

**REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
FLORIN RESOURCE CONSERVATION DISTRICT  
AND SPECIAL MEETING OF THE  
FLORIN RESOURCE CONSERVATION DISTRICT  
ECONOMIC DEVELOPMENT CORPORATION**

**Agenda**

**Wednesday, September 19, 2018**

**6:30 PM**

**9257 Elk Grove Blvd.  
Elk Grove, CA 95624**

**Compliance with Government Code Section 54957.5**

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

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

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

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

**Public Comment – Please complete a Request to Speak Form if you wish to address the Board.**

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.

**1. Proclamations and Announcements**

Associate Director Comment

Public Comment

**2. Consent Calendar** (Stefani Phillips, Secretary and Patrick Lee, Treasurer)

- a. Minutes of Regular Board Meeting of August 15, 2018
- b. Warrants Paid – August, 2018
- c. Active Accounts – August, 2018
- d. Bond Covenant Status for FY 2017- 18 – August, 2018
- e. Revenues and Expenses – Actual vs Budget FY 2017- 18 – August, 2018
- f. Cash Accounts – August, 2018
- g. Consultants Expenses – August, 2018
- h. Major Capital Improvement Projects – August, 2018

Associate Director Comment

Public Comment

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

**3.   [Committee Meetings](#)** (Stefani Phillips, Secretary)

Associate Director Comment

Public Comment

**4.   [Elk Grove Water District Operations Report – August 2018](#)**

(Mark J. Madison, General Manager)

Associate Director Comment

Public Comment

**5.   [City of Elk Grove/Florin Resource Conservation District Right-of-Access/License Agreement](#)** (Bruce Kamilos, Assistant General Manager)

Associate Director Comment

Public Comment

**Recommended Action:**      **Adopt Resolution No. 09.19.18.01, authorizing the General Manager to execute a Right-of-Access/License Agreement with the City of Elk Grove.**

**6.   [Professional Services Agreement Amendment with HDR Engineering, Inc.](#)**

(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 HDR Engineering, Inc., in an amount not-to-exceed \$11,280, to cover the costs of additional meetings with the Community Advisory Committee and Finance Committee for the preparation of the 2018 Connection Fee Study and 2018 Water Rate Study.**

**7.   [Online Bill Payment Processing](#)** (Patrick Lee, Finance Manager/Treasurer)

Associate Director Comment

Public Comment

**Recommended Action:**      **If desired, direct staff to proceed with a request for proposal to solicit responses from interested service providers.**



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

Associate Director Comment

Public Comment

**9. Legislative Report** (Sarah Jones, Program Manager)

Associate Director Comment

Public Comment

**10. Dissolution of the Florin Resource Conservation District Economic Development Corporation** (Patrick Lee, Finance Manager/Treasurer)

Associate Director Comment

Public Comment

**Recommended Action:**      **Adopt Resolution No. 09.19.18.02, electing to wind up and dissolve the Florin Resource Conservation District Economic Development Corporation, and**

**Authorizing staff to proceed with the wind up and dissolution of the Florin Resource Conservation District Economic Development Corporation.**

**11. Directors Comments**

**12. Closed Session**

a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: APN# 134-0110-073-0000

Agency negotiator: Mark Madison

Negotiating parties: Johan/Anne Otto Trust

Under negotiation: Price and terms of payment

Property: APN# 134-0072-016-0000

Agency negotiator: Mark Madison

Negotiating parties: Cabrera Family Trust

Under negotiation: Price and terms of payment

Property: APN# 134-0072-015-0000

Agency negotiator: Mark Madison

Negotiating parties: Bigelow Family Trust

Under negotiation: Price and terms of payment

Property: APN# 134-134-0072-014-0000

Agency negotiator: Mark Madison

Negotiating parties: Anthony and Eloise Badique

Under negotiation: Price and terms of payment

Property: APN# 134-134-0072-013-0000

Agency negotiator: Mark Madison

Negotiating parties: E/A Properties, LLC, Balfour Properties, LLC,  
and HJM Properties, LLC

Under negotiation: Price and terms of payment

Property: APN# 127-0170-003-000  
Agency negotiator: Mark Madison  
Negotiating parties: Harcrow Elk Grove Irrev Trust  
Under negotiation: Price and terms of payment

- b. CONFERENCE WITH LEGAL COUNSEL  
Initiation of litigation pursuant to § 54956.9(c): (One potential case)

Adjourn to Regular Meeting – October 17, 2018

September 19, 2018

TO: Chairperson and Directors of the Florin Resource Conservation District  
FROM: Stefani Phillips, Board Secretary  
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 – h.

### **SUMMARY**

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

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

### **DISCUSSION**

#### **Background**

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

#### **Present Situation**

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

### **ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

### **STRATEGIC PLAN CONFORMITY**

Fiscal stability is in conformity with the District's Business Practice goals of the 2012-2017 Strategic Plan.

September 19, 2018

**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**

**Wednesday, August 15, 2018**

The regular meeting of the Florin Resource Conservation District Board of Directors was called to order at 6:30 p.m. by Tom Nelson, Chairperson, at 9257 Elk Grove Blvd., Elk Grove, CA.

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

Directors Present: Bob Gray, Lisa Medina, Tom Nelson, Sophia Scherman, Jeanne Sabin  
Directors Absent: None  
Staff Present: Mark Madison, General Manager; Bruce Kamilos, Assistant General Manager; Stefani Phillips, Board Secretary; Patrick Lee, Treasurer; Donella Murillo, Finance Supervisor; Sarah Jones, Program Manager, Jose Carrillo, Richard Salas, Alan Aragon, Brandon Wagner, Justin Mello  
Staff Absent: None  
Associate Directors Present: None  
Associate Directors Absent: Shahid Chaudhry  
General Counsel Present: Ren Nosky, Nosky Legal Group  
Consultants Present: Kevin Lorentzen, HDR Consulting, Inc.

### **Public Comment**

Suzanne Pecci mentioned her concern regarding the Elk Grove Water District (EGWD) potentially expanding its service area to take on the soccer complex, which will be developed on Grant Line Road. Chairperson, Tom Nelson informed Ms. Pecci the EGWD has no intention of expanding and if the District were to expand in the future, the item would be agendaized.

### **1. Proclamations and Announcements**

General Manager, Mark Madison presented five (5) year recognition plaques to Justin Mello and Brandon Wagner.

### **2. Consent Calendar**

- a. Regular Board Meeting Minutes of July 18, 2018
- b. Warrants Paid – July, 2018
- c. Active Accounts – July, 2018
- d. Bond Covenant Status – July, 2018
- e. Revenues and Expenses – July, 2018
- f. Cash Accounts – July, 2018
- g. Consultants Expenses – July, 2018
- h. Major Capital Improvement Projects – July, 2018

MSC (Gray/Scherman) to approve FRCD Consent Calendar items a-h with revisions 5/0:  
Ayes: Gray, Medina, Nelson, Sabin and Scherman.

### **3. Committee Meetings**

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

### **4. Elk Grove Water District Operations Report – July 2018**

General Manager, Mark Madison presented the EGWD Operations Report – July 2018 to the Florin Resource Conservation District Board of Directors (Board).

Summary:

- Door tags and shutoffs were up a little from June at 598 & 70, respectively.
- There was one pressure complaint in Service Area 2 and this was unsubstantiated.
- There were four water quality complaints, none of which were substantiated.
- 137 hydrants were checked. The District's hydrant maintenance target is set at 135 per month (each hydrant is checked once per year).
- 150 valves were exercised. The District's valve exercising target is set at 120 per month (every valve once per 3 years).
- All of our wells were used as the main sources of supply for Service Area 1. Well 13 produced the most at over 42 million gallons.
- Production for Service Area 1 continued to increase significantly from the June as July is our peak demand month. 181 million gallons were produced compared to 158 million gallons in June.
- Total customer usage for EGWD (SA1 and SA2) also rose by approximately 38 million gallons from June but remained down by 15% compared to June 2013.
- The Static and Pumping Water level charts have the new 3<sup>rd</sup> quarter data. Almost every well has a significant increase in the static water level compared to the 3<sup>rd</sup> quarter data two years ago.
- All required sampling was performed with no anomalies. A lot of samples were taken in July – 113 samples in all.
- All required regulatory reports were submitted on time and there were no excursions of any regulatory requirements.
- All preventative maintenance activities have been performed in compliance with our Standard Operating Procedures.
- Backflow prevention program. As of the end of July, we had 47 delinquent customers. That number stands at 9 right now. They have until August 27 until they are shut off.
- We had 4 formal safety meetings and it has been 910 days since we have had a lost time injury.
- Service Line Replacements – 25 service lines were replaced in May as our Utility crew now back working on that project. We hope to complete the Service Line Replacement project by the end of December.
- There were 6 service line leaks in May. Three were from pinholes, two were cracks, and one was likely due to the construction activity at the CSD building.
- Pressures in Service Area 1 remained stable in the 60 psi range. Pressures in Service Area 2 were also about the same.

## 5. Public Hearing and Consideration of the 2018 Connection Fee Study and Adoption of New Water Connection Fees

Mr. Madison provided background on the agenda item and introduced Kevin Lorentzen, HDR Consulting, Inc. to present a summary of the 2018 connection fee study and adoption of new water connection fees and to provide recommendations.

Mr. Lorentzen emphasized the connection fees are only related to Service Area 1 boundaries.

Mr. Madison discussed the involvement that the Building Industry Association (BIA) had with the Connection Fee Study. He mentioned that the BIA was helpful and tested the District, which helped provide a better product.

Mr. Nelson called for public comments.

Public comments include:

Crisand Giles, Executive Director of North State BIA, thanked EGWD staff for working with the BIA during the Connection Fee Study. She mentioned the BIA appreciated the process.

The public hearing was closed.

MSC (Sabin/Medina) to adopt Ordinance No 08.15.18.01, approving the 2018 Connection Fee Study Report and revising the Elk Grove Water District Connection fees as prescribed in the study. 5/0: Ayes: Gray, Medina, Nelson, Sabin and Scherman.

## **6. Professional Services Agreement Renewal for Information Technology Services.**

Mr. Madison presented the professional services agreement (PSA) renewal for Information Technology (IT) services to the Board. The PSA is with Solutions by BG, Inc.

Mr. Madison recommended to the Board the PSA be a sole-source procurement, providing reasoning as to why he believes sole-source procurement is justified. He clarified that the IT consultant is an independent contractor.

Ren Nosky, Nosky Legal Group mentioned Mr. Madison clarified the independent contractor is not an employee of the District for California Public Employee Retirement System (CalPERS) purposes. In summary, he mentioned it is a regulatory component, stating city and public agencies are notorious for embedding IT people into their operations and essentially over time leave themselves vulnerable for CalPERS audits.

Vice-chairperson, Bob Gray commented that he does not see a chance of getting a better deal than what Thomas Dainat, owner of Solutions by BG, Inc. is proposing.

Director Sophia Scherman asked how Mr. Dainat has an intimate hand in the District's operations. Mr. Madison responded that he works at the District and off-site. Mrs. Scherman shared her concern that it may not be secure with Mr. Dainat working from home. Discussion continued.

Director Jeanne Sabin asked, if in an emergency, does the District has the authority to pay Mr. Dainat more than the shall-not-exceed amount. Mr. Nosky informed Ms. Sabin that there is language in the contract that allows the General Manger to approve overages.

MSC (Medina/Gray) to adopt Resolution 08.15.18.01, waiving the competitive bidding process prescribed in Policy No. 3, purchases of goods and services from outside vendors, and authorizing the General Manager to execute a professional services agreement with Solutions by BG, Inc. to provide Information Technology services in an amount not to exceed \$477,325 over a three year term. 5/0: Ayes: Gray, Medina, Nelson, Sabin and Scherman.

## **7. Conflict of Interest Code**

Board Secretary, Stefani Phillips presented the item to the Board.

Ms. Phillips explained the only change to the Conflict of Interest code is the proposal of adding the GIS Technician II position to the document of officials and employees that make decisions for the governmental agency.

MSC (Sabin/Scherman) to adopt Ordinance No. 08.15.18.02, amending the Conflict of Interest Code Pursuant to the Political Reform Act of 1974. 5/0: Ayes: Gray, Medina, Nelson, Sabin and Scherman.

## 8. **Pepper Spray Policy**

Sarah Jones, Program Manager presented the Pepper Spray Policy to the Board. She mentioned only workers who have been approved by Mr. Madison and trained on pepper spray usage will be provided pepper spray to use during work hours.

Director Lisa Medina questioned if there has been training provided to staff on how to handle aggressive animals. Ms. Jones informed her there have been trainings in the past.

Ms. Medina mentioned there are a lot of questions that need to be answered related to procedures. Ms. Jones informed her the policy identifies procedures for pepper spray use. Ms. Jones also mentioned that there will be a four (4) hour training by a professional.

Ms. Sabin asked that there be a specific definition in the policy of what type of pepper spray will be used. Mr. Nosky informed Ms. Sabin the specific type of pepper spray is defined in the penal code.

Ms. Sabin asked that Section D. Reporting Procedures add "or unintentional" to the statement "any intentional use of pepper spray shall be reported to the supervisor on the day of the incident, either by phone or in person." Staff will add this to the policy.

MSC (Medina/Sabin) to adopt Ordinance No. 08.15.18.03 amending the 2014 Elk Grove Water District Employee Policy Manual with the addition of Section 7.1.5 Pepper Spray with revisions. 5/0: Ayes: Gray, Medina, Nelson, Sabin and Scherman.

## 9. **Outside Agency Meeting Report**

Mr. Madison, Ms. Jones, and Assistant General Manager, Bruce Kamilos spoke regarding various outside agency meetings that they attended.

Mr. Madison mentioned that on July 31, 2018 EGWD met with the Sacramento County Water Agency (SCWA). He mentioned the SCWA is willing to work with the District on how the math is calculated for wholesale water, as well as they will be better at communication. Discussion ensued.

Ms. Jones presented on the Sacramento Regional Safety Forum that took place on August 2, 2018. In summary, the forum talked about slips, trips and falls. The District will have an all-staff training on the subject.

Mr. Madison spoke regarding the Sacramento Central Groundwater Authority (SCGA) Regular Board Meeting that took place on August 8, 2018. In summary, the SCGA Board is in limbo as everyone waits for the Department of Water Resources to make a decision on the alternative submittal provided in lieu of going with the conventional groundwater sustainability approach. The Department of Water Resources was supposed to have already deliberated on the subject, but now they are stating it will not be completed until next year.

Mr. Kamilos presented on the Regional Water Authority (RWA) Regional Water Reliability Planning Meeting that took place on August 8, 2018. In summary, the goal of the meeting was to discuss making water resources more reliable. A big component for that is establishing a regional groundwater bank in the North and South basins. The RWA sent out surveys for the Districts to fill out. Staff will inform the Board what the survey results are.

Mr. Kamilos informed the Board that the City of Sacramento's has signed an agreement with an agency down south to sell water. Discussion ensued. Mr. Madison informed the Board that the meeting that is being presented is not about exportation of groundwater out of the



basin, but about the efforts that RWA is putting together to advance improvements to the groundwater basin.

#### **10. Directors Comments**

The Board welcomed back Ms. Sabin.

Mr. Nelson informed the Board on the election candidate results as of the end of business day, August 15, 2018. He stated there are three (3) candidates that filed candidate documents, Bob Gray, Elliott Mulberg, and himself, which means there will not be an election.

Mr. Madison announced that Associate Board Member, Kenneth Strom resigned as of August 15, 2018.

Adjourn to regular meeting on September 19, 2018 at 6:30 p.m.

Respectfully submitted,

*Stefani Phillips*

Stefani Phillips, Board Secretary  
AK/SP

Check History Report

8/1/2018 to 8/31/2018  
Elk Grove Water District

Check Number	Check Date	Vendor Number	Name	Check	Explanation
047545	8/2/2018	COUNTY4	SACRAMENTO COUNTY UTILITIES	742.28	Backwash Water Waste
047546	8/2/2018	NOSKY	NOSKY LEGAL GROUP	2,481.65	Legal-June
047547	8/2/2018	PAULA M	PAULA MAITA & COMPANY	593.35	Safety Clothing-OPS
047548	8/2/2018	PETTY	PETTY CASH	163.02	
047549	8/7/2018	ACWAJPI	CB&T/ ACWA-JPIA	63,802.79	Medical Benefits- September 2018
047550	8/7/2018	AFLAC	AFLAC	1,900.63	
047551	8/7/2018	AMAZON	AMAZON CAPITAL SERVICES	29.53	
047552	8/7/2018	B WAGNE	BRANDON WAGNER	64.13	Clothing Reimbursement
047553	8/7/2018	BEN RES	BENEFIT RESOURCE, INC	100.00	
047554	8/7/2018	C&T	C & T SPECIALTIES	86.20	
047555	8/7/2018	CAL STE	CALIFORNIA STEAM	28.55	
047556	8/7/2018	CDW	CDW GOVERNMENT	2,150.37	Replacement Monitors-ADMIN
047557	8/7/2018	CONSOLI	CONSOLIDATED COMMUNICATIONS	1,291.19	
047558	8/7/2018	CRF LEN	LENNAR HOMES CA, INC	40.53	Account Closed- Customer Refund
047559	8/7/2018	CRF LEN	LENNAR HOMES CA, INC	35.90	Account Closed- Customer Refund
047560	8/7/2018	CRF LEN	LENNAR HOMES CA, INC	68.24	Account Closed- Customer Refund
047561	8/7/2018	CRF LEN	LENNAR HOMES CA, INC	19.24	Account Closed- Customer Refund
047562	8/7/2018	CRFAMG	LENNAR HOMES CA, INC	96.23	Account Closed- Customer Refund
047563	8/7/2018	CRFDEY	ANDREW & MIRIAM GOFF	83.94	Account Closed- Customer Refund
047564	8/7/2018	CRFFTC	DEREK YOKLEY	14.78	Account Closed- Customer Refund
047565	8/7/2018	CRFFTC	FIRST AMERICAN TITLE COMPANY	29.07	Account Closed- Customer Refund
047566	8/7/2018	CRFHRW	FIRST AMERICAN TITLE COMPANY	42.39	Account Closed- Customer Refund
047567	8/7/2018	CRFOL9	HANS & REBECCA WENTZEL	113.82	Account Closed- Customer Refund
047568	8/7/2018	CRFPAB	OLD REPUBLIC TITLE	80.00	Account Closed- Customer Refund
047569	8/7/2018	CRFROC	PATRICK BUCKLEY	196.00	Account Closed- Customer Refund
047570	8/7/2018	CS BK	ROBERT CARTAGENA	535.32	Account Closed- Customer Refund
047571	8/7/2018	CS JC	CARD SERVICES	142.58	Conference, Software
047572	8/7/2018	CS SJ	CARD SERVICES	375.63	Materials/Supplies-Distribution
047573	8/7/2018	CS SP	CARD SERVICES	526.25	Safety Supplies, Training
047574	8/7/2018	DATAPRO	CARD SERVICES	64.44	Training, Employee Appreciation
047575	8/7/2018	GTRI	DATAPROSE LLC	1,960.20	Back Up/Offsite Replication
047576	8/7/2018	JAN PRO	GTRI	255.00	
047577	8/7/2018	JAYS	JAN-PRO CLEANING SYSTEMS OF	1,072.12	Materials & Supplies- Distribution
047578	8/7/2018	LUND	JAY'S TRUCKING SERVICE	1,267.76	
047579	8/7/2018	NOSKY	LUND CONSTRUCTION, INC	3,621.68	Legal- July
047580	8/7/2018	OREILLY	NOSKY LEGAL GROUP	67.76	
047581	8/7/2018	PACE	O'REILLY AUTO PARTS	3,770.09	Materials & Supplies - Utility Crew
047582	8/7/2018	REPUBLI	PACE SUPPLY CORP	1,254.90	
047583	8/7/2018	ROOCO	REPUBLIC SERVICES #922	315.16	
			ROOCO RENTS		

047584	8/7/2018	ROTH	ROTH STAFFING COMPANIES, L.P.	882.93	Temporary Customer Service Help
047585	8/7/2018	SAC 5	SACRAMENTO COUNTY	8.00	
047586	8/7/2018	SAC 5	SACRAMENTO COUNTY	8.00	
047587	8/7/2018	SMUD	SMUD	661.21	
047588	8/7/2018	STATE C	STATE OF CALIFORNIA	115.00	Copier-ADMIN
047589	8/7/2018	TOSHIBA	TOSHIBA FINANCIAL SERVICES	593.01	
047590	8/7/2018	TRAFF S	TRAFFIC SIGN SPECIALTIES	105.06	
047591	8/7/2018	WHITE	HDS WHITE CAP CONST SUPPLY	297.95	
047592	8/17/2018	AFLAC	AFLAC	1,900.63	
047593	8/17/2018	AMAZON	AMAZON CAPITAL SERVICES	541.32	Materials & Supplies-ADMIN/OPS
047594	8/17/2018	ATT&T	AT&T MOBILITY	335.26	
047595	8/17/2018	B WAGNE	BRANDON WAGNER	60.00	
047596	8/17/2018	BATTER	BATTERIES PLUS	79.63	
047597	8/17/2018	BAY ALA	BAY ALARM COMPANY	32.33	Daily Tasks/Help Tickets
047598	8/17/2018	BG SOLU	SOLUTIONS BY BG INC.	5,394.00	
047599	8/17/2018	BRINKS	BRINK'S INCORPORATED	342.21	
047600	8/17/2018	BSK4	BSK ASSOCIATES	2,154.00	Sampling - Treatment
047601	8/17/2018	CS MJM	CARD SERVICES	5,379.75	ACWA Conference, Contracted Services, Meals
047602	8/17/2018	CS RS	CARD SERVICES	1,657.87	Materials & Supplies-Utility Crew
047603	8/17/2018	CS SS	CARD SERVICES	677.13	Materials & Supplies-Treatment
047604	8/17/2018	DMV	DMV	10.00	
047605	8/17/2018	EG FORD	ELK GROVE FORD	1,692.58	Repairs & Maintenance- Truck #411
047606	8/17/2018	ELK LOC	ELK GROVE LOCK AND SAFE CO	158.12	
047607	8/17/2018	FASTENA	FASTENAL COMPANY	19.02	
047608	8/17/2018	FIRECOD	FIRECODE SAFETY EQUIPMENT	671.28	Maintenance-Fire Extinguishers
047609	8/17/2018	HERBURG	HERBURGER PUBLICATIONS, INC	264.50	Advertisment - Water Connection Fees
047610	8/17/2018	INT STA	INTERSTATE OIL COMPANY	1,952.18	Fuel
047611	8/17/2018	JAN PRO	JAN-PRO CLEANING SYSTEMS OF	380.00	
047612	8/17/2018	PEST	PEST CONTROL CENTER INC	195.00	
047613	8/17/2018	PG&E	PACIFIC GAS & ELECTRIC	8.11	
047614	8/17/2018	PIT 4	PURCHASE POWER	66.15	
047615	8/17/2018	PLACER	RIVER CITY RENTALS	780.00	Rental Equipment-Hampton Tower
047616	8/17/2018	PLATT2	PLATT	56.94	
047617	8/17/2018	PLATT2	PLATT	119.43	
047618	8/17/2018	RADIAL	RADIAL TIRE OF ELK GROVE	113.55	
047619	8/17/2018	ROOCO	ROOCO RENTS	645.64	Materials & Supplies-OPS
047620	8/17/2018	ROTH	ROTH STAFFING COMPANIES, L.P.	1,061.68	Temporary Customer Service Help
047621	8/17/2018	SIERR C	SIERRA CHEMICAL COMPANY	878.77	Supplies-Treatment
047622	8/17/2018	SIERRA	SIERRA OFFICE SUPPLIES	439.66	
047623	8/17/2018	SMUD	SMUD	6,024.46	
047624	8/17/2018	SMUD	SMUD	3,426.34	
047625	8/17/2018	SMUD	SMUD	4,193.83	
047626	8/17/2018	SMUD	SMUD	13,618.64	
047627	8/17/2018	SMUD	SMUD	1,821.07	
047628	8/17/2018	SMUD	SMUD	1,654.21	
047629	8/17/2018	SMUD	SMUD	3,873.64	
047630	8/17/2018	SMUD	SMUD	3,299.38	
047631	8/17/2018	SOURCE	SOURCETECH SYSTEMS, INC.	26,175.00	(3) Replacement Servers

047632	8/17/2018	TRUEPOI	TRUEPOINT SOLUTIONS	1,320.00	Custom Development-Reports
047633	8/17/2018	VERIZON	VERIZON WIRELESS	631.94	
047634	8/17/2018	YOUNGDA	YOUNGDAHL CONSULTING GROUP	962.00	Inspection Services- Radio Antenna
047635	8/17/2018	ZOOM	ZOOM IMAGING SOLUTIONS, INC	237.10	
047636	8/22/2018	BACKFLO	BACKFLOW DISTRIBUTORS, INC	140.54	
047637	8/22/2018	BAY ALA	BAY ALARM COMPANY	1,687.59	
047638	8/22/2018	BSK4	BSK ASSOCIATES	340.00	Sampling - Treatment
047639	8/22/2018	CINTAS	CINTAS	78.62	
047640	8/22/2018	COUNTY4	SACRAMENTO COUNTY UTILITIES	113.71	
047641	8/22/2018	EG FORD	ELK GROVE FORD	411.66	
047642	8/22/2018	ENGINEER	ENGINEERING SUPPLY COMPANY	1,500.00	GIS Data Collector- Annual Network Subscription
047643	8/22/2018	FREDER	DAVID FREDERICK	67.12	
047644	8/22/2018	FRONT C	FRONTIER COMMUNICATIONS	229.09	
047645	8/22/2018	GRAINGE	GRAINGER	83.96	
047646	8/22/2018	HACH	HACH COMPANY	504.66	Materials-Treatment
047647	8/22/2018	INFINIT	INFINITE IT SOLUTIONS INC.	6,160.00	I.T. Contracted Services
047648	8/22/2018	INT STA	INTERSTATE OIL COMPANY	1,280.40	Fuel
047649	8/22/2018	MUNIQUEI	MUNIQUEIP, INC	1,425.98	Materials-Treatment
047650	8/22/2018	PACE	PACE SUPPLY CORP	9,017.11	(11) Invoices- Materials/Supplies
047651	8/22/2018	PLATT2	PLATT	130.59	
047652	8/22/2018	ROTH	ROTH STAFFING COMPANIES, L.P.	819.34	Temporary Customer Service Help
047653	8/22/2018	RWA	REGIONAL WATER AUTHORITY	63.10	Conservation Materials
047654	8/22/2018	SIERR C	SIERRA CHEMICAL COMPANY	2,636.32	Supplies-Treatment
047655	8/22/2018	SWRCB2	SWRCB-DWOCF	90.00	Certification Renewal
047656	8/22/2018	SWRCB2	SWRCB-DWOCF	60.00	Certification Renewal
047657	8/22/2018	SWRCB2	SWRCB-DWOCF	90.00	Certification Renewal
047658	8/22/2018	UNITED	UNITED SITE SERVICES	293.04	
047659	8/22/2018	WSO	WATER SYSTEMS OPTIMIZATION,	2,500.00	2017 Water Audit
047660	8/22/2018	ZOOM	ZOOM IMAGING SOLUTIONS, INC	1,015.48	
047661	8/30/2018	A. TEIC	A. TEICHERT & SON, INC	545.59	Materials- OPS
047662	8/30/2018	AMAZON	AMAZON CAPITAL SERVICES	136.99	
047663	8/30/2018	BG SOLU	SOLUTIONS BY BG INC.	5,080.00	Daily Tasks/Help Tickets
047664	8/30/2018	BSK4	BSK ASSOCIATES	237.50	Sampling - Treatment
047665	8/30/2018	CDW	CDW GOVERNMENT	5,727.36	Vulnerability Scanning Software-PCI Requirement
047666	8/30/2018	COEG	CITY OF ELK GROVE	313.86	
047667	8/30/2018	COUNTY6	COUNTY OF SACRAMENTO	601.00	Hazardous Materials Permit - Well #8
047668	8/30/2018	COUNTY6	COUNTY OF SACRAMENTO	601.00	Hazardous Materials Permit - Well #9
047669	8/30/2018	COUNTY6	COUNTY OF SACRAMENTO	813.00	Hazardous Materials Permit - Well #13
047670	8/30/2018	COUNTY6	COUNTY OF SACRAMENTO	601.00	Hazardous Materials Permit - Well #3
047671	8/30/2018	COUNTY6	COUNTY OF SACRAMENTO	601.00	Hazardous Materials Permit - Railroad
047672	8/30/2018	EG FORD	ELK GROVE FORD	230.33	
047673	8/30/2018	INLAND	INLAND BUSINESS SYSTEMS	271.58	
047674	8/30/2018	JAN PRO	JAN-PRO CLEANING SYSTEMS OF	35.00	
047675	8/30/2018	JAYS	JAY'S TRUCKING SERVICE	1,226.22	Materials & Supplies-Distribution/ Utility Crew
047676	8/30/2018	PACE	PACE SUPPLY CORP	8,001.43	(6) Invoices-Materials & Supplies-Utility Crew/Distribution
047677	8/30/2018	PEST	PEST CONTROL CENTER INC	240.00	
047678	8/30/2018	PMI	PERRYMAN MECHANICAL, INC.	2,764.98	HVAC Repair-ADMIN BLDG
047679	8/30/2018	ROTH	ROTH STAFFING COMPANIES, L.P.	1,073.10	Temporary Customer Service Help

047680	8/30/2018	SAFETY	SAFETY CENTER, INC	175.00	Certification Renewal
047681	8/30/2018	SIERRA	SIERRA OFFICE SUPPLIES	475.00	
047682	8/30/2018	SOUTHWE	SOUTHWEST ANSWERING	226.72	
047683	8/30/2018	SWRCB2	SWRCB-DWOCp	60.00	
<b>Total:</b>				<b>248,234.20</b>	

Elk Grove Water District  
Active Account Information  
8/31/2018

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
Water Accounts:												
Metered												
Residential	11,799		11,819									
Commercial	532		363									
Irrigation			166									
Fire Service	178		177									
Total Accounts	12,509	12,525	-	-	-	-	-	-	-	-	-	-

Elk Grove Water District  
Active Account Information  
FY 2017/2018

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
Water Accounts:												
Metered												
Residential	11,787	11,811	11,786	11,812	11,789	11,784	11,806	11,780	11,793	11,794	11,805	11,799
Commercial	527	526	527	527	527	527	530	530	528	529	531	531
Fire Service	175	175	177	178	177	177	177	177	177	178	178	177
Total Accounts	12,489	12,512	12,490	12,517	12,493	12,488	12,513	12,487	12,498	12,501	12,514	12,507

# Elk Grove Water District

## Bond Covenant Status

### For Fiscal Year 2018-19

As of August 31, 2018

Adjusted for Prepayments

#### Operating Revenues:

<b>Charges for Services</b>	\$	2,630,275
-----------------------------	----	-----------

#### Operating Expenses:

Salaries & Benefits (2)	406,007
-------------------------	---------

Seminars, Conventions and Travel	6,297
----------------------------------	-------

Office & Operational	128,651
----------------------	---------

Purchased Water	639,780
-----------------	---------

Outside Services	102,028
------------------	---------

Equipment Rent, Taxes, an Utilities	47,120
-------------------------------------	--------

<b>Total Operating Expenses</b>	<b>1,329,884</b>
---------------------------------	------------------

#### Net Operating Income

\$	<b>1,300,392</b>
----	------------------

Annual Interest & Principal Payments

\$3,823,909	\$	637,318 (1)
-------------	----	-------------

#### Debt Service Coverage Ratio, YTD Only:

**2.04**

#### Required

**1.15**

#### Notes:

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

However, first Principal/Interest Payments made in September.

Projected Annual Budget Coverage Ratio is	<b>1.39</b>
---	-------------

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

**Elk Grove Water District**  
**Year to Date Revenues and Expenses Compared to Budget**  
**As of August 31, 2018**

		2/12=16.667%			
	General Ledger Reference	YTD Activity	Annual Budget	Variance	% Realized
Revenues	4100 - 4900	\$ 2,630,275	\$ 14,821,253	\$ (12,190,978)	17.75%
Salaries & Benefits	5100 - 5280	578,585	4,167,812	(3,589,227)	13.88%
less Capitalized Labor		(34,400)	(453,517)	419,117	7.59%
Less CalPERS Prepayment for Remainder of Year: (3)		(138,177)			
Adjusted Salaries and Benefits:		\$ 406,007	\$ 3,714,295	\$ (3,170,110)	10.93%
Seminars, Conventions and Travel	5300 - 5350	6,297	49,280	(42,983)	12.78%
Office & Operational	5410 - 5494	128,651	1,137,527	(1,008,876)	11.31%
Purchased Water est. (4)	5495 - 5495	639,780	3,178,328	(2,538,548)	20.13%
Outside Services	5505 - 5580	102,028	975,178	(873,150)	10.46%
Equipment Rent, Taxes, Utilities	5620 - 5760	47,120	438,900	(391,780)	10.74%
Total Operational Expenses		\$ 1,329,884	\$ 9,493,508	\$ (8,025,447)	14.01%
Net Operating Income		\$ 1,300,392	\$ 5,327,745	\$ (4,165,531)	24.41%
Non-Operating Revenues					
Interest Received	9910 - 9910	22,828	100,000	(77,172)	22.83%
Unrealized Gains/Losses	9911 - 9911	10,433	-	10,433	-
Other Income/Expense	9920 - 9973	1,887	-	1,887	#DIV/0!
Total Non-Operating Revenues		\$ 35,148	\$ 100,000	\$ (64,852)	35.15%
Non-Operating Expenses					
Election Costs	9950 - 9950	-	150,000	(150,000)	0.00%
All other Non-Operating Expenses					
Capital Expenses (2):					
Capital Improvements	1705 - 1760	78,193	390,000	(311,807)	20.05%
Capital Replacements	1705 - 1760	2,772	824,000	(821,228)	0.34%
Unforeseen Capital Projects	1705 - 1760	-	100,000	(100,000)	0.00%
Capital Expenses:		\$ 80,965	\$ 1,314,000	\$ (1,233,035)	6.16%
Bond Interest Accrued	7300 - 7300	292,318	1,753,909	(1,461,591)	16.67%
Total Non Operating Expenses		\$ 373,283	\$ 3,217,909	\$ (2,844,626)	11.60%
Revenues in Excess of All Expenditures, including Capital		\$ 962,256	\$ 2,209,836	\$ (1,385,757)	43.54%
Bond Retirement (1):		\$ -	\$ 2,070,000	\$ (2,070,000)	0.00%
Net Position after Capital and Debt Retirement Expenditures		\$ 962,256	\$ 139,836	\$ 684,243	

**Notes:**

- Bond retirement payments are made two times a year in September and March
- YTD Activity includes \$34,400 in capitalized labor charged to capital projects
- The District prepays CalPERS for the employers' share of retirement costs for the entire year  
By doing this, the District saves approximately 3.6% 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 Water District. Included above is an estimate of costs to date based on water used.



