



Notice is hereby given that the Rainbow Municipal Water District Board of Directors will hold Closed Session at 12:30 p.m. and Open Session at 1:00 p.m. Tuesday, October 24, 2017, at the District Office located at 3707 Old Highway 395, Fallbrook, CA 92028. At any time during the session, the Board of Directors Meeting may adjourn to Closed Session to consider litigation or to discuss with legal counsel matters within the attorney client privilege.

## **AGENDA**

1. **CALL TO ORDER**
  2. **ROLL CALL: Brazier \_\_\_ Hamilton \_\_\_ Gasca \_\_\_ Mack \_\_\_ Stewart \_\_\_**
  3. **ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**
  4. **ORAL/WRITTEN COMMUNICATIONS FROM THE PUBLIC  
OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD REGARDING  
CLOSED SESSION AGENDA ITEMS (Government Code § 54954.2).**  
Under Oral Communications, any person wishing to address the Board on matters regarding the Closed Session agenda should indicate their desire to speak by filling out and submitting a "Speaker's Slip" to the Board Secretary before the meeting begins. *Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Board President.*
  5. **CLOSED SESSION**
    - A. Conference with Legal Counsel–Anticipated Litigation (Government Code §54956.9(d)(2))
      - One Matter
  6. **REPORT ON POTENTIAL ACTION FROM CLOSED SESSION**
- Time Certain: 1:00 p.m.
7. **PLEDGE OF ALLEGIANCE**
  8. **REPEAT REPORT ON POTENTIAL ACTION FROM CLOSED SESSION**
  9. **REPEAT ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**
  10. **ORAL/WRITTEN COMMUNICATIONS FROM THE PUBLIC  
OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD REGARDING  
ITEMS NOT ON THIS AGENDA (Government Code § 54954.2).**  
Under Oral Communications, any person wishing to address the Board on matters not on this agenda should indicate their desire to speak by filling out and submitting a "Speaker's Slip" to the Board Secretary before the meeting begins. *No action will be taken on any oral communications item since such item does not appear on this Agenda, unless the Board of Directors makes a determination that an emergency exists or that the need to take action on the item arose subsequent to posting of the Agenda (Government Code §54954.2). Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Board President.*
  11. **EMPLOYEE RECOGNITIONS**
    - A. Armando Lopez (20 Years)

(\*) - Asterisk indicates a report is attached.

**B. Board Nomination for All Negotiations Team Members**

Tom Kennedy  
Karleen Harp  
Marc Walker  
Ramon Zuniga  
Darren Milner  
Steve Coffey  
Justin Demary  
Rene Del Rio  
Ed Bradley  
Dawn Washburn  
Cynthia Gray  
Bryan Rose

**\*12. APPROVAL OF MINUTES**

- A. September 5, 2017 – Special Board Meeting
- B. September 26, 2017 – Regular Board Meeting

**\*13. BOARD OF DIRECTORS' COMMENTS/REPORTS**

Directors' comments are comments by Directors concerning District business, which may be of interest to the Board. This is placed on the agenda to enable individual Board members to convey information to the Board and to the public. There is to be no discussion or action taken by the Board of Directors unless the item is noticed as part of the meeting agenda.

- A. President's Report (President Brazier)
- B. Representative Report (Appointed Representative)
  - 1. SDCWA
  - 2. CSDA
  - 3. LAFCO
  - 4. San Luis Rey Watershed Council
  - 5. Santa Margarita Watershed Council
- C. Meeting, Workshop, Committee, Seminar, Etc. Reports by Directors (AB1234)
  - 1. Board Reports
- D. Directors Comments
- E. Legal Counsel Comments
  - 1. Prop 218 and Voter Initiatives (501668-0002)

**\*14. COMMITTEE REPORTS (Approved Minutes have been attached for reference only.)**

- A. Budget and Finance Committee
  - 1. September 12, 2017 Minutes
- B. Communications Committee
  - 1. September 11, 2017 Minutes
- C. Engineering Services Committee
  - 1. September 6, 2017 Minutes

**BOARD INFORMATION ITEMS**

**15. CYBER SECURITY INFORMATION UPDATE AND PRESENTATION (REQUESTED BY DIRECTOR GASCA)**

**\*16. DISCUSSION REGARDING RAINBOW MUNICIPAL WATER DISTRICT PROPERTY LIST**

(\*) - Asterisk indicates a report is attached.

## 17. DISCUSSION REGARDING LONG STANDING CONTRACTS REVIEW

### BOARD ACTION ITEMS

- \*18. DISCUSSION AND POSSIBLE ACTION TO AWARD A PROFESSIONAL SERVICES CONTRACT TO PROVIDE ENGINEERING SERVICES FOR STUDIES TO ADVANCE BONSALL BASIN DESALTER IMPLEMENTATION AND APPROPRIATE \$152,903 TO THE PROJECT BUDGET**  
*(This agenda item considers awarding a professional services contract to further the investigation into the feasibility of securing a potable supply of water from the Bonsall Basin. This includes validating the model, confirming imported return flow rights and regulatory structure, property acquisition, refining project alternatives, and verifying production well yields through the model, groundwater sampling, and exploratory boring. In addition, the proposed budget of the project is \$152,903 more than approved in the District CIP budget. Thus, the agenda item also considers appropriating an additional \$152,903 to the project budget.)*
- \*19. DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 17-12 AMENDING AND UPDATING ADMINISTRATIVE CODE CHAPTER 8.11 – CONNECTION AND METER CHARGES**  
*(At the July 25, 2017 Board Meeting the Board adopted revisions to the policy in relation to the capacity fees and subsequent meeting on August 22, 2017 the Board adopted revisions to the sewer policy. Based on the review of staff and the Engineering Services Committee, additional revisions are proposed to update the water policy. The Board voted at their September 26, 2017 Regular Board meeting to table this item until their October 24, 2017 Regular Board meeting.)*
- 20. REQUEST FOR RETROACTIVE COMPENSATION FOR CONFERENCE ATTENDANCE IN MAY 2017 BY DIRECTOR MACK**  
*(At the September 5, 2017, Special Board meeting, the Board had made some proposed changes to the current Administrative Code for Board consideration at their September 26, 2017 Regular Board meeting. Director Mack is requesting retroactive compensation for attendance at both the ACWA 2017 Spring Conference held May 9-12, 2017 and Special Districts Legislative Days held May 15-17, 2017. The Board voted at their September 26, 2017 Regular Board meeting to table this item until their October 24, 2017 Regular Board meeting.)*
- \*21. DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 17-13 AMENDING AND UPDATING ADMINISTRATIVE CODE CHAPTER 2.03 - REMUNERATION AND REIMBURSEMENT, SECTION 2.08.010 - TRAINING AND ASSOCIATIONS POLICY, AND CHAPTER 4.01 - PERSONNEL RULES AND REGULATIONS RELATED TO BOARD MEMBER ATTENDANCE AT MEETINGS, SEMINARS, AND CONFERENCES**  
*(After a series of discussion on the matter, the Board President appointed a subcommittee consisting of Board President Brazier and Director Gasca to review the matter in more depth and bring a proposed change back to the Board for consideration. The resulting revisions reflect the proposed changes. The Board voted at their September 26, 2017 Regular Board meeting to table this item until their October 24, 2017 Regular Board meeting.)*
- 21A. DISCUSSION AND POSSIBLE ACTION TO APPOINT FLINT NELSON AS A ALTERNATE MEMBER TO THE BUDGET AND FINANCE COMMITTEE**  
*(Flint Nelson has attended a few Budget and Finance Committee meetings and has shown an interest in membership. Currently, the Budget and Finance Committee has full membership and therefore would like to appoint Flint Nelson as an alternate member.)*
- 22. AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS**
- \*23. RECEIVE AND FILE INFORMATION AND FINANCIAL ITEMS**
- A. General Manager Comments**
1. Meetings, Conferences and Seminar Calendar (November and December 2017)
- B. Operations Comments**
1. Operations Report

(\*) - Asterisk indicates a report is attached.



**C. Engineering Comments**

1. Engineering Report

**D. Customer Service Comments**

1. Customer Service Report

**E. Human Resource & Safety Comments**

1. Human Resources Report
2. Organizational Chart

**F. Finance Manager Comments**

1. Interim Financial Statement
2. Credit Card Breakdown
3. Directors' Expense
4. Check Register
5. Water Sales Summary
6. RMWD Sewer Equivalent Dwelling Units (EDU's) Status

**24. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT REGULAR BOARD MEETING**

**25. ADJOURNMENT - To Tuesday, December 5, 2017 at 1:00 p.m.**

**ATTEST TO POSTING:**



Hayden Hamilton  
Secretary of the Board

10/19/17 @ 2:30 p.m.

Date and Time of Posting  
Outside Display Cases

(\*) - Asterisk indicates a report is attached.



**MINUTES OF THE SPECIAL BOARD MEETING  
OF THE BOARD OF DIRECTORS OF THE  
RAINBOW MUNICIPAL WATER DISTRICT  
SEPTEMBER 5, 2017**

1. **CALL TO ORDER** - The Special Meeting of the Board of Directors of the Rainbow Municipal Water District on September 5, 2017 was called to order by Director Brazier at 1:02 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. Director Brazier presiding.

2. **ROLL CALL**

**Present:** Director Brazier, Director Mack, Director Stewart, Director Gasca, Director Hamilton.

**Also Present:** General Manager Kennedy, Administrative Analyst Gray, Associate Engineer Powers, Engineering Manager Kirkpatrick, Human Resources Manager Harp.

**Absent:** Legal Counsel Smith, Executive Assistant Washburn, Finance Manager Martinez, Operations Manager Milner, Engineering Manager Kirkpatrick, Superintendent Maccarrone, Superintendent Walker, Superintendent Zuniga, Associate Engineer Powers.

No members of the public were present during either of the Open Sessions.

4. **ORAL/WRITTEN COMMUNICATIONS FROM THE PUBLIC  
OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD REGARDING  
CLOSED SESSION AGENDA ITEMS (Government Code § 54954.2).**

There were no comments.

***The meeting adjourned to Closed Session at 1:03 p.m.***

*The meeting returned from Item #12.*

***The meeting adjourned to Closed Session at 2:07 p.m.***

*Discussion returned to Item #6.*

5. **CLOSED SESSION**

A. Appointment, Employment; Evaluation of Performance – General Manager (Government Code §54957)

***The meeting reconvened at 1:15 p.m.***

*Discussion went to Item #6.*

(\*) - Asterisk indicates a report is attached.

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The meeting returned from Item #4.

**The meeting reconvened at 2:37 p.m.**

Discussion returned to Item #6.

**6. REPORT ON POTENTIAL ACTION FROM CLOSED SESSION**

President Brazier stated there was no reportable action; however, the Board will return to Closed Session again after Open Session has adjourned.

Discussion returned from Item #5.

President Brazier reported an Ad Hoc Committee was formed to address Item #5A of Closed Session.

Discussion returned to Item #13.

Time Certain: 1:00 p.m.

**7. PLEDGE OF ALLEGIANCE**

**8. REPEAT REPORT ON POTENTIAL ACTION FROM CLOSED SESSION**

This item was addressed under Item #6 herein.

**9. REPEAT ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**

There were no changes to the agenda.

**10. ORAL/Written COMMUNICATIONS FROM THE PUBLIC OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD REGARDING ITEMS NOT ON THIS AGENDA (Government Code § 54954.2).**

There were no comments.

**BOARD INFORMATION ITEMS**

**11. AD-HOC COMMITTEE UPDATE REGARDING ATTENDANCE AT UPCOMING MEETINGS / CONFERENCES / SEMINARS AND PROPOSED AMENDMENTS TO ADMINISTRATIVE CODE POLICIES RELATED TO REMUNERATION, REIMBURSEMENT AND TRAVEL EXPENSES**

Director Gasca presented changes that were discussed by the Ad Hoc Committee.

Mr. Kennedy pointed out some of the proposed changes included but not limited to the Board Members providing a written report on each meeting for which they are compensated to be placed in the file, meal reimbursements be paid according to the GSA guideline.

(\*) - Asterisk indicates a report is attached.

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Mr. Kennedy talked about the definition of “per diem” and how it was proposed changing the words “per diem” to compensation at \$150.00 for up to two Board meetings per month as well as \$150.00 compensation for each day at attendance at the list of conferences, meetings, workshops, provided. He solicited the Board for their input.

Director Gasca suggested authorizing compensation up to a maximum of six meetings per month for the RMWD Board of Directors. Discussion ensued regarding mileage reimbursement being an approved expense.

It was noted travel days would not be compensable unless there is official business conducted on those days.

It was decided prior to staff making any hotel accommodations and registrations for conferences on behalf of the Directors, there should be formal approval by the Board in Open Session first. It was recommended any requests for approval should be sought by the Board as soon as possible in order to assure accommodations will be available.

Director Gasca requested a list of agencies who achieved the District of Distinction certification including the cost involved.

Mr. Kennedy noted an Ordinance will be brought to the next Board meeting on all three of the policies for Board consideration.

Director Mack inquired about being compensated for conferences he attended earlier in 2017 now that the policy would be revised. Mr. Kennedy stated since this item was informational only, Director Mack could submit a written request to Ms. Washburn to be included on the next Board meeting agenda for Board consideration.

**12. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT REGULAR BOARD MEETING**

It was noted an Ordinance related to the policy changes for remuneration, reimbursement and travel expenses for Board Member would need to be on the next agenda as well as the award of contract for the groundwater project and consideration to waive fees for water use being disputed by a customer.

Discussion returned to Item #4.

**13. ADJOURNMENT - To Tuesday, September 26, 2017, at 1:00 p.m.**

Discussion returned from Item #6.

***The meeting was adjourned with a motion made by Director Brazier to a regular meeting on September 26, 2017.***

The meeting was adjourned at 2:39 p.m.

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**Helene Brazier, Board President**

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**Dawn M. Washburn, Board Secretary**

(\*) - Asterisk indicates a report is attached.



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**MINUTES OF THE REGULAR BOARD MEETING  
OF THE BOARD OF DIRECTORS OF THE  
RAINBOW MUNICIPAL WATER DISTRICT  
SEPTEMBER 26, 2017**

1. **CALL TO ORDER** - The Regular Meeting of the Board of Directors of the Rainbow Municipal Water District on September 26, 2017 was called to order by President Brazier at 12:07 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. President Brazier presiding.

2. **ROLL CALL**

**Present:** Director Brazier, Director Hamilton, Director Stewart, Director Gasca.

**Also Present:** Legal Counsel Smith, Human Resources Manager/Acting General Manager Harp. Executive Assistant Washburn, Administrative Analyst Gray, Associate Engineer Powers, Finance Manager Martinez, Operations Manager Milner, Interim Engineering Manager Gerdes

**Absent:** Director Mack, Engineering Manager Kirkpatrick, Superintendent Maccarrone, Superintendent Walker, Superintendent Zuniga.

No members of the public were present before for Open Session. Two members of the public were present for Open Session.

3. **ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**

President Brazier mentioned there was a change order for the Knottwood Way Waterline Improvement that needed to be discussed at this meeting. She suggested this item be added as Item #15A. There was no objection to adding this matter as Item #15A.

4. **ORAL/Written COMMUNICATIONS FROM THE PUBLIC  
OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD REGARDING  
CLOSED SESSION AGENDA ITEMS (Government Code § 54954.2).**

There were no comments.

***The meeting adjourned to closed Session at 12:09 p.m.***

5. **CLOSED SESSION**

A. Appointment, Employment; Evaluation of Performance – General Manager (Government Code §54957)

***The meeting reconvened at 1:00 p.m.***

(\*) - Asterisk indicates a report is attached.

**6. REPORT ON POTENTIAL ACTION FROM CLOSED SESSION**

This item was addressed under Item #8.

Time Certain: 1:00 p.m.

**7. PLEDGE OF ALLEGIANCE**

**8. REPEAT REPORT ON POTENTIAL ACTION FROM CLOSED SESSION**

President Brazier reported there was no reportable action.

**9. REPEAT ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**

President Brazier pointed out the addition to the agenda noted under Item #3.

**10. ORAL/WRITTEN COMMUNICATIONS FROM THE PUBLIC OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD REGARDING ITEMS NOT ON THIS AGENDA (Government Code § 54954.2).**

Mr. Stitle recalled a list of all RMWD real estate was requested two meetings prior to this one. He encouraged the Board to direct staff to provide such a list since a complete value of RMWD in terms of assets cannot be determined without it.

Mr. Stitle inquired as to how items placed on the agenda are approved. President Brazier pointed out the Administrative Code states the setting of the agenda is to be a cooperative effort between the General Manager and Board President.

Ms. Washburn mentioned the Administrative Code does have a policy regarding submitting requested items for the agenda. She also noted an email is sent prior to each regular Board meeting providing a list of tentative items to be on the agenda as well as asking the Board and staff for any changes or additions to the agenda items listed including additions and deletions. She pointed out the agenda is signed by a Board Member.

Director Stewart stated if the Board President wishes to have an opportunity to review the draft agenda. Mr. Stitle stressed the final approval of the agenda should rest with the Board President.

**\*11. APPROVAL OF MINUTES**

**A. August 22, 2017 - Regular Board Meeting**

Ms. Washburn reported Director Gasca had provided her with several typographical revisions for the August 22, 2017 minutes which would be corrected for final approval as well as listed in this meeting’s minutes for reference purposes. The proposed changes were as follows:

- 1) Item #16 - the word “fee” needed to be “feet”.
- 2) Item #19 - the word “add” needed to be “adding”.
- 3) Item #22 – the word “being” needed to be “was”; the word “that” needed to be added after “confirmation”; “and full finance software” needed to be added after “finance package”; and, the word “that” needed to be added after “concern”.

(\*) - Asterisk indicates a report is attached.



**Motion:**

**Approve the amended minutes.**

**Action: Approve, Moved by Director Gasca, Seconded by Director Stewart.**

**Vote: Motion carried by unanimous vote (summary: Ayes = 4).**

**\*12. BOARD OF DIRECTORS' COMMENTS/REPORTS**

Directors' comments are comments by Directors concerning District business, which may be of interest to the Board. This is placed on the agenda to enable individual Board members to convey information to the Board and to the public. There is to be no discussion or action taken by the Board of Directors unless the item is noticed as part of the meeting agenda.

**A. President's Report (President Brazier)**

President Brazier spoke of FPUD was seeking a replacement for their recently retired General Manager. She noted Mr. Brady requested retirement at the FPUD meeting in August which was apparently approved and that Mr. Bebee, FPUD's Acting General Manager, introduced the new Assistant General Manager/Finance Officer. She also mentioned FPUD has agreed to put the Santa Margarita property for sale, lease, or other use which would be advertised in the local news media.

President Brazier pointed out a year and one-half ago she had specifically stated she would not be opposed to moving to the electronic agenda packet method; however, she would need training on utilizing an iPad. She stated until the District can provide her with the proper training she needs, she has returned her District-issued iPad and once she receives the training she will be happy to have it reissued to her for use.

**B. Representative Report (Appointed Representative)**

**1. SDCWA**

**A. Summary of Board Meeting August 24, 2017**

Mrs. Harp notified the Board that Maureen Stapleton from the San Diego County Water Authority (SDCWA) would like to address the RMWD Board of Directors at one of their regular meetings regarding the lawsuit between SDCWA and Metropolitan Water District (MWD). She noted Mr. Kennedy recommends that if the Board agrees to Mrs. Stapleton addressing the Board, they should also accept a presentation from MWD in order for the RMWD Board to hear both sides.

It was decided the majority of the RMWD Board would like to hear from both SDCWA and MWD.

**2. CSDA**

Ms. Washburn pointed out Mr. Kennedy and Director Mack were currently attending the CSDA Annual Conference.

**3. LAFCO**

There were no comments.

(\* ) - Asterisk indicates a report is attached.

**4. San Luis Rey Watershed Council**

Director Stewart noted the next meeting was scheduled for September 27, 2017 which he will attend and report back to the Board on the meeting in October.

**5. Santa Margarita Watershed Council**

Director Hamilton stated the next meeting was scheduled for October 18, 2017.

**C. Meeting, Workshop, Committee, Seminar, Etc. Reports by Directors (AB1234)**

There were no reports given.

**D. Directors Comments**

Director Hamilton talked about how several employees have been recognized as part of the District's Excellence Coin Program for their part in the recent MOU negotiations; however, he would like to recommend the Board recognize all the team members involved with negotiations, including legal counsel. He confirmed the Board does have standing to make such nomination. He stated although some members have already received a coin for Teamwork for their role, he would prefer the Board nominate all the team members involved and present coins to those who have not already received one. He said should the Board agree with this idea, he would be happy to write the nomination on behalf of the Board.

Director Gasca suggested all electronic devices provided by the District be used for professional purposes only including searches. President Brazier recommended there be policies in place regarding the use of electronic devices. Mrs. Harp pointed out she was currently working with the IT consultants in putting together policies and guidelines including protocol for use of all District technology for Board and staff members including cyber security.

Director Stewart expressed how really impressed he was with Directorpoint, the new portal program for the electronic Board packets. He noted it was very easy to navigate

**E. Legal Counsel Comments**

**1. Public Records Act (501668-0002)**

Legal Counsel briefed the Board on the report provided in the agenda packet pertaining the ongoing challenge to records produced as part of the Public Records Act. He noted the case was going to be appealed to the Supreme Court.

**\*13. COMMITTEE REPORTS (Approved Minutes have been attached for reference only.)**

**A. Budget and Finance Committee**

**1. August 8, 2017 Minutes**

Mr. Stitle reported the Committee approved the appointment of two new members including Director Gasca. He stated next month the Committee is looking forward to a report from Raftelis on water costs as well as will be discussing a potential rate increase at their next meeting.

(\*) - Asterisk indicates a report is attached.

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- B. Communications Committee**
  - 1. August 7, 2017 Minutes

Director Hayden pointed out the committee decided not to continue with the new bill redesign until the new financial system is implemented. He stated the Committee was also looking at utilizing the SNIPE capabilities for messaging on the external part of the billing envelope. He noted the Committee approved the appointment of a new committee member that will be before the Board for consideration later in this meeting.

Mrs. Gray pointed out the Committee has decided to change the date of the Committee meetings to the first Thursday of each month which will prevent less conflict with holidays as well as meet the scheduling needs of some committee members.

- C. Engineering Services Committee**
  - 1. August 2, 2017 Minutes

Mr. Powers reported the Committee discussed appointing Flint Nelson as an alternate member which is before the Board for consideration under Item #18. He noted the other items discussed were Mr. Kennedy's AMI update, the water policy revisions before the Board for consideration later in this meeting, as well as the presentation regarding alternate deliver mechanisms for large scale infrastructure projects.

#### **BOARD ACTION ITEMS**

- \*14. DISCUSSION AND POSSIBLE ACTION TO ADOPT ODINANCE NO. 17-12 AMENDING AND UPDATING ADMINISTRATIVE CODE CHAPTER 8.11 – CONNECTION AND METER CHARGES**

Mr. Powers explained the purpose of these changes was to reduce the number of active water applications on the District's books by requiring those purchasing permits to install a meter within two years. He noted there would also be requirements for transferring or selling of water meter applications. He confirmed it would also eliminate there having several water meters on hold without connecting or compelling the owners to pay the current costs.

Director Stewart asked what takes place when there is a property transfer from one owner to another. Mr. Powers explained when an application is transferred to a new owner, the term of the application will remain the same which means the two-year process would not start over but rather expire at the end of the initial two-year period. Director Hamilton inquired as to why not have the meters non-transferrable. President Brazier agreed having the meters non-transferrable would make the process "cleaner".

It was decided to have both the water and sewer policies reviewed again by Engineering in terms of whether the permits should be non-transferable.

***Motion:***

***To table this item until the October Board meeting to ask Engineering to readdress the issue why non-transferability was not addressed.***

***Action: Approve, Moved by Director Hamilton, Seconded by Director Gasca.***

(\*) - Asterisk indicates a report is attached.

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**Vote: Motion carried by unanimous vote (summary: Ayes = 4).**

**Ayes: Director Brazier, Director Hamilton, Director Stewart, Director Gasca.**

**\*15. DISCUSSION AND POSSIBLE ACTION TO AWARD A PROFESSIONAL SERVICES CONTRACT TO PROVIDE ENGINEERING SERVICES FOR STUDIES TO ADVANCE BONSALL BASIN DESALTER IMPLEMENTATION AND APPROPRIATE \$152,903 TO THE PROJECT BUDGET**

Mr. Powers provided a brief overview regarding this project. He pointed out staff solicited for Request for Proposals to which Dudek responded. He explained the difference in the projected cost and the amount provided in the Capital Improvement Program budget requires an appropriation of \$152,903.

Director Hamilton asked if this proposal was strictly for the Bonsall Desalter Project only. Mr. Powers confirmed this was correct. Director Hamilton stated he was curious as to how it went from 3,326 acre feet per year to 5,700 acre feet per year as presented in the Dudek proposal noting this made him very uncomfortable. He expressed concern with the assumptions. Mr. Powers explained it would be negotiating with the City of Oceanside to be able to use their brine desalter and should that not happen other options would need to be explored including utilizing other brine lines. Discussion ensued. Director Hamilton stated he would like to see those other options presented prior to deciding regardless.

Director Hamilton inquired about the RMC Memorandum and whether RMWD owns property with a value of \$7.5M. He noted RMC's recommendation was to sell the property; however, it was unclear if the property could be sold back to the City of Oceanside. Mr. Powers pointed out RMWD owns capacity in the plant, but not any of the assets.

Director Hamilton confirmed he wanted to know more about why the assumptions varied between the two proposals as well as the other option related to the brine.

Mr. Powers stated RMWD's ownerships was only in the capacity rights as opposed to property. Discussion followed regarding valuation.

Director Stewart suggested the contract with the City of Oceanside be reviewed by Legal Counsel to determine what exactly RMWD owns whether it be capacity rights or actual property. He noted the questions at hand are related to handling the brine, environmental issues, and the contract with Oceanside.

Mr. Powers pointed out up the study would include review of the water rights opinions, environmental issues, as well as take the work that has been completed already to the next step by verifying the steps taken in the previous studies by getting into more detail. Director Hamilton agreed that any one of these issues could stop the project; therefore, he wanted to know if Engineering could restructure the timelines where the steps would be taken incrementally. Mr. Powers stated the only issue with taking the steps incrementally would be it would prolong the project completion.

Mr. Powers explained the point of the imported return flow study was not included in the model in its current state which was why the current model would not provide the answers being sought.

Discussion ensued.

(\*) - Asterisk indicates a report is attached.

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Director Stewart recommended staff have Legal Counsel work with the General Manager to analyze the agreement and bringing it back to the Board in October for consideration. He stressed dealing with the brine was of the utmost importance.

Mr. Powers explained the how one of the means of addressing the brine matter is that if it were to go directly into RMWD's wastewater, it would make the District's wastewater too strong going to the City of Oceanside for treatment. He noted the brine line Oceanside has comes from their plant out to the ocean due to the fact it is very concentrated. He stated what RMWD would do with its brine is not put it into the District's sewer or send it to Oceanside's treatment plant but another pipeline would need to be built to connect to Oceanside's outflow.

Mr. Powers asked for clarification that the Board would like to have the more expensive parts of this study pushed out further in the process to allow for some initial investigations to determine whether it was worthwhile to go forward. Director Gasca stated the Board wanted to mitigate the risk associated with the project by taking those pretty well-known items that have a high potential for effectively stopping the project by making it impossible to move forward. Mr. Powers stated the Board would like to move the desktop analysis, brine line agreements, legal requirements, and environmental issued to the forefront of the study and the other items such as drilling holes and finding data being moved further out in the study until the initial concerns are addressed which will allow the Board to determine whether to proceed.

***Motion:***

***To table this item to the next meeting when the General Manager would be present and, within the next thirty days between Board meetings, direct Legal Counsel to review the Oceanside wastewater agreement and its associated documents to determine what rights or implications RMWD may have with this study and project and that the Board's concerns be brought to the Engineering Committee for input.***

***Action: Approve, Moved by Director Stewart, Seconded by Director Gasca.***

***Vote: Motion carried by unanimous vote (summary: Ayes = 4).***

***Ayes: Director Brazier, Director Hamilton, Director Stewart, Director Gasca.***

Director Gasca pointed out if the proposal expires, RMWD may want to request an extension.

Mr. Powers commented there may be implications with the brine line in the Oceanside contract, but RMWD would not want to get rid of the its capacity rights in Oceanside if RMWD does move forward with this project.

**\*15A. DISCUSSION AND POSSIBLE ACTION TO APPROVE A CHANGE ORDER FOR THE KNOTTWOOD WAY WATERLINE IMPROVEMENTS PROJECT IN THE AMOUNT OF \$26,982.10**

*(This item was added per Agenda Item #3.)*

Mr. Powers explained the purpose of the change order was due to the General Manager only being authorized to sign off on change orders up to \$25,000 and this one was for a slightly higher amount. He noted the reason for this item being added to this agenda at the last minute was to allow for the construction process to continue without delay while seeking Board approval.

(\*) - Asterisk indicates a report is attached.

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Mr. Powers stated the Knottwood Way waterline improvements project is to connect a portion of RMWD to a 980' waterline on Knottwood Way. He mentioned within the same project there is a pressure reducing station that allows RMWD to reduce the pressures of the neighboring community significantly. He pointed out the change order includes one items that came about due to a contractor not hired by the District hit RMWD's existing waterline before construction started and the waterline had to be cut back quite a bit which in turn required a length of pipe necessary to make connection. He stated the other item involved a portion of the waterline that was basically abandoned because of the waterline break had two services meters causing the laterals to be relocated since the pipe they were connected to were no longer in service. He reported the costs for these two items would be reimbursed to the District by the contractor at fault. He explained the other items on the change order were due to the existing conditions not being represented correctly in the plans due to being buried.

Mr. Powers confirmed RMWD would pay \$26,982.10; however, the District would be reimbursed approximately \$9,000 by the contractor at fault for hitting the line during construction.

**Motion:**

**Approve Staff Recommendation 1 – Approving the change orders amounting in \$26,982.10 to complete the project construction.**

**Action: Approve, Moved by Director Hamilton, Seconded by Director Stewart.**

**Vote: Motion carried by unanimous vote (summary: Ayes = 4).**

**Ayes: Director Brazier, Director Hamilton, Director Stewart, Director Gasca.**

**\*16. CONSIDER A PROFESSIONAL SERVICES AGREEMENT WITH RT LAWRENCE CORPORATION, FOR LOCKBOX SERVICES OF UTILITY BILLS FOR AN INITIAL TERM OF ONE YEAR**

Mrs. Martinez explained what prompted the finance department to consider outsourcing processing payments. She noted after conducting research on how much staff time is spent on this task, it would found to be approximately 80 hours per month. She stated after seeking proposals from outside resources she found RT Lawrence would be able to provide this service at approximately \$1,000 per month as opposed to the approximate \$2,000 per month it takes a staff member to complete.

Director Stewart inquired as to the difference between utilizing the lockbox services provided through financial institutions. Mrs. Martinez noted the electronic lockbox services are available through Union Bank free of charge; however, the payments physically mailed do incur a charge. Director Stewart encouraged staff to seek a resource that will provide these services for free.

Director Gasca asked to what tasks would the saved staff time be reverted. Mrs. Martinez explained this time would be spent addressing water consumption issues which impact billing.

**Motion:**

**Approve Staff Recommendation 1 - Authorize the General Manager to execute an agreement in a form approved by the District's Counsel with RT Lawrence, Inc. for lockbox services of the District's customers' payments.**

(\*) - Asterisk indicates a report is attached.

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**Action: Approve, Moved by Director Stewart, Seconded by Director Hamilton.**

**Vote: Motion carried by unanimous vote (summary: Ayes = 4).**

**Ayes: Director Brazier, Director Hamilton, Director Stewart, Director Gasca.**

**\*17. DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 17-13 AMENDING AND UPDATING ADMINISTRATIVE CODE CHAPTER 2.03 – REMUNERATION AND REIMBURSEMENT**

President Brazier pointed out there were some flaws with the proposed changes to the Administrative Code. She referenced Page 63 of the agenda packet as she noted the purpose of the revisions was to eliminate ambiguous language; however, the proposed changes make the language even more ambiguous. She said although she does not know exactly what the Water Code states in terms of number of meetings; however, the RMWD Administrative Code allows for ten compensable meetings (not days) and a meeting can be up to four days in some instances. She encouraged Legal Counsel to research what the Water Code states on this matter. She suggested the RMWD Administrative Code should state “compensable days” as opposed to “compensable meetings”. It was confirmed this was the Board’s intent.

President Brazier noted the ad hoc committee had discussed this policy extensively and had agreed on the revisions. She stated in the description in the middle of the paragraph on Page 158 of the Agenda Packet “submitting a written report” was excluded. She added another revision omitted was Board Members, as employees of RMWD, shall be subject to the rules as staff in terms of meal reimbursements.

**Motion:**

**To table this item until the October Board meeting when the language can be corrected and the two items omitted inserted.**

**Action: Approve, Moved by Director Gasca, Seconded by Director Stewart.**

**Vote: Motion carried by unanimous vote (summary: Ayes = 4).**

**Ayes: Director Brazier, Director Hamilton, Director Stewart, Director Gasca.**

**President Brazier called for a break at 2:45 p.m.**

**The meeting reconvened at 3:00 p.m.**

**18. DISCUSSION AND POSSIBLE ACTION TO APPOINT FLINT NELSON AS AN ALTERNATE MEMBER TO THE ENGINEERING SERVICES COMMITTEE**

Mr. Nelson briefed the Board on his background at the City of San Francisco relevant to this assignment. He stated said he was not an engineer but more of a project manager. President Brazier pointed out

**Motion:**

**To appoint Flint Nelson to serve as an alternate member of the Engineering Services Committee.**

(\*) - Asterisk indicates a report is attached.

**Action: Approve, Moved by Director Gasca, Seconded by Director Hamilton.**

**Vote: Motion carried by unanimous vote (summary: Ayes = 4).**

**Ayes: Director Brazier, Director Hamilton, Director Stewart, Director Gasca.**

**19. DISCUSSION AND POSSIBLE ACTION TO APPOINT DAVE SHINN AS A MEMBER TO THE COMMUNICATIONS COMMITTEE**

Mrs. Gray noted Mr. Shinn responded to the solicitation for public interest in serving on the committee. She noted he did attend two meetings and how his input had shown a great deal of interest and background in communications and that he would be an active member of the committee.

**Motion:**

**To appoint Dave Shinn as a member of the Communications Committee.**

**Action: Approve, Moved by Director Stewart, Seconded by Director Hamilton.**

**Vote: Motion carried by unanimous vote (summary: Ayes = 4).**

**Ayes: Director Brazier, Director Hamilton, Director Stewart, Director Gasca.**

**20. DISCUSSION AND POSSIBLE ACTION TO APPOINT MIGUEL GASCA AS A MEMBER TO THE BUDGET AND FINANCE COMMITTEE**

**Motion:**

**To appoint Director Gasca as a member of the Budget and Finance Committee.**

**Action: Approve, Moved by Director Hamilton, Seconded by Director Stewart.**

**Vote: Motion carried by unanimous vote (summary: Ayes = 4).**

**Ayes: Director Brazier, Director Hamilton, Director Stewart, Director Gasca.**

**21. AUTHORIZATION TO ATTEND UPCOMING MEETINGS / CONFERENCES / SEMINARS**

Director Stewart stated he would like to attend the ACWA Fall Conference in Anaheim scheduled for November 2017. He noted ACWA has a great deal to do with the major project involving the twin tunnels. He confirmed he would provide a written report following the conference.

Mrs. Harp pointed out Director Mack asked that she relay his request to attend the ACWA Fall Conference to the Board on his behalf under this agenda item.

Director Gasca stated he was also interested in attending the ACWA Fall Conference.

Mr. Stitle stated there was \$25,000 budgeted for the Board of Directors. President Brazier inquired as to the cost for the ACWA conference. Ms. Washburn stated the conference registration was

(\*) - Asterisk indicates a report is attached.



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\$699.00, hotel accommodations would range between \$130-\$169 per night, and mileage would be \$81.00 per day for travel to and from the conference.

Director Gasca stated he may want to attend one day as opposed to the entire conference. President Brazier asked for a breakdown of the events taking place at the conference as she may be interested in attending one day as well. Discussion ensued regarding whether a decision needed to be made today or at the October Board meeting.

Director Stewart expressed concern that by waiting it could lead to the Directors staying offsite away from the hotel in which the conference is being held. He pointed out the location of the conference would save the District in hotel and travel accommodations.

President Brazier suggested voting now in favor of those Directors who have expressed interest in attending the entire conference and then vote for the others who wish to attend without accommodations at the October Board meeting. She confirmed compensation for attending would fall under the current Administrative Code policy.

***Motion:***

***To authorize attendance and accommodations for the ACWA Conference for Directors Mack and Stewart and the other Directors may submit interest for attending at the October Board meeting.***

***Action: Approve, Moved by Director Gasca, Seconded by Director Hamilton.***

***Vote: Motion passed (summary: Ayes = 3, Noes = 0, Abstain = 1).***

***Ayes: Director Hamilton, Director Stewart, Director Gasca.***

***Abstain: Director Brazier.***

Director Gasca requested approval to attend a CEQA workshop in Carlsbad on September 30, 2017 with registration fees totaling \$45 plus mileage.

***Motion:***

***To approve Director Gasca's attendance at the CEQA workshop at a cost of \$45 plus mileage.***

***Action: Approve, Moved by Director Stewart, Seconded by Director Brazier.***

***Vote: Motion carried by unanimous vote (summary: Ayes = 4).***

***Ayes: Director Brazier, Director Hamilton, Director Stewart, Director Gasca.***

(\*) - Asterisk indicates a report is attached.

**22. REQUEST FOR RETROACTIVE COMPENSATION FOR CONFERENCE ATTENDANCE IN MAY 2017 BY DIRECTOR MACK**

Mr. Stitle addressed the Board stating as a ratepayer he was outraged with this request for retroactive compensation for attendance at a conference attended in May 2017. Director Hamilton and President Brazier pointed out the reason the compensation was not granted when Director Mack initially made this request was due to the Board not having approved a revision to the current Administrative Code at that time.

Director Stewart suggested since the Administrative Code policy was tabled earlier during this meeting until the October Board meeting, this item was moot for now.

**Motion:**

**To table this item to the October meeting.**

**Action: Approve, Moved by Director Stewart, Seconded by Director Hamilton.**

**Vote: Motion carried by unanimous vote (summary: Ayes = 4).**

**Ayes: Director Brazier, Director Hamilton, Director Stewart, Director Gasca.**

**\*23. RECEIVE AND FILE INFORMATION AND FINANCIAL ITEMS FOR JULY/AUGUST/SEPTEMBER 2017**

- A. General Manager Comments**
  - 1. Meetings, Conferences and Seminar Calendar
- B. Operations Comments**
  - 1. Operations Report
- C. Engineering Comments**
  - 1. Engineering Report
- D. Customer Service Comments**
  - 1. Customer Service Report
- E. Human Resource & Safety Comments**
  - 1. Human Resources Report
  - 2. Organizational Chart
- F. Finance Manager Comments**
  - 1. Interim Financial Statement
  - 2. Credit Card Breakdown
  - 3. Directors' Expense
  - 4. Check Register
  - 5. Water Sales Summary
  - 6. RMWD Sewer Equivalent Dwelling Units (EDU's) Status

Mrs. Harp introduced Ken Gerdes as the Interim Engineering Manager who will be assisting Engineering during Mrs. Kirkpatrick's maternity leave.

Kenny Diaz demonstrated high pressure meters. He pointed out these are the most accurate meters available on the market and will be able to handle high pressure. He noted ten of these meters were installed with another twenty anticipated to be installed soon and an additional fifty meters were on order. He stated historically these meters rarely require replacement. He explained the steps being taken to test the meters prior to completing replacement throughout the

(\*) - Asterisk indicates a report is attached.

