



AGENDA REGULAR BOARD MEETING

**FAIR OAKS WATER DISTRICT OFFICE
10326 FAIR OAKS BLVD, FAIR OAKS
NOVEMBER 18, 2024
6:30 PM**

The Board of Directors of the Fair Oaks Water District holds its Regular Board Meetings on the third Monday of each month at 6:30 p.m. The meetings are held at the District Offices located at 10326 Fair Oaks Blvd., Fair Oaks, CA 95628. The Board may discuss any item on the agenda and may act on any of those items.

The Board of Directors welcomes public participation in its meetings. Public comments relating to matters within jurisdiction of the District, and not included on the posted agenda, may be addressed under “public comment,” both at the beginning and at the end of the meeting, subject to reasonable time limitations for each speaker. Please note that State law prevents the Board from discussing or acting on items not listed on the agenda. Public comments relating to matters listed on the agenda may be provided at the time when that agenda item is heard.

Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. Items appearing on the Consent Calendar are considered routine and may be acted upon by the Board by one motion, without discussion; however, any item may be considered separately at the request of any Board member or any member of the public.

In compliance with the American with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Human Resource Administrator at (916) 967-5723. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

I. CALL TO ORDER

II. PUBLIC COMMENT

III. CONSENT CALENDAR

1. Approval of Minutes
 - a. Regular Board Meeting of October 21, 2024
 - b. Special Board Meeting of October 28, 2024

2. Accept and File Treasurer’s Report for the month of October 2024
3. File Investment Report for the month of September 2024
4. Accept and File Financial Expense Report for the month of October 2024
5. Approval of Warrants
6. Approval of Cal-Card Statements for the month of October 2024
7. Approval of Board Expense Report for the month of October 2024

IV. PRESENTATIONS AND CORRESPONDENCE

1. Correspondence dated November 4, 2024 from the County of Sacramento Voter Registration and Elections Office – FOWD Division 1 Recall Effort Fails
2. Correspondence dated November 4, 2024 from the County of Sacramento Voter Registration and Elections Office – FOWD Division 2 Recall Effort Fails
3. FOWD staff presentation on results of FOWD and SJWD November 2024 Elections

V. DISCUSSION AND ACTION ITEMS: OLD BUSINESS

1. Update and discussion on the New York Water Main Replacement Project Phase I

VI. DISCUSSION AND ACTION ITEMS: NEW BUSINESS

1. Discussion and possible action on FOWD Resolution No. 24-03: “A Resolution of the Board of Directors of the Fair Oaks Water District Opposing the Proposed Merger of the San Juan Water District and Sacramento Suburban Water District”
2. Discussion and possible action on the approval of an updated FOWD Salary Schedule
3. Discussion on FOWD Water Supply for the month of October 2024
4. Discussion and possible action on additional funding for 2024 expenses

VII. UPCOMING EVENTS

1. November 20, 2024 / SJWD Regular Board Meeting / SJWD Office
2. December 3-5, 2024 / 2024 ACWA Fall Conference / Palm Desert, CA

VIII. REPRESENTATIVE REPORTS

1. Sacramento Groundwater Authority (SGA)
2. Regional Water Authority (RWA)
3. Sacramento Water Forum
4. Other

IX. DIRECTORS’ REPORTS & COMMENTS

1. Budget Committee – (Sarkovich, Dolby)
2. Technical Advisory Committee – (Marx, Petersen)
3. Capital Improvement Committee – (Petersen, Dolby)
4. Personnel Committee – (McRae, Dolby)
5. Public Relations Committee – (McRae, Dolby)
6. FOWD and SJWD 2x2 Ad-Hoc Committee – (McRae, Petersen)

7. FOWD and CWD 2x2 Ad-Hoc Committee – (McRae, Marx)
8. FOWD Field Services Center Ad-Hoc Committee – (Sarkovich, Petersen)

X. GENERAL MANAGER’S REPORT

1. Maintenance Work Report
2. Capital Projects Status Report
3. Authorizations of Additional Funding
4. Water Transfer Status Report
5. Claims Against the District
6. Employee Update
7. Water Issues – Update on Regional Involvement
8. Other

XI. PUBLIC COMMENT

XII. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS 54954 AND 54956

1. Conference with legal counsel on existing litigation; Government Code Sections 54954.5 and 54956.9; Citrus Heights Water District & Fair Oaks Water District v. San Juan Water District
2. Conference on Anticipated Litigation; Government Code Section 54956.9(d) – two cases

XIII. REPORT FROM CLOSED SESSION

XIV. PUBLIC COMMENT

I, Tom R. Gray, Secretary of the Fair Oaks Water District, do hereby certify that this agenda has been posted at 10326 Fair Oaks Blvd., Fair Oaks, California 72 hours prior to the regular meeting of the Board of Directors in accordance with Government Code Section 54950.5, the Ralph M. Brown Act.



Tom R. Gray / Secretary
General Manager

11-08-2024

Date

November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM III.1a

Approval of Minutes of the Regular Board Meeting of October 21, 2024



District Attendees

Chris Petersen	Board President
Mark Dolby	Board Vice President
Randy Marx	Board Member
Michael McRae	Board Member
Misha Sarkovich	Board Member
Tom R. Gray	General Manager
Shawn Huckaby	Operations Manager
Chi Ha-Ly	Finance Manager
Paul Siebensohn	Technical Services Manager
Rebecca Simon	Human Resource Administrator
Nick Kepler	Operations Superintendent
Joe DeBorba	Maintenance Supervisor

Other Attendees

Paul Helliker	SJWD General Manager
George Babcock	Visiting Customer
Margge Wood	Visitor
Lauren J. E.	Visitor
Susannah Martin	Visitor
Bob Klousner	Visitor
Steve Schroeder	Visitor
Roben C.	Visitor
Wes Trunnell	Visitor
Barbara Beck	Visitor
Dave Ward	Visitor
Clara Jewell	Visitor
Suzanne Myers	Visitor
Kenney Scott	Visitor
Carolyn Bramson	Visitor
Richard Luna	Visitor

Absent

AGENDA ITEMS

I. CALL TO ORDER

- President Petersen called the meeting to order at 6:33 p.m.

II. PUBLIC COMMENT

- SJWD General Manager Helliker provided an update on the Water Forum and the Regional Water Bank Project. He thanked General Manager Gray for his collaboration. The Water Forum is finalizing a new agreement requiring more financial contribution from SJWD and FOWD. The Water Forum is proposing SJWD's consortium become the biggest founder, making SJWD costs increase up to about 2,000%. A fair agreement is in discussion and General Manager Gray has been part of this discussion. It will not be an easy negotiation. To the extent we can have a common approach it would be good. The Regional Water Bank Project is working on modeling and some environmental documentation associated with proposed scenarios. One of the issues is where to start. SGA does not have water accounting framework for the SJWD wholesale service area, but the groundwater basin is healthy. SJWD and FOWD have been doing conjunctive use and he wants to ensure both water districts and the rest of the San Juan family get credit for that. SJWD General Manager Helliker has asked Sacramento Groundwater Authority's (SGA's) president to make sure SJWD is involved in the discussions of the special subcommittees. SGA President Selsky wants our input; exactly how that happens is yet to be determined. In that process, we want to make sure that SJWD, FOWD and CHWD are approaching it the same way.
- General Manager Gray asked SJWD General Manager Helliker to describe what the Water Forum is.
- SJWD General Manager Helliker stated that the Water Forum is a regional collaboration among business and environmental interests, water agencies in the Sacramento region and public members. It's been around for twenty-four (24) years. Once the agreement was settled, concerns about water supply reliability and eco-system protection in the lower American River evolved. The agreement expires in 2030 and an updated version has been worked on for five years now, it's time to get it done. The plan is to have it finalized by the end of the year.
- President Petersen stated that the Sacramento Water Forum was initially funded by the County and now they are significantly reducing their financial contribution.
- SJWD General Manager Helliker noted that the initial agreement was a compromise, it's allocated based on the number of connections, it's pro-rated that way. The County of Sacramento pays for the costs associated with connections. Three years ago, they announced they would no longer be covering these costs, starting in July 2025. He explained that rate payers are currently paying for Zone 13 taxes, which is supposed to pay for water planning. Rate payers would still be paying that and we will need to negotiate with representatives from the County that they need to acknowledge the fact that our rate payers would be paying Zone 13 funding and our contribution the Water Forum. He wants to make sure taxpayers do not double pay.
- Director Sarkovich asked SJWD General Manager Helliker to clarify if SJWD sets the water rates for FOWD – the lowest in the region.

- SJWD General Manager Helliker replied that SJWD does not set the water rates for FOWD. SJWD provides wholesale water to FOWD. FOWD has the lowest water rates in the region and SJWD has the lowest rates in the state for wholesale water. SJWD has nothing to do with FOWD's retail rates.
- General Manager Gray highlighted that the Water Forum has are two co-equal objectives of reliable water for ratepayers and helping to protect the environment of the lower American River. We are helping to put back salmon and steelhead habitat in the river, protect the flows and the temperatures for environmental purposes. FOWD is not only serving water but is looking to protect the environment.
- Visitor Trunnell shared his experience attending a Sacramento County Park & Recreation meeting. Nicole Lee had a very lucid presentation on the Brown Act and described how to deal with a rowdy crowd, people taking more than two minutes, people repeating the same comments over and over again and what the chairperson can do in these situations. He recommended FOWD listen to what Nicole Lee has to say. He is aware that it has been a tough year and likes what FOWD is doing.
- Visitor Schroeder introduced himself and stated he has lived in Fair Oaks for thirty-three years (33). He retired in 2019 after a forty-year career as a Certified Public Accountant (CPA). He spent several hours reviewing the financial statements, stating that they are put together very well. The financial statements are very concise and detailed. He would like to compliment the Finance Manager.
- Visitor Laura inquired about the boardroom seating arrangement to get a sense of the layout.

III. PUBLIC WORKSHOP ON PROPOSED 2025 FOWD ANNUAL BUDGET

- General Manager Gray introduced himself and shared that he'll be entering his twenty-first year as general manager. He explained the workshop process and thanked the public for attending. He also noted that the PowerPoint and Board Packet are posted on the website.
- General Manager Gray presented the proposed 2025 FOWD Annual Budget.
- General Manager Gray addressed questions from the Board and the public.
- Director Sarkovich complemented staff for the great job they have done.
- General Manager Gray addressed questions regarding the Corporate Yard Project.
- General Manager Gray and President Petersen explained the process of building a project. As soon as the project is designed and approved by the County, FOWD will have an official engineer's estimate.
- An unknown visitor clarified that an engineer's estimate is solely an estimate and the final costs can be higher. Once an engineer's estimate is obtained, it goes out for bid. Once a bid is selected, a firm amount will be known, and the contractor will be held accountable to build the project for that given amount.
- An unknown visitor shared information he learned about after attending a meeting with Supervisor Rich Desmond . The Hazel Avenue Project was mentioned, and the speaker highlighted that FOWD has a track record of saving money. There was a tremendous cost savings. Based on FOWD's track record, he is confident FOWD will do the same for the Corporate Yard Project.
- An unknown visitor inquired about the priorities of the projects FOWD currently has projected.

- General Manager Gray clarified that other projects have priority over the Corporate Yard. FOWD is a water district and the mission is to provide a reliable quality water supply at the lowest reasonable cost. It has nothing to do with parking or building a community center. Anybody that sits on this Board has to follow that mission.
- General Manager Gray addressed questions about the bidding process, the meter maintenance program and explained how the excess revenues and reserves work.
- Director Sarkovich explained that the Transmission Main Project (T-Main Project) is a multi-year project, involving ten phases (ten years). FOWD has the privilege of controlling the time. FOWD can slow down the project to accumulate reserves and cash, if needed. FOWD has no debt. Worst case-scenario, FOWD can get a loan for \$2-4 million. He has no doubt that FOWD has the financial capacity to finish this project.
- General Manager Gray stated that the plan is to finish all the well projects in the next couple of years. Fair Oaks will have a couple of the best producing wells north of the American River. One FOWD well is sometimes equivalent to two wells at other districts. FOWD will have our water supply portfolio built out and one way or another the building project will work out. In a few years, FOWD will be on “cruise control.” FOWD will have an excess revenue of about \$3 million coming in every year and a new phase of the T-Main Project will be done each year.

IV. CONSENT CALENDAR

The following consent calendar items were considered and acted upon as follows:

1. Approval of Minutes
 - a. Regular Board Meeting of September 16, 2024
 2. Accept and File Treasurer’s Report for the month of September 2024
 3. File Investment Report for the month of August 2024
 4. Accept and File Financial Expense Report for the month of September 2024
 5. Approval of Warrants
 6. Approval of Cal-Card Statements for the month of September 2024
 7. Approval of Board Expense Report for the month of September 2024
- Director McRae noted that every two to three years, FOWD has a water transfer opportunity. These are unpredictable, but it does occur, and it adds about \$500,000 to the budget. It is likely that in the next three years, there will be at least one opportunity.
 - President Petersen explained the water transfer process. The groundwater wells provide long-term water supply reliability and allows FOWD to do transfers when those opportunities present themselves.
 - An unknown visitor inquired if there is a price difference between surface water and groundwater.
 - President Petersen stated that it is, by far, less expensive for FOWD to produce groundwater – not paying for the corpus of the water. The corpus of the water with

SJWD is very expensive and it is one of FOWD's largest expenses. SJWD has to divert it, treat it, and deliver it. There are other built-in costs associated with this that are passed on to the buyers. They say it's low, but it's expensive water.

- Director Sarkovich stated that the plan is to build five new groundwater wells.
- Director McRae noted that the consent calendar includes the monthly budget updates. It has all the monthly incurred expenses listed.
- President Petersen noted that the last Board Meeting Minutes are also part of the consent calendar. The Board reviews them and sometimes makes changes to them prior to approval.
- Director McRae inquired if SJWD's warrant will be the last one for 2024.
- Finance Manager Ha-Ly stated that the next bill should be in January 2025.

Director McRae moved to approve the consent calendar as presented.

Director Sarkovich seconded the motion.

Motion carried with the following votes: Dolby – aye, Marx – aye, McRae – aye, Petersen – aye, and Sarkovich – aye.

V. PRESENTATIONS AND CORRESPONDENCE

1. Correspondence dated September 24, 2024 from the Fair Political Practices Commission – No FOWD Violations

- Information only.

2. Correspondence dated October 15, 2024 from the Sacramento County District Attorney's Office – No FOWD Violations

- Information only.

VI. DISCUSSION AND ACTION ITEMS: OLD BUSINESS

1. Update and discussion on the New York Water Main Project Phase I

- General Manager Gray provided an update and overview. The project is under construction. 95% of all the water infrastructure is in, paving will take place in November.

2. Update and discussion on the proposed merger of the SJWD and SSWD

- Information only.
- General Manager Gray provided an overview to the attendees.
- The Pre-1914 water is the most valuable and reliable water in the state of California. He explained that if this merger happens, FOWD's "Water Right Water" will get diluted in half and will be controlled by someone else. He noted that President Petersen, on behalf of the Board and the ratepayers, wrote a letter to both agencies describing the concerns about this merger. FOWD and CHWD jointly submitted twenty-five pages of questions and comments that have not been answered. President Petersen asked SJWD and SSWD to make responding to these questions

part of their process. No response was received. When SJWD and SSWD met, our joint letter was not part of the discussion. General Manager Gray wrote a letter, on behalf of the Board, which reiterated the President Petersen's letter and asked SJWD and SSWD to address the questions submitted before selecting a consultant to do the analysis. He also asked every Board Member to have a copy of the letters before any action was taken. SJWD and SSWD did not discuss the letters and proceeded to take action to hire a consultant.

- President Petersen stated that now the hope is for the consultant to address the questions and concerns.
- An unknown visitor inquired how FOWD can act on this issue.
- Director McRae stated that we can protest and argue. Back in 2015, FOWD was successful in doing so and influenced the SSWD Board – they stopped the merger. This is just starting but he is very concerned about this merger and the effect it will have on our water rights. He is also concerned about a more populous district merging with SJWD that outnumber and outvote the entire San Juan Family. It will be such a shame if they got total control of our water.
- Vice President Dolby stated that SSWD has a lot of debt.
- Director McRae stated that back in 2015, SSWD had over \$100 million in debt. It is worrisome if they get full control of the SJWD Board. Director McRae is a candidate running for SJWD's Board as well as Roger Canfield, who is present at tonight's meeting and is running for the same seat.
- General Manager Gray noted that there is no incumbent for the SJWD; it's a new seat on the Board representing Fair Oaks. We have never had it before and SJWD was forced to do it. There are two people here that are running, they are listening, understand the issues and ideally, they will have a say. If we could get the same zealous groups to fight for water issues for the Fair Oaks Water District that we have going on right now, I think that would be a winner.
- President Petersen stated it would be a healthy redirection of energy.
- An unknown visitor inquired about what would happen to FOWD's \$4,844,600 in reserves if the merger takes place.
- Director Sarkovich clarified that the merger is only between SJWD and SSWD. The money FOWD has in reserves belongs to FOWD.
- President Petersen stated that anyone living in Fair Oaks, Citrus Heights and Orange Vale live in two water districts – FOWD and SJWD. Fair Oaks is the retail water district, the ones that deliver the water. San Juan is the wholesale water district, selling wholesale water to the smaller retail districts. Residents live in two districts and both districts keep separate books.
- Director Sarkovich noted that Fair Oaks residents only get one bill from FOWD.
- General Manager Gray stated that if the public is interested in knowing more about the relationship between FOWD and SJWD, an educational workshop could be provided.