**CASH - Detail Schedule of Investments**  
**8/31/2018**

**G/L Account Fund**  
**HELD BY BOND TRUSTEE:**

G/I/L Account Fund									
HELD BY BOND TRUSTEE:									
	Account number / name	Investment Name	Investment Type	Restrictions	Market Value				
1110-000-20 Water	BNY 892744 FRCD 2014A DEBT SERVICE	Dreyfus Inst Treasury	MM Mutual Fund	Restricted	2,967,289.38				
1112-000-20 Water	BNY 743850 FRCD 2016A DEBT SERVICE	Dreyfus Inst Treasury	MM Mutual Fund	Restricted	0.00				
				<b>Subtotal</b>	<b>\$ 2,967,289.38</b>				
1001-000-20 Water	Cash on Hand			Unrestricted	<b>\$ 300.00</b>				
<b>HELD BY F&amp;M BANK:</b>									
1011-000-10 FRCD	F&M 08-032009-01 CHECKING ACCOUNT			Unrestricted	19,735.57				
1011-000-20 Water	F&M 08-032017-01 OPERATING ACCOUNT			Unrestricted	421,760.66				
1084-000-20 Water	F&M 08-03201702-31 MONEY MARKET		1.41%	Unrestricted	2,543,009.64				
1031-000-20 Water	F&M 08-032912-01 CREDIT CARD ACCOUNT			Unrestricted	10,206.27				
1061-000-20 Water	F&M 08-032890-01 PAYROLL ACCOUNT			Unrestricted	89,630.24				
1071-000-20 Water	F&M 08-032920-01 DRAFTS ACCOUNT			Unrestricted	948.73				
				<b>Subtotal</b>	<b>\$ 3,085,291.11</b>				
<b>INVESTMENTS</b>									
1080-000-20 Water	Office of the Treasurer - Sacramento California	LAIF	Investment Pool	Unrestricted	<b>\$ 510,855.71</b>				
1081-000-20 Water	CALTrust Medium Term		Investment	Unrestricted	<b>\$ 1,282,162.47</b>				
1082-000-20 Water									
	PURCHASE DATE	CUSIP	ISSUED BY	CALL DATE	MATURITY DATE	% of Portfolio	Current Yield	COST BASIS	MARKET VALUE
	9/30/2016	N/A	Union Bank of California	N/A	N/A	1.89%	0.30%	\$ 40.09	\$ 40.09
	6/14/2016	3130A8AZ6	Federal Home Loan Bank (FHLB)	6/14/17 - one time	12/14/2018	6.230%	1.150%	\$ 500,745.00	\$ 498,490.00
	6/28/2016	3134G9VN4	Federal Home Loan Mortgage Corp. (FHLMC)	9/28/16 - qtrly	6/28/2019	12.470%	1.510%	\$ 1,000,000.00	\$ 995,310.00
	6/30/2016	3136G3SR7	Federal National Mortgage Association (FNMA)	12/30/16 - qtrly	12/30/2019	12.320%	1.400%	\$ 1,000,000.00	\$ 984,640.00
	9/30/2016	3136G4DB6	Federal National Mortgage Association (FNMA)	3/30/17 - qtrly	3/30/2020	12.250%	1.280%	\$ 1,000,000.00	\$ 979,160.00
	6/9/2016	3133EGCP8	Federal Farm Credit Banks (FFCB)	9/1/16 - cont.	12/1/2020	12.210%	1.670%	\$ 1,000,000.00	\$ 973,240.00
	6/16/2016	3136G3PY5	Federal National Mortgage Association (FNMA)	12/16/16 - qtrly	12/16/2020	12.210%	1.590%	\$ 1,000,000.00	\$ 975,260.00
	11/1/2017	3133EHM34	Federal Farm Credit Bank Bonds(FFCB)	11/01/22 - cont.	11/1/2022	12.17%	2.290%	\$ 1,000,000.00	\$ 972,230.00
	9/30/2016	3136G4CY7	Federal National Mortgage Association (FNMA)	3/30/17 - qtrly	9/30/2021	6.00%	1.560%	\$ 500,000.00	\$ 479,940.00
	11/2/2016	3130A9RZ6	Federal Home Loan Bank (FHLB)	4/28/17 - qtrly	10/28/2021	12.25%	1.020%	\$ 1,000,000.00	\$ 979,800.00
								<b>\$ 8,000,785.09</b>	<b>\$ 7,838,110.09</b>
								<b>Total</b>	<b>\$ 15,684,008.76</b>
								<b>Total Restricted</b>	<b>\$ 2,967,289.38</b>
								<b>Total Unrestricted</b>	<b>\$ 12,716,719.38</b>
YTM = Yield to Maturity									
qtrly = quarterly									
cont. = continuous									

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

**Consultant Expenses**  
August 31, 2018

**Fiscal Retainer Contracts**

Consultant	Description	Total Contract	Current Month	Paid to date	2018-2019 FY Budget	Percent of year (17%)
Nosky Legal Group	Task orders	N/A	\$ 3,622	\$ 3,622	\$ 175,000	2.07%
Solutions by BG, Inc.	Task orders	477,325.00	\$ 10,474	\$ 20,813	\$ 152,500	13.65%
Infinite IT Solutions Inc.	Task orders	250,000.00	\$ 6,160	\$ 12,320	\$ 73,920	16.67%

**Major Contracts**

Consultant	Description	Total Contract	Current Month	Paid to date	2018-2019 FY Budget	Percent of Contract Amount
HDR Engineering, Inc.	Water Rate Study	77,370	\$ -	\$ 76,545	\$ 77,370	98.93%

**Elk Grove Water District  
Major Capital Improvement Project  
Budget vs Actuals  
August 31, 2018**

<b>Capital Project</b>	<b>Total Project Budget</b>	<b>Total Project Exp to Date</b>	<b>Percent Spent</b>	<b>Capitalized Labor</b>	<b>Fund Type</b>	<b>Project Type</b>	<b>2018-19 Budget</b>	<b>August Project Exp</b>	<b>Total YTD (1)</b>	<b>YTD % Spent</b>
Backyard Water Mains/Service Replacement	\$ 734,000	\$ -	0.00%	\$ -	R&R	Supply/Distribution	734,000	-	\$ -	0.00%
Kent Street Water Main	280,000	239,792	85.64%	-	R&R	Supply/Distribution	-	-	224	100.00% (2)
Camden Water Main Relocations	28,462	28,462	100.00%	-	R&R	Supply/Distribution	-	2,548	2,548	100.00% (2)
RRWTF Parking Lot Repaving	90,000	-	0.00%	-	R&R	Building and Site	90,000	-	-	0.00%
Service Line Replacements	750,000	483,983	64.53%	32,055	CIP	Supply/Distribution	-	40,407	47,718	100.00% (2)
Radio Antennas	80,000	13,735	17.17%	2,344	CIP	Treatment	-	2,959	4,206	100.00% (2)
RRWTF Generator PLC/SCADA Upgrade	35,000	-	0.00%	-	CIP	Treatment	35,000	-	-	0.00%
Well 3 Pump Replacement	180,000	-	0.00%	-	CIP	Treatment	180,000	-	-	0.00%
Hampton WTP Generator Removal	25,000	-	0.00%	-	CIP	Treatment	25,000	-	-	0.00%
Truck Replacements	115,000	-	0.00%	-	CIP	Building and Site	115,000	-	-	0.00%
I.T. Servers	35,000	26,175	74.79%	-	CIP	Building and Site	35,000	26,175	26,175	74.79%
Fiber Optic Cable	135,000	136,260	100.93%	-	CIP	Building and Site	-	-	95	100.00% (2)
Unforeseen Capital Projects	100,000	-	0.00%	-	-	Building and Site	100,000	-	-	0.00%
<b>Sub-Total</b>	<b>\$ 2,587,462</b>	<b>\$ 928,406</b>	<b>35.88%</b>	<b>\$ 34,400</b>			<b>\$ 1,314,000</b>	<b>\$ 72,089</b>	<b>\$ 80,965</b>	<b>6.16%</b>

(1) Includes \$34,400 in capitalized labor through 8/31/18

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

September 19, 2018

TO: Chairperson and Directors of the Florin Resource Conservation District  
FROM: Stefani Phillips, Board Secretary  
SUBJECT: **COMMITTEE MEETINGS**

---

### **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 Board has requested a monthly summary of committee meetings. No committee meetings were held in the month of August.

### **DISCUSSION**

#### **Background**

At the Regular Board Meeting held on May 27, 2015, the FRCD Board of Directors determined that the committee meeting minutes will be brought to the FRCD Regular Board Meeting and placed under agenda item Committee Meetings. The agenda item Committee Meetings, were placed after Consent Calendar for approval. This item may be moved within the agenda, if necessary, by direction from Chairperson. The committee meeting minutes shall be accepted by the FRCD Board of Directors.

#### **Present Situation**

No committee meetings were held in the month of August.

### **ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

### **STRATEGIC PLAN CONFORMITY**

This item is in keeping with the District's Business Practice goals of the 2012-2017 Strategic Plan.

### **AGENDA ITEM No. 3**

September 19, 2018

**COMMITTEE MEETINGS**

---

Page 2

**FINANCIAL SUMMARY**

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

Respectfully Submitted,



STEFANI PHILLIPS,  
BOARD SECRETARY

September 19, 2018

TO: Chairperson and Directors of the Florin Resource Conservation District

FROM: Mark J. Madison, General Manager

SUBJECT: **ELK GROVE WATER DISTRICT OPERATIONS REPORT – AUGUST 2018**

### **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 August. Other notable events are described below.

### **DISCUSSION**

#### **Background**

Every month, staff presents an update of the activities related to the operations of the District. Included for the Board's review is the EGWD's August 2018 Operations Report.

#### **Present Situation**

The EGWD August 2018 Operations Report highlights are as follows:

- **Operations Activities Summary** – Notable items in the activities summary are that the District hung 572 door hangers for past due balances which resulted in 68 shutoffs. There was 1 water pressure complaint and 1 water quality complaint. Upon further inspection, neither of the water complaints were valid.
- **Production** – The Combined Total Service Area 1 production graph on page 13 shows that production during the month of August increased 0.03 percent compared to August 2017, and is 15.59 percent less than what was produced in 2013. The Total Demand/Production for both service areas on page 14 shows that customer use during the month of August, compared to August 2013, was down by 12.16 percent.

## **ELK GROVE WATER DISTRICT OPERATIONS REPORT – AUGUST 2018**

Page 2

- **Static and Pumping Level Graphs** – The third quarter soundings are shown and indicate that all of the static water levels in deeper zones have increased as compared to 2016. The shallow zones have also shown improvement.
- **Treatment (Compliance Reporting)** – All samples taken during the month are in compliance with all regulatory permit requirements. No exceedances of any maximum contaminant levels were found and all water supplied to the District's customers met or exceeded safe drinking water standards.
- **Preventative 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 August:
  - Staff installed a new backflow protection assembly on the bearing lube supply line for Well #13 (Hampton WTP).
  - Staff replaced three chemical pump liquid ends at Hampton WTP in order to meet the lower dosing requirements.
  - Staff installed a new radio antenna at Hampton WTP.
  - Staff replaced a malfunctioning chemical tank level transmitter at well #9.
- **Backflow Prevention Program 2018** – There were 96 notices issued for the month. From the initial testing notices 31 devices passed. There were 61 secondary notices issued, of which we have received 15 passing tests. There is a total of 46 outstanding devices as of this month, which will require further investigation.
- **Safety Meetings/Training** – There were 4 safety training sessions conducted for the month. Only 2 safety sessions are required by OSHA standards.
- **Service Line Replacement Map** – The District replaced 24 residential service lines in the month of August.
- **Service and Main Leaks Map** – There were 2 service line leaks and no main leaks reported for the month.

## **ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

September 19, 2018

**ELK GROVE WATER DISTRICT OPERATIONS REPORT – AUGUST 2018**

---

Page 3

**STRATEGIC PLAN CONFORMITY**

The District's Strategic Plan addresses responsible business practices and the importance of providing the community with safe drinking water. The EGWD Operations Report is a key document for managing the District's distribution and treatment system. The EGWD Operations Report assists the District toward its responsibility of delivering safe drinking water.

**FINANCIAL SUMMARY**

There is no financial impact associated with this report.

Respectfully Submitted,



MARK J. MADISON  
GENERAL MANAGER

MJM/ah

Attachment

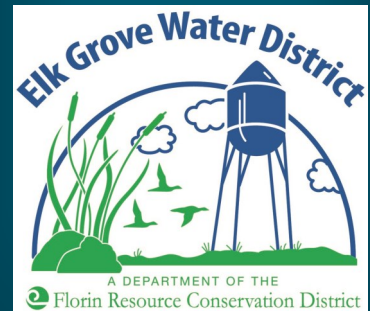


# EGWD

## OPERATIONS REPORT

### August 2018

Elk  
Grove  
Water  
District



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

## Service Requests:

	August-18		YTD (Since Jan. 1, 2018)	
<u>Department</u>	<u>Service Request</u>	<u>Hours</u>	<u>Service Request</u>	<u>Hours</u>
<b>Distribution</b>				
Door Hangers	572	37.25	4151	228
Shut offs	68	21.5	493	144.78
Turn ons	84	19.5	567	145.10
Investigations	64	36.5	340	267.98
USA Locates	329	82.25	1,646	411.5
Customer Complaints				
-Pressure	1	2	12	6.25
-Water Quality	1	.5	16	15.25
-Other	0	0	0	0

## Work Orders:

	August-18		YTD (Since Jan. 1, 2018)	
<u>Department</u>	<u>Work Orders</u>	<u>Hours</u>	<u>Work Orders</u>	<u>Hours</u>
<b>Treatment:</b>				
Preventative Maint.	19	32	174	358.5
Corrective Maint.	8	36	89	398.5
Water Samples	15	43	150	405
<b>Distribution:</b>				
Meters Installed	10	6	12	7.75
Meter Change Out	8	4	143	119.75
Preventative Maint.				
-Hydrant Maintenance (135)	156	49.5	1,270	388
-Valve Exercising (120)	142	27	1,225	266.5
-Other	0	0	0	0
Corrective Maint.				
-Leaks	2	14	25	556.75
-Other	7	58	82	397.25
Valve Locates	1	18	1	18
<b>Utility:</b>				
Service Line Replacement	24	434	116	1,781.85
Corrective Maint.	0	0	0	0







## Elk Grove Water District

### Monthly Production

Well 1D School -- Aug. 2018

**Selected Month Production**  
3,020,053 Gallons

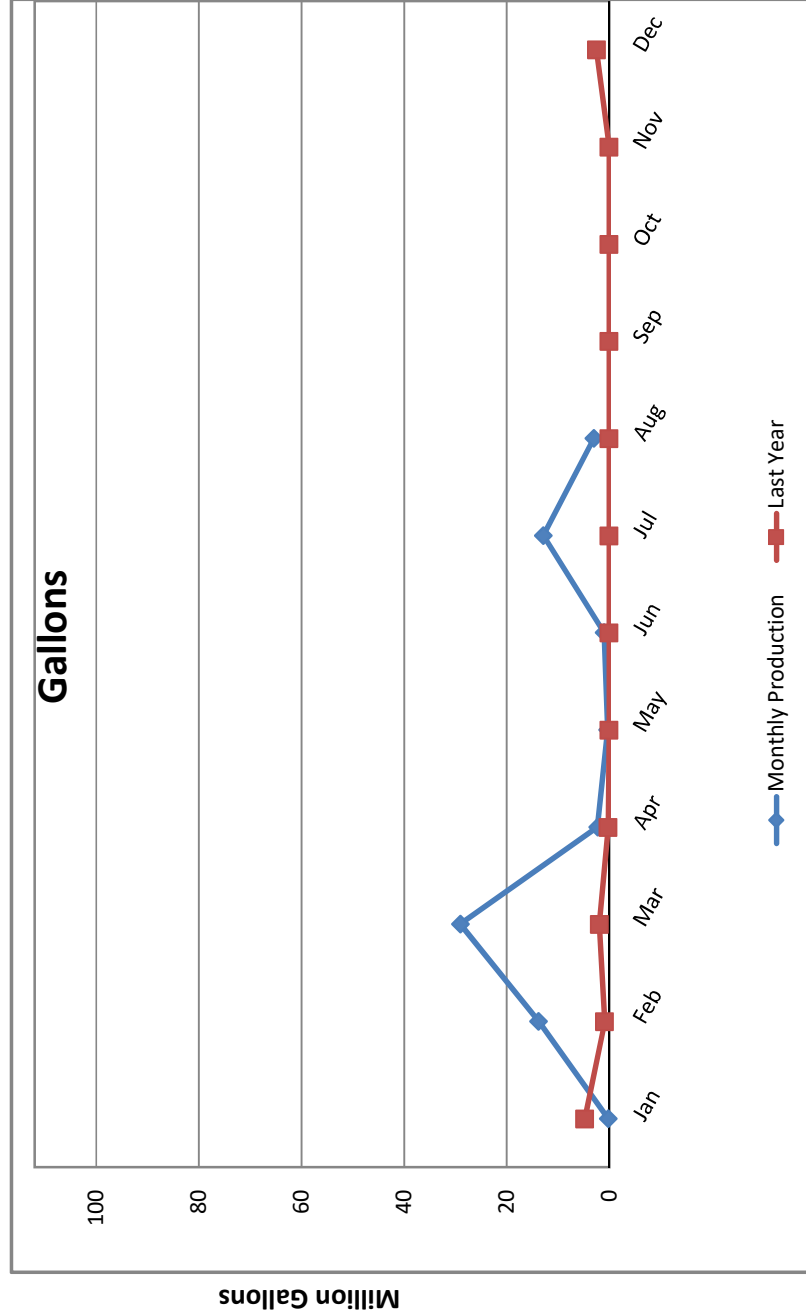
**Average GPM:**  
1,712

**Motor:**  
Volts: 470  
Volts (Rated): 460  
RPM: 1788  
RPM (Rated): 2115  
Amps A: 177  
Amps A (Rated): 222  
Amps B: 177  
Amps B (Rated): 222  
Amps C: 172  
Amps C (Rated): 222

**Motor Temp:** 116.7 F  
**Hour Meter:** 29.40  
**KW Hour Total:** 4,480.00

**Chlorine:**  
**Dosing:** 1.72 mg/L  
**Demand:** 0.55 mg/L  
**Residual:** 1.17 mg/L

**Vibration Reading:**  
**Base Line:** 0.05 in/sec  
**Current:** 0.03 in/sec





## Elk Grove Water District

### Monthly Production

Well 4D Webb -- Aug. 2018

**Selected Month Production**  
45,517,318 Gallons

**Average GPM:**  
1,706

#### Motor:

Volts: 472  
Volts (Rated): 460  
RPM: 1644  
RPM (Rated): 1775  
Amps A: 195  
Amps A (Rated): 225  
Amps B: 194  
Amps B (Rated): 225  
Amps C: 194  
Amps C (Rated): 225

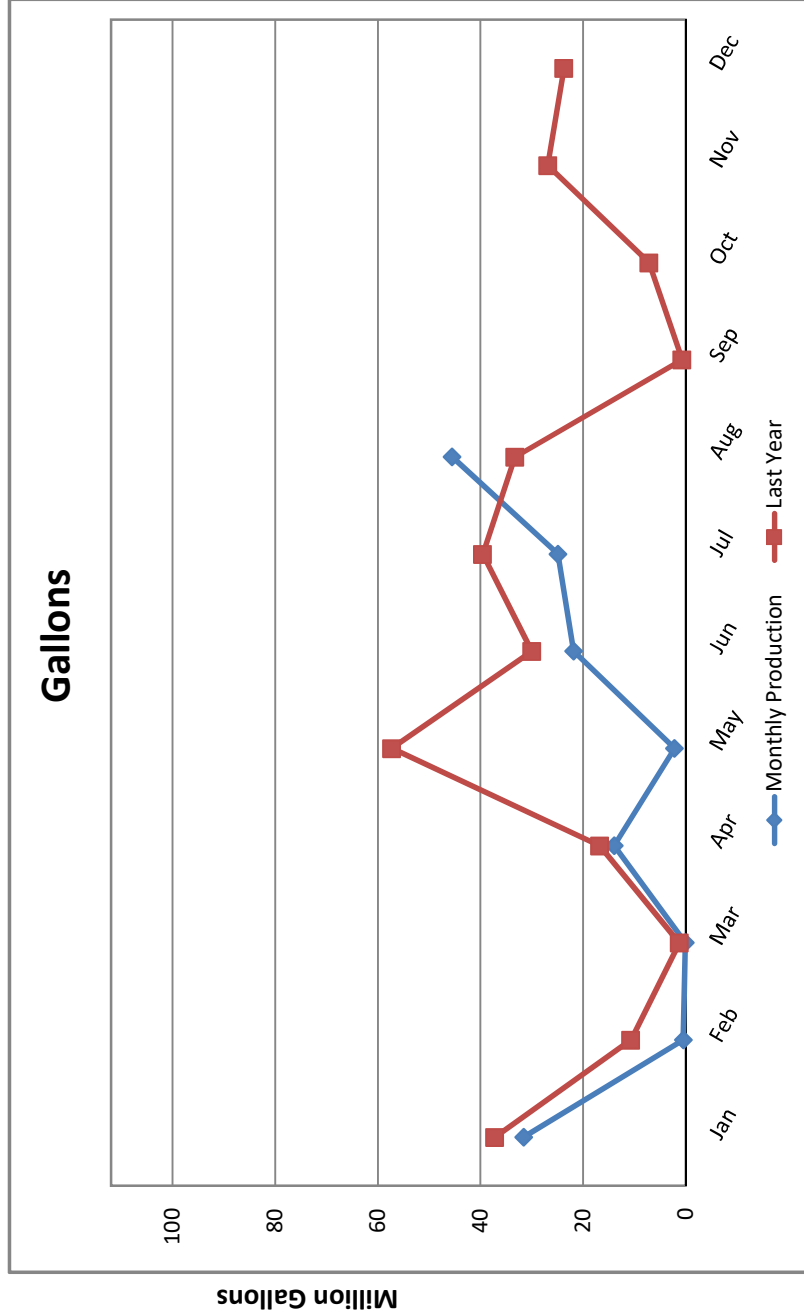
Motor Temp: 156.2 F  
Hour Meter: 444.60  
KW Hour Total: 60,720.00

#### Chlorine:

Dosing: 1.75 mg/L  
Demand: 0.66 mg/L  
Residual: 1.09 mg/L

#### Vibration Reading:

Base Line: 0.05 in/sec  
Current: 0.03 in/sec





## Elk Grove Water District

### Monthly Production

Well 11D Dino -- Aug. 2018

**Selected Month Production**  
3,126,473 Gallons

**Average GPM:**  
1,697

#### Motor:

Volts: 474  
Volts (Rated): 460  
RPM: 1657  
RPM (Rated): 1775  
Amps A: 195  
Amps A (Rated): 225  
Amps B: 196  
Amps B (Rated): 225  
Amps C: 198  
Amps C (Rated): 225

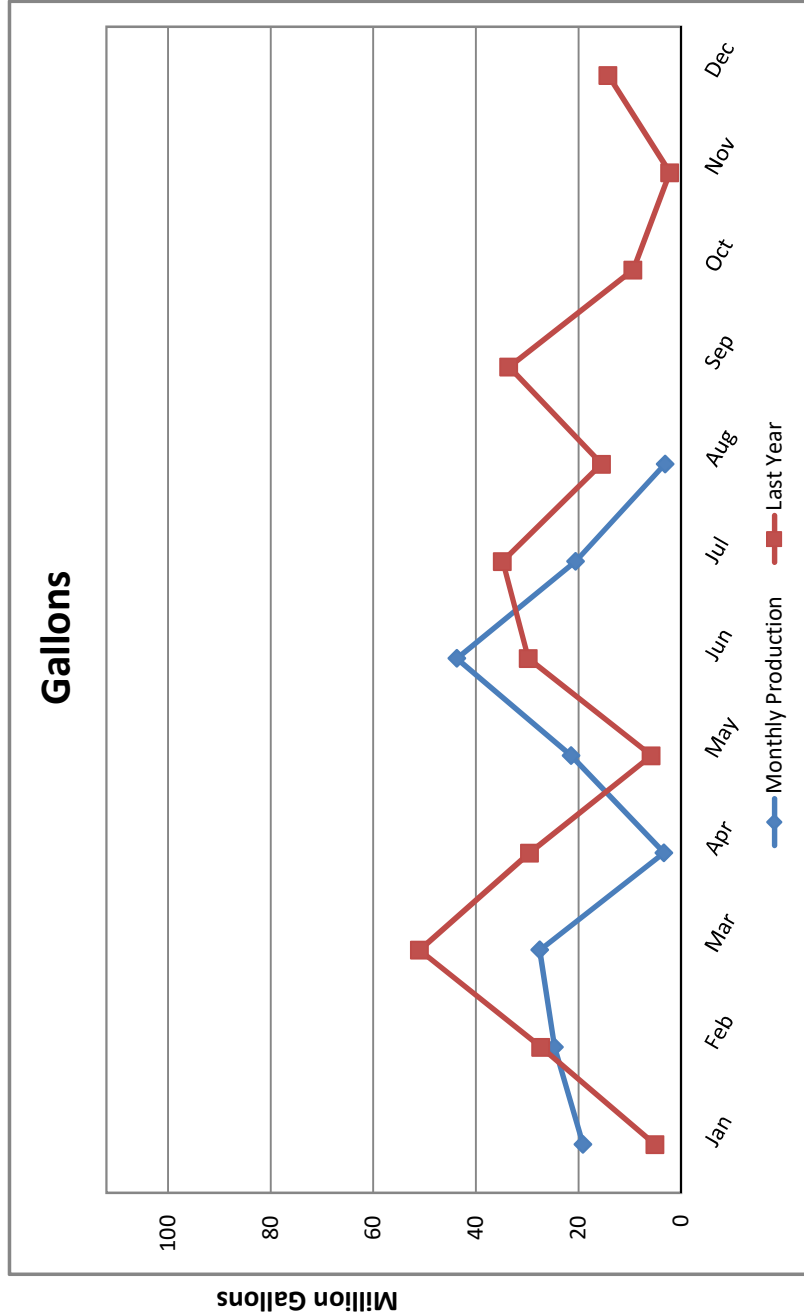
Motor Temp: 142.7 F  
Hour Meter: 30.70  
KW Hour Total: 6,720.00

#### Chlorine:

Dosing: 1.75 mg/L  
Demand: 0.75 mg/L  
Residual: 1.00 mg/L

#### Vibration Reading:

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





## Elk Grove Water District

### Monthly Production

Well 14D Railroad -- Aug. 2018

**Selected Month Production**  
40,948,888 Gallons

**Average GPM:**  
1,572

#### Motor:

Volts: 477  
Volts (Rated): 460  
RPM: 1786  
RPM (Rated): 1785  
Amps A: 164  
Amps A (Rated): 171  
Amps B: 164  
Amps B (Rated): 171  
Amps C: 156  
Amps C (Rated): 171

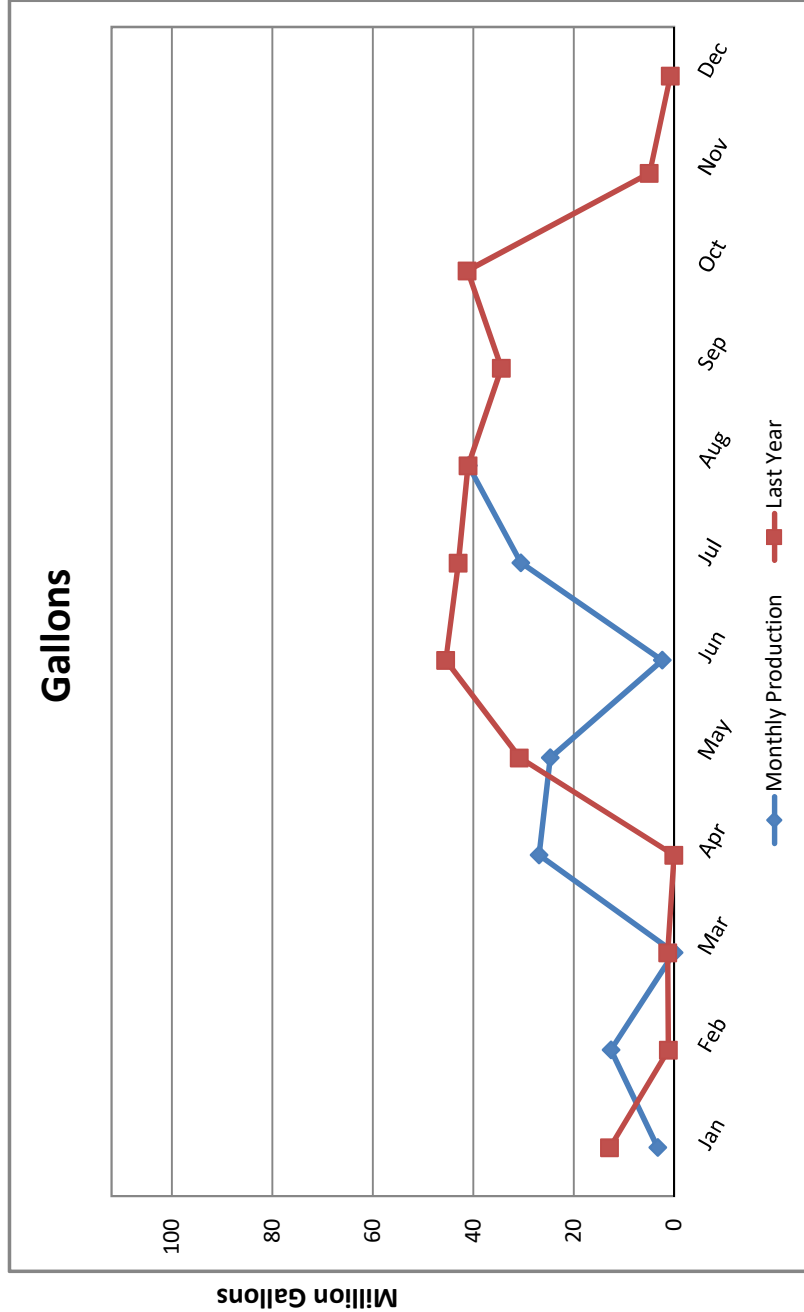
Motor Temp.: 137.4 F  
Hour Meter: 434.10  
KW Hour Total: 118,880.00  
(KWH total is for the entire facility)

#### Chlorine:

Dosing: 1.89 mg/L  
Demand: 0.8 mg/L  
Residual: 1.09 mg/L

#### Vibration Reading:

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







## Elk Grove Water District

### Monthly Production

Well 3 Mar-Val -- Aug. 2018  
(well Offline)

**Selected Month Production**  
0 Gallons

**Average GPM:** 0

#### Motor:

Volts: --  
Volts (Rated): 460  
RPM: --  
RPM (Rated): 1983  
Amps A: --  
Amps A (Rated): 88  
Amps B: --  
Amps B (Rated): 88  
Amps C: --  
Amps C (Rated): 88