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District. Mrs. Martinez agreed to provide the Board with a breakdown of what size meters are being utilized by RMWD customers. Discussion followed regarding the staff time involved in replacing the meters.

Ms. Washburn pointed out Mr. Kennedy wanted to know if any Board Members were interested in the meeting at Senator Joel Anderson's office in San Marcos on October 25, 2017. Ms. Washburn confirmed Board Members were interested in attending and stated she would confirm the meeting time for 12:30 p.m. and make carpool arrangements once the meeting was set with Senator Anderson's office.

**Motion:**

**To receive and file information and financial items.**

**Action: Approve, Moved by Director Stewart, Seconded by Director Gasca.**

**Vote: Motion carried by unanimous vote (summary: Ayes = 4).**

**Ayes: Director Brazier, Director Hamilton, Director Stewart, Director Gasca.**

**24. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT REGULAR BOARD MEETING**

It was noted the water policy changes, Bonsall Basin Desalter implementation, Remuneration and Reimbursement policy, the request for retroactive compensation, long standing contracts, and 20-year anniversary acknowledgement should be agenda items for the October Board meeting.

**25. ADJOURNMENT - To Tuesday, October 24, 2017 at 1:00 p.m.**

**The meeting was adjourned with a motion made by Director Brazier to a regular meeting on October 24, 2017 at 1:00 p.m.**

The meeting was adjourned at 3:41 p.m.

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**Helene Brazier, Board President**

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**Dawn M. Washburn, Board Secretary**



**Santa Margarita River Watershed Steering Committee**  
**October 17, 2017**  
**Rancho California Water District offices**

First, the muddy water relative to this group is becoming a little clearer after some internet research and a year of observations. My impressions are summarized as follows. The steering committee is strictly an advisory group to the Watermaster. The Watermaster can most likely be described as an officer of the court (appointed by a judge, reports to a judge). Therefore, things get done very slowly and inefficiently because lawyers and courts are involved.

For example: The steering committee would like to add an additional member to the committee (a representative from the Pechanga Indian tribe). There are sound arguments to do this, but the steering committee and watermaster can't figure out how to make this happen because the makeup of the steering committee was originally defined by the court. They have spent part of the last two meetings trying to decide whether to nominate a new member and present this to the judge, or have side-bar conversations with the judge regarding the desire and rationale to add/request a new member be added.

The other frustration for any observer to these meetings is a lack of availability of supporting documentation. For example, the minutes to the preceding meeting(s) are approved by steering committee, but the public has no access to these (not like our board packets or available online – SMRW watermaster is only now considering recreating a website for such information).

Still have not figured out how the cost of the management of the SMRW is handled. Whether participating agencies pay, allocated from the court budgets, etc. Still digging on this one.

**Notes from the Meeting**

1. Watermaster reported that as of 1/Oct/2017, Rancho California Water District will be handling the offices bookkeeping. FPU as responsibilities for reporting through 30/Sep/2017 and they still owe some reports.
2. USGS Gaging Station and Groundwater Monitoring Operations.
  - a. This is an ongoing agreement and not expected to substantially change
  - b. Watermaster is waiting for the formal agreement from USGS for this fiscal year
3. Lake Skinner MOU
  - a. Looking for clarification of operations from MWD
  - b. Would like to see a more efficient process for the management of this activity
4. Camp Pendleton/RCWD Cooperative Water Resource Management Agreement
  - a. Have contracted for a groundwater management analysis (completed)
  - b. Includes modeling of the Ground water basin
  - c. Learned aspects from study need to be incorporated into the Watermaster Report
  - d. Final Report should be available soon (Where? How to obtain?)
5. Federal Reserved Water Rights Claims
  - a. Cahuilla & Ramona Band
    - i. Working to quantify these parties rights
    - ii. Meeting August 23 & Oct/Nov meeting should get these close to finalization
  - b. Pechanga Band
    - i. Settle Agreement is place
    - ii. Congress as approved November 2016
    - iii. Judgement of the Court expected before year end
    - iv. Looking for funds appropriations

6. Motion to add steering committee member
  - a. Tabled on procedural issues
  - b. Need Court's blessing?
  - c. Question as how best to proceed.
    - i. Decided on an informational briefing to the court
    - ii. Need to drill down on the details for this presentation[Sidebar: During these discussions the mention of a "Hiring Committed" was mentioned. Have no clue what this refers to.]
7. Conjunctive Use Project between Camp Pendleton and FPUD
  - a. Settlement Agreement is in final draft form
    - i. It's been approved by the Assistant Sec. of Navy, Environmental
    - ii. USMC project side is funded & work has started
  - b. Signoffs required
    - i. Sec Navy – pending; by end of year
    - ii. Dept of Justice – next stop because it becomes part of Case 1247(? Water Rights litigation that has been in courts for past 66 years). Expect this in next 6 to 7 months
    - iii. State Water Board (because of water rights) (end of year target)
  - c. FPUD portion agreed on, they have to fund their portion
8. Annual Watermaster Report 2016
  - a. Still working on it.
  - b. Had originally thought to streamline report but has found that existing detail was dictated by the court.
  - c. Maybe by year end
9. Election of Steering Committee Chairperson
  - a. Is a revolving seat
  - b. WMUD is bee chairperson for 2018

**NEXT MEETING JANUARY 16, 2018, 10:00AM RCWD BOARD ROOM**



## BOARD OF DIRECTORS CONFERENCE/SEMINAR REPORT

**ATTENDEES NAME(S):** Miguel E. Gasca, Division 3 Director

**TITLE OF TRAINING/CONFERENCE/WORKSHOP/CLASS:** Community Guide to CEQA

**DATE(S) ATTENDED:** 30 September 2017, 9 - 4pm

**AGENCY HOSTING TRAINING/CONFERENCE/WORKSHOP/CLASS:** Planning & Conservation League

**LOCATION:** Harding Community Center, 3096 Harding St., Carlsbad, CA92008

**DESCRIPTION OF TOPIC(S)/LEARNING EXPERIENCE:**

Kevin Johnson, Vice Chairman, PCL Board of Directors, presented a review of CEQA describing:

- 1) Power of the Law
- 2) CEQA process that impacts discretionary projects whenever it "may have a significant and adverse physical effect on the environment"
- 3) The 17 elements that an Environmental Impact Report should review
- 4) The need to look for suitable alternatives
- 5) The subjects to look for when challenging a project
- 6) Conflict of Interest by the developer hiring the environmental firm to write the EIR (Fox in the hen house)
- 7) Identified possible subjects upon which to base challenge:
  - a) contradicting EIRs from other projects in the same area
  - b) Cumulative impacts from other similar projects
- 8) Mandatory - File lawsuit within 30 days of Notice of Determination
- 9) A 106 page, 13 Chapter with Appendices, Community Guide to the California Environmental Quality Act (CEQA) was provided as part of the workshop

**OTHER INTERESTING INFO**

- A) Attendees were primarily citizens from Carlsbad, Temecula, Fallbrook/Gird Valley
- B) There are over 150 Non-profits in the Fallbrook area
- C) PCL was founded by moderate Republicans







**TO:** Rainbow Municipal Water District  
**FROM:** Alfred Smith  
**DATE:** October 24, 2017  
**RE:** Attorney Report: Prop 218 and Voter Initiatives  
501668-0002

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**I. INTRODUCTION.**

On August 28, the California Supreme Court handed down a 5-2 decision ruling that voter initiatives to raise taxes are not restricted by Proposition 218. The decision is expected to result in an easier process for citizens to levy new local taxes through voter-sponsored ballot initiatives. At its core, the court's ruling states that ballot initiatives generated by citizens are not subject to the same constraints faced by local governments through Proposition 218.

Specifically, the court held that a voter initiative proposing a general tax can be presented to voters at a special election, whereas Proposition 218 prohibits local governments from presenting a general tax to voters at a special election. Passed by voters in 1996, Proposition 218 prescribes the methods local governments must follow to levy new taxes and fees, including the vote thresholds that must be met to approve proposed taxes. This evolving body of law has been of interest to water agencies, particularly in light of prior voter initiatives and referenda, including the voter referendum which sought to eradicate the water rates proposed by the Yorba Linda Water District.

**II. BACKGROUND.**

In *California Cannabis Coalition v. City of Upland, et al.*, the California Supreme Court reviewed the relationship between the voters' initiative power and the restrictions imposed by California Constitution article XIII(C)(2)(b) (added by Proposition 218 in 1996). The case involves a nonprofit that secured enough signatures to get a medical

marijuana initiative on the ballot in the City of Upland. The initiative proposed fees on new dispensaries, but the City concluded that the fees would constitute a general tax that needed to be placed on the ballot at the next general election. The issue ended up being moot as the ballot measure was defeated by the voters. Nonetheless, the case moved forward and the Supreme Court elected to rule on the question of whether Proposition 218 meant to restrict all local tax measures placed on the ballot, regardless of whether by voter initiative, or just the ones placed on the ballot by “local governments.”

This case generated widespread interest including multiple *amicus curiae* briefs from the California League of Cities and others, almost all arguing that the Proposition 218 rules should govern initiative measures. On the other side, the former San Diego Chargers wrote an amicus brief in support of the California Cannabis Coalition.

### **III. COURT’S ANALYSIS.**

The Supreme Court held that Article XIII C, which limits local governments’ ability to adopt new or increased general or special taxes, does not constrain voters’ power to raise taxes by initiative. According to the decision, a voter initiative to pass a general tax can be presented to voters at a special election. Asserting that the initiative power is, “one of the most precious rights of our democratic process,” the court held that Article XIII C only places a limitation on local governments, and not on the voters’ ability to impose a tax via the initiative power. Ultimately, the court ruled that the voters’ initiative power can only be limited when measures like Proposition 218 specifically declare that they are limiting those powers – which is not the case under current law. Otherwise, they only apply to government entities.

### **IV. CONCLUSION.**

The court’s ruling left many questions that remain to be answered, including whether voter tax initiatives would be subject to a simple majority vote or a two-thirds majority to pass. Although the discussion in the opinion indicates that the two-thirds

voter approval requirement for special taxes applies to voter initiatives, the vote-threshold question will likely be decided by a future court case. Furthermore, the court did not address the impact of the ruling on Article XIII D, relating to assessments on property and property-related fees, including retail water, sewer, and trash fees.

The decision is of particular interest to water agencies, given prior voter initiative challenges, such as the referendum in Orange County where voters sought to eradicate the rates proposed by the Yorba Linda Water District. The court rejected the initiative, noting that prior case law has held that an initiative or referendum cannot set water rates so that they are inadequate to pay the costs of essential government services such as water and wastewater services.

In response to the Supreme Court's decision, two separate constitutional amendments have been introduced in the California Legislature: (1) Assembly Constitutional Amendment 19 (Mayes); and (2) Senate Constitutional Amendment 15 (Nguyen). Both bills seek to apply the same limitations local governments face under Proposition 218 to voter initiatives.

AES/AES



**MINUTES OF THE BUDGET AND FINANCE COMMITTEE MEETING  
OF THE RAINBOW MUNICIPAL WATER DISTRICT  
SEPTEMBER 12, 2017**

1. **CALL TO ORDER:** The Budget & Finance Committee meeting of the Rainbow Municipal Water District was called to order by Chairperson Stitle on September 12, 2017 in the Board Room of the District Office at 3707 Old Highway 395, Fallbrook, CA 92028 at 1:00 p.m. Chairperson Stitle presiding.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:**

**Present:** Member Stitle, Member Ross, Member Moss, Member Hensley.

**Also Present:** Alternate Martinez, Associate Engineer Powers, General Manager Kennedy.

Two members of the public were present.

4. **SEATING OF ALTERNATES**

Mr. Stitle did not seat an alternate for this meeting.

5. **ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**

There were no changes to the agenda.

6. **PUBLIC COMMENT RELATING TO ITEMS NOT ON THE AGENDA (Limit 3 Minutes)**

It was noted the cost of water with charts would be included in upcoming newsletters.

**COMMITTEE ACTION ITEMS**

7. **COMMITTEE MEMBER COMMENTS**

Discussion ensued regarding Carol Brady, wife of Brian Brady, being elected to the Rancho California Water District Board of Directors.

\*8. **APPROVAL OF MINUTES**

A. August 8, 2017

***Motion:***

***To approve the minutes.***

***Action: Approve, Moved by Member Ross, Seconded by Member Hensley.***

***Vote: Motion passed.***

***Ayes: Member Stitle, Member Ross, Member Moss.***

***Abstain: Member Hensley.***

**9. DISCUSSION AND POSSIBLE ACTION REGARDING COMMITTEE MEMBERSHIP**

Miguel Gasca, RMWD Board Member, expressed interested in serving on the committee.

***Motion:***

***To recommend the Board appoint Miguel Gasca as a member of the Budget and Finance Committee.***

***Action: Approve, Moved by Member Ross, Seconded by Member Moss.***

***Vote: Motion passed unanimously.***

***Ayes: Member Stitle, Member Moss, Member Ross, Member Hensley.***

**10. RATE MODEL UPDATE**

Mr. Kennedy presented graphs and charts related to the rate of watermain breaks rate. He covered several aspects of this data noting there were 10% less breaks compared to the prior year as well as noting RMWD was being progressive with amount of consumption currently based on the size of the meter which other agencies have found to be more equitable. He pointed out Raftelis was working the data as part of the Cost of Service Study. He talked about tax rolls being fixed to parcels, base line consumption for RMWD is irrigation, the pipeline rehabilitation project condition assessment which involves researching options for managing RMWD's aging system including investment levels timeline, data collection and analysis; all of which is imperative to projecting and assessing project scheduling.

Mr. Kennedy mentioned the Engineering Department will return to the meeting with further discussion as well as a demonstration. Discussion followed regarding RMWD's large amounts of infrastructure with a minimal number of stakeholders paying for the operations and maintenance of the system and how decision making will be based on the outcome of the data.

**11. AMI UPDATE**

Mr. Kennedy reported there will be a meeting with SDGE and Itron Thursday, September 14, 2017, for the purpose of discussing implementation and technical details as well as the October/November timeline. He mentioned there will also be a meeting with a ABM meter testing contractor feasible to conduct a meter replacement program to include meter box replacement and high pressure meter install in areas with excessive pressure. He stated the pilot will be utilizing tester boxes with anticipation of finding out more at the September 14<sup>th</sup> meeting.

**12. FINANCIAL SOFTWARE UPDATE**

It was noted the contract with INFOR for utility billing software including the internal implementation guide would save RMWD money on implementing the program with additional training required for configuration.

There was discussion regarding CSDA and INFOR partnering to give bundle services; however, there was not a firm number yet as it may be out of RMWD's price range. Discussion continued regarding previous comparisons with other databases and how the key point is the integration into asset management GIS systems. Mr. Kennedy pointed out his years of experience in this system including excellent customer service, configuration, flexibility, and integration it could be 6-8 months before RMWD turns it systems over and could be running parallel for an extended period to ensure proper data.

**13. DISCUSSION REGARDING POSSIBLE LOCK BOX SERVICES**

Mrs. Martinez mentioned InfoSend partners with Bank Up Corporation. She noted in-house staff time to process mailed in payments takes 80 hours per month for one employee or roughly \$2,000 a month. She explained there were two responses to the Request for Proposal; 1) InfoSend at \$1,200 per month and 2) RT Lawrence at \$900 per month. She explained outsourcing this task will allow for one customer service representative to be backup for billing and efficiency enhancement.

Mrs. Martinez recommended RMWD contract with RT Lawrence due to their services being well-known as well as the better price. She confirmed there would be no issues for not utilizing Bank Up and their partnership with InfoSend for this service.

***Motion:***

***To accept the proposal.***

***Action: Approve, Moved by Member Moss, Seconded by Member Stitle.***

***Vote: Motion passed unanimously.***

***Ayes: Member Stitle, Member Moss, Member Ross, Member Hensley.***

Discussion followed regarding the anticipated implementation date being January 2019 as well as having the Communications Committee roll out messaging to the public.

**14. REVIEW THE FOLLOWING:**

- A.** Income Statement
- B.** Balance Sheet
- C.** Cash Flow

Mrs. Martinez reported the auditors will be at RMWD in early October. Mr. Kennedy stated he believes the low TDS water does not require grove owners to use as much water; however, one the TDS rises usage will increase.

**15. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT SCHEDULED BUDGET AND FINANCE COMMITTEE MEETING**

It was noted the Raftelis rate study and the public hearing for possible rate increases effective January should be on the next committee agenda.

**16. ADJOURNMENT**

The meeting adjourned at 2:21 p.m.

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**Harry Stitle, Committee Chairperson**

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**Dawn M. Washburn, Board Secretary**



**MINUTES OF THE COMMUNICATIONS COMMITTEE MEETING  
OF THE RAINBOW MUNICIPAL WATER DISTRICT  
SEPTEMBER 11, 2017**

1. **CALL TO ORDER** – The Communications Committee Meeting of the Rainbow Municipal Water District on September 11, 2017 was called to order by Chairperson Daily at 3:30 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. Chairperson Daily, presiding.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:**

**Present:** Member Daily, Member Kurnik, Member Kirby, Member Hamilton.

**Also Present:** Alternate Gray, Engineering Technician Rubio.

One member of the public was present.

4. **SEATING OF ALTERNATES**

Mr. Daily did not seat any alternates due to a quorum being present.

5. **ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**

There were no changes to the agenda.

6. **PUBLIC COMMENT RELATING TO ITEMS NOT ON THE AGENDA**

Mr. Daily introduced David Shinn to the committee noting Mr. Shinn was interested in serving as a member. Mr. Daily noted the committee will make a recommendation to the Board for Mr. Shinn's appointment under the membership item on the agenda.

**COMMITTEE ACTION ITEMS**

\*7. **APPROVAL OF MINUTES**

A. August 7, 2017

***Motion:***

***To approve the minutes as written.***

***Action: Approve, Moved by Member Kirby, Seconded by Member Hamilton.***

***Vote: Motion passed unanimously.***

***Ayes: Member Daily, Member Kirby, Member Hamilton, Member Kurnik.***

**8. DISCUSSION REGARDING BILLING FORMAT AND MARKETING**

Mrs. Gray informed the committee that the Board approved Infor Systems to replace Springbrook; therefore, the committee may want to hold off on revising the billing format until the change has been completed.

**9. DISCUSSION REGARDING REVISED OUTREACH TIMELINE**

Mrs. Gray said the timeline was included with the Strategic Plan.

**10. DISCUSSION REGARDING COMMITTEE MEMBERSHIP**

Mr. Daily asked Dave Shinn whether he was interested in serving on the committee. Mr. Shinn inquired as to the purpose of the committee. Mrs. Gray provided Mr. Shinn with a copy of the Strategic Plan pointing out the objectives for this committee. Mr. Daily said external, internal and community outreach for the District was the main purpose.

Mr. Shinn briefed the committee on his background noting he owns his own business and was now semi-retired.

***Motion:***

***To recommend to the Board to appoint Mr. Shinn as a member of the Communications Committee.***

***Action: Approve, Moved by Member Hamilton, Seconded by Member Kurnik.***

***Vote: Motion passed unanimously.***

***Ayes: Member Daily, Member Kirby, Member Hamilton, Member Kurnik.***

**11. DISCUSSION REGARDING POTENTIAL COMMITTEE MEETING DATE CHANGE**

Mr. Daily would like to propose changing the meeting time and date to keep Ms. Kirby from leaving the committee due to scheduling conflicts. He proposed changing the meeting to the first Thursday of the month.

***Motion:***

***To officially change the meeting date for the Communications Committee to the first Thursday of each month at 3:30 p.m.***

***Action: Approve, Moved by Member Hamilton, Seconded by Member Kirby.***

***Vote: Motion passed unanimously.***

***Ayes: Member Daily, Member Kirby, Member Hamilton, Member Kurnik.***

**12. COMMUNICATIONS PLAN/TOPICS/STRATEGIC PLAN OBJECTIVES**

Mrs. Gray said she has been in contact and hopes to continue interacting with the schools as well as reaching out to high schools. Discussion ensued.

**13. REVIEW AND ANALYSIS OF RMWD RELATED MEDIA STORIES**

Mr. Daily mentioned there was not a lot of information in the media except for the election of Brian Brady's wife being elected to the Rancho Water District Board of Directors.

**14. COMMITTEE MEMBER COMMENTS**

There were no comments.

**15. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT SCHEDULED COMMUNICATIONS COMMITTEE MEETING**

It was noted billing format and marketing item needs to be on the next agenda.

**16. ADJOURNMENT**

*The meeting was adjourned with a motion made by Member Daily to October 5, 2017.*

The meeting adjourned at 4:21 p.m.

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**Mike Daily, Committee Chairperson**

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**Dawn M. Washburn, Board Secretary**



**MINUTES OF THE ENGINEERING SERVICES COMMITTEE MEETING  
OF THE RAINBOW MUNICIPAL WATER DISTRICT  
SEPTEMBER 6, 2017**

1. **CALL TO ORDER** – The Engineering Services Committee Meeting of the Rainbow Municipal Water District on September 6, 2017 was called to order by Chairperson Prince at 3:00 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. Chairperson Prince, presiding.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:**

**Present:** Member Prince, Member Stitle, Member Taufer, Member Brazier, Member Ratican, Member Robertson, Member Marnett.

**Also Present:** General Manager Kennedy, Engineering Manager Kirkpatrick, Associate Engineer Powers, Eng. Tech. Rubio.

**Absent:** Alternate Kirby.

There were six members of the public present. Mr. Walsh, Mr. Epps, Mr. Goodman (The Walsh Group), Mr. Walker (TWE), Mr. Nelson, Mr. Gasca.

4. **SEATING OF ALTERNATES**

There were no seating of alternates.

5. **ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**

There were no changes to the agenda.

6. **PUBLIC COMMENT RELATING TO ITEMS NOT ON THE AGENDA**

There were no public comments.

**COMMITTEE ACTION ITEMS**

\*7. **APPROVAL OF MINUTES**

A. August 2, 2017

**Motion:** Accept the minutes as amended.

**Action:** Approve, Moved by Member Brazier, Seconded by Member Stitle.

**Vote:** Motion carried by unanimous vote (summary: Ayes = 7).

**Ayes:** Member Prince, Member Stitle, Member Brazier, Member Taufer, Member Ratican, Member Robertson, Member Marnett.

## **8. MOOSA CREEK UPDATE FROM TORY WALKER ENGINEERING**

Mr. Kennedy said Mr. Walker conducted an analysis of the impact of the I-15 construction along the Moosa Creek. Mr. Walker discussed the Moosa Creek condition pointing out the flow and sediment areas. He said to find the sources causing the sediment a hydro-modification was conducted. He mentioned one significant change that happened was the I-15 freeway. He pointed out the areas that have been channelized by the I-15 that cause the water runoff to flow quicker and at higher flows. He said the I-15 adds approximately 200 acres of impervious area. He said by using hydrologic modeling it has been concluded that I-15 has caused an increase in peak flow rate of no less than 10%. Discussion ensued.

Mr. Kennedy said the Moosa pipeline has been damaged many times in the past and as reflected on the analysis there will continue to be issues. He said based on the conclusive information the I-15 has contributed to the erosion and sedimentation of the Moosa Creek. He pointed out the model has concluded the issue with the high flows and how the channel can be stabilized. He would be working with Caltrans and CWA to obtain some storm water grant funding. Discussion ensued.

## **9. WALSH & ARCHER WESTER COMPANY PRESENTATION**

Mr. Epps introduced The Walsh Group representatives and described the company's qualifications. He pointed out that the company specialized in alternate delivery; completing more than \$600M in design-build/alternate delivery water treatment systems in the past decade. He described the processes for the following alternative delivery options listing the positives and negatives:

- Design-Bid Build (DBB)
- Construction Management at Risk (CMAR)
- Progressive Design Build (GMB)
- Lump Sum Design Build
- Design build operate/finance (DBO/F/T)

Mr. Epps went over the selection process Statement of Qualifications (SOQ) or Short List and pointed out the pitfalls during the selection process. He mentioned it is important to include the estimator to meetings, due to the fact cost control was one of the most important items. He described examples of previous projects and how The Walsh Group has saved owners' funding. Discussion ensued.

Mr. Kennedy mentioned the strategic planning brought up the fact that the District does not have any local water and is solely dependent on CWA and MET. He said the goal was to provide all the information to the Board to make an informative decision.

## **10. WATER POLICY**

Mrs. Kirkpatrick said currently the water policy does not include a term for installation of a water meter after it is purchased. She was proposing to amend the water policy to include a two year term, and once the application expires the fees paid on the application would be refunded minus administrative costs. She explained this would avoid maintaining records for years until the applicant decides to install the meter. Discussion ensued.

**11. AMI UPDATE**

Mr. Kennedy said a meeting was scheduled next week with SDG&E, ITRON and ABM to discuss scheduling. He mentioned SDG&E has completed the security testing to block hackers. He said the project pilot program was scheduled to start by October / November 2017 for the installation of 300 meters. Discussion ensued.

**12. DISCUSSION AND POSSIBLE ACTION REGARDING MEMBERSHIP**

Mrs. Kirkpatrick said Mr. Nelson was in attendance and wanted to join the Engineering Committee as an alternate member.

**Motion: Recommend to the Board to appoint Mr. Nelson as an alternate member to the Engineering Services Committee.**

**Action: Approve, Moved by Member Robertson, Seconded by Member Brazier.**

**Vote: Motion carried by unanimous vote (summary: Ayes = 7).**

**Ayes: Member Prince, Member Stitle, Member Brazier, Member Taufer, Member Ratican, Member Robertson, Member Marnett**

**13. LIST OF SUGGESTED AGENDA ITEMS FOR THE NEXT SCHEDULED ENGINEERING SERVICES COMMITTEE MEETING**

The suggested agenda item was AMI.

**14. ADJOURNMENT**

**The meeting was adjourned with a motion made by Member Robertson. Seconded by Member Brazier.**

The meeting adjourned at 5:11 p.m.

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**Timothy Prince, Committee Chairperson**

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**Dawn M. Washburn, Board Secretary**





APN	NAME	ADDRESS	DESCRIPTION OF USE	ACREAGE
1023000800	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	North Reservoir	4.8
1023001100	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	U-1 Pump Station	0.14
1023005000	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Rainbow Creek pipeline Crossing near North Reservoir	0.89
1023005300	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Connection 9	0.01
1024300900	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Pump Station across PS1 (not in use)	0.12
1025702000	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	U-1 Tanks	1.08
1026305400	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Pump Station #1	0.33
1026602000	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Booster Pump Station #4	0.03
1027001600	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Pump Station #3	0.67
1071702800	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Connection 7	1.60
1071702900	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Pala Mesa Tank	10.35
1080206900	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Northside Reservoir	9.23
1082210600	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Beck Reservoir	27.25
1082210900	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Beck Reservoir	4.82
1082211000	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Beck Reservoir	6.23
1082211800	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Near Beck Reservoir - Excess Property Purchased for UV Plant	4.68
1084210600	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Rice Canyon Tank	1.00
1084410300	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Canonita Tank	2.41
1091410700	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Gomez Creek Tank	1.00
1092310900	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Rainbow Heights Tank	0.35
1092330300	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Rainbow Heights Tank	0.99
1092341000	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Rainbow Heights Concrete Tank - used for SCADA	1.74
1093101800	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Vallecitos Tank	0.55
1093822800	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Magee Tank	1.03
1093912400	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Magee Pump Station	0.3
1100721000	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Huntley Road Pump Station	0.52
1102203700	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Huntley Chlorination Station (not in use)	0.2
1212011000	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Morro Tank	0.31
1212011100	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Morro Tank	4.85
1212011200	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Morro Reservoir	13.01
1213300900	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Morro Reservoir	6.79
1250703200	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Sumac Reservoir (Not in Use)	1.72
1250902600	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	HQ Site	7.38

APN	NAME	ADDRESS	DESCRIPTION OF USE	ACREAGE
1250903400	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	HQ Site	4.43
1250903500	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	HQ Site	3.40
1250903800	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	HQ Site	17.03
1251002100	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Rancho Viejo Lift Station #5	0.05
1252311800	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Hutton Tank	1.39
1252312600	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Hutton Tank	0.89
1260803100	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Via de los Cepillos Easement	0.47
1261708700	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Lift Station #2	0.08
1261708900	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Lift Station #2	0.12
1263004200	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Lift Station #1	0.01
1270710500	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Bonsall Reservoir (Leased to Don Dabbs)	6.19
1270710600	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Connection 6	0.28
1271512300	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Turner Tank	15.12
1721404300	RAINBOW MUNICIPAL WATER DISTRICT	PUBLIC AGENCY	Gopher Canyon Tank	1.84
				<b>167.68</b>

### BOARD OF DIRECTORS

October 24, 2017

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#### SUBJECT

DISCUSSION AND POSSIBLE ACTION TO AWARD A PROFESSIONAL SERVICES CONTRACT TO PROVIDE ENGINEERING SERVICES FOR STUDIES TO ADVANCE BONSALL BASIN DESALTER IMPLEMENTATION AND APPROPRIATE \$152,903 TO THE PROJECT BUDGET

#### BACKGROUND

Rainbow Municipal Water District (District) provides water to approximately 7,800 meter accounts and currently receives all its water through San Diego County Water Authority (SDCWA) and the Metropolitan Water District of Southern California (MWD).

The District has completed several studies of the Bonsall Groundwater Basin with an objective of developing a reliable local water supply based on recovery of imported water return flows. In May 2017, a technical memorandum (TM) was completed that compared a baseline groundwater extraction and desalination project against three alternatives that supplemented the groundwater supply with indirect potable reuse (IPR). The TM concluded that the District should implement the baseline groundwater desalination project while preserving the IPR alternatives for possible implementation in the future.

The TM recommended several next steps to advance the implementation of the groundwater desalter. The District prepared an RFP to solicit proposals and select the most qualified firm with expertise in the groundwater modeling, water rights, water quality, borings and well construction, and pump testing of wells, desalination plant planning, siting, alternatives, costs, and brine management. The scope of services focuses on the following:

1. Update, validate/calibrate the 2016 groundwater model.
2. Use the model to verify production well yields in the Bonsall Basin.
3. Confirm imported return flow water rights and regulatory structure.
4. Collect groundwater quality data.
5. Exploratory borings for production well sites.
6. Property acquisition, contracts/agreements.
7. Revise and refine desalter project alternatives and costs including brine disposal options.

#### DESCRIPTION

The District conducted a search and issued a Request for Proposals on July 25, 2017. One firm, Dudek, responded with a proposal by August 30, 2017. The staff and a team of experts reviewed the proposal and evaluated it based on the executive summary, project description, identification of the consultant, project organization and experience, past performance, and the firms local experience. The staff evaluation found that Dudek is experienced and qualified to perform the work, staff selected Dudek for this project with a fee of \$572,903. The District may choose to refine the scope to better fit the needs of the District.

**POLICY/STRATEGIC PLAN KEY FOCUS AREA**

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Strategic Focus Area One: Water Resources. The proposed studies would refine the feasibility of creating a local supply of potable water through desalination of imported water return flow. This would broaden the District's supply beyond strictly imported water.

**BOARD OPTIONS/FISCAL IMPACTS**

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The project is included in the District's CIP budget, with \$450,000 total in expenditures expected in fiscal year 2017-2018. The proposed fee for this Engineering services contract is \$572,903. In addition to this fee, the project is expected to cost an additional \$30,000 for project management and administration by District staff. The total expected budget for this project is \$602,903. Thus, to pay for this project if approved, the board must appropriate an additional \$152,903 to the project budget. These funds are available in the Capital Reserves.

- 1) Authorize staff to award a Professional services contract to Dudek to provide Engineering services for studies to advance Bonsall Basin desalter implementation for a fee of \$572,903 and appropriate an additional \$152,903 to the project budget.
- 2) Provide other direction to staff.

**STAFF RECOMMENDATION**

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Staff recommends Option 1.



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Michael Powers  
Interim Engineering Manager

October 24, 2017



**RAINBOW MUNICIPAL WATER DISTRICT  
3707 S HIGHWAY 395  
FALLBROOK CA 92028  
(760) 728-1178**

**PROFESSIONAL SERVICES AGREEMENT**

**PROJECT:** STUDIES TO ADVANCE BONSALL BASIN DESALTER IMPLEMENTATION  
**Project No. 600003, Contract No. 17-32**

THIS AGREEMENT ("Agreement") is made and entered into this \_\_\_\_\_ day of **September, 2017** by and between the **RAINBOW MUNICIPAL WATER DISTRICT**, a municipal water district, hereinafter designated as "**DISTRICT**", and **Dudek, a California corporation**, hereinafter designated as "**CONSULTANT**."

**RECITALS**

- A.** DISTRICT desires to obtain Professional Consulting Services from an independent contractor for the above named Project.
- B.** CONSULTANT has submitted a proposal to provide professional services for DISTRICT in accordance with the terms set forth in this Agreement.
- C.** DISTRICT desires to contract with CONSULTANT as an independent contractor and CONSULTANT desires to provide services to DISTRICT as an independent contractor.
- D.** CONSULTANT has demonstrated its competence and professional qualifications necessary for the satisfactory performance of the services designated herein by virtue of its experience, training, education, and expertise.

**NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:**

**1. PROFESSIONAL SERVICES PROVIDED BY CONSULTANT.**

- 1.1** The professional services to be performed by CONSULTANT shall consist of the following: Engineering services to conduct studies to advance Bonsall Basin desalter implementation. The scope of services is more particularly defined in Exhibit "A", attached and made a part hereof. Any additional engineering services will be requested in writing as set forth in Section 19.
- 1.2** In performing the services set forth in Exhibit "A", CONSULTANT shall work closely with DISTRICT'S General Manager and staff in performing services in accordance with this

Agreement in order to receive clarification as to the result that DISTRICT expects to be accomplished by CONSULTANT. The General Manager, shall be DISTRICT'S authorized representative in the interpretation and enforcement of all services performed in connection with this Agreement.

- 1.3 CONSULTANT represents that its employees have the qualifications and skills necessary to perform the services under this Agreement in a competent, professional manner, without the advice or direction of DISTRICT. This means CONSULTANT is able to fulfill the requirements of this Agreement. Failure to perform all services required under this Agreement constitutes a material breach of the Agreement.

**2. TERM AND TIMING REQUIREMENTS.**

- 2.1 This Agreement will become effective on the date stated above, and will continue in effect until the earlier of the completion of services provided for in this Agreement or until terminated as provided under Section 14 of this Agreement.
- 2.2 CONSULTANT'S performance of services under this Agreement shall be in accordance with the schedule outlined below unless otherwise modified in writing as set forth in Section 19. Failure by CONSULTANT to strictly adhere to these timing requirements may result in termination of this Agreement by DISTRICT.

Task	Due Date
Notice to Proceed	October 1, 2017
Draft Summary Report	May 1, 2018
Final Summary Report	September 1, 2018
Final Model Submittal	September 1, 2018

- 2.3 CONSULTANT shall submit all requests for extensions of time for performance in writing to the General Manager no later than two (2) business days after the commencement of the cause of any unforeseeable delay beyond CONSULTANT'S control and in all cases prior the date on which performance is due if possible. The General Manager shall review all such requests and may grant reasonable time extensions for unforeseeable delays which are beyond CONSULTANT'S control.
- 2.4 For all time periods not specifically set forth herein, CONSULTANT shall respond in the most expedient and appropriate manner under the circumstances, by telephone, fax, hand delivery, e-mail or mail.

**3. STUDY CRITERIA AND STANDARDS.**

- 3.1 All services shall be performed in accordance with applicable DISTRICT, county, state and federal Codes and criteria. In the performance of its professional services,

CONSULTANT shall use the degree of care and skill ordinarily exercised by consultants performing the same or similar work under similar conditions.

**4. INDEPENDENT CONTRACTOR.**

4.1 CONSULTANT'S relationship to DISTRICT shall be that of an independent contractor in performing all services hereunder. DISTRICT shall not exercise any control or direction over the methods by which CONSULTANT shall perform its services and functions. DISTRICT'S sole interest and responsibility is to ensure that the services covered in this Agreement are performed in a competent, satisfactory and legal manner. The parties agree that no services, act, commission or omission of CONSULTANT or its employee(s) pursuant to this Agreement shall be construed to make CONSULTANT or its employee(s) the agent, employee or servant of DISTRICT. CONSULTANT and its employee(s) are not entitled to receive from DISTRICT vacation pay, sick leave, retirement benefits, Social Security, workers' compensation, disability benefits, unemployment benefits or any other employee benefit of any kind.

4.2 CONSULTANT shall be solely responsible for paying all federal and state employment and income taxes, for carrying workers' compensation insurance and for otherwise complying with all other employment requirements with respect to CONSULTANT or its employee(s). CONSULTANT agrees to indemnify, defend and hold DISTRICT harmless from any and all liability, damages or losses (including attorney's fees, costs, penalties and fines) DISTRICT suffers as a result of CONSULTANT'S failure comply with the foregoing.

4.3 CONSULTANT shall be solely responsible for the performance of any of its employees, agents, or subcontractors under this Agreement. CONSULTANT shall report to DISTRICT any and all employees, agents, and subcontractors performing services in connection with this Agreement, and all shall be subject to the approval of DISTRICT.

4.4 CONSULTANT shall have no authority, express or implied, to act on behalf of as an agent, or to bind DISTRICT to any obligation whatsoever, unless specifically authorized in writing by the General Manager. If CONSULTANT'S services relate to an existing or future DISTRICT construction contract, CONSULTANT shall not communicate directly with, nor in any way direct the actions of, any bidder for that construction contract without the prior written authorization by the General Manager.

**5. WORKERS' COMPENSATION INSURANCE.**

5.1 By CONSULTANT'S signature hereunder, CONSULTANT certifies that CONSULTANT is aware of the provisions of Section 3700 of the California Labor Code that require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and CONSULTANT will comply with such provisions before commencing the performance of the services of this Agreement.

**6. INDEMNIFICATION, HOLD HARMLESS AND DEFENSE.**

6.1 All officers, agents, employees and subcontractors, and their agents, who are employed by CONSULTANT to perform services under this Agreement, shall be deemed officers,

agents and employees of CONSULTANT. To the extent and in any manner permitted by law, CONSULTANT shall defend, indemnify, and hold DISTRICT, its directors, officers, employees, authorized volunteers and agents, and each of them free and harmless from any claims, demands, liability from loss, damage, or injury to property or persons, including wrongful death, that arise out of, pertain to, or relate to the negligence, recklessness or willful misconduct of CONSULTANT, including CONSULTANT'S officers, employees and agents, in connection with the services required by this Agreement, including without limitation, the payment of reasonable attorneys' fees and costs. The foregoing indemnity, hold harmless and defense obligation of CONSULTANT shall apply except to the extent the loss, damage or injury is caused by the sole negligence or willful misconduct of an indemnified party.