3. Discussion and possible action on the selection of an Engineering Consultant for the Transmission Main Phases I & II Design

- General Manager Gray recommended the Board to direct him to negotiate a fair and reasonable agreement with Peterson Brustad, Inc. (PBI) to provide professional

services for Phases I and II Design. Five consulting firms responded to the solicitation and PBI is the most suitable consulting firm to do the work and the most financially advantageous to the District. More detailed information is included in the Board Packet.

- President Petersen complimented the report, which provided a great overview of each received proposal. He also noted that PBI has no relation to him.
- General Manager Gray stated that FOWD has no contracts with President Petersen's firm.
- Director Sarkovich stated that he would like to meet with the Board in 2025 to discuss how professional contracts are awarded.
- Director McRae recalled that PBI has successfully worked with FOWD in past years.
- General Manager Gray stated that PBI won the contract for the Transmission Main Master Plan, and they were also over \$100,000 less than the other respondents because they had done similar work in the past and were more familiar with the project.
- Director McRae believes that PBI is qualified and familiar with the project, the system and FOWD's needs, and they are economical.
- General Manager Gray explained how a motion works.

President Petersen moved to authorize General Manager Gray to negotiate a fair and reasonable agreement with Peterson Brustad, Inc. (PBI) to provide professional services for Phases I and II Design.

Director Marx seconded the motion.

Motion carried with the following votes: Dolby – aye, Marx – aye, McRae – aye, Petersen – aye, and Sarkovich – aye.

4. Discussion and possible action on the selection of a new Special District Financial Auditor – prior Auditor termed out in accordance with District policy

- General Manager Gray recommended the Board to select Richardson & Company, LLP as FOWD's Special District Financial Auditor for 2024 and authorize the General Manager to enter into an agreement to perform the FOWD's 2024 financial audit, with possible extension of up to five years.
- More detailed information is included in the Board Packet.
- Director Sarkovich complimented staff for providing financial data, reflecting that Richardson & Company, LLP is qualified and provides financial value.
- Director McRae noted that Richardson & Company, LLP is the most qualified and provided the best financial value.
- General Manager emphasized that Richardson & Company, LLP is a renowned auditing company.

Director Sarkovich moved to authorize General Manager Gray to enter into agreement with Richardson & Company, LLP as FOWD's Special District Financial Auditor for 2024 financial audit, with possible extension of up to five years.

Director Dolby seconded the motion.

Motion carried with the following votes: Dolby – aye, Marx – aye, McRae – aye, Petersen – aye, and Sarkovich – aye.

VII. DISCUSSION AND ACTION ITEMS: NEW BUSINESS

1. Discussion on FOWD Water Supply for the month of September 2024

- Technical Services Manager Siebensohn provided a summary of the water supply report. He addressed questions from the Board.
- An unknown visitor inquired if the location of the wells is posted anywhere.
- General Manager Gray stated that the location of the wells is not posted anywhere. After 9/11, this became sensitive information.
- General Manager Gray and the Board addressed questions from the public regarding water rights and the purpose of having groundwater wells.
- General Manager Gray mentioned that FOWD can host a water workshop explaining the relationship between SJWD and the importance of water banking.

2. Discussion and possible action on additional funding for 2024 expenses

- Finance Manager Ha-Ly recommended for the Board to authorize a transfer of \$10,300 from the contingency fund to cover 2024 expenses and provided a summary of each expense.
- General Manager Gray explained the process for obtaining additional funding. He stated that many concerns would be alleviated if people attend the Board Meetings and see how things are done.
- Director McRae noted that the Board Packet is online. The public can review it and present their questions during the meeting.
- General Manager Gray mentioned that FOWD has received four Public Records Request related to the current election, staff produced these documents and to-date, no discrepancies have been found.
- An unknown visitor stated that responding to these Public Records Requests are costing staff and attorney's time.
- General Manager Gray shared his experience in producing record request. This is very time-consuming and exhausting, but there is nothing to hide.
- An unknown visitor inquired if FOWD can charge per page for any produced records request.
- General Manager Gray responded that although it is allowed to charge, FOWD wants to collaborate. FOWD does not want to make it hard for anyone requesting information. FOWD tries to produce it electronically. To date, FOWD has not charged any fees for the completion of these records requests.
- An unknown visitor suggested to have some sort of "co-pay" system for any records request, as time is being taken away from staff.
- General Manager Gray mentioned the Board recall and the re-election of FOWD's Board Members. If this effort is successful, Fair Oaks ratepayers will need to pay for another election; approximately between \$20,000-\$30,000.

Director Sarkovich moved to authorize the transfer \$10,300 from the contingency fund to cover 2024 expenses as presented.

Director Marx seconded the motion.

Motion carried with the following votes: Dolby – aye, Marx – aye, McRae – aye, Petersen – aye, and Sarkovich – aye.

3. Discussion on Discussion and possible action on FOWD Resolution No. 24-02: “A Resolution of the Board of Directors of the Fair Oaks Water District Approving the Categorical Exemption for the Construction of the Replacement of Groundwater Well at the Northridge Well Site”

- General Manager Gray presented staff’s recommendation to authorize him to sign the Categorical Exemption for the proposed replacement of the Northridge Well.
- General Manager Gray addressed questions from the Board.

Director Sarkovich moved to authorize General Manager Gray to sign the Categorical Exemption for the proposed replacement of the Northridge Well.

President Petersen seconded the motion.

Motion carried with the following votes: Dolby – aye, Marx – aye, McRae – aye, Petersen – aye, and Sarkovich – aye.

VIII. UPCOMING EVENTS

- 1. September October 28, 2024 / FOWD Special Board Meeting on the 2025 Proposed Budget / FOWD Office**
- 2. November 20, 2024 / SJWD Regular Board Meeting / SJWD Office**
- 3. December 3-5, 2024 / 2024 ACWA Fall Conference / Palm Desert, CA**

IX. REPRESENTATIVE REPORTS

- 1. Sacramento Groundwater Authority (SGA)**
 - Report provided.
 - Director Marx attended this meeting and provided an overview.
- 2. Regional Water Authority (RWA)**
 - None.
- 3. Sacramento Water Forum**
 - None.
- 4. Other**
 - Director McRae attended the joint SJWD and SSWD merger meeting remotely. He reported that Pam Tobin and Director Zamorano are against the merger. There are

three SJWD Board Members that are moving forward with it. SJWD moved forward with a contract they had not seen. They consulted legal counsel during the meeting and it was determined that since no one on the Board had seen the contract, they, could not vote on it. However, because some or all of the SJWD Board Members had access to it, whether they read it didn't seem to be important. SJWD voted for it while SSWD delayed their vote.

- Director Petersen inquired if the contract was prepared by SJWD.
- General Manager Gray stated that the contract was prepared by SSWD.
- Director McRae clarified that the contract was for the hiring of a consultant to do a study.
- General Manager Gray stated that the reason they could not vote on it is that all of the Board Members had seen the proposal prior to the meeting and it was not provided to the public. CHWD's attorney pointed out they were in violation of the Brown Act. SSWD's attorney agreed that voting would be a violation of the Brown Act. SJWD Director Tobin reported that she received a written letter threat for not supporting the merger. The correspondence was turned into the Placer County's Sheriff and the FBI.

X. DIRECTORS' REPORTS & COMMENTS

1. Budget Committee – (Sarkovich, Dolby)

- None.

2. Technical Advisory Committee – (Marx, Petersen)

- None.

3. Capital Improvement Committee – (Petersen, Dolby)

- None.

4. Personnel Committee – (McRae, Dolby)

- None.

5. Public Relations Committee – (McRae, Dolby)

- None.

6. FOWD and SJWD 2x2 Ad-Hoc Committee – (McRae, Petersen)

- None.

7. FOWD and CWD 2x2 Ad-Hoc Committee – (McRae, Marx)

- None.

8. FOWD Field Services Center Ad-Hoc Committee – (Sarkovich, Petersen)

- None.

XI. GENERAL MANAGER'S REPORT

- 1. Maintenance Work Report**
 - Report provided.
- 2. Capital Projects Status Report**
 - Report provided.
- 3. Authorizations of Additional Funding**
 - Report provided.
- 4. Water Transfer Status Report**
 - None.
- 5. Claims Against District**
 - Report provided.
- 6. Employee Update**
 - General Manager Gray provided an update.
- 7. Water Issues – Update on Regional Involvement**
 - None.
- 8. Other**
 - None.

XII. PUBLIC COMMENT

- An unknown visitor appreciated the transparency provided. FOWD has opted for the high road. People can still keep it civil even while disagreeing.
- An unknown visitor complimented the Board for all the work they have done along with the General Manager.
- An unknown visitor stated this was her first time attending a meeting. She was very impressed with how organized and detailed this meeting was. Everyone seemed to know what they're doing, and it's amazing. Very professional.
- Visiting Customer Babcock appreciated the detailed transparency provided.

President Petersen closed the open session meeting at 8:56 p.m.

President Petersen opened the closed session meeting at 8:56 p.m.

XIII. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS 54954 AND 54956

1. Conference with legal counsel on existing litigation; Government Code Sections 54954.5 and 54956.9; Citrus Heights Water District & Fair Oaks Water District v. San Juan Water District

2. Conference on Anticipated Litigation; Government Code Section 54956.9(d) – two cases

President Petersen closed the closed session meeting at 9:40 p.m.

President Petersen reopened the meeting to the public at 9:40 p.m.

XIV. REPORT FROM CLOSED SESSION

- None.

XV. PUBLIC COMMENT

- None.

XVI. ADJOURNMENT

With no further business to come before the Board, President Petersen adjourned the meeting at 9:40 p.m.

November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM III.1b

Approval of Minutes of the Special Board Meeting of October 28, 2024



District Attendees

Chris Petersen	Board President
Mark Dolby	Board Vice President
Randy Marx	Board Member
Michael McRae	Board Member
Misha Sarkovich	Board Member
Tom R. Gray	General Manager
Shawn Huckaby	Operations Manager
Chi Ha-Ly	Finance Manager
Paul Siebensohn	Technical Services Manager
Rebecca Simon	Human Resource Administrator

Other Attendees

Scott Kenney	Visitor
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Absent

AGENDA ITEMS

I. CALL TO ORDER

- President Petersen called the meeting to order at 5:30 p.m.

II. PUBLIC COMMENT

- Visitor Kenney introduced himself and commented that his attendance tonight is to show his support for the FOWD. He thanked the Board and staff for their work.

III. DISCUSSION AND POSSIBLE ACTION ON PROPOSED 2025 FOWD ANNUAL BUDGET

- General Manager Gray stated that staff received no requests for changes from the public, based on the workshop held at the 10/21/24 Board Meeting. There were also no change requests from the Board.

- General Manager Gray presented the completed budget document, composed of statistical financial data.
- General Manager Gray stated that no financial questions have been brought up by the public. He finds this interesting, given the financial discrepancy allegations brought up by some people.
- General Manager Gray addressed questions from the Board.

Director Sarkovich moved to approve the proposed 2025 FOWD Annual Budget as presented.

Director Dolby seconded the motion.

Motion carried with the following votes: Dolby – aye, Marx – aye, McRae – aye, Petersen – aye, and Sarkovich – aye.

IV. PUBLIC COMMENT

- Visitor Kenney commented on Folsom’s water meter procedures and replacement.
- General Manager Gray explained FOWD’s meter placement process.
- Director McRae witnessed a small construction zone where a hydrant was connected to without a meter. This makes him conclude that they did not come to FOWD for a meter rental.
- Operations Manager Huckaby will follow up on this, as that zone is part of FOWD.

President Petersen closed the open session meeting at 6:00 p.m.

No closed session.

V. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS 54954 AND 54956

1. Conference with legal counsel on existing litigation; Government Code Sections 54954.5 and 54956.9; Citrus Heights Water District & Fair Oaks Water District v. San Juan Water District
2. Conference on Anticipated Litigation; Government Code Section 54956.9(d) – two cases

VI. REPORT FROM CLOSED SESSION

- None.

VII. PUBLIC COMMENT

- None.

VIII. ADJOURNMENT

With no further business to come before the Board, President Petersen adjourned the meeting at 6:00 p.m.

November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM III.2

Accept and File Treasurer's Report for the month of October 2024

AGENDA ITEM III.2

REGULAR Board Meeting November 18, 2024

To: Board of Directors

From: Chi Ha-Ly

Date: November 12, 2024

Subject: Accept and File Treasurer's Report for the month of October 2024

Recommendation:

None.

Discussion:

Attached you will find the Treasurer's report for the month of October 2024.

Policy Implications:

None.

Fiscal Impact:

None.



Fair Oaks Water District

Treasurer's Report - October 31, 2024

Agenda Item III.2

Description	LAIF - remaining	General Fund U.S. Bank	Payroll Fund U.S. Bank (I)	Cash	Balance
Designated and Undesignated Cash, September 30, 2024	\$11,013,980	\$384,105	\$11,875	\$2,375	\$11,412,335
Receipts					
Deposit: Water Service		\$1,260,206			\$1,260,206
Deposit: Other		\$2,005			\$2,005
Interest Earnings	\$126,542				\$126,542
Subtotal	\$126,542	\$1,262,211	\$0	\$0	\$1,388,753
Expenses					
General Expenses		(\$278,701)			(\$278,701)
General Warrants		(\$1,391,255)			(\$1,391,255)
Payroll			(\$230,987)		(\$230,987)
Service Charges and Fees		(\$5,140)			(\$5,140)
Subtotal	\$0	(\$1,675,096)	(\$230,987)	\$0	(\$1,906,083)
Transfers and Allocations					
Net Transfer from or to LAIF	(\$375,000)	\$375,000			\$0
Transfer to Payroll		(\$233,100)	\$233,100		\$0
Subtotal	(\$375,000)	\$141,900	\$233,100	\$0	\$0
Designated and Undesignated Cash, October 31, 2024	\$10,765,522	\$113,120	\$13,988	\$2,375	\$10,895,005

I, Chi Ha-Ly, deposes and says, the foregoing is a true and accurate accounting of the Special Funds in my custody showing the amount of money received by me for said accounts, and the amount and items of expenditure from those accounts during the preceding month, pursuant to Section 24392 of the Water Code.