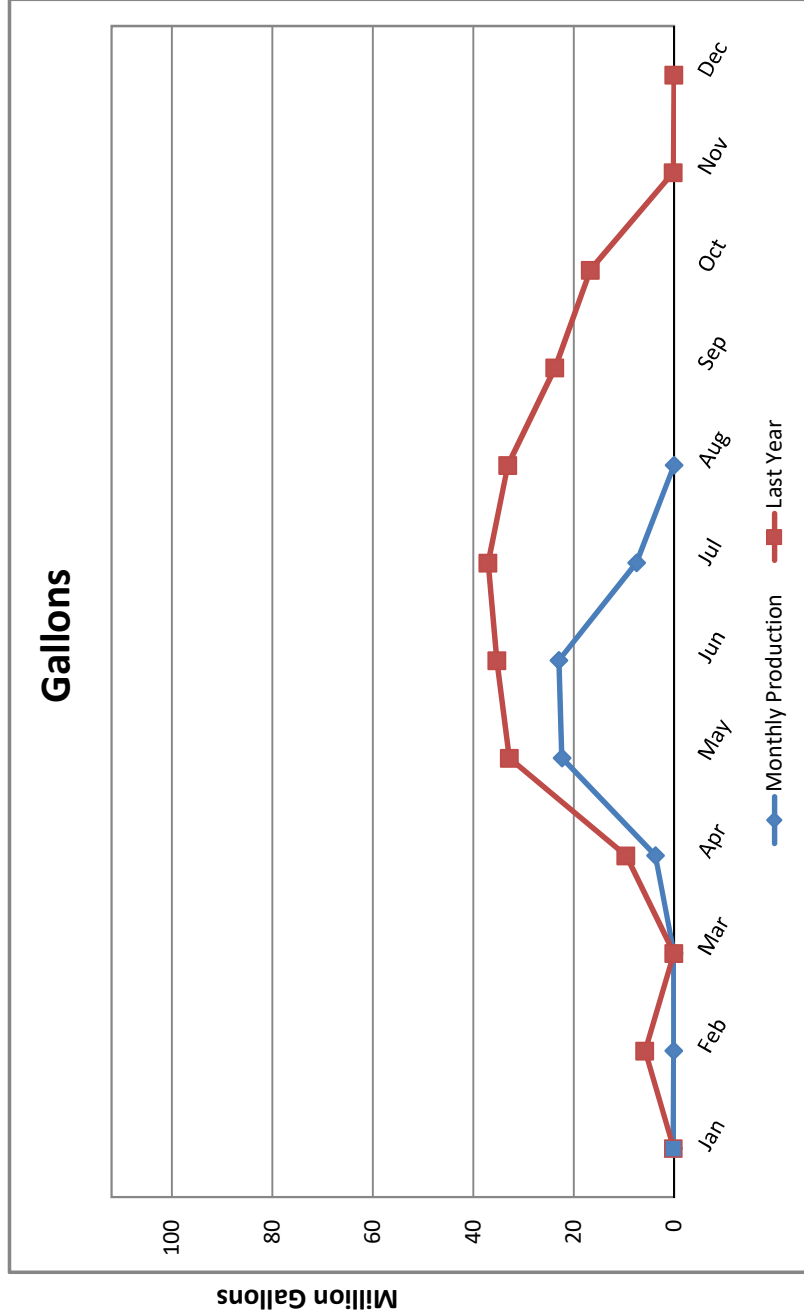
Motor Temp.: -- F  
Hour Meter: 0.00  
KW Hour Total: 0.00

#### Chlorine:

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

#### Vibration Reading:

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





## Elk Grove Water District

### Monthly Production

Well 8 Williamson -- Aug. 2018  
(Submersible)

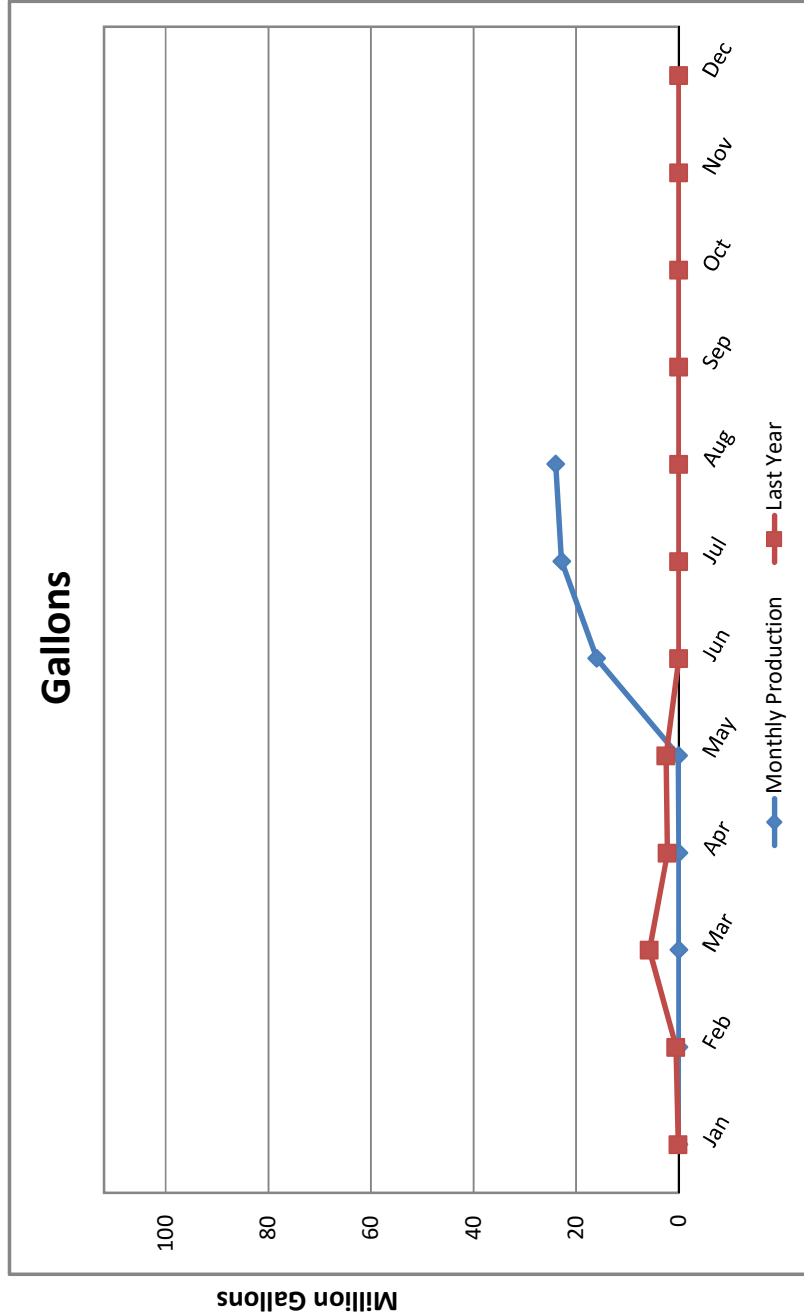
**Selected Month Production**  
23,988,424 Gallons

**Average GPM:** 539

**Motor:**  
Volts: 461  
Volts (Rated): 460  
  
Amps A: 60  
Amps A (Rated): 65  
Amps B: 59  
Amps B (Rated): 65  
Amps C: 60  
Amps C (Rated): 65

**Hour Meter:** 741.40  
**KW Hour Total:** 29,681.00

**Chlorine:**  
Dosing: 1.43 mg/L  
Demand: 0.63 mg/L  
Residual: 0.8 mg/L





## Elk Grove Water District

### Monthly Production

Well 9 Polhemus -- Aug. 2018  
(Submersible)

**Selected Month Production**  
21,142,000 Gallons

**Average GPM:** 473

#### Motor:

Volts: 482

Volts (Rated): 460

Amps A: 58

Amps A (Rated): 65

Amps B: 58

Amps B (Rated): 65

Amps C: 60

Amps C (Rated): 65

Hour Meter: 744.90

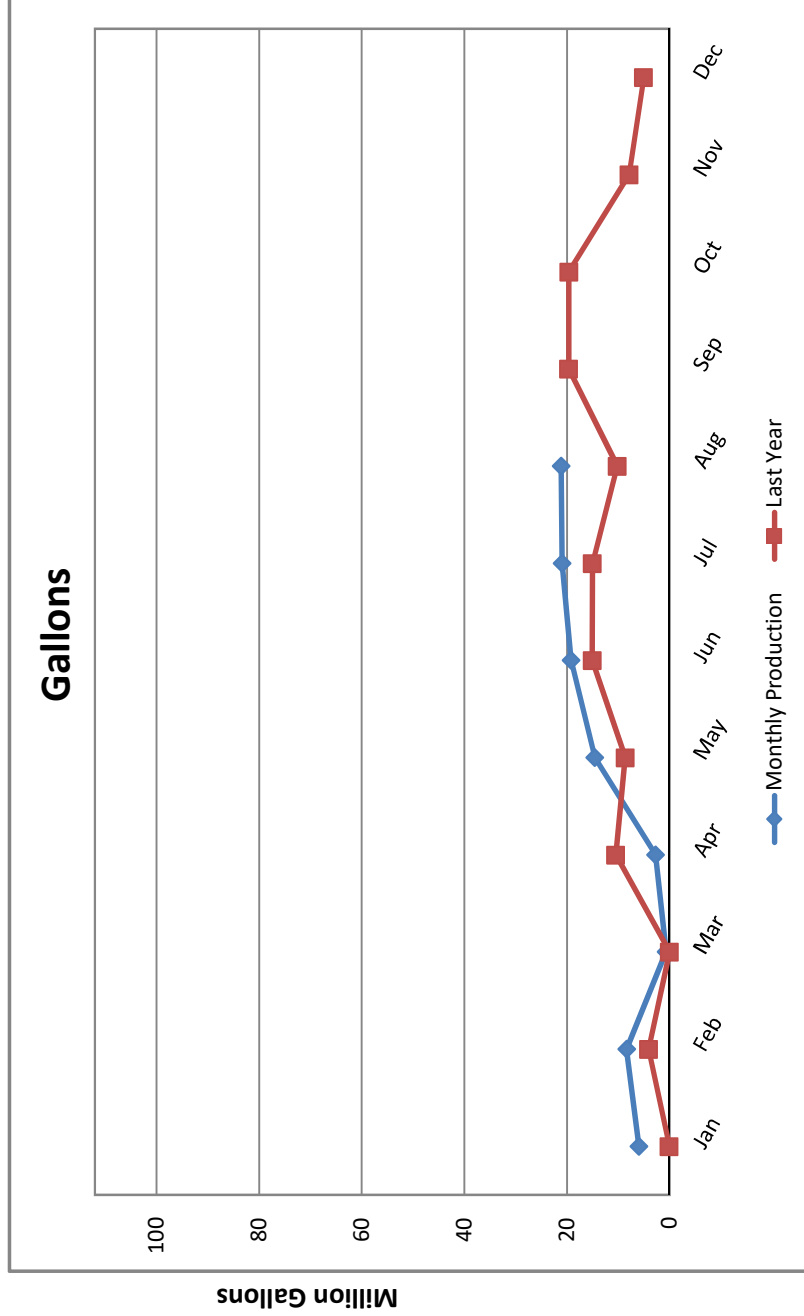
KW Hour Total: 29,348.00

#### Chlorine:

Dosing: 1.26 mg/L

Demand: 0.26 mg/L

Residual: 1.00 mg/L





## Elk Grove Water District

### Monthly Production

Well 13 Hampton -- Aug. 2018

**Selected Month Production**  
35,994,520 Gallons

**Average GPM:** 964

#### Motor:

Volts: 479  
Volts (Rated): 460  
RPM: 1785  
RPM (Rated): 1785  
Amps A: 102  
Amps A (Rated): 141  
Amps B: 104  
Amps B (Rated): 141  
Amps C: 105  
Amps C (Rated): 141

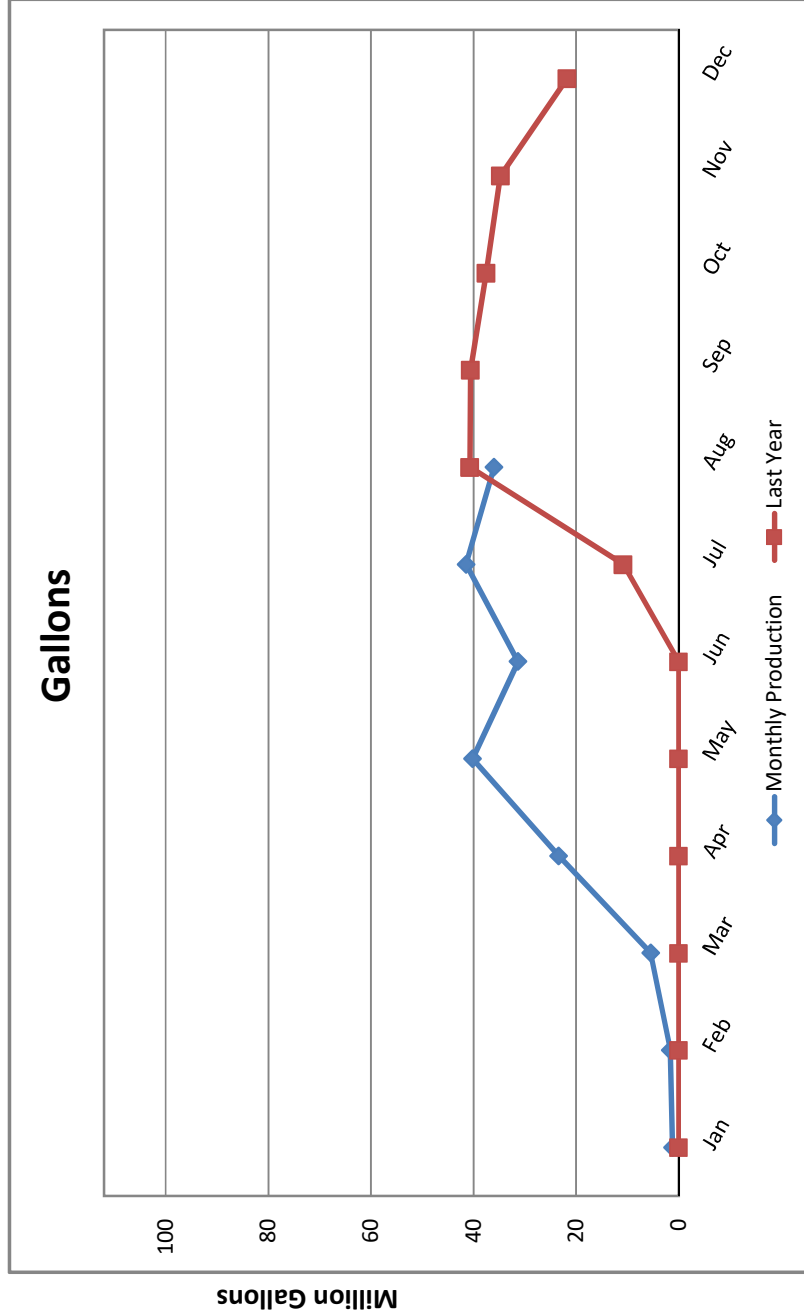
Motor Temp.: 129.3 F  
Hour Meter: 621.70  
KW Hour Total: 45,840.00

#### Chlorine:

Dosing: 1.68 mg/L  
Demand: 0.69 mg/L  
Residual: 0.99 mg/L

#### Vibration Reading:

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



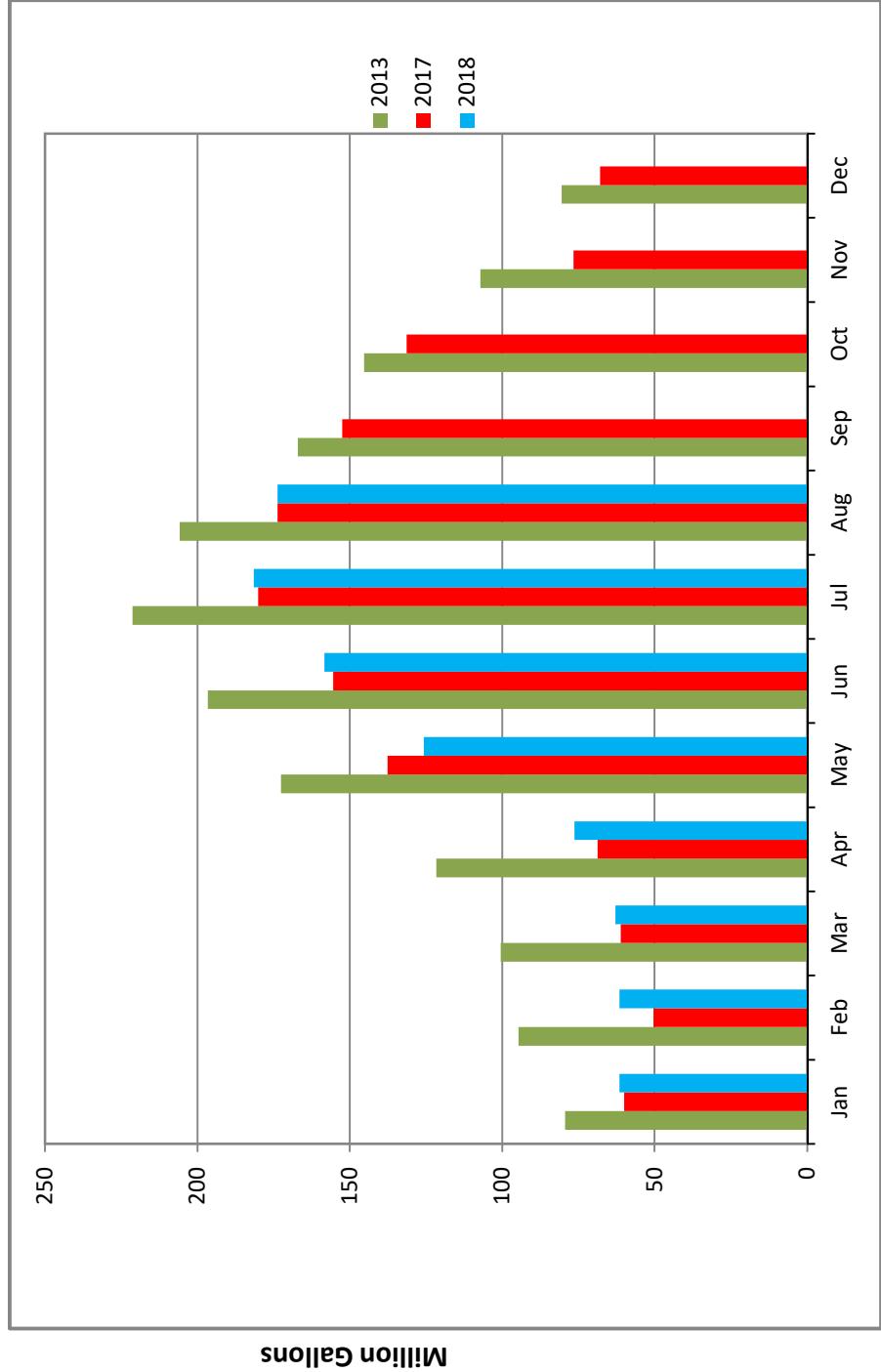


## Elk Grove Water District

### Combined Total Production

Service Area 1

Aug-2018



#### Current Month Production:

173,737,676 Gallons

#### Highest Day Demand of the Month:

6,360,982

#### Date of Occurrence

18-Aug-18

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

6,360,982

#### Date of Occurrence

18-Aug-18

#### "Water Year" Rainfall: (Oct-17 to Sep-18)

Current Month:

0.00 in

Year To Date:

15.96 in

#### "Water Year" Rainfall: (Oct-16 to Sep-17)

August 2017

0.00 in

Year To Date:

33.08 in

Last Year Total:

33.08 in

#### Temperature:

This Month High

100 F

This Month Low

54 F

This Month Average

73.65 F

AUG-17 High

110 F

AUG-17 Low

56 F

AUG-17 Average

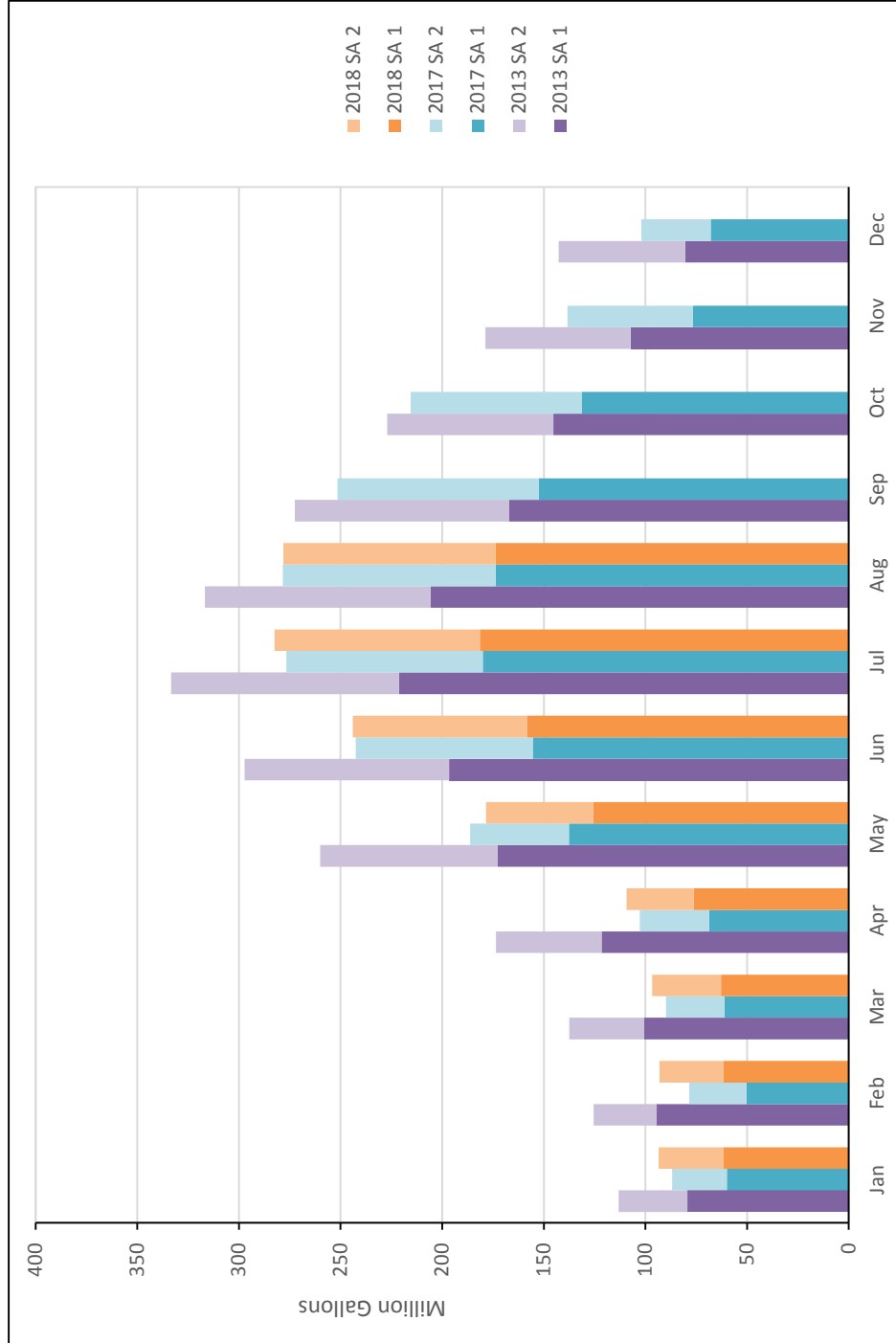
77 F



## Elk Grove Water District

### Total Demand/Production

Aug-2018



**Current Month Demand/Production:**  
278,195,128 Gallons  
**Reduction From August 2013:** 12.16%  
**GPCD:** 199.7 Gallons per Day  
**R-GPCD:** 151.8 Gallons per Day

**Service Area 1**  
**Active Connections:** 7,946  
**Current Month Demand/Production:**  
173,737,676 Gallons  
**Reduction From August 2013:** 15.59%  
**GPCD:** 195.9 Gallons per Day  
**R-GPCD:** 152.8 Gallons per Day

**Service Area 2**  
**Active Connections:** 4,408  
**Current Month Demand/Production:**  
104,457,452 Gallons  
**Reduction From August 2013:** 5.80%  
**GPCD:** 206.4 Gallons per Day  
**R-GPCD:** 148.6 Gallons per Day

# Elk Grove Water District Water Usage

Monthly Production (gallons)											
2013	January	February	March	April	May	June	July	August	September	October	November
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
Purchased (SA2)	33,769,956	30,929,052	36,942,972	51,914,200	87,470,372	100,709,224	112,128,192	110,885,764	105,417,136	81,665,892	71,505,060
Total	102,024,872	112,297,243	137,485,494	173,527,723	260,094,211	297,266,361	333,463,580	316,716,614	272,414,672	227,018,422	178,691,519
2015	January	February	March	April	May	June	July	August	September	October	November
GW (SA1)	62,684,574	57,365,413	86,489,437	88,984,850	106,158,389	114,555,359	127,038,586	125,052,315	117,883,208	99,385,733	64,079,715
Purchased (SA2)	28,648,400	30,029,208	36,876,400	51,626,212	52,734,000	62,368,240	71,273,928	75,055,068	70,123,504	63,526,892	46,873,420
Total	91,332,974	87,394,621	123,365,837	140,611,062	158,892,389	176,923,599	198,312,514	200,107,383	188,006,712	162,912,625	110,953,135
2016	January	February	March	April	May	June	July	August	September	October	November
GW (SA1)	54,579,679	53,455,693	56,776,025	80,317,655	110,937,338	148,518,660	164,758,463	159,501,571	140,200,584	99,019,629	63,087,762
Purchased (SA2)	27,516,676	26,507,624	27,531,636	34,054,196	51,071,196	75,541,268	96,246,656	93,992,184	86,904,136	75,682,640	37,088,084
Total	82,096,355	79,963,317	84,307,661	114,371,851	162,008,534	224,059,928	261,005,119	253,493,755	227,104,720	174,702,269	100,175,846
2017	January	February	March	April	May	June	July	August	September	October	November
GW (SA1)	59,973,881	50,320,832	61,080,559	68,658,752	137,599,305	155,472,951	180,086,739	173,684,119	152,475,400	131,390,808	76,619,642
Purchased (SA2)	26,951,188	28,184,640	28,756,860	34,167,892	48,653,660	87,003,620	96,535,384	104,766,376	98,979,848	84,154,488	61,788,540
Total	86,925,069	78,505,472	89,837,419	102,826,644	186,252,965	242,476,571	276,622,123	278,450,495	251,455,248	215,545,296	138,408,182
2018	January	February	March	April	May	June	July	August	September	October	November
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			
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			
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	0	0	0

% Reduction from 2013 8.38% 17.12% 29.72% 37.04% 31.41% 17.92% 15.28% 12.16% 100.00% 100.00% 100.00%

## \*Notes

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

SA1 = Service Area 1, SA2 = Service Area 2. SA1 is all groundwater (GW) production. SA2 is all purchased water from SCWA.  
 Actual Recorded Prod. (Jan. 2013) - Service Area 1 79,361,342 gallons (Includes water delivered to SA2 due to open intertie. Intertie closed end of Feb. 2013)  
 Actual Recorded Prod. (Feb. 2013) - Service Area 1 94,608,406 gallons (Includes water delivered to SA2 due to open intertie. Intertie closed end of Feb. 2013)

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

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

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

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

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

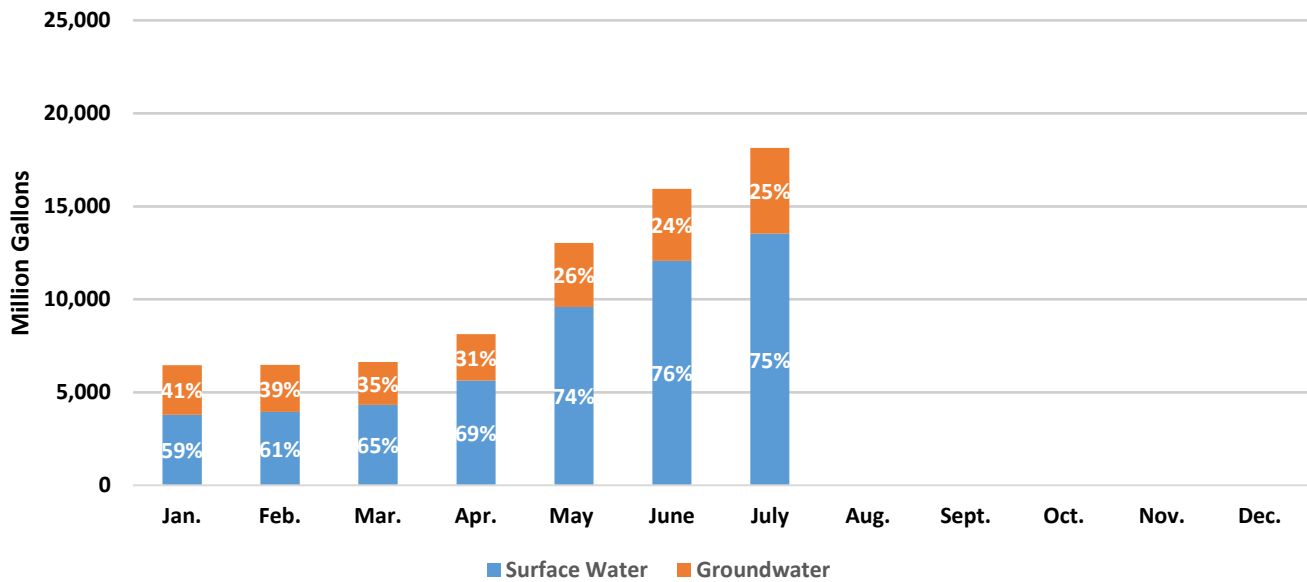
Service Area 2			Consumption	
2018	# Accts	CCF	Gallons	
Jan	4,408	42,681	31,925,388	
Feb	4,408	42,129	31,512,492	
Mar	4,408	45,160	33,779,680	
Apr	4,408	44,104	32,989,792	
May	4,408	70,445	52,692,860	
Jun	4,408	114,545	85,679,660	
Jul	4,408	135,069	101,031,612	
Aug	4,408	139,649	104,457,452	
Sep			0	
Oct			0	
Nov			0	
Dec			0	

# July 2018 Data Summary

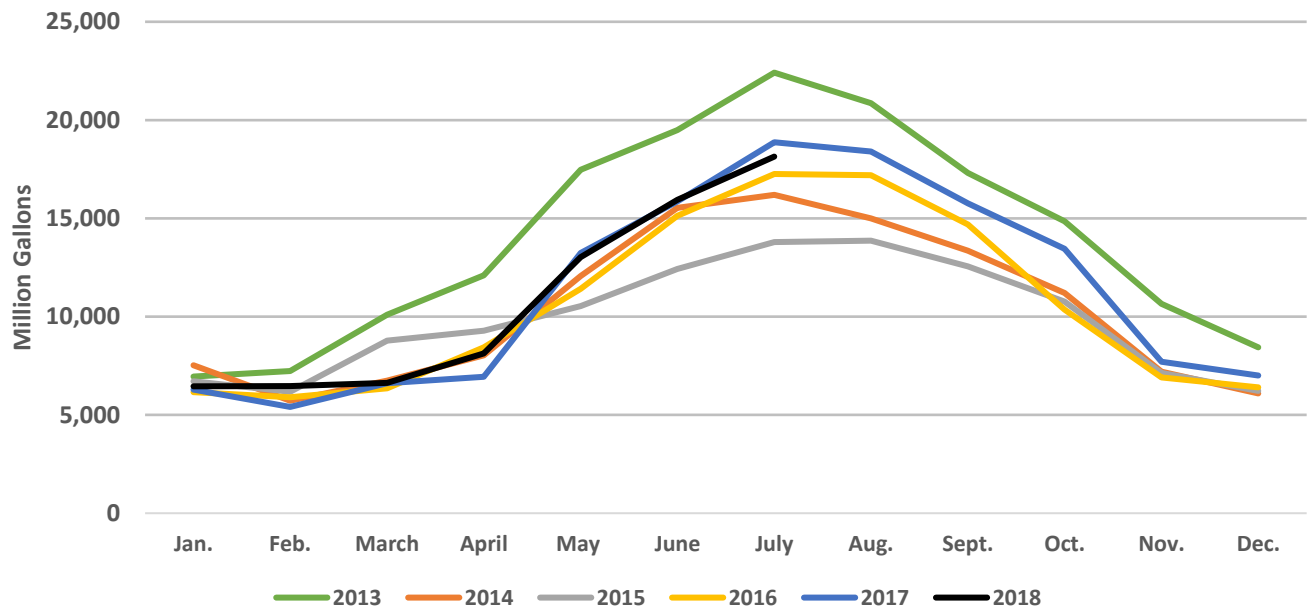
**2018 Monthly Water Production by Source (Million Gallons)**

	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
SW	3,793	3,949	4,331	5,625	9,595	12,062	13,527						52,882
GW	2,663	2,521	2,297	2,504	3,436	3,885	4,614						21,919
Total	6,456	6,469	6,627	8,129	13,031	15,947	18,141						74,802