- 6.2** To the extent and in any matter permitted by law, CONSULTANT shall defend, indemnify and hold DISTRICT, its directors, officers, employees, authorized volunteers and agents, and each of them free and harmless from and against any and all actions, proceedings, damages, costs, expenses, penalties or liabilities, in law or equity, of every kind or nature whatsoever, arising out of, related to or incident to a breach of any governmental law or regulations, compliance with which is the responsibility of CONSULTANT.
- 6.3** CONSULTANT shall defend, at CONSULTANT'S own cost, expense and risk, any and all such aforesaid claims, suits, actions or other legal proceedings of every kind that may be brought or instituted against DISTRICT or DISTRICT'S directors, officers, employees, authorized volunteers and agents, and each of them. DISTRICT shall be consulted regarding and approve of the selection of defense counsel. Should separate counsel be necessary for DISTRICT, as determined by DISTRICT, CONSULTANT shall be responsible to pay for the reasonable attorneys fees and costs including expert fees, as such fees and costs are incurred, for DISTRICT'S legal counsel in addition to CONSULTANT'S own legal fees and costs. In all circumstances, DISTRICT retains the right to retain its own attorneys.
- 6.4** CONSULTANT shall pay and satisfy any judgment, award or decree that may be rendered against DISTRICT or its directors, officers, employees, authorized volunteers and agents, and each of them, in any and all such aforesaid claims, suits, action or other legal proceeding. CONSULTANT shall not agree without DISTRICT'S prior written consent, to any settlement which would require DISTRICT to pay any money or perform some affirmative act, including in the case of intellectual property infringement any payment of money or performance of some affirmative act to continue using CONSULTANT Products.
- 6.5** CONSULTANT shall reimburse DISTRICT and its directors, officers, employees, authorized volunteers and agents, and each of them, for any and all reasonable legal expenses and costs including attorneys' fees incurred by each of them in connection therewith or in enforcing the indemnity, hold harmless and defense obligation herein provided.
- 6.6** CONSULTANT agrees to carry insurance for this purpose as set forth herein including contract liability. Provision of insurance coverage as required by this Agreement shall not affect CONSULTANT'S indemnification, hold harmless and defense obligations. CONSULTANT'S indemnification hold harmless and defense obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for CONSULTANT, subcontractor, supplier or other person under



workers' compensation acts, disability acts or other employee acts or the insurance required by this Agreement. CONSULTANT'S indemnification, hold harmless and defense obligation shall not be restricted to insurance proceeds, if any received by DISTRICT or its directors, officers, employees, authorized volunteers or agents.

6.7 CONSULTANT'S indemnification, hold harmless and defense obligation shall survive the termination or expiration of this Agreement.

7. **LAWS, REGULATIONS AND PERMITS.**

7.1 CONSULTANT shall give all notices required by law and comply with all laws, ordinances, rules and regulations pertaining to the conduct of the services required by this Agreement. CONSULTANT shall be liable for, and bear all costs resulting from, any violations of the law in connection with services furnished by CONSULTANT.

7.2 CONSULTANT shall comply with all of the following requirements with respect to any services as a Building/Construction Inspector, Field Soils and Material Tester, or Land Surveyor, as those trades are defined by the California Department of Industrial Relations ("DIR").

a) CONSULTANT agrees to comply with and require its subcontractors to comply with the requirements of California Labor Code sections 1720 *et seq.* and 1770 *et seq.*, and California Code of Regulations, title 8, section 16000 *et seq.* (collectively, "Prevailing Wage Laws") and any additional applicable California Labor Code provisions related to such work including, without limitation, payroll recordkeeping requirements. CONSULTANT and its subcontractors shall pay not less than the prevailing rate of per diem wages as determined by the Director of the DIR for all services described in this Section 7.2 of the Agreement and as required by law. The general prevailing wage determinations can be found on the DIR website at: [www://dir.ca.gov/dslr](http://www.dir.ca.gov/dslr). Copies of the prevailing rate of per diem wages may be accessed at the DISTRICT'S administrative office, and shall be made available upon request. CONSULTANT shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the services described in this Section 7.2 of the Agreement available to interested parties upon request, and shall post and maintain copies at CONSULTANT'S principal place of business and at all site(s) where services are performed. Penalties for violation of Prevailing Wage Laws may be assessed in accordance with such laws. For example, CONSULTANT shall forfeit, as a penalty to the DISTRICT, Two Hundred Dollars (\$200) for each calendar day, or portion thereof, for each workman paid less than stipulated prevailing rates for services performed under this Agreement by CONSULTANT, or any subcontractor under CONSULTANT, in violation of Prevailing Wage Laws. CONSULTANT shall defend, indemnify and hold the DISTRICT and its officials, officers, directors, employees, agents and volunteers free and harmless from any claims, liabilities, costs, penalties or interest arising out of the failure or alleged failure of CONSULTANT or its subcontractors to comply with Prevailing Wage Laws.

b) CONSULTANT and each of its subcontractors shall keep accurate payroll records showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per

diem wages paid to each journeyman, apprentice, worker or other employee employed by CONSULTANT or subcontractor in connection with the services performed pursuant to this Agreement. Each payroll shall be certified, available for inspection, and copies thereof furnished as prescribed in California Labor Code sections 1771.4(a)(3)(A) and 1776, including any required redactions. CONSULTANT shall keep the DISTRICT informed as to the location of the records and shall be responsible for the compliance with these requirements by all subcontractors. CONSULTANT shall inform the DISTRICT of the location of the payroll records, including the street address, city and county and shall, within five (5) working days, provide a notice of a change of location and address. Penalties for noncompliance include a forfeiture of One Hundred Dollars (\$100) per calendar day, or portion thereof, for each worker until strict compliance is effectuated, which may be deducted from any moneys due to CONSULTANT.

- c) Eight (8) hours of work shall constitute a legal day's work. CONSULTANT and any subcontractors shall forfeit, as a penalty to the DISTRICT, Twenty-Five Dollars (\$25) for each worker employed in the execution of services pursuant to this Agreement by CONSULTANT or any subcontractor under him for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one (1) calendar day and forty (40) hours in any calendar week in violation of the provisions of the California Labor Code, in particular, sections 1810 to 1815, thereof, inclusive, except services performed by employees of CONSULTANT and its subcontractors in excess of eight (8) hours per day at not less than one and one-half (1 ½) times the basic rate of pay, as provided in California Labor Code section 1815.
- d) CONSULTANT'S attention is directed to the provisions of California Labor Code sections 1777.5, 1777.6 and 1777.7 concerning employment of apprentices by CONSULTANT or any of its subcontractors. If applicable to the services performed under the Agreement, CONSULTANT shall comply with such apprenticeship requirements and submit apprentice information to the DISTRICT. Information relative to apprenticeship standards, wage schedules and other requirements may be obtained from the DIR or the Division of Apprenticeship Standards. Knowing violations of section 1777.5 will result in forfeiture not to exceed One Hundred Dollars (\$100) or Three Hundred Dollars (\$300), depending on the circumstances, for each calendar day of non-compliance pursuant to section 1777.7.
- e) CONSULTANT shall require any subcontractors performing services described in this Section 7.2 of the Agreement to comply with all of the above.
- f) CONSULTANT must be, and must require all subcontractors performing services described in this Section 7.2 to be, registered with and have paid the annual fee to the DIR prior to execution of this Agreement pursuant to Labor Code Section 1725.5. No contractor or subcontractor may be listed on a bid proposal for a public works project, or perform services described in this Section 7.2, unless registered with the DIR pursuant to Labor Code Section 1725.5. No contractor or subcontractor may be awarded a contract for public work on a public works project, or perform services described in this Section 7.2, unless registered with the DIR pursuant to Labor Code Section 1725.5. The performance of services

described in this Section 7.2 is subject to compliance monitoring and enforcement by the DIR

**8. SAFETY.**

CONSULTANT shall execute and maintain CONSULTANT'S services so as to avoid injury or damage to any person or property. In carrying out CONSULTANT'S services, CONSULTANT shall at all times, exercise all necessary precautions for the safety of employees appropriate to the nature of the services and the conditions under which the services are to be performed, and be in compliance with all federal, state and local statutory and regulatory requirements including State of California, Division of Industrial Safety (Cal/OSHA) regulations, and the U.S. Department of Transportation Omnibus Transportation Employee Testing Act (as applicable). Safety precautions as applicable shall include instructions in accident prevention for all employees such as safe walkways, scaffolds, fall protection, ladders, bridges, gang planks, confined space procedures, trenching & shoring, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries.

**9. INSURANCE.**

**9.1 INSURANCE COVERAGE AND LIMITS.**

CONSULTANT shall provide and maintain at all times during the performance of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the services hereunder by CONSULTANT, its agents, representatives, employees or subcontractors. Claims made policies shall not satisfy these insurance requirements unless CONSULTANT notifies DISTRICT and obtains DISTRICT'S prior written consent to the use of such claims made policies.

**Coverage** – CONSULTANT shall maintain coverage at least as broad as the following:

- a) Coverage for Professional Liability appropriate to CONSULTANT'S profession covering CONSULTANT'S wrongful acts, negligent actions, errors or omissions. The retroactive date (if any) is to be no later than the effective date of this Agreement.
- b) Insurance Services Office Commercial General Liability Coverage (Occurrence Form CG 0001).
- c) Insurance Services Office Automobile Liability Coverage (Form CA 0001), covering Symbol 1 (any auto).
- d) Workers' Compensation insurance as required by the State of California and Employers Liability insurance.

**Limits** - CONSULTANT shall maintain limits no less than the following:

- a) Professional Liability - One million dollars (\$1,000,000) per claim and two million dollars (\$2,000,000) annual aggregate.

- b) General Liability - Two million dollars (\$2,000,000) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit or products-completed operations aggregate limit is used, either the general aggregate limit shall apply separately to the project/location (with the ISO CG 2503, or ISO CG 2504, or insurer's equivalent endorsement provided to DISTRICT) or the general aggregate limit and products-completed operations aggregate limit shall be twice the required occurrence limit.
- c) Automobile Liability - One million dollars (\$1,000,000) for bodily injury and property damage each accident limit.
- d) Workers' Compensation insurance with statutory limits as required by California law and Employer's Liability insurance with a limit of no less than One Million Dollars (\$1,000,000) per accident for bodily injury or disease.

**9.2 REQUIRED PROVISIONS.** The insurance policies are to contain, or be endorsed to contain the following provisions:

- a) DISTRICT, its directors, officers, employees, or authorized volunteers are to be covered as insureds on the CGL and auto policies with respect to liability arising out of automobiles owned, leased, hired, or borrowed by on or behalf of CONSULTANT; and with respect to liability arising out of services or operations performed by or on behalf of CONSULTANT including materials, parts, or equipment furnished in connection with such services or operations. General liability coverage can be provided in the form of an endorsement to CONSULTANT'S insurance (at least as broad as ISO Form CG 20 10, 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used). The coverage shall contain no special limitations on the scope of protection afforded to DISTRICT, its directors, officers, employees, or authorized volunteers. The Project Name shall also be included.
- b) For any claims related to the services provided hereunder, CONSULTANT'S insurance shall be primary insurance as respects DISTRICT, its directors, officers, employees, and authorized volunteers. Any insurance, self-insurance, or other coverage maintained by DISTRICT, its directors, officers, employees, or authorized volunteers shall not contribute to it.
- c) Each insurance policy specified above are to state or be endorsed to state that coverage shall not be canceled except after thirty (30) days prior written notice (ten (10) days for non-payment of premium) by U.S. mail has been provided to DISTRICT.
- d) In the event any change is made in the insurance carrier, scope of coverage or retroactive date of professional liability coverage required under this Agreement (if applicable), CONSULTANT shall notify DISTRICT prior to any changes
- e) All of the insurance shall be provided on policy forms satisfactory to DISTRICT. All insurance correspondence, notations, certificates, or other documents from the insurance carrier or agent/broker shall each separately reference this Agreement.

- 9.3 WAIVER OF SUBROGATION.** CONSULTANT hereby agrees to waive rights of subrogation which any insurer of CONSULTANT may acquire from CONSULTANT by virtue of the payment of any loss. CONSULTANT agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of DISTRICT for all services performed by CONSULTANT, its employees, agents and subcontractors.
- 9.4 DEDUCTIBLES AND SELF-INSURED RETENTIONS.** Any deductible or self-insured retention must be declared to and approved by DISTRICT. At the option of DISTRICT, the insurer shall either reduce or eliminate such deductibles or self-insured retention.
- 9.5 ACCEPTABILITY OF INSURERS.** Insurance is to be placed with insurers having a current A.M. Best rating of no less than A:VII or equivalent or as otherwise acceptable to DISTRICT.
- 9.6 EVIDENCES OF INSURANCE.** Prior to execution of this Agreement, CONSULTANT shall furnish DISTRICT with original certificates and amendatory endorsements, or copies of the applicable insurance language, effecting coverage required by this Agreement. All certificates and endorsements are to be received and approved by DISTRICT before services commence. However, failure to obtain the required documents prior the services beginning shall not waive CONSULTANT'S obligation to provide them.

CONSULTANT shall, upon demand of DISTRICT at any time, deliver to DISTRICT complete, certified copies or all required insurance policies, including endorsements, required by this Agreement.

- 9.7 SUBCONTRACTORS.** In the event that CONSULTANT employs subcontractors as part of the services covered by this Agreement, it shall be the CONSULTANT'S responsibility to require and verify that each subcontractor meets the minimum insurance requirements specified in this Agreement.

**10. NO CONFLICT OF INTEREST.**

If CONSULTANT is providing services related to a DISTRICT project, CONSULTANT shall not be financially interested in any other contract necessary for the undertaking of the project. For the limited purposes of interpreting this section, CONSULTANT shall be deemed a "district officer or employee", and this section shall be interpreted in accordance with California Government Code Section 1090. In the event that CONSULTANT becomes financially interested in any other contract necessary for the undertaking of the project, this Agreement shall be null and void and DISTRICT shall be relieved of any responsibility whatsoever to provide compensation under the terms and conditions of any such contract for those services performed by CONSULTANT.

**11. OWNERSHIP OF DOCUMENTS.**

All documents and specifications, including details, computations, and other documents, prepared or provided by CONSULTANT under this Agreement shall be the property of DISTRICT. DISTRICT agrees to hold CONSULTANT free and harmless from any claim arising from any use, other than the purpose intended, of the documents and all preliminary sketches, schematics, preliminary plans, architectural perspective renderings,

working drawings, including details, computations, and other documents, prepared or provided by CONSULTANT. CONSULTANT may retain a copy of all material produced under this Agreement for the purpose of documenting their participation in this Project.

**12. CONFIDENTIAL INFORMATION.**

Any written, printed, graphic, or electronically or magnetically recorded information furnished by DISTRICT for CONSULTANT'S use are the sole property of DISTRICT. CONSULTANT and its employee(s) shall keep this information in the strictest confidence, and will not disclose it by any means to any person except with DISTRICT'S prior written approval, and only to the extent necessary to perform the services under this Agreement. This prohibition also applies to CONSULTANT'S employees, agents and subcontractors. On termination or expiration of this Agreement, CONSULTANT shall promptly return any such confidential information in its possession to DISTRICT.

**13. COMPENSATION.**

**13.1** For services performed by CONSULTANT in accordance with this Agreement, DISTRICT shall pay CONSULTANT in accordance with the schedule of billing rates set forth in Exhibit "A", attached hereto and incorporated herein by reference. No hourly rate changes shall be made during the term of this Agreement. **CONSULTANT'S compensation for all services performed in accordance with this Agreement shall not exceed the total contract price of \$572,903.** No services shall be performed by CONSULTANT in excess of the total contract price without prior written approval of the General Manager. CONSULTANT shall obtain approval from the General Manager prior to performing any services that result in incidental expenses to the DISTRICT.

**13.2** CONSULTANT shall maintain accounting records including the following information:

- a) Names and titles of employees or agents, types of services performed, and times and dates of all services performed in connection with Agreement that is billed on an hourly basis.
- b) All incidental expenses including reproductions, computer printing, postage, mileage billed at current Internal Revenue Service ("IRS") Rate, and subsistence.

**13.3** CONSULTANT'S accounting records shall be made available to DISTRICT Accounting Manager, for verification of billings, within a reasonable time of the Accounting Manager's request for inspection.

**13.4** CONSULTANT shall submit monthly invoices to DISTRICT. DISTRICT shall make partial payments to CONSULTANT not to exceed the total contract price within thirty (30) days of receipt of invoice, subject to the approval of the General Manager. ***Each application for partial payment shall be accompanied with a Progress Report summarizing the status of the services performed.***

**13.5** CONSULTANT shall ensure that any report generated under this Agreement shall comply with Government Code Section 7550.



**14. TERMINATION OF AGREEMENT.**

- 14.1** If DISTRICT ("demanding party") has a good faith belief that CONSULTANT is not complying with the terms of this Agreement, DISTRICT shall give written notice of the default (with reasonable specificity) to CONSULTANT and demand the default to be cured within ten (10) calendar days of the notice.
- 14.2** If CONSULTANT fails to cure the default within ten (10) calendar days of the notice, or if more than ten (10) calendar days are reasonably required to cure the default, and CONSULTANT fails to give adequate assurance and due performance within ten (10) calendar days of the notice, DISTRICT may terminate this Agreement upon written notice to CONSULTANT.
- 14.3** In the event of a material breach of any representation or term of this Agreement by CONSULTANT that is not curable or results in a threat to health or safety, DISTRICT may immediately terminate this Agreement by providing written notice and without a cure period.
- 14.4** Upon termination, DISTRICT shall pay CONSULTANT for any services completed up to and including the date of termination of this Agreement, in accordance with the compensation Section 13. DISTRICT shall be required to compensate CONSULTANT only for services performed in accordance with the Agreement up to and including the date of termination.

**15. ASSIGNMENT AND DELEGATION.**

- 15.1** This Agreement and any portion thereof shall not be assigned or transferred, nor shall any of CONSULTANT'S duties be delegated or subcontracted, without the express written consent of DISTRICT. Any attempt to assign or delegate this Agreement without the express written consent of DISTRICT shall be void and of no force or effect. Consent by DISTRICT to one assignment shall not be deemed to be consent to any subsequent assignment.
- 15.2** This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

**16. AUDIT DISCLOSURE.**

Pursuant to Government Code section 8546.7, if the Agreement is over ten thousand dollars (\$10,000), it is subject to examination and audit of the State Auditor, at the request of DISTRICT or as part of any audit of DISTRICT, for a period of three (3) years after final payment under the Agreement. CONSULTANT shall cooperate with any such examination or audit at no cost to DISTRICT.

**17. ENTIRE AGREEMENT.**

This Agreement, and the attached Exhibit "A", comprise the entire integrated understanding between DISTRICT and CONSULTANT concerning the services to be performed pursuant to this Agreement and supersedes all prior negotiations, representations, or agreements whether express or implied, oral or written. The express terms hereof control and supersede any course of performance and/or usage of the trade

inconsistent with any of the terms herein. In the event of any conflict between the provisions of the Agreement and the Exhibit(s), the terms of the Agreement shall prevail.

**18. INTERPRETATION OF THE AGREEMENT.**

**18.1** The interpretation, validity, and enforcement (including, without limitation, provisions concerning limitations of actions) of the Agreement shall be governed by and construed under the laws of the State of California, notwithstanding any conflict-of-laws doctrines of such state or other jurisdiction to the contrary and without the aid of any canon, custom or rule requiring construction against the draftsman. The Agreement does not limit any other rights or remedies available to DISTRICT.

**18.2** CONSULTANT shall be responsible for complying with all applicable local, state, and federal laws whether or not said laws are expressly stated or referred to herein.

**18.3** Should any provision herein be found or deemed to be invalid, the Agreement shall be construed as not containing such provision, and all other provisions which are otherwise lawful shall remain in full force and effect, and to this end the provisions of this Agreement are severable.

**18.4** Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein, and the Agreement shall be read and enforced as though they were included herein. If through mistake of otherwise any such provision is not inserted, or is not correctly inserted, then upon application of either party, the Agreement shall forthwith be physically amended to make such insertion.

**19. AGREEMENT MODIFICATION.**

This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by the parties hereto.

**20. DISPUTE RESOLUTION.**

Upon the written demand of either party, any dispute, claim or controversy arising out of or relating to this Agreement or the breach, termination, enforcement, interpretation or validity thereof, shall be first submitted to mediation the cost of which shall be borne equally by the parties, if not resolved pursuant to the Government Claims Act, Government Code section 900 *et seq.* if applicable, and prior the commencement of any legal action or other proceeding. Any mediation shall take place in the State of California, County of San Diego, and shall be concluded within sixty (60) days of the written demand, unless such time is extended by mutual written consent of the parties. Nothing herein waives or excuses compliance with the California Government Claims Act.

In the event that mediation has not been successfully concluded within the time allowed, any dispute, claim or controversy arising out of or relating to this Agreement or the breach, termination, enforcement, interpretation or validity thereof, including the determination of the scope or applicability of this agreement to arbitrate, shall be determined by arbitration in the State of California, County of San Diego, before one arbitrator. The arbitration shall be administered by JAMS pursuant to its Comprehensive Arbitration Rules and Procedures if the amount in controversy is equal or greater than Two Hundred Fifty Thousand Dollars (\$250,000), or pursuant to its Streamlined Arbitration Rules and



Procedures if the amount in controversy is less than Two Hundred Fifty Thousand Dollars (\$250,000). The use of arbitration shall allow full discovery by all parties associated with the dispute or claim. Judgment on the award may be entered in any court having jurisdiction. This clause shall not preclude the parties from seeking provisional remedies in aid of arbitration from a court of competent jurisdiction. The arbitrator may, in the award, allocate all or a part of the costs of the arbitration, including the fees of the arbitrator and the reasonable attorneys' fees of the prevailing party. If either party petitions to confirm, correct or vacate the award as provided by Chapter 4, of Title 9 of the California Code of Civil Procedure (commencing with Section 1285), the prevailing party shall be entitled as part of his or its costs to reasonable attorneys' fees to be fixed by the Court.

**21. JURISDICTION, FORUM AND VENUE.**

Except as otherwise required by Section 20 of this Agreement concerning dispute resolution, the proper jurisdiction, forum and venue for any claims, causes of action or other proceedings concerning this Agreement shall be in the state and federal courts located in the State of California, County of San Diego. DISTRICT and CONSULTANT agree not to bring any action or proceeding arising out of or relating to this Agreement in any other jurisdiction, forum or venue. DISTRICT and CONSULTANT hereby submit to personal jurisdiction in the State of California for the enforcement of this Agreement and hereby waive any and all personal rights under the law of any state to object to jurisdiction within the State of California for the purposes of any legal action or proceeding to enforce this Agreement whether on grounds of inconvenient forum or otherwise.

**22. MAILING ADDRESSES.**

Notices given pursuant to this Agreement shall be deemed communicated as of the earlier of the day of receipt or the fifth (5<sup>th</sup>) calendar day after deposit in the United States mail, postage prepaid, and addressed to the following:

**DISTRICT:                    Rainbow Municipal Water District  
3707 Old Hwy 395  
Fallbrook, CA 92028  
Phone: (760) 728-1178**

**CONSULTANT:                Dudek  
605 Third Street  
Encinitas, CA 92024  
Phone: (760)942-5147**

Notices delivered personally will be deemed communicated as of actual receipt.

**23. SIGNATURES.**

Each party represents that the individual executing this Agreement on its behalf has the right, power, legal capacity and authority to enter into and to execute this Agreement on behalf of such party.

**24. COUNTERPARTS.**

This Agreement may be executed in counterparts, each of which shall constitute an original, but all of which together shall constitute one and the same agreement, and the signature of any party to any counterpart shall be deemed to be a signature to, and may be appended to, any other counterpart.

**25. ATTORNEY'S FEES.**

In the event of a dispute arising under terms of this Agreement, it is agreed that the prevailing party may be awarded reasonable attorneys' fees and actual costs.

**IN WITNESS WHEREOF** the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Agreement to be executed.

**DUDEK** \_\_\_\_\_

**RAINBOW MUNICIPAL WATER DISTRICT** \_\_\_\_\_

By \_\_\_\_\_  
**CONSULTANT**

By \_\_\_\_\_  
**GENERAL MANAGER**

\_\_\_\_\_  
PRINT NAME

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
**Attest: Executive Secretary**

\_\_\_\_\_  
**Federal Employee ID #**

\_\_\_\_\_  
**Approved as to Form:  
General Counsel**

**NOTARY ACKNOWLEDGEMENT OF CONSULTANT MUST ACCOMPANY THIS DOCUMENT**

# Exhibit A: Scope of Work

## Task 100 Project Management

The project manager and primary point of contact, Steven Stuart, will provide oversight, technical input, and coordinate refinement and implementation of the statement of work. Mr. Stuart will carefully manage the project team to effectively implement a comprehensive scope of work, track concurrent tasks, meet schedules and budgets, efficiently address unanticipated project changes, and deliver quality products to the District.

**Organization.** Mr. Stuart will manage the day-to-day activities for this program. He will use a work plan that clearly identifies and schedules milestones, designates staff responsibilities, and aligns with the components identified in the Request for Proposal (RFP).

**Communication.** Mr. Stuart will develop a clear management framework that defines lines of communication among team members and District staff. He will attend meetings and maintain close contact with the District's project manager to verify internal discussions and decisions by:

- Serving as the single point of contact
- Regularly calling/emailing the District's key contact to discuss project milestones, activities, and issues
- Holding regular project management meetings with key staff (including other consultants, as applicable) to coordinate work efforts, monitor task completion, and review budget conformance
- Updating, as necessary, the project description, schedule, work progress reports, and data inventories

**Applied Knowledge.** The proposed management team has long-term experience with and technical knowledge of the issues associated with your needs, including concerns over communication among parties, scope clarity, and provision of the best value to meet project requirements. Our management team has experience presenting the public with clear information regarding projects and the environmental process.

**Availability.** Our entire team is committed to the services required and the project timeline in support of this important project. Mr. Stuart is available to manage, and will be fully engaged in this project.

## Task 200 Data Collection

Dudek will compile all data needed for surface water, groundwater, engineering, and environmental analysis in digital formats that are easy for the District and consultants to use. Many of these data sources are listed in the reports included with the RFP, although some sources are out of date or are not the best available data for the study area. All have a spatial distribution that will be represented using GIS layers. Some consist of time series data from monitoring programs; those will be compiled into Excel data files.

We have confirmed that one or more sources of data are available for key data items. For data items specific to the Basin and derived from the District or other local entities, we will create new digital files that

can easily be updated. Most data will be obtained from previous studies. Additional data may be obtained from County, state, or federal agency online databases. We will obtain current downloads and prepare metadata with links to obtain updates in the future. Where multiple sources are available, we will combine them if they do not overlap or select the source of the highest quality or suitability for groundwater studies.

While reviewing the available data and previous reports, Dudek noticed that the recently proposed Basin boundary modification request does not accurately reflect the contact of unconsolidated and consolidated sediments (i.e., alluvial/bedrock contact). This is likely due to use of older published geologic maps, the scale at which Bulletin 118 basins have been historically delineated, and potentially a georeference issue. The proposal cover graphic displays the mapped alluvium (Kennedy et al. 2014) compared with the current Bulletin 118 Basin boundary.

## **Task 300 Update and Validate Groundwater Model and Verify Production Well Yields**

A well-calibrated, validated groundwater numerical model is an effective tool to help manage water resources. Such a model may be used to efficiently manage the operation of the proposed well field for the groundwater desalination project in the Bonsall groundwater basin so that there are no significant impacts to other well users in the Basin or to overlying, groundwater-dependent habitat along the San Luis Rey River. The finite-element numerical model created by West Yost Associates (2016) represented the minor watershed of the San Luis Rey River that included all of the District's service area and estimated imported water return flows. The West Yost model was calibrated to average annual stream flow measured at a USGS gaging station (#11041000 San Luis Rey near Bonsall) from 1947 to 1977.

The model was calibrated by adjusting scaling factors for inflows by the San Luis Rey River and its tributaries, and by adjusting the areal recharge of infiltrating rainfall. Calibration did not include adjusting and evaluating parameters defining aquifer characteristics such as hydraulic conductivity and specific yield, nor did it calibrate parameters defining the channel characteristics of the San Luis Rey River and its tributaries. The model calibration was evaluated by comparing "measured groundwater levels" to the simulated change in storage. West Yost characterized the model as being "suitably calibrated and appropriately represents the San Luis Rey Valley stream-aquifer system in the study area." However, no error was quantified between observed and simulated results, so there is no measure of how accurate the model is in simulating groundwater levels in the Basin. Consequently, it is uncertain how accurate the model will be in evaluating the change in Basin storage and potential impacts to groundwater-dependent habitat when simulating pumping of the proposed groundwater desalination project wells.

Dudek has decades of experience designing and creating numerical groundwater flow models at vastly different scales using the finite-difference USGS MODFLOW code and the pre- and post-processor Groundwater Vistas. As per the District's RFP, the finite-element model was recently transferred to the USGS finite-difference MODFLOW- 2005 code using Groundwater Vistas. Dudek reviewed the finite-difference model and observed the following:

- The numerical model is 2-dimensional, meaning the Basin is simulated as a homogeneous aquifer with no vertical discretization between the San Luis Rey River and underlying bedrock.

- Stress periods range from 365 days to 2,920 days (8 years), meaning stream flow and pumping are constant for the lengths (1 year to 8 years) of the stress period. No seasonal variation is simulated, which may affect how the model accurately simulates conditions during wet and dry seasons.
- The San Luis Rey River is simulated with constant stream flow and, potentially, seepage from the river for each stress period. No seasonal variation in stream flow and seepage to groundwater or vice versa (i.e., losing stream vs. gaining stream) is simulated.

Dudek proposes the following steps to further calibrate, validate, and enhance the accuracy of the model to simulate the potential impacts of operating the groundwater desalination project:

- Discretize the model into monthly stress periods to simulate seasonal fluctuations in rainfall, stream flow, imported water return flows, evapotranspiration, and pumping.
- Review lithologic logs of borings drilled in the Basin to identify distinct aquifer units. Distinct aquifer units will be simulated by adding layers to the model.
- Calibrate the finite-difference model and quantify the error using measured groundwater levels in the alluvial basin. Model calibration will be quantified following the ASTM guideline for comparing groundwater flow model simulations to site-specific information (ASTM D5490).
- The model will be updated and calibrated/validated with estimates of hydraulic conductivity and specific yield derived from aquifer tests conducted at existing wells and test wells drilled under Task 700.
- The model will be validated to stream flow data recorded up to 1985 and to groundwater levels recorded up to 2013. In 2006, Dudek installed shallow groundwater monitoring wells at a site adjacent to the San Luis Rey River at approximately 6,000 feet west of the intersection of Interstate 15 and State Route 76.

## **Task 400 Water Rights Opinion and Confirmation**

Rick McNeil, Esq., and Karlene Martorana, Esq., of Wilmer and Snell will serve as counsel to Rainbow Municipal Water District in this matter out of our Orange County office. Rick has over 30 years of experience in all aspects of environmental and land use law, including water rights and water supply, and Karlene's practice is exclusively dedicated to water law. The scope of their representation would be anticipated to include an assessment of existing water rights (riparian, appropriative, pre-1914, etc.), assignment of existing rights to co-parties, review and analysis of existing legal documents, consent decrees, adjudications, relevant case law, especially insofar as they may pertain to importer return flow water rights, and analysis of options to perfect water rights.

## **Task 500 Collect and Summarize Groundwater Quality Data**

Dudek will review historical reports and studies, such as Maps of the Bonsall Area of the San Luis Rey River Valley Showing Geology, Hydrology, and Groundwater Quality (Izbicki 1985); Demineralization of Groundwater within the RMWD (Camp Dresser and McKee 1996); Water Quality and Treatment Technology Assessment for RMWD San Luis Rey Groundwater Supply (Trussell Technologies 2015); and other identified pertinent documents to compile available historical water quality data. Dudek will also review County files to determine if additional water quality data exists for the Basin. All data will be compiled into an Excel file. Primary constituents of concern include total dissolve solids (TDS), iron,

manganese, chloride, and sulfate. Additional general minerals and water quality constituents will be evaluated depending on availability of data.

## **Task 600 Develop Draft Brine Disposal Agreement with Oceanside**

Groundwater desalination using reverse osmosis can be a daunting process to fully understand. Groundwater quality, reverse osmosis membrane selection, system design, and changes in operations are just a few of the parameters that effect brine quantity and quality. Incorporating a new, as-yet undefined brine source into another agency's existing ocean outfall operations adds further complexity to a desalination project. Dudek's combined understanding of groundwater resources and reverse osmosis processes will provide the District with a strong partner in development of a brine disposal agreement with the City of Oceanside.

Dudek is well-equipped to be the District's technical advisor in the pursuit of a brine disposal agreement. Dudek will work closely with the District and the City of Oceanside to understand the requirements for a brine disposal agreement. Current agreements between the City of Oceanside and the Fallbrook Public Utilities District, U.S. Marine Corps Base Camp Pendleton, and Genentech will be obtained and reviewed to determine the structure of City of Oceanside outfall user agreements. Dudek will also look at other, non-Oceanside ocean outfall user agreements, including the agreement between San Elijo Joint Powers Authority and the City of Escondido. These agreements will be provided to the District for comparison to the City of Oceanside's agreements. Oceanside's current ocean outfall operation permit will be reviewed to determine potential impacts of the added District brine. Outfall total capacity, the percentage of that total capacity required by a District desalination project, and the sharing of capacity-based costs will be evaluated as part of this task.

## **Task 700 Evaluate Production Well Sites, Geology, and Production**

Based on the results of data collection (Task 200), the initial part of the groundwater model update (Task 300), and the review and inspection of existing wells discussed in Task 500, Dudek will identify and recommend a program to further characterize and enhance our understanding of hydraulic conductivity, transmissivity, and specific yield in the Bonsall Basin. Characterization of these aquifer properties is essential to accurately simulate groundwater level responses in the Basin resulting from the proposed pumping. In addition to existing or new production wells, it will be important to identify observation wells to monitor groundwater level response to well pumping. Data from observation wells is necessary to calculate the specific yield of the Basin. Observation wells may include existing wells or new small-diameter or larger-diameter production wells that would be equipped with pressure transducers to continuously monitor groundwater levels.

Dudek will work with the District in drafting a letter agreement with well owners and/or property owners to access their sites for this study. Access may be requested to monitor water levels and collect water quality samples during aquifer test, or to drill exploratory borings and construct wells for monitoring and/or production purposes. For sites identified and that have permission granted to construct new wells, Dudek will draft a bid package to solicit competitive bids from drilling contractors to drill, construct, develop, and test new wells. Dudek will oversee all phases of well construction and testing, and obtain the required permits from the County, environmental agencies, and RWQCB.

## **Task 800 Property Acquisition and Costs**

Property acquisition, whether through fee or easement, will represent a considerable cost to the District to implement the project due to the anticipated size of the wellfield. The current land ownership in the Bonsall Basin consists of private and public ownership. In particular, the County of San Diego, State of California, and County Water Authority comprise public ownership of a large percentage of the parcels overlying the Bonsall Basin. Each of the public entities and private owners will likely have specific considerations to address as part of the property acquisition analysis. In addition to the hydrogeologic considerations of planning a wellfield, the District needs to evaluate the likelihood of acquiring specific parcels to drill wells and install pipelines.

Based on hydrogeologic, floodplain, ecosystem, and other environmental considerations, Dudek will develop preferred and alternative wellfield capture sites for District review and comment. Based on the preferred alternatives selected for more detailed evaluation, Dudek will prepare plan view drawings of wells, pumphouses, pipelines, and electrical supply. Based on the preferred alternatives, Dudek will determine parcels and rights-of-way required to implement the project. Based on preliminary evaluation, the Bonsall Basin includes 1,521 parcels, of which 40 parcels of more than 1,700 acres are potentially affected by the conceptual wellfield layout. As part of the 40 affected parcels, we identified 14 unique owners.

This scope and fee were developed based on the assumption that 40 parcels with 14 unique owners would require evaluation. Dudek will develop exhibits for review and discussion among the project stakeholders. To complete the exhibits, Dudek has requested the services of San Dieguito Engineering (SDE) to establish geodetic control, right-of-way surveying, and specific parcel title searches. Dudek's subconsultant, Jones, Roach & Caringella, will perform the appraisals based on the title information and acquisition plats developed for the preferred project alternative.

## **Task 900 Desalter Project Alternatives and Costs**

Dudek will review the District's 2017 Technical Memorandum that includes the preliminary evaluation of a groundwater desalter project in the vicinity of the former San Luis Rey Downs Golf Course. Several of the Technical Memorandum's supporting documents will also be reviewed to gain a better understanding of the as-defined desalter project components.

The assumptions made in the 2017 Technical Memorandum will be either confirmed or refined based on the findings of this project. Well yields and groundwater quality estimates will be used to develop an updated groundwater desalter treatment system. The findings of the groundwater quality research (Task 500) may warrant additional pretreatment ahead of the reverse osmosis system. Brine production may change significantly based on the updated desalter project, and will be reflected in the development of a brine disposal agreement with the City of Oceanside (Task 600). Unit costs listed in the 2017 Technical Memorandum will be evaluated and revised as necessary. Updated treatment system capital and operation and maintenance costs will be developed based on new design criteria and treatment equipment manufacturer budgetary quotes. The updated desalter project costs will be itemized and ultimately expressed as a total cost per acre-foot of water produced.

## Task 1000 Evaluation of Environmental Issues

**Groundwater Resources Constraints Analysis:** Potential environmental issues specific to evaluating groundwater resources include impacts to groundwater-dependent ecosystems, groundwater in storage, and well interference with existing users. Additionally, environmental analysis of surface water–groundwater interaction is paramount to designing and constructing a successful project. A water right permit application needs to be filed and approved for extracting groundwater from the Bonsall Basin. It will be necessary to provide a defensible analysis that stream flow is preserved to the benefit of existing beneficial uses as listed in the Basin Plan for the San Diego Region. A water right permit application with the State Water Resources Control Board (SWRCB) requires consideration of environmental impacts per the California Environmental Quality Act (CEQA) before a permit can be issued. Large projects such as the proposed project that could affect natural habitat or water quality usually require preparation of an Environmental Impact Report (EIR). Additionally, the SWRCB examines the proposed project’s potential environmental impacts and determines whether mitigation measures will be required.

The recently prepared groundwater model (West Yost 2016) indicated “that median annual pumping rates up to 5,700 afy, or 460 acre-feet per month (afm), could be supported without significant impacts to hydrologic conditions that would exist in the absence of imported water.” However, this does not represent the current baseline condition in the Basin. CEQA requires that a project be evaluated to ensure that it does not substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or lowering of the local groundwater table level.

In addition, impacts to groundwater-dependent ecosystems require evaluation. In particular, pumping impacts to groundwater levels and storage during drought periods requires detailed evaluation, since lowering groundwater levels below the rooting depth of phreatophytes will cause plant stress and potentially mortality. For instance, the County of San Diego’s CEQA threshold of significance is when a project would draw down the groundwater table to the detriment of groundwater-dependent habitat, typically a drop of 3 feet or more from historical low groundwater levels (County of San Diego 2010). As the County of San Diego is a stakeholder in the project area, including ownership of 340 acres in the area, it will be critical to evaluate historical groundwater table elevations in the Basin and the response of groundwater levels due to project pumping.

Dudek will conduct a conceptual environmental groundwater resources constraints study that will be based on the information gathered from previous tasks and additional environmental/regulatory setting information gathered as necessary. It is assumed that the constraints study will not require additional field work or in-depth modeling (although some quick “back of the envelope” calculations may be run to inform potential constraints of the various alternatives/scenarios). The purpose of the groundwater constraints study will be to help the District understand the benefits/drawbacks of various project options.

**Siting Facility Studies:** To further guide design decisions, it will be necessary to conduct a desktop review of potential facility site options for biological, cultural/historic, and hazardous constraints. This analysis will allow wells and other facilities to be strategically located to avoid and minimize environmental impacts while optimizing placement and meeting the needs of the project. Dudek proposes the preparation of the following analyses for potential site locations:

- Biological Constraints Analysis



- Preliminary Cultural and Historic Resources Records Search and Technical Memo
- Hazardous Materials/Wastes Constraints Analysis

The suggested preliminary site facility studies identified in this proposal will aid in making optimal project decisions and will assist in preparation of an EIR under CEQA.

This proposal assumes that funding from federal agencies is not being sought for this project; therefore, the project would not be subject to federal environmental regulations, including the National Environmental Policy Act (NEPA). Should federal funding be required that is subject to federal regulation, additional environmental analysis (i.e., CEQA-plus evaluations) may be needed to comply with federal environmental regulations.

### **Task 1100 Draft and Final Summary Reports**

Dudek will prepare a draft summary report of the above tasks and present findings to District staff at a meeting to be held at the District office. Two additional meetings will be required to present the findings to the Engineering Committee and at a Board meeting. Based on the comments received from District staff and the Engineering Committee, Dudek will make revisions to the report.