 Chi Ha-Ly, Finance Manager

11/12/24
 Date

FAIR OAKS WATER DISTRICT
Check Register
October 2024

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>
<i>General Expenses</i>				
50996	10/3/2024	FRANCHISE TAX BOARD	\$ 100.00	Wage Garnishment
50997	10/3/2024	MFS 529 SAVING PLAN	175.00	529 Education Fund
50998	10/3/2024	VERIZON WIRELESS	351.96	Communications
50999	10/3/2024	SMUD	16,440.74	Utilities
51000	10/3/2024	SMUD	2,213.02	Utilities
51001	10/3/2024	AVALON CUSTODIAL CARE	1,700.00	Janitorial Services
51002	10/3/2024	COUNTY OF SACRAMENTO	126.70	Utilities
51003	10/3/2024	ELEVATOR TECHNOLOGY, INC.	316.00	Elevator Maintenance
51004	10/3/2024	IRON MOUNTAIN RECORDS MANAGEMENT	364.20	Document Storage
51005	10/3/2024	INTEGRITY DATA, INC.	38.20	Dues & Subscription
51006	10/3/2024	IN COMMUNICATIONS	2,000.00	Public Outreach
51007	10/3/2024	OLD VILLAGE LANDSCAPING, INC.	655.00	District Site Maintenance
51008	10/3/2024	SACRAMENTO VALLEY ALARM SECURITY	55.74	Security
51009	10/3/2024	CUSTOMER	175.00	Toilet Rebate
51010	10/3/2024	CUSTOMER	84.15	Customer Refund
51011	10/3/2024	CUSTOMER	92.97	Customer Refund
51012	10/3/2024	CUSTOMER	146.29	Customer Refund
51013	10/7/2024	CANNON WATER TECHNOLOGY, INC.	985.85	Wells/Pumps Repairs & Maintenance
51014	10/7/2024	M&M BACKFLOW & METER MAINTENANCE	3,550.00	Meter Testing Services
51015	10/7/2024	CUSTOMER	142.16	Customer Refund
51016	10/7/2024	P G & E	35.23	Utilities
51017	10/7/2024	CUSTOMER	101.38	Customer Refund
51018	10/7/2024	TPX COMMUNICATIONS	7,235.33	Communications
51019	10/9/2024	FUSE 3 COMMUNICATIONS	6,695.00	IT Consulting
51020	10/9/2024	PAUL BAKER PRINTING, INC.	13,125.33	Newsletter
51022	10/18/2024	AT&T MOBILITY	1,227.85	Communications
51023	10/18/2024	BARE BONES WORKWEAR	413.62	Uniforms
51024	10/18/2024	COUNTY OF SACRAMENTO	4,180.00	Inspections
51025	10/18/2024	COUNTY OF SACRAMENTO	126.70	Utilities
51026	10/18/2024	CUSTOMER	105.85	Customer Refund
51027	10/18/2024	ODP BUSINESS SOLUTIONS, LLC.	66.79	Office Supplies
51028	10/18/2024	SACRAMENTO CO. TAX COLLECTOR	501.48	Property Tax

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>
51029	10/18/2024	WASTE MANAGEMENT	632.80	Utilities
51033	10/21/2024	A. TEICHERT & SON, INC.	863.59	Sand & Aggregate
51034	10/21/2024	BUCKMASTER OFFICE SOLUTIONS	1,557.47	Printing Costs
51035	10/21/2024	FRANCHISE TAX BOARD	100.00	Wage Garnishment
51036	10/21/2024	MFS 529 SAVING PLAN	175.00	529 Education Fund
51037	10/21/2024	PURCHASE POWER	151.22	Postage Machine Rental (Nov. 2024-Jan. 2025)
51038	10/21/2024	WYJO SERVICES CORP.	668.52	Vehicle Repair
51039	10/21/2024	SACRAMENTO METROPOLITAN AIR QUALITY	10,026.20	Air Quality
51040	10/29/2024	COUNTY OF SACRAMENTO/ENVIRONMENTAL DEPT.	1,410.00	Hazmat Permit
51041	10/29/2024	CUSTOMER	175.00	Toilet Rebate
51042	10/29/2024	STAFF	150.00	Employee Recognition
51043	10/29/2024	CUSTOMER	350.00	Toilet Rebate
51044	10/29/2024	CUSTOMER	50.00	Clothes Washer Rebate
51045	10/29/2024	SMUD	4,486.91	Utilities
51046	10/29/2024	STANDARD INSURANCE COMPANY	1,785.60	Disability Insurance
51047	10/30/2024	STAFF	220.00	Training/Certifications
51048	10/30/2024	CUSTOMER	175.00	Toilet Rebate
51049	10/30/2024	IRON MOUNTAIN RECORDS MANAGEMENT	364.20	Document Storage
51050	10/30/2024	CUSTOMER	274.74	Customer Refund
51051	10/30/2024	SMUD	10,387.35	Utilities
51052	10/30/2024	SMUD	6,070.24	Utilities
51053	10/31/2024	AFLAC	349.79	Aflac Premium
51054	10/31/2024	FRANCHISE TAX BOARD	100.00	Wage Garnishment
51055	10/31/2024	MFS 529 SAVING PLAN	250.00	529 Education Fund
51056	10/31/2024	VERIZON WIRELESS	351.78	Communications
* 50733 (Voided)	5/16/2024	CUSTOMER	(103.62)	Customer Refund (Stale-Dated Check)
* 50789 (Voided)	6/19/2024	CUSTOMER	(168.04)	Customer Refund (Stale-Dated Check)
* 50790 (Voided)	6/19/2024	CUSTOMER	(104.94)	Customer Refund (Stale-Dated Check)
REMIT000000000004343	10/3/2024	BSK ASSOCIATES	1,024.50	Water Testing/Sampling
REMIT000000000004344	10/3/2024	CLARK PEST CONTROL	130.00	Pest Control
REMIT000000000004345	10/3/2024	CRAYON SOFTWARE EXPERTS, LLC.	2,403.68	Azure Overages
REMIT000000000004346	10/3/2024	STREAMLINE	375.00	Website Maintenance
REMIT000000000004347	10/3/2024	SIERRA CHEMICAL COMPANY	886.06	Chemical
REMIT000000000004348	10/7/2024	CENTRAL VALLEY ENGINEERING & ASPHALT, INC.	4,402.00	Service Upgrades
REMIT000000000004349	10/7/2024	GRAINGER	61.18	Tools
REMIT000000000004350	10/7/2024	HUNT & SONS, LLC.	1,697.48	Gas & Oil
REMIT000000000004352	10/7/2024	NEPTUNE TECHNOLOGY GROUP, INC.	77.95	Meter Parts

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>
REMIT000000000004353	10/18/2024	BSK ASSOCIATES	368.00	Water Testing/Sampling
REMIT000000000004354	10/18/2024	BURKETT'S OFFICE FURNISHINGS AND SUPPLIES	226.22	Office Supplies
REMIT000000000004355	10/18/2024	ELLISON, SCHNEIDER, HARRIS & DONLAN, LLP.	1,755.00	Legal Services
REMIT000000000004356	10/18/2024	EVERON FKA ADT COMMERCIAL	595.12	Security
REMIT000000000004358	10/21/2024	BSK ASSOCIATES	69.00	Water Testing/Sampling
REMIT000000000004359	10/21/2024	PACE SUPPLY CORP.	918.93	Hydrant Upgrades
REMIT000000000004360	10/21/2024	SUPERIOR EQUIPMENT REPAIR, INC.	1,854.68	Equipment Maintenance
REMIT000000000004361	10/29/2024	I.M.P.A.C. GOVERNMENT SERVICES	7,913.10	See Cal-Card Statements Summary for Details
REMIT000000000004362	10/29/2024	BSK ASSOCIATES	115.00	Water Testing/Sampling
REMIT000000000004363	10/29/2024	CRAYON SOFTWARE EXPERTS, LLC.	2,359.74	Azure Overages
REMIT000000000004364	10/29/2024	HUNT & SONS, LLC.	2,578.21	Gas & Oil
REMIT000000000004365	10/29/2024	PACE SUPPLY CORP.	4,668.55	Inventory Parts
REMIT000000000004366	10/29/2024	SIERRA CHEMICAL COMPANY	574.74	Chemicals
REMIT000000000004367	10/29/2024	TESCO CONTROLS, INC.	8,345.00	Computer Software
REMIT000000000004368	10/30/2024	BSK ASSOCIATES	253.00	Water Testing/Sampling
REMIT000000000004369	10/30/2024	PACE SUPPLY CORP.	229.55	Service Upgrades
REMIT000000000004370	10/30/2024	ACWA-JPIA	14,813.60	Worker's Compensation (July-September)
WDL000006662	10/3/2024	PERS- RETIREMENT	18,677.91	Retirement Contributions
WDL000006663	10/9/2024	EDD	5,028.93	State Payroll Taxes
WDL000006664	10/9/2024	IRS EFTPS	25,081.47	Federal Payroll Taxes
WDL000006670	10/23/2024	IRS EFTPS	25,001.23	Federal Payroll Taxes
WDL000006671	10/23/2024	EDD	5,005.39	State Payroll Taxes
WDL000006673	10/17/2024	PERS RETIREMENT	18,467.08	Retirement Contributions
WDL000006682	10/31/2024	PERS RETIREMENT	18,467.08	Retirement Contributions
			Total General Expenses	
			\$ 278,700.73	

General Warrants

51021	10/10/2024	FLOWLINE CONTRACTORS, INC.	\$ 541,920.85	Contractor - New York Well
51030	10/21/2024	KASL CONSULTING ENGINEERS, INC.	25,607.18	Northridge Well - Engineering Services
51031	10/21/2024	SAN JUAN WATER DISTRICT	636,669.10	Water Purchase
51032	10/21/2024	TRILLIUM PUMPS USA, INC.	123,867.21	Project Parts - New York Well
REMIT000000000004357	10/21/2024	ACWA JPIA	63,190.98	Health/Dental/Vision/EAP/Life Insurance
			Total General Warrants	
			\$ 1,391,255.32	

Service Charges and Fees

WDL000006660	10/1/2024	US BANK	\$ 241.03	Service Charges
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<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>
REMIT000000000004351	10/7/2024	INVOICE CLOUD, INC.	2,605.60	Invoice Cloud Fees
WDL000006686	10/15/2024	US BANK	2,211.87	Analysis Fees
WDL000006687	10/31/2024	INVOICE CLOUD, INC.	81.29	Invoice Cloud/Payment Tech (Fees) Settled
Total Service Charges and Fees			\$ 5,139.79	
Total Expenses			\$ 1,675,095.84	

November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM III.3

File Investment Report for the month of September 2024

AGENDA ITEM III.3

REGULAR Board Meeting on November 18, 2024

To: Board of Directors
From: Chi Ha-Ly
Date: November 5, 2024
Subject: File Investment Report for the month of September 2024

Recommendation:

None.

Discussion:

Attached are the September 2024 LAIF monthly statement and LAIF monthly performance report. The October 2024 LAIF monthly performance report is not available for inclusion this month due to the timing of the Board meeting. The October 2024 LAIF monthly statement and LAIF monthly performance report will be included in the December 2024 Board Consent Calendar.

The District's cash flow is sufficient to meet the next six months of budgeted District expenses (Govt. Code 53646(b)(3)). The District's investment portfolio is in compliance with the investment policy (Govt. Code 53646(b)(2)).

Policy Implications:

None.

Fiscal Impact:

None.

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

October 01, 2024

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

FAIR OAKS WATER DISTRICT

TOM R. GRAY, GENERAL MANAGER
 10326 FAIR OAKS BLVD
 FAIR OAKS, CA 95628

[Tran Type Definitions](#)

//

Account Number:

September 2024 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
9/6/2024	9/6/2024	RD	1759204	N/A	CHI HA-LY	225,000.00
9/18/2024	9/18/2024	RD	1759506	N/A	CHI HA-LY	400,000.00

Account Summary

Total Deposit:	625,000.00	Beginning Balance:	10,388,980.05
Total Withdrawal:	0.00	Ending Balance:	11,013,980.05



PMIA/LAIF Performance Report as of 10/16/24



Quarterly Performance Quarter Ended 09/30/24

LAIF Apportionment Rate ⁽²⁾ :	4.71
LAIF Earnings Ratio ⁽²⁾ :	0.00012912073474208
LAIF Administrative Cost ^{(1)*} :	TBD
LAIF Fair Value Factor ⁽¹⁾ :	1.002061084
PMIA Daily ⁽¹⁾ :	4.58
PMIA Quarter to Date ⁽¹⁾ :	4.56
PMIA Average Life ⁽¹⁾ :	231

PMIA Average Monthly Effective Yields⁽¹⁾

September	4.575
August	4.579
July	4.516
June	4.480
May	4.332
April	4.272

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 9/30/24 \$161.6 billion

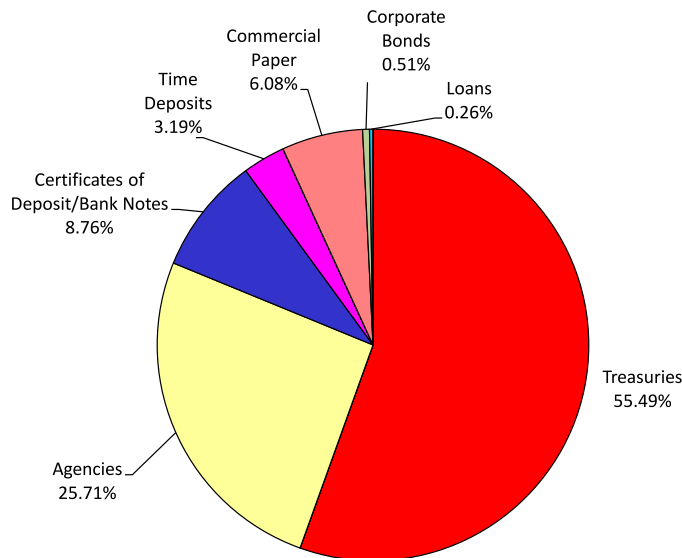


Chart does not include \$1,343,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller

November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM III.4

Accept and File Monthly Financial Expense Report for the month of October 2024

AGENDA ITEM III.4

REGULAR Board Meeting November 18, 2024

To: Board of Directors
From: Chi Ha-Ly
Date: November 8, 2024
Subject: Accept and File Financial Expense Report for the month of October 2024

Recommendation:

None at this time. Monthly financial expenses presented for informational purposes.

Discussion:

Attached is the financial report for the month of October 2024.

Please note that the monthly financial report is on a cash basis; therefore, a budgeted line item could be 100% expended as of October 2024.

As of October 2024, the District has 21.31% of remaining adjusted budget.

This report provides a quick snapshot of the operating expenses incurred by the District and does not include items that are capitalized (i.e. costs of construction jobs, fixed assets). The capital projects are reported separately under the “Capital Projects Status Report.”

Policy Implications:

None as a result of recommended action.

Fiscal Impact:

None as a result of recommended action.

FAIR OAKS WATER DISTRICT
Company Consolidation
For the Ten Months Ending Thursday, October 31, 2024

	October Actual	YTD Actual	Original Annual Budget	Adjusted Annual Budget	Remaining Adjusted Budget	% Remaining Adjusted Budget
Labor						
Salaries and Wages						
Salaries	\$322,152	\$2,429,123	\$3,301,100	\$3,301,100	\$871,977	26.41%
Salaries and Wages Subtotal	\$322,152	\$2,429,123	\$3,301,100	\$3,301,100	\$871,977	26.41%
Benefits and Insurance						
Auto Fringe Benefits	\$300	\$3,000	\$3,600	\$3,600	\$600	16.67%
Dental Insurance	2,704	31,719	44,900	44,900	13,181	29.36%
FICA	18,303	151,869	204,700	204,700	52,831	25.81%
Medicare	4,670	35,966	47,900	47,900	11,934	24.91%
Health Insurance	58,848	685,061	829,500	829,500	144,439	17.41%
Disability Insurance	1,786	9,879	13,200	13,200	3,321	25.16%
Life Insurance	717	7,952	8,500	8,500	548	6.44%
Pension Plan	32,483	530,493	620,900	620,900	90,407	14.56%
Deferred Compensation**		45,650	41,400	45,650		0.00%
Unemployment Insurance		15,000	15,000	15,000	15,000	100.00%
Vision Care	655	7,663	9,400	9,400	1,737	18.48%
Worker's Compensation	14,930	61,647	83,000	83,000	21,353	25.73%
Benefits & Insurance Subtotal	\$135,396	\$1,570,900	\$1,922,000	\$1,926,250	\$355,350	18.45%
Salaries & Benefits Capitalized	(\$65,467)	(\$317,546)	(\$803,200)	(\$803,200)	(\$485,654)	60.46%
Salaries & Benefits to Damages	(1,518)	(86,567)	(11,600)	(11,600)	74,967	-646.27%
Labor Total	\$390,562	\$3,595,910	\$4,408,300	\$4,412,550	\$816,640	18.51%
Materials and Services						
Water Supply						
Surface Water Supply, SJWD**	\$632,814	\$2,226,450	\$2,217,600	\$2,226,500	\$50	0.00%
Chemicals	575	10,568	32,600	32,600	22,032	67.58%
Division of Drinking Water Annual Permit**		64,482	64,000	64,500	18	0.03%
Energy Cost, Wells	18,933	171,525	424,300	424,300	252,775	59.57%
Energy Cost, Other	254	2,642	3,100	3,100	458	14.77%
Testing & Sampling	460	30,067	31,000	31,000	933	3.01%
SCADA Support & Maintenance		1,739	10,000	10,000	8,261	82.61%
Cathodic Protection		3,658	4,000	4,000	342	8.55%
Hydrant Testing & Flushing			3,000	3,000	3,000	100.00%
Water Supply Subtotal	\$653,035	\$2,511,131	\$2,789,600	\$2,799,000	\$287,869	10.28%
District Facilities and Maintenance & Repairs						
Wells Repairs and Upgrades	\$986	\$9,605	\$24,000	\$24,000	\$14,395	59.98%
Skyway Tank Inspection	4,000	4,000	5,000	5,000	1,000	20.00%
Skyway Booster #1 Inspection and Repair	(4,000)		5,000	5,000	5,000	100.00%
Annual Pump Efficiency Testing			5,000	5,000	5,000	100.00%
Tank Repairs and Maintenance		2,946	15,000	15,000	12,054	80.36%
District Site Maintenance	1,052	14,930	20,000	20,000	5,070	25.35%
Janitorial	1,940	17,734	23,000	23,000	5,266	22.89%
Elevator Maintenance*	316	7,405	9,500	10,125	2,720	26.86%
Security Costs	651	3,677	4,200	4,200	523	12.44%
District Facilities Maint. Subtotal	\$4,945	\$60,298	\$110,700	\$111,325	\$51,027	45.84%
Vehicle and Equipment Maintenance						
Vehicle Maintenance		\$11,648	\$16,500	\$16,500	\$4,852	29.40%
Vehicle Repairs*	770	12,335	15,000	16,000	3,665	22.90%
Other Equipment Maintenance**	1,871	11,436	15,500	17,500	6,064	34.65%
Other Equipment Repair**	585	15,533	15,000	20,000	4,467	22.33%
Vehicle & Equip. Maint. Subtotal	\$3,226	\$50,953	\$62,000	\$70,000	\$19,047	27.21%
Insurance						
Auto and General Liability Insurance		\$4,247	\$115,000	\$115,000	\$110,753	96.31%
Bonding		1,500	1,600	1,600	100	6.25%
Property Insurance**		52,767	45,000	52,800	33	0.06%
Insurance Subtotal		\$58,514	\$161,600	\$169,400	\$110,886	65.46%
Printing and Postage						
Advertisements & Legal Notices	\$557	\$1,087	\$5,000	\$5,000	\$3,913	78.25%
Online Bill Pay/Payment Processing	2,687	24,952	28,000	28,000	3,048	10.88%
Customer Bill Printing		8,828	17,500	17,500	8,672	49.55%
Customer Bill Postage		42,500	43,000	43,000	500	1.16%
Customer Collection Postage		7,000	7,000	7,000		0.00%
General Postage	8	543	1,000	1,000	457	45.70%
General Printing		886	1,800	1,800	914	50.78%
Collection Expense Printing		555	900	900	345	38.33%
Printing and Postage Subtotal	\$3,252	\$86,352	\$104,200	\$104,200	\$17,848	17.13%
Office Expense and Other						
Office Equipment Rental	\$151	\$605	\$700	\$700	\$95	13.59%
Office Supplies	1,851	13,250	17,000	17,000	3,750	22.06%
Office Equipment less than \$500	846	2,273	3,000	3,000	727	24.23%
Office Furniture less than \$500	140	392	2,000	2,000	1,608	80.41%
Office Equipment Maintenance			500	500	500	100.00%
Office Equipment Maintenance Agreements	1,235	12,247	18,100	18,100	5,853	32.34%
Office Expense & Other Subtotal	\$4,223	\$28,767	\$41,300	\$41,300	\$12,533	30.35%
Professional Services						
Annual Audit Fees		\$20,979	\$22,000	\$22,000	\$1,021	4.64%
Actuarial Services for Pension Calculation		700	800	800	100	12.50%