**2018 Monthly Water Production by Source**



**Regional Monthly Water Production (Million Gallons)**



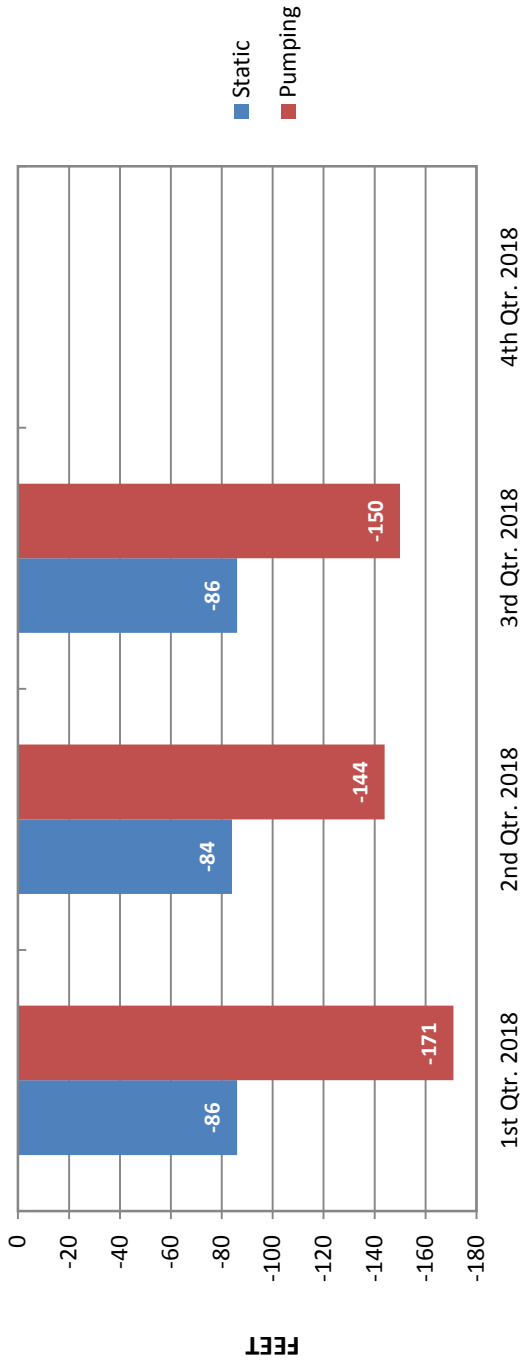




## Elk Grove Water District

### Static and Pumping Levels

Well 1D School St



#### Latest Well Sounding

Static: 86 Ft

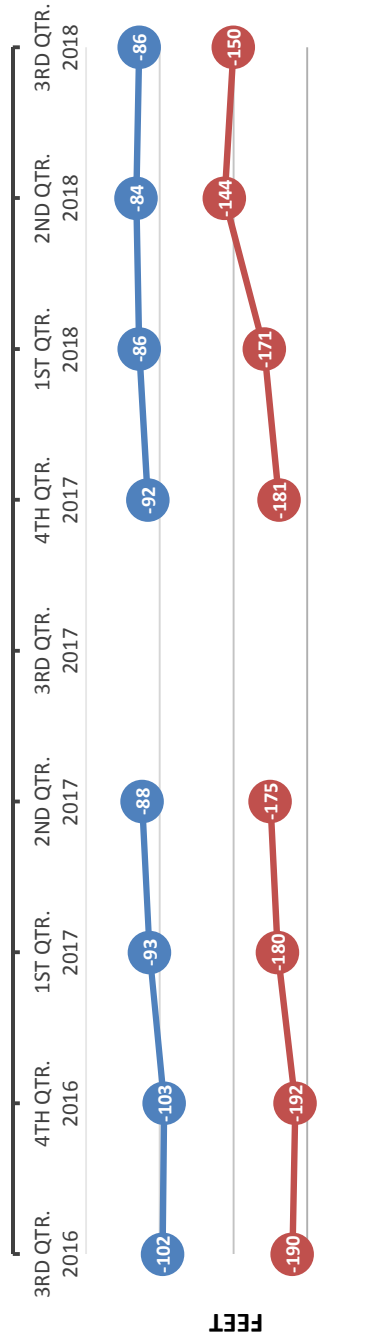
Pumping: 150 Ft

Drawdown: 64 Ft

GPM: 1,778

Specific Capacity: 27.781

#### Sounding Quarter/Year



#### Latest Sand Tester Results:

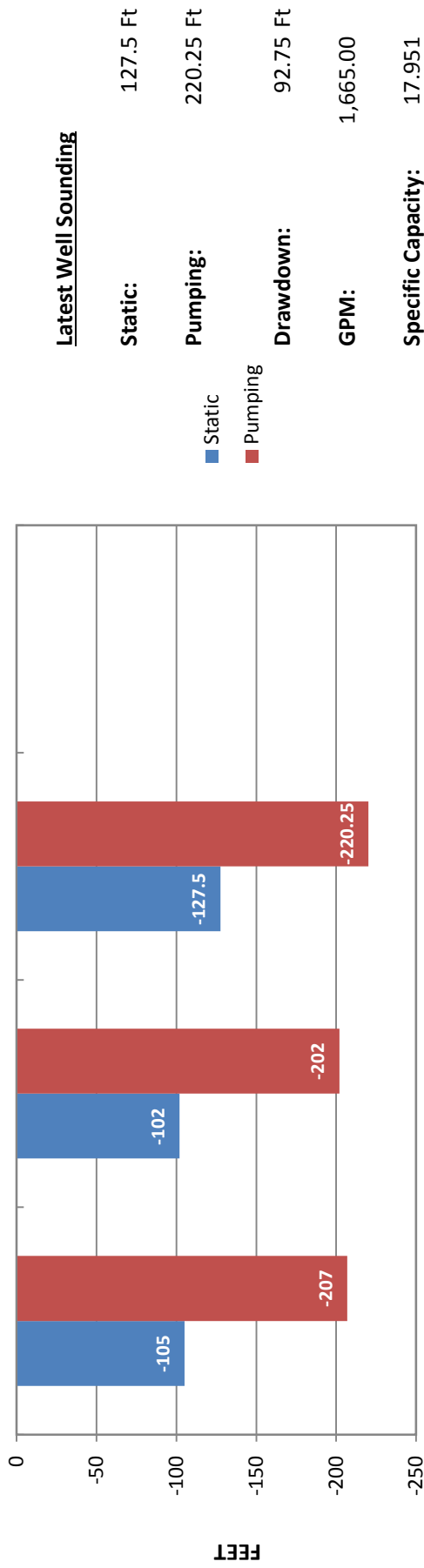
15 Min: < 5 ppm



## Elk Grove Water District

### Static and Pumping Levels

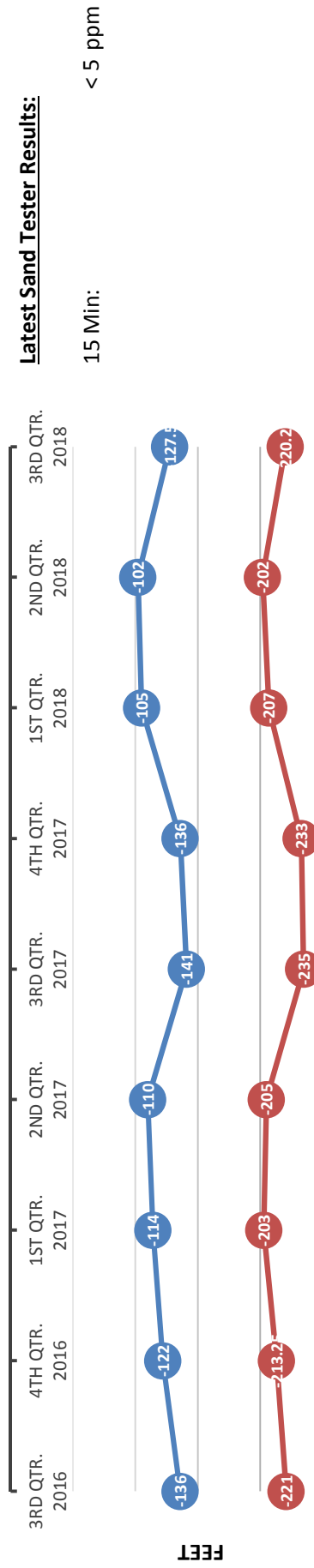
Well 4D Webb St



#### Latest Well Sounding

Static: 127.5 Ft  
Pumping: 220.25 Ft  
Drawdown: 92.75 Ft  
GPM: 1,665.00  
Specific Capacity: 17.951

### Sounding Quarter/Year



#### Latest Sand Tester Results:

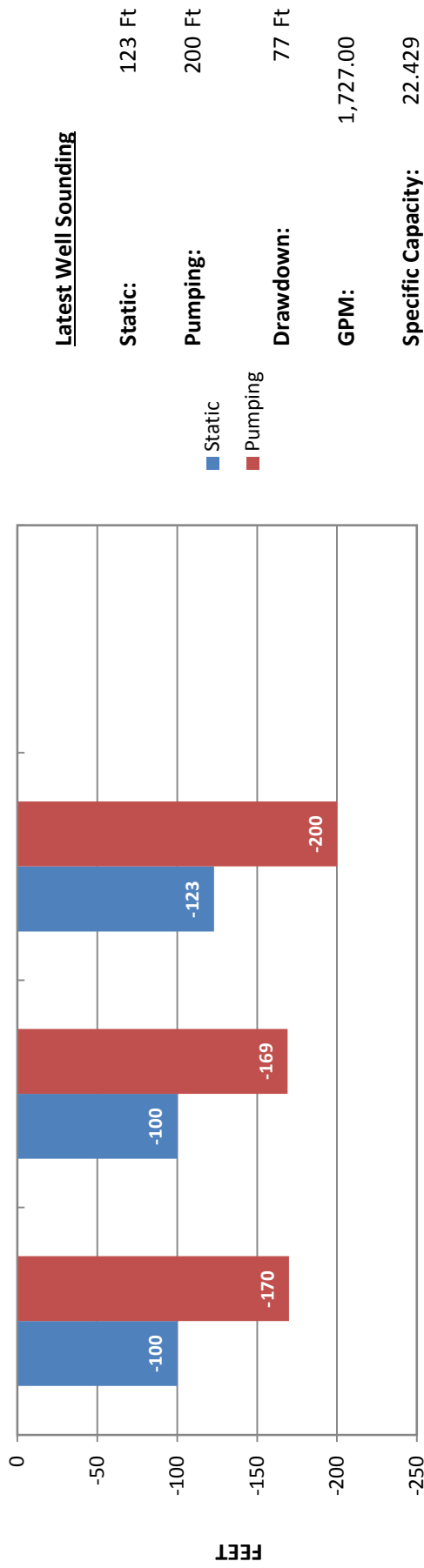
15 Min: < 5 ppm



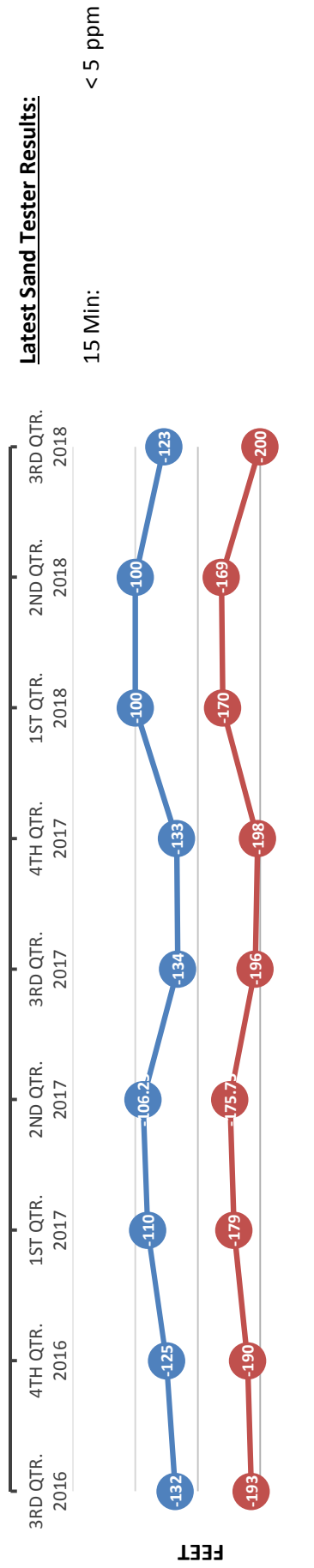
## Elk Grove Water District

### Static and Pumping Levels

Well 11D Dino



### Sounding Quarter/Year

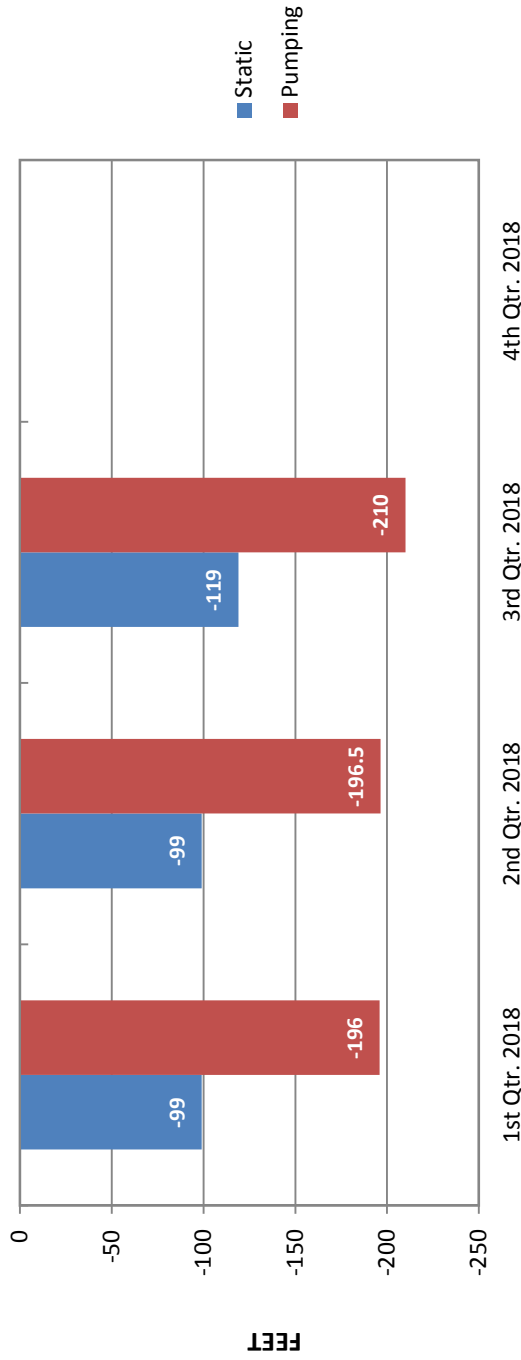




## Elk Grove Water District

### Static and Pumping Levels

Well 14D Railroad



#### Latest Well Sounding

**Static:** 119 Ft

**Pumping:** 210 Ft

**Drawdown:** 91 Ft

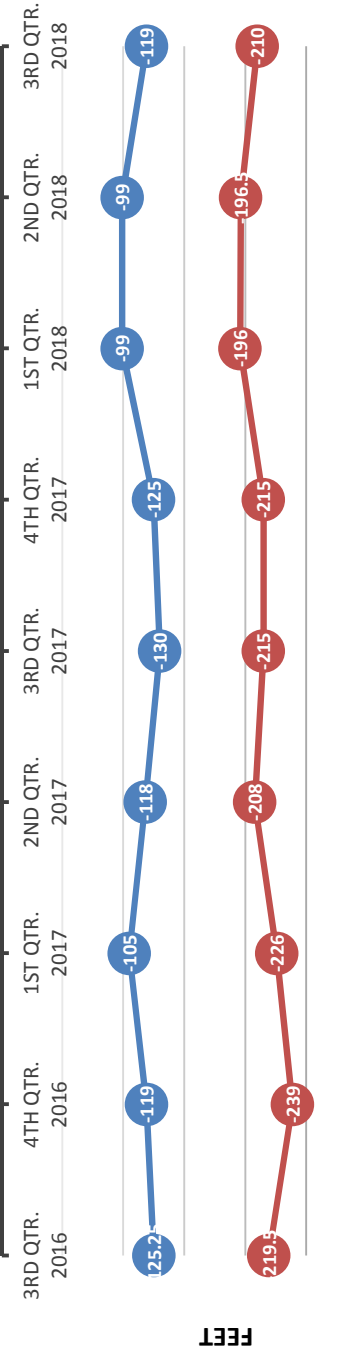
**GPM:** 1,623.00

**Specific Capacity:** 17.835

#### Latest Sand Tester Results:

15 Min: < 5 ppm

### Sounding Quarter/Year

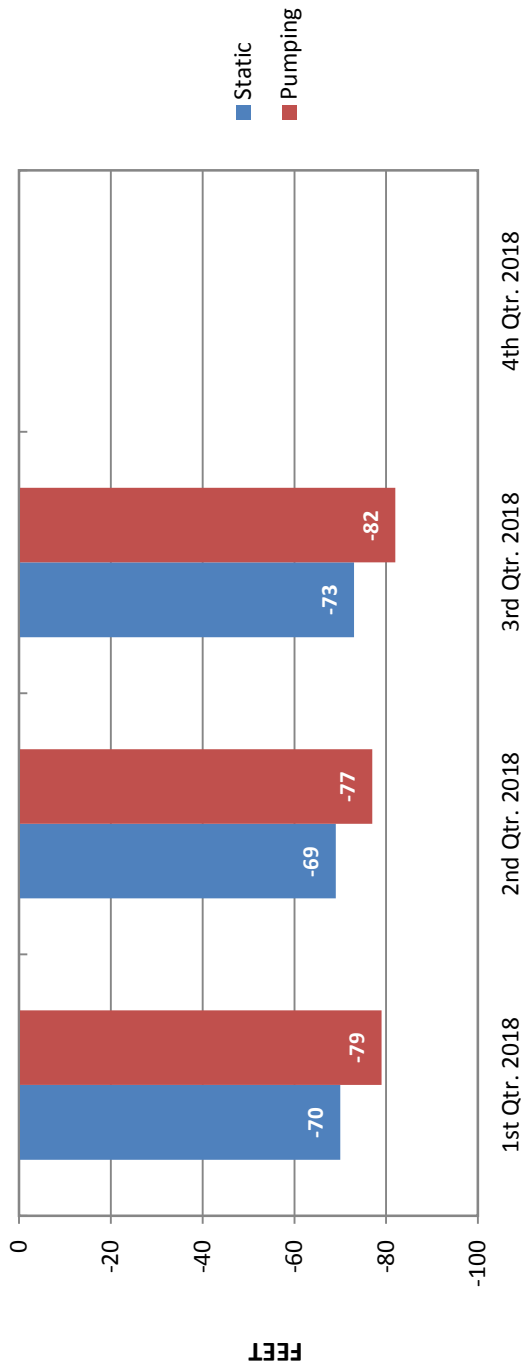




## Elk Grove Water District

### Static and Pumping Levels

Well 3 Mar-Val



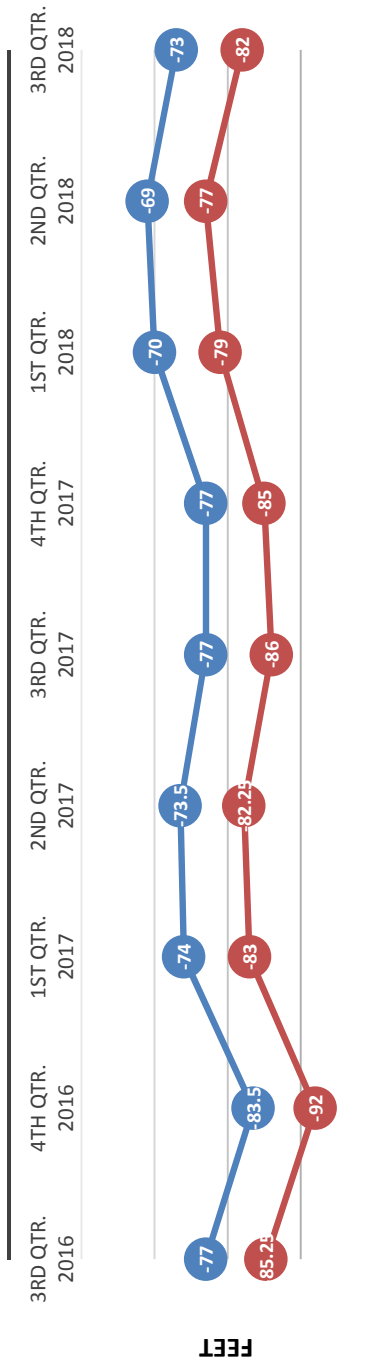
### Latest Well Sounding

Static: 73 Ft  
Pumping: 82 Ft  
Drawdown: 9 Ft  
GPM: 820.00  
Specific Capacity: 91.111

### Latest Sand Tester Results:

15 Min: 7.044 ppm

### Sounding Quarter/Year

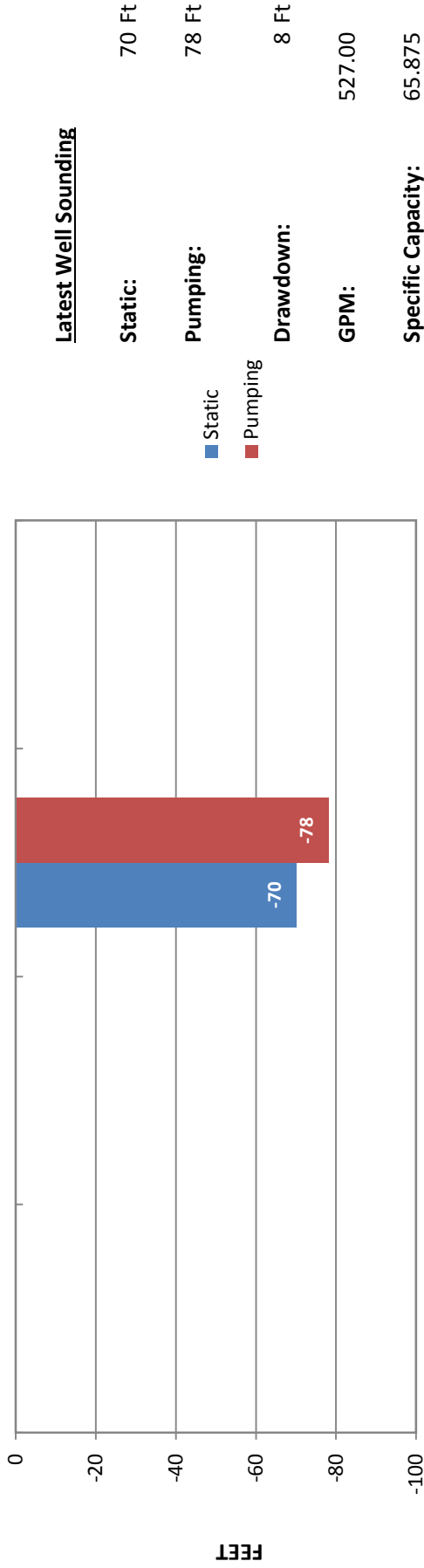




## Elk Grove Water District

### Static and Pumping Levels

Well 8 Williamson



#### Latest Well Sounding

Static: 70 Ft

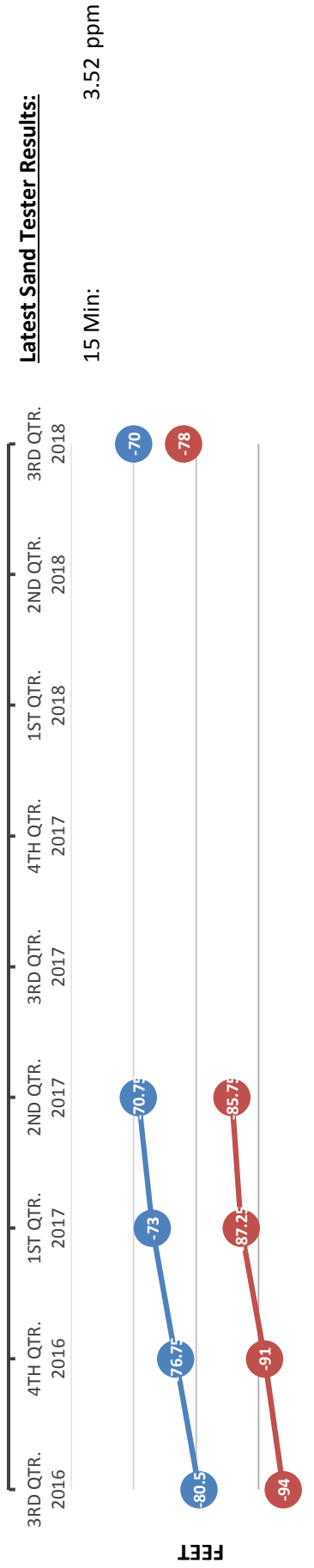
Pumping: 78 Ft

Drawdown: 8 Ft

GPM: 527.00

Specific Capacity: 65.875

#### Sounding Quarter/Year



#### Latest Sand Tester Results:

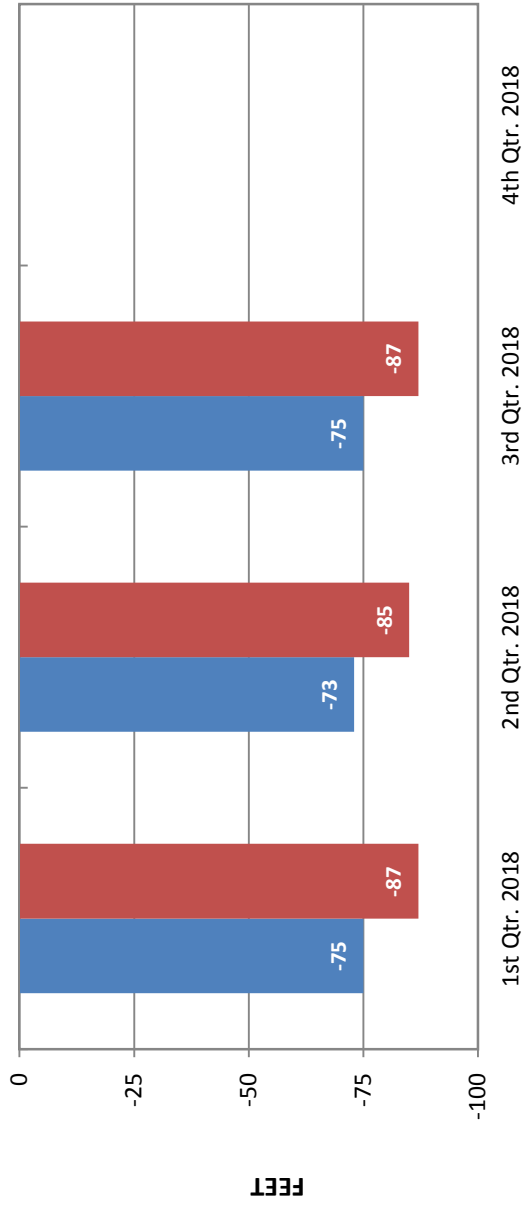
15 Min: 3.52 ppm



## Elk Grove Water District

### Static and Pumping Levels

Well 9 Polhemus



#### Latest Well Sounding

Static: 75 Ft

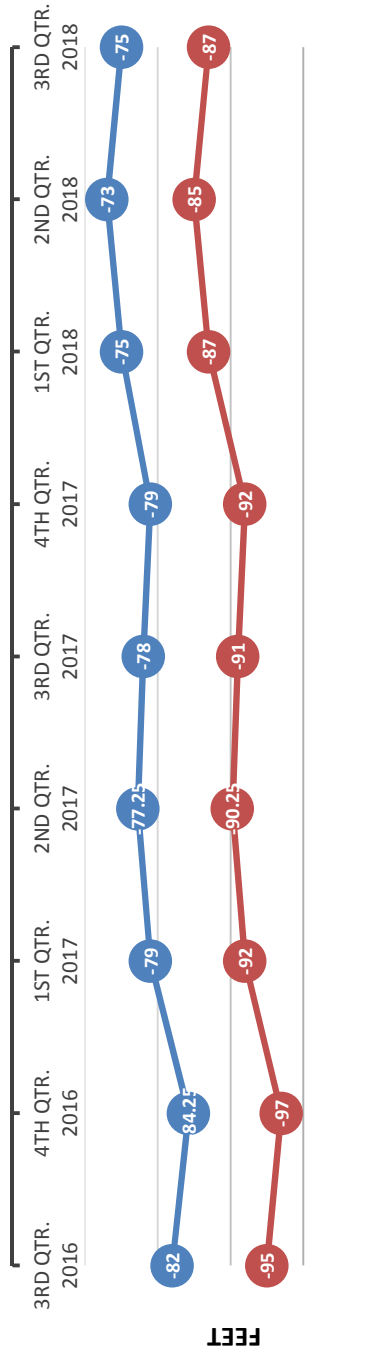
Pumping: 87 Ft

Drawdown: 12 Ft

GPM: 470.00

Specific Capacity: 39.167

#### Sounding Quarter/Year



#### Latest Sand Tester Results:

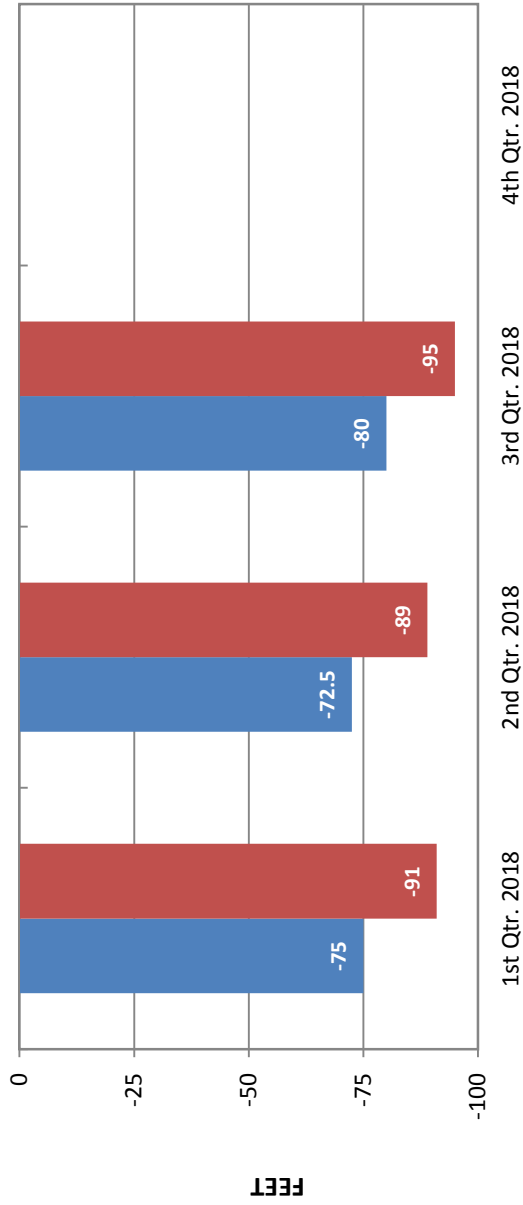
15 Min: < 5 ppm



## Elk Grove Water District

### Static and Pumping Levels

Well 13 Hampton



#### Latest Well Sounding

**Static:** 80 Ft

**Pumping:** 95 Ft

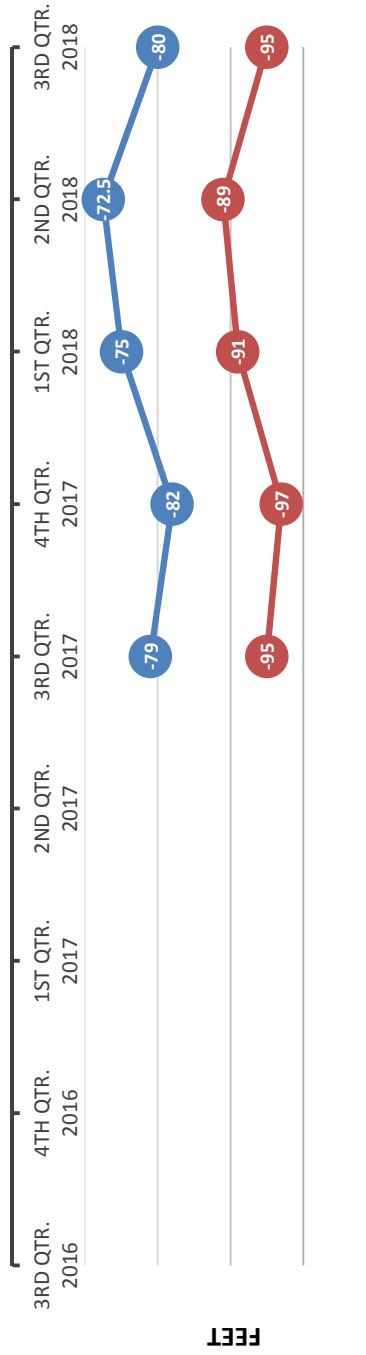
**Drawdown:** 15 Ft

**GPM:** 971

**Specific Capacity:** 64.733

■ Static  
■ Pumping

### Sounding Quarter/Year



#### Latest Sand Tester Results:

**15 Min:** < 5 ppm



**Monthly Sample Report - August 2018**  
**Water System: Elk Grove Water System**

Sampling Point: 01 - 8693 W. Camden			
Sample Date	Sample Class	Sample Name	Collection Occurrence
8/7/2018	Distribution System	Bacteriological	Week
8/14/2018	Distribution System	Bacteriological	Week
8/21/2018	Distribution System	Bacteriological	Week
8/28/2018	Distribution System	Bacteriological	Week
Sampling Point: School Well 01D - Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence
Sampling Point: 02 - 9425 Emerald Vista			
Sample Date	Sample Class	Sample Name	Collection Occurrence
8/7/2018	Distribution System	Bacteriological	Week
8/14/2018	Distribution System	Bacteriological	Week
8/21/2018	Distribution System	Bacteriological	Week
8/28/2018	Distribution System	Bacteriological	Week
Sampling Point: - Mar-Val Well 3 Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence
Sampling Point: 03 - 8809 Valley Oak			
Sample Date	Sample Class	Sample Name	Collection Occurrence
8/7/2018	Distribution System	Bacteriological	Week
8/14/2018	Distribution System	Bacteriological	Week
8/21/2018	Distribution System	Bacteriological	Week
8/28/2018	Distribution System	Bacteriological	Week
Sampling Point: Webb Well 04D - Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence

Sampling Point: 04 - 10122 Glacier Point				
Sample Date	Sample Class	Sample Name	Collection Occurrence	
8/7/2018	Distribution System	Bacteriological	Week	
8/14/2018	Distribution System	Bacteriological	Week	
8/21/2018	Distribution System	Bacteriological	Week	
8/28/2018	Distribution System	Bacteriological	Week	
Sampling Point: 05 - 9230 Amsden Ct.				
Sample Date	Sample Class	Sample Name	Collection Occurrence	
8/7/2018	Distribution System	Bacteriological	Week	
8/14/2018	Distribution System	Bacteriological	Week	
8/21/2018	Distribution System	Bacteriological	Week	
8/28/2018	Distribution System	Bacteriological	Week	
Sampling Point: 06 - 9227 Rancho Dr.				
Sample Date	Sample Class	Sample Name	Collection Occurrence	
8/7/2018	Distribution System	Bacteriological	Week	
8/14/2018	Distribution System	Bacteriological	Week	
8/21/2018	Distribution System	Bacteriological	Week	
8/28/2018	Distribution System	Bacteriological	Week	
Sampling Point: 07 - Al Gates Park Mainline Dr.				
Sample Date	Sample Class	Sample Name	Collection Occurrence	
8/7/2018	Distribution System	Bacteriological	Week	
8/14/2018	Distribution System	Bacteriological	Week	
8/21/2018	Distribution System	Bacteriological	Week	
8/28/2018	Distribution System	Bacteriological	Week	
Sampling Point: - Williamson Well 8 Raw Water				
Sample Date	Sample Class	Sample Name	Collection Occurrence	

Sampling Point: 08 - 9436 Hollow Springs Wy.				
Sample Date	Sample Class	Sample Name	Collection Occurrence	
8/7/2018	Distribution System	Bacteriological	Week	
8/14/2018	Distribution System	Bacteriological	Week	
8/21/2018	Distribution System	Bacteriological	Week	
8/28/2018	Distribution System	Bacteriological	Week	
Sampling Point: Polhemus Well 9 Raw Water				
Sample Date	Sample Class	Sample Name	Collection Occurrence	
Sampling Point: 09 - 8417 Blackman Wy.				
Sample Date	Sample Class	Sample Name	Collection Occurrence	
8/7/2018	Distribution System	Bacteriological	Week	
8/14/2018	Distribution System	Bacteriological	Week	
8/21/2018	Distribution System	Bacteriological	Week	
8/28/2018	Distribution System	Bacteriological	Week	
Sampling Point: 10 - 9373 Oreo Ranch Cir.				
Sample Date	Sample Class	Sample Name	Collection Occurrence	
8/7/2018	Distribution System	Bacteriological	Week	
8/14/2018	Distribution System	Bacteriological	Week	
8/21/2018	Distribution System	Bacteriological	Week	
8/28/2018	Distribution System	Bacteriological	Week	
8/7/2018	Distribution System	Fluoride	Week	
Sampling Point: Dino Well 11D - Raw Water				
Sample Date	Sample Class	Sample Name	Collection Occurrence	

Sampling Point: Hampton Well 13 - Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence
8/7/2018	Source Water	Fe, Mn, As, Total	Weekly
8/7/2018	Source Water	Bacteriological	Weekly
8/14/2018	Source Water	Fe, Mn, As, Total	Weekly
8/14/2018	Source Water	Bacteriological	Weekly
8/21/2018	Source Water	Fe, Mn, As, Total	Weekly
8/21/2018	Source Water	Bacteriological	Weekly
8/28/2018	Source Water	Fe, Mn, As, Total	Weekly
8/28/2018	Source Water	Bacteriological	Weekly
Sampling Point: Hampton WTP Effluent			
Sample Date	Sample Class	Sample Name	Collection Occurrence
8/7/2018	Treated Effluent	Fe, Mn, As, Total	Weekly
8/14/2018	Treated Effluent	Fe, Mn, As, Total	Weekly
8/21/2018	Treated Effluent	Fe, Mn, As, Total	Weekly
8/28/2018	Treated Effluent	Fe, Mn, As, Total	Weekly
Sampling Point: Hampton WTP Backwash Tank			
Sample Date	Sample Class	Sample Name	Collection Occurrence
Sampling Point: Railroad Well 14D - Raw Water			
Sample Date	Sample Class	Sample Name	Collection Occurrence
Sampling Point: Railroad WTP Effluent			
Sample Date	Sample Class	Sample Name	Collection Occurrence
8/7/2018	Treated Plant Effluent	WTP Eff - Fe,Mn,As,Al Total	Month
8/7/2018	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
8/8/2018	Distribution System	Bacteriological	8417 Blackman Wy SCWA Intertie
8/8/2018	Distribution System	Bacteriological	8476 Sheldon Rd SCWA Intertie
8/9/2018	Distribution System	Bacteriological	8344 Cantwell Dr. New Service Installed
8/23/2018	Distribution System	Bacteriological	8355 Baisley Ct. Main Line Tie In
<div> <div>Colors</div> <div> <div>Black = Scheduled</div> <div>Green = Unscheduled</div> <div>Red = Incomplete Sample</div> </div> </div>			
		Monthly Total	Yearly Total
		54	553
		5	64
		0	0



September 5, 2018

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

### **MONTHLY COMPLIANCE REPORT**

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Enclosed is the Monthly Compliance Report Form from Elk Grove Water District for August 2018.