## STUDIES TO ADVANCE BONSALL BASIN DESALTER IMPLEMENTATION

### PROPOSAL

PREPARED FOR  
Rainbow Municipal Water District



PREPARED BY

Dudek

605 Third Street

Encinitas, California 92024

760.942.5147

[www.dudek.com](http://www.dudek.com)

August 30, 2017



August 30, 2017

Delia Rebio  
Rainbow Municipal Water District  
Engineering Department  
3707 Old Highway 395  
Fallbrook, CA 92028  
Attn: RMWD Engineering Department (D. Rubio)

**Subject: Studies to Advance Bonsall Basin Desalter Implementation**

Dear Ms. Rubio:

The Rainbow Municipal Water District (District) is taking proactive steps to secure a reliable local water supply to supplement the District's current reliance on obtaining all of its water from the San Diego County Water Authority and Metropolitan Water District of Southern California. To achieve this goal, the District requires technical expertise to prove-out the availability of a local groundwater supply, assess water rights, collect baseline groundwater quality data, drill exploratory borings for production well sites and conduct aquifer testing, assess property acquisition, and refine desalination plant project alternatives and costs.

To achieve this goal, the Dudek team offers a multi-disciplined team that is keenly aware of and experienced in overcoming the technical, regulatory, legal, political, and environmental challenges anticipated in moving forward with the groundwater desalter program in the Bonsall Groundwater Basin. Our team of water resource planning and management experts will bring extensive local experience with groundwater, engineering, and environmental projects to the project.

**Water Resource Planning and Analysis Expertise**

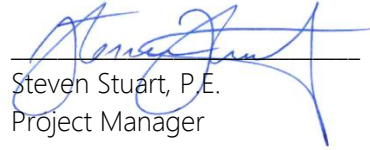
Our team's experts specialize in completing thorough investigations and reports for water resource projects. We have worked on Water Availability Reports in support of water rights permit applications, including preparing the technical analyses requested in this Request for Proposal. Dudek has successfully completed planning and analysis for similarly challenging projects for several coastal desalination facilities and recycled water projects.

**Local Groundwater, Engineering, and Environmental Expertise with Strong Agency Relationships**


Our engineers, hydrogeologists, and environmental planners have work experience and knowledge of the groundwater basins and resources throughout San Diego County (County), including ongoing consultation to the Borrego Valley Groundwater Sustainability Agency for the critically overdrafted Borrego Springs Subbasin. The Dudek team has prepared groundwater resource investigation reports under the oversight of the County. Our familiarity with the County's approach to managing groundwater resources and our relationships with County and state staff will help us hit the ground running to prepare the requested groundwater studies.

The Dudek team is committed to providing the most efficient and scientifically accurate studies to implement the Bonsall Basin desalter project for the District. Steven Stuart, our proposed project manager, will serve as your single point of contact for all communication. Mr. Stuart can be reached at 760.479.4128 or sstuart@dudek.com.

Sincerely,



Steven Stuart, P.E.  
Project Manager



Frank Dudek, P.E.  
President

*Frank Dudek is authorized to execute legal documents on behalf of the firm.*

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# 1 Executive Summary

The Bonsall Basin has been underutilized as a local water asset due to historical impairment of groundwater quality. Elevated total dissolved solids and chloride have limited municipal use for decades. Reverse osmosis treatment technology and costs have advanced to the point that it is becoming competitive with imported water sources, especially when local water availability and security are taken into account.

Securing this valuable water source requires a systematic approach to prove out water availability of underflow within the Bonsall portion of the San Luis Rey River. This includes assessing water rights, collecting baseline groundwater quality data, drilling exploratory borings for production well sites and conducting aquifer testing, assessing property acquisition, and determining desalination plant project alternatives and costs.

## Developing Defensible Water Availability

Dudek's overall approach is to develop a defensible water availability assessment of the Bonsall Basin, taking into account Rainbow Municipal Water District's (District) stated goal of capturing imported water that recharges the groundwater system. This involves updating and validating the groundwater model to better simulate and evaluate proposed project alternatives. In particular, water availability during wet, normal, and dry conditions is critical to understanding well-field production and the financial viability of constructing a desalter.

## Engaging Stakeholders

Politically, engaging stakeholders and addressing potential project impacts upfront is critical to planning and designing a successful project. Dudek has successfully obtained Major Use Permits for other groundwater extraction projects in San Diego County (County), and has navigated local project obstacles such as water rights, well interference, overdraft, groundwater dependent ecosystems, and brine line disposal. By addressing these issues early in the process, consensus can be built and project buy-in can be obtained from the stakeholders.

## Model Development

Key to successful model development is a good understanding of Basin geometry and aquifer characteristics. The available data reviewed by Dudek indicated that hydraulic conductivity and specific yield were not evaluated or adjusted in the model, and that limited site-specific data for these parameters are available for the Basin. Thus, it is critical to obtain aquifer test data to better define actual Basin conditions.

## Clear, Consistent Communication with the District

Dudek understands the importance of a well-managed project team to effectively implement a comprehensive scope of work, meet schedules and budgets, efficiently address unanticipated project changes, provide a quality product from a multidisciplinary team, and track concurrent tasks. Dudek's project manager will be a single point of contact for the District, and will develop a clear management framework that defines lines of communication among team members and District staff. He will attend meetings and maintain close contact with the District's project manager to verify internal discussions and decisions.

## Qualified Team with In-Depth Local Experience

The Dudek team has long-term experience with and technical knowledge of the issues associated with your needs, including concerns over communication among all parties, scope clarity, and provision of the best value to meet project requirements. Our management team has experience presenting the public with clear information regarding projects and the environmental process. In addition, our team is adept at properly interpreting public and agency comments; developing effective analysis; and providing well-written, user-friendly documents that clearly communicate consequences, solutions, and findings.

## 2 Prime Consultant and Subconsultant

Dudek is a multi-discipline professional services firm with 400 environmental planners, scientists, engineers, and technical staff. See **Tables 1 and 2** for information on Dudek and our proposed subconsultants.

**TABLE 1. IDENTIFICATION OF PRIME RESPONDER**

<b>Legal Name and Address of Company</b>	Dudek, 605 Third Street, Encinitas, CA 92024
<b>Legal Form of Company</b>	California Corporation
<b>Identify Parent Companies</b>	N/A
<b>Contact</b>	Steven Stuart, Project Manager 605 Third Street, Encinitas, CA 92024, 760.479.4128, sstuart@dudek.com
<b>Staff and Discipline</b>	Dudek has approximately 400 employees in the following practices <ul style="list-style-type: none"> <li>• Environmental Planning &amp; Sciences 245</li> <li>• Engineering 55</li> <li>• Hydrogeology 29</li> <li>• Native Habitat Design &amp; Construction 25</li> <li>• Construction Management 19</li> <li>• Corporate Administration 25</li> </ul>

**TABLE 2. IDENTIFICATION OF SUBCONSULTANTS**

<b>Water Rights Attorney</b>	
<b>Legal Name and Address</b>	Snell & Wilmer, 600 Anton Boulevard, Suite 1400, Costa Mesa, California
<b>Legal Form of Company</b>	LLP
<b>Team Member</b>	Richard J. McNeil
<b>Number of Staff</b>	Approximately 400 attorneys
<b>Property Appraiser</b>	
<b>Legal Name and Address</b>	Jones, Roach & Caringella Inc., 2221 Camino del Rio South, San Diego, California
<b>Legal Form of Company</b>	Corporation
<b>Team Member</b>	Robert Caringella, MAI
<b>Number of Staff</b>	7 appraisers and 1 researcher
<b>Surveyor and Right-of-Way Services</b>	
<b>Legal Name and Address</b>	San Dieguito Engineering Inc., 462 Stevens Avenue, Solana Beach, California
<b>Legal Form of Company</b>	Corporation
<b>Team Member</b>	Andy Karydes, PLS
<b>Number of Staff</b>	4 Professional Engineers, 1 Professional Land Surveyor, and 17 support staff
<b>Water Quality Laboratory</b>	
<b>Legal Name and Address</b>	Babcock Laboratories Inc., 6100 Quail Valley Court Riverside, California
<b>Legal Form of Company</b>	Corporation
<b>Team Member</b>	Allison Mackenzie, CEO
<b>Number of Staff</b>	50

# 3 Approach and Scope

## Approach

Dudek envisions a collaborative approach with the Bonsall Basin stakeholders and the District to produce a defensible and reliable groundwater assessment for planning and managing the Basin. If there is a difference in professional opinion or approach to evaluation of the Basin, it will be clearly stated, and a plan to resolve conflicts will be developed. Additional strategies to maximize conjunctive use and water production efficiency of the Basin's water supplies will be considered during the evaluation process if opportunities are uncovered.

## Scope of Work

### Task 100 Project Management

The project manager and primary point of contact, Steven Stuart, will provide oversight, technical input, and coordinate refinement and implementation of the statement of work. Mr. Stuart will carefully manage the project team to effectively implement a comprehensive scope of work, track concurrent tasks, meet schedules and budgets, efficiently address unanticipated project changes, and deliver quality products to the District.

**Organization.** Mr. Stuart will manage the day-to-day activities for this program. He will use a work plan that clearly identifies and schedules milestones, designates staff responsibilities, and aligns with the components identified in the Request for Proposal (RFP).

**Communication.** Mr. Stuart will develop a clear management framework that defines lines of communication among team members and District staff. He will attend meetings and maintain close contact with the District's project manager to verify internal discussions and decisions by:

- Serving as the single point of contact
- Regularly calling/emailing the District's key contact to discuss project milestones, activities, and issues
- Holding regular project management meetings with key staff (including other consultants, as applicable) to coordinate work efforts, monitor task completion, and review budget conformance
- Updating, as necessary, the project description, schedule, work progress reports, and data inventories

**Applied Knowledge.** The proposed management team has long-term experience with and technical knowledge of the issues associated with your needs, including concerns over communication among parties, scope clarity, and provision of the best value to meet project requirements. Our management team has experience presenting the public with clear information regarding projects and the environmental process.

**Availability.** Our entire team is committed to the services required and the project timeline in support of this important project. Mr. Stuart is available to manage, and will be fully engaged in this project.

### Task 200 Data Collection

Dudek will compile all data needed for surface water, groundwater, engineering, and environmental analysis in digital formats that are easy for the District and consultants to use. Many of these data sources are listed in the reports included with the RFP, although some sources are out of date or are not the best available data for the study area. All have a spatial distribution that will be represented using GIS layers. Some consist of time series data from monitoring programs; those will be compiled into Excel data files.

We have confirmed that one or more sources of data are available for key data items. For data items specific to the Basin and derived from the District or other local entities, we will create new digital files that can easily be updated. Most data will be obtained from previous studies. Additional data may be obtained from County, state, or federal agency online databases. We will obtain current downloads and prepare metadata with links to obtain updates in the future. Where multiple sources are available, we will combine them if they do not overlap or select the source of the highest quality or suitability for groundwater studies.

While reviewing the available data and previous reports, Dudek noticed that the recently proposed Basin boundary modification request does not accurately reflect the contact of unconsolidated and consolidated sediments (i.e., alluvial/bedrock contact). This is likely due to use of older published geologic maps, the scale at which Bulletin 118 basins have been historically delineated, and potentially a georeference issue. The proposal cover graphic displays the mapped alluvium (Kennedy et al. 2014) compared with the current Bulletin 118 Basin boundary.

## **Task 300 Update and Validate Groundwater Model and Verify Production Well Yields**

A well-calibrated, validated groundwater numerical model is an effective tool to help manage water resources. Such a model may be used to efficiently manage the operation of the proposed well field for the groundwater desalination project in the Bonsall groundwater basin so that there are no significant impacts to other well users in the Basin or to overlying, groundwater-dependent habitat along the San Luis Rey River. The finite-element numerical model created by West Yost Associates (2016) represented the minor watershed of the San Luis Rey River that included all of the District's service area and estimated imported water return flows. The West Yost model was calibrated to average annual stream flow measured at a USGS gaging station (#11041000 San Luis Rey near Bonsall) from 1947 to 1977.

The model was calibrated by adjusting scaling factors for inflows by the San Luis Rey River and its tributaries, and by adjusting the areal recharge of infiltrating rainfall. Calibration did not include adjusting and evaluating parameters defining aquifer characteristics such as hydraulic conductivity and specific yield, nor did it calibrate parameters defining the channel characteristics of the San Luis Rey River and its tributaries. The model calibration was evaluated by comparing "measured groundwater levels" to the simulated change in storage. West Yost characterized the model as being "suitably calibrated and appropriately represents the San Luis Rey Valley stream-aquifer system in the study area." However, no error was quantified between observed and simulated results, so there is no measure of how accurate the model is in simulating groundwater levels in the Basin. Consequently, it is uncertain how accurate the model will be in evaluating the change in Basin storage and potential impacts to groundwater-dependent habitat when simulating pumping of the proposed groundwater desalination project wells.

Dudek has decades of experience designing and creating numerical groundwater flow models at vastly different scales using the finite-difference USGS MODFLOW code and the pre- and post-processor Groundwater Vistas. As per the District's RFP, the finite-element model was recently transferred to the USGS finite-difference MODFLOW-2005 code using Groundwater Vistas. Dudek reviewed the finite-difference model and observed the following:

- The numerical model is 2-dimensional, meaning the Basin is simulated as a homogeneous aquifer with no vertical discretization between the San Luis Rey River and underlying bedrock.
- Stress periods range from 365 days to 2,920 days (8 years), meaning stream flow and pumping are constant for the lengths (1 year to 8 years) of the stress period. No seasonal variation is simulated, which may affect how the model accurately simulates conditions during wet and dry seasons.

- The San Luis Rey River is simulated with constant stream flow and, potentially, seepage from the river for each stress period. No seasonal variation in stream flow and seepage to groundwater or vice versa (i.e., losing stream vs. gaining stream) is simulated.

Dudek proposes the following steps to further calibrate, validate, and enhance the accuracy of the model to simulate the potential impacts of operating the groundwater desalination project:

- Discretize the model into monthly stress periods to simulate seasonal fluctuations in rainfall, stream flow, imported water return flows, evapotranspiration, and pumping.
- Review lithologic logs of borings drilled in the Basin to identify distinct aquifer units. Distinct aquifer units will be simulated by adding layers to the model.
- Calibrate the finite-difference model and quantify the error using measured groundwater levels in the alluvial basin. Model calibration will be quantified following the ASTM guideline for comparing groundwater flow model simulations to site-specific information (ASTM D5490).
- The model will be updated and calibrated/validated with estimates of hydraulic conductivity and specific yield derived from aquifer tests conducted at existing wells and test wells drilled under Task 700.
- The model will be validated to stream flow data recorded up to 1985 and to groundwater levels recorded up to 2013. In 2006, Dudek installed shallow groundwater monitoring wells at a site adjacent to the San Luis Rey River at approximately 6,000 feet west of the intersection of Interstate 15 and State Route 76.

## **Task 400 Water Rights Opinion and Confirmation**

Rick McNeil, Esq., and Karlene Martorana, Esq., of Wilmer and Snell will serve as counsel to Rainbow Municipal Water District in this matter out of our Orange County office. Rick has over 30 years of experience in all aspects of environmental and land use law, including water rights and water supply, and Karlene's practice is exclusively dedicated to water law. The scope of their representation would be anticipated to include an assessment of existing water rights (riparian, appropriative, pre-1914, etc.), assignment of existing rights to co-parties, review and analysis of existing legal documents, consent decrees, adjudications, relevant case law, especially insofar as they may pertain to importer return flow water rights, and analysis of options to perfect water rights.

## **Task 500 Collect and Summarize Groundwater Quality Data**

Dudek will review historical reports and studies, such as Maps of the Bonsall Area of the San Luis Rey River Valley Showing Geology, Hydrology, and Groundwater Quality (Izbicki 1985); Demineralization of Groundwater within the RMWD (Camp Dresser and McKee 1996); Water Quality and Treatment Technology Assessment for RMWD San Luis Rey Groundwater Supply (Trussell Technologies 2015); and other identified pertinent documents to compile available historical water quality data. Dudek will also review County files to determine if additional water quality data exists for the Basin. All data will be compiled into an Excel file. Primary constituents of concern include total dissolve solids (TDS), iron, manganese, chloride, and sulfate. Additional general minerals and water quality constituents will be evaluated depending on availability of data.

## **Task 600 Develop Draft Brine Disposal Agreement with Oceanside**

Groundwater desalination using reverse osmosis can be a daunting process to fully understand. Groundwater quality, reverse osmosis membrane selection, system design, and changes in operations are just a few of the parameters that effect brine quantity and quality. Incorporating a new, as-yet undefined brine source into another agency's existing ocean outfall operations adds further complexity to a desalination project. Dudek's combined understanding of groundwater resources and reverse osmosis processes will provide the District with a strong partner in development of a brine disposal agreement with the City of Oceanside.

Dudek is well-equipped to be the District's technical advisor in the pursuit of a brine disposal agreement. Dudek will work closely with the District and the City of Oceanside to understand the requirements for a brine disposal agreement. Current agreements between the City of Oceanside and the Fallbrook Public Utilities District, U.S. Marine Corps Base Camp Pendleton, and Genentech will be obtained and reviewed to determine the structure of City of Oceanside outfall user agreements. Dudek will also look at other, non-Oceanside ocean outfall user agreements, including the agreement between San Elijo Joint Powers Authority and the City of Escondido. These agreements will be provided to the District for comparison to the City of Oceanside's agreements. Oceanside's current ocean outfall operation permit will be reviewed to determine potential impacts of the added District brine. Outfall total capacity, the percentage of that total capacity required by a District desalination project, and the sharing of capacity-based costs will be evaluated as part of this task.

## **Task 700 Evaluate Production Well Sites, Geology, and Production**

Based on the results of data collection (Task 200), the initial part of the groundwater model update (Task 300), and the review and inspection of existing wells discussed in Task 500, Dudek will identify and recommend a program to further characterize and enhance our understanding of hydraulic conductivity, transmissivity, and specific yield in the Bonsall Basin. Characterization of these aquifer properties is essential to accurately simulate groundwater level responses in the Basin resulting from the proposed pumping. In addition to existing or new production wells, it will be important to identify observation wells to monitor groundwater level response to well pumping. Data from observation wells is necessary to calculate the specific yield of the Basin. Observation wells may include existing wells or new small-diameter or larger-diameter production wells that would be equipped with pressure transducers to continuously monitor groundwater levels.

Dudek will work with the District in drafting a letter agreement with well owners and/or property owners to access their sites for this study. Access may be requested to monitor water levels and collect water quality samples during aquifer test, or to drill exploratory borings and construct wells for monitoring and/or production purposes. For sites identified and that have permission granted to construct new wells, Dudek will draft a bid package to solicit competitive bids from drilling contractors to drill, construct, develop, and test new wells. Dudek will oversee all phases of well construction and testing, and obtain the required permits from the County, environmental agencies, and RWQCB.

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The recently prepared groundwater model (West Yost 2016) indicated "that median annual pumping rates up to 5,700 afy, or 460 acre-feet per month (afm), could be supported without significant impacts to hydrologic conditions that would exist in the absence of imported water." However, this does not represent the current baseline condition in the Basin. CEQA requires that a project be evaluated to ensure that it does not substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or lowering of the local groundwater table level.



In addition, impacts to groundwater-dependent ecosystems require evaluation. In particular, pumping impacts to groundwater levels and storage during drought periods requires detailed evaluation, since lowering groundwater levels below the rooting depth of phreatophytes will cause plant stress and potentially mortality. For instance, the County of San Diego's CEQA threshold of significance is when a project would draw down the groundwater table to the detriment of groundwater-dependent habitat, typically a drop of 3 feet or more from historical low groundwater levels (County of San Diego 2010). As the County of San Diego is a stakeholder in the project area, including ownership of 340 acres in the area, it will be critical to evaluate historical groundwater table elevations in the Basin and the response of groundwater levels due to project pumping.

Dudek will conduct a conceptual environmental groundwater resources constraints study that will be based on the information gathered from previous tasks and additional environmental/regulatory setting information gathered as necessary. It is assumed that the constraints study will not require additional field work or in-depth modeling (although some quick "back of the envelope" calculations may be run to inform potential constraints of the various alternatives/scenarios). The purpose of the groundwater constraints study will be to help the District understand the benefits/drawbacks of various project options.

**Siting Facility Studies:** To further guide design decisions, it will be necessary to conduct a desktop review of potential facility site options for biological, cultural/historic, and hazardous constraints. This analysis will allow wells and other facilities to be strategically located to avoid and minimize environmental impacts while optimizing placement and meeting the needs of the project. Dudek proposes the preparation of the following analyses for potential site locations:

- Biological Constraints Analysis
- Preliminary Cultural and Historic Resources Records Search and Technical Memo
- Hazardous Materials/Wastes Constraints Analysis

The suggested preliminary site facility studies identified in this proposal will aid in making optimal project decisions and will assist in preparation of an EIR under CEQA.

This proposal assumes that funding from federal agencies is not being sought for this project; therefore, the project would not be subject to federal environmental regulations, including the National Environmental Policy Act (NEPA). Should federal funding be required that is subject to federal regulation, additional environmental analysis (i.e., CEQA-plus evaluations) may be needed to comply with federal environmental regulations.

## **Task 1100 Draft and Final Summary Reports**

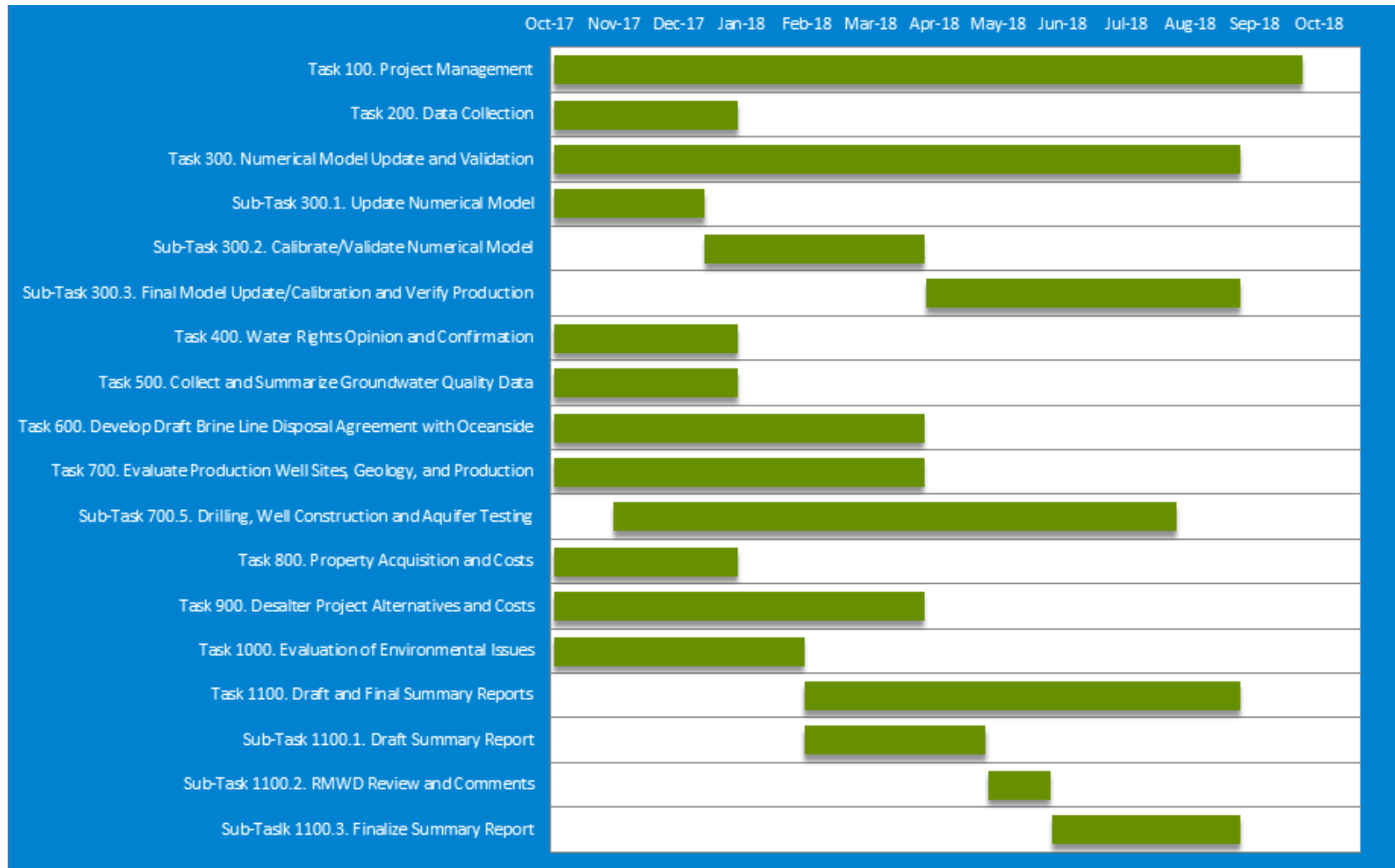
Dudek will prepare a draft summary report of the above tasks and present findings to District staff at a meeting to be held at the District office. Two additional meetings will be required to present the findings to the Engineering Committee and at a Board meeting. Based on the comments received from District staff and the Engineering Committee, Dudek will make revisions to the report.



# Project Schedule

Figure 1 presents the anticipated schedule for this project.

FIGURE 1. PROJECT SCHEDULE



# 4 Project Manager and Team Qualifications

Dudek will serve as the prime consultant, providing overall management, engineering, and environmental services, and will be responsible for coordinating with District staff.

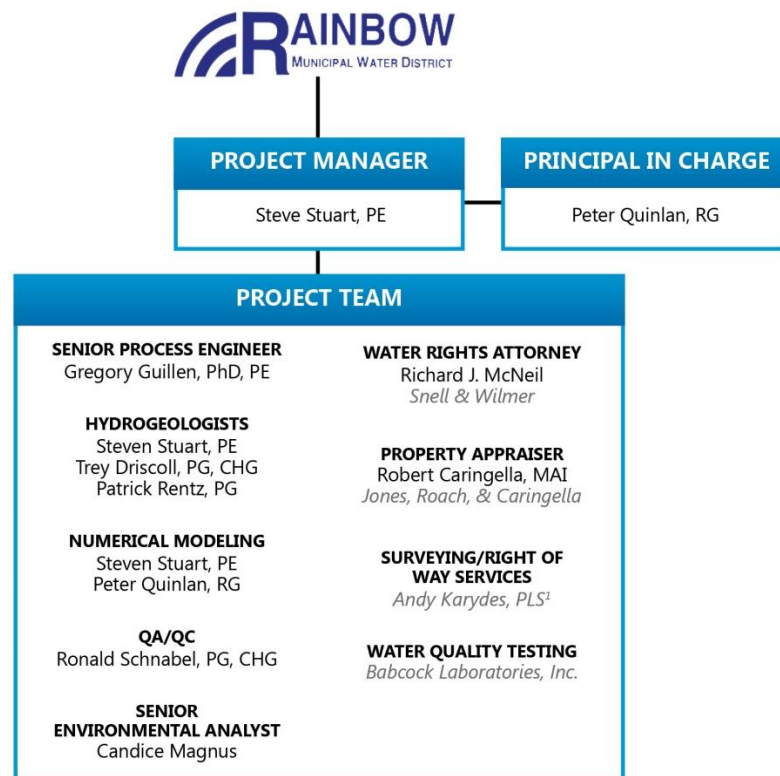
Steve Stuart, who will serve as project manager, has more than 18 years' experience in Southern California conducting groundwater supply projects. Serving as the principal in charge will be Peter Quinlan, RG, who has more than 30 years of experience in groundwater exploration and water resources evaluation.

All staff are fully committed to the extent of the project, and no changes in personnel will be made without prior District approval. For the project we have partnered with the water rights law firm Snell & Wilmer; the property appraisal firm of Jones, Roach & Caringella to identify property requirements; and San Dieguito Engineering for surveying and right of way. The Dudek's team's organization is presented in **Figure 2**. Following the organizational Chart, brief summaries highlight key team member qualifications. Key personnel resumes are presented in **Appendix A**.

## Project Team Highlights

- Recent experience in conceptual design of water supply projects
- Qualified team members in membrane processes for treatment of brackish groundwater
- Experienced team of pipeline design experts including brine conveyance planning
- Environmental compliance and permitting experts in desal projects

**FIGURE 2. ORGANIZATIONAL CHART**



<sup>1</sup> San Dieguito Engineering

## Project Manager

### Steve Stuart, PE

Steve Stuart has more than 18 years' experience in Southern California conducting groundwater supply projects. He has experience with collecting and analyzing hydrogeologic and geologic data, designing and constructing water production wells and observation wells, designing and implementing 2D and 3D finite difference numerical models to simulate groundwater flow in the unsaturated and saturated zones, and evaluating the feasibility of potential surface water infiltration projects to recharge local groundwater basins. In addition, Mr. Stuart has managed and performed various on-site field activities, such as aquifer testing to estimate aquifer properties and collecting groundwater samples to evaluate water quality.

#### EDUCATION

San Diego State University  
MS, Geology with an emphasis  
toward Hydrogeology

University of California, San Diego  
BS, Physics with specialization in Earth  
Sciences

#### CERTIFICATION

Professional Engineer, CA No. 79764

#### PROFESSIONAL AFFILIATIONS

Member of National Ground Water  
Association

## Principal in Charge

### Peter Quinlan, RG

Peter Quinlan is vice president of Dudek's hydrogeology practice and has more than 30 years' experience as a professional hydrogeologist. He worked in groundwater exploration and water resources evaluation for Tetra Tech International and the government of Oman before returning to the United States and working for Hargis + Associates, and eventually, Dudek. Mr. Quinlan's current professional responsibilities include design and supervision of groundwater contamination investigations at hazardous waste sites. Areas of specialization include water resource evaluation, soil and groundwater remediation, expert witness testimony, groundwater modeling, cost allocation among multiple potentially responsible parties at Superfund sites, and environmental assessments.

#### EDUCATION

University of Arizona  
MS, Hydrology

#### CERTIFICATIONS

Registered Geologist (RG),  
AZ No. 26772 (exp. 3/31/2017)

#### ADVISORY COMMITTEE AFFILIATIONS

Industry Advisory Committee, Department of  
Aerospace, Mechanical, and Environmental  
Engineering, UC, San Diego

Department Advisory Committee,  
Department of Hydrology and Water  
Resources, University of Arizona

## Senior Process Engineer

### Greg Guillen, PhD, PE

Gregory Guillen is a chemical and environmental engineer focused on water and wastewater treatment. Dr. Guillen's education covered the fundamentals of chemical and environmental engineering with an emphasis on water and wastewater treatment. His graduate work focused on advanced membrane materials and processes for separations, including those for water and wastewater treatment. Dr. Guillen has authored several peer-reviewed papers in the field of desalination and membrane filtration, holds multiple patents for membrane formation, and has lectured in the Department of Civil and Environmental Engineering at UCLA. Dr. Guillen has 4 years of experience designing water and wastewater treatment processes and odor control systems.

#### EDUCATION

University of California, Los Angeles  
PhD, Civil Engineering  
MS, Civil Engineering  
University of California, Riverside  
BS, Environmental Engineering

#### LICENSE

Professional Civil Engineer  
CA No. 83897

#### PROFESSIONAL AFFILIATIONS

California Water Environment Association  
WateReuse Association

## Hydrogeologist

### Trey Driscoll, PG, CHG

Trey Driscoll is a principal hydrogeologist with 16 years' experience overseeing and managing projects in the environmental field. Mr. Driscoll specializes in water resource studies, watershed evaluations, environmental investigations, well locating and drilling, and well design. Mr. Driscoll brings diverse experience to the project team, and has supported numerous projects encompassing a wide range of areas. Mr. Driscoll's project experience includes negotiation of water supply contracts, water rights testimony, preparation of groundwater monitoring and mitigation plans, water quality and hydrology technical reports, Phase I and Phase II site assessments, and exploratory groundwater investigations.

#### EDUCATION

Hobart and William Smith Colleges,  
Geneva, New York  
BS, Geoscience and Environmental  
Studies

#### CERTIFICATIONS

Professional Geologist, CA No. 8511  
Certified Hydrogeologist, CA No. 936  
QSD/QSP, No. 20167

#### PROFESSIONAL AFFILIATIONS

National Groundwater Association  
Groundwater Resource Association of  
California

## Hydrogeologist

### Patrick Rentz, PG

Patrick Rentz is a hydrogeologist with more than 5 years' experience in the hydrogeological and environmental fields. Mr. Rentz has performed a wide range of services in these fields, and specializes in groundwater supply assessment, hydrogeological investigations, and groundwater production wells.

#### EDUCATION

Scripps Institution of Oceanography  
MS, Marine Geology  
University of California, San Diego  
BS, Environmental Systems - Earth  
Science

#### CERTIFICATIONS

Professional Geologist, CA No. 9150  
OSHA 40 Hour HAZWOPER

## Senior Environmental Analyst

### Candice Magnus

Candice Magnus is an environmental and land use planner with 10 years' experience in coastal/land use planning and environmental review, specifically in compliance with CEQA and NEPA. Ms. Magnus has experience in project management, regulatory permitting, waterfront revitalization, and public outreach. Ms. Magnus is currently serving as the assistant project manager for a variety of projects at Dudek. As a redevelopment planner at the Unified Port of San Diego, Ms. Magnus worked on a variety of planning initiatives and projects over a 9-year period, including the North Embarcadero Port Master Plan Amendment, Seaport Village Planning Project, Lane Field Hotel Development, Tenth Avenue Marine Terminal Strategic Plan, Districtwide Parking and Circulation Study, and the Harbor Island Framework Initiative.

#### EDUCATION

University of California, San Diego  
MIR, Environmental Policy/Planning  
University of North Carolina, Charlotte,  
BS, Public Administration  
Clemson University  
BS, Marketing

#### CERTIFICATIONS

Maritime Terminal Operations  
Professional Certification

#### PROFESSIONAL AFFILIATIONS

American Planning Association  
Association of Environmental Professionals

## QA/QC

### Ron Schnabel, PG, CHG

Ron Schnabel has more than 35 years' experience as a geologist and 15 years as a hydrogeologist. Mr. Schnabel has used his thorough understanding of geology and hydrogeology to help clients requiring planning, permitting, design, and operational expertise with water banking and artificial groundwater recharge projects. He has served as project manager and key team member on more than 20 groundwater banking and recharge projects in California, and for numerous other types of projects. His regulatory experience includes environmental permitting;

#### EDUCATION

California State University Sacramento  
BS, Geology

#### CERTIFICATIONS

Geologist, Arizona No. 39745  
California No. 7836  
Oregon No. 2020  
Washington No. 463

plans of operation; and CEQA, EIR, and NEPA compliance and permitting. He aims to use his experience to help clients needing surface water and groundwater-related investigations; artificial recharge projects for aquifer storage and recovery; and well design, construction, and testing. Mr. Schnabel's experience includes groundwater modeling, GIS, statistics, surface-water-measurement methods, and geophysics.

## Water Rights Attorney

### Richard J. McNeil, Snell & Wilmer

Rick McNeil has more than 30 years of experience litigating and advising clients on land use, environmental, and real estate matters. Mr. McNeil is a member of the American Law Institute, where he contributes to the current revision of the Restatement of the Law, 4th, Property. He is also a member of the Litigation Section, and the Environment, Energy, and Resources Section of the American Bar Association; the Litigation Section and the Environmental Law Section of the California State Bar; and the Real Estate, Business Litigation, and Environmental Law Sections of the Orange County Bar Association. He is a member of the Board of Directors of the Orange County Bar Association, and the Chair of the Orange County Bar Association's Diversity Task Force. He has also served as a mediator in a number of land use and environmental cases involving the Clean Water Act, the Clean Air Act, NEPA, CEQA, the Endangered Species Act, and the federal Superfund law.

## Property Appraiser

### Robert P. Caringella, Jones, Roach & Caringella

Robert Caringella of Jones, Roach & Caringella Inc. will serve as the lead California Certified General Appraiser. Mr. Caringella has 30 years of experience in real estate valuation and has been co-owner of Jones, Roach & Caringella since 1996. He holds the MAI designation conferred by the Appraisal Institute, and is a Certified General Real Estate Appraiser in California. After receiving a Bachelor of Arts degree in Management Science from the University of California San Diego, he began his appraisal career with Jones & Roach. Mr. Caringella has extensive experience appraising many property types in the areas of eminent domain, title claims, civil disputes, lending, litigation, and mitigation. He has specialized experience in redevelopment areas, right-of-way projects, easement interests, contamination, and environmentally sensitive lands. He is past president of the San Diego Chapter of the Appraisal Institute, and has served on the National Board of Directors of the Appraisal Institute. Currently, he is a member of the Board of Directors of the Appraisal Institute Education Trust, and serves on various Appraisal Institute project teams nationally.

## Surveyor and Right-of-Way Services

### Andy Karydes, PLS, San Dieguito Engineering

Andy Karydes has more than 30 years' professional experience in land surveying, and has held a land surveyors license in California since 1997. Mr. Karydes' experience includes records research, preparation of legal descriptions, easement plats, boundary surveys, American Land Title Association surveys, subdivision maps, parcel maps, records of surveys, terrestrial topographic and aerial photogrammetric surveys, construction surveys, horizontal and vertical control surveys, as-built surveys, map check services for the City of San Diego, and expert witness testimony.

## 5 Experience and Past Performance

### Groundwater Sustainability Support, Engineering and Hydrogeology Services for Borrego Valley Groundwater Basin

<b>Client:</b>	Borrego Water District/County of San Diego
<b>Client Reference:</b>	Geoff Poole, General Manager; 806 Palm Canyon Drive Borrego Springs, California 92004; 760.767.5806, geoff@borregowd.org
<b>Initial and Final Budget:</b>	\$1,500,000
<b>Project Dates:</b>	2013–Ongoing

Dudek is providing Groundwater Sustainability Plan support for the critically overdrafted Borrego Valley Groundwater Basin. Dudek prepared cost estimates for the Groundwater Sustainability Plan (GSP), technical analysis of the existing Demand Offset WCP, and scientific and jurisdictional analysis of the basin boundaries to obtain a Bulletin 118 basin boundary modification, water replacement cost analysis, and analysis on managing proportional groundwater production cutbacks through a water market approach. Dudek is also providing on-call grant application preparation services and support for various projects through numerous chapters of Proposition 1 for the Borrego Water District (BWD).



*Well Development for new  
Water Supply*

BWD contracted Dudek to provide engineering and hydrogeology services to analyze various water supply alternatives to serve the Rams Hill Golf Course. Dudek assisted BWD in drafting a long-term cooperation agreement with the golf course to avoid water rights litigation. Dudek characterized the hydrogeology of the southern portion of the basin to assist in determining safe yield. Dudek has performed multiple aquifer tests, drilled five test holes, installed four new production wells, and completed groundwater-level monitoring and water quality sampling, including installation of a telemetry system to continually monitor groundwater levels and groundwater production. Dudek is using the recently completed USGS groundwater model to optimize pumping of the basin and project groundwater level decline.

Dudek is currently the lead consultant for the preparation of the Sustainable Groundwater Management Act (SGMA) mandated GSP. To date, Dudek has compiled all historical data, prepared a water budget update using the USGS MODFLOW-OWHM code, established a basin-wide groundwater level and quality monitoring network, developed a GIS-based data management system, assessed data gaps and made preliminary recommendations to improve sustainable management of the basin. Dudek is currently evaluating supply-side and demand-side project alternatives to augment recharge to the basin and reduce groundwater production.