FAIR OAKS WATER DISTRICT
Company Consolidation
For the Ten Months Ending Thursday, October 31, 2024

	October Actual	YTD Actual	Original Annual Budget	Adjusted Annual Budget	Remaining Adjusted Budget	% Remaining Adjusted Budget
Meter Testing Service*	3,550	6,357	5,000	6,800	443	6.52%
Dues and Subscription	38	34,066	52,000	52,000	17,934	34.49%
Grant Application			5,000	5,000		100.00%
Hydraulic Model Update			11,000	11,000	11,000	100.00%
Urban Water Management Plan			15,000	15,000	15,000	100.00%
Emergency Response Plan			500	500	500	100.00%
Legal Fees	1,755	85,882	150,000	150,000	64,118	42.75%
Coop. Trans. Pipeline O&M	3,855	3,855	7,000	7,000	3,145	44.93%
Website Design and Public Outreach	2,322	3,441	5,000	5,000	1,559	31.18%
Regional Support		102,796	108,000	108,000	5,204	4.82%
Banking Fees	2,453	24,290	36,000	36,000	11,710	32.53%
IT Consulting Service	6,570	85,362	123,500	123,500	38,138	30.88%
Annual IT Audit			5,600	5,600	5,600	100.00%
Answering Service	171	1,750	2,500	2,500	750	30.00%
Other Professional Fees*	13,854	23,375	150,000	169,589	146,214	86.22%
Professional Fees Subtotal	\$34,568	\$392,854	\$698,900	\$720,289	\$327,435	45.46%
System Maintenance/Repairs						
Aggregate/Sand/Cutback**	\$864	\$24,438	\$25,000	\$32,500	\$8,062	24.81%
Paving		24,389	75,000	75,000	50,611	67.48%
Equipment and Tool Rental**		1,451	1,500	2,500	1,049	41.96%
General Maint., Supplies & Consumables	1,005	12,101	15,000	15,000	2,899	19.32%
Distribution Repairs**	3,812	31,829	25,000	32,500	671	2.07%
Distribution System Maintenance Programs		6,659	7,000	7,000	341	4.87%
T-Main Repairs		4,593	25,000	25,000	20,407	81.63%
Damages***	6,403	372,323	25,000	389,800	17,477	4.48%
Backflow Testing and Supplies		3,780	4,800	4,800	1,020	21.25%
Meter Downsize Repairs/Upgrades	178	178	600	600	422	70.38%
Inventory Replenishment			10,000	10,000	10,000	100.00%
Gas & Oil	4,276	42,357	56,000	56,000	13,643	24.36%
Equipment & Tools less than \$500	421	6,992	12,000	12,000	5,008	41.73%
Safety, Signs & Cones	206	9,707	13,000	13,000	3,293	25.33%
System Maint./Repairs Subtotal	\$17,165	\$540,796	\$294,900	\$675,700	\$134,904	19.97%
Fees						
State and County Fees	\$501	\$501	\$1,300	\$1,300	\$799	61.42%
Air Quality**	10,026	10,993	10,900	11,000	7	0.07%
NPDES Permit			4,000	4,000	4,000	100.00%
Haz-mat Disposal			2,000	2,000	2,000	100.00%
Haz-mat Permit	1,410	4,451	6,900	6,900	2,449	35.50%
Fees Subtotal	\$11,938	\$15,945	\$25,100	\$25,200	\$9,255	36.73%
Utilities						
Telephone/Communication	\$8,360	\$80,137	\$101,900	\$101,900	\$21,763	21.36%
District Site Utilities	2,680	27,972	36,500	36,500	8,528	23.37%
Utilities Subtotal	\$11,040	\$108,108	\$138,400	\$138,400	\$30,292	21.89%
Information Technology						
Computer Software Maint. & Agreements	\$11,276	\$46,859	\$140,500	\$140,500	\$93,641	66.65%
Computer Hardware <\$500			5,000	5,000	5,000	100.00%
Computer Software <\$500			1,000	1,000	1,000	100.00%
Information Technology Subtotal	\$11,276	\$46,859	\$146,500	\$146,500	\$99,641	68.01%
Water Efficiency						
Conservation Outreach	\$93	\$5,243	\$22,000	\$22,000	\$16,757	76.17%
Cons. Landscape Irrigation Review			2,000	2,000	2,000	100.00%
Conservation Water Waste		39	500	500	461	92.21%
Conservation Large Landscape		322	2,000	2,000	1,678	83.89%
Conservation Toilet Rebate Program	500	2,785	10,000	10,000	7,215	72.15%
Conservation Toilet Rebate Program (Reimb.)	375	1,275	7,500	7,500	6,225	83.00%
Washing Machine Rebate Program	50	200	500	500	300	60.00%
Conservation Internal Review			1,000	1,000	1,000	100.00%
Conservation Subtotal	\$1,018	\$9,864	\$45,500	\$45,500	\$35,636	78.32%
Training & Uniforms						
DMV/Physicals		\$2,871	\$8,500	\$8,500	\$5,629	66.22%
Employee Recognition Program	611	6,436	11,000	11,000	4,564	41.49%
Training, Travel and Expenses	445	7,243	20,000	20,000	12,757	63.78%
Uniforms	414	9,388	12,800	12,800	3,412	26.66%
Training & Uniforms Subtotal	\$1,470	\$25,938	\$52,300	\$52,300	\$26,362	50.41%
Board						
Election Expense			\$45,400	\$45,400	\$45,400	100.00%
Director's Fees		\$6,300	\$12,500	\$12,500	\$6,200	49.60%
Miscellaneous Board Expenses		1,374	2,500	2,500	1,126	45.04%
Travel and Seminars		25	10,000	10,000	9,975	99.75%
Board Subtotal		\$7,699	\$70,400	\$70,400	\$62,701	89.06%
Materials & Services Total	\$757,155	\$3,944,078	\$4,741,400	\$5,169,514	\$1,225,436	23.71%
GRAND TOTAL	\$1,147,717	\$7,539,988	\$9,149,700	\$9,582,064	\$2,042,076	21.31%

FAIR OAKS WATER DISTRICT
Company Consolidation
For the Ten Months Ending Thursday, October 31, 2024

	October Actual	YTD Actual	Original Annual Budget	Adjusted Annual Budget	Remaining Adjusted Budget	% Remaining Adjusted Budget
CONTINGENCY FUND	\$10,300	\$119,435	\$200,000	\$200,000	\$80,565	40.28%

*The Board approved the following Project Fund to be carried forward from 2023 to 2024 at the January 16, 2024 Regular Board Meeting.
 \$19,589.38 from Professional Services.
 \$1,000 from Vehicle Repairs.
 \$1,800 from Meter Testing Services.
 \$625 from Elevator Maintenance.

**Contingency Fund was used as follows:
 \$500 was transferred to SWRCB-Division of Drinking Water Annual Permit - Board approved on January 16, 2024.
 \$4,250 was transferred to Deferred Compensation - Board approved on January 16, 2024.
 \$29,616 was transferred to Hazel Avenue Project #2004 - Board approved on March 18, 2024.
 \$41,969 was transferred to Gum Ranch Unit 2 Project #1607 - Board approved on March 18, 2024.
 \$7,800 was transferred to Property Insurance - Board approved on August 19, 2024.
 \$2,500 was transferred to Aggregate/Sand/Gravel - Board approved on August 19, 2024.
 \$5,000 was transferred to Aggregate/Sand/Gravel - Board approved on September 18, 2024.
 \$1,000 was transferred to Equipment & Tool Rental - Board approved on August 19, 2024.
 \$7,500 was transferred to Distribution Repairs - Board approved on August 19, 2024.
 \$2,000 was transferred to Other Equipment Maintenance (E24MEMEM)- Board approved on September 16, 2024.
 \$5,000 was transferred to Other Equipment Repair - Board approved on September 16, 2024.
 \$2,000 was transferred to Other Maintenance Equipment (A24MEOM) - Board approved on September 16, 2024.
 \$100 was transferred to Fees - Air Quality (E24FEAQ) - Board approved on October 21, 2024.
 \$8,900 was transferred to Surface Water Supply, SJWD (E24WSWAT) - Board approved on October 21, 2024.

***Reserve Fund was used as follows:
 \$325,000 was transferred to Damages for the Transmission Main Break Repair on Pershing Ave. and Chestnut Ave. - Board approved on May 20, 2024. FOWD received \$216,339.85 from the insurance company on 9/11/2024 for this project. Upon reconciliation of the damages project \$39,799.85 was allocated to damages and \$176,540 was returned to reserves.

November 18, 2024
Staff Report Briefing Materials
AGENDA ITEM III.5
Approval of Warrants

AGENDA ITEM III.5

REGULAR Board Meeting on November 18, 2024

To: Board of Directors
 From: Tom R. Gray
 Date: November 6, 2024
 Subject: Approval of Warrants

Recommendations:

Warrants

Board of Directors approve the attached invoices listed below and authorize signing of warrants.

ACWA JPIA	
<i>Benefits - health, dental, vision, life, and Employee Assistance Program</i>	\$ 65,743.93
ACWA JPIA	
<i>2024-2025 Liability Contribution (General and Auto)</i>	165,186.97
Central Valley Engineering & Asphalt, Inc.	
<i>Paving</i>	58,885.88
Flowline Contractors, Inc.	
<i>New York Avenue Steel Main Replacement Phase I -Billing #3</i>	126,999.33
Cogsdale	
<i>Microsoft Dynamics Services for 2025</i>	63,514.74
Total Warrants	\$ 480,330.85



Tom R. Gray, General Manager



Fair Oaks Water District, 000532
Coverage Month: December 2024

Invoice Number: 0704367

Invoice Date: 11/01/2024

	Medical	Dental	Vision	Life	EAP	Totals
Insured Employees	28	28	28	28	28	
Previous Balance						\$63,190.98
Payment						(\$63,190.98)
Past Due Balance						\$0.00
Current Period Premium	\$61,169.95	\$2,832.55	\$679.00	\$991.07	\$69.44	\$65,742.01
Adjustment	\$0.00	\$0.00	\$0.00	\$1.92	\$0.00	\$1.92
Benefit Totals	✓ \$61,169.95	✓ \$2,832.55	✓ \$679.00	✓ \$992.99	✓ \$69.44	\$65,743.93
Total Due 12/01/2024						\$65,743.93

*Rsimon
11/4/2024*

Important Reminders

Visit www.jpia.bswift.com to download invoices, make enrollment changes, run reports and more.

Qualifying events for permitted changes outside the open enrollment period include: Divorce or legal separation, loss of coverage under a spouse's plan, death of spouse or dependent, marriage, birth or adoption.

Benefit elections must be entered into bswift within 31 days of the benefits effective date. The only exception is COBRA, which may be elected within 60 days.

If you have questions about your invoice or the bswift system, call us at 800-736-2292 or email benefits@acwajpia.com.

Thank you for choosing ACWA JPIA.

CY Budget: \$ 1,001,350.00 Project No: E24811NS
 Expenses TD: \$ 807,995.05 Cost Cat: VARIOUS
 Committed Cost: \$ 0 Avail Budget: 1,073,354.95
 Completed By: Rsimon Date: 11/4/2024
 Authorized By: _____ Date: _____
 Authorized By: JRS Date: 11-07-2024

Keep this summary for your records.

ep 11/4/24

Please mail this payment stub with your check or money order made payable to: ACWA JPIA

Please remit to:
ACWA JPIA
PO Box 619082
Roseville, CA 95661-9082

Or
ACH to:
California Bank & Trust

Make checks payable to ACWA JPIA. Please pay the invoiced amount.

Any unpaid portion that becomes more than 60 days past due will be subject to a 1% late charge each month.

Please pay separately from other JPIA programs.

Fair Oaks Water District
10326 Fair Oaks Blvd
Fair Oaks, CA 95628

Client Code	532
Payment Due Date	12/01/2024
Total Due on or before 12/01/2024	\$65,743.93

Invoice Number: 0704367

Invoice Date: 11/01/2024

*Rsimon
11/4/2024
JRS
11-07-2024*

* Please include Invoice # on Addenda

AUTO and GENERAL LIABILITY PROGRAM FOR POLICY YEAR 10/01/2024 - 10/01/2025

Member # F001

Fair Oaks Water District

10326 Fair Oaks
Fair Oaks, CA 95628

Invoice Number: 581
Invoice Date: 10/28/2024
Due Date: UPON RECEIPT

DESCRIPTION :

Contribution for the 10/1/2024-2025 Policy Year

\$165,186.97

*APR
11-07-2024*

**WILL BE DELINQUENT AND SUBJECT TO PENALTY AND INTEREST
CHARGES, IF NOT PAID OR POST MARKED BY 12/31/2024**

ACH Instructions - Please Remit in US Dollars
California Bank & Trust
520 Capitol Mall, Suite 100
Sacramento, CA 95814



PLEASE MAKE CHECK PAYABLE TO:
ACWA JOINT POWERS INSURANCE AUTHORITY

**Need additional
funding **

CY Budget: \$ 115,000.00 Project No: E24 INAUT
Expenses ID: \$ 4,246.56 Cost Categ: Auto Gen. Liab.
Committed Cost: \$ 0 Avail Budget: 110,753.41
Completed By: Antitpal Date: 11/06/24
Authorized By: JRA Date: 11-07-2024
Authorized By: JRA Date: 11-07-2024

Central Valley Engineering & Asphalt, Inc.
216 Kenroy Lane
Roseville, CA 95678

<u>Invoice #</u>	<u>Dated</u>	<u>Amount</u>
20667	11/5/2024	\$ 28,655.88
20668	11/5/2024	10,664.00
20671	11/5/2024	9,818.00
20669	11/5/2024	7,512.00
20670	11/5/2024	2,236.00
Total		<u>\$ 58,885.88</u>

JR
11-07-2024

Central Valley Engineering & Asphalt, Inc.
 216 Kenroy Lane
 Roseville, CA 95678
 Phone: 916-791-1609



Invoice 20667

Bill to: Fair Oaks Water District 10326 Fair Oaks Boulevard Fair Oaks, CA 95628-7187	Job: 23205 FOWD 2023 Patch List
---	------------------------------------

Invoice #: 20667 Date: 11/05/24 Payment Terms: Net Due Upon Receipt Customer Code: FAIOAK	Customer P.O. #: 000009237 Salesperson:
--	--

Remarks: Withrow Ct. & Green Oak Ct., Fair Oaks, CA

Quantity	Description	U/M	Unit Price	Extension
2,458.000	R&R with 2" HMA	SF	9.860	24,235.88
220.000	R&R 220 SF of 4" plugs	SF	12.000	2,640.00
1.000	Traffic Control	DAY	1,780.000	1,780.00
Total:				28,655.88
Current Due:				28,655.88