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

STEVE SHAW  
WATER TREATMENT SUPERVISOR

## COMPLIANCE REPORT FORM

Attn: Neal Stallions	E-mail: stallionsn@sacsewer.com	Wastewater Source Control Section
Phone (916) 875-6656		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):

Month:	August	Year:	2018
--------	--------	-------	------

<u>  X  </u>	Water use/flow meter report	Hampton WTP – 968086
		Railroad WTP – 0

	Date	Time	pH
Hampton WTP			
Railroad WTP			

Monitoring results/analytical report

### Discharge Rate

Check the statement below that applies to this report:

Based on a review of this facility's flow data, discharge rate limit was exceeded.

  X   I certify that this facility is in compliance with the discharge rate limit.

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

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

Other (describe):

### Domestic Calculation

Domestic Usage	Number of Employees	Business Days per Month	Allowance (gallons per day)	Gallons
Production	3	21	15	945
Office	4	21	10	840
Drivers/Field	19	21	3	1197
Total				2982

### 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".

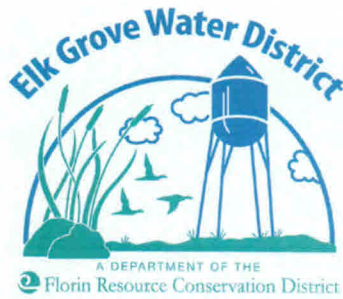
SIGNATURE of Authorized Representative:

PRINTED NAME, TITLE:

<u>Steve Shaw</u>	<u>Water Treatment Supervisor</u>
(Name)	(Title)

DATE:

9-5-2018



September 4, 2018

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

**MONTHLY SUMMARY OF DISTRIBUTION SYSTEM COLIFORM MONITORING**

Enclosed is the Monthly Summary of Distribution System Coliform Monitoring report from Elk Grove Water District for August 2018.

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 located above the printed name.

STEVE SHAW  
WATER TREATMENT SUPERVISOR



# MONTHLY SUMMARY OF DISTRIBUTION SYSTEM COLIFORM MONITORING

(including triggered source monitoring for systems subject to the Groundwater Rule)

System Name  Elk Grove Water District	System Number  3410008
Sampling Period  Month <b>August</b>	Year  2018

	Number Required	Number Collected	Number Total Coliform Positives	Number Fecal/ E.coli Positives
1. Routine Samples (see note 1)	<u>40</u>	<u>40</u>	<u>0</u>	<u>0</u>
2. Repeat Samples following Samples that are Total Coliform Positive and Fecal/E.coli <b>Negative</b> (see notes 5 and 6)		<u>0</u>	<u>0</u>	<input type="text"/>
3. Repeat Samples following Routine Samples that are Total Coliform <b>Positive</b> and Fecal/E.coli Positive (see notes 5 and 6)		<u>0</u>	<input type="text"/>	<input type="text"/>
4. MCL Computation for Total Coliform Positive Samples				
a. Totals (sum of columns)		<u>40</u>	<u>0</u>	
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] =		<u>0</u>	%	
c. Is system in compliance. ...with fecal/E. coli MCL? (see notes 2 and 3)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		
...with monthly MCL? (see note 4)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		
5. Source Samples Triggered by Routine Samples that are Total Coliform Positive (This applies <b>only</b> to systems subject to the Groundwater Rule - see notes 7 and 8)		<u>0</u>	<u>0</u>	<input type="text"/>
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: **Steve Shaw**

Signature 	Title  Water Treatment Supervisor	Date  9/4/18
--	---	--------------------

## NOTES AND INSTRUCTIONS:

- Routine samples include:
  - 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.
  - 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;
  - 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;
- Note: For a repeat sample following a total coliform positive sample, any fecal/*E. coli* positive repeat (boxed entry) **constitutes an MCL violation and requires immediate notification to the Department** (22, CCR, Section 64426.1).
- Note: For repeat sample following a fecal/*E. coli* positive sample, any total coliform positive repeat (boxed entry) **constitutes an MCL violation and requires immediate notification to the Department** (22, CCR, Section 64426.1).
- Total coliform MCL (Notify Department within 24 hours of MCL violation):
  - For systems collecting less than 40 samples, if two or more samples are total coliform positive, then the MCL is violated.
  - For systems collecting 40 or more samples, if more than 5.0 percent of samples collected are total coliform positive, then the MCL is violated.
- Positive results and their associated repeat samples are to be tracked on the Coliform Monitoring Worksheet.
- 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.
- For systems subject to the Groundwater Rule: Positive results and the associated triggered source samples are to be tracked on the Coliform Monitoring Worksheet.
- For triggered sample(s) required as a result of a total coliform routine positive sample, an *E. coli*, enterococci, or coliphage positive triggered sample (boxed entry) **requires immediate notification to the Department, Tier 1 public notification, and corrective action.**

10/2009 - 8477



September 5, 2018

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 August 2018.

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 located above the printed name.

STEVE SHAW  
WATER TREATMENT SUPERVISOR

# Elk Grove Water District

## Hampton GWTP Monthly Report

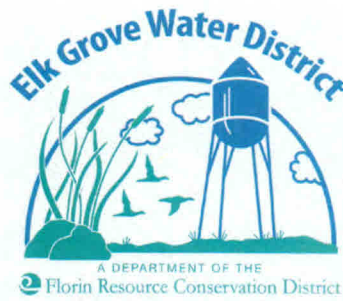
PWS Number 3410008-013

Month: August

Hampton Water Treatment Plant

Date		Meter Reading	Production	Backwash Meter	Reclaim Water	Weekly In-House Monitoring (mg/L) R (Raw) T (Treated) As (ug/L)											Weekly Average			
last day		446515087		7180561	541975	Date	Fe, R	Fe, T	Mn, R	Mn, T	As, R	As, T	Inf. pH		Eff. pH					
1		447142534	627447	7194975	541975	8/7/2018	0.021	0.018	0.061	0.011	10	2	Week 1: 7.0 to		7.2					
2		448588326	1445792	7230789	541975	8/14/2018	0.007	0.012	0.12	0.02	10	2	Week 1: 7.0 to		7.2					
3		448773430	185104	7234363	541975	8/21/2018	0	0.027	0.073	0.003	10	2	Week 1: 7.0 to		7.2					
4		450175049	1401619	7266682	541975	8/28/2018	0.013	0.016	0.043	0.001	12	2	Week 2: 7.2 to		7.0					
5		451642502	1467453	7299016	541975								Week 2: 7.2 to		7.0					
6		452999788	1357286	7331337	541975								Week 3: 7.3 to		7.0					
7		454413911	1414123	7363746	541975	Total Gallons Sodium Hypochlorite: 438.6 Gal											Week 3: 7.3 to		7.0	
8		455832435	1418524	7395947	541975	Pounds per day 17.69 Lbs/Day											Week 4: 7.3 to		7.0	
9		457136111	1303676	7427273	541975	Dosage (Milligrams Per Liter @ 12.5% Cl) 1.8 mg/L											Week 4: 7.3 to		7.0	
10		458537706	1401595	7457132	541975	Total Gallons Ferric Chloride: 204.9 Gal											Week 5: 7.2 to		7.0	
11		459920726	1383020	7489576	541975	Dosage (Milligrams Per Liter @ 38% FeCl) .65mg/L											Week 5: 7.2 to		7.0	
12		461320555	1399829	7518427	541975															
13		462800371	1479816	7554598	541975															
14		464047444	1247073	7579739	541975	Total Gallons Sodium Hydroxide: 248.3 Gal														
15		465530196	1482752	7615716	541975	Dosage (Gallons Per Hour @ 50% NaOH) 0.48 Gal/Hr														
16		466893700	1363504	7644407	541975															
17		468283424	1389724	7676776	541975	Total Gallons Sulfuric Acid : 203.8 Gal														
18		469507219	1223795	7709135	541975	Dose (Gallons Per Hour @ 93% ) 0.33 Gal/Hr														
19		469507219	0	7709135	541975															
20		469507219	0	7709135	541975	Total Backwashed 7,286,598 Gal											Total Reclaim		0 Gal	
21		4707770981	1263762	7737982	541975															
22		472212709	1441728	7770405	541975	Total Water Pumped 35,994,520 Gal											Total Water Treated		35,994,520 Gal	
23		473624727	1412018	7802857	541975															
24		475067511	1442784	7836060	541975	Reporting Limits/Units Maximum Contaminant Levels (MCLs)														
25		476344523	1277012	7860387	541975	Iron = 0.100 mg/L Iron (Fe) = 0.300 mg/L (Secondary)														
26		477077682	733159	7881985	541975	Manganese = 0.010 mg/L Manganese (Mn) = 0.050 mg/L (Secondary)														
27		477077682	0	7881985	541975	Arsenic = 1.0 ug/L Arsenic (As) = 10 ug/L (Primary)														
28		478378301	1300619	7914489	541975															
29		479751449	1373148	7943304	541975															
30		481127670	1376221	7972181	541975															
31		482509607	1381937	8004654	541975															
Total			35,994,520	7,286,598	0															
						Prepared By: Steve Shaw											Date:		9/5/2018	





September 4, 2018

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 FLUORIDATION MONITORING**

Enclosed is the Monthly Summary of Distribution System Fluoridation Monitoring report from Elk Grove Water District for August 2018.

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 located below the text.

STEVE SHAW  
WATER TREATMENT SUPERVISOR

# ELK GROVE WATER DISTRICT AREA 2

## DISTRIBUTION SYSTEM MONTHLY FLUORIDATION MONITORING REPORT

Month / Year August 2018

Week	Location of Sample Taken	Monitoring Results (mg/L)		
		Date	Time	Results
1	Hollow Springs	8/7/2018	8:45 AM	0.55
1	Al Gates Park	8/7/2018	8:59 AM	0.62
1	Oreo Ranch	8/7/2018	9:13 AM	0.62
1	Blackman	8/7/2018	11:34 AM	0.56
2	Hollow Springs	8/14/2018	10:04 AM	0.73
2	Al Gates Park	8/14/2018	10:18 AM	0.72
2	Oreo Ranch	8/14/2018	10:30 AM	0.61
2	Blackman	8/14/2018	1:14 PM	0.6
3	Hollow Springs	8/21/2018	11:05 AM	0.59
3	Al Gates Park	8/21/2018	11:20 AM	0.64
3	Oreo Ranch	8/21/2018	11:35 AM	0.59
3	Blackman	8/21/2018	1:30 PM	0.64
4	Hollow Springs	8/28/2018	9:03 AM	0.6
4	Al Gates Park	8/28/2018	9:18 AM	0.56
4	Oreo Ranch	8/28/2018	9:40 AM	0.57
4	Blackman	8/28/2018	10:45 AM	0.57
5	Hollow Springs			
5	Al Gates Park			
5	Oreo Ranch			
5	Blackman			

Monthly fluoride split sample results:

Date: August 7, 2018

Water System Results: 0.62 mg/L

Approved Lab: 0.67 mg/L

Contact Name: Steve Shaw

Telephone : (916) 585-9386

System PWS Number: 3410008



Year: 2018

## Elk Grove Water District

Preventative Maintenance Program

Railroad Water Treatment and Storage Facility

Item	Monthly												Quarterly				Semi-annual			Annual					
	Refer.	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Refer.	1st	2nd	3rd	4th	Refer.	1st	6-2ND	MO.	MO.	2018	
Clor-Tec System	Section: 4.2	WQ 1/25/18	WQ 2/6/18	WQ 3/5/18	WQ 4/11/18	WQ 5/8/18	AH 6/28/18	AH 7/18/18	WQ 8/27/18					Section: 4.3	WQ 3/13/18	AH/WQ 6/28/18			Section: 4.4						
	Initials																								
	Date																								
W.O. #		15472	15593	15685	15768	15892	16011	16155	16257						15689	15923									
Filter System	Section: 5.1	WQ 1/25/18	AH 2/27/18	WQ 3/6/18	WQ 4/4/18	WQ 5/7/18	AH 6/11/18	AH 7/18/18	WQ 8/6/18					Section: 5.2					Section: 5.3						
	Initials																								
	Date																								
W.O. #		15473	15594	15686	15769	15893	16012	16156	16258																
Backwash System	Section: 2.1	WQ 1/18/18	WQ 2/21/18	WQ 3/5/18	WQ 4/12/18	WQ 5/16/18	WQ 6/12/18	WQ 7/18/18	WQ 8/20/18					Section: 2.2					Section: 2.3						
	Initials																								
	Date																								
W.O. #		15474	15595	15687	15770	15894	16013	16157	16259																
Booster Pumps	Section: 3.1	WQ 1/18/18	WQ 2/21/18	WQ 3/8/18	WQ 4/11/18	WQ 5/14/18	AH 6/14/18	WQ 7/18/18	WQ 8/13/18					Section: TBD					Section: 3.2						
	Initials																								
	Date																								
W.O. #		15475	15596	15688	15771	15895	16014	16158	16260																
LAB														Section: 1.1					Section: 1.2						
	Initials																								
	Date																								
W.O. #																									
Clear Wells																			Section: 2.4						
	Initials																								
	Date																								
W.O. #																									
MCC																			Section: 1.2						
	Initials																								
	Date																								
W.O. #																									

Year: 2018

## Elk Grove Water District

Preventative Maintenance Program

Hampton Village Water Treatment Plant

Item	Monthly												Quarterly				Semi-annual			Annual					
	Refer.	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Refer.	1st	2nd	3rd	4th	Refer.	1ST MO.	6-2ND MO.	6-3RD MO.	Refer.	2018	
Chemical Systems	Section: TBD	Initials	AH	WQ	AH	AH	WQ	AH	AH					Section: TBD	AH	AH	AH		Section: TBD				Section: TBD		
		Date	1/11/18	2/6/18	3/5/18	4/9/18	5/21/18	6/14/18	7/11/18	8/30/18						3/5/18	6/7/18								
		W.O. #	15476	15597	15670	15772	15908	16028	16164	16261						15691	16031								
Filter System	Section: TBD	Initials	AH	WQ	AH	AH	WQ	AH	AH					Section: TBD	AH	AH			Section: TBD		AH		Section: TBD		
		Date	1/11/18	2/6/18	3/5/18	4/9/18	5/21/18	6/14/18	7/11/18	8/30/18						3/14/18									
		W.O. #	15477	15598	15671	15773	15909	16029	16165	16262						15715									
Backwash System	Section: TBD	Initials	AH	WQ	AH	AH	WQ	AH	AH					Section: TBD	AH	AH			Section: TBD		AH/WQ		Section: TBD		
		Date	1/11/18	2/6/18	3/5/18	4/9/18	5/21/18	6/14/18	7/11/18	8/30/18						3/29/18									
		W.O. #	15478	15599	15672	15774	15910	16030	16166	16263						15716									
LAB	Section: TBD	Initials												Section: TBD	AH	AH			Section: TBD				Section: TBD		
		Date														1/11/18	6/7/18								
		W.O. #														15495	16032								
MCC	Section: TBD	Initials												Section: TBD					Section: TBD				Section: TBD		
		Date																							
		W.O. #																							



# Elk Grove Water District

## Preventative Maintenance Program

### Standby Generators

Item	Monthly															Annual	
	Refer.													Refer.	2018		
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC				
Railroad	Initials	WQ	WQ	WQ	WQ	WQ	WQ	AH	WQ							Section: TBD	
	Date	1/19/19	2/14/18	3/9/18	4/9/18	5/14/18	6/12/18	7/18/18	8/27/18								
	W.O. #	15479	15589	15681	15775	15896	16016	16159	16272								
Webb	Initials	WQ	WQ	AH	WQ	WQ	WQ	AH	WQ							Section: TBD	
	Date	1/4/18	2/27/18	3/9/18	4/9/18	5/23/18	6/13/18	7/9/18	8/13/18								
	W.O. #	15480	15590	15682	15776	15897	16017	16161	16273								
Dino	Initials	WQ	WQ	WQ	WQ	WQ	WQ	WQ	WQ							Section: TBD	
	Date	1/2/18	2/13/18	3/7/18	4/3/18	5/16/18	6/13/18	7/10/18	8/27/18								
	W.O. #	15481	15591	15683	15777	15898	16018	16162	16274								
Hampton	Initials															Section: TBD	
	Date																
	W.O. #																
Admin.	Initials	WQ	WQ	WQ	AH	AH	AH	AH	AH							Section: TBD	
	Date	1/31/18	2/27/18	3/9/18	4/5/18	5/18/18	6/14/18	7/20/18	8/11/18								
	W.O. #	15482	15592	15684	15778	15899	15019	16163	16275								
= Load Test																	

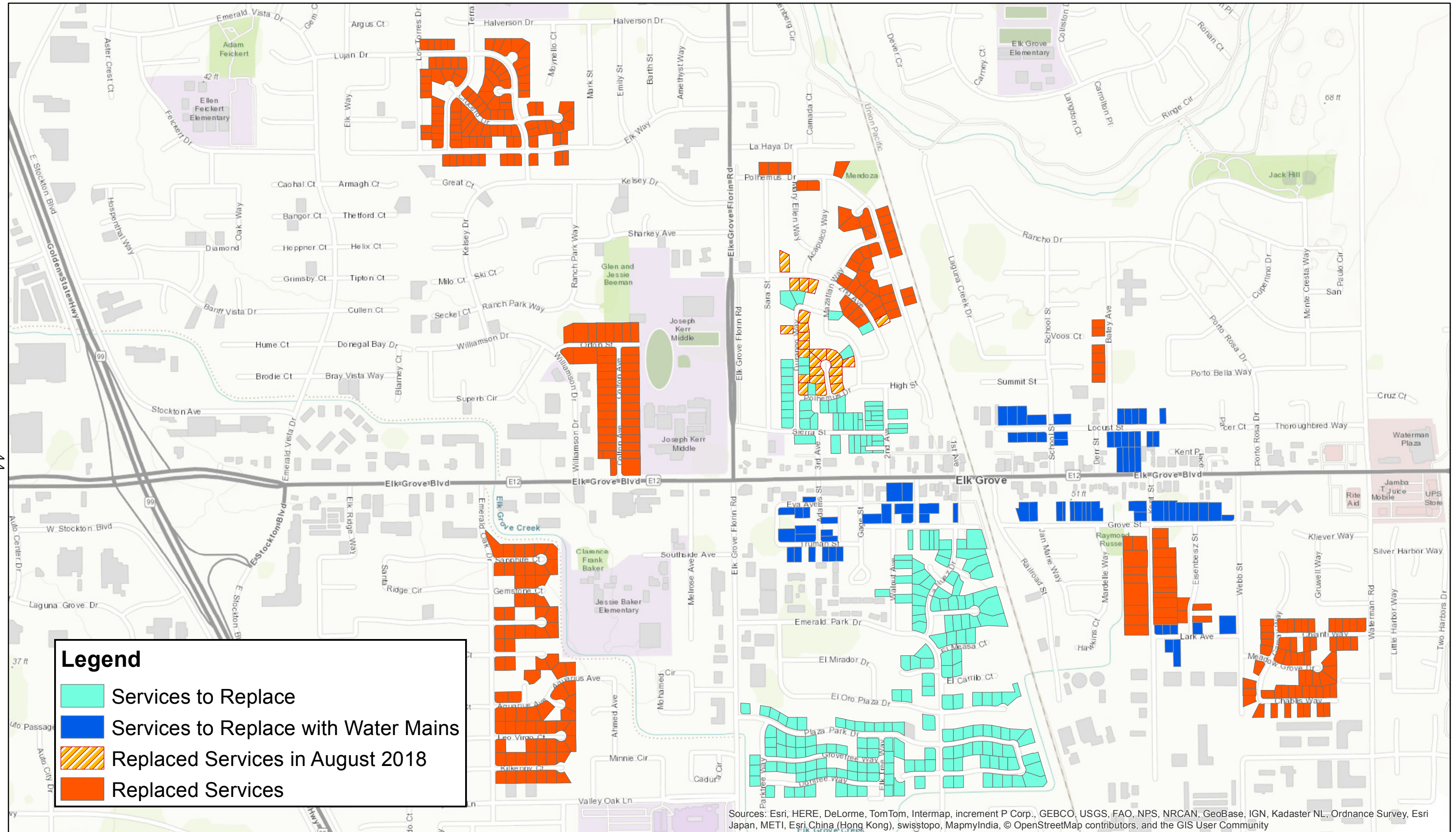
Elk Grove Water District  
Backflow Prevention Program 2018

Backflow Device Reports												
CURRENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Notices Issued	42	40	80	15	60	66	151	96				
Assemblies Tested	35	37	49	1	31	24	68	34				
Passed Initial Test	31	30	46	1	31	24	64	31				
Failed Initial Test	4	7	3				4	3				
Failed Devices Retested-----Passed	3	7	2				4	1				
Investigations or Address Change					2							
Inactivated Devices												
Schedule Code Changed												
Devices Turned Off												
2nd Notices Issued	5	3	32	14	27	42	83	61	0	0	0	0
Monthly Outstanding Delinquents	0	0	0	0	0	0	0	46	0	0	0	0

<b>Total Outstanding Delinquents</b>	<b>46</b>
--------------------------------------	-----------

Elk Grove Water District  
Safety Meetings/Training  
August 2018

Date	Topic	Attendees	Hosted By
8/6/2018	Air Pressure Hose Safety	Alan Aragon, Jose Carrillo, Aaron Hewitt, Jose Mendoza, Sal Mendoza, Mike Montiel, Wildredo Quintero, William Sadler, Richard Salas, Steve Shaw, John Vance, Brandon Wagner,	Sarah Jones
8/13/2018	Asbestos Cement Pipe Refresher Training	Alan Aragon, Jose Carrillo, David Frederick, Aaron Hewitt, Sean Hinton, Sarah Jones, Justin Mello, Jose Mendoza, Sal Mendoza, Mike Montiel, William Sadler, Richard Salas, Steve Shaw, John Vance, Brandon Wagner	HMS
8/20/2018	Pepper Spray Policy	Alan Aragon, Jose Carrillo, , David Frederick, Sean Hinton, Sarah Jones, Justin Mello, Jose Mendoza, Sal Mendoza, Mike Montiel, Wildredo, Quintero, William Sadler, Richard Salas, Steve Shaw, John Vance, Brandon Wagner	Sarah Jones
8/23/2018	Traffic Safety Laws	Alan Aragon, Aurelia Camilo, Jose Carrillo, Travis Franklin, Sean Hinton, Sarah Jones, Bruce Kamilos, Amber Kavert, Patrick Lee, Mark Madison, Denise Maxwell, Justin Mello, Sal Mendoza, Mike Montiel, Donella Murillo, Chris Phillips, Wildredo, Quintero, Cindy Robertson, William Sadler, Richard Salas, Steve Shaw, John Vance, Brandon Wagner, Tonia Williams	Jerry Bach



**Legend**

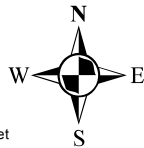
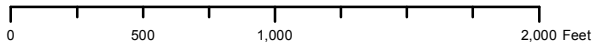
- Services to Replace
- Services to Replace with Water Mains
- Replaced Services in August 2018
- Replaced Services

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

Services to Replace: 213
Services Replaced in August 2018: 24
Total Service Replaced: 368

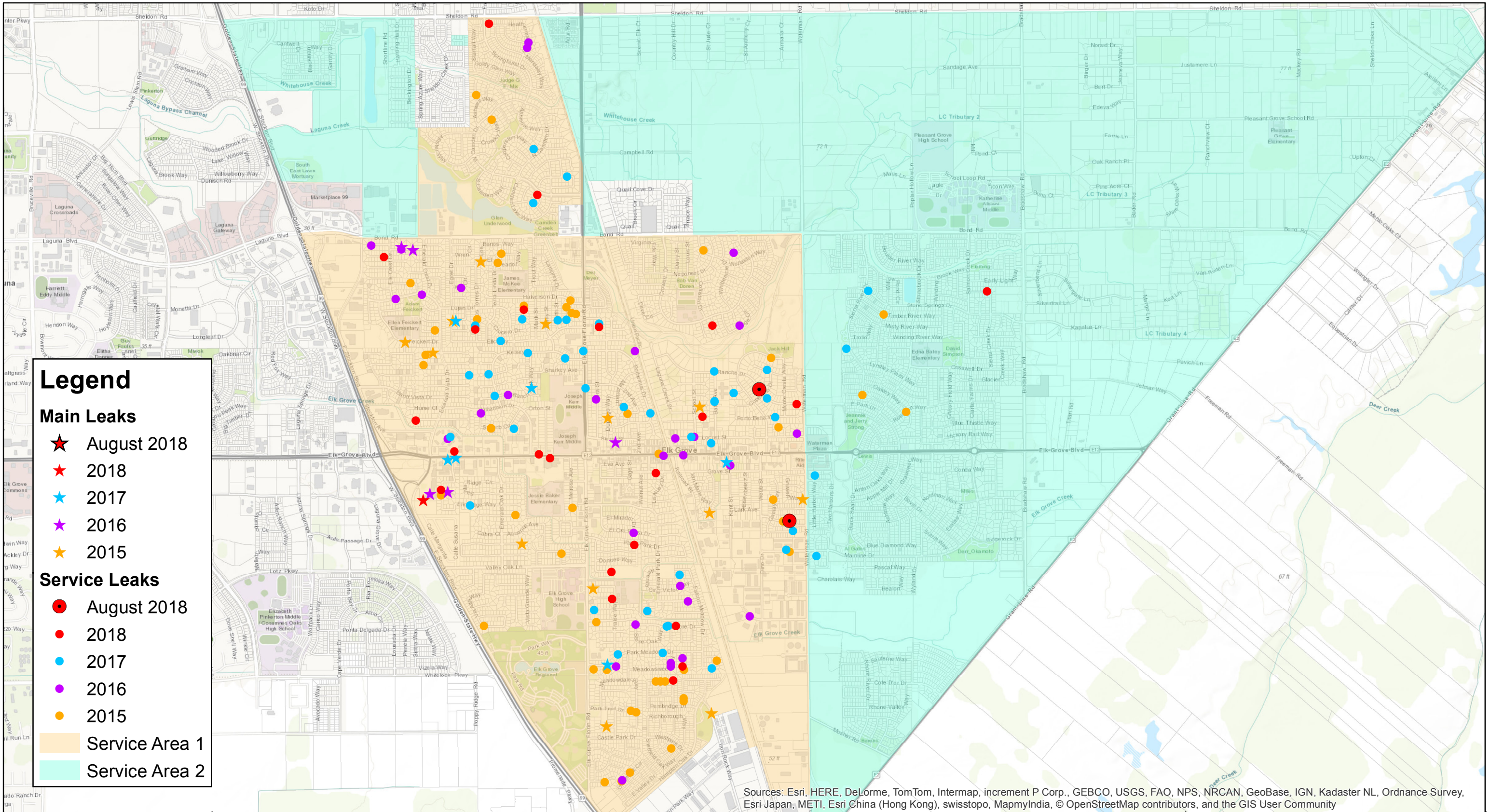


**Elk Grove Water District  
Service Line Replacement**



Projected Coordinate System: NAD 83 State Plane, California II, FIPS 0420
Source: City of Elk Grove, EGWD and Sacramento County GIS databases
Created by: Travis Franklin
Date: September 11, 2018

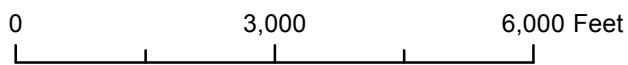




August 2018	
Main Line Leaks: 0	YTD: 1
Service Line Leaks: 2	YTD: 24
Total Leaks: 2	YTD: 25