# Hydrogeological and Geophysical Services for Drilling New Groundwater Production Wells, Nitrate Cycle Testing, Water Budget, and Estimated Groundwater in Storage

**Client:** Rancho Pauma Mutual Water Company  
**Client Reference:** Mindy Houser, Administrator, 760.742.1909, mindy@paumavalleycsd.com  
**Project Dates:** 2013–Ongoing

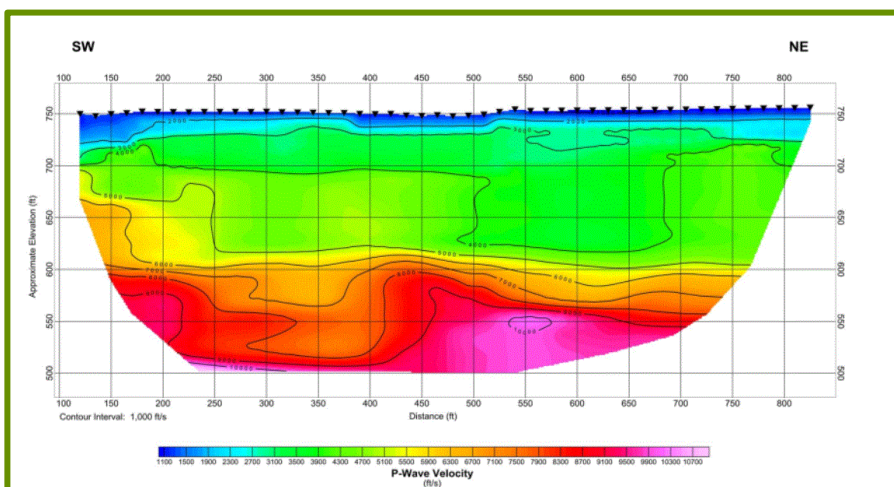
Dudek assisted Rancho Pauma Mutual Water Company in locating and drilling three new production wells in the Pauma Valley groundwater basin. Based on Rancho Water Company’s desired yield, Dudek assisted the Rancho Water Company in achieving greater groundwater production capacity.

Work included hydrogeological evaluations for each new well site, factoring in existing groundwater well locations, topography and geology, water quality, and additional historical local groundwater information provided by the Rancho Water Company. Dudek developed the survey plan for and provided oversight of several geophysical surveys intended to characterize the subsurface contact between saturated sediment and bedrock, and to ground-truth the historical information provided by the Rancho Water Company. The geophysical surveys consisted of several unique methods, including surface seismic refraction, horizontal-vertical spectral ratio readings, and electrical resistivity soundings. Based on the results of the geophysical surveys,



*RPMWC Well 40 Casing Installation*

Dudek provided recommendations for new groundwater well drilling locations. During the drilling, Dudek geologists logged borehole lithology and designed final water well completion specifications. Following construction of each groundwater well, aquifer tests were performed to quantify the production capacity and aquifer properties of each well.



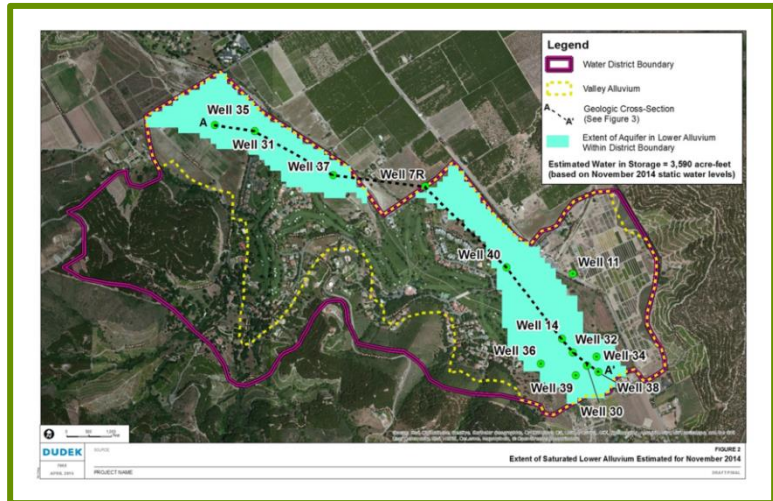
*Seismic refraction model performed for Rancho Pauma Mutual Water Company at the location of the new Airport Well to determine depth to bedrock and thickness of saturated sediments.*

*Source: GeoVision 2015.*



Dudek also evaluated Well 7R to monitor nitrate concentrations in the groundwater pumped from the well, including performing annual cycle testing as required by the SWRCB Division of Drinking Water. Dudek evaluated results of annual cycle testing and prepared updates to the Nitrate Operation and Monitoring Plan.

In 2015, Dudek prepared an initial water balance analysis and estimated available groundwater in storage in the alluvial aquifer to provide adaptive management recommendations for wellfield operation during the drought. The goal was to predict the potential change in groundwater storage after 1 year of pumping at alternative extraction rates to meet future demands. Water inflows included infiltrating rainfall, applied irrigation, subsurface groundwater flow, surface water discharge from the San Luis Rey River, and imported water purchased from the Yuima Municipal Water District. Water outflows included evapotranspiration, subsurface groundwater flow, and pumping.



*Estimated Extent of Saturated Alluvium in November 2014 for Portion of Pauma Basin Underlying Rancho Pauma Mutual Water Company Service Area*

## Third-Stage Reverse Osmosis Feasibility Study, Design, and Implementation

**Client:** Ramona Municipal Water District  
**Client Reference:** Ricardo Soto, District Engineer, 760.910.3555, rsoto@rmwd.org  
**Initial and Final Budget:** \$65,000  
**Project Completion Date:** 2016

Dudek oversaw implementation of a reverse osmosis (RO) system that achieved an overall recovery of 97.5% and cut the District’s brine hauling costs in half.

Dudek evaluated the feasibility of and provided the design for a third-stage RO desalination treatment system at the District’s San Vicente Wastewater Treatment Plant (SVWWTP). SVWWTP produces tertiary recycled water for irrigation uses, and a portion of the recycled water must be desalinated to meet permitted discharge limits for total dissolved solids. The original two-stage RO system achieved an admirable 95% recovery.



Completed reverse osmosis system upgrade for RMWD

Dudek performed a feasibility study for the addition of a third-stage RO system to increase overall recovery and reduce brine hauling costs. Careful consideration was employed when attempting to further increase an already very high RO system recovery, as membrane and system performance can be adversely impacted by aggressive operation. Dudek determined that adding a third RO stage would increase capital costs, membrane energy use, cleaning chemical use, membrane replacement, and staff hours. However, the added maintenance costs were anticipated to be less than the savings realized from decreased brine hauling. The District recognized the economic benefit of the third stage RO system, and Dudek oversaw system design, tie-in to the existing RO system, and site civil design work. RO system installation was completed in January 2016.

## 6 Fee and Fee Schedule

Please see the fee and fee schedule submitted under separate sealed cover.

## 7 Exceptions to RFP

Dudek has no exceptions to the RFP, including but not limited to the Consultant Services Agreement.

# APPENDIX A

## Key Personnel Resumes



# Steven Stuart, PE – Senior Hydrogeologist

Steven Stuart has been a professional hydrogeologist at Dudek since 1997. Mr. Stuart has over 18 years' experience in Southern California managing groundwater supply projects and hydrogeological investigations. His experience includes designing, building, calibrating, and implementing 2-D and 3-D finite difference numerical models to simulate groundwater flow and contaminant fate and transport in the unsaturated and saturated zones. Mr. Stuart has used the windows-based pre/post-processor Groundwater Vistas, and conducted simulations with the finite-difference codes MODFLOW and MODFLOW-SURFACT. Additionally, he has designed 3-D finite difference numerical models to simulate multiphase flow of contaminants using the T2VOC and TOUGH2 modeling codes developed at Lawrence Berkeley Laboratory.

## EDUCATION

San Diego State University  
MS, Geology, with an emphasis  
toward hydrogeology

University of California, San Diego  
BS, Physics, with specialization in  
Earth Sciences

## PROFESSIONAL LICENSE

California Professional Engineer,  
Civil No. 79764

## Numerical Modeling Experience

- Modified an existing 2-D MODFLOW numerical model by expanding the model domain with additional layers to better represent the geology of the groundwater basin and incorporating site-specific aquifer characteristics derived from local aquifer testing. The numerical model was used to simulate the potential change in water table elevation resulting from additional recharge from the discharge of imported water to recharge spreading basins.
- Modified an existing 3-D finite-difference numerical model to evaluate the potential impacts to groundwater levels at a downstream ecological reserve when diverting stream flow and pumping groundwater at a multipurpose basin upstream of the reserve. The modified numerical incorporated monthly stress periods to simulate monthly variations in rainfall, stream flow and evapotranspiration, which was defined using transpiration rates for riparian vegetation mapped in the reserve.
- Developed a variably-saturated flow model to simulate the potential effects to shallow groundwater levels and soil moisture when modifying a floodplain for a riparian habitat restoration project. The numerical model was used to estimate the depth to the water table and the height of the capillary fringe above the water table. Results from the numerical model were used to design a habitat mitigation plan to sustain new riparian habitat.
- Manipulated the existing USGS MODFLOW groundwater numerical model of the Joshua Basin using Groundwater Vistas to predict changes in aquifer storage as a result of projected growth in the basin.
- Prepared a 3-D MODFLOW groundwater numerical model of the Orange County Groundwater Basin using Groundwater Vistas to evaluate the effect of additional pumping proposed within the basin. The impact on surrounding existing wells was determined by estimating changes in groundwater elevations.
- Prepared a 3-D MODFLOW groundwater numerical model to simulate the transport of dissolved chromium in an aquifer beneath the former Marley Cooling Tower Company facility in Stockton, California. The numerical model is used to evaluate the hydraulic capture and plume containment by the remedial well field. Proposed modifications in the pumping scheme of the remedial well field are evaluated by using the numerical model to predict the effect of such changes.

- Prepared a 3-D groundwater flow and transport model of the Kimball and Gower Hydrologic Sub-Areas near Ramona, California, using MODFLOW-SURFACT to simulate the effect of population growth on the quality of groundwater in the near future.
- Conducted numerical model simulations of multiphase transport of chlorinated solvents from the unsaturated zone to the saturated zone using T2VOC. The numerical model was used to simulate the potential fate and transport of a contaminant from land surface to the water table.

### Groundwater Supply and Remediation

- Project manager for implementing a habitat monitoring program for the Yucaipa Valley Water District to monitor the diurnal and seasonal fluctuations of shallow groundwater in riparian habitat adjacent to San Timoteo Creek. Data collected from the monitoring program was used to establish baseline groundwater level conditions and evaluate the potential impacts on established riparian habitat by planned reductions in treated effluent discharge to the creek.
- Data Project Manager for the Yucaipa, Beaumont and San Timoteo Groundwater Management Zones. Responsibilities include collecting, compiling and analyzing groundwater and surface water data to evaluate how each water agency and public entity is operating to maintain the “maximum benefit” of the natural water resource in the upper northeastern section of the Chino Basin that includes San Timoteo Creek.
- Conducted a water budget analysis for an alluvial sub-basin in Pauma Valley, California. The analysis included an estimate of groundwater in storage and an evaluation of potential impacts to storage by anticipated increases in groundwater production from the basin.
- Project manager for designing and implementing a monitoring program to establish baseline groundwater level conditions in shallow alluvium underlying riparian habitat downstream of El Capitan Reservoir and San Vicente Reservoir for the City of San Diego. Soil moisture sensors were installed, in addition to piezometers, to characterize the soil moisture profile from land surface to the water table.
- Project manager to evaluate the performance and water quality of two existing water supply wells for the City of San Clemente and provide recommendations to modify wells to enhance production and water quality.
- Conducted third-party review of existing hydrogeological investigations and data to evaluate the potential influence of groundwater production from fractured bedrock at the Maderas Golf Course in Poway, California on adjacent residential wells and riparian habitat.
- Project manager for the design, construction, development and testing of a production well for the Joshua Basin Water District.
- Coordinated and implemented a 5-day aquifer test of a production well in Orange County to assess the maximum sustainable yield.
- Supervised and logged the drilling, construction, and development of groundwater monitor wells using hollow stem auger in Newport Beach, California.
- Conducted and evaluated the results of a 24-hour constant-rate pump test in Lebec, California.
- Managed the design, construction, and operation of a soil vapor extraction system to remediate soil impacted by chlorinated solvents in Azusa, California.
- Supervised and logged the drilling, construction, and development of SVE wells using the STRATEX air rotary drilling method in Azusa, California.

# Peter T. Quinlan, RG

## Principal; Hydrogeology Manager

Peter Quinlan has over 30 years' experience as a professional hydrogeologist. He worked in groundwater exploration and water resources evaluation for Tetra Tech International and the government of Oman before returning to the United States and working for Hargis + Associates, and eventually, Dudek. Mr. Quinlan's current professional responsibilities include design and supervision of groundwater contamination investigations at hazardous waste sites. Areas of specialization include water resource evaluation, soil and groundwater remediation, expert witness testimony, groundwater modeling, cost allocation among multiple potentially responsible parties (PRPs) at Superfund sites, and environmental assessments.

### EDUCATION

University of Arizona  
MS, Hydrology, 1982

### CERTIFICATIONS

Registered Geologist (RG),  
AZ No. 26772 (exp. 3/31/2017)

### ADVISORY COMMITTEE AFFILIATIONS

Industry Advisory Committee, Department of  
Aerospace, Mechanical, and Environmental  
Engineering, University of California, San Diego  
Department Advisory Committee, Department  
of Hydrology and Water Resources,  
University of Arizona

## Project Experience

### Groundwater Supply and Development

- Evaluated water quality and quantity and regulatory and water rights issues as part of the due diligence for the acquisition of the Primm casinos and golf courses in Nevada and California.
- Prepared a groundwater supply assessment for the Joshua Basin Water District, including simulations of water level and storage declines in response to various demand growth scenarios. Evaluated recharge estimates, estimated storage, and historical production and declines in groundwater levels, and estimated both recharge from septic system discharges and water quality impacts associated with septic discharge. Identified potential sites for artificial recharge through the capture of storm runoff and imported water.
- Designed and prepared well specification for a new production well for the Joshua Basin Water District. Evaluated potential spreading basin locations for aquifer recharge with imported water.
- Evaluated potential impact of a new production well on water levels and pump submergence in existing wells, on seawater intrusion, and on colored water migration in the Orange County Groundwater Basin for the Laguna Beach County Water District.
- Investigated the groundwater resources and sustainable yield of a 23,000-acre ranch in San Diego County, California. Work included exploration drilling; production well construction; and measuring rainfall, surface water runoff, changes in soil moisture, and changes in groundwater storage. Estimated infiltration and losses to evapotranspiration to calculate recharge and sustainable yield through water balance analysis. Performed an ecohydrology study to evaluate water demands of native plant populations in upland and riparian areas. Project is ongoing.
- Investigated the groundwater resources and sustainable yield of a 25,000-acre ranch in Santa Barbara County, California. Measured rainfall, changes in soil moisture, and changes in groundwater storage. Estimated infiltration and evapotranspiration losses to calculate recharge and sustainable yield through water balance analysis.
- Conducted resource evaluations and prepared a groundwater management plan in accordance with Assembly Bill 3030 to develop groundwater resources in Tijuana Valley, California. Designed a groundwater exploration program for the San Diego Formation, which included the installation of two 1,400-foot-deep observatory wells and a 1,200-foot-deep production well.

- Consulted with Suburban Water Systems to site and design two 1,200-foot exploratory boreholes and two 1,200-foot production wells. Prepared draft well specifications for driller bid packages; interpreted geophysical logs; and designed well screen intervals, slot size and filter pack. Evaluated water quality analyses from zone testing to determine screen intervals.

### Groundwater Modeling

- Simulated migration of TCE in south Archibald Plume in Ontario, California, to evaluate potential remedial responses and impacts of further migration.
- Conducted model simulations of the potential impact of various growth scenarios on groundwater supplies for the Joshua Basin Water District. Results of these simulations aided the District in the decision to import water to enhance recharge.
- Performed vadose zone and groundwater modeling of a PCE release for AC Products in *OCWD v. Northrup* litigation over groundwater contamination with PCE; TCE; 1,4-dioxane; and perchlorate.
- Developed solute transport model of a glacial outwash aquifer with complex surface water/groundwater interaction. Simulations included the replicating fate of VOCs degraded by reductive dehalogenation.
- Prepared coupled vapor transport and groundwater transport models of VOC releases from landfills in California and Indiana.
- Participated in the preparation of a finite element model of the San Gabriel Basin that was used to design a groundwater remedy in the Baldwin Park Operable Unit of the San Gabriel Valley Superfund sites.
- Prepared a three-dimensional density-driven flow model of the Tijuana River Valley to evaluate seawater intrusion groundwater development alternatives and groundwater recharge using reclaimed water and injection wells.
- Prepared a groundwater model to simulate the effects of increased infiltration at a wastewater plant in Rancho Santa Fe, California.
- Prepared a groundwater model of the San Dieguito Valley to evaluate the effectiveness of coordinated groundwater pumping and reclaimed water recharge in reversing saltwater intrusion.
- Prepared a solute transport model of a layered alluvial aquifer system to design groundwater remediation at a wood-treating facility in the Central Valley.

### Groundwater/Surface Water/Habitat Interaction – Ecohydrology

- Conducted an ecohydrology study to evaluate water demands of native plant populations in upland and riparian areas on a 23,000-acre ranch in San Diego County, California, and the potential impact of groundwater development. Work included measuring rainfall, surface water runoff, changes in soil moisture, and transpiration, and logging plant species and numbers in gridded test cells.
- Conducted an ecohydrology study to evaluate water demands of native plant populations in upland and riparian areas on a 25,000-acre ranch in Santa Barbara County, California. Work included measuring rainfall, surface water runoff, and changes in soil moisture and estimating transpiration. Estimated habitat water requirements by measuring changes in soil moisture. Project is ongoing.
- Evaluated seasonal water quantity and quality requirements of cismontane alkali marsh on Newhall Ranch in Los Angeles County, California. Marsh grasses were sustained by brackish groundwater containing sulfate at concentrations up to 5,000 milligrams per liter.
- Evaluated seasonal water quantity and quality requirements of wetlands habitat on a 250,000-acre ranch in Los Angeles and Kern Counties, California. Study examined potential seasonally varying sources of water to the wetlands and the potential impact of groundwater development.



# Trey Driscoll, PG, CHG

## Principal Hydrogeologist

Trey Driscoll is a senior hydrogeologist with over 16 years' experience in the environmental field. Mr. Driscoll specializes in water resource studies, watershed evaluations, environmental investigations, well locating and drilling, and well design. Mr. Driscoll brings diverse experience to the project team and has supported numerous projects encompassing a wide range of areas. Mr. Driscoll's project experience includes negotiation of water supply contracts, water rights testimony, preparation of groundwater monitoring and mitigation plans, water quality and hydrology technical reports, and exploratory groundwater investigations.

### EDUCATION

Hobart and William Smith Colleges, Geneva, New York,  
BS, Geoscience and Environmental Studies

### CERTIFICATIONS

Professional Geologist, CA No. 8511

Certified Hydrogeologist, CA No. 936

QSD/QSP, No. 20167

### PROFESSIONAL AFFILIATIONS

National Groundwater Association

Groundwater Resource Association of California

San Diego Association of Geologists

## Project Experience

**Water Supply, Aquifer Characterization and SGMA Support Services, Borrego Water District, Borrego Springs, California.** Dudek was retained by the Borrego Water District (BWD) in 2013 to evaluate water supply options for the Rams Hill Golf Course. Dudek completed a series of technical memoranda to evaluate water supply options and provided the BWD technical support to develop the Agreement for the Delivery of Water to the Rams Hill Golf Course. Subsequently, Mr. Driscoll led a drilling program to explore the aquifer underlying Rams Hill. This included drilling and logging five test holes, completing four of the five test holes as production water wells, performing aquifer tests and analysis, water quality sampling, and oversaw installation of wireless system for remote groundwater level and production monitoring. Dudek used the integrated hydrologic numerical model, USGS code, MODFLOW-OWHM, to assist in completing analysis of the sustainable yield of the Southern Management Area of the Borrego Springs Subbasin. Mr. Driscoll prepared technical analysis of the existing BWD and County Demand Offset Water Credit Policy, water cost analysis, economic analysis, and evaluated water quality and water supply options for District customers. Mr. Driscoll is the project manager for Sustainable Groundwater Management Act (SGMA) support services Dudek provided to the BWD. Dudek prepared the Bulletin 118 basin boundary modification request, which was approved by the Department of Water Resources on October 6, 2016.

**Hydrogeological and Geophysical Services for the Drilling of New Groundwater Production Wells, Rancho Pauma Mutual Water Company, Pauma Valley, California.** Project manager for well siting drill three new production wells in the Pauma Valley groundwater basin. Included hydrogeological evaluations for each new well site, factoring in existing groundwater well locations, topography, geology and water quality. Dudek developed a survey plan for and oversight of several geophysical surveys intended to characterize the subsurface contact between saturated sediment and bedrock. The geophysical surveys consisted of several unique methods including surface seismic refraction, horizontal-vertical spectral ratio (HVSr) readings and electrical resistivity soundings. Based on the results of the geophysical surveys, Dudek provided recommendations for new groundwater well drilling locations. During the drilling of the groundwater production wells, Dudek logged borehole lithology and designed final water well completion specifications. Following the construction of each groundwater well, aquifer tests were performed to quantify the production capacity and aquifer properties. Dudek was able to successfully assist the Water Company in achieving greater groundwater production capacity.

**Hexavalent Chromium Study and Municipal Water Wells Installation Project, Santa Ynez River Water Conservation District, Santa Ynez, California.** Project manager for design and implementation of a well profiling study to evaluate the potential for naturally occurring hexavalent chromium [Cr(VI)] to impact the water quality at Upland Basin production wells owned and operated by the Santa Ynez River Water Conservation District (SYRWCD). SYRWCD operates 12 groundwater wells in the Upland Basin located north of Santa Ynez in the Alamo Pintado Creek Watershed. Cr(VI) concentrations exceeded the California maximum contaminant level (MCL) for Cr(VI) of 10 micrograms per liter ( $\mu\text{g/L}$ ) in half of the Upland Basin wells. The SYRWCD sought to identify potential discrete zones of naturally occurring Cr(VI) concentrations that exceed the MCL. Preliminary flow data and depth discrete water quality samples indicated vertical variation of Cr(VI) concentrations in aquifer. Dudek used the results of the well profiling study to develop a plan to improve the quality of water supplied by the wells. Dudek designed an inflatable packer with Baski Inc., to selectively pump from aquifer zones with lower Cr(VI) concentrations to reduce the wellhead concentration of Cr(VI) without wellhead treatment.

For wells that will require wellhead treatment, Dudek is working with a multi-consultant team to evaluate potential treatment alternatives. As site geologist, supervised installation of four municipal production wells and one monitoring well in the Upland Basin. Conducted aquifer pump tests, logged lithology of boreholes and assisted with well design. Currently assisting SYRWCD with locating and design of replacement water wells.

**Hydrogeology, Engineering and Project Management Services, Jacumba Community Services District, Jacumba Hot Springs, California.** Worked in collaboration with Jacumba Community Services District (JCSD) and Jacumba Solar, LLC to develop Water Supply Agreement for the Jacumba Solar Farm. Project manager for subsurface geophysical survey, well locating, design and drilling oversight of the new Highland Center Well completed in October 2016. Implemented a groundwater level monitoring and water quality testing program for the Jacumba Valley Groundwater Basin to evaluate pumping and localized historical groundwater contamination from a gas station. Prepared Preliminary Engineering Report and assisted with U.S. Department of Agriculture (USDA) Rural Development grant application for Manganese Treatment System Water Supply Wells No. 7 and 8, Photovoltaic Solar Array and Pipeline Replacement. Successfully assisted the JCSD obtain a grant totaling \$1.671 million from USDA Rural Development.

**Multiple Solar Projects, San Diego County, California.** Prepared County required Groundwater Resource Investigation Reports for the Rugged (80 MW), Tierra del Sol (60 MW) and Jacumba (20 MW) Solar Projects including preparation of water balance studies and evaluation of potential impacts to storage, well interference and groundwater dependent ecosystems. Established groundwater monitoring network for 26 private wells located in fractured rock aquifer. Drilled a new production well to depth of 1,311 feet. Performed aquifer testing of multiple wells to establish transmissivity and storage coefficients. Performed additional studies for the Pine Valley Mutual Water Company and Jacumba Community Services District. Prepared multiple Groundwater Monitoring and Mitigation Plans to sustainably manage groundwater resources.

**Groundwater Management Plan, Rainbow, San Diego County, California.** Served as researcher on lithology and hydrology of the Rainbow valley for a groundwater management plan prepared in accordance with Assembly Bill 3030 to evaluate hydrologic conditions and to assess potential groundwater use and management options.

# Gregory Guillen, PhD, PE

## Project Engineer

Gregory Guillen is a chemical and environmental engineer focused on water and wastewater treatment. Dr. Guillen's education covered the fundamentals of chemical and environmental engineering with an emphasis on water and wastewater treatment. His graduate work focused on advanced membrane materials and processes for separations including those found in water and wastewater treatment. Dr. Guillen has authored several peer-reviewed papers in the field of desalination and membrane filtration, holds multiple patents for membrane formation, and has lectured in the Department of Civil and Environmental Engineering at UCLA. Dr. Guillen has 4 years of experience designing water and wastewater treatment processes as well as odor control systems.

### EDUCATION

University of California, Los Angeles  
MS, Civil Engineering  
PhD, Civil Engineering  
University of California, Riverside  
BS, Environmental Engineering

### LICENSE

Professional Civil Engineer  
CA No. 83897

### PROFESSIONAL AFFILIATIONS

California Water Environment Association  
WateReuse Association

## Relevant Project Experience

**San Vicente Third Stage RO, Ramona, California.** Dr. Guillen reviewed the third stage reverse osmosis expansion design for the San Vicente Water Reclamation Facility. The additional RO stage increases recycled water production and reduces brine volume. Dr. Guillen evaluated several scenarios to determine the payback periods for the capital investment. The addition of the third stage has cut the District's brine hauling bill in half.

**Water Reclamation Facility Chloride Discharge Limits, Confidential Client, Ventura County, California.** Dr. Guillen analyzed existing influent/effluent water quality and flows and researched potential sources of elevated chloride at a Ventura County WRF. In addition, Dr. Guillen examined and selected appropriate chloride reduction technologies, including reverse osmosis membrane treatment. Dr. Guillen sized and designed a desalination process that will allow the WRF to meet its chloride discharge requirements. Brine reduction and disposal options are currently being evaluated.

**Capacity Analysis - City of Del Mar, San Elijo Joint Powers Authority Cardiff by the Sea, California.** Dr. Guillen evaluated the feasibility of diverting a portion of the City of Del Mar's wastewater to be treated by the San Elijo Joint Powers Authority Water Reclamation Facility. The analysis includes conveyance and pumping considerations in existing pump stations and sewers, design of a new force main, and impacts on the operation of SEJPA WRF, the MF/RO system, and the San Elijo Ocean Outfall.

**Hexavalent Chromium Compliance Program Management, Joshua Basin Water District, Joshua Tree, California.** Dr. Guillen is the District-appointed hexavalent chromium (Cr(VI)) compliance program manager. He provides technical oversight of on-going Cr(VI) treatment pilot studies conducted by the US Bureau of Reclamation. Dr. Guillen is developing a preliminary engineering report in which several treatment technologies are compared based on treatment efficacy and lifecycle cost. Cr(VI) drinking water treatment systems must be in service at five JBWD wells by January 1, 2020.

**Industrial Wastewater Pretreatment System Recommendations Memorandum, BACHEM Americas, Inc., Vista, California.** Dr. Guillen examined industrial wastewater quantity and quality from a peptide manufacturer in Vista, CA. The client had historically not met discharge limits set forth by Encina Wastewater Authority's Source Control Program. As a result, the client was forced to stop discharging its industrial wastewater to the local sewer and begin hauling offsite at a considerable cost. Dr. Guillen made recommendations on a wastewater pretreatment system design that would allow the client to reliably comply with EWA's wastewater quality requirements, restore wastewater discharge to the local sewer, and eliminate all hauling costs.

**Well Rehabilitation Master Plans, Goleta Water District, Goleta, California.** Dr. Guillen helped develop Master Plans for the Goleta Water District for the rehabilitation of several drinking water wells. Dr. Guillen led the evaluation of the iron and manganese treatment systems and provided operational and capital improvement recommendations to the District.

**San Jacinto Valley Enhanced Recharge and Recovery Program, Eastern Municipal Water District, San Jacinto, California.** Dr. Guillen created the preliminary design for a centralized iron, manganese, and nitrate treatment system. Several new wells were considered for returning to service, all of which exceeded drinking water quality standards for iron, manganese, and/or nitrate. Dr. Guillen designed a treatment system to bring all of these constituents to below their MCLs without the need for costly ion exchange or reverse osmosis.

**Preliminary Engineering Report for Proposed Domestic Water Supply Project Manganese Treatment System Water Supply Wells No. 7 and 8, Photovoltaic Solar Array and Pipeline Replacement, Jacumba Community Services District, Jacumba, California.** Dr. Guillen developed a preliminary design of a manganese treatment system for Jacumba Community Services District. Dr. Guillen helped write the preliminary design report, which was used to secure USDA grant funding for the procurement and construction of the treatment system, PV solar array, and pipeline replacement.

**Recycled Water Feasibility Engineering Study, The Claremont Colleges, Pasadena, California.** Dr. Guillen led the development of a recycled water feasibility study for The Claremont Colleges. Several different alternatives for bringing recycled water to The Claremont Colleges were evaluated. It was determined that the most feasible source of recycled water would be from an on-campus water reclamation facility drawing wastewater from the local sewer. Local wastewater availability, campus irrigation demands, and irrigation water quality requirements were evaluated. Stakeholders, conceptual treatment plant design, and funding opportunities were identified in the final feasibility report.

**Woods Valley Ranch Water Reclamation Facility Phase 2, Valley Center Municipal Water District, Valley Center, California.** Dr. Guillen designed secondary, tertiary, and disinfection processes for the Woods Valley Ranch WRF Phase 2 expansion. Secondary wastewater treatment consists of an Aero-Mod extended aeration system capable of full nitrification-denitrification. Tertiary treatment consists of coagulation, flocculation, and cloth disk filters. Dr. Guillen developed a tracer study protocol in coordination with the California Department of Public Health (now Division of Drinking Water) that will be used to recertify the existing chlorine contact basins to determine their ultimate capacities. The WRF will continue to produce Title 22 quality effluent.

**Crestline Sanitation District Title 22 Engineering Report, Crestline Sanitation District, Crestline, California.** Dr. Guillen was the project manager for the creation of a Title 22 Engineering Report to cover Crestline Sanitation District's multiple wastewater recycling facilities and common recycled water outfall. The Title 22 Engineering Report required close coordination with the Division of Drinking Water and two Regional Water Quality Control Boards. The project enabled CSD to continue discharging recycled water on pasture land and also to sell recycled water for dust control.

# Candice Magnus

## Environmental Project Manager

Candice D. Magnus is an environmental and land use planner with 10 years' experience in coastal/land use planning and environmental review, specifically in compliance with the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). Ms. Magnus has experience in project management, regulatory permitting, waterfront revitalization, and public outreach. Ms. Magnus is currently serving as the assistant project manager for a variety of projects at Dudek. As a redevelopment planner at the Unified Port of San Diego, Ms. Magnus worked on a variety of planning initiatives and projects over a nine-year period including, the North Embarcadero Port Master Plan Amendment, Seaport Village Planning Project, Lane Field Hotel Development, Tenth Avenue Marine Terminal Strategic Plan, Districtwide Parking and Circulation Study, and the Harbor Island Framework Initiative. Ms. Magnus also coordinated multiple projects and planning initiatives with the San Diego Regional County Airport Authority including, the 2008 Airport Master Plan, the Northside Improvements Plan, the Airport Land Use Compatibility Plan, and the 2701 North Harbor Drive Demolition and Remediation Project. Ms. Magnus has worked with the California Coastal Commission (CCC) and other regulatory agencies and she has experience working with a variety of stakeholders for planning projects and initiatives. She is dedicated to project success through quality work and the achievement of project goals and objectives.

### EDUCATION

University of California, San Diego  
MIR, Environmental Policy/Planning, 2007

University of North Carolina, Charlotte,  
BS, Public Administration, 2001

Clemson University  
BS, Marketing, 1997

### CERTIFICATIONS

Maritime Terminal Operations  
Professional Certification

### PROFESSIONAL AFFILIATIONS

American Planning Association  
Association of Environmental Professionals

## Project Experience

### Water/Wastewater

**Santa Margarita River Conjunctive Use Project EIR/EIS, Fallbrook Public Utilities District, Fallbrook, California.** Ms. Magnus authored key sections of the EIR/EIS for the Santa Margarita River Conjunctive Use Project. The project proposed to enhance groundwater recharge and recovery capacity within the Lower Santa Margarita River Basin by constructing new facilities and developing a conjunctive use program that would increase available water supplies for the benefit of Marine Corps Base Camp Pendleton and the Fallbrook Public Utilities District.

**Monterey Bay Region Water Project Environmental Impact Report (EIR)/Environmental Impact Statement (EIS), California State Lands Commission, Monterey, California.** Ms. Magnus wrote sections of the Draft EIR for the Monterey Bay Regional Water project that proposed to construct and operate a seawater desalination facility, co-located data center, and associated components to provide up to 25,000 acre-feet per year of potable water and data transmission and storage services in the region. The project included three product water distribution systems to provide potable water to locations in Monterey and Santa Cruz Counties. The project also included a hydroacoustic monitoring system for water quality data collection and other research purposes.

## Development

**B Street Pier Mooring Dolphin EIR, Port of San Diego, California.** Ms. Magnus acted as the assistant project manager for the Final EIR for the proposed B Street Pier Mooring Dolphin project. The project included the installation of a rectangular mooring dolphin platform supported by concrete piles, and a catwalk system that connected the mooring dolphin to the west end of B Street Pier. The project was designed to allow cruise ships up to 1,135 feet in length to be safely berthed along the north side of B Street Pier.

**Pala Mesa Highlands Project Resource Management Plan, Beazer Homes Holding Corporation, Fallbrook, California.** Ms. Magnus assisted in writing the on-site and off-site Resource Management Plans for the Pala Mesa Highlands Project. The 84.6-acre project included a 34.8-acre open space preserve as required by the mitigation requirements identified in the Final Subsequent Environmental Impact Report (SEIR) for the project. The Resource Management Plan provided direction for the permanent preservation and management of the on-site and off-site biological open space preserve. The plan establishes baseline conditions; provides an overview of the operation, maintenance, administrative, and personnel requirements; and guides for management of vegetation communities/habitats, plant and animal species, and programs that enhance biological values.

**Cannon Road Agua Hedionda South Shore Specific Plan Project, Caruso Acquisition Co. II LLC, Carlsbad, California.** Ms. Magnus wrote sections of the environmental analysis for the proposed Agua Hedionda South Shore Specific Plan. The Specific Plan consisted of 203.4 acres between the south shore of the Agua Hedionda Lagoon and Cannon Road in the City of Carlsbad. The Specific Plan permanently conserved and restored 176.7 acres of open space lands and agricultural fields, or more than 85% of the entire Specific Plan area, which enhanced existing habitat, sensitive species and riparian/wetland resources and provide for the continuation of coastal agriculture and strawberry farming. The remaining 26.7 acres of the Specific Plan area included a new pedestrian-oriented visitor-serving outdoor retail, shopping, dining and entertainment promenade.

**Breakwater Imperial Beach Addendum, Sudberry Properties Inc., Imperial Beach, California.** Ms. Magnus wrote the Final Environmental Initial Study and Addendum to the Mitigated Negative Declaration (MND) for the Breakwater Imperial Beach project, which analyzed a modification in the original project under the California Public Resources Code Section 21166 and CEQA Guidelines Section 15162 to address the environmental effects of the proposed project modifications. The updated design included removal of two separate retail spaces on the western portions of project site and inclusion of an approximately 4-story, 100-room hotel.

**Vallejo Marine Terminal (VMT) Project, City of Vallejo, California.** Ms. Magnus wrote sections of the Final EIR for the proposed VMT and Orcem California, Inc. project. The VMT component of the project included the demolition of the former General Mills Warehouse buildings; removal of a deteriorated timber wharf; construction of a modern deep-water terminal, including wharf improvements, laydown area, trucking and rail connections; rail improvements; and construction of a rock dike. As an operational deep draft facility (allowing vessels with a vertical distance between the waterline and the bottom of the ship of approximately 38 feet), the VMT terminal was proposed to service the import and export of a wide variety of bulk and break-bulk commodities within approximately 10.5 acres referred to as the VMT Terminal Site. Construction of the terminal required fill and dredging activities in the water. In addition to the construction and operation of this modern terminal, the VMT component also included reuse several of the existing buildings formerly occupied by General Mills as commercial and administrative office uses.



# Patrick Rentz, PG

## Hydrogeologist

Patrick Rentz is a hydrogeologist with over 5 years' experience in the hydrogeological and environmental fields. Mr. Rentz has performed a wide range of services in these fields and specializes in groundwater supply assessment, hydrogeological investigations and groundwater production wells.

### Project Experience

#### **Multiple Groundwater Well Installations, Borrego Springs, California.**

Served as project geologist. Duties included supervising the well drilling, geophysical borehole logging, well development, aquifer pump testing and designing well construction specifications for multiple groundwater supply wells. Coordinated with the Borrego Water District (BWD) to obtain basin-wide lithology data and prepared regional geologic cross-sections. Prepared multiple water supply applications for BWD.

**Groundwater Well Valuation, Borrego Springs, California.** Performed an assessment of the existing condition of a network of groundwater irrigation supply wells for a potential real estate/property transaction. Evaluated the well construction, materials, production capacity and service life to estimate a value on the groundwater production infrastructure.

**Groundwater Supply Assessment for Solar Project, Lucerne Valley, California.** Performed an evaluation of the existing condition of 20 on-site groundwater wells to support the solar project construction and operational water demand. Evaluation included review of historical well logs, downhole well video logs and well locations relative to local aquifer type and thickness.

**Aquifer Zone Testing for Multiple Pilot Boreholes, Oasis, California.** Performed zoned aquifer pump and water quality testing for multiple pilot boreholes as part of a groundwater supply program at a 1,000 acre property in Oasis, California. The zone testing and sampling was performed to assess quantity and quality of potential irrigation water, suitable for citrus crop. In addition to the zone testing, duties included interpretation of drill cuttings and geophysical borehole logs.

**Groundwater Well Drilling Locations, San Diego and Riverside Counties, California.** Analyzed current and historical aerial imagery, color infrared imagery, geologic maps, high resolution digital topographic data and well logs in addition to active investigation techniques (electromagnetic soundings, magnetometer surveys and terrestrial electrical resistivity surveys) to recommend new water well locations for multiple private land holdings in southern Riverside County and county-wide in San Diego.

**Artesian Groundwater Condition Investigation, Newhall, California.** Collected and managed site water level data and performed slug tests and pump tests to determine aquifer properties. Coordinated, planned and performed geophysical survey to characterize the subsurface conditions of a spring complex. Obtained well permits and supervised well destruction.

### EDUCATION

Scripps Institution of Oceanography  
MS, Marine Geology, 2011

University of California, San Diego

BS, Environmental Systems - Earth Science,  
2009

### CERTIFICATIONS

Professional Geologist, CA No. 9150

OSHA 40 Hour HAZWOPER

**Groundwater Well Monitoring, San Diego County, California.** Maintained and monitored a network of over 40 groundwater wells. As project geologist, devised and performed aquifer pump tests on several of the production wells within the network. Coordinated with the County of San Diego to provide data for the county-wide groundwater monitoring program.

**U.S. Forest Service (USFS) Groundwater Well Investigation, San Diego County, California.** Planned and performed step test and constant rate aquifer testing at multiple groundwater supply wells for the USFS in eastern San Diego County. Performed temperature logging and depth-discrete water quality sampling in order to diagnose production zone contributing to high iron concentrations in the groundwater.

**Seawater Intrusion Investigation, San Clemente, California.** Evaluated existing conditions of the City of San Clemente's water supply wells. Supervised fluid conductivity, flow and temperature surveys in the wells and collected depth-discrete water samples for analysis. Proposed a well development schedule and well construction modification based on the results of the investigation.