✓ BS

OK to pay - NK

close PO

APPROVED
 BY: JH DATE: 11-07-2024

PO Number: 9237 (line 3)
 RCT Number: _____
 INVENTORY
 NON INVENTORY

Central Valley Engineering & Asphalt, Inc.
 216 Kenroy Lane
 Roseville, CA 95678
 Phone: 916-791-1609



Invoice 20668

Bill to: Fair Oaks Water District 10326 Fair Oaks Boulevard Fair Oaks, CA 95628-7187	Job: 23205 FOWD 2023 Patch List
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Invoice #: 20668 Date: 11/05/24 Payment Terms: Net Due Upon Receipt Customer Code: FAIOAK	Customer P.O. #: 000009238 Salesperson:
--	--

Remarks: Oahu, Wissam, New York Ave, Santa Susana, Hale Ranch Ln

Quantity	Description	U/M	Unit Price	Extension
44.000	8231 Oahu Dr: 4" Plug	SF	12.000	528.00
85.000	8231 Oahu Dr: 1.5" Matgrind	SF	12.000	1,020.00
270.000	7439 Wisam Ct.: 4" Plug	SF	12.000	3,240.00
30.000	4640 New York Ave: 4" Plug	SF	12.000	360.00
56.000	4640 New York Ave: 1.5" Matgrind	SF	12.000	672.00
200.000	4640 New York Ave: Sand Seal	SF	0.400	80.00
72.000	7404 Santa Susana: 4" Plug	SF	12.000	864.00
156.000	7404 Santa Susana: 1.5" Matgrind	SF	12.000	1,872.00
169.000	4371 Hale Ranch Lane: 4" Plug	SF	12.000	2,028.00

Total: 10,664.00
Current Due: 10,664.00

work complete, ok to pay - NK

APPROVED
 BY: *[Signature]* DATE: 11-07-2024

PO Number: 9238
 RCT Number: _____
 INVENTORY
 NON INVENTORY

Central Valley Engineering & Asphalt, Inc.
 216 Kenroy Lane
 Roseville, CA 95678
 Phone: 916-791-1609



Invoice 20671

Bill to: Fair Oaks Water District 10326 Fair Oaks Boulevard Fair Oaks, CA 95628-7187	Job: 23205 FOWD 2023 Patch List
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Invoice #: 20671 Date: 11/05/24 Payment Terms: Net Due Upon Receipt Customer Code: FAIOAK	Customer P.O. #: 000009053 Salesperson:
--	--

Remarks: Ravine View Lane

Quantity	Description	U/M	Unit Price	Extension
238.000	5200 Ravine View Ln: 4" Plug ✓ BS	SF	12.000	2,856.00
118.000	5200 Ravine View Ln: Sidewalk ✓ BS	SF	32.000	3,776.00
12.000	5200 Ravine View Ln: Curb & Gutter ✓ BS	LF	250.000	3,000.00
62.000	5200 Ravine View Ln: Saw Cut ✓ BS	SF	3.000	186.00

Total: 9,818.00

Current Due: 9,818.00

OK to pay - NK

close PO

APPROVED
 BY: JRY DATE: 11-07-2024

PO Number: 9280
 RCT Number: _____
 INVENTORY
 NON INVENTORY

Central Valley Engineering & Asphalt, Inc.
 216 Kenroy Lane
 Roseville, CA 95678
 Phone: 916-791-1609



Invoice 20669

Bill to: Fair Oaks Water District 10326 Fair Oaks Boulevard Fair Oaks, CA 95628-7187	Job: 23205 FOWD 2023 Patch List
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Invoice #: 20669 Date: 11/05/24 Payment Terms: Net Due Upon Receipt Customer Code: FAIOAK	Customer P.O. #: 000009237 Salesperson:
--	--

Remarks: Tall Oak Lane & Sunset Ave.

Quantity	Description	U/M	Unit Price	Extension
72.000	5312 Tall Oak Lane: 4" Plug	SF	12.000	864.00
204.000	8001 Sunset Ave: 4" Plug	SF	12.000	2,448.00
350.000	8001 Sunset Ave: 1.5" Matgrind	SF	12.000	4,200.00
			Total:	7,512.00
			Current Due:	7,512.00

OK to pay-NK

close PO

APPROVED
 BY: *[Signature]* DATE: 11-07-24

PO Number: 9237 (lines 1 & 2)
 RCT Number: _____
 INVENTORY
 NON INVENTORY

Central Valley Engineering & Asphalt, Inc.
 216 Kenroy Lane
 Roseville, CA 95678
 Phone: 916-791-1609



Invoice 20670

Bill to: Fair Oaks Water District 10326 Fair Oaks Boulevard Fair Oaks, CA 95628-7187	Job: 23205 FOWD 2023 Patch List
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Invoice #: 20670 Date: 11/05/24 Payment Terms: Net Due Upon Receipt Customer Code: FAIOAK	Customer P.O. #: 000009244 Salesperson:
--	--

Remarks: Valonia Street

Quantity	Description	U/M	Unit Price	Extension
78.000	5204 Valonia St: 4" Plug ✓ BS	SF	12.000	936.00
104.000	5204 Valonia St: 1.5" Matgrind ✓ BS	SF	12.000	1,248.00
130.000	5204 Valonia St: Sand Seal ✓ BS	SF	0.400	52.00
Total:				2,236.00
Current Due:				2,236.00

OK to pay - NK

close PO

APPROVED

BY: JKY DATE: 11-07-2024

PO Number: 9244
 RCT Number: _____
 INVENTORY
 NON INVENTORY



6560 Asher Lane
SACRAMENTO, CA 95828
(916) 383-7525

CA CONTRACTORS LICENSE NO.: 697400

November 1, 2024

INVOICE # 24014-003

Blake Chetcuti
Fair Oaks Water District
10326 Fair Oaks Blvd
Fair Oaks, CA 95628

RE: Fair Oaks Water District - New York Avenue, Phase 1 - Billing #3

Attn: Mr. Chetcuti

The following is our billing for work completed as of October 31st, 2024, for the above referenced project:

CY Budget: \$ 2,132,000 Project No: C24TDNYASW
Expenses ID: \$ 603,451.85 Cost Categ: Contractor
Committed Cost: \$ 1,554,527 Avail Budget: 1,526,986.63
Completed By: Blake Chetcuti Date: 11/5/24
Authorized By: _____ Date: _____
Authorized By: JRH Date: 11-07-2024

Project # C24TDNYASW

#126,999³³

Contract # PO #: WORK ORDER #:

ITEM DESCRIPTION	BID QTY	U/M	UNIT PRICE	CONTRACT TOTAL	MONTH		%	TOTAL		%		
					QTY	U/M		QTY	U/M		TOTAL	TOTAL TO DATE
A1 Installation of 12" ductile iron pipe (Cl.350 TJ)	1810	LF	\$167.00	\$302,270.00	0	LF	\$0.00	0%	1810	LF	\$302,270.00	100%
A2 Installation of 8" ductile iron pipe (Cl.350)	55	LF	\$502.00	\$27,610.00	0	LF	\$0.00	0%	20	LF	\$10,040.00	36%
A3 Installation of 6" fire hydrant	4	EA	\$18,005.00	\$72,020.00	0	EA	\$0.00	0%	4	EA	\$72,020.00	100%
A4 Installation of 1" water service, reconnecting to existing meter setter	19	EA	\$4,739.00	\$90,041.00	5	EA	\$23,695.00	26%	19	EA	\$90,041.00	100%
A5 Installation of 1.5" water service, reconnecting to existing meter setter	3	EA	\$6,019.00	\$18,057.00	2	EA	\$12,038.00	67%	3	EA	\$18,057.00	100%
A6 Installation of new 2" water service to New York Well Site - complete service	1	EA	\$8,742.00	\$8,742.00	0	EA	\$0.00	0%	1	EA	\$8,742.00	100%
A7 Installation of 2" water service and reconnection to existing meter setter	1	EA	\$8,210.00	\$8,210.00	0	EA	\$0.00	0%	1	EA	\$8,210.00	100%
A8 Installation of 1" air and vacuum release valve (AVRV)	2	EA	\$8,361.00	\$16,722.00	0	EA	\$0.00	0%	2	EA	\$16,722.00	100%
A9 POC installation station 23+21 (Tie-In)	1	LS	\$23,536.00	\$23,536.00	1	LS	\$23,536.00	100%	1	LS	\$23,536.00	100%
A10 POC installation station 30+16 (Tie-In)	1	LS	\$16,494.00	\$16,494.00	1	LS	\$16,494.00	100%	1	LS	\$16,494.00	100%
A11 POC installation station 30+74 (Tie-In)	1	LS	\$16,502.00	\$16,502.00	1	LS	\$16,502.00	100%	1	LS	\$16,502.00	100%
A12 POC installation station 32+69 (Tie-In)	1	LS	\$20,797.00	\$20,797.00	1	LS	\$20,797.00	100%	1	LS	\$20,797.00	100%
A13 Potholing at crossings with existing utilities	1	LS	\$37,971.00	\$37,971.00	0	LS	\$0.00	0%	1	LS	\$37,971.00	100%
A14 Disinfection, flushing, and pressure testing, in accordance with the FOWD standards	1	LS	\$5,840.00	\$5,840.00	0.5	LS	\$2,920.00	50%	1	LS	\$5,840.00	100%
A15 Abandonment/removal and disposal of existing water facilities as called on the plan and as needed per site condition	1	LS	\$7,283.00	\$7,283.00	1	LS	\$7,283.00	100%	1	LS	\$7,283.00	100%
A16 Traffic control plan	1	LS	\$5,933.00	\$5,933.00	0	LS	\$0.00	0%	1	LS	\$5,933.00	100%
A17 Erosion and sediment control as needed and as per Sacramento County requirements	1	LS	\$2,287.00	\$2,287.00	0	LS	\$0.00	0%	1	LS	\$2,287.00	100%
A18 Retirement of Fire Hydrants	4	LS	\$1,307.00	\$5,228.00	4	LS	\$5,228.00	100%	4	LS	\$5,228.00	100%
A19 Mechanical Joint Elbows	11	EA	\$1,317.00	\$14,487.00	0	EA	\$0.00	0%	0	EA	\$0.00	0%
A20 Mobilization/Demobilization	1	LS	\$20,762.00	\$20,762.00	0.25	LS	\$5,190.50	25%	0.75	LS	\$15,571.50	75%
A21 Overhead/Bonding/Insurance	1	LS	\$13,932.00	\$13,932.00	0	LS	\$0.00	0%	1	LS	\$13,932.00	100%
P1 Pavement and asphalt restoration per Sac. County specifications and standards	22000	SF	\$8.27	\$181,940.00	0	SF	\$0.00	0%	0	SF	\$0.00	0%
P2 Slurry seal per Sac. County specifications and standards	22000	SF	\$2.39	\$52,580.00	0	SF	\$0.00	0%	0	SF	\$0.00	0%
P3 Street marking restoration per Sacramento County requirements	1	LS	\$21,712.00	\$21,712.00	0	LS	\$0.00	0%	0	LS	\$0.00	0%

P4 Sidewalk, curb and gutter, and driveway replacement per Sac. County specifications and standards	100 SF	\$51.00	\$5,100.00	0 SF	\$0.00	0%	0 SF	\$0.00	0%
Change Order									
NA Additional Potholes/Not Shown on Plans	7 EA	\$675.00	\$4,725.00	0 EA	\$0.00	0%	7 EA	\$4,725.00	100%
NA Traffic Control for Additional Potholes/Not Shown on Plans	1 LS	\$1,925.00	\$1,925.00	0 LS	\$0.00	0%	1 LS	\$1,925.00	100%

Subtotal & Percentage Completed	\$133,683.50	13%	\$704,126.50	70%
Less 5% Retention	<u>\$6,684.18</u>		<u>\$35,206.33</u>	
Subtotal	\$126,999.33		\$668,920.18	
Less Previous Billings	\$ -		<u>\$541,920.85</u>	
TOTAL DUE THIS INVOICE	<u>\$126,999.33</u>		<u>\$126,999.33</u>	

Contract Amount:	\$996,056.00	
Change Orders to Date:	\$6,650.00	
Contract Amount with Change Orders:	\$1,002,706.00	
Total Completed to Date:	<u>\$704,126.50</u>	70.2%
Balance of Contract:	<u>\$298,579.50</u>	29.8%

Bill To

Fair Oaks Water District
Shawn Huckaby
PO Box 640
Fair Oaks, CA 95628
USA

Ship To

Fair Oaks Water District
Shawn Huckaby
PO Box 640
Fair Oaks, CA 95628
USA

Purchase order No	Customer ID.	Salesperson ID	Shipping Method	Payment Terms
	FAIR01		LOCAL DELIVERY	MN JAN

Ordered	Item Number	Description	Unit Price	Ext Price
1.00	PROP-CSM	FAIR100 CSM: 1/1/2025 to 12/31/2025	US\$43,725.44	US\$43,725.44
1.00	PROP-CSM	FAIR101 CSM (1,500) Locations (QUO-5020): 1/1/2025 to 12/31/2025	US\$2,406.79	US\$2,406.79
1.00	TPM-GP-CIS	FAIR102 Microsoft Dynamics GP Software: 1/1/2025 to 12/31/2025	US\$15,265.31	US\$15,265.31
1.00	SUBS REV	FAIR103 eOne - SmartList Builder: 1/1/2025 to 12/31/2025	US\$1,117.20	US\$1,117.20
1.00	HCTC	HCTC Exclusive Pricing for 2025 Admission: 1/1/2025 to 12/31/2025	US\$1,000.00	US\$1,000.00

CY Budget: \$ 140,500 Project No: E24ITCC
 Expenses TD: \$ 50,571 Cost Categ: COGSDALE BILLING
 Committed Cost: \$ 15,636 Avail Budget: 74,293
 Completed By: SHAWN Date: 10/30/2024
 Authorized By: Shawn Huckaby Date: 10/30/2024
 Authorized By: [Signature] Date: 10-31-2024

Subtotal	US\$63,514.74
Misc	US\$0.00
Tax	US\$0.00
Freight	US\$0.00
Trade Discount	US\$0.00
Total	US\$63,514.74

Invoice Questions? Please call Ekta Kanani at 613-223-0581 OR e-mail ekanani@harriscomputer.com

[Handwritten Signature]
10-31-2024

November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM III.6

Approval of Cal-Card Statements for the month of October 2024

AGENDA ITEM III.6

REGULAR Board Meeting on November 18, 2024

To: Board of Directors
From: Tom R. Gray
Date: November 8, 2024
Subject: Approval of Cal-Card Statement

Recommendation:

None.

Discussion:

Attached you will find the Cal-Card statement summary for the period ending October 22, 2024.

Policy Implications:

None.

Fiscal Impact:

None.

Cal-Card Statement
Cal-Card Summary of Charges
Closing Statement Ending October 22, 2024

<u>Date</u>	<u>Merchant Name</u>	<u>Amount</u>	<u>Description</u>	<u>Personnel</u>
9/23/2024	Staples	\$ 100.30	Office Equipment	Staff
9/24/2024	Batteries Plus	26.93	District Site Maintenance	Staff
9/26/2024	Amazon	8.93	Office Supplies	General Manager
9/26/2024	Adobe	262.43	Adobe Subscription	Staff
9/27/2024	Staples	138.98	Office Supplies	Staff
9/27/2024	Staples	641.10	Office Equipment	Staff
9/27/2024	Staples	492.41	Toner	Staff
9/27/2024	Indeed Jobs	502.58	Recruitment	Staff
9/28/2024	Amazon	53.86	Office Supplies	Staff
9/28/2024	Staples Inc.	354.59	Toner	Staff
9/29/2024	Staples	89.94	Kitchen Supplies	Staff
9/30/2024	Home Depot	168.13	Maintenance Supplies	Staff
9/30/2024	Brunt Workwear	206.34	Safety Boots	Staff
10/1/2024	Pitney Bowes	286.16	Postage Machine Supplies	Staff
10/1/2024	Hansen International, Inc.	101.00	Vehicle Repair	Staff
10/1/2024	Swisco, Inc.	49.49	District Site Maintenance	Staff
10/1/2024	Sprouts Farmers Markets	51.56	Employee Recognition	Staff
10/2/2024	Indeed Jobs	54.83	Recruitment	Staff
10/3/2024	Allpadlocks.Com	526.97	Maintenance Supplies	Staff
10/3/2024	Sacramento County Parks	203.00	Employee Recognition	Staff
10/3/2024	New Answernet, Inc.	171.00	Answering Service	Staff
10/3/2024	Kiefer Landfill/County of Sac.	61.05	District Site Maintenance	Staff
10/7/2024	CDL Online, LLC.	225.00	Certifications	Staff
10/8/2024	Sam's Club	239.61	Kitchen/Janitorial Supplies	Staff
10/8/2024	Gettysburg Flag	140.04	Office Furniture	Staff
10/8/2024	Sam's Club	171.40	Employee Recognition	Staff
10/8/2024	Sam's Club	92.86	Employee Recognition	Staff
10/9/2024	Target	151.86	Janitorial Supplies	Staff
10/9/2024	Home Depot	209.16	Tools	Staff
10/9/2024	Target	13.03	Employee Recognition	Staff
10/10/2024	Staples	172.11	Office Supplies/Toner	Staff
10/10/2024	Nespresso USA, Inc.	54.00	Kitchen Supplies	Staff
10/10/2024	USPS	8.08	Postage	Staff
10/10/2024	Noah's Bagels	22.28	Employee Recognition	Staff

<u>Date</u>	<u>Merchant Name</u>	<u>Amount</u>	<u>Description</u>	<u>Personnel</u>
10/11/2024	Swisco, Inc.	129.36	District Site Maintenance	Staff
10/11/2024	Ace Hardware Corporation	150.83	Tools	Staff
10/13/2024	Staples	341.76	Toner	Staff
10/14/2024	Target	15.00	Janitorial Supplies	Staff
10/14/2024	Digicert	309.00	Computer Software Renewal	Staff
10/17/2024	O'Reilly	16.46	Equipment Maintenance	Staff
10/17/2024	Staples	314.81	Office Equipment	Staff
10/18/2024	Pape D.W. Inc.	584.87	Equipment Repair	Staff
TOTAL		<u>\$ 7,913.10</u>		

November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM III.7

Accept and File Board Expense Report for the month of October 2024

AGENDA ITEM III.7

REGULAR Board Meeting on November 18, 2024

To: Board of Directors
From: Chi Ha-Ly
Date: November 6, 2024
Subject: Approval of Board Expense Report for the month of October 2024

Recommendation:

None.