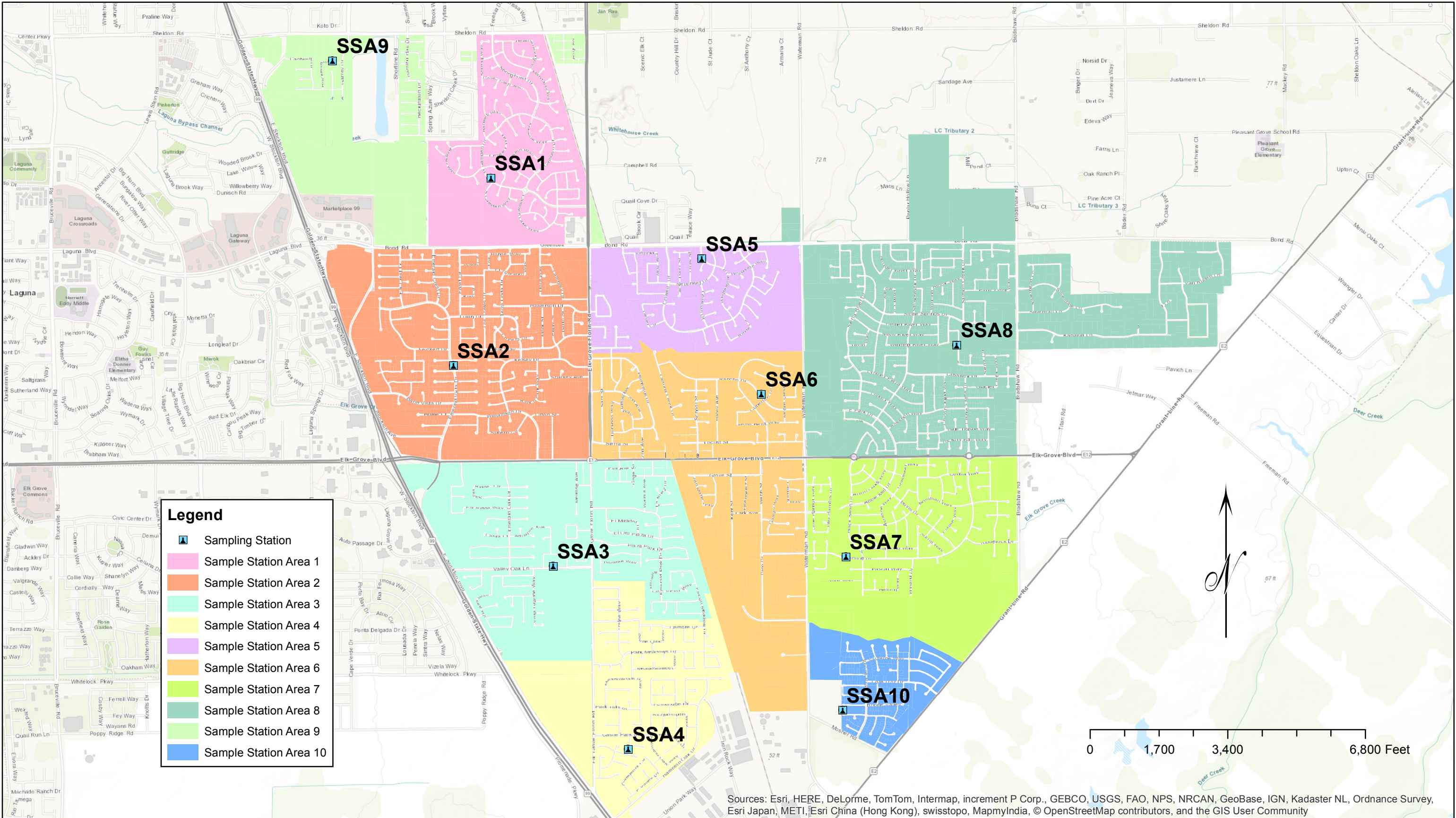


# Elk Grove Water District Main and Service Line Leaks Map



Elk Grove Water District	
Service / Main Leaks	
Created by: Travis Franklin	
Date: September 11, 2018	

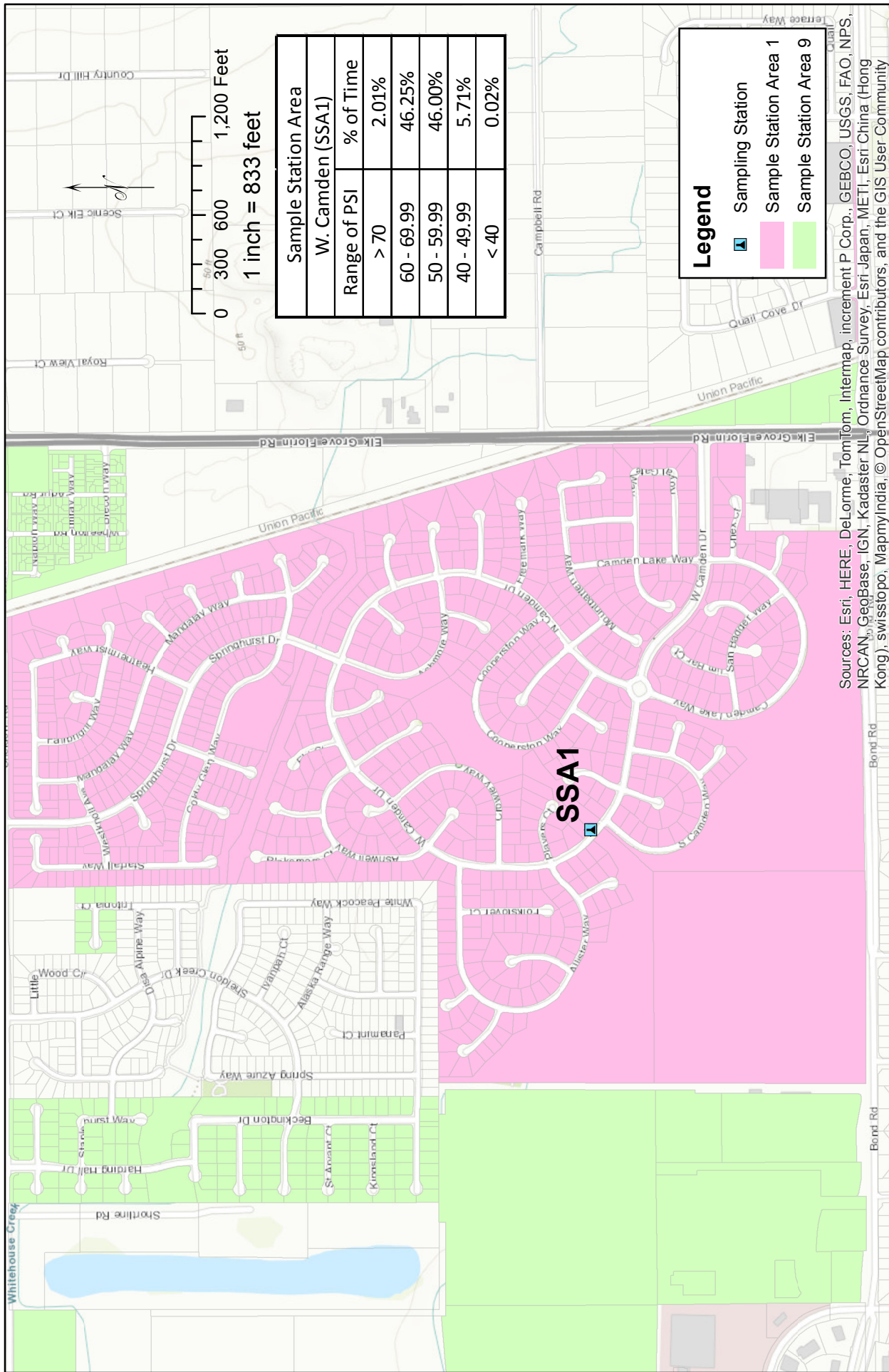




Sources: Esri, HERE, DeLorme, TomTom, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Sample Stations: 10		Elk Grove Water District		Projected Coordinate System: NAD 83 State Plane CA II FIPS 0402	
		Sample Station Areas		Source: EGWD GIS database	
				Modified by: Travis Franklin	
				September 11, 2018	





## Sample Station #1

Note: Sample Station takes a reading every 5 minutes.

August 2018



## Elk Grove Water District System Pressure Monitoring

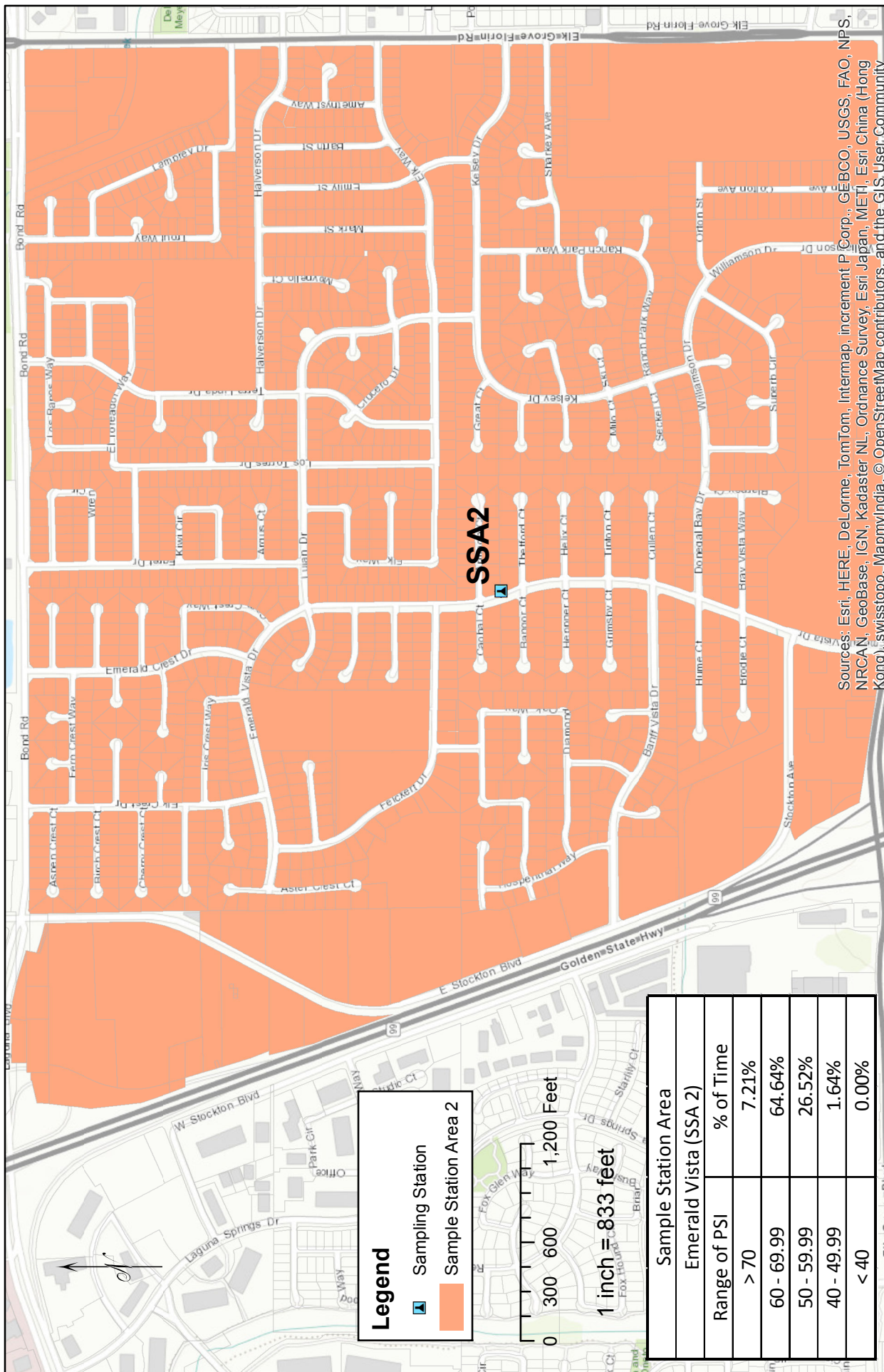
Projected Coordinate System:  
NAD 83 State Plane CA II FIPS 0402

Source: EGWD GIS database

Created by: Travis Franklin

September 11, 2018

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



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



## Elk Grove Water District

### System Pressure Monitoring

Projected Coordinate System:  
NAD 83 State Plane CA II FIPS 0402  
Source: EGWD GIS database  
Created by: Travis Franklin  
September 11, 2018

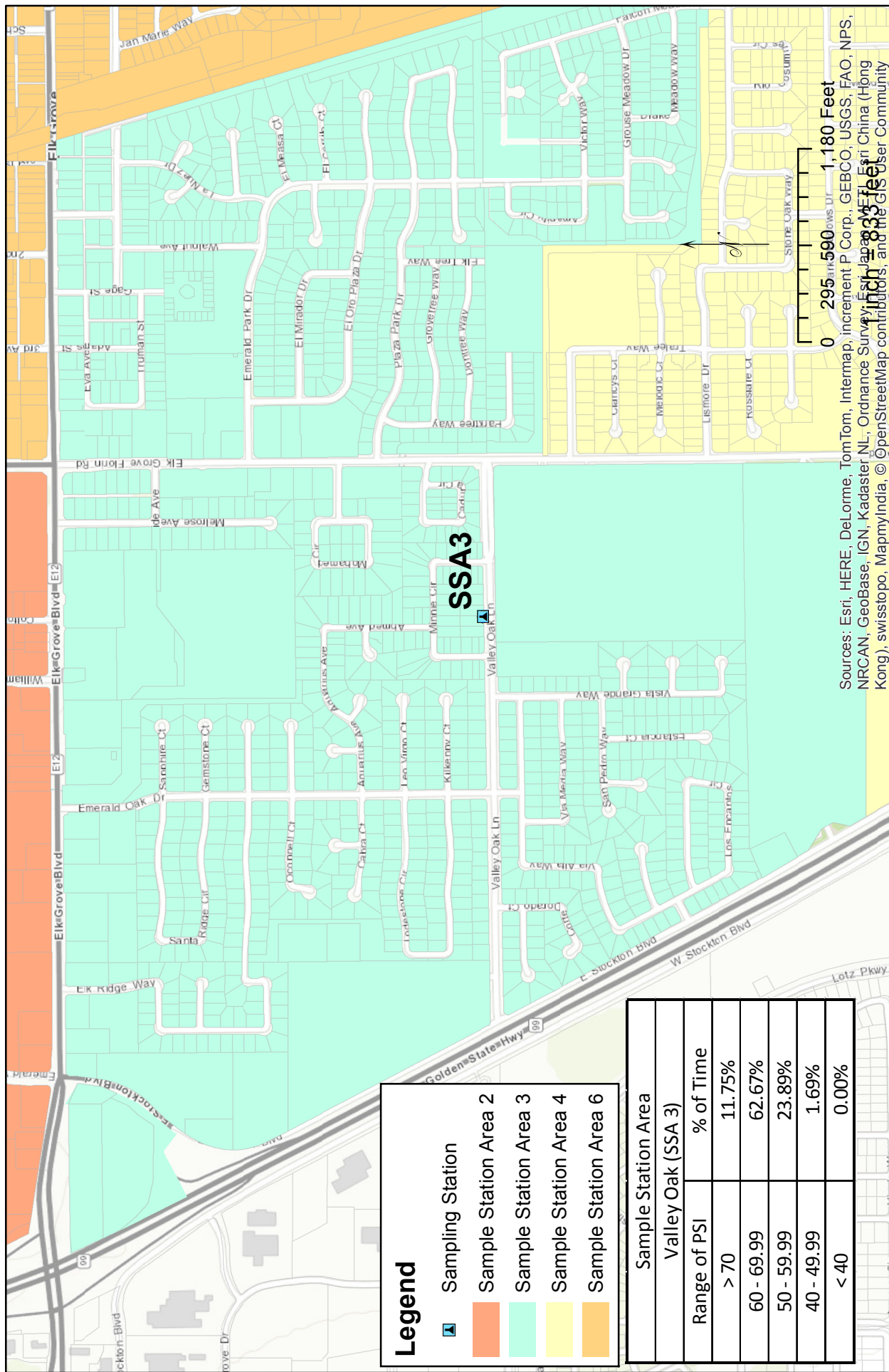
#### Sample Station #2

Note: Sample Station takes a reading every 5 minutes.

August 2018

Sample Station Area	
Emerald Vista (SSA 2)	
Range of PSI	% of Time
> 70	7.21%
60 - 69.99	64.64%
50 - 59.99	26.52%
40 - 49.99	1.64%
< 40	0.00%







**Elk Grove Water District**

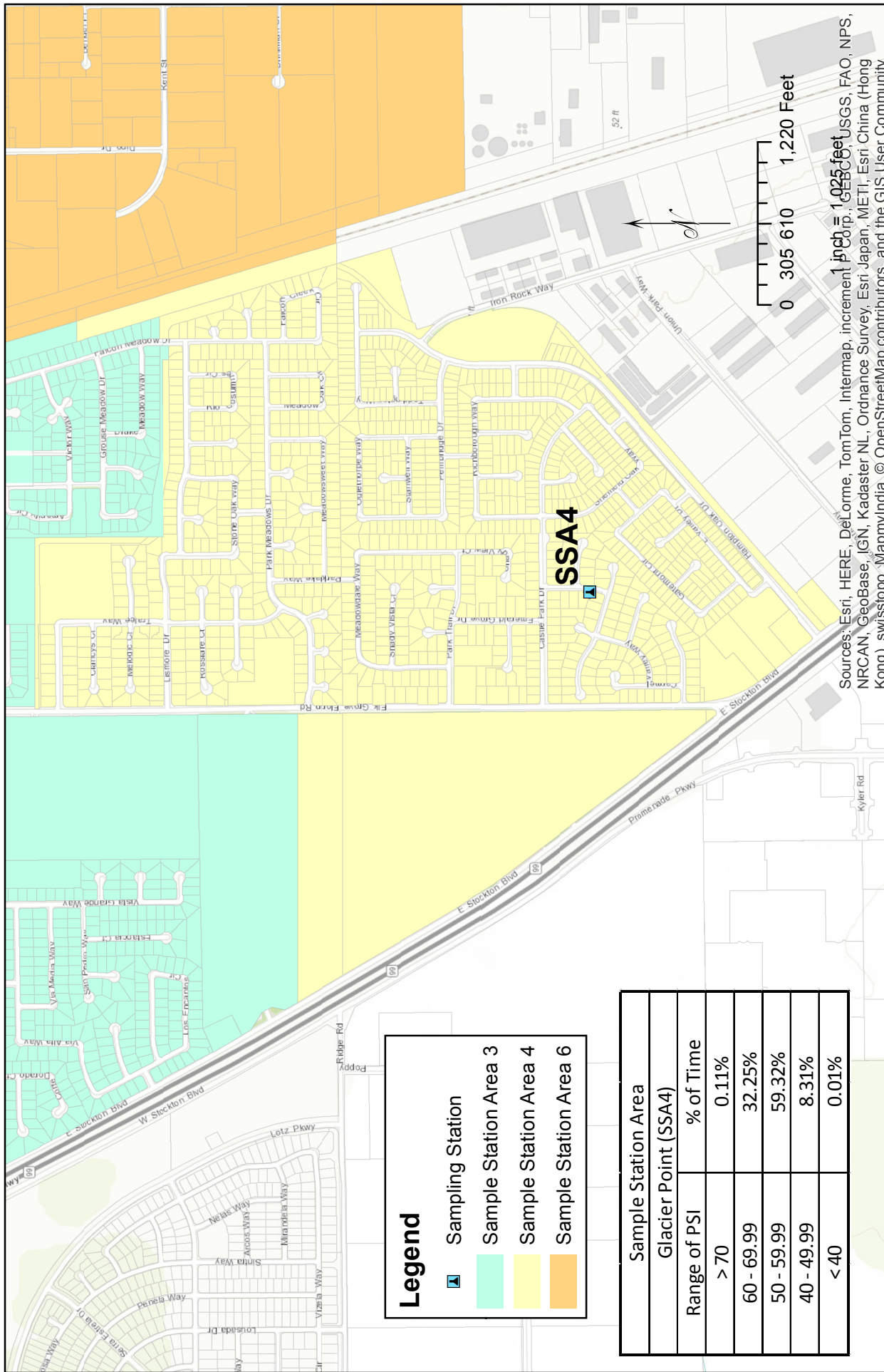
**System Pressure Monitoring**

**Sample Station #3**

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

**August 2018**

Projected Coordinate System:  
NAD 83 State Plane CA II FIPS 0402  
Source: EGWD GIS database  
Created by: Travis Franklin  
September 11, 2018



**Legend**

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

Sample Station Area		
Glacier Point (SSA4)		
Range of PSI	% of Time	
> 70	0.11%	
60 - 69.99	32.25%	
50 - 59.99	59.32%	
40 - 49.99	8.31%	
< 40	0.01%	

**Sample Station #4**

Note: Sample Station takes a reading every 5 minutes.

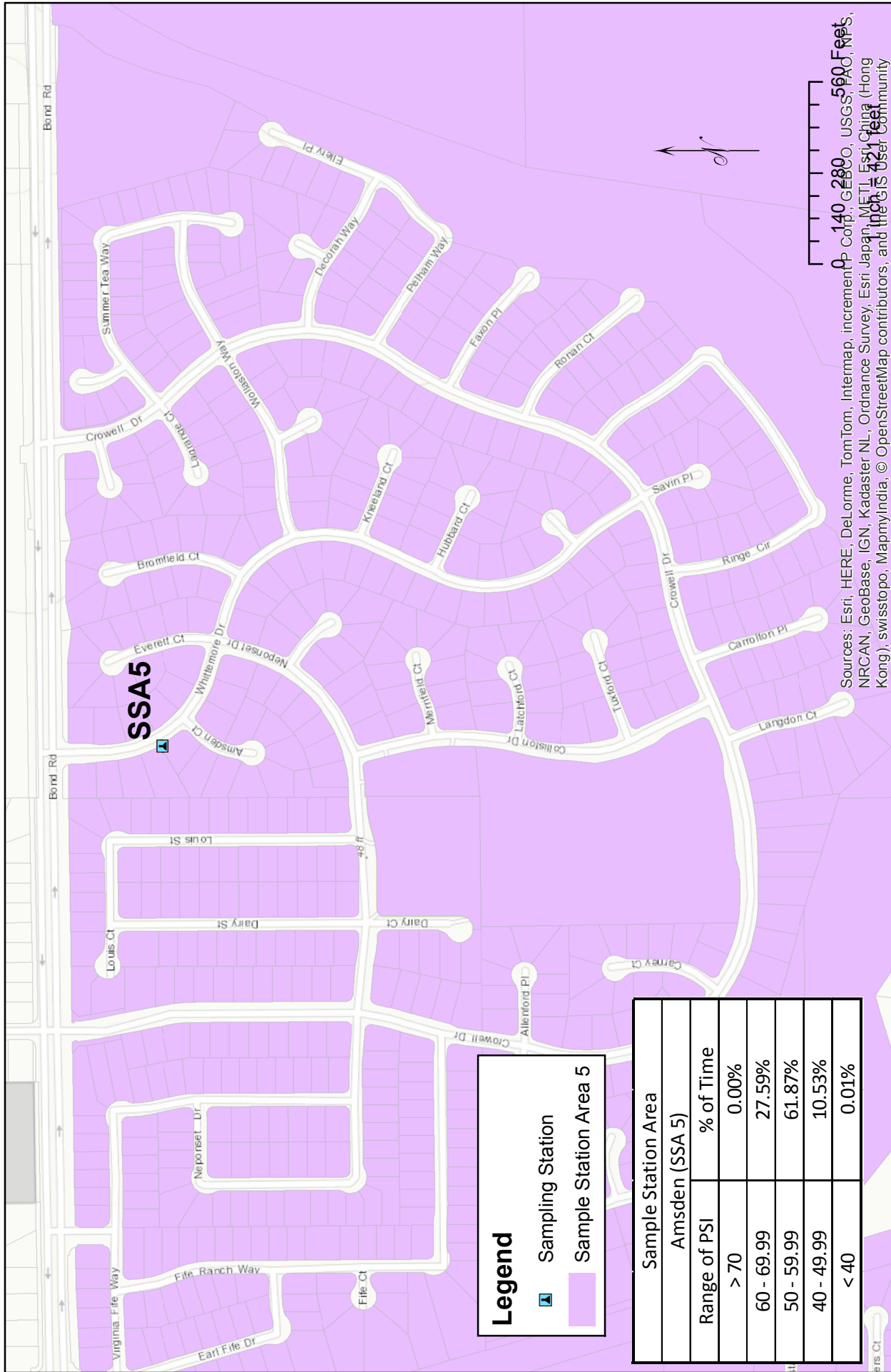
August 2018



**Elk Grove Water District**

**System Pressure Monitoring**

Projected Coordinate System:  
 NAD 83 State Plane CA II FIPS 0402  
 Source: EGWD GIS database  
 Created by: Travis Franklin  
 September 11, 2018



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



**Elk Grove Water District**

**System Pressure Monitoring**

**Sample Station #5**

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

August 2018

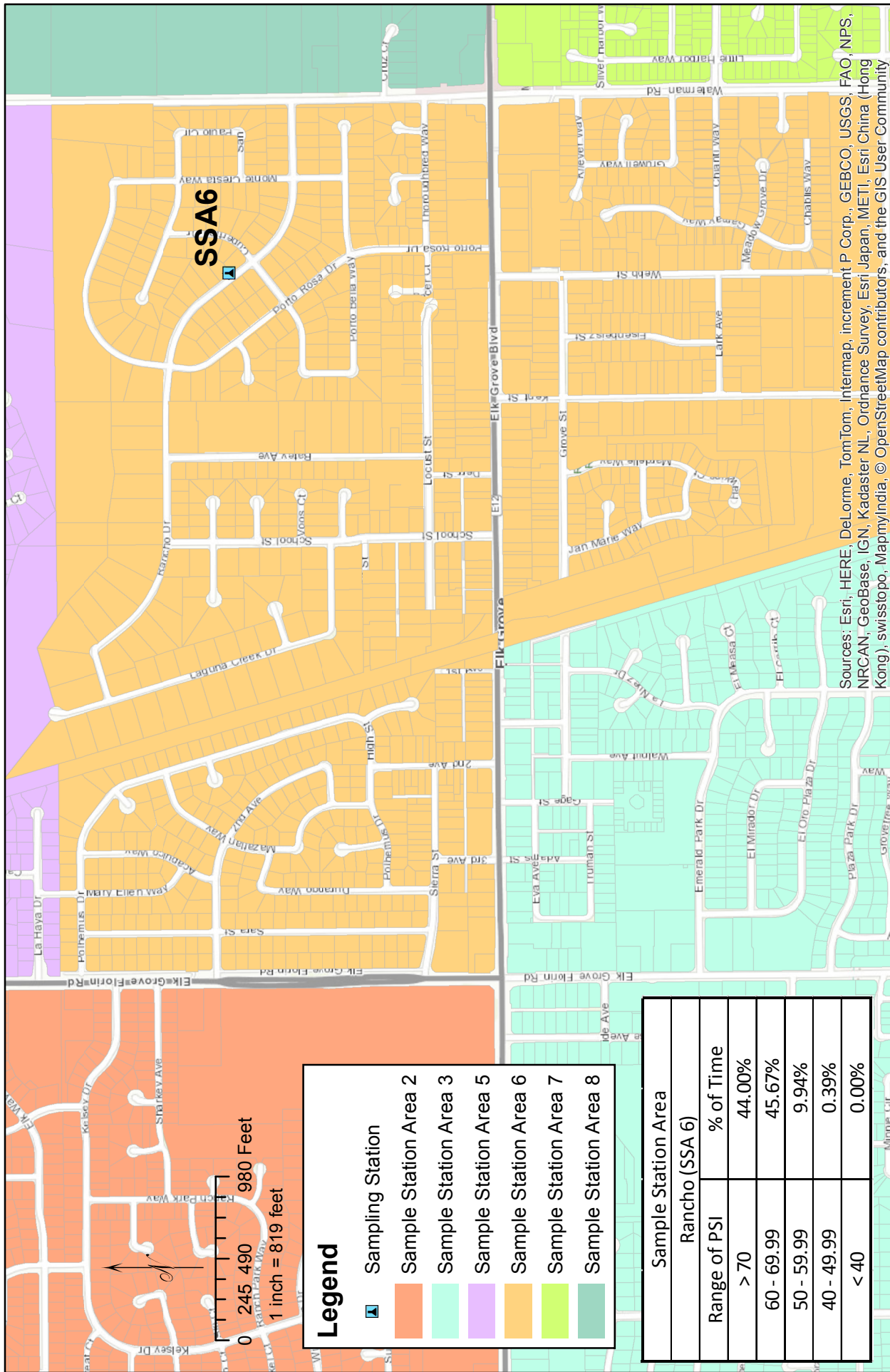
**Projected Coordinate System:**  
NAD 83 State Plane CA II FIPS 0402

**Source:** EGWD GIS database

**Created by:** Travis Franklin  
September 11, 2018

Sample Station Area	
Amsden (SSA 5)	
Range of PSI	% of Time
> 70	0.00%
60 - 69.99	27.59%
50 - 59.99	61.87%
40 - 49.99	10.53%
< 40	0.01%



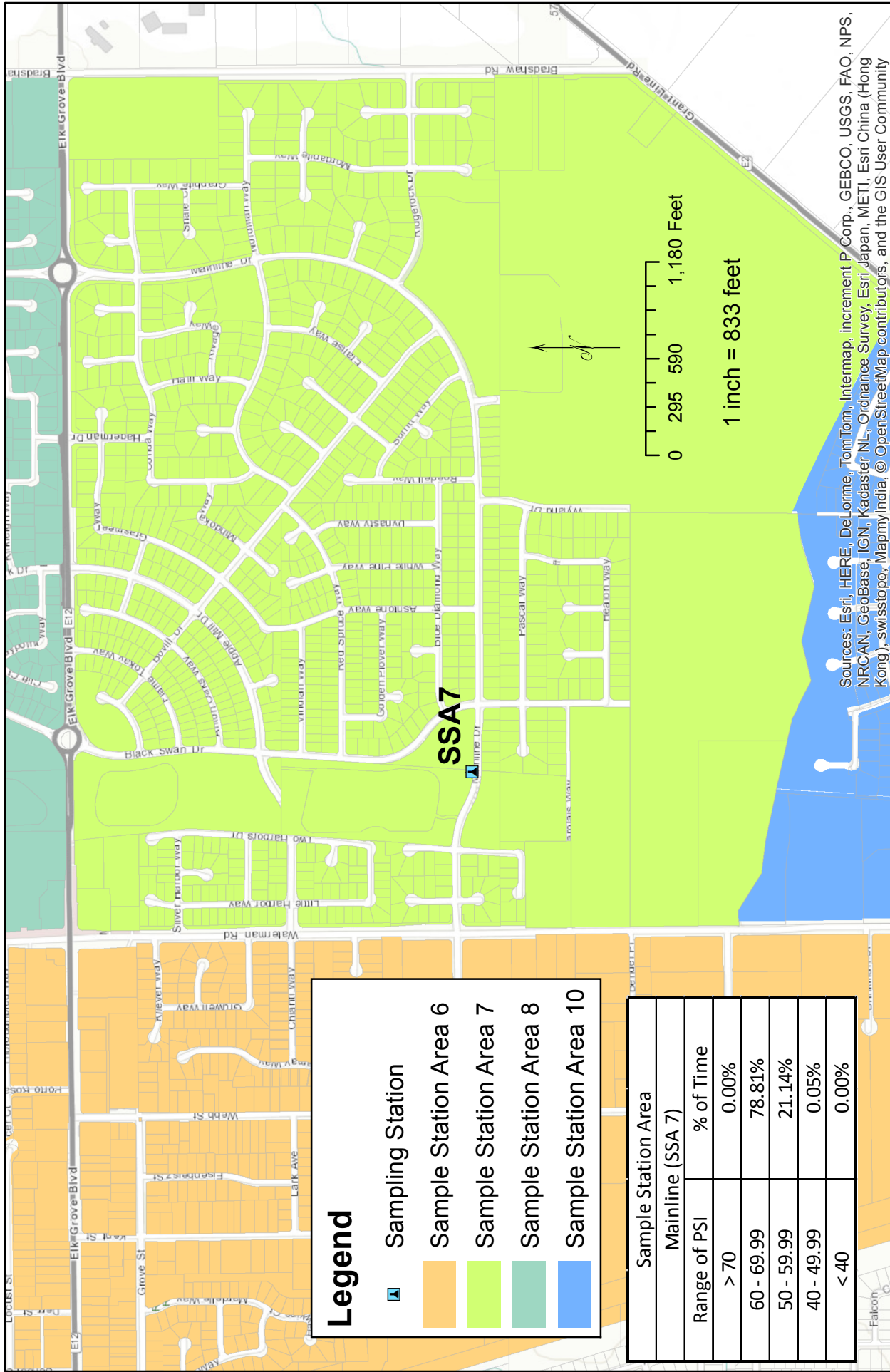


Sources: Esri, HERE, DeLorme, TomTom, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swissltopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Elk Grove Water District		Projected Coordinate System: NAD 83 State Plane CA II FIPS 0402	
System Pressure Monitoring		Source: EGWD GIS database	
Sample Station #6		Created by: Travis Franklin	
Note: Sample Station takes a reading every 5 minutes.		September 11, 2018	
August 2018			



Sample Station Area	
Rancho (SSA 6)	
Range of PSI	% of Time
> 70	44.00%
60 - 69.99	45.67%
50 - 59.99	9.94%
40 - 49.99	0.39%
< 40	0.00%