**Groundwater Well Evaluation and Assessment, Santa Catalina Island, California.** Performed a field investigation and well assessment for over 30 supply and monitoring wells throughout the island. Further investigation of select wells included downhole video logging, well rehabilitation and historical production data review. Additional work included aquifer testing of the City of Avalon's groundwater supply wells and evaluation of pumping influence.

**Small Water System Support, San Diego County, California.** Acting as a consulting geologist supporting several small water systems in eastern San Diego County. Duties included aquifer testing and evaluation of pumping influence for prove-out of water supply, preparation of source capacity report for California Public Utilities Commission (CPUC), and annual monitoring of groundwater pumping for each small water system.

**Residential Community Support, Carmel Valley, California.** Acting as the consulting geologist for the homeowner's association of a residential community in Carmel Valley, California. Duties included education on groundwater well drilling regulations, local aquifer production and expected water quality, review of favorable water well drilling targets, and impacts of multiple production well installations.



# Ronald Schnabel, PG, CHG

## Senior Hydrogeologist

Ronald Schnabel has more than 35 years' experience as a Geologist, and 15 years as a Hydrogeologist. Mr. Schnabel has used his thorough understanding of geology and hydrogeology to develop clients requiring planning, permitting, design and operational expertise with water banking and artificial groundwater recharge. He has served as project manager and key team member on over twenty groundwater banking and recharge projects in California, and for numerous other types of projects. His regulatory experience includes environmental

permitting, plans of operation, CEQA, EIR, and NEPA compliance and permitting. He aims to use his experience to help further develop clients needing surface water and groundwater related investigations, artificial recharge projects for aquifer storage and recovery, well design, construction and testing. Mr. Schnabel's experience includes groundwater modeling, GIS, statistics, surface-water-measurement methods, and geophysics.

### EDUCATION

California State University Sacramento  
BS, Geology

### CERTIFICATIONS

Geologist, Arizona No. 39745  
California No. 7836  
Oregon No. 2020  
Washington No. 463

## Project Experience

**Preliminary Conceptual Design, Lower May Sediment Placement Site, Los Angeles County Department of Public Works, Los Angeles County, California.** Project Manager for the conceptual civil engineering and landscape design for the facility. Supervised work of the hydrological and landscape architectural sub-consultants. Managed project budget and deliverables.

**Evaluation of the Proposed Fremont Valley Preservation Project Groundwater Bank, AquaHelio Resources, LLC, Kern County, California.** Conducted an evaluation of the Fremont Valley Groundwater Basin to determine the effects of groundwater banking on the basin. Conducted twenty-three test borings and twelve hydraulic conductivity tests to evaluate surface recharge potentials. Constructed three percolation test basins to estimate infiltration rates. Conducted five aquifer pumping tests to estimate aquifer parameters to construct a conceptual geologic groundwater model to evaluate the groundwater banking operations. Estimated the safe yield of the Basin by precipitation and change in storage methods.

**Percolation Basin Testing and Design Recommendations, Coachella Canal Lining Coordination Committee Technical Memorandum, San Bernardino County, California.** Conducted percolation basin testing at Coachella Valley Water District's (CVWD) Unlined Canal and at the Dos Palmas Aqua Farms percolation basins to estimate infiltration rates. Used falling-head and constant-head percolation tests to estimate percolation rates. Results were then used to plan new percolation ponds on the CVWD Unlined Canal and at the Dos Palmas Aqua Farms.

**Evaluation of Groundwater Banking Project Impacts, Environmental Science Associates, Kern County, California.** Evaluated the affects of the proposed West Kern Water District Groundwater Banking Project to groundwater levels and to water quality for an EIR. Used the WinFlow modeling software to estimate the drawdown and mounding impacts for different well configurations, pumping and recharge amounts and for different locations. Examined historic groundwater level and water quality data to estimate project impacts to baseline conditions. Characterized the groundwater basin. Reviewed pumping tests to obtain aquifer parameters for modeling.

**Semitropic Groundwater Model, Semitropic Water Storage District, Wasco, California.** Project Manager for the development of an extensive groundwater model used to estimate groundwater-banking impacts to adjacent water districts. The model required the development of an extensive Access database capable of manipulating large amounts of data on a monthly basis.

**Santa Ana River Groundwater Recharge Optimization Study, San Bernardino Valley Water Conservation District and San Bernardino Valley Municipal Water District, San Bernardino, California.** Conducted recharge infiltration rate studies as part of a team to evaluate potential recharge and optimization for the upper Santa Ana River. Conducted falling-head and constant-rate recharge tests on existing recharge basins and worked with team to plan new facility locations.

**Centennial Hydrogeologic Investigation, Centennial Founders, LLC, Los Angeles, California.** Conducted a hydrogeologic study to assess the quantity and quality of groundwater. Performed preliminary design and cost estimating for groundwater recharge and recovery facilities consisting of approximately 100 acres of spreading grounds and seven recovery wells. Conducted an extensive hydrogeologic study that included drilling and installing eight monitoring wells, designing and constructing a groundwater recharge test basin, and estimating the safe groundwater yield for local groundwater supply. This investigation was a portion of the water resource assessment study for a major planned community.

**White River Recharge Site Investigation, Kern-Tulare Water District, Kern County, California.** Conducted groundwater recharge basin tests to estimate percolation rates for a proposed groundwater banking operation. Drilled an exploratory borehole to determine the viability of conducting a groundwater storage and recovery program.

**Groundwater Resource and Quality Investigation, Blackwell Land, LLC, Bakersfield, California.** Evaluated the quality and availability of groundwater for approximately 45 square miles of the Berrenda Mesa Water District in western Kern County. Examined historic groundwater levels and water quality, characterized the groundwater basin and provided estimates of current groundwater quantities and quality. Performed pumping tests to obtain aquifer parameters and for water quality testing.

**Evaluation of Groundwater Banking Sites for Cattani Farming, Kern County, California.** Conducted three different property evaluations for potential groundwater banking operations. Investigations included evaluating soil conditions, estimating infiltration rates, and locating potential subsurface impediments to recharge. Groundwater recovery was evaluated for each property site. This required aquifer characterization, well placement analysis, and water quality and well drawdown impact considerations.

**Freeport Element of the American River Use Strategy, San Joaquin County Department of Power and Water, San Joaquin County, California.** Developed recharge modeling constraints such as soil properties, geology, water quality and levels, environmental considerations, and land use that were used to rank potential recharge site favorability. Ranked constraints values were incorporated with GIS mapping to identify favorable groundwater recharge and In-Lieu water use sites.

**Groundwater Storage and Recovery Pilot Project in White Wolf Basin, Wheeler Ridge-Maricopa Water Storage District, Kern County, California.** Conducted a detailed hydrogeologic investigation on recharging State Water Project water in the White Wolf Basin for groundwater banking. The investigation included field work and reviewing reports, well construction information, groundwater quality and level data, oil and gas well information, and geophysical investigations. The investigation included surface recharge pond tests, design and construction of monitoring wells, water quality sampling, and conducting three aquifer pumping tests to estimate storage aquifer parameters.

**Yokohl Ranch Groundwater Study, The Yokohl Ranch Company, Tulare County, California.** Evaluated the potential impacts to groundwater levels from the proposed development of a master planned community. Reviewed and worked with water quality consultants on the potential impacts of the planned community to groundwater quality.

**Semitropic Ridge Groundwater Quality Investigation, Semitropic Water Storage District, Wasco, California.** Studied historical water uses, groundwater quality and production information, oil and gas production data, and well construction information to evaluate the nature and occurrence of high saline groundwater.

**Ocotillo-Coyote Wells Hydrology and Groundwater Modeling Study, US Gypsum, Ocotillo, California.** Reviewed available reports, well information, groundwater level and quality data, and conducted field work to generate a conceptual geologic model used for a groundwater model. The work was the major part of an EIR/EIS to estimate future groundwater conditions with increased production from the basin. Work included environmental documentation and responses to comments on the project's hydrogeologic affects.

**2005 Groundwater Monitoring Improvement Project, Semitropic Water Storage District, Wasco, California.** As the Project Manager for this project, 21 wells were equipped with continuous groundwater level measuring devices (data loggers), and two aquifer tests were conducted to estimate aquifer parameters within unconfined and semi-confined aquifers.

**Water Master Plan, The Huntington Library, Art Collections, and Botanical Garden, California.** Three groundwater production wells were evaluated as part of the Huntington's WMP. The evaluation included review of historical information, such as power usage and redevelopment procedures, and estimating specific capacity. Based on the findings of this evaluation one well will be replaced to provide groundwater reliability.

**Washingtonville, US Gypsum, Pennsylvania.** Analyzed groundwater pumping test data from a fractured rock aquifer to evaluate potential groundwater production effects on local groundwater levels and supplies.

**Well No. 5 MTBE Study, Crescenta Valley Water District, California.** Used available reports and data, well construction information, groundwater quality, and groundwater level information to characterize the hydrogeology of the Verdugo Basin. This effort was conducted to assist with the review of site contamination data to evaluate potential sources of MTBE contamination observed at one of the District's wells.

**High Desert Power Project, High Desert Power Project LLC, San Bernardino County, California.** Collected and analyzed surface and groundwater quality data and incorporated USEPA statistical guidance procedures to prepare the drafts "Statistical Analysis of Background Water Quality Data and Proposed Approach to Determine SWP Water Treatment Levels" "Sampling and Analysis Plan" (SAP) and the "Draft Treatment and Monitoring Plan" for groundwater banking operations.

## Adjudication and Litigation Support

**Antelope Valley Groundwater Basin Adjudication, Tejon Ranch Company, California.** As part of the Antelope Valley Technical Committee, worked on defining the basin's geologic setting, natural groundwater yield, production safe yield, and defining the basin's current groundwater status.

**Litigation Support, Wheeler Ridge Farms, California.** Conducted field evaluation of natural springs to estimate reliability and determine historical usage. Used historical and field information to demonstrate that the springs produce a reliable source of water for ranching.

**Litigation Support, California Department of Transportation, California.** Worked with the State of California and land appraisal consultants on estimating the values of gravel deposits for condemnation.

## General Manager Experience

**Big Lost River Irrigation District, Idaho.** Conducted the day to day operations of one of the largest irrigation district in Idaho. Supervised and trained district personnel to perform surface hydrologic measurements related to water supply and delivery for increased accounting of surface- and groundwater resources. Studied historical data on the Big Lost River watershed to produce estimated stream flow figures. The estimated flows were used to adjust Mackay Reservoir storage rule curves, and to produce surface water supply estimates and recharge determinations for the basin. Managed the construction of a river drop structure, designed and supervised the construction of canal diversions, checks, and river barbs. Responsible for all permits related to river construction projects.

## Mining Company Experience

Project Geologist of several major drilling and development projects. Duties included hiring and supervising staff, producing and managing budgets, mapping, sampling, and generating all databases, reports, maps, and final presentations and recommendations on projects.

**Project Geologist for the Sultana Project, Idaho.** Conducted detailed geologic mapping, and soil and rock geochemical program, which identified areas to be drill tested. Managed drilling program and geologically logged forty-nine core drill holes up to 850 feet in depth. This extensive investigation of the project's geologic and chemical properties proved that a significant resource is present.

**Project Geologist for the Annie Laurie Deposit, Utah.** Conducted a two-year field investigation consisting of large-scale mapping and sampling an area of over 7,000 acres in the rugged mountains of central Utah. The results were used to drill test and determine the potential of developing an underground deposit.

**Chief Project Geologist for the Molson Skarn Joint Venture Agreement, Washington.** Responsible for all geologic and operational duties for a major joint venture agreement between two international mining companies.

## Robert P. Caringella, MAI

### Educational Background

B.A. degree in Management Science, Economics Department, University of California, San Diego	1987
Professional Courses Completed:	
Appraisal Institute (or AIREA):	
Real Estate Appraisal Principles/Valuation Procedures	1987
Capitalization Theory and Techniques - Parts A & B	1988
Case Studies in Real Estate Valuation	1989
Report Writing	1991
Standards of Professional Practice	1995, 1999, 2003, 2005, 2008, 2010, 2012
Limited Partnership and Common Tenancy Valuation	2002
Fundamentals of Separating Real/Personal Property and Intangibles	2012
Seminars Attended (partial list):	
Appraisal Institute (or AIREA):	
Uniform Appraisal Standards for Federal Land Acquisitions	2011
Appraising Unique Properties	2010
Annual Litigation Seminar	1989, 1990, 1995, 1996, 2007
Conservation Easements	2005
Planning and Land Use	1990
OREA Federal and State Laws and Regulations	1995, 1999
Attorneys, Appraisers & Real Estate	1996, 1997, 1998
Blueprint Reading	1996
Environmental Issues	1996
San Diego Economic Update	2004, 2005, 2006, 2007, 2009, 2012
Mitigation Land Update and Valuation	1997
Tax Assessment	1997
Apartment Seminar	1998, 2003, 2005
Retail Property Analysis	1998
Single Tenant Net Leased Properties	1999
Trends in R&D Market	2002
Advanced Appraisal	2004
International Right-of-Way Association:	
Easement Valuation	1990
Mock Condemnation Trial	1994, 2000, 2012
Eminent Domain Case Update	1995, 1997, 2002, 2005
ASA-IRS Symposium	2006

### Professional Affiliations

Member, Appraisal Institute (MAI No. 9649)  
 Certified under Continuing Education Program  
 Appraisal Institute, Appraiser Development and Qualifications Committee, present  
 Appraisal Institute Education Trust, 2011-2013  
 National Board of Directors, Regional Vice Chair 2007, Regional Chair 2008  
 President, San Diego Chapter, 2005  
 Board of Directors, San Diego Chapter, 1999-2001, 2003-2005  
 Leadership Development and Advisory Council, 1999 and 2000 (National)

Past Chairman of Experience Review Committee, San Diego Chapter 1996-98  
 California Certified General Real Estate Appraiser (AG003295)  
 Member, International Right-of-Way Association  
 Board of Directors, San Diego Chapter, 1999-2003  
 Young Leadership Council, 1998 and 1999 (National)

### Appraisal Experience

Co-Owner - Jones, Roach & Caringella, Inc. (formerly Jones & Roach, Inc.), Since 1996  
 Appraiser - Jones & Roach, Inc. - 1987-1996

### Testimony Experience

San Diego Superior Court  
 San Diego Assessor Tax Hearing  
 Imperial County Superior Court  
 US District Court, Special Master

### Teaching Experience

Speaker - Lormon Seminar, Law of Easements: 2013  
 Speaker - MCLE Seminar, Eminent Domain: 2011  
 Speaker - Caltrans Seminar, Contaminated Properties: 2011  
 Speaker - Appraisal Institute Litigation Seminar So. Cal.: 2007  
 Speaker - IRS Symposium, Conservation Easements: 2006  
 Co-Creator, Co-Instructor - "Advanced Refresher": 2004  
 Co-Instructor - "Rates and Ratios", Appraisal Institute: 2003  
 Guest lecturer at UCSD, SDSU, USD, and Point Loma Nazarene University on Appraisal  
 Seminar Creator/Moderator - "The Client": 2003  
 Speaker - IRS Seminar "Valuation of Fractional Interests": 2000  
 Speaker - San Diego Assessor's Seminar: 1998  
 Seminar Coordinator/Moderator - "Attorneys, Appraisers & Real Estate": 1996, 97, and 98  
 Seminar Co-Coordinator/Moderator - Int'l Right-of-Way Assoc. "Valuation Tour": 6/96

### Other Affiliations

Board of Directors - Willow Grove Educational Foundation 2008 -2013  
 Board of Directors - USE Credit Union, San Diego, 1999-2006  
 Investor LLC Manager - \$5,000,000 Loft Development, 2000

### Types of Appraisals

Agricultural	Industrial & Office Buildings
Apartment Buildings	Leasehold and Leased Fee Estates
Auto Dealerships	Mining - Aggregate
Auto Repair	Mitigation Credits
Commercial Buildings	Mixed-Use Properties
Contaminated Properties	Notes/Loans
Development Rights	Mobilehome/RV Parks
Easements	Planned Communities
Eminent Domain/Partial Acquisitions	Research & Development Buildings
Fractional Interests	Residential Subdivisions
Historical Appraisals	Retail Centers
	Self-Storage Facilities

Single Family Homes and Condominiums  
 Single Room Occupancy Hotels  
 Vacant Land  
 Wetlands/Other Sensitive Habitat

### **Partial List of Clients**

#### **Public Agencies**

California Dept. of Transportation  
 California Coastal Conservancy  
 Centre City Development Corporation  
 Chula Vista Redevelopment Agency  
 City of Escondido  
 City of National City  
 City of Oceanside  
 City of Redlands  
 City of San Diego  
 County of San Diego  
 Del Mar Union School District  
 IRS  
 Metropolitan Transit System (MTS and MTDB)  
 MiraCosta Community College District  
 Oceanside Redevelopment Agency  
 Otay Water District  
 Regents of the University of California  
 Resolution Trust Corporation (RTC)  
 San Diego City College District  
 San Diego County Water Authority  
 San Diego Unified Port District  
 Solana Beach School District  
 Southeastern Economic Development Corp.  
 U.S. Department of Justice  
 Wildlife Conservation Board (California)

#### **Lenders and Developers**

Ayres Land Company  
 Bank of America  
 Bank of California  
 Barratt American  
 Brookfield Homes  
 Buie Corporation  
 California Transportation Ventures  
 Citicorp Acceptance Company  
 Coast Federal Bank  
 Column Financial  
 Continental Bank  
 Downey Savings  
 D.R. Horton

First Interstate Bank  
 Garden Communities  
 Great American Bank  
 Home Savings of America  
 HomeFed Bank and Home Capital Dev. Corp.  
 KB Home  
 Leisure Technology  
 Nexus Development Corporation  
 Pardee Construction Company  
 McMillin Communities  
 San Diego National Bank  
 Sherritt Development Services  
 Union Bank  
 US Bank  
 Wells Fargo Bank  
 Western National Properties  
 Western Pacific Housing

#### **Corporations, Attorneys, and Individuals**

American Assets  
 Anderson, Mann & Hilbert, LLP  
 ARCO Petroleum Products Co.  
 Bartz & McCarberg, LLP  
 Berger & Norton  
 Best, Best & Krieger LLP  
 Bob Baker Enterprises  
 Brobeck, Phleger & Harrison  
 Coldwell Banker Realty Advisory Services  
 Daley & Heft  
 Endeman, Lincoln, Turek & Heater  
 English & Gloven  
 Epsten & Grinnell  
 Ford Motor Company  
 Fraser Engineering, Inc.  
 Golden Eagle Insurance Company  
 Golub & Morales  
 Gray, Cary, Ware & Friedenrich  
 Haight, Brown & Bonesteel  
 Hearthstone Advisors  
 Insurance Company of the West  
 Irell & Manella, LLP  
 John H. Reaves, Attorney at Law  
 Judge Robert C. Thaxton (retired)  
 Lempres & Wulfsberg  
 Liberty Mutual Insurance Company  
 McKenna & Cuneo  
 Meisenheimer Herron & Steele  
 Morris, Polich & Purdy

Olmstead, Hughes & Garrett  
Orrick, Herrington & Sutcliffe, LLP  
Palmieri Tyler Weiner Wilhelm & Waldron  
Procopio Cory Hargreaves & Savitch  
Rick Engineering Company  
Ryals & Associates  
San Diego Gas & Electric Company  
Seltzer Caplan McMahon Vitek  
Sheppard, Mullin, Richter & Hampton, LLP  
Sierra Club Legal Defense Fund  
Sillardorf, Burdman, Duignan & Eisenberg  
Solomon Ward Seidenwurm & Smith, LLP  
Sullivan Wertz McDade & Wallace  
Texaco Oil  
Thorsnes, Bartolotta, McGuire & Padilla  
Trust Company of the West  
Trust for Public Land  
UETA





**ANDY KARYDES, PLS**

Mr. Karydes has more than 30 years' professional experience in land surveying and has held a land surveyors license in California since 1997. Mr. Karydes' experience includes records research, the preparation of legal descriptions, easement plats, boundary surveys, ALTA surveys, subdivision maps, parcel maps, records of surveys, terrestrial topographic and aerial photogrammetric surveys, construction surveys, horizontal and vertical control surveys, as-built surveys, map check services for the City of San Diego, and expert witness testimony.

**Professional Affiliations:**

- Member of North County Civil Engineers and Land Surveyors (NCCELS)
- Associated General Contractors of America (AGC), San Diego Chapter
- California Land Surveyors Association (CLSA) State and San Diego Chapter: Member, State Board Representative Since 2008, Past President 2007
- Building Industry of Association (BIA) of San Diego County, Past Member
- National Society of Professional Surveyors (NSPS), Past Member

**Areas of Expertise:**

- ALTA Surveys
- Topographical Surveys
- Construction Staking
- Records of Survey
- Boundary Surveys
- Legal Descriptions
- Parcel Maps
- As-built Surveys
- Right-of-Way Documents
- Easement Plats

**Education:**

Surveying | Cleveland State University, OH | Kent State University, OH

**Registration/Certifications:**

1997 | Professional Land Surveyor | CA | 7442





## **Karlene E. Martorana**

Counsel | Phoenix

Tel. 602.382.6099

[kmartorana@swlaw.com](mailto:kmartorana@swlaw.com)

### **Main Bio**

Karlene Martorana practices in the areas of water, natural resources and real estate. She helps municipal, industrial and agricultural water users – both inside and outside active management areas – manage and secure their water rights, as well as develop alternative water supplies. Karlene also represents clients in the negotiation of contracts for the transfer and storage of water rights, in obtaining permits and approvals from state and federal regulatory agencies, and in the settlement of water rights with Arizona Indian tribes. She also represents clients in general stream adjudications in Arizona. In addition, Karlene assists developers in obtaining withdrawal permits, reporting annual groundwater withdrawals and obtaining certificates of assured water supply. Karlene also negotiates and drafts delivery, storage and wheeling agreements on behalf of clients. She earned her J.D. from the University of Maryland and her B.S. from the University of Arizona Honors College. Karlene regularly speaks and publishes on water rights issues, and she is the author of the Twitter feed <https://twitter.com/alternativeh2o>, which focuses on water scarcity issues, including the use of reclaimed water.

In Karlene's real estate practice, she represents national commercial buyers and developers. Her work includes drafting, reviewing and negotiating leases and agreements, and performing related due diligence. Karlene is licensed to practice in Arizona and California.

### **Education**

- University of Maryland School of Law (J.D., Environmental Certificate, 2006)
- University of Arizona Honors College (B.S., Environmental Science, summa cum laude, 2002)
  - Phi Beta Kappa
  - Robert H. Smith College of Agriculture Scholarship Award
  - Presidential Award for Academic Excellence
  - College of Agriculture Student of the Year

### **Professional Memberships & Activities**

- Maricopa County Bar Natural Resources Board (2009-2014)
  - Chair (2012)
  - Chair-Elect (2011)
  - Treasurer (2010)
- Colorado River Water Users Commission
- State Bar of Arizona, Environmental and Natural Resources Section (2011)
  - Treasurer (2015)

- Secretary (2014)
- Programs Chair (2013)
- Arizona Commercial Real Estate Women
- Ellevate – a global professional women's network
  - Executive Team (2012-2015)
- WaterReuse Association, Legislative Committee (2014)
- Agribusiness and Water Council

## **Representative Presentations & Publications**

- "Municipal Water Issues," Presenter, Law Seminars International (May 2015)
- "Water Rights for Golf Courses in the Desert," Presenter, Maricopa County Bar Association (November 6, 2014)
- "The Price of Reclaimed Water – Too Much to Stomach?," Author, ABA Section of Environment, Energy and Resources, Vol. 26, No. 4 (Spring 2012)
- "Notice of Proposed Rulemaking on Surface Water Quality Standards: An Update," Author, State Bar of Arizona Environmental Section Newsletter (August 2008)
- "Interviews Under the All Appropriate Inquiry Rules Leave Much to Environmental Professionals' Discretion," Author, State Bar of Arizona Environmental Section Newsletter (December 2007)
- "The Army Corps of Engineers and the EPA's Joint Guidance Following the Rapanos Decision," Author, State Bar of Arizona Environmental Section Newsletter (September 2007)
- "RCRA Financial Assurance Requirement: A Preliminary Review of EPA's Efforts to Address a New Priority," State Bar of Arizona Environmental Section Newsletter (February 2007)

## **Professional Recognition & Awards**

- Southwest Super Lawyers® Rising Stars Edition, Energy & Natural Resources (2013-2015)
- Ladder Down, Class of 2015 Graduate

## **Community Involvement**

- Shepherd of the Desert, Human Resources Committee (2008-2012), Board of Directors (2010-2012)
- Park Central Toastmasters (2010-2014)

## **Other Professional Experience**

- Robert S. Lynch & Associates, Associate (2009-2011)
- Ryley Carlock & Applewhite, Associate (2006-2008), Law Clerk (2005)
- U.S. District Court, District of Arizona, Extern for Hon. Stephen McNamee (2004)

## **Bar Admissions**

- Arizona
- California

## **Court Admissions**

- Supreme Court of Arizona
- Supreme Court of California

- United States District Court, District of Arizona





## **Richard J. McNeil**

Partner | Orange County | Los Angeles

Tel. 714.427.7517 OC

Tel. 213.929.2500 LA

[rmcneil@swlaw.com](mailto:rmcneil@swlaw.com)

### **Main Bio**

Rick McNeil is a trial attorney with numerous jury, bench and administrative trials to his credit and is also proficient in general business, real estate, land use, environmental and probate matters.

Rick is a member of the American Law Institute, where he contributes to the current revision of the Restatement of the Law, 4th, Property. He is also a member of the Litigation Section and the Environment, Energy and Resources Section of the American Bar Association, the Litigation Section and the Environmental Law Section of the California State Bar and the Real Estate, Business Litigation and Environmental Law Sections of the Orange County Bar Association.

Rick was selected for inclusion in the Los Angeles rankings of Super Lawyers from 2004 through 2009 and was named one of Los Angeles Daily Journal's "Top 20 Under 40" in 1997.

He is the Chair Emeritus of the Pacific Chorale, a member of the Board of Directors of the Orange County Bar Association, the Chair of the Orange County Bar Association's Diversity Task Force and on the Board of Directors for Legal Aid of Orange County. .

Rick also has handled a number of civil rights and environmental justice cases involving land use, environmental and constitutional issues.

Rick is also an experienced mediator, having mediated many commercial, land use and environmental cases.

### **Education**

- University of California, Berkeley, Boalt Hall School of Law (J.D., 1984)
  - California Law Review
- Yale University (B.A., 1981)

### **Professional Memberships & Activities**

- American Bar Association
- State Bar of California
  - Environmental Law Section (Former Member, Executive Committee)
- Orange County Bar Association
  - Environmental Law Section, Member (1998-present), Chair (2016-present)
  - Diversity Task Force, Chair (2015-present)
  - Elimination of Bias Subcommittee, Chair (2016-present)

- American Law Institute

## Representative Presentations & Publications

- "Habits of the Mind - Implicit Bias in the Workplace," Moderator, Orange County Bar Association Diversity Task Force CLE, Newport Beach, CA (December 1, 2016)
- ["To Succeed at Business Development and Client Relationships, Female and Minority Attorneys Face Challenges and Opportunities,"](#) Co-Author, American Bar Association, Commercial & Business Litigation - Section of Litigation, Volume 18., Issue 1. (Fall 2016)
- "Update on Sober Living Homes in Orange County," Speaker, Get Connected with Councilwoman Katrina Foley, Costa Mesa City Council Chambers, CA (September 27, 2016)
- "NOT IN MY BACKYARD: Land Use Implications of Siting Sober Living Homes and Treatment Centers in Residential Zones in Orange County," Speaker, Orange County Bar Association Real Estate Section, Santa Ana, CA (August 23, 2016)
- "Developments in Water Rights in Orange County," Moderator, Orange County Bar Association Environmental Law Section, Newport Beach, CA (June 30, 2016)
- "San Clemente Case Study," Panelist, Sober Living Homes in Orange County, Regional Town Hall Meeting, Laguna Hills, CA (May 12, 2016)
- ["Rumble in the Riviera,"](#) Co-Author, OC Lawyer Magazine (April 2016)
- "Business Development: Special Challenges and Opportunities for Minority Attorneys," Speaker, American Bar Association, Section of Litigation Roundtable (March 30, 2016)
- "Exploring Diversity: The Collective Benefits of a Diverse Workforce in Today's Legal Environment," Speaker, Orange County Bar Association Solo Practitioner/Small Firm Section January meeting, Newport Beach, CA (January 21, 2016)
- "Moving Forward Through Diversity: Perspectives on the Collective Benefits of a Diverse Workforce in Today's Legal Environment," Moderator, OCBA Diversity Task Force Seminar, Costa Mesa, CA (November 17, 2015)
- ["Minority Powerbrokers Q&A: Snell & Wilmer's Rick McNeil,"](#) Featured, Law360 (March 3, 2015)
- "How to foster and maintain civil relationships with opposing counsel despite animosity amongst your clients," Co-Speaker, Putting the Civil Back in Civil Litigation, Orange County Bar Association, Newport Beach, CA (October 9, 2014)
- ["Fifth District Invalidates Fresno Senior Housing Project EIR For Inadequate Analysis Of Thresholds of Significance,"](#) Co-Author, S&W Environmental & Natural Resources Law Blog (August 11, 2014)
- ["First District Court of Appeal Finds Citizen Group's CEQA Challenge To College of San Mateo Upgrades Time Barred,"](#) Co-Author, S&W Environmental & Natural Resources Law Blog (August 11, 2014)
- ["EPA Issues Proposed Rule to Significantly Reduce Carbon Dioxide Emissions,"](#) Co-Author, Snell & Wilmer Legal Alert (July 10, 2014)
- ["'CEQA-in-Reverse' Case Headed for the California Supreme Court,"](#) Co-Author, Orange County Business Journal (May 12, 2014)
- ["Second District Court of Appeal Rejects Conservation Group Challenge to EIR for Newhall Ranch Development,"](#) Co-Author, S&W Environmental & Natural Resources Law Blog (March 20, 2014)
- ["Second District Court of Appeal Rejects City of Los Angeles' Attempt to Require Tentative Tract Map or EIR for Benedict Canyon Luxury Home Development,"](#) Co-Author, S&W Environmental & Natural Resources Law Blog (February 28, 2014)
- ["New EPA Standard Provides Guidance for Phase I Investigations,"](#) Author, Snell & Wilmer Legal Alert (February 21, 2014)



- "[First District Court of Appeal Finds CalTrans' EIR Deficient For Failure To Properly Evaluate Impacts to Redwood Trees Adjacent to Highway 101](#)," Co-Author, S&W Environmental & Natural Resources Law Blog (January 30, 2014)
- "[Fifth District Court of Appeal Dismisses Citizen Group Challenge to Annexation Based on Procedural Irregularities](#)," Co-Author, S&W Environmental & Natural Resources Law Blog (January 28, 2014)
- "2014 Legal and Legislative Update for Commercial Real Estate," Co-Presenter, Society of Industrial and Office Realtors, Newport Beach, CA (January 27, 2014)
- "[Fourth District Court of Appeal Rejects Citizen Group Spot Zoning Challenge to Orange County Senior Housing Project](#)," Co-Author, S&W Environmental & Natural Resources Law Blog (January 13, 2014)
- "[Takings' Decision Raises State Law Questions](#)," Author, Daily Journal (July 8, 2013)
- "[California Scores Another Cap-and-Trade Victory](#)," Co-Author, Snell & Wilmer Legal Alert (February 15, 2013)
- "[LEED Legal Alerts](#)," Co-Author, Orange County Business Journal (November 19, 2012)
- "[Countdown to California's 'Cap and Trade' Carbon Credit Auction](#)," Author, Snell & Wilmer Legal Alert (October 26, 2012)
- "Desalination: The Carlsbad Project and Huntington Beach," Speaker, California Water Law Conference, San Diego, CA (May 3-4, 2012)
- "Regulatory Justice: In Key Decision, U.S. Supreme Court Makes It Easier To Challenge EPA Orders," Author, JMBM Land Use Blog (March 26, 2012)
- "The Rising Tide of Stormwater," Speaker, CalcIMA Education Conference, Monterey, CA (October 11, 2011)
- "Developments In Stormwater," Speaker, JMBM Breakfast Briefing, Irvine, CA (September 26, 2011)
- "Will Health Care Facilities Prove To Be The Antidote For Orange County's Ailing Real Estate Market?," Author, Orange County Business Journal (September 26, 2011)
- "How Review Standards Changed Cap-And-Trade In California," Author, Law360 (April 19, 2011)
- "Climate Change/AQMD Update," JMBM Breakfast Briefing, Irvine, CA (March 24, 2011)
- "Liability for Pharmaceuticals in Ground Water," Speaker, National Ground Water Association, Memphis, TN (April 1, 2008)
- "Recent Developments In CERCLA Litigation," Speaker, 2006 State Bar Environmental Law Roundtable, Monterey, CA (June 9-11, 2006)
- "Environmental Insurance and Other Third Party Risk Transfer Mechanisms," Speaker, 2001 State Bar Environmental Law Conference, Yosemite, CA (October 25-27, 2001)
- "Managing Environmental Issues I Real Estate Lending & Securitization Transactions," Speaker, sponsored by AIG Insurance and Miller & Associates, Scottsdale, AZ (October 1-3, 2000)
- "Swimming Toward a Safe Harbor, EPA's Lender Liability Rule," Speaker, State Bar of California Environmental Subsection of the Real Property Section, San Diego, CA (November 13, 1993)
- "Environmental Regulations and Financing Transactions: Their Impact on Lenders, Borrowers and Regulators: EPA's Lender Liability Rule," Speaker, State Bar of California Environmental Subsection of the Real Property Section, Irvine, CA (June 4, 1993)
- "Environmental Concerns in Real Estate Transactions: The Developer's Perspective," Speaker, CEB Presentation, Los Angeles, CA (October 31, 1992)
- "Requirements for Publicly Owned Treatment Works," Speaker, Executive Enterprises Water Quality Regulation Course, San Francisco, CA (May 15, 1990)
- "Current Developments in Environmental Law," Speaker, Orange County Chamber of Commerce,

Santa Ana, CA (May 11, 1989)

- "Asbestos Abatement," Speaker, Hazardous Materials and Water Pollution Subcommittee of the Environmental Law Section of the Los Angeles County Bar Association, Los Angeles, CA (April 14, 1988)
- "Proposition 65, Asbestos and the Real Estate Industry," Author, 6 Cal. Real Property Journal 29 (Spring 1988)
- "Environmental Issues for Lenders," Speaker, Pension and Real Estate Advisors Winter Meeting, Los Angeles, CA (February 11, 1988)

## **Professional Recognition & Awards**

- Southern California Super Lawyers, Environmental (2004-2009)
- Top 20 Under 40, Los Angeles Daily Journal (1997)

## **Community Involvement**

- Pacific Chorale, Board of Directors (1997-present)
  - Chairman of the Board (2014-present)
- Legal Aid Society of Orange County, Board of Directors (2016-present)

## **Other Professional Experience**

- Irell & Manella LLP, Partner (1991-2010)
- Latham & Watkins, Associate (1985-1990)
- U.S. District Court for the District of Columbia, Washington, DC, Law Clerk for Hon. Aubrey E. Robinson, Chief Judge (1984-1985)

## **Bar Admissions**

- California

## **Court Admissions**

- Supreme Court of California
- United States District Court, All Districts of California
- United States Court of Appeals, Ninth Circuit



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## **SOUTHERN CALIFORNIA**

Encinitas (Main)

La Quinta

Pasadena

Riverside

San Juan Capistrano

## **CENTRAL COAST**

Santa Barbara

Santa Cruz

## **NORTHERN CALIFORNIA**

Auburn

Larkspur

Oakland

Sacramento

## **HAWAII**

Honolulu

## **OREGON**

Portland

## **HABITAT RESTORATION SCIENCES**

*A Dudek Subsidiary*

# Fee Schedule

Project Team Role:	Labor Hours and Rates												Total Dudek Hours	Dudek Labor Costs	Subconsultant Fees					Other Direct Costs	Total Fee
	PIC - QA/QC	Project Manager	Senior Engineer	Hydrogeologist	Senior Envi Anlist	Senior Hydrogeologist	Senior Hydrologist III/Engineer III	Cultural Specialist	Biologist/Principle	QA/QC	Hydro Engineer	Hydro Engineer			Survey/ Right-of-Way	Water Rights Attorney	Water Quality Laboratory	Appraiser	Title Service		
Team Member:	Quinian	Stuart	Guillen	Driscoll	Magnus	Duverge	McMahon	Murray	Ortega	Schnabel	Rentz		San Dieguito Engineering	Snell & Wilmer	Babcock	Sub name	Title Company				
Billable Rate :	\$260	\$225	\$180	\$240	\$160	\$180	\$210	\$135	\$240	\$225	\$160	\$110	Fee	Fee	Fee	Fee	Fee				
<b>Task 100 – Project Management</b>																					
100.1	Overall project management and coordination with RMWD	4	60										64	\$14,540					\$14,540		
<i>Subtotal Task 100</i>		4	60										64	\$14,540	\$-	\$-	\$-	\$-	\$-	\$14,540	
<b>Task 200 – Data Collection</b>																					
200.1	Review and compile historical District data		2									20	22	\$2,650					\$2,650		
200.2	Review and compile other agency data		2									16	18	\$2,210					\$2,210		
200.3	Review and compile private well data		2									20	22	\$2,650					\$2,650		
<i>Subtotal Task 200</i>			6									56	62	\$7,510	\$-	\$-	\$-	\$-	\$-	\$7,510	
<b>Task 300 – Update and Validate Groundwater Model and Verify Production Well Yields</b>																					
300.1	Update Numerical Model	4	24									80	108	\$15,240					\$15,240		
300.2	Calibrate/Validate Numerical Model	10	60									140	210	\$31,500					\$31,500		
300.3	Verify Production Yields of Project Wells and Assess Potential Impacts	10	24									60	94	\$14,600					\$14,600		
<i>Subtotal Task 300</i>		24	108									280	412	\$61,340	\$-	\$-	\$-	\$-	\$-	\$61,340	
<b>Task 400 – Water Rights Opinion and Confirmation</b>																					
400.1	Review previous studies and reports		2		4								6	\$1,410			\$8,000		\$9,410		
400.2	Analyze water rights including existing permits and points of diversion		2		4								6	\$1,410			\$8,000		\$9,410		



Project Team Role:	Labor Hours and Rates												Total Dudek Hours	Dudek Labor Costs	Subconsultant Fees					Other Direct Costs	Total Fee
	PIC - QA/QC	Project Manager	Senior Engineer	Hydrogeologist	Senior Env'r Anlist	Senior Hydrogeologist	Senior Hydrologist III/Engineer III	Cultural Specialist	Biologist/Principal	QA/QC	Hydro/Engineer	Hydro/Engineer			Survey/Right-of-Way	Water Rights Attorney	Water Quality Laboratory	Appraiser	Title Service		
	Quinlan	Stuart	Guillen	Driscoll	Magnus	Duverge	McMahon	Murray	Ortega	Schnabel	Rentz				San Dieguito Engineering	Snell & Wilmer	Babcock	Sub name	Title Company		
Team Member:	Quinlan	Stuart	Guillen	Driscoll	Magnus	Duverge	McMahon	Murray	Ortega	Schnabel	Rentz		San Dieguito Engineering	Snell & Wilmer	Babcock	Sub name	Title Company	Other Direct Costs	Total Fee		
Billable Rate :	\$260	\$225	\$180	\$240	\$160	\$180	\$210	\$135	\$240	\$225	\$160	\$110	Fee	Fee	Fee	Fee	Fee				
400.3	Provide independent opinion to produce maximum yield			4										\$960		\$6,000				\$6,960	
400.4	Provide road map to confirm water rights		2	4									6	\$1,410		\$6,000				\$7,410	
<b>Subtotal Task 400</b>			6	16									22	\$5,190	\$-	\$28,000	\$-	\$-	\$-	\$-	\$33,190
<b>Task 500 – Collect and Summarize Groundwater Quality Data</b>																					
500.1	Review and compile historical District data		1	5								20	26	\$3,625						\$3,625	
500.2	Review and compile other agency data		1	5								16	22	\$3,185						\$3,185	
500.3	Review and compile private well data, includes site reconnaissance		2	8								50	60	\$7,870					\$193	\$8,063	
500.4	Private well owner questionnaire and coordination with property owners		1	2								30	33	\$4,005						\$4,005	
500.5	Sample accessible existing water wells (up to 10 wells)		1	10								60	71	\$9,225					\$593	\$9,818	
500.6	Laboratory analysis (one sample for up to 10 wells)													\$-		\$15,853				\$15,853	
<b>Subtotal Task 500</b>			6	30								176	212	\$27,910	\$-	\$-	\$15,853	\$-	\$-	\$785	\$44,548
<b>Task 600 – Develop Draft Brine Disposal Agreement with Oceanside</b>																					
600.1	Technical support to develop brine disposal agreement			40									40	\$7,200						\$7,200	