Discussion:

Attached you will find the Board Expense Report for the month of October 2024.

Policy Implications:

None as a result of recommended action.

Fiscal Impact:

None as a result of recommended action.

Board of Directors
Expense Reimbursement Summary
Monthly Activity - October 2024

Name	Meeting Date	Description	Date Paid	Compensation	Reimbursed Expenses	District Expenses
------	--------------	-------------	-----------	--------------	---------------------	-------------------

NO PAYMENTS MADE IN OCTOBER

Board of Directors
Expense Reimbursement Summary
Monthly Activity - October 2024

October 2024 RECAP

Name	Meeting Month	Meetings Attended (Paid)	Month Paid	Compensation	Reimbursed Expenses	District Expenses
Dolby		0		\$ -	\$ -	\$ -
Marx		0		-	-	-
McRae		0		-	-	-
Petersen		0		-	-	-
Sarkovich		<u>0</u>		-	-	-
TOTAL		0		\$ -	\$ -	\$ -

Year-to-Date RECAP

Name	Meetings Attended (Paid)	Compensation	Reimbursed Expenses	District Expenses
Dolby	11	\$ 1,100.00	\$ -	\$ -
Marx	18	1,800.00	-	-
McRae	11	1,100.00	-	-
Petersen	12	1,200.00	-	-
Sarkovich	<u>11</u>	<u>1,100.00</u>	-	-
TOTAL	63	\$ 6,300.00	\$ -	\$ -

November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM IV.1

**Correspondence dated November 4, 2024 from the County of Sacramento Voter
Registration and Elections Office – FOWD Division 1 Recall Effort Fails**

Voter Registration & Elections
Hang Nguyen
Director



County of Sacramento

Divisions
Administrative Services
Campaign Services
Precinct Operations
Registration & Outreach
Vote by Mail
Voting Systems & Technology

COPY

RECEIVED
BY: [Signature]
DATE: 11-04-2024

November 4, 2024

Christian Petersen



Dear Mr. Christian Petersen:

The Recall Petition for Christian Petersen, Fair Oaks Water District Director, Division 1, was approved on August 5, 2024 for circulation. The deadline for submittal was November 3, 2024, by 5:00 pm. The recall petition was not received in our office by the deadline. **Therefore, the petition has failed.**

If the proponent wishes to pursue the recall, the proponent will need to start the process over. Please contact our office if you have any questions.

Sincerely yours,

Karalyn Fox
Voter Registration and Outreach Manager
voterinfo@saccounty.gov
(916) 875-6451

November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM IV.2

**Correspondence dated November 4, 2024 from the County of Sacramento Voter
Registration and Elections Office – FOWD Division 2 Recall Effort Fails**

Voter Registration & Elections
Hang Nguyen
Director



County of Sacramento

Divisions
Administrative Services
Campaign Services
Precinct Operations
Registration & Outreach
Vote by Mail
Voting Systems & Technology

COPY

RECEIVED
BY: [Signature]
DATE: 11-04-2024

November 4, 2024

Michael McRae



Dear Mr. Michael McRae:

The Recall Petition for Michael McRae, Fair Oaks Water District Director, Division 2, was approved on August 5, 2024 for circulation. The deadline for submittal was November 3, 2024, by 5:00 pm. The recall petition was not received in our office by the deadline. **Therefore, the petition has failed.**

If the proponent wishes to pursue the recall, the proponent will need to start the process over. Please contact our office if you have any questions.

Sincerely yours,

Karalyn Fox
Voter Registration and Outreach Manager
voterinfo@saccounty.gov
(916) 875-6451

November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM VI.1

Discussion and possible action on FOWD Resolution No. 24-03: “A Resolution of the Board of Directors of the Fair Oaks Water District Opposing the Proposed Merger of the San Juan Water District and Sacramento Suburban Water District”

RESOLUTION NO. 24-03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
FAIR OAKS WATER DISTRICT**

**OPPOSING THE PROPOSED MERGER OF THE SAN JUAN WATER DISTRICT AND
SACRAMENTO SUBURBAN WATER DISTRICT**

WHEREAS, in 1954 the ratepayers of the Fair Oaks Water District (FOWD) and Citrus Heights Water District (CHWD) helped form the San Juan Water District (SJWD) and purchase the water rights and existing water facilities of the North Fork Ditch Company for the benefit of the SJWD service area; and

WHEREAS, the entire FOWD service area and entire CHWD service area are within the boundaries of the SJWD service area; and

WHEREAS, the FOWD and CHWD represent a majority of SJWD customers; and

WHEREAS, the combination of the surface water rights obtained from the purchase of North Fork Ditch Company assets and groundwater assets within the SJWD service area are sufficient to meet the ultimate water demands of the existing SJWD service area; and

WHEREAS, the FOWD and CHWD see access and protection to access to SJWD “Water Right Water” (WRW) as a top priority for its ratepayers; and

WHEREAS, multiple studies and reports completed analyzing the merger of the SJWD and Sacramento Suburban Water District (SSWD) have not demonstrated significant benefit to the FOWD and CHWD.

NOW, THEREFORE, the Board of Directors of the Fair Oaks Water District hereby finds, determines, declares, and resolves as follows:

1. The significant components of a potential merger of the SJWD and SSWD are known, and additional analysis is not necessary; and
2. It will benefit all SJWD customers to immediately stop spending SJWD resources on additional analysis of a merger with SSWD and other merger related activities; and
3. A merger between SJWD and SSWD will result in a loss of governance/local control of the wholesale agency, including its water supply and other assets, by communities within the existing SJWD due to SSWD’s service area population being larger than the existing SJWD service area population; and
4. Existing water supply agreements between SJWD Wholesale Customer Agencies (WCAs) do not protect WRW in perpetuity for the WCAs in the event of a merger between SJWD and SSWD; and

DRAFT

5. The potential benefits of a merger between the SJWD and SSWD are not worth the long-term impacts of sharing existing WRW with SSWD; and
6. The potential benefits of a merger between the SJWD and SSWD for all SJWD customers can be obtained through collaborative operations and agreements; and
7. The FOWD Board of Directors and CHWD Board of Directors, representing a majority of SJWD customers, agree with and support the content of this resolution.

I certify that the foregoing Resolution was adopted by the Board of Directors of the Fair Oaks Water District at a regular meeting held on the 18th day of November 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Chris Petersen, President
Board of Directors

ATTEST:

Tom R. Gray, General Manager / Secretary

November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM VI.2

**Discussion and possible action on the approval of an updated FOWD Salary
Schedule**



2024 Fair Oaks Water District – Salary Ranges

TITLE	ANNUAL PAY RANGE
Assistant General Manager (E)	\$137,000.00 to \$195,000.00
Operations Manager (E) Technical Services Manager (E)	\$125,590.00 to \$172,120.00
Finance Manager (E)	\$120,952.00 to \$160,493.00
Operations Superintendent (E) Engineer (E)	\$96,678.40 to \$130,540.80
Human Resource Administrator (E) Maintenance Supervisor (E) Operations Supervisor (E) Water Supply Operator (E) Assistant Engineer (E)	\$85,571.20 to \$115,502.40
Sr. Financial Analyst Sr. Water Quality Technician Junior Engineer	\$77,979.20 to \$105,289.60
Construction Inspector Distribution System Operator IV Information Technology Technician Water Quality Technician Distribution	\$72,092.80 to \$97,344.00
Distribution System Lead Worker Distribution System Operator III Field Customer Service Lead Worker Maintenance Lead Worker	\$66,372.80 to \$89,564.80
Accounting Specialist Customer Service Administrative Specialist Financial Analyst Financial Analyst Customer Service Technology Specialist Customer Service Water Efficiency Specialist	\$59,529.60 to \$80,329.60
Customer Service Representative II Distribution System Operator II Field Customer Service Representative II Inventory Technician	\$55,827.20 to \$75,358.40
Distribution System Operator I Field Customer Service Representative I	\$48,484.80 to \$65,478.40
Customer Service Representative I	\$44,408.00 to \$59,904.00
Employment by Contract	
General Manager (E)	\$170,830.00 to \$230,630.00

November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM VI.3

Discussion on FOWD Water Supply for the month of October 2024

AGENDA ITEM VI.3

REGULAR Board Meeting on November 18, 2024

To: Board of Directors
 From: Paul Siebensohn
 Date: November 8, 2024
 Subject: Discussion on FOWD Water Supply for the month of October 2024

Recommendation:

None.

Discussion:

According to the Accuweather.com website, the recorded average daily temperature in October 2024 was 67.5° F, which is 5.5 degrees above the historic average of 62° F for October. Precipitation for October 2024 was recorded at 0.12” according to the Department of Water Resources Chicago rain station located in Fair Oaks.

The wholesale connections provided **944.14** AC-FT (89.9%) of surface water and FOWD groundwater wells produced **106.49** AC-FT (10.1%) to meet the total water demand of **1,050.63** AC-FT.

A graph of total consumption to date versus projected budget target is found in Exhibit A.

A graph of groundwater and surface water use in 2024 to date is found in Exhibit B.

Both the FO-40 and CTP wholesale connections remained open to provide surface water supply to the District.

According to the data provided by SJWD, the recorded volumes from wholesale connections are:

	Forward <u>Flow, AC-FT</u>	Reverse <u>Flow, AC-FT</u>	<u>Total, AC-FT</u>
CTP Connection	581.64	0.00	581.64
FO-40 (39”)	362.50	0.00	362.50
TOTAL FROM SJWD	944.14	0.00	944.14

The average daily flow from wholesale connections for the month of October 2024 was recorded at 6,943 GPM (9.99 million gallons per day).

The maximum day water demand was reached on October 13, 2024, and was recorded at approximately 12.75 million gallons (MG) with the wholesale connections providing 11.64 MG and FOWD groundwater wells providing 1.11 MG. The minimum day water demand was recorded on October 31, 2024, at 8.50 MG. The average day demand was calculated at 11.03 MG.

The 10-year total average water use for the month of October is 885.19 AC-FT and October 2013 total water demand was recorded at 1,118 AC-FT. The October 2024 total water demand of 1,050.63 AC-FT

represents an increase of 18.7% from the October 10-year average, a 6.03% decrease from October 2013 consumption, and an 22.16% increase from 2023 consumption.

During the month of October 2024, all wells performed in accordance with the approved operations plan.

The Skyway Tank and Booster Station operated within normal parameters and in accordance with the seasonal operational schedule.

The production breakdown per groundwater source for the month of October 2024 was:

Town Well	–	23.48 AC-FT
Heather Well	–	10.77 AC-FT
Northridge Well	–	4.30 AC-FT
Madison Well	–	38.97 AC-FT
Skyway Well	–	<u>28.97 AC-FT</u>
TOTAL GROUNDWATER		106.49 AC-FT

A graph of the production of each well to date may be found in Exhibit D.

The water distribution system and water supply facilities performed within design parameters during October. District staff produced water supply in accordance with FOWD Board direction for all of October 2024.

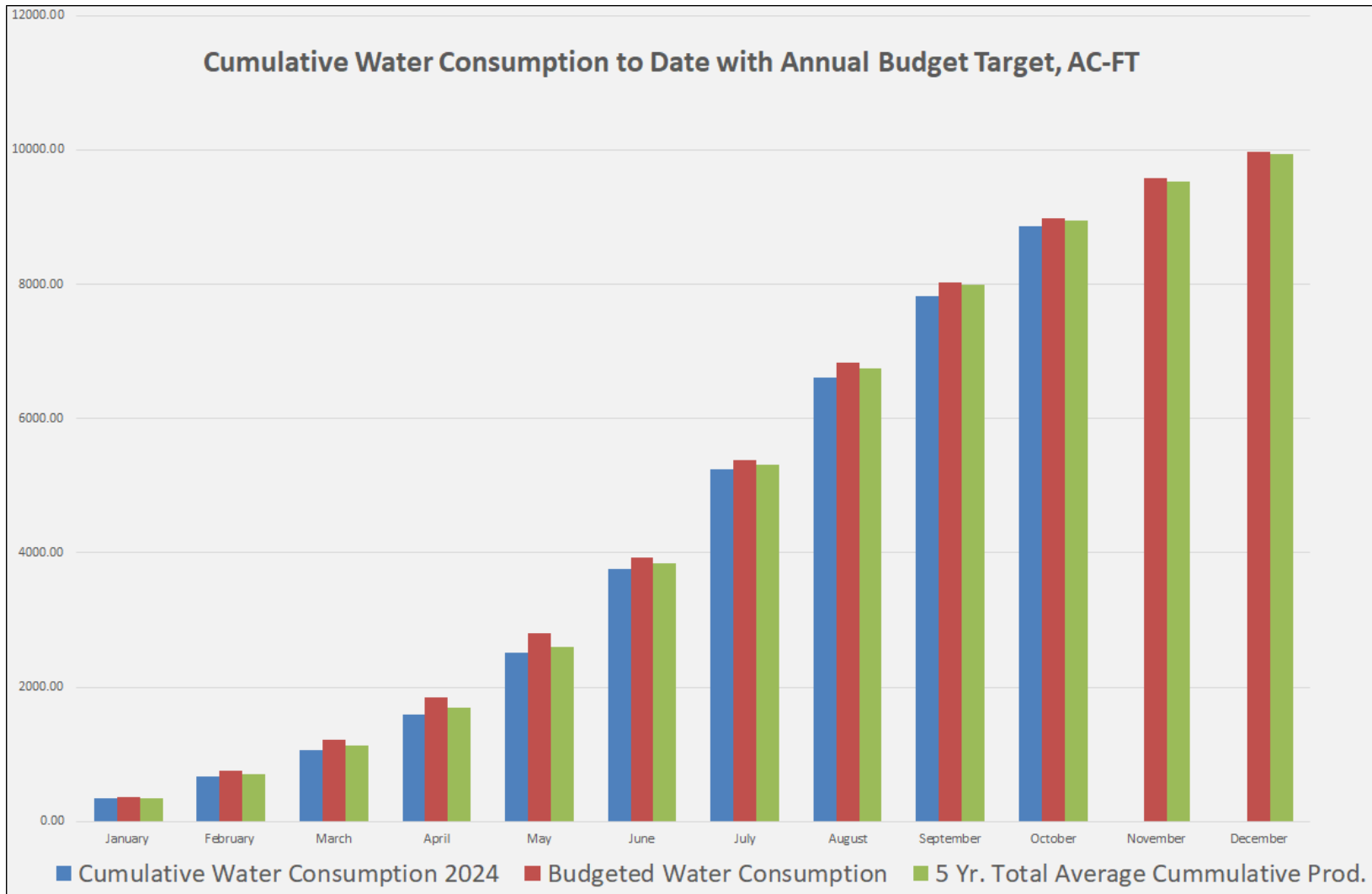
A graph of water consumption per month for 2013, 2023, and 2024 with average trendline is displayed in Exhibit C.