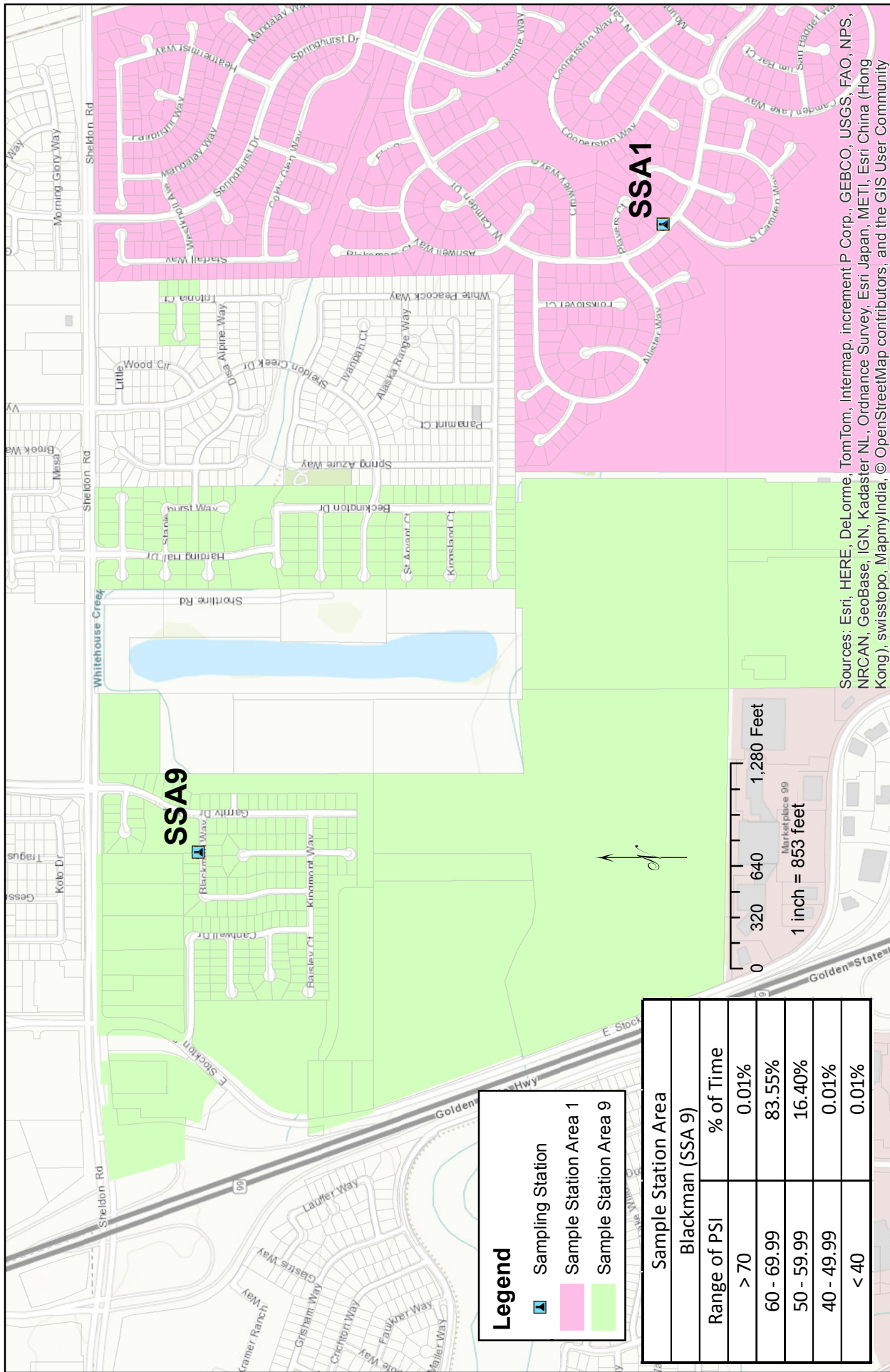


<div>Sample Station #7</div> <div>Note: Sample Station takes a reading every 5 minutes.</div> <div>August 2018</div>		<div><p>Elk Grove Water District a division of the Foothill Resource Conservation District</p></div> <div><h1>Elk Grove Water District</h1><h2>System Pressure Monitoring</h2></div>	<div>Projected Coordinate System: NAD 83 State Plane CA II FIPS 0402 Source: EGWD GIS database Created by: Travis Franklin September 11, 2018</div>
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Sample Station Area	
Mainline (SSA 7)	
Range of PSI	% of Time
> 70	0.00%
60 - 69.99	78.81%
50 - 59.99	21.14%
40 - 49.99	0.05%
< 40	0.00%







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

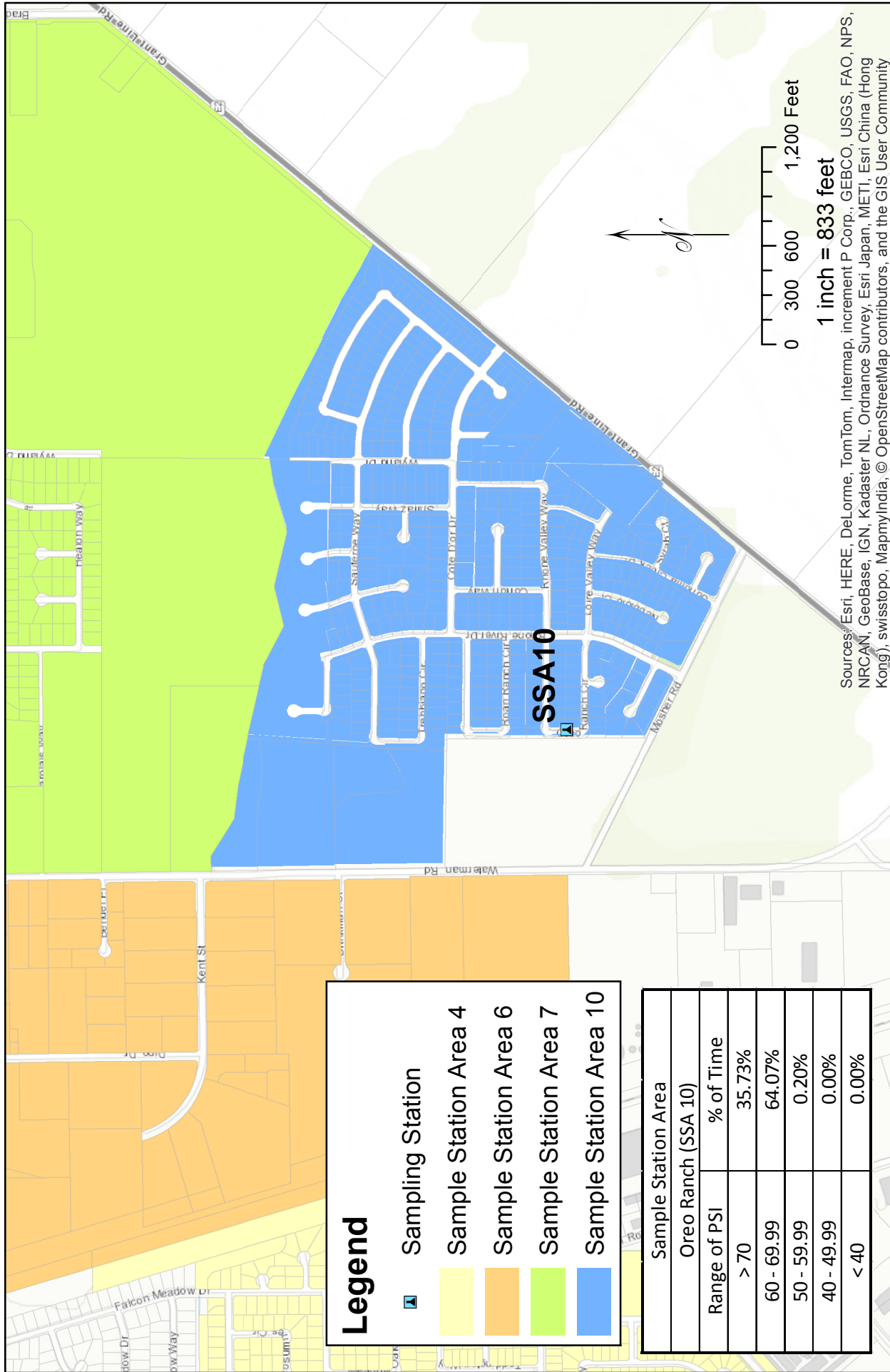
<b>Elk Grove Water District</b> System Pressure Monitoring		Projected coordinate system: NAD 83 State Plane CA II FIPS 0402 Source: EGWD GIS database Created by: Travis Franklin September 11, 2018	
<b>Sample Station #9</b>		<b>Note:</b> Sample Station takes a reading every 5 minutes.	
August 2018			

Sample Station Area		
Blackman (SSA 9)		
Range of PSI	% of Time	
> 70	0.01%	
60 - 69.99	83.55%	
50 - 59.99	16.40%	
40 - 49.99	0.01%	
< 40	0.01%	

**Legend**

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





	<b>Elk Grove Water District</b> System Pressure Monitoring		Projected Coordinate System: NAD 83 State Plane CA II FIPS 0402 Source: EGWD GIS database Created by: Travis Franklin September 11, 2018
	<b>Sample Station #10</b>		
	Note: Sample Station takes a reading every 5 minutes. August 2018		

Sample Station Area	
Oreo Ranch (SSA 10)	
Range of PSI	% of Time
> 70	35.73%
60 - 69.99	64.07%
50 - 59.99	0.20%
40 - 49.99	0.00%
< 40	0.00%



September 19, 2018

TO: Chairperson and Directors of the Florin Resource Conservation District

FROM: Mark J. Madison, General Manager

SUBJECT: **CITY OF ELK GROVE/FLORIN RESOURCE CONSERVATION DISTRICT  
RIGHT-OF-ACCESS/LICENSE AGREEMENT**

### **RECOMMENDATION**

It is recommended that the Florin Resource Conservation District Board of Directors adopt Resolution No. 09.19.18.01, authorizing the General Manager to execute a Right-of-Access/License Agreement with the City of Elk Grove.

### **SUMMARY**

The Florin Resource Conservation District/Elk Grove Water District (FRCD/EGWD) owns and operates the Railroad Water Treatment Facility (RRWTF) which is located at the end of Railroad Street (9721 Railroad Street). Railroad Street is not a public right-of-way and is currently owned by private property owners, and the City of Elk Grove (City). The City owns the portion of Railroad Street properties that connects Railroad Street to Elk Grove Blvd. and Grove Street. Railroad Street is the only means of access to and from the RRWTF, and City property must be traversed to access the RRWTF. The RRWTF is a critical operation that supplies domestic and fire protection water to roughly two-thirds of EGWD's customer base. Twenty-four hour, all-year, uninterrupted access to the RRWTF is required for EGWD to properly serve its customers.

The City occasionally hosts events on their Railroad Street properties that block normal access through Railroad Street. Therefore, a Right-of-Access/License Agreement (Agreement) with the City is required in order for EGWD to legally be given twenty-four hour, all-year, uninterrupted access to the RRWTF.

### **DISCUSSION**

#### **Background**

The City occasionally hosts events on the Railroad Street properties it owns. One such event is the annual Elk Grove Brewfest. This popular event began in 2016, and has occurred for the past three years in either April or May. During the 2017 Elk Grove Brewfest, EGWD field personnel on Friday afternoon had to respond to an emergency water main break on Elk Grove Blvd. Because Railroad Street was partially blocked during the event, and the City had not provided an alternate clear access route, EGWD personnel were held up when returning to the RRWTF after completing the emergency repair work on the water main.

### **AGENDA ITEM No. 5**

**CITY OF ELK GROVE/FLORIN RESOURCE CONSERVATION DISTRICT RIGHT-OF-ACCESS/LICENSE AGREEMENT**

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Page 2

Present Situation

The incident that occurred during the 2017 Elk Grove Brewfest made it clear that FRCD/EGWD must have twenty-four, all-year, uninterrupted access to the RRWTF. To ensure through a legally-bound agreement that uninterrupted access is provided, the FRCD, through its legal counsel, has negotiated the Agreement (Attached) with the City of Elk Grove. The City has executed the Agreement, and the FRCD must also execute the Agreement in order for the Agreement to become legally binding.

**ENVIRONMENTAL CONSIDERATIONS**

There are no environmental considerations associated with this item.

**STRATEGIC PLAN CONFORMITY**

The recommendation of this staff report conforms with the Florin Resource Conservation District/Elk Grove Water District 2012-2017 Strategic Plan which states as its mission that it is “committed to supplying our customers with high quality, safe water with outstanding customer service for current and future generations.” The Agreement is required to maintain this commitment to our customers.

**FINANCIAL SUMMARY**

There is no financial impact from this matter other than the legal fees EGWD has expended to reach an agreement.

Respectfully submitted,



MARK J. MADISON  
GENERAL MANAGER

MJM/bk

Attachments

**RESOLUTION NO. 09.19.18.01**

**A RESOLUTION OF THE FLORIN RESOURCE CONSERVATION DISTRICT  
BOARD OF DIRECTORS AUTHORIZING THE GENERAL MANAGER TO  
EXECUTE A RIGHT-OF-ACCESS/LICENSE AGREEMENT  
WITH THE CITY OF ELK GROVE**

**WHEREAS**, the Florin Resource Conservation District (FRCD) owns the property at the end of Railroad Street (9721 Railroad Street) where the Railroad Water Treatment Facility (RRWTF) is located; and

**WHEREAS**, the Railroad Street is the only means of access to and from the RRWTF; and

**WHEREAS**, the City of Elk Grove owns properties on Railroad Street; and

**WHEREAS**, the City of Elk Grove hosts events occasionally that block normal access through Railroad Street;

**WHEREAS**, the FRCD requires twenty-four hour, seven (7) days per week, three hundred sixty-five (365) days per year uninterrupted access (Uninterrupted Access) to its RRWTF.

**NOW, THEREFORE, BE IT RESOLVED** that the Florin Resource Conservation District Board of Directors hereby authorizes the General Manager to execute the Right-of-Access/License Agreement with the City of Elk Grove to provide Uninterrupted Access to its RRWTF.

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

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Tom Nelson

Chairperson of the Board of Directors

ATTEST:

\_\_\_\_\_  
Stefani Phillips  
Board Secretary

Attachment

RECORDING REQUESTED BY:

FLORIN RESOURCE  
CONSERVATION DISTRICT

WHEN RECORDED MAIL TO:

FLORIN RESOURCE  
CONSERVATION DISTRICT  
9257 ELK GROVE BOULEVARD  
ELK GROVE, CA 95624

SPACE DIRECTLY ABOVE RESERVED FOR RECORDER'S USE

**RIGHT-OF-ACCESS/LICENSE AGREEMENT**

THIS RIGHT-OF-ACCESS/LICENSE AGREEMENT ("Agreement") is entered into on \_\_\_\_\_, 2018 by and between the City of Elk Grove, a municipal corporation (hereinafter "City"), and Florin Resource Conservation District, a special district formed pursuant to Public Resources Code section 9001 *et seq.*, (hereinafter "FRCD"). The parties are sometimes individually referred to as a "Party," and collectively referred to as "Parties."

**RECITALS**

**WHEREAS**, the City is the record owner of certain real property located at 9600 Railroad Street, Elk Grove, California, 95624, identified as Assessor Parcel Number 134-0010-068 ("City Property").

**WHEREAS**, FRCD is the record owner of certain real property located at 9721 Railroad Street, Elk Grove, California, 95624, identified as Assessor Parcel Number 134-0050-087, upon which the FRCD Railroad Water Treatment and Storage Facility is located, as well as certain real property located on Railroad Street identified as Assessor Parcel Number 134-0050-077 (collectively, the "FRCD Properties"). The City Property and FRCD Properties are more particularly identified in Exhibit A, attached hereto and incorporated herein.

**WHEREAS**, FRCD through its water department Elk Grove Water District provides water service to customers located within City, utilizing the FRCD Properties.

**WHEREAS**, the FRCD Railroad Water Treatment and Storage Facility is operated twenty-four (24) hours per day, seven (7) days per week, three hundred sixty-five (365) days per year, and houses FRCD equipment critical to FRCD's provision of services to its customers.

**WHEREAS**, the FRCD Properties are adjacent to Railroad Street. The segment of Railroad Street that passes through the City Property is a public road owned and maintained by the City. The remaining portion of Railroad Street is a private road.

**WHEREAS**, from time to time, the City may organize, host, and/or manage events ("Events") that could block FRCD's access to FRCD Properties via Railroad Street.

**WHEREAS**, FRCD desires to maintain access to the FRCD Properties via Grove Street and Railroad Street during such Events, for the purpose of conducting activities within the normal course and scope of its activities, including access for emergencies and other unexpected occurrences during such Events for the purpose of responding to such occurrences and maintaining service to FRCD customers.

**WHEREAS**, in order to facilitate activities within the normal course and scope of FRCD's rights and duties, the City is willing to grant a license to FRCD, for access and use of Railroad Street and Grove Street, consistent with the terms and conditions of this Agreement.

**NOW, THEREFORE**, in consideration of the mutual promises, the Parties agree as follows:

### AGREEMENT

1. Recitals and Exhibits. The Recitals and Exhibits attached hereto are true and correct, and incorporated into this Agreement by reference.

2. Grant of Right-of-Access. The City hereby grants FRCD, its authorized officials, employees, and agents, a non-exclusive right to enter the City Property through and over Railroad Street and Grove Street, to access FRCD Properties at routes designated by the City using the routes shown on Exhibit B, and subject to the City's rights to re-designate routes as set forth in paragraph 3. Such access shall be granted twenty-four (24) hours per day, seven (7) days per week, three hundred sixty-five (365) days per year ("Uninterrupted Access"), provided, however, as follows: if the City determines there is a life-threatening situation such that allowing access would create a substantial risk of significant personal injury, the City may restrict or delay such access. In such situation, the City shall restore to FRCD access as soon as possible subsequent to the cessation of the life-threatening situation. Should the City restrict or delay access for the reason set forth in the preceding sentence, FRCD shall not have a cause of action against the City for damages or other relief for such restricted or delayed access.

3. Term. The right-of-access granted herein shall be effective once this Agreement is executed by the Parties, and recorded by FRCD with the Sacramento County Recorder's Office. The Agreement is irrevocable and shall remain in force unless and until one of the following events (a "Termination Event") occurs: (1) a transfer of any of the properties identified in this Agreement by any Party to any person or entity not a Party to this Agreement, as long as FRCD has Uninterrupted Access to FRCD Properties by one or more public streets; (2) mutual written agreement of the Parties; and/or (3) development of the City's Property in such a way so as to make access impractical or impossible, provided, however, that the City provides FRCD reasonably equivalent access to FRCD's Properties by alternative routes or means, on the same or similar terms and conditions set forth herein. In the event of a Termination Event, the Parties shall take all actions and execute all documents reasonably necessary to effectuate the termination of this Agreement and the right-of-access granted hereunder.

4. Security Gate Footings. FRCD at its sole cost and expense, shall construct permanent security gate footings ("Footings"), upon which a removable security gate,

approximately 16 (sixteen) feet in length may be installed from time to time. The Footings shall be constructed on Grove Street near the City Property boundary, as more particularly described in Exhibit A, Exhibit B, and Exhibit C, each attached hereto and incorporated herein. FRCD shall comply with all laws in the construction and installation of the Footings including, as applicable, including payment of prevailing wages.

5. Event Temporary Fencing. City shall, at its sole cost and expense, install temporary fencing for any Event ("Temporary Fencing") upon the written request of FRCD. The Temporary Fencing shall be installed in a manner which allows FRCD continued access to FRCD Properties through and over Grove Street and Railroad Street as depicted in Exhibit B and as set forth at paragraphs 2 and 3. City shall provide written notice to FRCD via personal delivery, email, or fax not less than seven (7) days prior to the installation of any Temporary Fencing ("Notice"). City shall personally deliver, email, or fax the Notice to the FRCD General Manager at the address, email, or fax number set forth below or as may otherwise be designated in writing from time to time.

6. Event Security Gate. Upon receiving Notice from City, FRCD at its sole cost and expense, shall install a removable security gate on the Footings ("Security Gate"). The Security Gate shall be installed in a manner that will prevent vehicles from accessing the City Property via Grove Street as shown in Exhibit B and Exhibit C. When installed, the Security Gate shall remain locked, and the Parties shall be the only key holders to the Security Gate.

7. Encroachment Permit. FRCD shall obtain an encroachment permit from City for construction of the Footings ("Permit"). City agrees to waive all permit fees and other City fees which may relate to the encroachment permit.

8. Railroad Street and Grove Street Locations. FRCD recognizes that City possesses the right to move the physical locations of Railroad Street and Grove Street within City Property, and the City recognizes that FRCD requires Uninterrupted Access to its Railroad Water Treatment and Storage Facility, subject to the condition set forth in Section 2 herein. Therefore, should the City wish to change the location of Railroad Street or Grove Street, the Parties agree to collaboratively work together to ensure FRCD's Uninterrupted Access to its Railroad Water Treatment and Storage Facility provided, however, that the City shall have final decision-making authority as to any relocation or realignment of Railroad Street and/or Grove Street, consistent with FRCD's Uninterrupted Access as described herein.

9. Notice. Any notice required to be given under this Agreement, or which either Party may wish to give, shall be in writing and shall be personally delivered, faxed or sent by mail, postage paid, addressed as follows. Either Party may designate another place for notice by following these notice provisions.

**CITY:**

City of Elk Grove  
Attn: City Manager  
8401 Laguna Palms Way  
Elk Grove, Ca 95758  
(916) 478-2200 phone

**FRCD:**

Florin Resource Conservation District/  
Elk Grove Water District  
Attn: General Manager  
9257 Elk Grove Blvd.  
Elk Grove, CA 95624

(916) 627-4200 fax

(916) 685-3556 phone

(916) 685-6622 fax

[mmadison@cgwd.org](mailto:mmadison@cgwd.org)

10. Indemnification. Each Party shall indemnify, defend and hold harmless the other Party, its officials, employees, agents from any and all claims, demands, actions, losses, liabilities, damages, and all expenses and costs incidental thereto including cost of defense, settlement, arbitration and reasonable attorneys' fees, arising out of or in any way related to this Agreement including but not limited to, damage to property or injuries to or death of persons, including but not limited to employees or agents of either Party hereto, including damage or injuries that occur from an existing condition of the property and damage to or destruction of property or loss of use thereof, including but not limited to the property of either Party hereto, arising out of, pertaining to, or resulting from the acts or omissions of the other Party, its officers, agents, employees, trainees or contractors, or the acts or omissions of anyone else directly or indirectly acting on behalf of the Party in connection with this Agreement, or for which the Party is legally liable under law, excepting only such injury, death, or damage to the extent caused by the sole negligence or willful misconduct of the other Party. This indemnity obligation shall not be limited by the types and amounts of insurance or self-insurance maintained by either Party. Nothing in this indemnity provision shall be construed to create any duty to, any standard of care with reference to, or any liability or obligation, contractual or otherwise, to any third party. The indemnity provision shall survive the termination or expiration of this Agreement.

11. Severability. If any term, condition, or covenant of this Agreement is declared or determined by any court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of this Agreement shall not be affected, and the remaining provisions of the Agreement shall be read and construed without the invalid, void, or unenforceable provision(s).

12. Governing Law and Venue. This Agreement shall be construed in accordance with the laws and judicial decisions of the State of California, and venue or any legal or equitable action shall be in the County of Sacramento.

13. No Agency, Joint Venture, or Partnership. The Parties hereby renounce the existence of any form of agency relationship, joint venture, or partnership between City and FRCD, and agree that nothing contained herein or in any document executed in connection herewith shall be construed as creating any such relationship between City and FRCD.

14. Interpretation of Agreement. The headings in this Agreement are for the purpose of reference only, and shall not limit or otherwise affect any of the terms of this Agreement. The Parties have had an equal opportunity to participate in the drafting of this Agreement, therefore any construction as against the drafting party shall not apply to this Agreement.

15. No Third Party Beneficiary. It is expressly understood and agreed that the enforcement of these terms and conditions shall be reserved to the Parties to this Agreement. Nothing contained in this Agreement shall give or allow any claim or right of action whatsoever by any third party.

16. Entire Agreement. The provisions of this Agreement comprise all of the terms, conditions, agreements and representations of the Parties. This Agreement may not be altered or amended, and no provision hereof may be waived, except by written agreement executed by the authorized representatives of the Parties. The Parties hereby agree that terms of this Agreement have not been changed, modified, or expanded by any oral agreements or representations entered into or made prior to or at the execution of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first written above.

**FLORIN RESOURCE CONSERVATION  
DISTRICT**

**CITY OF ELK GROVE**

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

\_\_\_\_\_  
Jason Behrmann, Interim City Manager

Attest:

Attest:

\_\_\_\_\_  
Stefani Phillips, Board Secretary

\_\_\_\_\_  
Jason Lindgren, City Clerk

Approved as to form:

Approved as to form:

\_\_\_\_\_  
Richard E. Nosky, Jr., Interim General Counsel

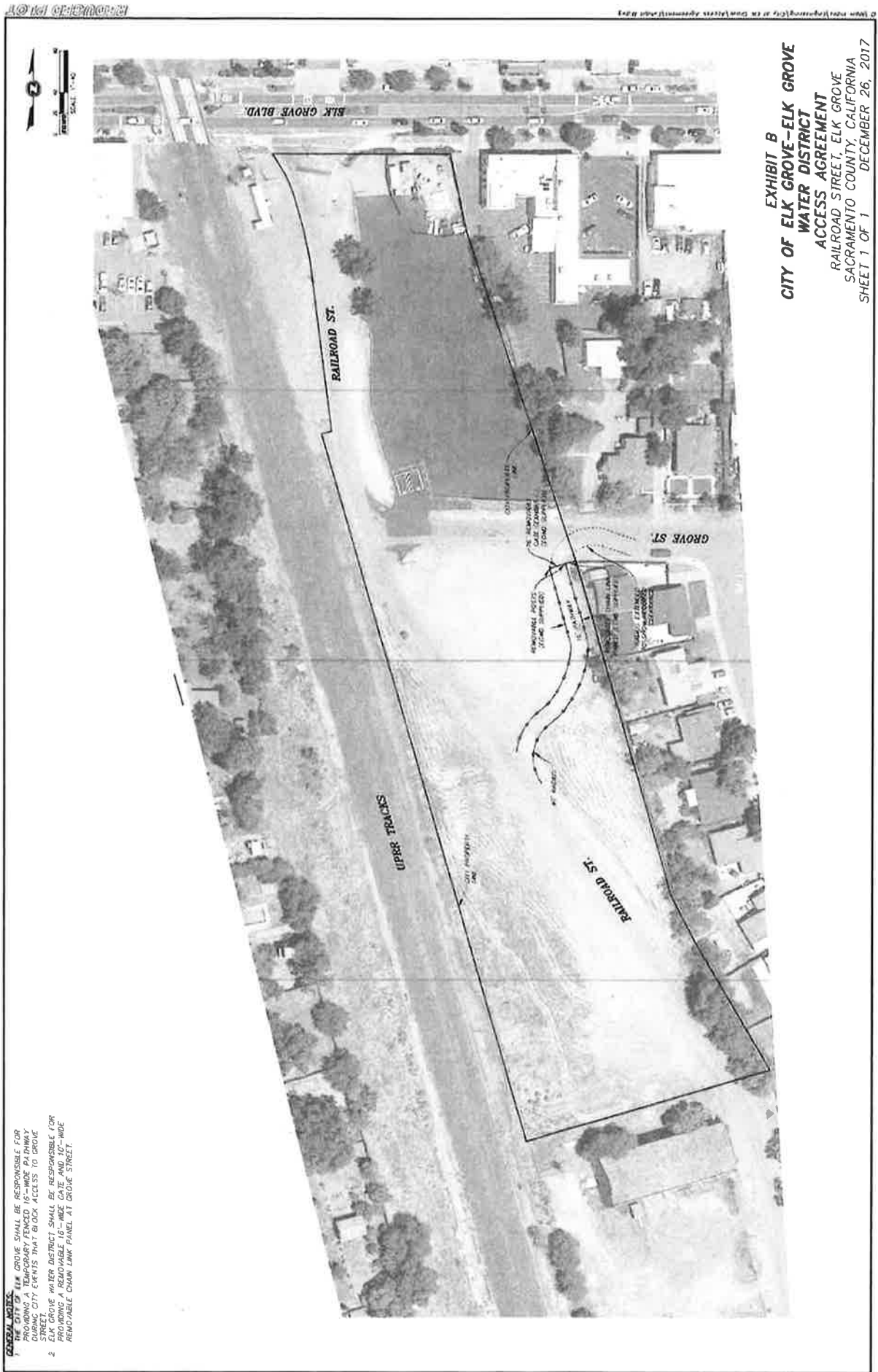
  
\_\_\_\_\_  
Jonathan Hobbs, City Attorney



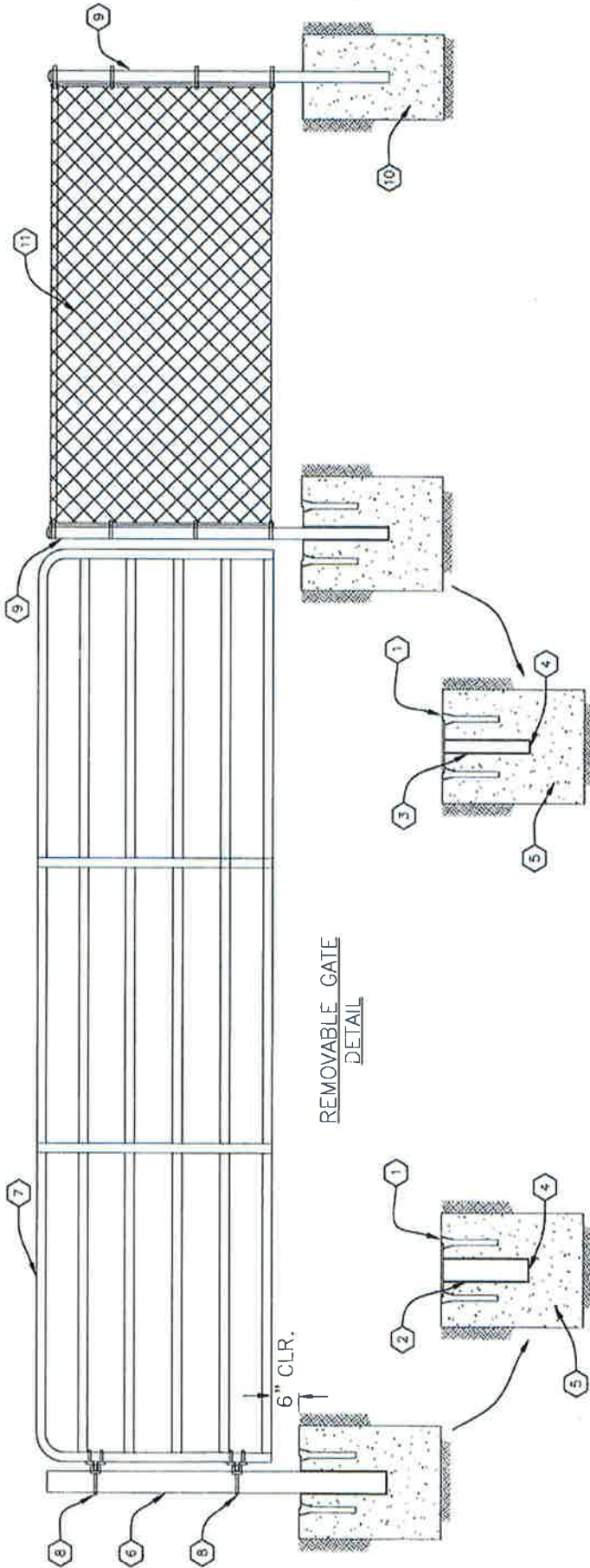




# EXHIBIT B



# EXHIBIT C



REMOVABLE GATE  
DETAIL

4" POST  
IN-GROUND BASE  
DETAIL

2" POST  
IN-GROUND BASE  
DETAIL

## MATERIAL LIST:

1. G5 CHRISTY BOX W/TRAFFIC RATED LID
2. 5" SQ. TUBE, 0.188" WALL X 18"L., CENTERED IN G-5 BOX
3. 3" SQ. TUBE, 0.250" WALL X 18"L., CENTERED IN G-5 BOX
4. 1/4" PL. WELDED TO SQ. TUBE
5. 24"Ø X 30"D POST HOLE. FILL WITH 3,000 PSI CONCRETE (5 SACK CEMENT)
6. 4" STD. WT. PIPE X 72"L, GALV. STEEL
7. 50"H X 16"L TUBE GATE, 2" TUBING, PAINTED GREEN, WEIGHT 151 L.B, TRACTOR SUPPLY SKU#360472299
8. 4" POST TO 2" GATE FRAME ADJUSTABLE ARM HINGE, INDUSTRIAL GATE HINGE OFFSET 180°, GALV. STEEL
9. 2" STD. WT PIPE X 72" L, GALV. STEEL. EMBED IN CONC. 18" DEEP. FILL PIPE W/GROUT
10. 18"Ø X 30"D POST HOLE, FILL WITH 3,000 PSI CONCRETE (5 SACK CEMENT)
11. 48"H X 10"L CHAIN LINK PANEL, COMMERCIAL GRADE, DETACHABLE WITH 2-3/8" POST CLAMPS BOTH SIDES



Elk Grove Water District  
REMOVABLE 16 FT. WIDE GATE  
OLD TOWN PLAZA PARKING LOT

DATE: 12/26/2017

PROJECT:

DRAWN BY: B. KAMILOS

CHECKED BY: R. SALAS

EGWD: M. MADISON

EXHIBIT  
C

September 19, 2018

TO: Chairperson and Directors of the Florin Resource Conservation District

FROM: Patrick Lee, Finance Manager/Treasurer

SUBJECT: **PROFESSIONAL SERVICES AGREEMENT AMENDMENT WITH HDR ENGINEERING, INC.**

### **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 HDR Engineering, Inc., in an amount not-to-exceed \$11,280, to cover the costs of additional meetings with the Community Advisory Committee and Finance Committee for the preparation of the 2018 Connection Fee Study and 2018 Water Rate Study.

### **SUMMARY**

The Florin Resource Conservation District (District) retained HDR Engineering, Inc. (HDR) through a Professional Services Agreement (PSA) to conduct a connection fee study and a water rate study to determine the future financial needs of the Elk Grove Water District (EGWD) over the next five fiscal years. The connection fee study and the water rate study included nine public meetings to solicit input from the Community Advisory Committee (CAC) and the Finance Committee.