Project Team Role:		Labor Hours and Rates											Total Dudek Hours	Dudek Labor Costs	Subconsultant Fees					Other Direct Costs	Total Fee		
		PIC - QA/QC	Project Manager	Senior Engineer	Hydrogeologist	Senior Envi Anlist	Senior Hydrogeologist	Senior Hydrologist II/Engineer III	Cultural Specialist	Biologist/Principal	QA/QC	Hydro/ Engineer			Hydro/ Engineer	Survey/ Right-of-Way	Water Rights Attorney	Water Quality Laboratory	Appraiser			Title Service	
		Quinian	Stuart	Guillen	Driscoll	Magnus	Duverge	McMahon	Murray	Ortega	Schnabel	Rentz				San Dieguito Engineering	Snell & Wilmer	Babcock	Sub name			Title Company	
Billable Rate :		\$260	\$225	\$180	\$240	\$160	\$180	\$210	\$135	\$240	\$225	\$160	\$110			Fee	Fee	Fee	Fee	Fee			
600.2	Research other disposal agreements			24										24	\$4,320								\$4,320
600.3	Review Oceanside Ocean Outfall operation permit		2	8										10	\$1,890								\$1,890
Subtotal Task 600			2	72										74	\$13,410	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$13,410
Task 700 – Evaluate Production Well Sites, Geology, and Production																							
700.1	Review and identify existing wells suitable for pump testing		2		6									8	10	26	\$4,270						\$4,270
700.2	Review and identify proposed sites suitable for exploratory boring		8		8									8	4	28	\$5,440						\$5,440
700.3	Contact property owners to determine access to pump test/drill wells		2												16	18	\$2,210						\$2,210
700.4	Scope of work letter, cost allocation and access agreement		2		6									8	14	30	\$4,710						\$4,710
700.5	Well drilling contracting, permitting and drilling		16		2									60	100	178	\$24,680						\$24,680
Subtotal Task 700			30		22									84	144	280	\$41,310	\$-	\$-	\$-	\$-	\$-	\$41,310
Task 800 – Property Acquisition and Costs																							
800.1	Develop acquisition plots, easements and right-of-way layouts			6										40	40	86	\$11,880						\$11,880
800.2	Geodetic Control		1	2										8		11	\$1,865	\$8,000					\$9,865
800.3	Right-of-Way Survey		1	6										8		15	\$2,585	\$49,000					\$51,585



Project Team Role:		Labor Hours and Rates											Total Dudek Hours	Dudek Labor Costs	Subconsultant Fees					Other Direct Costs	Total Fee	
		PIC - QA/QC	Project Manager	Senior Engineer	Hydrogeologist	Senior Envi Anlist	Senior Hydrogeologist	Senior Hydrologist IV/Engineer III	Cultural Specialist	Biologist/Principal	QA/QC	Hydro/Engineer			Hydro/Engineer	Survey/ Right-of-Way	Water Rights Attorney	Water Quality Laboratory	Appraiser			Title Service
		Quinlan	Stuart	Gullen	Driscoll	Magnus	Duverge	McMahon	Murray	Ortega	Schnabel	Reitz				San Dieguito Engineering	Snell & Wilmer	Babcock	Sub name			Title Company
Billable Rate :		\$260	\$225	\$180	\$240	\$160	\$180	\$210	\$135	\$240	\$225	\$160	\$110			Fee	Fee	Fee	Fee	Fee		
800.4	Title Report (First American or Chicago title; 40 parcels)		1	2								1		4	\$745					\$32,000		\$32,745
800.5	Appraisal of an assumed 40 parcels with 14 unique owners		2	4								1		7	\$1,330				\$84,000			\$85,330
Subtotal Task 800			5	20								58	40	123	\$18,405	\$57,000	\$-	\$-	\$84,000	\$32,000	\$-	\$191,405
Task 900 – Desalter Project Alternatives and Costs																						
900.1	Review 2017 TM and supporting documents		2	16										18	\$3,330							\$3,330
900.2	Update desalter treatment system design criteria		2	40										42	\$7,650							\$7,650
900.3	Update desalter treatment system cost estimates		2	32										34	\$6,210							\$6,210
Subtotal Task 900			6	88										94	\$17,190	\$-	\$-	\$-	\$-	\$-	\$-	\$17,190
Task 1000 – Evaluation and Environmental Issues																						
1000.1	Groundwater Resources Constraints Analysis		10			40	100				12			162	\$29,350							\$29,350
1000.2	Biological Constraints Analysis		6			20			60	6				92	\$20,300							\$20,300
1000.3	Preliminary Cultural and Hitoric Resources Technical Memo		6			20		58		4				88	\$13,280							\$13,280
1000.4	Hazardous Materials/Wastes Constraints Analysis		6			20		30		4				60	\$11,750							\$11,750
Subtotal Task 1000			28			100	100	30	58	60	26			402	\$74,680	\$-	\$-	\$-	\$-	\$-	\$-	\$74,680



Project Team Role:	Labor Hours and Rates												Total Dudek Hours	Dudek Labor Costs	Subconsultant Fees					Other Direct Costs	Total Fee
	PIC - QA/QC	Project Manager	Senior Engineer	Hydrogeologist	Senior Envi Anlist	Senior Hydrogeologist	Senior Hydrologist I/Engineer III	Cultural Specialist	Biologist/Principal	QA/QC	Hydro/ Engineer	Hydro/ Engineer			Survey/ Right-of-Way	Water Rights Attorney	Water Quality Laboratory	Appraiser	Title Service		
Team Member:	Quinian	Stuart	Guillen	Driscoll	Magnus	Duverge	McMahon	Murray	Ortega	Schnabel	Rentz		San Dieguito Engineering	Snell & Wilmer	Babcock	Sub name	Title Company				
Billable Rate :	\$260	\$225	\$180	\$240	\$160	\$180	\$210	\$135	\$240	\$225	\$160	\$110	Fee	Fee	Fee	Fee	Fee				
<b>Task 1100 – Draft and Final Summary Reports</b>																					
1100.1	Draft Report	10	80	24	4	32				12		40	202	\$38,100						\$38,100	
1100.2	Staff, Engineering Committee and Board Meetings		20	20		20							60	\$11,300						\$11,300	
1100.3	Response to District Comments on Report	10	20		2					12		24	68	\$12,920						\$12,920	
1100.4	Final Report	8	16		2					4		40	70	\$11,460						\$11,460	
<b>Subtotal Task 1100</b>		<b>28</b>	<b>136</b>	<b>44</b>	<b>8</b>	<b>52</b>				<b>28</b>		<b>104</b>	<b>400</b>	<b>\$73,780</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$73,780</b>	
<b>Total Hours and Fee</b>		<b>56</b>	<b>393</b>	<b>224</b>	<b>76</b>	<b>152</b>	<b>100</b>	<b>30</b>	<b>58</b>	<b>60</b>	<b>54</b>	<b>142</b>	<b>800</b>	<b>\$355,265</b>	<b>\$ 57,000</b>	<b>\$28,000</b>	<b>\$15,853</b>	<b>\$84,000</b>	<b>\$32,000</b>	<b>\$785</b>	<b>\$572,903</b>



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### BOARD OF DIRECTORS

October 24, 2017

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#### SUBJECT

DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 17-12 AMENDING AND UPDATING ADMINISTRATIVE CODE CHAPTER 8.11 – CONNECTION AND METER CHARGES

#### BACKGROUND

The provisions of the Administrative Code related to the term of applications for the water policy were reviewed as part of the changes in water capacity fees. At the July 25, 2017 Board Meeting the Board adopted revisions to the policy in relation to the capacity fees and the subsequent meeting on August 22, 2017 the Board adopted revisions to the sewer policy. Based on the review of staff and the Engineering Services Committee, additional revisions are proposed to update the water policy.

#### DESCRIPTION

Staff would like to clarify in the policy the term of the application period for a water connection. Currently the water policy is silent on the term. This requires administrative tracking of applications that do not make a connection. There are also existing applicants that purchased capacity at previous rates that have been sitting on it and the water policy is silent about requiring the capacity fees be brought current. Staff would like to make the term the same as the sewer application by limiting it to two years. If a developer does not move forward with the project during the term of the application, the fees will be refunded minus administrative costs to the applicant. Administrative cost can be tracked through the District's asset management software which would include the application process, expiration tracking, notifying the applicant of expiration and sending a check with reimbursement of capacity fees. This will eliminate the time-consuming process of tracking applications for an essentially unlimited period.

The water application policy will also include similar language as the sewer application policy to require documentation if a developer would like to transfer the application to a new owner during the term of the application.

If approved this will apply to the existing meter applications that have not connected to our system. The applicants will be notified about the policy and two-year term.

Attached you will find Ordinance No. 17-12 for adoption and the revisions to Chapter 8.11 – Connection and Meter Charges and final draft of 8.11 – Connection and Meter Charges.

#### POLICY/STRATEGIC PLAN KEY FOCUS AREA

Chapter 8, Water Policy

**BOARD OPTIONS/FISCAL IMPACTS**

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Revenue from capacity fees which are only used to fund the Capital Improvement Program.

1. Adopt Ordinance No. 17-12 amending and updating Administrative Code Chapter 8.11 – Connection and Meter Charges.
2. Adopt Ordinance No. 17-12 amending and updating Administrative Code Section 8.11 – Connection and Meter Charge with revisions.
3. Provide staff with further direction.
4. Do not approve Ordinance No. 17-12 amending and updating Administrative Code Chapter 8.11 – Connection and Meter Charges.

**STAFF RECOMMENDATION**

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Staff recommends Option 1.



Michael Powers  
Acting Engineering Manager

10/24/2017

**Ordinance No. 17-12**

**Ordinance of the Board of Directors of the Rainbow Municipal Water District  
Amending the Administrative Code Chapter 8.11 – Connection and Meter  
Charges**

WHEREAS, the Rainbow Municipal Water District has, from time to time, adopted various rules and regulations for the operation of the District; and

WHEREAS, certain of those rules and regulations require updating to reflect best practices, as well as changes in applicable laws; and

WHEREAS, the Board of Directors has determined that changes in the rules or regulations of the District shall occur solely by amendment to the Administrative Code;

NOW, THEREFORE,

BE IT ORDAINED by the Board of Directors of Rainbow Municipal Water District as follows:

1. The following rules and regulations of the District, collected are hereby adopted and shall be incorporated into the Administrative Code, consisting of:

8.11 Connection and Meter Charges

2. The General Manager is hereby directed to update the Administrative Code to reflect the approval of these rules and regulations, and to assign or reassign the numbering of the Administrative Code as necessary to codify these rules and regulations as amended.

3. This ordinance shall take effect immediately upon its adoption on this 26<sup>th</sup> day of September, 2017.

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

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Helene Brazier, Board President

**ATTEST:**

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Dawn Washburn, Board Secretary



Service will be commenced after submittal of an application and on payment to the District of the applicable fees, charges, and deposits as set forth in this Section.

**Section 8.11.010  
Fees and Charges**

At the time an Applicant files an application for a service connection and as a condition of District's acceptance of said application, the Applicant shall pay to the District the amount in established, current published fee schedule. If said application is for a connection to District facilities constructed as provided under this policy or to other line extensions or facilities being acquired by the District under an agreement that requires the District to make an additional charge for said connection, then the Applicant shall also pay to the District such sum as the District is obligated to pay under the agreement for acquisition of said facilities.

**Section 8.11.020  
Transfer of Meter**

No installation or meter charge will be billed upon the change of Ownership or property unless the service is changed. If, at any time, conditions require a larger size or different type of meter than already installed, the Customer shall pay the current meter and service installation charge for the new connection (less a credit to be determined by the District) and any additional capacity charges. If the meter being transferred does not conform to these Rules and Regulations, it shall be changed to conform at the time of transfer.

**Section 8.11.030  
Water Capacity Charge**

**8.11.030.1 Application**

**8.11.030.1.2** A water capacity charge shall be paid at the time of the District's approval of an application for a permanent water service. Customer must hire a contractor to install water service per District's standards. Any capacity charges shall be in addition to charges for the actual cost of labor and materials necessary to make the physical connection to the water system by the contractor.

**8.11.030.1.2** The capacity charge shall be based on the potential water demands which the Applicant can derive from the District's system and shall be established and adjusted by the Board of Directors from time to time. Funds collected by the District from the capacity charge shall be utilized for capital of facilities used to supply water service within the District.

**8.11.030.1.3** The application for water service shall be issued for a term of two years. If no connection is made it shall expire and all rights of application holder resulting from the issuance of such application shall terminate. Fees paid on the application that has expired will be refunded minus administrative costs to the applicant listed on the application.

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8.11.030.1.4 If application desires to sell the property during the term of the application transfer to the future owner with the same parcel of land and use, the applicant must submit in writing to the District of the transfer. Otherwise, at the expiration of the application for water connection, the connection fees minus administrative costs, will be refunded to the applicant. The parcel and use described in the application must be the same and the new owner must complete a new application. The term of the application will remain the same.

#### **8.11.030.2 Capacity Charge for Increasing Meter Size**

If a property owner wishes to increase the size of a water meter serving his/her property and the District determines that such a larger sized meter is appropriate, the difference between the current capacity charge of the new meter and the current capacity charge of the existing meter to be replaced shall be the total capacity charge to be collected. In the event property owner replaces a smaller meter with a larger meter, they must abandon the existing smaller meter lateral. Additional administrative and inspection fees shall apply.

#### **8.11.030.3 Reduction in Meter Size**

Reduction of meter size is subject to District approval. Property owner must complete all required District forms. No capacity charge shall be imposed upon and no credit or refund shall be made to a property owner replacing an existing water meter with a meter of smaller size, whether or not any capacity charge was in effect for the larger meter when it was obtained. The difference in capacity between the larger and smaller meter is lost. If the reduction is approved, customer account must be current.

#### **8.11.030.4 Exchange of Meter for Multiple Smaller Meters**

Owners of parcels presently receiving water service through a District meter that subdivide their property and apply to exchange their original meter for smaller meters to new legal parcels will be given a credit toward the new capacity charges for the new meters. This credit is equal to the amount of capacity for the meter being replaced at the current capacity charge rate for that meter size. Meters must be downsized and installed concurrently in order to receive credit. Additional administrative inspection fee shall apply.

#### **8.11.030.5 Fire Service Meters**

No capacity charge shall be imposed upon a property owner for a water meter obtained and used solely for fire protection purposes. Should it be later determined that other water uses are being made from a fire service meter, the then appropriate capacity charge shall be immediately due and payable or service shall be immediately discontinued.

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#### **8.11.03.06 Meter Relocation**

Meters shall not be relocated to other parcels of land within the District unless the parcels are abutting and owned by the same Owner. Owner must hire a private contractor with an A license to abandon the existing meter lateral and install a new meter lateral per District Standards. Owner must pay appropriate inspection fees to the District. Relocation of meters is subject to the approval of General Manager.

#### **8.11.03.07 Transfer of Capacity Charges or Meters**

Neither capacity charges nor meters shall be transferable to other parcels of land within the District unless the parcels are abutting and owned by the same Owner. Transfer of capacity charges or meters are subject to the approval of the General Manager.

#### **8.11.03.08 Reimbursement of Capacity Charges**

Once the water meter for which capacity charges have been paid has been installed in the District's water system and inspected and accepted by the District, no portion of the capacity charges paid for that meter shall be reimbursable.

#### **8.11.03.09 San Diego County Water Authority (SDCWA) Capacity Charges**

As required by Section 5.9 of the County Water Authority Act, the District as a member agency of the San Diego County Water Authority shall collect and remit to the Authority the capacity charges imposed by the Authority. The Ordinance of the Authority in effect at the time that a water meter is obtained from the District shall govern the amount of the charge, the persons liable therefore, and the procedures to be followed. The District shall not provide a water meter to a property owner until the property owner has paid to the District the applicable capacity charge of the Authority.

#### **8.11.03.10 Removal of Water Meter**

If the Owner of vacant property being serviced no longer requires service and wants a meter removed permanently, the Customer must provide a written request to the District. In addition, the Owner must enter into a Memorandum of Understanding with the District that outlines the terms of the removal of the water meter, including the forfeiture of capacity rights in the system. The District will seal the meter service and remove the meter. The Engineering Department will determine whether the meter lateral will or will not be removed. Per Section 8.11.03.07 no portion of the capacity charges paid for that meter shall be reimbursable. If the Owner requires a meter to serve the property in the future the owner must pay all appropriate fees and capacity fees associated with the purchase of a new water meter at the time of the request. Customer account must be current before removal of water meter.

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Service will be commenced after submittal of an application and on payment to the District of the applicable fees, charges, and deposits as set forth in this Section.

### **Section 8.11.010 Fees and Charges**

At the time an Applicant files an application for a service connection and as a condition of District's acceptance of said application, the Applicant shall pay to the District the amount in established, current published fee schedule. If said application is for a connection to District facilities constructed as provided under this policy or to other line extensions or facilities being acquired by the District under an agreement that requires the District to make an additional charge for said connection, then the Applicant shall also pay to the District such sum as the District is obligated to pay under the agreement for acquisition of said facilities.

### **Section 8.11.020 Transfer of Meter**

No installation or meter charge will be billed upon the change of Ownership or property unless the service is changed. If, at any time, conditions require a larger size or different type of meter than already installed, the Customer shall pay the current meter and service installation charge for the new connection (less a credit to be determined by the District) and any additional capacity charges. If the meter being transferred does not conform to these Rules and Regulations, it shall be changed to conform at the time of transfer.

### **Section 8.11.030 Water Capacity Charge**

#### **8.11.030.1 Application**

**8.11.030.1.2** A water capacity charge shall be paid at the time of the District's approval of an application for a permanent water service. Customer must hire a contractor to install water service per District's standards. Any capacity charges shall be in addition to charges for the actual cost of labor and materials necessary to make the physical connection to the water system by the contractor.

**8.11.030.1.2** The capacity charge shall be based on the potential water demands which the Applicant can derive from the District's system and shall be established and adjusted by the Board of Directors from time to time. Funds collected by the District from the capacity charge shall be utilized for capital of facilities used to supply water service within the District.

**8.11.030.1.3** The application for water service shall be issued for a term of two years. If no connection is made it shall expire and all rights of application holder resulting from the issuance of such application shall terminate. Fees paid on the application that has expired will be refunded minus administrative costs to the applicant listed on the application.

**8.11.030.1.4** If application desires to sell the property during the term of the application transfer to the future owner with the same parcel of land and use, the applicant must submit in writing to the District of the transfer. Otherwise, at the

expiration of the application for water connection, the connection fees minus administrative costs, will be refunded to the applicant. The parcel and use described in the application must be the same and the new owner must complete a new application. The term of the application will remain the same.

#### **8.11.030.2 Capacity Charge for Increasing Meter Size**

If a property owner wishes to increase the size of a water meter serving his/her property and the District determines that such a larger sized meter is appropriate, the difference between the current capacity charge of the new meter and the current capacity charge of the existing meter to be replaced shall be the total capacity charge to be collected. In the event property owner replaces a smaller meter with a larger meter, they must abandon the existing smaller meter lateral. Additional administrative and inspection fees shall apply.

#### **8.11.030.3 Reduction in Meter Size**

Reduction of meter size is subject to District approval. Property owner must complete all required District forms. No capacity charge shall be imposed upon and no credit or refund shall be made to a property owner replacing an existing water meter with a meter of smaller size, whether or not any capacity charge was in effect for the larger meter when it was obtained. The difference in capacity between the larger and smaller meter is lost. If the reduction is approved, customer account must be current.

#### **8.11.030.4 Exchange of Meter for Multiple Smaller Meters**

Owners of parcels presently receiving water service through a District meter that subdivide their property and apply to exchange their original meter for smaller meters to new legal parcels will be given a credit toward the new capacity charges for the new meters. This credit is equal to the amount of capacity for the meter being replaced at the current capacity charge rate for that meter size. Meters must be downsized and installed concurrently in order to receive credit. Additional administrative inspection fee shall apply.

#### **8.11.030.5 Fire Service Meters**

No capacity charge shall be imposed upon a property owner for a water meter obtained and used solely for fire protection purposes. Should it be later determined that other water uses are being made from a fire service meter, the then appropriate capacity charge shall be immediately due and payable or service shall be immediately discontinued.

#### **8.11.03.06 Meter Relocation**

Meters shall not be relocated to other parcels of land within the District unless the parcels are abutting and owned by the same Owner. Owner must hire a private contractor with an A license to abandon the existing meter lateral and install a new meter lateral per District Standards. Owner must pay appropriate inspection fees to the District. Relocation of meters is subject to the approval of General Manager.

#### **8.11.030.7 Transfer of Capacity Charges or Meters**

Neither capacity charges nor meters shall be transferable to other parcels of land within the District unless the parcels are abutting and owned by the same Owner. Transfer of capacity charges or meters are subject to the approval of the General Manager.

#### **8.11.030.8 Reimbursement of Capacity Charges**

Once the water meter for which capacity charges have been paid has been installed in the District's water system and inspected and accepted by the District, no portion of the capacity charges paid for that meter shall be reimbursable.

#### **8.11.030.9 San Diego County Water Authority (SDCWA) Capacity Charges**

As required by Section 5.9 of the County Water Authority Act, the District as a member agency of the San Diego County Water Authority shall collect and remit to the Authority the capacity charges imposed by the Authority. The Ordinance of the Authority in effect at the time that a water meter is obtained from the District shall govern the amount of the charge, the persons liable therefore, and the procedures to be followed. The District shall not provide a water meter to a property owner until the property owner has paid to the District the applicable capacity charge of the Authority.

#### **8.11.030.10 Removal of Water Meter**

If the Owner of vacant property being serviced no longer requires service and wants a meter removed permanently, the Customer must provide a written request to the District. In addition, the Owner must enter into a Memorandum of Understanding with the District that outlines the terms of the removal of the water meter, including the forfeiture of capacity rights in the system. The District will seal the meter service and remove the meter. The Engineering Department will determine whether the meter lateral will or will not be removed. Per Section 8.11.030.7 no portion of the capacity charges paid for that meter shall be reimbursable. If the Owner requires a meter to serve the property in the future the owner must pay all appropriate fees and capacity fees associated with the purchase of a new water meter at the time of the request. Customer account must be current before removal of water meter.





# BOARD ACTION

## BOARD OF DIRECTORS

October 24, 2017

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### SUBJECT

REQUEST FOR RETROACTIVE COMPENSATION FOR CONFERENCE ATTENDANCE IN MAY 2017 BY DIRECTOR MACK

### BACKGROUND

During the past several Regular Board, Special Board, and Ad-Hoc Committee meetings, Board Members have held discussions regarding the remuneration and reimbursement policy for Board Member attendance at conferences and workshops. At the September 5, 2017, Special Board meeting, the Board had made some proposed changes to the current Administrative Code policy for Board consideration at their September 26, 2017 Regular Board meeting. The Board tabled the proposed changes to the Administrative Code until the October 24, 2017 Regular Board meeting.

### DESCRIPTION

Director Mack is requesting retroactive compensation for attendance at both the ACWA 2017 Spring Conference held May 9-12, 2017 and Special Districts Legislative Days held May 15-17, 2017. A breakdown for each conference is as follows:

#### ACWA 2017 Spring Conference

May 9, 2017	Travel Day Only - Director Mack received \$150.00 per diem as the Rainbow representative to ACWA (Director Mack attended a meeting with Tom Kennedy and the City of Oceanside)
May 10, 2017	Conference Day
May 11, 2017	Conference Day
May 12, 2017	Travel Day Only

#### Special Districts Legislative Days

May 15, 2017	Travel Day Only – Director Mack received \$150.00 per diem as the Rainbow representative to CSDA
May 16, 2017	Conference Day
May 17, 2017	Conference Day

Director Mack is requesting retroactive compensation in the amount of \$150.00 for May 10-12, 2017 as well as May 16-17, 2017 totaling \$750 in addition to the \$300 already paid.

At their September 26, 2017 meeting, the Board voted to table this matter until their October 24, 2017 meeting.

The purpose of this item is for the Board to consider honoring Director Mack's request.

**POLICY/STRATEGIC PLAN KEY FOCUS AREA**

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Strategic Focus Area Three: Workforce Development

**BOARD OPTIONS/FISCAL IMPACTS**


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- 1) The Board honors Director Mack's request for retroactive compensation for conferences attended in May, 2017.
- 2) The Board honors Director Mack's request for retroactive compensation for conferences attended in May, 2017 with adjustments.
- 3) The Board denies Director Mack's request for retroactive compensation for conferences attended in May, 2017.

**STAFF RECOMMENDATION**

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Staff supports Board direction.



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Tom Kennedy, General Manager

10/24/17





# BOARD ACTION

## BOARD OF DIRECTORS

October 24, 2017

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### SUBJECT

DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 17-13 AMENDING AND UPDATING ADMINISTRATIVE CODE CHAPTER 2.03 - REMUNERATION AND REIMBURSEMENT, SECTION 2.08.010 - TRAINING AND ASSOCIATIONS POLICY, AND CHAPTER 4.01 - PERSONNEL RULES AND REGULATIONS RELATED TO BOARD MEMBER ATTENDANCE AT MEETINGS, SEMINARS, AND CONFERENCES

### BACKGROUND

Currently, Administrative Code Section 2.03 states Board of Directors shall receive \$150 Per Diem for one regular meeting of the Board and one additional Board meeting per month. It also states if a Board Member has been officially appointed as the RMWD representative at other agencies, they shall receive a \$150 Per Diem for meeting attendance. In addition, Directors may receive \$150 Per Diem to attend Board or Committee meetings of the Metropolitan Water District of Southern California, if, in the opinion of the Board President of RMWD, the Director's attendance at the Board or Committee meeting would benefit RMWD.

Administrative Code Chapter 2.03 does not address Per Diems being paid to Board of Directors for each day they attend conference, seminar, or workshop conducted by one of the organizations identified in the RMWD Memberships/Subscriptions Policy.

The Board voted at their September 26, 2017 Regular Board meeting to table this item until their October 24, 2017 Regular Board meeting.

### DESCRIPTION

After a series of discussions on the matter, the Board President appointed a subcommittee consisting of Board President Brazier and Director Gasca to review the matter in more depth and bring a proposed change back to the Board for consideration. The resulting revisions reflect the proposed changes. Some highlights of the proposed changes include:

- Compensation for Board Member attendance at meetings or other approved functions will now be referred to as compensation rather than using the term Per Diem. The term Per Diem has meanings in other contexts that can cause confusion.
- Board members who receive compensation for meetings other than RMWD Board meetings must submit a written report describing the content of the meeting and information received.
- There are a limited number of pre-approved meetings that Board members may receive compensation for that are included in the revised policy. Any other meeting, seminar, or conference that a Board member would like the District to cover conference registration and travel expenses and/or Board member compensation will require that board member to propose their attendance in open session for consideration by the full Board.
- Compensation is fixed at \$150 per day of attendance and is limited to six days per month.

**POLICY/STRATEGIC PLAN KEY FOCUS AREA**

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Administrative Code Chapter 2.03, Section 2.08.010, and Chapter 4.01

Strategic Focus Area Three: Workforce Development

**BOARD OPTIONS/FISCAL IMPACTS**

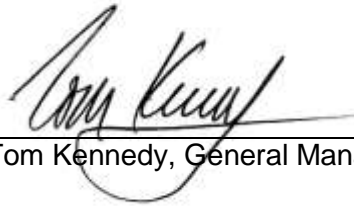
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- 1) Approve Ordinance 17-13 amending and updating Administrative Code Chapter 2.03, Section 2.08.010, and Chapter 4.01.
- 2) Approve Ordinance 17-13 amending and updating Administrative Code Chapter 2.03, Section 2.08.010, and Chapter 4.01.
- 3) Provide staff with further direction.
- 4) Do not approve Ordinance 17-13 amending and updating Administrative Code Chapter 2.03, Section 2.08.010, and Chapter 4.01.

**STAFF RECOMMENDATION**

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Staff supports Board direction.



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Tom Kennedy, General Manager

October 24, 2017

**Ordinance No. 17-13**

**Ordinance of the Board of Directors of the Rainbow Municipal Water District  
Amending the Administrative Code Chapter 2.03 – Remuneration and  
Reimbursement, Section 2.08.010 – Training and Associations Policy, and  
Chapter 4.01 – Personnel Rules and Regulation**

WHEREAS, the Rainbow Municipal Water District has, from time to time, adopted various rules and regulations for the operation of the District; and

WHEREAS, certain of those rules and regulations require updating to reflect best practices, as well as changes in applicable laws; and

WHEREAS, the Board of Directors has determined that changes in the rules or regulations of the District shall occur solely by amendment to the Administrative Code;

NOW, THEREFORE,

BE IT ORDAINED by the Board of Directors of Rainbow Municipal Water District as follows:

1. The following rules and regulations of the District, collected are hereby adopted and shall be incorporated into the Administrative Code, consisting of:

<b>2.03</b>	Remuneration and Reimbursement
<b>2.08.010</b>	Training and Associations Policy
<b>4.01</b>	Personnel Rules and Regulations

2. The General Manager is hereby directed to update the Administrative Code to reflect the approval of these rules and regulations, and to assign or reassign the numbering of the Administrative Code as necessary to codify these rules and regulations as amended.

3. This ordinance shall take effect immediately upon its adoption on this 24<sup>th</sup> day of October, 2017.

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

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Helene Brazier, Board President

**ATTEST:**

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Dawn Washburn, Board Secretary



**Chapter 2.03  
REMUNERATION AND REIMBURSEMENT**

**Section 2.03.010  
Remuneration and Reimbursement Policy**

2.03.010.1 State Law limits Board member compensation to ten (10) compensable meetings per month (Water Code Section 20202). The RMWD Board shall not be eligible for compensation for more than six (6) compensable days per month.

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2.03.010.2~~4~~ Members of the Board of Directors shall receive compensation of \$150 Per Diem for each day's attendance for up to two one-regular meeting of the Board and one additional Board meetings per month. In addition, Board Members shall receive compensation of \$150 for each day in attendance at the following regularly scheduled local meetings:

- Council Of Water Utilities Monthly Meeting
- San Diego Chapter of CSDA Quarterly Meeting

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Certain Board Members will be appointed as the District's representative for local agencies and organizations. Board Members appointed to the following organizations will receive compensation of \$150 per day of attendance at meetings of the following organizations:

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- San Luis Rey Watershed Council
- Santa Margarita Watershed Council

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Should two compensable meetings occur in a single day, the Board member(s) in attendance shall be eligible for compensation of only \$150 for the entire day.

2.03.010.3 Training, Seminars, and Conferences – If a Board member wishes to attend any training, seminar, or conference and receive compensation for the event and travel/registration expenses, the Board member must present his or her request for attendance in writing during a regularly scheduled open session Board meeting. A standing agenda item for this practice will be included in each Board meeting agenda. The Board member requesting compensation and travel/registration costs shall indicate the nature of the conference and the benefits that his or her attendance will bring to the District and its ratepayers. The full Board shall consider this information and take action to approve or disapprove the compensation by a majority vote. Upon approval, the Board member will be eligible for compensation of \$150 for each full day at a conference or seminar.

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~~In the event a regular meeting is not scheduled in one particular month but additional meetings are called by the Board of Directors, the Directors in attendance shall receive \$150.00 Per Diem per meeting for that month with a two meeting maximum. Those Directors attending other agency meetings as the appointed official RMWD representative (i.e., Economic Study Group, ACWA/JPIA Board of Directors or Committee Member, and San Luis Rey Watershed Council) would also be authorized to receive \$150 Per Diem for attendance at each of those meetings. In addition, Directors may receive a \$150 Per Diem to attend Board or Committee meetings of the Metropolitan Water District of Southern California, if, in the opinion of the Board President of RMWD, the Director's attendance at the Board or Committee meeting would benefit RMWD.~~

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**2.03.010.42** Members of the Board of Directors shall be reimbursed for all legitimate expenses incurred in attending any meetings or in making any trips on official business of the Board, when so authorized in accordance with this Administrative Code. Reimbursement for the cost of the use of a Director's vehicle shall be on the basis of total miles driven and at the rate specified in the Internal Revenue Service Rates as established in Publication 463 or any successor publication.

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**Chapter 2.03**  
**REMUNERATION AND REIMBURSEMENT**

**Section 2.03.010**

**Remuneration and Reimbursement Policy**

**2.03.010.1** State Law limits Board member compensation to ten (10) compensable meetings per month (Water Code Section 20202). The RMWD Board shall not be eligible for compensation for more than six (6) compensable days per month.

**2.03.010.2** Members of the Board of Directors shall receive compensation of \$150 for each day's attendance up to two Board meetings per month. In addition, Board Members shall receive compensation of \$150 for each day in attendance at the following regularly scheduled local meetings:

- Council Of Water Utilities Monthly Meeting
- San Diego Chapter of CSDA Quarterly Meeting

Certain Board Members will be appointed as the District's representative for local agencies and organizations. Board Members appointed to the following organizations will receive compensation of \$150 per day of attendance at meetings of the following organizations:

- San Luis Rey Watershed Council
- Santa Margarita Watershed Council

Should two compensable meetings occur in a single day, the Board member(s) in attendance shall be eligible for compensation of only \$150 for the entire day.

**2.03.010.3** Training, Seminars, and Conferences – If a Board member wishes to attend any training, seminar, or conference and receive compensation for the event and travel/registration expenses, the Board member must present his or her request for attendance in writing during a regularly scheduled open session Board meeting. A standing agenda item for this practice will be included in each Board meeting agenda. The Board member requesting compensation and travel/registration costs shall indicate the nature of the conference and the benefits that his or her attendance will bring to the District and its ratepayers. The full Board shall consider this information and take action to approve or disapprove the compensation by a majority vote. Upon approval, the Board member will be eligible for compensation of \$150 for each full day at a conference or seminar.

**2.03.010.4** Members of the Board of Directors shall be reimbursed for all legitimate expenses incurred in attending any meetings or in making any trips on official business of the Board, when so authorized in accordance with this Administrative Code. Reimbursement for the cost of the use of a Director's vehicle shall be on the basis of total miles driven and at the rate specified in the Internal Revenue Service Rates as established in Publication 463 or any successor publication.



To the extent there is an existing Memorandum of Understanding (MOU) or other written agreements with more specific terms regarding the topic herein, the terms of those agreements will prevail.

These rules and regulations replace and supersede all prior personnel rules, regulations, policies or practices.

**Section 4.01.010 Goals and Objectives**

The goals and objectives of the District are:

1. To provide a positive work environment that will promote a spirit of friendliness and cooperation among all employees.
2. To implement an employee handbook.
3. To provide and encourage training opportunities for District employees, so that job openings can be filled from within, where practicable.
4. To recognize excellence and individual merit in employees.
5. To ensure equal employment opportunities for all employees and maintain an adequate level of compensation for services rendered.

**Section 4.01.020 Applicability**

These Rules and Regulations apply to all employees of the District. These rules may be supplemented by other agreements or policies approved by the District (e.g.; Memorandum of Understanding, Employee Handbook, etc.) They apply at all times when such employees are on District premises; on Standby Duty; on Patrol Duty or off District premises, but engaged in any activity that is related to or may affect the District's business, reputation or public relations, including, but not limited to, the following:

1. Activities during working hours, including lunch and other breaks.
2. Participation in seminars as a student or speaker.
3. Travel on behalf of the District.
4. Community activities.
5. Engaged in off-duty activities under circumstances, which tend to harm the interest of the District.

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**Section 4.01.030 Equal Opportunity Policy**

It is the policy of the District to:

1. Recruit, hire, and promote for all job classifications without regard to race, religion, color, sex, national origin, age, marital status, sexual orientation, disability or any other basis protected by applicable state and federal law.
2. Base decisions of employment and promotion upon an individual's qualifications for the position being filled.
3. Ensure that all other personnel actions such as compensation, benefits, transfers, layoffs, return-from-layoffs, District-sponsored training, education, tuition assistance, and social and recreational programs will be administered without regard to race, religion, color, sex, national origin, age, marital status, disability or any other basis protected by applicable state and federal law.
4. Continue to sustain and further develop a system that promotes the maintenance and application of these standards.

**Section 4.01.040 Employee Conduct**

In order to enhance the safe and efficient operation of the District, employees are expected to behave in a responsible and professional manner. The District may utilize counseling and/or disciplinary measures in an attempt to improve or correct certain employee performance and behavioral issues if the District, in its sole discretion, believes counseling and/or disciplinary action is in the best interest of the District. However, District employees serve at the pleasure of the General Manager and therefore the General Manager does not have to have cause to terminate employment of a District employee. For Disciplinary Processes pertaining to violations of this Section, refer to the applicable Supplemental Memorandum of Understanding for non-exempt employees hired before July 1, 2017, and to the Employee Discipline section of the Employee Handbook for non-exempt employees hired after July 1, 2017 and all Exempt employees.

The following acts are illustrative, and not exhaustive, of acts, which are grounds for disciplinary action up to and including termination of employment with the District:

- a. Stealing or willfully destroying or damaging any property of the District, its customers, visitors or personnel.
- b. Disobedience or insubordination to superiors.
- c. Disorderly, immoral, indecent or criminal conduct.
- d. Violating the Personnel Rules and Regulations or Employee Handbook.
- e. Fighting, intimidating, coercing or threatening any District employees (being an aggressor or aggravator).
- f. Entering time on another employee's time records, or requesting another person to enter time on the employee's time records, except for administrative corrections made by District authorized personnel when the employee is not available to make the changes in person. All Administrative corrections must be acknowledged and

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confirmed with the employee's signature as soon as the employee becomes available to do so.

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- g. Soliciting or accepting tips or gifts for District services without prior approval of the General Manager or their designee.
- h. Disclosing anything of a personal nature concerning a customer or employee unless the specific work duties require the giving or exchanging of such information.
- i. Violation of Federal, State, or local laws.
- j. Failure to exercise proper custodial responsibility of District keys or property.
- k. Unauthorized possession of firearms or other weapons on District property or while on duty.
- l. Willful or careless disregard of, or inattention to, working directions and instructions; refusal to comply with or violations of rules, safety or fire regulations, or sanitary rules and regulations.
- m. Excessive or unjustified absences or tardiness, or failure to inform the supervisor prior to the time the employee is due to report, by telephone or other means, of the employee is unable to report for work.
- n. Failure to notify supervisor if employee leaves the job or premises during working hours.
- o. Smoking in unauthorized areas.
- p. Selling tickets or chances on illegal pools or raffles or gambling on district premises.
- q. Unauthorized posting of notices or literature on District premises.
- r. Soliciting, collecting funds and/or circulating literature of any nature on District property during working hours without the approval of the General Manager.
- s. Performing personal work on District time.
- t. Excessive use of the District business phone for personal matters.
- u. Taking more than the specified time for meals or rest periods.
- v. Discourteous conduct, abusive treatment or inappropriate language directed toward any customer, visitor, guest, employee or superior.
- w. Altering, falsifying, or making a willful misstatement of facts on any District record or chart, job or work record, employment application or any other District record, chart or report.