Fiscal Impact:

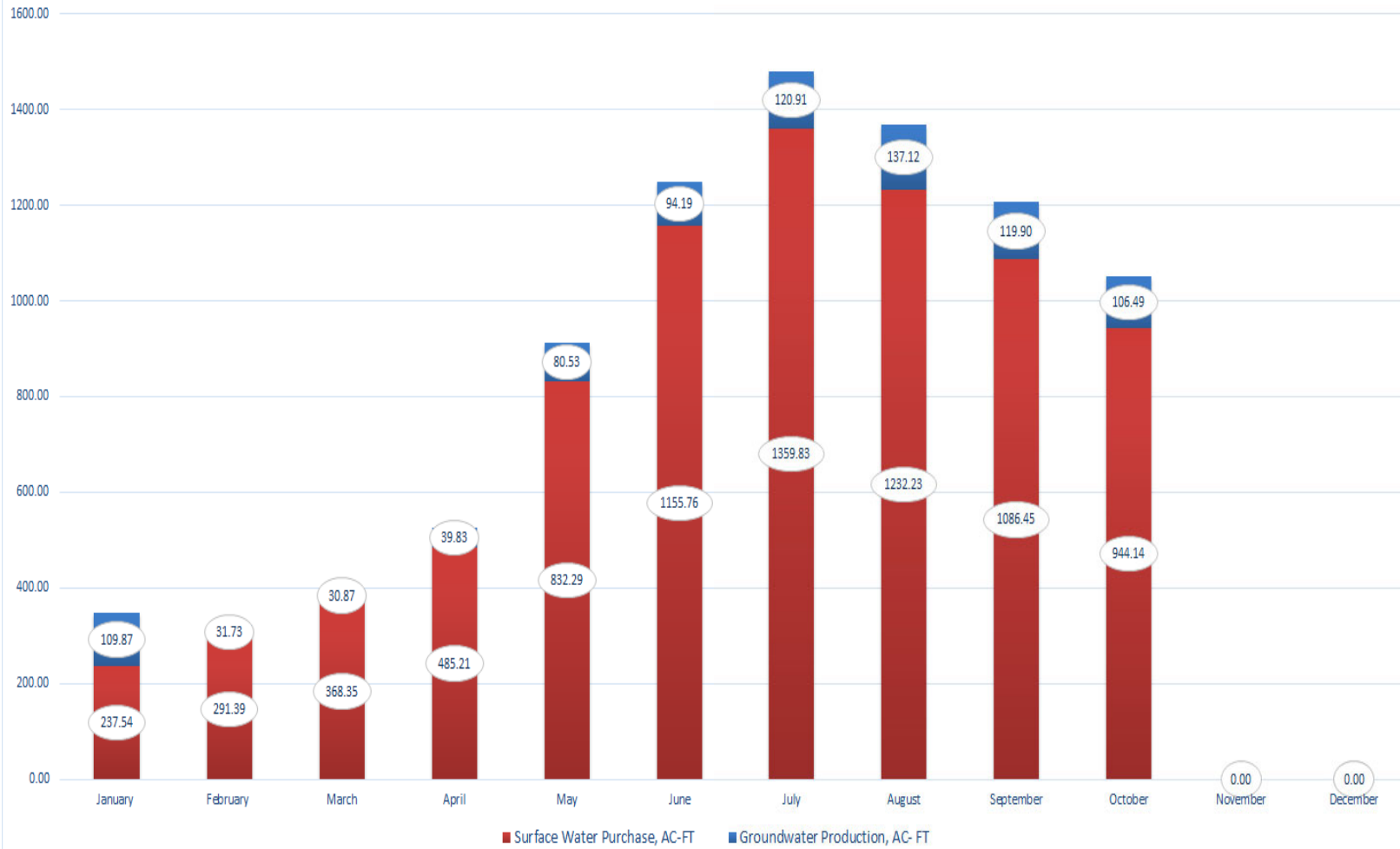
None.

Policy Implications:

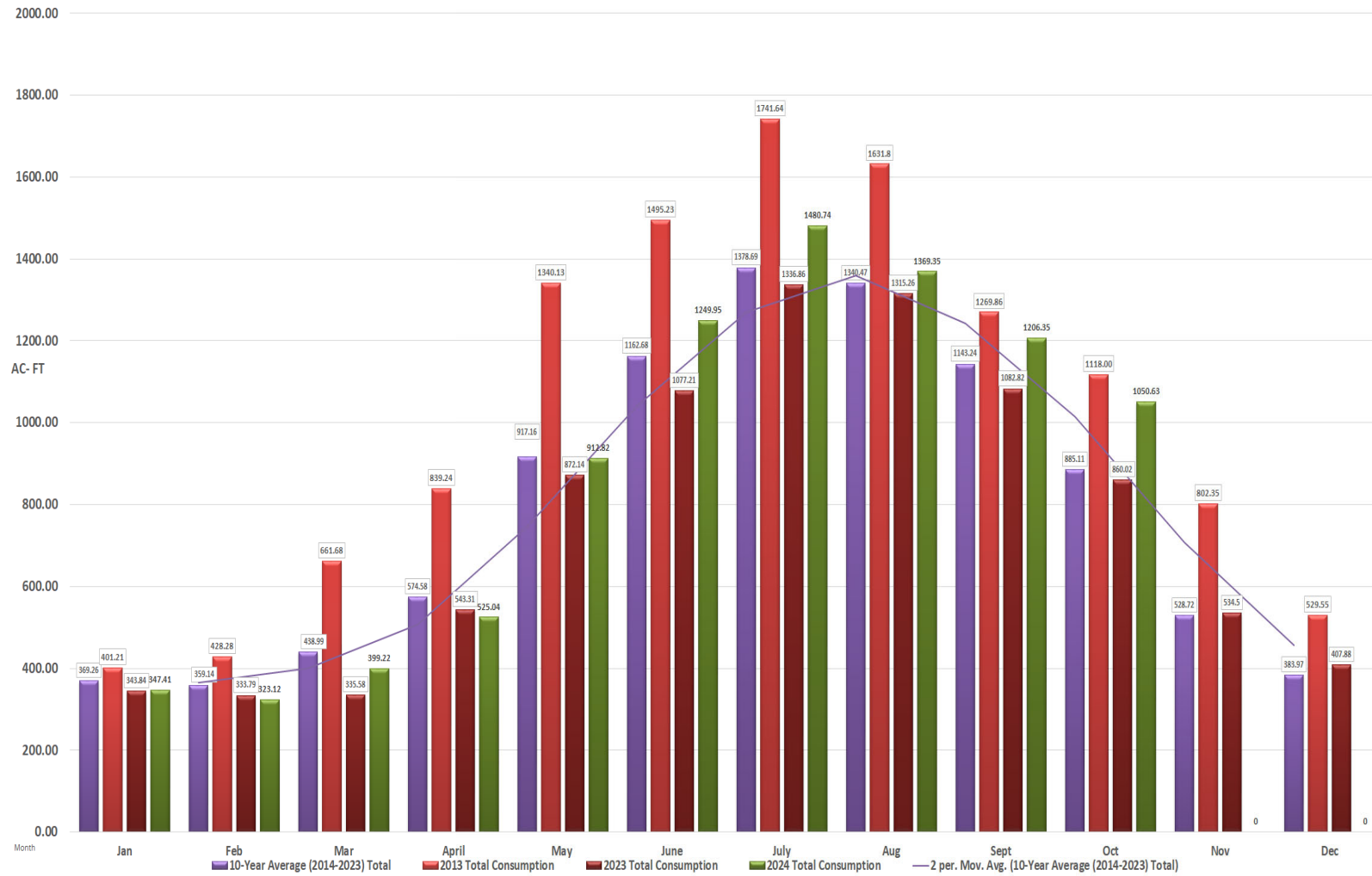
None.



Fair Oaks Water District 2024 Surface and Groundwater Production



FAIR OAKS WATER DISTRICT
2024, 2023, 2013 and 10-Year Average
Total Water Consumption, AC-FT



Fair Oaks Water District
2024
Monthly Wells Production,
AC-FT

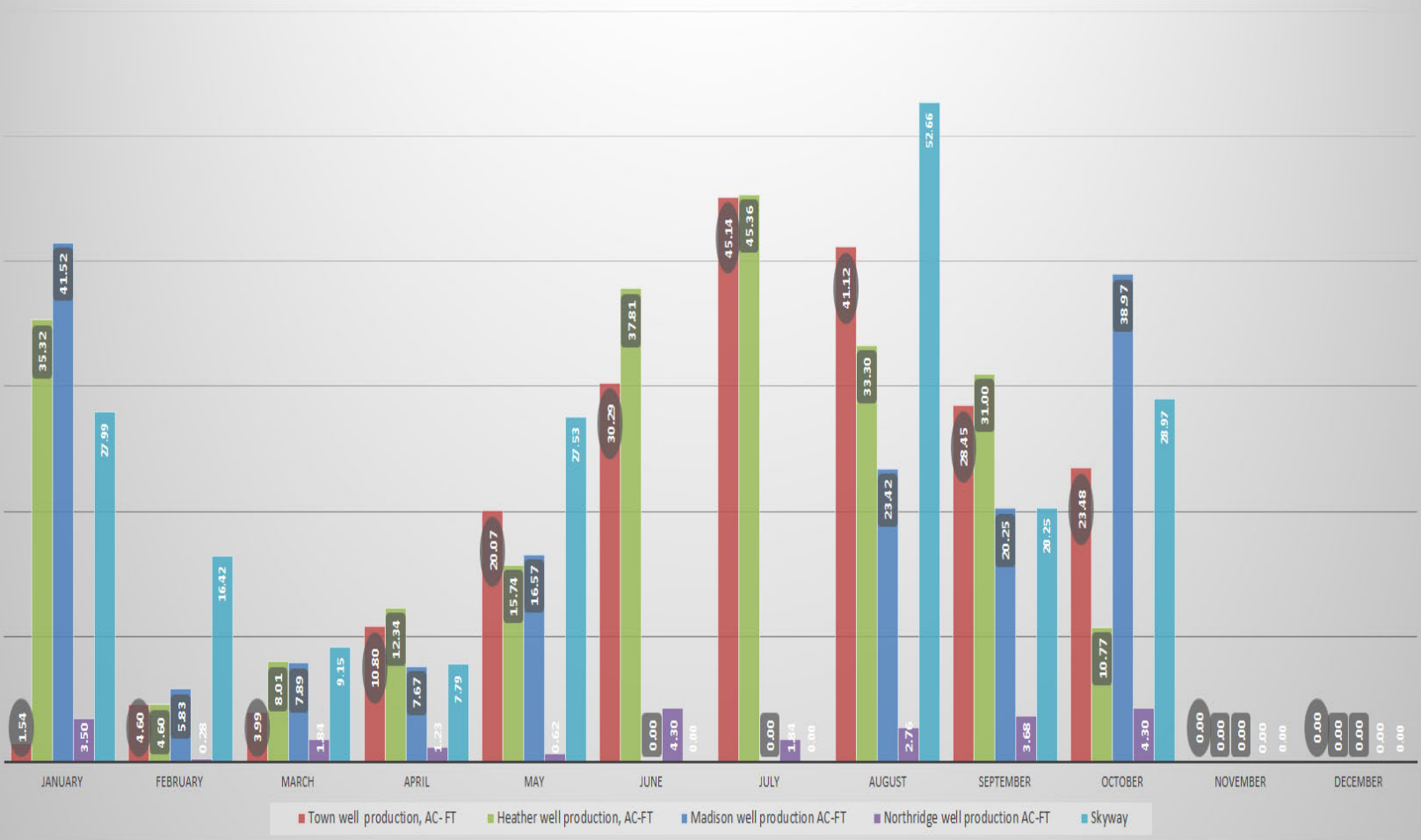


Exhibit D



November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM VI.4

Discussion and possible action on additional funding for 2024 expenses

AGENDA ITEM VI.4

REGULAR Board Meeting on November 18, 2024

To: Board of Directors
From: Tom R. Gray
Date: November 7, 2024
Subject: Discussion and possible action on additional funding for 2024 expenses

Recommendation:

Authorize the General Manager to transfer \$69,800 from the contingency fund to cover 2024 expenses as detailed below.

Discussion:

Auto and General Liability Insurance (E24INAUT)

The Board approved 2024 funding for *Auto and General Liability Insurance* is \$115,000 and the cost to date is \$4,246.59. FOWD anticipates ending the year with a total cost of \$169,500. Staff requests to transfer \$54,500 from the contingency fund to cover *Auto and General Liability Insurance*.

Online Bill Pay/Payment Processing (E24PPOBP)

The Board approved 2024 funding for *Online Bill Pay/Payment Processing* is \$28,000 and the cost to date is \$27,848.53. FOWD anticipates ending the year with a total cost of \$32,000. Staff requests to transfer \$4,200 from the contingency fund to cover *Online Bill Pay/Payment Processing*.

Water Supply Testing & Sampling (E24WSTS)

The Board approved 2024 funding for *Water Supply Testing & Sampling* is \$31,000 and the cost to date is \$30,480.83. FOWD anticipates ending the year with a total cost of \$33,900. Staff requests to transfer \$2,900 from the contingency fund to cover *Water Supply Testing & Sampling*.

Distribution Repairs (E24SMDR)

The Board approved 2024 funding for *Distribution Repairs* is \$32,500 and the cost to date is \$30,617.35. FOWD anticipates ending the year with a total cost of \$39,500. Staff requests to transfer \$7,000 from the contingency fund to cover *Distribution Repairs*.

Backflow Testing & Supplies (E24SMBF)

The Board approved 2024 funding for *Backflow Testing & Supplies* is \$4,800 and the cost to date is \$4,779.78. FOWD anticipates ending the year with a total cost of \$5,800. Staff requests to transfer \$1,000 from the contingency fund to cover *Backflow Testing & Supplies*.

Water Supply – Energy Cost, Other (E24WSECO)

The Board approved 2024 funding for *Water Supply Energy Cost, Other* is \$3,100 and the cost to date is \$2,642.22. FOWD anticipates ending the year with a total cost of \$3,300. Staff requests to transfer \$200 from the contingency fund to cover *Water Supply Energy Cost, Other*.

Policy Implications:

None.

Fiscal Impact:

This fund transfer will decrease the 2024 contingency fund by \$69,800.

November 18, 2024
Staff Report Briefing Materials
AGENDA ITEM X.1
Maintenance Work Report

FAIR OAKS WATER DISTRICT

GENERAL MANAGER'S REPORT TO BOARD OF DIRECTORS November 18, 2024 REGULAR MEETING

SUBJECT: 2024 METERED WATER ANALYSIS
 STATUS: Information Item
 REPORT AS OF: October 31, 2024

Parcel Count - by water service connection status				
Connected	Shared Meter Residential	Shared Meter Offices Commercial	Not Yet Connected Vacant	Total
13,689	474	72	356	14,591

Service Count - by service type					
	Active	Disconnected		Total	
		Maintenance	Collection	No Meter	Meter
Single Family	12,828	152	13	0	12,993
Multi Family	620	3	0	0	623
Commercial	294	10	1	0	305
Industrial	0	0	0	0	0
Institutional	90	9	0	2	97
Irrigation	223	32	4	0	259
Fire	99	2	0	101	0
			Subtotal	103	14,277
Total	14,154	208	18		14,380

Service Count - by meter size										
	1"	1.5"	2"	3"	4"	6"	8"	10"	Total	
Metered	13,327	601	303	13	17	9	4	3	14,277	
Not Metered	2	0	1	0	35	41	23	1	103	

2024 Water Supply - units of production: acre-feet (AF)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
SW	237.54	291.39	368.35	485.21	832.29	1,155.76	1,359.83	1,232.23	1,086.45	944.14			7,993.19
GW	109.87	31.73	30.87	39.83	80.53	94.19	120.91	137.12	119.90	106.49			871.44
CWD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Total	347.41	323.12	399.22	525.04	912.82	1,249.95	1,480.74	1,369.35	1,206.35	1,050.63	0.00	0.00	8,864.63

Groundwater Supply - percentage (%)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2024	32%	10%	8%	8%	9%	8%	8%	10%	10%	10%			10%

Drought Reduction By Volume - acre-feet (AF)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2024	347.41	323.12	399.22	525.04	912.82	1,249.95	1,480.74	1,369.35	1,206.35	1,050.63			8,864.63
2013	401.21	428.28	661.68	839.24	1,340.13	1,495.23	1,741.64	1,631.80	1,269.86	1,118.00			10,927.07
%	13.41	24.55	39.67	37.44	31.89	16.40	14.98	16.08	5.00	6.03			18.87

Residential Water Use - residential gallons per-capita per day (R-GCPD) ¹													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average
2024	76	75	87	118	199	281	322	298	271	229			196