The PSA between the District and HDR contemplated four meetings between HDR, the CAC, the Finance Committee, and the District Board, with additional meetings costing \$2,820 per meeting. All in all, a total of nine meetings were held to attain the required level of public involvement and input.

By this amendment, if approved, the Board would authorize an additional compensation of \$11,280 to HDR for the extra meetings in accordance with the PSA.

### **DISCUSSION**

#### **Background**

HDR Engineering, Inc. provided the District with a five-year financial plan, a cost of service study and an AB 1600 Nexus Study as part of their engagement to develop a connection fee study and a water rate study. The five-year financial plan gives recommendations to the EGWD on future water rates needed for operations, capital and debt expenditures

**PROFESSIONAL SERVICES AGREEMENT AMENDMENT WITH HDR  
ENGINEERING, INC**

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Page 2

over the next five years. The cost of service study recommends the future water rates and rate structure for the EGWD's customer service types, which primarily include residential, non-residential, irrigation and private fire protection service. The AB 1600 Nexus Study makes recommendations to the EGWD for water connection fees that reflect the cost of adding new customers to the EGWD's water system based on their related costs of additional facilities and capacity needed to service them.

The PSA between the District and HDR for the connection fee study and the water rate study was for an amount not to exceed \$77,370, including all deliverables and four public outreach meetings with the CAC and Finance Committee.

Present Situation

HDR commenced work on the connection fee study and the water rate study in October of 2017 and issued the final 2018 Water Rate Study Report on May 9, 2018 and the final 2018 Connection Fee Study report on May 23, 2018. The 2018 Water Rate Study was received and adopted by the Board on July 18, 2018 and the 2018 Connection Fee Study was received and adopted by the Board on August 15, 2018. The studies lasted approximately eight months and included various public outreach meetings with the CAC and Finance Committee as listed below:

1. January 10, 2018 – Rates 101\*
2. February 15, 2018 – Presentation of key assumptions for water rate study
3. March 22, 2018 – Presentation of key policy decisions for water rate study
4. April 19, 2018 – Presentation of draft water rate study
5. May 2, 2018 – Presentation of draft connection fee study
6. May 16, 2018 – Presentation of final water rate study recommendations\*
7. May 23, 2018 – Presentation of final connection fee study recommendations
8. July 18, 2018 – Public hearing to adopt water rate study recommendations\*
9. August 15, 2018 – Public hearing to adopt connection fee study recommendations\*

\* These four meetings were included in the original scope of services.

Included in the PSA were four identified meetings, with additional meetings costing \$2,820 per meeting as the level of effort was unknown at the time the PSA was entered into. HDR conducted a total of nine meetings, however, one of the meetings coincided with the rate model training trip as identified in the PSA, resulting in 4 additional meetings outside of the four that were originally identified in the PSA. At cost of \$2,820 per additional meeting, the additional amount of cost incurred by HDR totaled \$11,280. This cost is in addition to the original not to exceed PSA amount of \$77,370.

September 19, 2018

**PROFESSIONAL SERVICES AGREEMENT AMENDMENT WITH HDR  
ENGINEERING, INC**

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Page 3

In accordance with the District's Policy No. 3, Purchase of Goods and Services from Outside Vendors, Professional or Consulting Services contracts exceeding \$50,000 required approval of the District Board of Directors. As this agreement exceeds this amount, the General Manager is not authorized to execute the proposed amendment absent approval of the Board.

**ENVIRONMENTAL CONSIDERATIONS**

There are no environmental considerations associated with this report.

**STRATEGIC PLAN CONFORMITY**

This item conforms to the FRCD/EGWD's 2012-2017 Strategic Plan. The adoption of a comprehensive rate study will quantify the future financial needs of the District and serve as the District's Financial Plan to guide the District for the next five years and is in line with the financial stability and best business practices of the financial stability challenges section of the Strategic Plan.

**FINANCIAL SUMMARY**

The financial impact of the professional services agreement for the preparation of the 2018 Connection Fee Study and 2018 Water Rate Study is not to exceed \$77,370. This amendment will add an additional not to exceed amount of \$11,280 to the PSA, bringing the total PSA amount to \$88,650. Funding for the additional \$11,280 will come from the FY 18/19 Operating Budget.

Respectfully submitted,



PATRICK LEE  
FINANCE MANAGER/TREASURER

September 19, 2018

TO: Chairperson and Directors of the Florin Resource Conservation District  
FROM: Patrick Lee, Finance Manager/Treasurer  
SUBJECT: **ONLINE BILL PAYMENT PROCESSING**

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### **RECOMMENDATION**

This item is being presented to the Florin Resource Conservation District Board of Directors for consideration and, if desired, direct staff to proceed with a request for proposal to solicit responses from interested service providers.

### **SUMMARY**

At the April 19, 2018 Finance Committee meeting, the Board directed staff to complete an analysis of the costs and benefits of obtaining additional automated clearing house (ACH) processing services for online bill payments. Staff has completed the analysis and is reporting the results back to the Board.

### **DISCUSSION**

#### **Background**

The Florin Resource Conservation District (District) currently contracts with Farmers & Merchants (F&M) Bank for banking services and provides ratepayers of the Elk Grove Water District (EGWD) with the following options for bill payment:

- walk-in;
- lockbox;
- electronic; and
- over the phone

The District also accepts the following payment methods:

- cash;
- check;
- draft;
- credit card;
- online bill payment; and
- money order

## **ONLINE BILL PAYMENT PROCESSING**

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Page 2

The District is contracted with iPAY Solutions (iPAY) as its ACH payment processing service provider. In order for online bill payments to be processed by ACH, as opposed to a check, the initiating bank must be contracted with iPAY as well. Although not as many banks are contracted with iPAY as other service providers, the District uses iPAY because there is no cost to the District for this service.

All online bill payments initiated by customer's banks contracted with iPAY are deposited into F&M very quickly, which is usually the following day. The District is then provided with a data file, from iPAY, for uploading into Truepoint for payment recording.

All online bill payments initiated by banks not contracted with iPAY are processed using a paper check which is mailed, by the bank, to the F&M lockbox for processing by F&M bank personnel. Once all daily lockbox deposits are processed, the checks are deposited into the District's operating account and a data file is provided to the District for uploading into Truepoint for payment recording. This process takes approximately 2-4 days and requires the customer's bank to provide the customer an expected transaction date before their payment is submitted.

### **Present Situation**

The District receives approximately 1,000 payments by ACH through iPAY and 7,600 payments through the F&M lockbox on a monthly basis. Of the 7,600 monthly payments received and processed using the F&M lockbox, approximately 50% represent checks mailed in by customers and the other 50% represent bill payment checks from banks not contracted with iPAY.

The Finance Committee directed staff to evaluate the merits of obtaining additional ACH processing services to enhance the number of payments processed electronically. In compliance with this direction, staff reviewed and compared the costs associated with the following five options:

#### **1. iPAY Solutions**

iPAY Solutions is a free, secure service that allows companies to receive payments electronically from their customers who use iPAY Solutions online bill pay service to pay their invoices. With direct deposit through ACH processing, payments made are automatically credited to the company's bank account, accelerating payments by eliminating delays in receiving checks and avoiding trips to the bank to make deposits.

**Option 1** – No changes, remain with iPAY for ACH processing services and F&M for lockbox



## **ONLINE BILL PAYMENT PROCESSING**

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Cost: ACH – One time set up fee – \$0  
ACH – Monthly fee – \$0/month  
ACH – Transaction fee – \$0.00/transaction  
Lockbox – Monthly fee – \$150  
Lockbox – Transaction fee - \$0.25  
USPS PO Box Fee – \$36/month for 11" by 11"

Estimated Annual Cost to District: \$25,032

### **2. Fiserv**

Fiserv serves over 12,000 clients with 24,000 associates worldwide. They offer services such as payment services, processing services and risk and compliance services. Fiserv is contracted with various banks and is able to convert online bill payments from check processing to ACH processing.

**Option 2** –Fiserv provides a default lockbox file layout for payment recording for ACH payments and F&M will continue to process check payments through lockbox.

Cost: One time set up fee – \$1,000  
Monthly fee – \$50/month  
Transaction fee – \$0.12/transaction  
Lockbox – Monthly fee – \$150  
Lockbox – Transaction fee - \$0.25  
USPS PO Box Fee – \$36/month for 11" by 11"

Estimated Annual Cost to District: \$21,144

**Option 3** – Fiserv provides a customize lockbox file layout tailored to the District's utility billing software for payment recording for ACH payments and F&M will continue to process check payments through lockbox.

Cost: One time set up fee – \$2,500  
Monthly fee – \$250/month  
Transaction fee – \$0.12/transaction  
Lockbox – Monthly fee – \$150  
Lockbox – Transaction fee - \$0.25  
USPS PO Box Fee – \$36/month for 11" by 11"

Estimated Annual Cost to District: \$23,544

## **ONLINE BILL PAYMENT PROCESSING**

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### 3. Check Processors Inc. (CPI)

CPI processes over 250,000 payments per month and provides remittance processing services for various municipalities, including the State of California. CPI is contracted with various ACH providers (such as Fiserv) to process payments originating from various sources, converting them from check settlement to ACH settlement.

**Option 4** – CPI provides only ACH processing services and F&M will continue to process check payments through lockbox.

Cost: One time set up fee – \$0  
Monthly fee – \$100/month  
Transaction fee – \$0.10/transaction  
Lockbox – Monthly fee – \$150  
Lockbox – Transaction fee - \$0.25  
USPS PO Box Fee – \$36/month for 11" by 11"

Estimated Annual Cost to District: \$20,592

**Option 5** – CPI provides both ACH and lockbox services.

Cost: One time set up fee – \$250  
Monthly fee – \$100/month  
Transaction fee – \$0.10/transaction  
Lockbox – Monthly fee – \$150/month  
Lockbox – Transaction fee – \$0.10  
USPS PO Box Fee – \$36/month for 11" by 11"

Estimated Annual Cost to District: \$13,752

It should be noted that all options analyzed will result in the District continuing to incur lockbox fees because a large number of customers are expected to continue to make payments using a manual check.

The District receives a monthly earnings credit from F&M based on average daily cash balances. Depending on the average daily cash balance, this earnings credit is reduced by any banking fees, including any lockbox fees. Banking fees in excess of earnings credit are charged to the District monthly, conversely, the District does not receive any earnings credit in excess of banking fees.

## **ONLINE BILL PAYMENT PROCESSING**

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Attached to this report is the analysis and comparison of the cost associated with each option. The estimated annual cost to the District has two components for each option, the ACH processing service fee and the lockbox fee.

In addition to the cost analysis performed, staff also contacted F&M to inquire as to the possibility of lowering the current lockbox fees assessed by F&M, or if F&M would be willing to absorb the cost of lockbox and ACH processing services incurred by the District if the District were to obtain the services through a third party. The responses from F&M were:

1. F&M would not be able to decrease the lockbox fee or cover the cost of lockbox and ACH processing services for the District since it has already agreed to establish a money market account for the District which earns a guaranteed rate of return of 1.40% annually.
2. F&M is currently working on a contract with Profitstars, a third-party vendor who provides ACH processing services similar to that of Fiserv. Profitstars will aggregate online bill payments from iPAY, Fiserv and other service providers and remit them electronically to F&M as a single ACH deposit. The District will continue to incur a \$0.25 per transaction fee for image capturing but will save \$0.09 per each check deposit that is captured by Profitstars. The contract is expected to be finalized fall of 2018 and fully implemented by the beginning of 2019. Additional information will be shared with the District as the implementation develops.

Obtaining additional ACH processing services through another service provider would shorten the receipt of funds from approximately 2-4 days down to 1-2 days. Although there is no significant financial benefit associated with this decreased time, there are potential cost savings as it relates to the cost per transaction that F&M is currently charging for lockbox services compared to the cost per transaction for ACH services through the other options.

In addition to the potential cost savings, the expedited processing of funds through ACH will provide customers with the ability to balance their accounts timelier and better monitor their cash flows, as well as, mitigating issues relating to past due balances when payments are made either on payment due dates or during grace periods.

## **ENVIRONMENTAL CONSIDERATIONS**

There are no environmental considerations associated with this report.

September 19, 2018

**ONLINE BILL PAYMENT PROCESSING**

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**STRATEGIC PLAN CONFORMITY**

Review of the cost of services provided to our customers to ensure the financial benefit exceeds the financial cost complies with the Financial Stability goals of the 2012-2017 Strategic Plan.

**FINANCIAL SUMMARY**

Based on the analysis completed by staff, all options result in cost to the District and ratepayers ranging from \$250 to \$2,500 for one-time startup costs and \$13,752 to \$25,032 annually.

Respectfully Submitted,



PATRICK LEE  
FINANCE MANAGER/TREASURER

Attachment

ACH and Check Processing	Option 1		Option 2		Option 3		Option 4		Option 5	
	IPAY	F&M	Fiserv 1	F&M	Fiserv 2	F&M	CPI	F&M	CPI	CPI
Average count of lockbox item per month	-	7,600	-	3,800	-	3,800	-	3,800	-	3,800
ACH Transactions	1,000	-	4,800	-	4,800	-	4,800	-	4,800	-
Cost per transaction	\$ -	\$ 0.25	\$ 0.12	\$ 0.25	\$ 0.12	\$ 0.25	\$ 0.10	\$ 0.25	\$ 0.10	\$ 0.10
Monthly Fee	\$ -	\$ 150.00	\$ 50.00	\$ 150.00	\$ 250.00	\$ 150.00	\$ 100.00	\$ 150.00	\$ 100.00	\$ 150.00
Monthly USPS PO Box Fee (11" x 11")	\$ -	\$ 36.00	\$ -	\$ 36.00	\$ -	\$ 36.00	\$ -	\$ 36.00	\$ -	\$ 36.00
Estimated recurring fees per month	\$ -	\$ 2,086.00	\$ 626.00	\$ 1,136.00	\$ 826.00	\$ 1,136.00	\$ 580.00	\$ 1,136.00	\$ 580.00	\$ 566.00
Estimated annual cost for services	\$ -	\$ 25,032.00	\$ 7,512.00	\$ 13,632.00	\$ 9,912.00	\$ 13,632.00	\$ 6,960.00	\$ 13,632.00	\$ 6,960.00	\$ 6,792.00
Estimated Annual Cost to District	\$ 25,032.00		\$ 21,144.00		\$ 23,544.00		\$ 20,592.00		\$ 13,752.00	
One Time Set Up Fee <sup>2</sup>	\$ -	\$ -	\$ 1,000.00	\$ - <sup>1</sup>	\$ 2,500.00	\$ - <sup>1</sup>	\$ -	\$ -	\$ -	\$ 250.00

## Notes:

- 1) One time set up fees are only applicable for establishing service with Fiserv
- 2) Approximately half of the payments processed through the F&M lockbox represent check payments mailed in by customers, as such, cost to establishing ACH settlement processing service with options 2 through 4 will be in addition to cost already incurred by F&M lockbox.
- 3) CPI can process all lockbox and ACH payments at a cost of \$.10 per item.

September 19, 2018

TO: Chairperson and Directors of the Florin Resource Conservation District

FROM: Mark J. Madison, General Manager

SUBJECT: **OUTSIDE AGENCY MEETINGS REPORT**

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### **RECOMMENDATION**

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

### **SUMMARY**

The Outside Agency Meetings Report has been recently requested by the Board and will be included as a standing item on the regular board meeting agenda.

Staff and Board Members attended numerous outside agency meetings since the last regular Board meeting. This report is intended to inform the Board of any content included in those meetings that potentially affects the Elk Grove Water District.

### **DISCUSSION**

#### **Background**

Per the Board's direction during the regular board meeting on February 21, 2018, staff will report on the outside agency meetings that occurred since the previous Board meeting. This report has been designed to list the notable meetings attended, by either staff or Board Members, and the report will be given orally by the staff or Board Members in attendance.

#### **Present Situation**

The outside agency meetings attended since August 16, 2018 were as follows:

9/5	RWA Public Outreach Committee	(Jones)
9/5	DWR Urban Water Conservation and Drought Meeting	(Jones)
9/11	RWA RWEPAAC Meeting	(Jones)
9/12	SCGA Regular Board Meeting	(Madison & Kamilos)
9/12	RWA Regional Water Reliability Planning Meeting	(Kamilos)
9/12	Elk Grove City Council Meeting	(Madison)
9/13	RWA Regular Board Meeting	(Madison)

### **AGENDA ITEM No. 8**

**OUTSIDE AGENCY MEETINGS REPORT**

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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**

The District's Strategic Plan addresses responsible business practices and the importance of providing the community with safe drinking water. Specifically, the Plan recommends an ongoing goal of partnering with RWA and other regional organizations. Attendance at these meetings, and this monthly report, assists the District in maintaining sound business practices, delivering safe drinking water, and meeting all regulatory and legal requirements.

**FINANCIAL SUMMARY**

There is no financial impact associated with this report.

Respectfully Submitted,



MARK J. MADISON  
GENERAL MANAGER

September 19, 2018

TO: Chairperson and Directors of the Florin Resource Conservation District  
FROM: Sarah Jones, Program Manager  
SUBJECT: **LEGISLATIVE UPDATE**

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### **RECOMMENDATION**

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

### **SUMMARY**

The last month of the 2017-2018 Legislative Session included numerous amendments to and actions on key bills as of August 31, 2018, including different versions of the “water tax” bill, which failed to move forward. Several bills are awaiting signature by Governor Jerry Brown, ACWA will request a veto for SB 998 (Dodd) the water shut off bill and SB 1422 (Portantino), the microplastics testing in drinking water bill. Important dates occurring in 2017-2018 final Legislative recess are described.

### **DISCUSSION**

#### **Background**

The Board is periodically updated on legislative and statewide water issues.

#### **Present Situation**

The last month of the 2017-2018 Legislative Session included numerous amendments to and actions on key bills as of August 31, 2018.

**SB 845** (Monning) – Safe and Affordable Drinking Water Fund. This bill was amended and reintroduced on August 16 and was considered to be a revision of the failed water tax tied to SB 623. SB 845 was a majority vote bill that would have required water providers to add a voluntary remittance with an “opt-out” feature to local water bills in order to generate funding for the proposed Safe and Affordable Drinking Water Fund. SB 845 would have allowed customers to pay the voluntary remittance, opt-out, or pay a different amount. Refunds would have been allowed in some cases.

EGWD joined a large ACWA led coalition to oppose the measure due to the high cost of implementation for water providers that could have involved changes to billing software



## **LEGISLATIVE UPDATE**

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Page 2

and additional staffing costs to track customers opting in and out and changing amounts for the voluntary remittance. After 2 weeks of intense advocacy by ACWA and others, SB 845 died in Assembly Appropriations Committee without a hearing.

**SB 998** (Dodd) - Water service shut-offs. Despite a concerted effort by ACWA and other coalition stakeholders, SB 998 passed in both houses of the legislature and is awaiting signature by Governor Brown. ACWA sent a letter to Jerry Brown urging him to veto the bill.

SB 998 would create a one-size fits all statewide program for water service shut-offs that would among other things:

1. Prevent service connection for at least 60 days for delinquent customers
2. Create a cap on reconnection fees (possible Prop 218 violation)
3. Expand authority to both the State Water Resources Control Board and attorney general to enforce provisions of the bill

ACWA's 2018 Fall Conference in San Diego will feature a program that will discuss exactly what the bill requires, and accompanying strategies for complying with the new law from a panel of subject matter experts.

If the bill is not vetoed by the Governor there will most likely be lawsuits filed to address possible Prop 218 violations.

**AB 2050** (Caballero) - Consolidation of failing water systems. This bill is awaiting signature by the Governor. AB 2050 would provide additional authority to the State Water Resources Control Board (Water Board) to order the consolidation of water systems that consistently fail to provide safe and affordable drinking water. ACWA supported this bill.

**AB 2649** (Arambula) - Groundwater. As introduced the intent of this legislature was to increase groundwater recharge by allowing the diversion of surface water for this purpose. Language was developed by Assembly Aramabula's staff, Water Board staff, ACWA and other stakeholders to create a temporary permit process. However, the author decided to hold the bill and revisit it in June 2019.

**SB 1422** (Portantino) - Drinking water testing for microplastics. This bill is awaiting signature by the Governor. SB 1422 will require testing for microplastics in drinking water and reporting this information to the public. There is a lack of information on the health effects of microplastics, therefore ACWA's position was "Not Favor Unless Amended." ACWA is requesting a veto on SB 1422.

## **LEGISLATIVE UPDATE**

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**AB 2370** (Holden)-Lead testing for daycare centers. This bill is awaiting signature by the Governor. AB 2370 would help protect infants and young children from lead exposure in drinking water at daycares. The author recognized that daycares are businesses and the testing program should reflect that in comparison to the program for testing lead at schools. ACWA's position is "Favor if amended." Several changes were recommended by ACWA and many were incorporated in the bill including deleting the proposed requirement that water systems conduct the testing.

**AB 747** (Caballero)-Administrative Hearings Office. In a decisive vote, lawmakers acted late Friday to pass Assembly Bill 747, water rights legislation. The bill crafted by Byron-Bethany Irrigation District (BBID) takes steps to restore Constitutional due process and fundamental fairness currently lacking for California's water right holders. Currently, the Water Board acts as both prosecutor and judge in enforcement actions the Board initiates against water users. AB 747 removes that built-in conflict of interest by creating an Administrative Hearings Office within the Water Board. The bill passed with strong bipartisan support on the last night of the legislative session.

AB 747 is a follow-up to AB 313, which was previously introduced by Assemblymember Adam Gray (D-Merced). AB 313 passed the Legislature with similarly strong support on both sides of the aisle, but was ultimately vetoed by Governor Brown. Since then, all parties have engaged in productive dialogue to reach a compromise that provides important protections for water rights holders. AB 747 is awaiting signature by Governor Brown.

### Important dates occurring during final '18-19' Legislative recess

#### **2018:**

September 30- Last day for Governor to sign veto bills passed by the Legislature before September 1 and in the Governor's possession on or after September 1.

October 1- Bills enacted on or before this date take effect January 1, 2019.

November 6- General Election

November 30- Adjournment *sine die* at midnight

December 3- 2019 2020 Regular Session convenes for Organizational Session at 12 noon.

**LEGISLATIVE UPDATE**

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Page 4

**2019:**

January 1- Statutes take effect

**ENVIRONMENTAL CONSIDERATIONS**

There are no direct environmental considerations associated with this report.

**STRATEGIC PLAN CONFORMITY**

Tracking active legislation complies with the District's Regulatory Compliance goals of the 2012-2017 Strategic Plan.

**FINANCIAL SUMMARY**

There is no direct financial impact associated with this report.

Respectfully submitted,



SARAH JONES  
PROGRAM MANAGER

September 19, 2018

TO: Chairperson and Directors of the Florin Resource Conservation District Economic Development Corporation

FROM: Patrick Lee, Finance Manager/Treasurer

SUBJECT: **DISSOLUTION OF THE FLORIN RESOURCE CONSERVATION DISTRICT ECONOMIC DEVELOPMENT CORPORATION**

### **RECOMMENDATION**

It is recommended that the Florin Resource Conservation District Economic Development Corporation Board of Directors adopt Resolution No. 09.19.18.02:

1. Electing to wind up and dissolve the Florin Resource Conservation District Economic Development Corporation; and
2. Authorizing Staff to proceed with the wind up and dissolution of the Florin Resource Conservation District Economic Development Corporation.

### **SUMMARY**

The Florin Resource Conservation District Economic Development Corporation (Corporation) was incorporated on June 9, 1998 to provide financial assistance to the Florin Resource Conservation District (District) by financing, refinancing, acquiring, constructing, improving, leasing, selling, or otherwise conveying public improvements and property of any kind, through the issuance of certificates of participation or similar security arrangements. The Corporation was utilized as a financing vehicle to issue the 1998 Certificate of Participation (Certificates) for the purchase of the Susan B. Gains Mitchell Building (Building) located at 2450 Florin Rd, Sacramento, CA 95822.

The Building was sold on October 30, 2015 and the associated debt was settled in accordance to the District's Complaint for Declaratory Relief, which was ruled in favor by the Sacramento County Superior Court. With the Corporation no longer needed, staff is requesting direction from the Corporation's Board of Directors on the wind up and dissolution of the Corporation.

### **DISCUSSION**

#### **Background**

Tax-exempt leases and installment sale agreements are designed to avoid classification as debt for purposes of the constitutional debt limitation (Article XVI, Section 18 of the

**DISSOLUTION OF THE FLORIN RESOURCE CONSERVATION DISTRICT  
ECONOMIC DEVELOPMENT CORPORATION**

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California Constitution), which prohibits cities, counties and special districts from incurring indebtedness without two-thirds voter approval. Tax-exempt leasing and installment sale agreements provide the legal framework for borrowing large sums of money from the capital markets to finance major capital projects.

Agencies typically execute tax-exempt leases to finance non-enterprise projects, such as schools, courthouses, jails and administration buildings. Because non-enterprise projects do not generate fee revenues, they must be financed through general fund appropriations.

Agencies rely on installment sale agreements to finance enterprise projects, such as sewer and water projects, which are self-supporting through user fees.

The Corporation, which was incorporated on June 9, 1998, was formed by the District to provide the District with a vehicle to issue Certificates of participation (Certificates) through an installment sale agreement to purchase the Building without the necessary requirements of a two-thirds voter approval. In this application, the installment sale agreement serves as an alternative to issuing municipal bonds.

On May 1, 1998, the District entered into a Purchase and Sales agreement for the purchase of the Building in which title to the Building and building site was conveyed to the District from the selling developer. The District and the Corporation then entered into a Sale Agreement, pursuant to which, the District sold and conveyed title of the Building and building site to the Corporation. The District and the Corporation then entered into an installment sale agreement, pursuant to which the District purchased the Building and building site from the Corporation.

To satisfy legal requirements, certificate of participation transactions involving installment sale agreements require both a seller and a purchaser. A government agency may establish a nonprofit corporation to serve as the nominal seller in installment sale agreement financings, if no other agency or joint powers authority is available for this purpose. In this case, the Corporation served as the seller and the District served as the purchaser.

Under the installment sale agreement, the District pledged all gross revenues generated from the operation of the Building, to the payment of the installment payments subject to the terms and conditions of the installment sale agreement. Revenues from the operation of the Building were generated through the lease of the Building by the District to the County of Sacramento, Department of Human Assistance (DHA).

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Present Situation

The cost for maintenance and operation of the Building continued to increase and the lease payments received from the County that were the sole source of repayment of the Certificates were not adequate to make the scheduled debt service payments along with administrative, operating and maintenance expenses while maintaining administrative, operations and maintenance expense reserve funds required under the Certificate agreement. No other District revenues were legally allowed to be used to make up the shortfall of lease revenues.

The District also previously used a portion of the administrative expense reserve fund to make certain payments on the Certificates and was not able to maintain the required reserve funds. The use of reserve funds to make debt service payments on the Certificates and not being able to maintain required reserve funds resulted in the District being in technical default of the Certificate agreement. In addition to the inability to maintain the required reserve funds described above, the District was unable to make property tax payments to the County of Sacramento for the Building and building site totaling approximately \$1,002,064.

In consultation with The Bank of New York Mellon Trust Company, N.A. (Bond Trustee), the District commissioned CBRE, Inc. to market the office building and assist the District in completing a sales transaction. On May 21, 2015 the District executed a Purchase and Sales Agreement with The Three Tower Corporation, Inc., and R. Scott Rasmussen, LLC. (Purchaser) for a purchase price of \$9,900,000. All delinquent property taxes as well as deferred Capital Improvements under the lease agreement with the DHA totaling \$850,000 were scheduled to be paid from the escrow account at the close of the sales transaction.

On May 29, 2015, the District filed a Complaint for Declaratory Relief in the Sacramento County Superior Court seeking a judicial declaration that its sale of the Building and building site and payment from the sale proceeds of costs of sale, delinquent property taxes, and deferred Capital Improvements, and payment of the net sale proceeds to the Trustee was reasonable, appropriate and consistent with the District's obligations under the Certificates.

The court issued a ruling on October 19, 2015 supporting the District's Complaint for Declaratory Relief. As such, on October 30, 2015 the District consummated the sales transaction of the Building with the Purchaser for a purchase price of \$9,900,000. In addition, the District assigned all right, title and interest in and to the lease with the DHA

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to the Purchaser. The net sales proceeds were remitted to the Bond Trustee for the payment of outstanding invoices and final disbursement to Certificate holders.

With the Building sold and the Corporation's involvement in financing, refinancing, acquiring, constructing, improving, leasing, selling, or otherwise conveying public improvements and property of any kind, through the issuance of certificates of participation or similar security arrangements no longer required, staff would like the Corporation's Board of Directors to direct staff to proceeding with the wind up and dissolution of the Corporation.

**ENVIRONMENTAL CONSIDERATIONS**

There are no environmental considerations associated with this report.

**STRATEGIC PLAN CONFORMITY**

This item conforms to the FRCD/EGWD's 2012-2017 Strategic Plan for financial stability. The wind up and dissolution of the Corporation will minimize costs associated with any required annual reporting for the Corporation which currently is not involved and does not conduct any activities for the District.

**FINANCIAL SUMMARY**

There is no financial impact associated with this report.

Respectfully submitted,



PATRICK LEE  
FINANCE MANAGER/TREASURER

Attachment

## **RESOLUTION NO. 09.19.18.02**

### **A RESOLUTION OF THE FLORIN RESOURCE CONSERVATION DISTRICT ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS ELECTING TO WIND UP AND DISSOLVE THE FLORIN RESOURCE CONSERVATION DISTRICT ECONOMIC DEVELOPMENT CORPORATION AND AUTHORIZING STAFF TO PROCEED WITH THE WIND UP AND DISSOLUTION OF THE FLORIN RESOURCE CONSERVATION DISTRICT ECONOMIC DEVELOPMENT CORPORATION**

WHEREAS, the Articles of Incorporation for Florin Resource Conservation District Economic Development Corporation, a California non-profit public benefit corporation (the "Corporation"), were filed with the California Secretary of State on June 9, 1998; and

WHEREAS, as authorized by Sections 5211(a) and 6710 of the California Corporations Code, by Section 5.01 of the Bylaws of the Corporation, and by Article V of the Articles of Incorporation of the Corporation, the Board of Directors of the Corporation hereby resolve as follows:

#### **1. ELECTION TO WIND-UP AND DISSOLVE THE CORPORATION**

WHEREAS, the Board of Directors has determined that the Corporation is no longer needed to provide financial assistance to the Florin Resource Conservation District and thus, the Corporation shall be wound up and dissolved.

THEREFORE, IT IS RESOLVED: That the officers and directors of the Corporation are authorized and directed to take appropriate measures to wind up and dissolve the Corporation.

RESOLVED FURTHER: That the officers of the Corporation ratify the filing of the Form FTB 3555A Request for Tax Clearance - Exempt Organizations with the California Secretary of State.

RESOLVED FURTHER: That on the commencement of proceedings to wind-up and dissolve the Corporation, the officers of the Corporation are authorized to execute the Certificate of Dissolution, and if necessary, the Certificate of Election to Wind Up and Dissolve and are authorized to cause the filing of such Certificates with the California Secretary of State and with the office of the California Attorney General, pursuant to California Corporations Code Section 6611.

RESOLVED FURTHER: That on commencement of proceedings to wind-up and dissolve the Corporation, the officers of the Corporation are authorized and directed to prepare and file such other documents and take any and all such other actions as may be necessary or advisable in connection with the winding up and dissolution of the Corporation.

#### **2. PLAN OF LIQUIDATION AND DISTRIBUTION OF ASSETS**

WHEREAS, the Corporation currently holds no cash or other assets, and the Corporation has no known debts and liabilities.



THEREFORE, IT IS RESOLVED: That there are no known debts or liabilities of the Corporation to be provided for or paid.

RESOLVED FURTHER: That after complying with the provisions of Sections 6713, 6715 and 6716 of the California Corporations Code, (i.e., securing from the Attorney General a written waiver of objections to the disposition of assets), any corporate assets, if any, remaining on hand shall be distributed, in conformity with the provisions of the Articles of Incorporation of the Corporation, to the Florin Resource Conservation District.

RESOLVED FURTHER, That the officers of the Corporation shall cause the filing of the Dissolution Waiver of Notice Letter to the California Secretary of State.

RESOLVED FURTHER: That as the Corporation has no members and no known creditors or claimants, written notice of the commencement of the proceeding for voluntary winding up shall be given to the California Attorney General pursuant to California Corporations Code Section 6613(c).

RESOLVED FURTHER: That the President and Secretary/Treasurer of the Corporation are authorized, empowered, and directed to execute and deliver in the name of and on behalf of the Corporation such deeds, assignments, or other instruments of transfer as may be deemed necessary or proper and, in general, the officers and directors of the Corporation are authorized, empowered, and directed to do any and all acts and things necessary to carry out, perform, implement and consummate the above-described distribution and to wind up the corporate affairs and dissolve the Corporation.

### **3. AUTHORITY OF OFFICERS; OTHER ACTIONS**

RESOLVED: That the President and the Secretary/Treasurer of the Corporation, or the designee of either such officer, are each authorized and directed, jointly and severally, on behalf of the Corporation and in its name to do such acts, and to execute, file and deliver such other certificates and documents as they may deem necessary or appropriate to accomplish the intentions of the Resolution, and such actions previously taken by such officers are hereby ratified and confirmed.

PASSED, APPROVED AND ADOPTED this 19th day of September, 2018.

AYES:

NOES:

ABSENT:

ABSTAIN:

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Tom Nelson  
Chairperson of the Board of Directors

ATTEST:

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Stefani Phillips  
Board Secretary