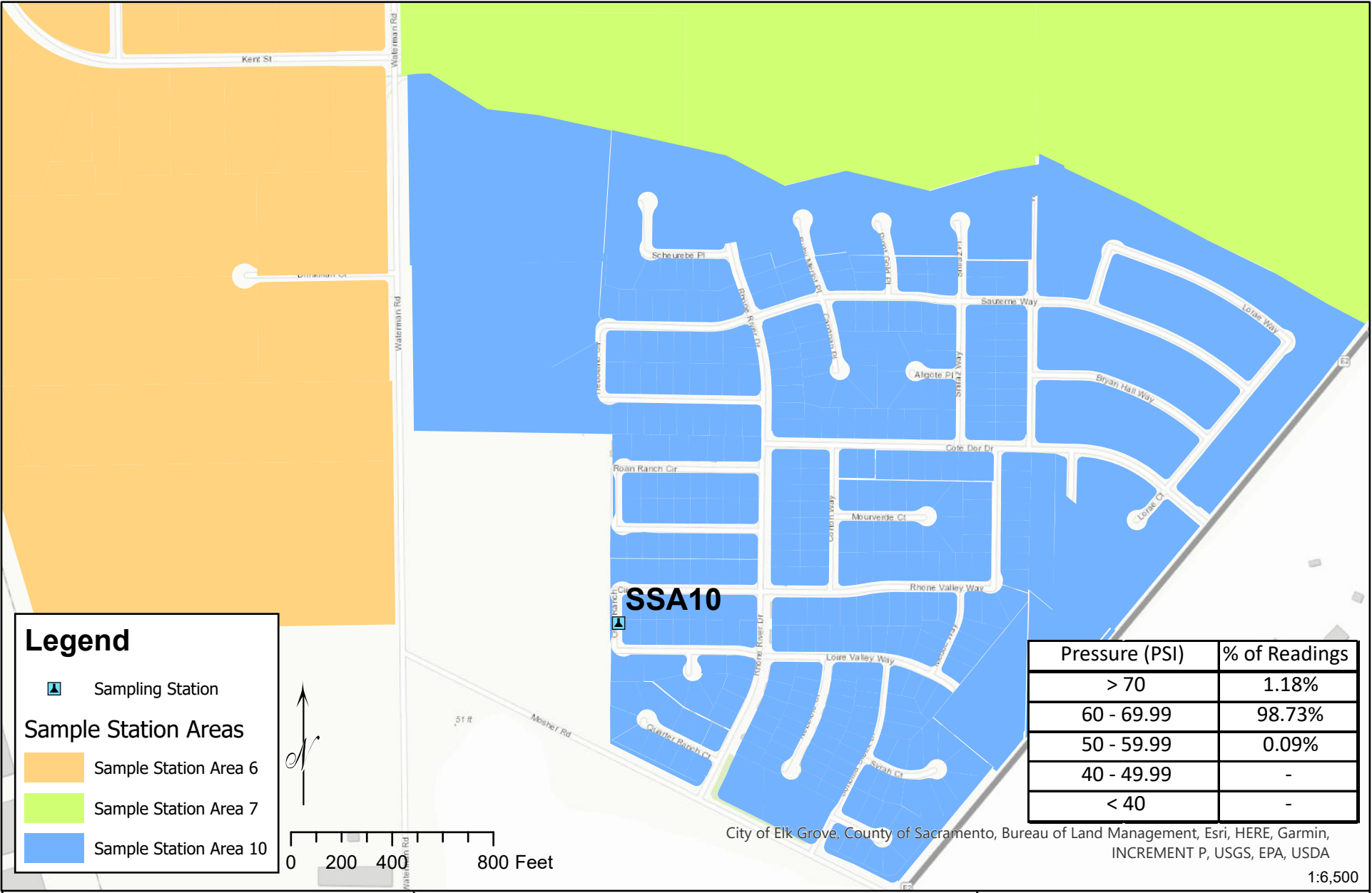
Note: Sample Station takes a reading every 5 minutes.

April 2021



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


Projected coordinate system:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Ben Voelz  
 May 5, 2021



**Sample Station #10**

Note: Sample Station takes a reading every 5 minutes.

April 2021



**Elk Grove Water District**  
System Pressure Monitoring  
Oreo Ranch Station

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

Source: EGWD GIS database  
Created by: Ben Voelz  
May 5, 2021