¹ Based on population of 36,226 and 75% of Water Supply used for Residential



Monthly Maintenance Work Report

Date	Address	Type
AMR Replacements	Monthly Total	62
		AMR / R900i #
10/1/2024	5035 GERHARDT PL	1577292176
10/1/2024	10111 FAIR OAKS BLVD	1577242734
10/1/2024	8537 WILLINGS WAY	1573516868
10/1/2024	8541 ROLLING GREEN WAY	1577321138
10/4/2024	8929 CUSTER AVE	1576361604
10/4/2024	8937 CUSTER AVE	1579445898
10/4/2024	8904 CUSTER AVE	1576340552
10/4/2024	8956 CUSTER AVE	1576343490
10/4/2024	7711 JUAN WAY	1579326284
10/4/2024	8901 RAMSTAD AVE	1576338606
10/4/2024	4900/4948 STAMAS LN	1577328426
10/4/2024	8565 SHAWNEE AVE	1577324384
10/4/2024	8504 ROLLING GREEN WAY	1577295092
10/9/2024	4304 KENNETH AVE	1577278512
10/9/2024	4250 KENNETH AVE	1577321240
10/9/2024	8535 WINDING WAY	1577242732
10/9/2024	4359 WINDING HILL LN	1574611538
10/11/2024	8514 BORDEAUX WAY	1574610578
10/16/2024	4255 RANDHURST WAY	1577278590
10/16/2024	8769 LAKE NIMBUS DR	1577320590
10/16/2024	4120 RIVA RIDGE DR	1577323576
10/16/2024	4007 PRETENSE CT	1574606928
10/16/2024	8761 CURRAGH DOWNS DR	1577302378
10/17/2024	4539 VEGA DEL RIO DR	1577286274
10/17/2024	9010 VISTA DEL RIO AVE	1577300560
10/17/2024	8925 QUAIL HILL WAY	1572638040
10/17/2024	4639 QUAIL HOLLOW CT	1576348044
10/17/2024	4342 KENTWOOD LN	1579847554
10/17/2024	9517 TREMONT CT	1577320592
10/17/2024	9511 WINTERBROOK WAY	1577298222

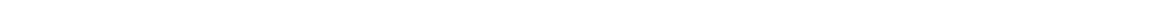
Date	Address	Type
10/17/2024	5246 DREDGER WAY	1577302858
10/17/2024	9516 WINTERBROOK WAY	1577300360
10/17/2024	5148 MISSISSIPPI BAR DR	1573508634
10/17/2024	5160 DREDGER WAY	1576361596
10/17/2024	5173 DREDGER WAY	1577242726
10/17/2024	9505 FLINTRIDGE WAY	1577333358
10/17/2024	9304 CALTROP CT	1577316374
10/17/2024	9329 CALTROP CT	1577278568
10/17/2024	9301 CALTROP CT	1577323306
10/17/2024	5029 VISTA DEL ORO WAY	1577278614
10/17/2024	5149 VISTA DEL ORO WAY	1577278588
10/17/2024	5391 LONG CANYON DR	1577333226
10/17/2024	5231 LONG CANYON DR	1577323296
10/17/2024	8893 TIMM AVE	1577300348
10/17/2024	4527 ILLINOIS AVE	1574610576
10/17/2024	4924 KENROY WAY	1574605378
10/17/2024	8650 FRUITWOOD CT	1577267000
10/22/2024	4570 WAWONA CIR	1577326924
10/22/2024	9049 LA SERENA DR	1577287622
10/22/2024	8896 WINDING WAY	1579419550
10/22/2024	8842 WINDING WAY	1577320582
10/22/2024	8842 WINDING WAY	1579419346
10/22/2024	8769 SHARMEAD WAY	1577243668
10/23/2024	8842 WINDING WAY	1577326908
10/24/2024	8903 CLIFFSIDE LN	1577230586
10/24/2024	8756 BLINMAN WAY	1577321136
10/24/2024	5500 BROME CT	1577321086
10/24/2024	9368 BLUE OAK DR	1577298230
10/25/2024	5024 BIG CANYON LN	1576457114
10/25/2024	5184 BUTTERWOOD CIR	1547776958
10/25/2024	5343 BRANDING IRON LN	1572140062
10/25/2024	9137 JUNEWOOD LN	1562424914

Meters Replaced	Monthly Total	2	Meter #
10/15/2024	9617 BULLION WAY		17553856
10/21/2024	8041 RAVINA CT		17553857

Date	Address	Type
Leaks		
	Monthly Total	9
		Detail
10/1/2024	9221 WINDING OAK DR	1" SERVICE LEAK
10/3/2024	7889 WILDRIDGE DR	1" SERVICE LEAK
10/8/2024	4309 HAZEL AVE	HYDRANT LEAK
10/9/2024	4501 CHICAGO AVE	1" SERVICE LEAK
10/9/2024	9324 WINDING OAK DR	1" SERVICE LEAK
10/23/2004	8488 ROLLING CREEK WAY	1" SERVICE LEAK
10/24/2024	5225 TUCSON CIR	1" SERVICE LEAK
10/25/2024	5038 PRIMROSE DR	1" SERVICE LEAK
10/30/2024	9196 PERSHING AVE	1" SERVICE LEAK
Distribution Repairs		
	Monthly Total	5
		Detail
10/17/2024	9324 WINDING OAK DR	1" SVC REPAIR
10/22/2024	8554 EMPEROR DR	ABANDON SAMPLE STATION
10/23/2024	4309 HAZEL AVE	HYDRANT SPOOL REPLACE
10/29/2024	5038 PRIMROSE DR	1" SVC REPAIR
10/30/2024	5225 TUCSON CIR	1" SVC REPAIR
System Upgrades		
	Monthly Total	9
		Detail
10/1/2024	5518 CHAUNCEY WAY	1" SVC UPGRADE
10/1/2024	5524 CHAUNCEY WAY	1" SVC UPGRADE
10/2/2024	8165 MONTE PARK AVE	1" SVC UPGRADE
10/3/2024	8257 BEEHIVE CT	1" SVC UPGRADE
10/3/2024	8263 BEEHIVE CT	1" SVC UPGRADE
10/14/2024	7889 WILDRIDGE DR	1" SVC UPGRADE
10/15/2024	5200 PRIMROSE DR	6" MAIN VALVE UPGRADE
10/16/2024	4501 CHICAGO AVE	1" SVC UPGRADE
10/21/2024	9221 WINDING OAK DR	1" SVC UPGRADE
System Maintenance		Year to Date
WATER MAIN VALVES MAINTAINED YTD		586
FIRE HYDRANTS MAINTAINED YTD		130



November 18, 2024
Staff Report Briefing Materials
AGENDA ITEM X.2
Capital Projects Status Report



FAIR OAKS WATER DISTRICT
CAPITAL PROJECTS STATUS UPDATE: October 31, 2024

Project Description	2024 Year-to-Date								Total Project					Project Status Comments
	2024 Approved Budget	Budget Transfers	2023 C/F**	Adjusted Budget Amount	Year-to-Date-Expenses	Remaining Funds	YTD Percent \$ Expended	Percent Completed	Total Budget/Fund to Date	Total Expenses to Date	Total Project Remaining Fund	Total Project Percent \$ Expended	Prior Years Expenses (WIP Projects)	
1 New York Well Design (C24WTNYWD)	\$ -	\$ -	\$ 23,404	\$ 23,404	\$ 858.30	\$ 22,546	4%	95%	\$ 365,546	\$ 343,001	\$ 22,546	94%	\$ 342,142	Design and specifications are at 95%. FOWD needs to conduct a final review and provide feedback to the consultant.
2 New York Well Drilling & Equipment (C24WTNYWDE)	2,940,000	-	-	2,940,000	155,397.53	2,784,602	5%	25%	3,855,744	1,071,141	2,784,602	28%	915,744	Delivery of pump, motor, and 3R valves planned for January 2025.
3 Skyway Drilling & Equipment (C24WTSDE)	-	-	341,966	341,966	333,867.12	8,099	98%	100%	2,762,903	2,754,803	8,099	100%	2,420,936	The project is complete.
4 Northridge Well Replacement - Design (C24WTNWRD)	450,000	-	-	450,000	48,913.92	401,086	11%	15%	450,000	48,914	401,086	11%	-	DWSAP has been submitted to DDW. CEQA NOE has been filed. Design and specifications are under review.
5 Northridge Well Replacement - Equipping (C24WTNWRE)	1,450,000	-	-	1,450,000	-	1,450,000	0%	0%	1,450,000	-	1,450,000	0%	-	
6 Gum Ranch Tank Site (C24WTGRTS)	214,000	-	56,335	270,335	471.01	269,864	0%	14%	317,700	47,836	269,864	15%	47,365	
Subtotal Wells & Tanks	\$ 5,054,000	\$ -	\$ 421,705	\$ 5,475,705	\$ 539,507.88	\$ 4,936,197			\$ 9,201,892	\$ 4,265,695	\$ 4,936,197		\$ 3,726,187	
7 Hydrant Upgrades (C24TDHU)	\$ 250,000	\$ -	\$ 3,200	\$ 253,200	\$ 157,009.94	\$ 96,190	62%	70%	\$ 253,200	\$ 157,010	\$ 96,190	62%	\$ -	
8 New Hydrants (C24TDNH)	80,000	-	-	80,000	25,900.33	54,100	32%	80%	80,000	25,900	54,100	32%	-	
9 Minor Main Upgrades (C24TDMU)	75,000	-	-	75,000	29,160.51	45,839	39%	80%	75,000	29,161	45,839	39%	-	
10 Services Upgrade (C24TDSU)	538,200	-	-	538,200	298,942.65	239,257	56%	80%	538,200	298,943	239,257	50%	-	
11 Developer's Paid - Service Installation and Main Line Projects*	59,100	-	112,558	171,658	25,413.63	146,244	15%	10%	241,302	95,058	146,244	39%	69,644	
12 Replacement of Four Distribution Sampling Stations (C24TDS5)	20,000	-	-	20,000	6,626.74	13,373	33%	33%	20,000	6,627	13,373	33%	-	
Subtotal	\$ 1,022,300	\$ -	\$ 115,758	\$ 1,138,058	\$ 543,053.80	\$ 595,004			\$ 1,207,702	\$ 612,698	\$ 595,004		\$ 69,644	
13 Hazel Ave. Widening Project Phase III (C24TD255)	\$ -	\$ -	\$ 1,976	\$ 1,976	\$ -	\$ 1,976	0%	100%	\$ 1,481,632	\$ 1,479,656	\$ 1,976	100%	\$ 1,479,656	Complete.
14 ARV's and Blow-offs (C24TDARV)	50,000	-	-	50,000	8,603.29	41,397	17%	80%	50,000	8,603	41,397	17%	-	
15 Replace 12" Steel Main New York Ave. (C24TDNYASW)	2,132,000	-	-	2,132,000	599,886.29	1,532,114	28%	80%	2,376,800	844,686	1,532,114	80%	244,800	The project is wrapping up. Paving still needs to be completed for the entire project.
16 T-Main Replacement Phases I & II - Design (Blue Oak to Winding Oak) (C24TDSH)	145,000	-	-	145,000	2,955.26	142,045	2%	10%	145,000	2,955	142,045	2%	-	Staff met with consultant to begin Phases I & II design, from Blue Oak along Madison to Winding Oak.
17 County Overlay Project- Madison, Kenneth to McKay (C24TDHAKM)	100,000	-	-	100,000	-	100,000	0%	0%	100,000	-	100,000	0%	-	Sacramento County DOT reported this portion of their project is being moved to the spring of 2026.
18 Greenvale Improvements (C24TDGI)	55,000	-	-	55,000	-	55,000	0%	0%	55,000	-	55,000	0%	-	
19 Riverfront Lane Service Upgrade (C24TDRFL)	90,900	-	-	90,900	1,330.30	89,570	1%	8%	100,001	10,431	89,570	10%	9,101	Easements and exhibits have been drafted for review and resident's signatures. Staff reviewing options for main replacement.
Subtotal	\$ 2,572,900	\$ -	\$ 1,976	\$ 2,574,876	\$ 612,775.14	\$ 1,962,101			\$ 4,308,433	\$ 2,346,332	\$ 1,962,101		\$ 1,733,557	
TOTAL CAPITAL IMPROVEMENT PROGRAM	\$ 8,649,200	\$ -	\$ 539,439	\$ 9,188,639	\$ 1,695,336.82	\$ 7,493,302			\$ 14,718,027	\$ 7,224,725	\$ 7,493,302		\$ 5,529,388	
20 AMR Replacement (M24MMAMR)	\$ 250,000	\$ -	\$ 39,650	\$ 289,650	\$ 107,349.96	\$ 182,300	37%	70%	\$ 289,650	\$ 107,350	\$ 182,300	80%	-	On-going.
21 Large Meter Replacement (M24MMLMR)	25,000	-	-	25,000	10,816.80	14,183	43%	0%	25,000	10,817	14,183	50%	-	
22 Meter Replacement (M24MMMR)	140,000	-	28,959	168,959	106,931.82	62,027	63%	70%	168,959	106,932	62,027	80%	-	On-going.
23 Meter Installation - Residential (M24MMMRRES)	5,000	1,300	-	6,300	6,056.68	243	96%	100%	6,300	6,057	243	90%	-	On-going.
METER MAINTENANCE PROGRAM	\$ 420,000	\$ 1,300	\$ 68,609	\$ 489,909	\$ 231,155.26	\$ 258,753			\$ 489,909	\$ 231,155	\$ 258,753		\$ -	
24 10317 Corporate Yard Project (A24BUMQDC)	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ 91,390.13	\$ 108,610	46%	35%	\$ 394,500	\$ 285,890	\$ 108,610	72%	\$ 194,500	G/A continues working on resubmitting plans to Sacramento County. FOWD is paying County review fees as they are being received.
25 10326 Admin. Building (A24BUNB)	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000	0%	0%	\$ 5,000	\$ -	\$ 5,000	0%	-	
GRAND TOTAL	\$ 9,274,200	\$ 1,300	\$ 608,048	\$ 9,883,548	\$ 2,017,882.21	\$ 7,865,665			\$ 15,607,435	\$ 7,741,770	\$ 7,865,665		\$ 5,723,888	

*New Business development pays for services rendered (this item is a pass through).
 **2023 Carryforward funding approved by the Board on January 16, 2024 and March 18, 2024 Regular Board Meetings.
 ***New York Well 12-inch Replacement Project includes both North and South of Main.



November 18, 2024

Staff Report Briefing Materials

AGENDA ITEM X.3

Authorizations of Additional Funding



GENERAL MANAGER'S REPORT
November 18, 2024 REGULAR BOARD MEETING
Report as of October 31, 2024

X.3 Authorizations of Additional Funding

Accounting for 2024 Contingency Fund
Project No. E24CONT

<u>Date</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Amount Transferred</u>	<u>Ending Balance</u>
1/1/2024	Beginning Balance	\$ 200,000.00	\$ -	\$ 200,000.00
1/16/2024	SWRCB - Water System Fees	200,000.00	(500.00)	199,500.00
1/16/2024	Deferred Compensation	199,500.00	(4,250.00)	195,250.00
3/18/2024	Hazel Avenue Project #2004	195,250.00	(29,616.00)	165,634.00
3/18/2024	Gum Ranch Unit 2 Project #1607	165,634.00	(41,969.00)	123,665.00
8/19/2024	Property Insurance	123,665.00	(7,800.00)	115,865.00
8/19/2024	Aggregate, Sand & Gravel	115,865.00	(2,500.00)	113,365.00
8/19/2024	Equipment & Tools Rentals	113,365.00	(1,000.00)	112,365.00
8/19/2024	Distribution Repairs	112,365.00	(7,500.00)	104,865.00
9/16/2024	Aggregate, Sand & Gravel	104,865.00	(5,000.00)	99,865.00
9/16/2024	Equipment Maintenance	99,865.00	(2,000.00)	97,865.00
9/16/2024	Equipment Repairs	97,865.00	(5,000.00)	92,865.00
9/16/2024	Other Maintenance Equipment	92,865.00	(2,000.00)	90,865.00
10/21/2024	New Residential Metering	90,865.00	(1,300.00)	89,565.00
10/21/2024	Fees - Air Quality	89,565.00	(100.00)	89,465.00
10/21/2024	Surface Water Supply	89,465.00	(8,900.00)	80,565.00
Total from Contingency			\$ (119,435.00)	

Funds Drawn from Reserves

Transmission Main Break at the Corner of Pershing Ave. and Chestnut Ave.	\$ 325,000.00
Transmission Main Break at the Corner of Pershing Ave. and Chestnut Ave. (Reimb.)	(176,540.00)
Total from Reserves	\$ 148,460.00

Total Authorizations of Additional Funding **\$ 267,895.00**



November 18, 2024
Staff Report Briefing Materials
AGENDA ITEM X.5
Claims Against District



FAIR OAKS WATER DISTRICT

GENERAL MANAGER'S REPORT TO BOARD OF DIRECTORS NOVEMBER 18, 2024 REGULAR MEETING

SUBJECT: Processing of Claims
STATUS: Information Item
REPORT AS OF: October 31, 2024

DISTRICT CLAIMS RECEIVED

Claim #	Date Claim Received	Type of Claim	Claim Amount	JPIA Contacted ?	Claim Status	Settlement Amount
24-01	6/14/2024	Property	None Given	Yes	Denied	\$0.00