**Section 4.01.050 Personnel Records**

The District shall keep centralized personnel files for each employee, which will include job-related and personal information about each employee deemed essential by Human Resources. These records contain information that is confidential and should be handled with discretion.

**Section 4.01.060 Employment Verification**

The District will only verify dates of employment, salary and job title for employees and prior employees.

**Section 4.01.070 Promotion Policy**

The District will review factors such as skills, performance, experience and seniority in awarding jobs on a promotional basis.

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**Section 4.01.080 Hours of Work**

The District has adopted a 9/80 work schedule, where employees will be scheduled to work 80 hours in nine working days each pay period. The normal hours of work for field employees are Monday through Thursday, 6:30 a.m. to 4:00 p.m., and alternating Fridays from 6:30 a.m. to 3:00 p.m. For office employees, the normal work schedule will be Monday through Thursday from 7:00 a.m. to 5:00 p.m., and alternating Fridays from 8:00 a.m. to 5:00 p.m.. However, it is the desire of the District to allow employees flexibility in scheduling their time, so long as the needs of the organization are first satisfactorily met. Department Managers are authorized to adjust the normal working hours in their work areas to meet their unique demands in order to better service the District, subject to the General Manger's review and approval.

**Section 4.01.090 Absence and Tardiness**

The District will establish standards for employee absences and tardiness that comply with federal and state laws to promote efficient and effective daily operations.

**Section 4.01.100 Employee Business Expenses**

Employees, including Board Members, are encouraged to attend educational conferences and professional meetings when the purpose of such activities is to improve District operation.

Employees will attend conferences, meetings, seminars, etc., on an as needed basis to be determined by the General Manager. The General Manager must pre-approve the costs of the program, transportation, lodging and meals.

It is the policy of the District to provide reimbursement to employees for expenses occurred while conducting District business and attending authorized seminars and schools. Employees must submit receipts for all reimbursed expenses (hotel, food, parking fees, etc.) Expenses are **not** to include other persons except those who have a direct bearing on conducting District business. The following categories are excluded from reimbursement:

1. Personal Entertainment expenses
2. Clothing and personal hygiene items
3. Alcoholic beverages
4. Items remaining the personal property of the individual
5. Any expenses not related to District business

Expenses to the District for employees' training, education and conferences should be kept to a minimum by utilizing recommendations for transportation and hotel accommodations put forth by the General Manager and by:

1. Utilizing hotel(s) recommended by the event sponsor in order to obtain discount rates.
2. Hotel accommodations will be made for the night before the event and expire on the day the event ends.

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3. Requesting reservations sufficiently in advance, when possible, to obtain discounted airfares and hotel rates.

3.

Expenses for meals, including non-alcoholic beverages and tips ordinarily associated with normal eating customs, shall be reimbursable. The reimbursable amount shall be limited to the typical cost of meals in the region during the course of travel and while attending the authorized activity. The IRS publishes locally calculated meal and incidental expense guidelines that shall provide a basis for analyzing the reasonableness of meal expense reimbursement requests located on the GSA website <http://www.gsa.gov/portal/category/100120>. Exceptions to these limitations shall be made in situations where participation in the authorized activity makes it necessary to eat at a specific place or to attend special meal functions.

~~Regarding meals, special circumstances will be required to justify reimbursement for amounts reasonable and appropriate. For meals not included in the program fees, employees will be reimbursed up to:~~

Breakfast	\$10.00
Lunch	\$15.00
Dinner	\$30.00

#### **Section 4.01.110 Layoff or Reduction of Work Force**

The General Manager may layoff any employee because of lack of appropriate funds, curtailment, lack of work or reorganization. Simultaneously with the above action, any respective employee organizations will receive notice.

The decision of the General Manager to lay off employees is not subject to appeal and is not subject to the grievance procedure.

Employees to be laid off have the right to transfer/demote to a position previously held within the District for which the employee meets the minimum qualifications, is capable of performing the essential functions of the position and has District seniority over other employees.

In order to retreat to a previous position, an employee must request displacement action in writing to the General Manager within five (5) working days of receipt of the layoff notice.

If vacancies exit at the time of layoff(s), such vacant positions shall be offered to any qualified regular employee then scheduled for layoff. Regular employee placed into a lower classification shall be moved to the salary range of that position not to exceed the rate of pay prior to the transfer. Employees who elect continued employment with the District will not be eligible for severance pay.

#### **Compensation**

In the event that this policy has taken effect, laid off employees will be eligible for severance pay

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depending upon their years of service as follows:

Under 1 year	2 weeks' pay without health benefits
1 – 3 years	2 weeks' pay with 1 month health benefits
4 – 5 years	4 weeks' pay with 1 month health benefits
6 – 10 years	6 weeks' pay with 2 months' health benefits
11 and over	8 weeks is pay with 2 months' health benefits

Such severance pay is contingent upon the employee executing a General Release of Claims.

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**Section 4.01.120 Hiring of Relatives**

It is the policy of the District to hire the best qualified employees available for all jobs. As a general rule, the District may employ family members. Family members are defined as husband, wife, parent, child, brother, sister, grandparent, grandchildren, domestic partner, and children of domestic partner. This rule is subject to the following limitations:

1. Family members of the Board of Directors or the General Manager may not be hired as an employee of the District.
2. The General Manager may deny employment to a spouse or family member of any current employee based on the individualized assessment of the work situation. The General Manager's decision shall be based upon the best interests of the District and for business and professional reasons, to assure proper supervision, maintain morale, security and to avoid conflicts of interest.
3. If co-employees of the District marry, the District will assess the individual work situation. The General Manager will make reasonable efforts to assign job duties so as to minimize the problems of supervision, safety, security or morale.
4. Two members of the same family may not work in the same division.
5. An employee may not work under the direct supervision of a family member.

**Section 4.01.130 Service Awards**

It is the policy of the District to acknowledge employee service contributions through a public program of recognition of significant contributions by employees to the District.

Regular employees will be considered for recognition in the areas of Continuous Service Awards and Cost Saving Suggestions.

A. Continuous Service Award

An award will recognize each five years of continuous service to the District. Human Resources will advise the General Manager's office of an employee who will be eligible for an award. The employee will be invited to the next regular Board meeting for presentation of the award(s).

Continuous Service Awards by years of service:

- |    |          |                       |
|----|----------|-----------------------|
| a. | 5 years  | \$100                 |
| b. | 10 years | \$150                 |
| c. | 15 years | \$200                 |
| d. | 20 years | \$250                 |
| e. | 25 years | \$300 + Special Award |
| f. | 30 years | \$500 + Special Award |

Awards will be in the form of a commemorative plaque and a photo and article submitted to the local newspaper.

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The Special Award for longevity at 25 and 30 years will be the presentation of an engraved watch or equivalent valued gift to the employee achieving 25 and 30 years of continuous service. The cost of the gift will not exceed \$150 exclusive of the cost of engraving (if required). Human Resources will arrange for the purchase and engraving of the gift prior to the scheduled date of the presentation.

B. Cost Savings Suggestions

The Suggestion Program will allow employees to present their ideas for improved methods of accomplishing district related tasks. Employees, excluding management and supervisors, will be eligible for consideration of cost saving suggestions. Each suggestion implemented will be recognized by an award of 10% of the first year of implementation savings generated by the suggestion. The minimum award will be \$100 and the maximum award will be \$1,000.

1. Suggestions may include:
  - a. Conserving money, time and/or materials
  - b. Better procedures or methods
  - c. Improving tools or other equipment
  - d. Achieving an increase in productivity
  - e. Eliminating duplication of effort
  - f. Improved safety
2. Exclusions include:
  - a. Suggestions already under consideration or previously submitted
  - b. Suggestions already in use
  - c. Suggestions dealing with items where corrective action is a result of routine procedures
3. Review procedure:
  - a. Every suggestion will be submitted to an employee's supervisor
  - b. The supervisor will perform an analysis of the potential for cost savings and submit the original suggestion and the analysis to the General Manager
  - c. The General Manager will review the suggestion and analysis to determine if the suggestion will be implemented
  - d. For each suggestion implemented, the employee will receive the Cost Savings Suggestion award
  - e. For each suggestion not implemented, the General Manager will notify the employee of the reason for non-implementation within 30 days

In the event a non-implemented suggestion is later implemented while the employee originally making the suggestion is still employed at the District, a retroactive award will be made.

**Section 4.01.140 Leave of Absences**

The District will recognize and implement all legally required leaves of absence, as prescribed by law. Employees are entitled to use any accrued general leave to cover the unpaid leaves.

**Section 4.01.150 Safety**

The District shall promote a drug and alcohol free workplace, good health, well being and occupational safety for its employees.

All employees are required to read and comply with the District's Injury and Illness Prevention Program. Employees are required to report all injuries or accidents occurring on the job to their supervisor immediately.

**Section 4.01.160 Tuition Reimbursement Program**

With the approval of the General Manager, the District may pay the cost for any eligible employee to enroll in the tuition program outside of regular working hours, according to the terms of the applicable Memorandum of Understanding.

**Section 4.01.170 Personal Matters**

In order to ensure that personal matters do not interfere with employees' work and the work of others, the District has adopted the following policy on personal matters:

1. Personal Valuables. The District cannot assume responsibility for lost or stolen personal items. Hence, employees are asked to use their own discretion when bringing such items to work.
2. Personal Business. Conducting personal business during working time or in working areas generally should be limited to breaks and lunch period.
3. Personal Data. It is extremely important that the District maintain accurate records of all employees. Hence, should any of the following personal information change, please advise Human Resources as soon as possible:
  - a. Home address
  - b. Telephone number
  - c. Person and/or number to notify in case of emergency
  - d. Name
  - e. Change affecting income tax withholding
  - f. Change in beneficiary for insurance plans

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4. Personal Phone Calls. Personal phone calls should be limited to emergency situations. If an employee must make a personal call while on duty, he/she should do so during his/her break period.

**Section 4.01.180 Improper Use of District Tools, Equipment or Facilities**

District labor, equipment, materials and supplies may not be used by any employee for private purposes, or for the personal benefit of other employees or other persons, unless specifically authorized by the General Manager. Employees violating this policy, or direct other employees or other persons to take actions in violation of this policy, are subject to disciplinary action up to and including termination and/or criminal prosecution.

**Section 4.01.190 Recruitment Standards**

1. It is the philosophy of the District to hire and promote the most qualified candidates for available positions. The District is committed to ensuring that all decisions regarding recruitment, hiring, promotion, assignments, training and other terms and conditions of employment will be made without discrimination or any other factor, which cannot be lawfully used as a basis for employment decision. These factors include, but are not limited to, race, religion, disability, sex, sexual orientation, gender identity, marital status, medical conditions or any other bases prohibited by law.
2. Applications for employment with the District will be accepted when there is an open and posted job vacancy. Resumes will not be accepted in lieu of a District application. Applications for employment are only accepted up to the closing date and must specify the position for which the applicant is applying for. The application submitted must be fully completed and signed by the applicant. Electronic signatures will be accepted through the District's electronic applicant tracking system.
3. Current employees who have not been employed at least one full year generally are not eligible to apply for open positions. The District will first consider any qualified regular employees before considering external job applicants.
4. Successful candidates for employment are required to pass a physical examination and background check prior to commencing employment. The examination will include a drug screening test which employees must pass. A physician designated by the District will conduct the examination at District expense.
5. Reasonable accommodations, in accordance with the Americans with Disabilities Act (ADA) as applied in California, will be made for known physical or mental limitations of an otherwise qualified individual unless an undue hardship, direct threat to the health and safety of others, or other job related considerations exists.
6. For jobs that require driving on District business, employees must maintain a valid California Driver's License and qualify for coverage under the District's Automobile Liability Insurance Carrier.

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7. The District may utilize newspapers, educational institutions, professional institutions, professional and vocational societies and publications, District web site and other such organizations and individuals as Human Resources may deem expedient for job announcement publications.

**Section 4.01.200 Employee Harassment**

The District has developed and implemented a policy against harassment and training programs designed to prevent workplace harassment.

**Section 4.01.210 Disciplinary Action**

The Board of Directors ("Board") shall appoint, by a majority vote, the following officers:

- a. Secretary;
- b. Treasurer;
- c. Attorney;
- d. General Manager; and
- e. Auditor.

The Board may consolidate the offices of secretary and treasurer. Each of these officers serve at the pleasure of the Board. The Board may also employ such additional assistants and employees as it deems necessary to efficiently maintain and operate the District. (Authority: Cal. Water Code §§ 71340, 71341, and 71342.)

Subject to Board approval, the General Manager has full power and authority to employ and discharge all other District employees. Except for the officers appointed by the Board, District employees serve at the pleasure of the General Manager. (Authority: Cal. Water Code § 71362.)

Generally, because District employees are at-will, the General Manager may terminate District employees, except those officers appointed by the Board of Directors, without cause. However, when appropriate and in the best interests of the District, the District shall counsel, warn, and/or discipline District employees to insure that actions, which would interfere with operations or an employee's job, are not continued, and allow employees the opportunity to improve their performance or conduct that resulted in the counseling, warning, and/or disciplinary action. Disciplinary procedures pertaining to employees hired by the District on or after July 1, 2017, are set forth in the Employee Handbook. Disciplinary procedures pertaining to non-exempt employees hired before July 1, 2017, are set forth in the Supplemental Memorandums of Understandings pertaining to those employees.

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## **Section 4.01.220 District Vehicles**

### General Conditions

No one may operate any district vehicles while under the influence of drugs or alcohol. District vehicles are to be used for authorized business only, are not for personal or private use and must be operated by employees of the District. Employees using District vehicles must have a valid California Driver's License and qualify for coverage under the District's Automobile Liability Insurance Carrier. Employees are also responsible for the safe and legal operation of the vehicles. Arrangements for use of District vehicles during or outside of normal business hours may be made only upon prior approval of the General Manager or their designee.

Vehicles left unattended shall be locked and the keys removed and all equipment or tools stored on the vehicles shall be properly secured and locked.

Seat belts shall be worn at all times.

Vehicles shall at all times be operated in accordance with the California Vehicle Code including observance of all speed limits and granting of right of way.

Traffic citations received in a District vehicle are the employee's responsibility to pay. Any traffic violation must be reported to the employee's supervisor.

### Assigned District Vehicles

Certain employees are provided with 24-hour use of a District vehicle for transportation between the employee's residence and the District office or regular or emergency work site. From time-to-time, the General Manager or their designee shall determine which employees should be assigned District vehicles to provide for improved emergency response and to facilitate attendance to after-hour meetings and functions related to the District. Assignment of the vehicle is not for the specific benefit of the employee, but for the improved operational efficiency and effectiveness of the District. Employees shall not use District vehicles for personal purposes other than commuting to and from work and for incidental personal use such as a stop between work and home. Employees shall not transport non-employees unless the transport is associated with District business or emergency services.

### Traffic Accidents

All employees who drive District vehicles or employees being compensated for mileage for their private vehicles and are involved in a traffic accident of any type are governed by these rules:

1. Reports. Regardless of the amount of damage incurred, a complete written report of the incident must be submitted by the driver to their supervisor as soon as possible. All forms in the Vehicle Accident Reporting Kit provided in District vehicles must be completed and submitted to the employee's supervisor.

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2. Injuries. In case of personal injury to other persons, employees are encouraged to render first aid only if they have been properly trained in first aid. If not trained, the employee should radio the District office, if possible, or seek the assistance of any persons in the vicinity who may be trained or able to contact emergency relief by dialing 911 at the nearest available telephone.
  
3. Liability. Employees shall not make any statements which may be taken as an admission of negligence or fault relative to the incident and under no circumstances assume any liability or authorize any repairs to the other vehicles.

#### Driver's License Regulations

All drivers must carry a valid California Driver's License on their person, issued for the class of vehicle the employee is required to drive. If any employee has their driver's license suspended or revoked by the State, and is assigned to drive a District vehicle, they shall immediately notify their supervisor. Failure to do so may result in suspension or disciplinary action up to and including termination.

#### Vehicle Allowance

Designated management employees receive a vehicle allowance in lieu of a District assigned vehicle and will use their personal vehicles to conduct District business. The employees who receive an allowance shall provide proof of auto insurance naming the District as additional insured. All operating expenses of the personal vehicle shall be borne by the employee to a maximum of 75 miles per trip. Any travel after the 75 miles, the employees may receive a mileage reimbursement at the rate specified by the IRS provided such mileage reimbursement does not exceed the cost for coach class air fare plus normal costs for ground transportation.

#### Personal Vehicles

District vehicles are available for use by employees engaged in District business. Personal vehicles shall only be used for District business when District vehicles are not available for use. If an employee uses their personal vehicle for District business, it must be authorized by a Manager or their designee. If an employee uses a personal vehicle to conduct District business, they shall be reimbursed at the current IRS rate per mile, plus tolls, parking, etc. For travel to out-of-town functions, the mileage reimbursement shall not exceed the cost for coach class air fare plus normal costs for ground transportation. The employee is responsible for fuel and maintenance and must be covered by auto insurance in at least the minimum amounts required by the State of California.

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**Section 4.01.230 Compensation**

The District will make a sincere effort to pay its employees fairly and to be sure that their pay is in line with the amount of work and degree of responsibility required in their jobs.

Upon hire the entrance rate shall normally be the minimum rate of the classification for the position involved.

In certain cases where an applicant for a position may have qualifications above and beyond the minimum qualification requirements for the position, or in cases where recruiting efforts have failed to fill a position at the minimum rate, the General Manager may authorize entrance at a rate above the minimum rate.

After one year of employment, merit increases or lump sum merit awards may be given based on the employee's performance evaluation, according to the terms of the applicable Memorandum of Understanding.

If an employee transfers or is reassigned to a classification with a lower pay range, their salary will be moved to the salary range of the position not to exceed the rate of pay prior to the transfer.

**Section 4.01.240 Performance Evaluations**

Superintendents and Managers will conduct performance evaluations for all employees, excluding temporary employees.

Performance evaluations will be conducted within 14 days of their due date.

Performance evaluations shall be in writing and shall provide recognition for effective performance and also identify areas that need required improvements.

**Section 4.01.250 Outside Employment**

Outside employment is permissible as long as employee can still perform their required duties satisfactorily and the outside employment does not create a conflict of interest.

**Section 4.01.260 Employee Computer Program**

The District may assist employees with the purchase of computer equipment related to their position or career goals by offering an interest-free loan program.

Employees who have completed one full year of employment are eligible to apply for participation in this program.

Those employees who participate in the program agree to hold the District, its directors, officers and employees free and harmless for any and all damages or injuries resulting from the use of items purchased through the program.

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**Section 4.01.270 Employee-Employer Relations**

See Addendum A.

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To the extent there is an existing Memorandum of Understanding (MOU) or other written agreements with more specific terms regarding the topic herein, the terms of those agreements will prevail.

These rules and regulations replace and supersede all prior personnel rules, regulations, policies or practices.

**Section 4.01.010 Goals and Objectives**

The goals and objectives of the District are:

1. To provide a positive work environment that will promote a spirit of friendliness and cooperation among all employees.
2. To implement an employee handbook.
3. To provide and encourage training opportunities for District employees, so that job openings can be filled from within, where practicable.
4. To recognize excellence and individual merit in employees.
5. To ensure equal employment opportunities for all employees and maintain an adequate level of compensation for services rendered.

**Section 4.01.020 Applicability**

These Rules and Regulations apply to all employees of the District. These rules may be supplemented by other agreements or policies approved by the District (e.g.; Memorandum of Understanding, Employee Handbook, etc.) They apply at all times when such employees are on District premises; on Standby Duty; on Patrol Duty or off District premises, but engaged in any activity that is related to or may affect the District's business, reputation or public relations, including, but not limited to, the following:

1. Activities during working hours, including lunch and other breaks.
2. Participation in seminars as a student or speaker.
3. Travel on behalf of the District.
4. Community activities.
5. Engaged in off-duty activities under circumstances, which tend to harm the interest of the District.

#### **Section 4.01.030     Equal Opportunity Policy**

It is the policy of the District to:

1. Recruit, hire, and promote for all job classifications without regard to race, religion, color, sex, national origin, age, marital status, sexual orientation, disability or any other basis protected by applicable state and federal law.
2. Base decisions of employment and promotion upon an individual's qualifications for the position being filled.
3. Ensure that all other personnel actions such as compensation, benefits, transfers, layoffs, return-from-layoffs, District-sponsored training, education, tuition assistance, and social and recreational programs will be administered without regard to race, religion, color, sex, national origin, age, marital status, disability or any other basis protected by applicable state and federal law.
4. Continue to sustain and further develop a system that promotes the maintenance and application of these standards.

#### **Section 4.01.040     Employee Conduct**

In order to enhance the safe and efficient operation of the District, employees are expected to behave in a responsible and professional manner. The District may utilize counseling and/or disciplinary measures in an attempt to improve or correct certain employee performance and behavioral issues if the District, in its sole discretion, believes counseling and/or disciplinary action is in the best interest of the District. However, District employees serve at the pleasure of the General Manager and therefore the General Manager does not have to have cause to terminate employment of a District employee. For Disciplinary Processes pertaining to violations of this Section, refer to the applicable Supplemental Memorandum of Understanding for non-exempt employees hired before July 1, 2017, and to the Employee Discipline section of the Employee Handbook for non-exempt employees hired after July 1, 2017 and all Exempt employees.

The following acts are illustrative, and not exhaustive, of acts, which are grounds for disciplinary action up to and including termination of employment with the District:

- a. Stealing or willfully destroying or damaging any property of the District, its customers, visitors or personnel.
- b. Disobedience or insubordination to superiors.
- c. Disorderly, immoral, indecent or criminal conduct.
- d. Violating the Personnel Rules and Regulations or Employee Handbook.
- e. Fighting, intimidating, coercing or threatening any District employees (being an aggressor or aggravator).
- f. Entering time on another employee's time records, or requesting another person to enter time on the employee's time records, except for administrative corrections made by District authorized personnel when the employee is not available to make the changes in person. All Administrative corrections must be acknowledged and confirmed with the employee's signature as soon as the employee becomes available to do so.

- g. Soliciting or accepting tips or gifts for District services without prior approval of the General Manager or their designee.
- h. Disclosing anything of a personal nature concerning a customer or employee unless the specific work duties require the giving or exchanging of such information.
- i. Violation of Federal, State, or local laws.
- j. Failure to exercise proper custodial responsibility of District keys or property.
- k. Unauthorized possession of firearms or other weapons on District property or while on duty.
- l. Willful or careless disregard of, or inattention to, working directions and instructions; refusal to comply with or violations of rules, safety or fire regulations, or sanitary rules and regulations.
- m. Excessive or unjustified absences or tardiness, or failure to inform the supervisor prior to the time the employee is due to report, by telephone or other means, of the employee is unable to report for work.
- n. Failure to notify supervisor if employee leaves the job or premises during working hours.
- o. Smoking in unauthorized areas.
- p. Selling tickets or chances on illegal pools or raffles or gambling on district premises.
- q. Unauthorized posting of notices or literature on District premises.
- r. Soliciting, collecting funds and/or circulating literature of any nature on District property during working hours without the approval of the General Manager.
- s. Performing personal work on District time.
- t. Excessive use of the District business phone for personal matters.
- u. Taking more than the specified time for meals or rest periods.
- v. Discourteous conduct, abusive treatment or inappropriate language directed toward any customer, visitor, guest, employee or superior.
- w. Altering, falsifying, or making a willful misstatement of facts on any District record or chart, job or work record, employment application or any other District record, chart or report.

**Section 4.01.050     Personnel Records**

The District shall keep centralized personnel files for each employee, which will include job-related and personal information about each employee deemed essential by Human Resources. These records contain information that is confidential and should be handled with discretion.

**Section 4.01.060     Employment Verification**

The District will only verify dates of employment, salary and job title for employees and prior employees.

**Section 4.01.070     Promotion Policy**

The District will review factors such as skills, performance, experience and seniority in awarding jobs on a promotional basis.

#### **Section 4.01.080     Hours of Work**

The District has adopted a 9/80 work schedule, where employees will be scheduled to work 80 hours in nine working days each pay period. The normal hours of work for field employees are Monday through Thursday, 6:30 a.m. to 4:00 p.m., and alternating Fridays from 6:30 a.m. to 3:00 p.m. For office employees, the normal work schedule will be Monday through Thursday from 7:00 a.m. to 5:00 p.m., and alternating Fridays from 8:00 a.m. to 5:00 p.m.. However, it is the desire of the District to allow employees flexibility in scheduling their time, so long as the needs of the organization are first satisfactorily met. Department Managers are authorized to adjust the normal working hours in their work areas to meet their unique demands in order to better service the District, subject to the General Manger's review and approval.

#### **Section 4.01.090     Absence and Tardiness**

The District will establish standards for employee absences and tardiness that comply with federal and state laws to promote efficient and effective daily operations.

#### **Section 4.01.100     Employee Business Expenses**

Employees, including Board Members, are encouraged to attend educational conferences and professional meetings when the purpose of such activities is to improve District operation.

Employees will attend conferences, meetings, seminars, etc., on an as needed basis to be determined by the General Manager. The General Manager must pre-approve the costs of the program, transportation, lodging and meals.

It is the policy of the District to provide reimbursement to employees for expenses occurred while conducting District business and attending authorized seminars and schools. Employees must submit receipts for all reimbursed expenses (hotel, food, parking fees, etc.) Expenses are **not** to include other persons except those who have a direct bearing on conducting District business. The following categories are excluded from reimbursement:

1. Personal Entertainment expenses
2. Clothing and personal hygiene items
3. Alcoholic beverages
4. Items remaining the personal property of the individual
5. Any expenses not related to District business

Expenses to the District for employees' training, education and conferences should be kept to a minimum by utilizing recommendations for transportation and hotel accommodations put forth by the General Manager and by:

1. Utilizing hotel(s) recommended by the event sponsor in order to obtain discount rates.
2. Hotel accommodations will be made for the night before the event and expire on the day the event ends.

3. Requesting reservations sufficiently in advance, when possible, to obtain discounted airfares and hotel rates.

Expenses for meals, including non-alcoholic beverages and tips ordinarily associated with normal eating customs, shall be reimbursable. The reimbursable amount shall be limited to the typical cost of meals in the region during the course of travel and while attending the authorized activity. The IRS publishes locally calculated meal and incidental expense guidelines that shall provide a basis for analyzing the reasonableness of meal expense reimbursement requests located on the GSA website <http://www.gsa.gov/portal/category/100120>. Exceptions to these limitations shall be made in situations where participation in the authorized activity makes it necessary to eat at a specific place or to attend special meal functions.

**Section 4.01.110 Layoff or Reduction of Work Force**

The General Manager may layoff any employee because of lack of appropriate funds, curtailment, lack of work or reorganization. Simultaneously with the above action, any respective employee organizations will receive notice.

The decision of the General Manager to lay off employees is not subject to appeal and is not subject to the grievance procedure.

Employees to be laid off have the right to transfer/demote to a position previously held within the District for which the employee meets the minimum qualifications, is capable of performing the essential functions of the position and has District seniority over other employees.

In order to retreat to a previous position, an employee must request displacement action in writing to the General Manager within five (5) working days of receipt of the layoff notice.

If vacancies exist at the time of layoff(s), such vacant positions shall be offered to any qualified regular employee then scheduled for layoff. Regular employee placed into a lower classification shall be moved to the salary range of that position not to exceed the rate of pay prior to the transfer. Employees who elect continued employment with the District will not be eligible for severance pay.

**Compensation**

In the event that this policy has taken effect, laid off employees will be eligible for severance pay depending upon their years of service as follows:

Under 1 year	2 weeks' pay without health benefits
1 – 3 years	2 weeks' pay with 1 month health benefits
4 – 5 years	4 weeks' pay with 1 month health benefits
6 – 10 years	6 weeks' pay with 2 months' health benefits
11 and over	8 weeks is pay with 2 months' health benefits

Such severance pay is contingent upon the employee executing a General Release of Claims.

**Section 4.01.120     Hiring of Relatives**

It is the policy of the District to hire the best qualified employees available for all jobs. As a general rule, the District may employ family members. Family members are defined as husband, wife, parent, child, brother, sister, grandparent, grandchildren, domestic partner, and children of domestic partner. This rule is subject to the following limitations:

1. Family members of the Board of Directors or the General Manager may not be hired as an employee of the District.
2. The General Manager may deny employment to a spouse or family member of any current employee based on the individualized assessment of the work situation. The General Manager's decision shall be based upon the best interests of the District and for business and professional reasons, to assure proper supervision, maintain morale, security and to avoid conflicts of interest.
3. If co-employees of the District marry, the District will assess the individual work situation. The General Manager will make reasonable efforts to assign job duties so as to minimize the problems of supervision, safety, security or morale.
4. Two members of the same family may not work in the same division.
5. An employee may not work under the direct supervision of a family member.

**Section 4.01.130     Service Awards**

It is the policy of the District to acknowledge employee service contributions through a public program of recognition of significant contributions by employees to the District.

Regular employees will be considered for recognition in the areas of Continuous Service Awards and Cost Saving Suggestions.

**A.     Continuous Service Award**

An award will recognize each five years of continuous service to the District. Human Resources will advise the General Manager's office of an employee who will be eligible for an award. The employee will be invited to the next regular Board meeting for presentation of the award(s).

Continuous Service Awards by years of service:

- |    |          |                       |
|----|----------|-----------------------|
| a. | 5 years  | \$100                 |
| b. | 10 years | \$150                 |
| c. | 15 years | \$200                 |
| d. | 20 years | \$250                 |
| e. | 25 years | \$300 + Special Award |
| f. | 30 years | \$500 + Special Award |

Awards will be in the form of a commemorative plaque and a photo and article submitted to the local newspaper.

The Special Award for longevity at 25 and 30 years will be the presentation of an engraved watch or equivalent valued gift to the employee achieving 25 and 30 years of continuous service. The cost of the gift will not exceed \$150 exclusive of the cost of engraving (if required). Human Resources will arrange for the purchase and engraving of the gift prior to the scheduled date of the presentation.

B. Cost Savings Suggestions

The Suggestion Program will allow employees to present their ideas for improved methods of accomplishing district related tasks. Employees, excluding management and supervisors, will be eligible for consideration of cost saving suggestions. Each suggestion implemented will be recognized by an award of 10% of the first year of implementation savings generated by the suggestion. The minimum award will be \$100 and the maximum award will be \$1,000.

1. Suggestions may include:
  - a. Conserving money, time and/or materials
  - b. Better procedures or methods
  - c. Improving tools or other equipment
  - d. Achieving an increase in productivity
  - e. Eliminating duplication of effort
  - f. Improved safety
  
2. Exclusions include:
  - a. Suggestions already under consideration or previously submitted
  - b. Suggestions already in use
  - c. Suggestions dealing with items where corrective action is a result of routine procedures
  
3. Review procedure:
  - a. Every suggestion will be submitted to an employee's supervisor
  - b. The supervisor will perform an analysis of the potential for cost savings and submit the original suggestion and the analysis to the General Manager
  - c. The General Manager will review the suggestion and analysis to determine if the suggestion will be implemented
  - d. For each suggestion implemented, the employee will receive the Cost Savings Suggestion award
  - e. For each suggestion not implemented, the General Manager will notify the employee of the reason for non-implementation within 30 days

In the event a non-implemented suggestion is later implemented while the employee originally making the suggestion is still employed at the District, a retroactive award will be made.

**Section 4.01.140    Leave of Absences**

The District will recognize and implement all legally required leaves of absence, as prescribed by law. Employees are entitled to use any accrued general leave to cover the unpaid leaves.

**Section 4.01.150    Safety**

The District shall promote a drug and alcohol free workplace, good health, well being and occupational safety for its employees.

All employees are required to read and comply with the District's Injury and Illness Prevention Program. Employees are required to report all injuries or accidents occurring on the job to their supervisor immediately.

**Section 4.01.160    Tuition Reimbursement Program**

With the approval of the General Manager, the District may pay the cost for any eligible employee to enroll in the tuition program outside of regular working hours, according to the terms of the applicable Memorandum of Understanding.

**Section 4.01.170    Personal Matters**

In order to ensure that personal matters do not interfere with employees' work and the work of others, the District has adopted the following policy on personal matters:

1.    Personal Valuables. The District cannot assume responsibility for lost or stolen personal items. Hence, employees are asked to use their own discretion when bringing such items to work.
2.    Personal Business. Conducting personal business during working time or in working areas generally should be limited to breaks and lunch period.
3.    Personal Data. It is extremely important that the District maintain accurate records of all employees. Hence, should any of the following personal information change, please advise Human Resources as soon as possible:
  - a.    Home address
  - b.    Telephone number
  - c.    Person and/or number to notify in case of emergency
  - d.    Name
  - e.    Change affecting income tax withholding
  - f.    Change in beneficiary for insurance plans



4. Personal Phone Calls. Personal phone calls should be limited to emergency situations. If an employee must make a personal call while on duty, he/she should do so during his/her break period.

**Section 4.01.180 Improper Use of District Tools, Equipment or Facilities**

District labor, equipment, materials and supplies may not be used by any employee for private purposes, or for the personal benefit of other employees or other persons, unless specifically authorized by the General Manager. Employees violating this policy, or direct other employees or other persons to take actions in violation of this policy, are subject to disciplinary action up to and including termination and/or criminal prosecution.

**Section 4.01.190 Recruitment Standards**

1. It is the philosophy of the District to hire and promote the most qualified candidates for available positions. The District is committed to ensuring that all decisions regarding recruitment, hiring, promotion, assignments, training and other terms and conditions of employment will be made without discrimination or any other factor, which cannot be lawfully used as a basis for employment decision. These factors include, but are not limited to, race, religion, disability, sex, sexual orientation, gender identity, marital status, medical conditions or any other bases prohibited by law.
2. Applications for employment with the District will be accepted when there is an open and posted job vacancy. Resumes will not be accepted in lieu of a District application. Applications for employment are only accepted up to the closing date and must specify the position for which the applicant is applying for. The application submitted must be fully completed and signed by the applicant. Electronic signatures will be accepted through the District's electronic applicant tracking system.
3. Current employees who have not been employed at least one full year generally are not eligible to apply for open positions. The District will first consider any qualified regular employees before considering external job applicants.
4. Successful candidates for employment are required to pass a physical examination and background check prior to commencing employment. The examination will include a drug screening test which employees must pass. A physician designated by the District will conduct the examination at District expense.
5. Reasonable accommodations, in accordance with the Americans with Disabilities Act (ADA) as applied in California, will be made for known physical or mental limitations of an otherwise qualified individual unless an undue hardship, direct threat to the health and safety of others, or other job related considerations exists.
6. For jobs that require driving on District business, employees must maintain a valid California Driver's License and qualify for coverage under the District's Automobile Liability Insurance Carrier.

7. The District may utilize newspapers, educational institutions, professional institutions, professional and vocational societies and publications, District web site and other such organizations and individuals as Human Resources may deem expedient for job announcement publications.

**Section 4.01.200 Employee Harassment**

The District has developed and implemented a policy against harassment and training programs designed to prevent workplace harassment.

**Section 4.01.210 Disciplinary Action**

The Board of Directors (“Board”) shall appoint, by a majority vote, the following officers:

- a. Secretary;
- b. Treasurer;
- c. Attorney;
- d. General Manager; and
- e. Auditor.

The Board may consolidate the offices of secretary and treasurer. Each of these officers serve at the pleasure of the Board. The Board may also employ such additional assistants and employees as it deems necessary to efficiently maintain and operate the District. (Authority: Cal. Water Code §§ 71340, 71341, and 71342.)

Subject to Board approval, the General Manager has full power and authority to employ and discharge all other District employees. Except for the officers appointed by the Board, District employees serve at the pleasure of the General Manager. (Authority: Cal. Water Code § 71362.)

Generally, because District employees are at-will, the General Manager may terminate District employees, except those officers appointed by the Board of Directors, without cause. However, when appropriate and in the best interests of the District, the District shall counsel, warn, and/or discipline District employees to insure that actions, which would interfere with operations or an employee’s job, are not continued, and allow employees the opportunity to improve their performance or conduct that resulted in the counseling, warning, and/or disciplinary action. Disciplinary procedures pertaining to employees hired by the District on or after July 1, 2017, are set forth in the Employee Handbook. Disciplinary procedures pertaining to non-exempt employees hired before July 1, 2017, are set forth in the Supplemental Memorandums of Understandings pertaining to those employees.

## **Section 4.01.220     District Vehicles**

### General Conditions

No one may operate any district vehicles while under the influence of drugs or alcohol. District vehicles are to be used for authorized business only, are not for personal or private use and must be operated by employees of the District. Employees using District vehicles must have a valid California Driver's License and qualify for coverage under the District's Automobile Liability Insurance Carrier. Employees are also responsible for the safe and legal operation of the vehicles. Arrangements for use of District vehicles during or outside of normal business hours may be made only upon prior approval of the General Manager or their designee.

Vehicles left unattended shall be locked and the keys removed and all equipment or tools stored on the vehicles shall be properly secured and locked.

Seat belts shall be worn at all times.

Vehicles shall at all times be operated in accordance with the California Vehicle Code including observance of all speed limits and granting of right of way.

Traffic citations received in a District vehicle are the employee's responsibility to pay. Any traffic violation must be reported to the employee's supervisor.

### Assigned District Vehicles

Certain employees are provided with 24-hour use of a District vehicle for transportation between the employee's residence and the District office or regular or emergency work site. From time-to-time, the General Manager or their designee shall determine which employees should be assigned District vehicles to provide for improved emergency response and to facilitate attendance to after-hour meetings and functions related to the District. Assignment of the vehicle is not for the specific benefit of the employee, but for the improved operational efficiency and effectiveness of the District. Employees shall not use District vehicles for personal purposes other than commuting to and from work and for incidental personal use such as a stop between work and home. Employees shall not transport non-employees unless the transport is associated with District business or emergency services.

### Traffic Accidents

All employees who drive District vehicles or employees being compensated for mileage for their private vehicles and are involved in a traffic accident of any type are governed by these rules:

1. Reports. Regardless of the amount of damage incurred, a complete written report of the incident must be submitted by the driver to their supervisor as soon as possible. All forms in the Vehicle Accident Reporting Kit provided in District vehicles must be completed and submitted to the employee's supervisor.

2. Injuries. In case of personal injury to other persons, employees are encouraged to render first aid only if they have been properly trained in first aid. If not trained, the employee should radio the District office, if possible, or seek the assistance of any persons in the vicinity who may be trained or able to contact emergency relief by dialing 911 at the nearest available telephone.
  
3. Liability. Employees shall not make any statements which may be taken as an admission of negligence or fault relative to the incident and under no circumstances assume any liability or authorize any repairs to the other vehicles.

### Driver's License Regulations

All drivers must carry a valid California Driver's License on their person, issued for the class of vehicle the employee is required to drive. If any employee has their driver's license suspended or revoked by the State, and is assigned to drive a District vehicle, they shall immediately notify their supervisor. Failure to do so may result in suspension or disciplinary action up to and including termination.

### Vehicle Allowance

Designated management employees receive a vehicle allowance in lieu of a District assigned vehicle and will use their personal vehicles to conduct District business. The employees who receive an allowance shall provide proof of auto insurance naming the District as additional insured. All operating expenses of the personal vehicle shall be borne by the employee to a maximum of 75 miles per trip. Any travel after the 75 miles, the employees may receive a mileage reimbursement at the rate specified by the IRS provided such mileage reimbursement does not exceed the cost for coach class air fare plus normal costs for ground transportation.

### Personal Vehicles

District vehicles are available for use by employees engaged in District business. Personal vehicles shall only be used for District business when District vehicles are not available for use. If an employee uses their personal vehicle for District business, it must be authorized by a Manager or their designee. If an employee uses a personal vehicle to conduct District business, they shall be reimbursed at the current IRS rate per mile, plus tolls, parking, etc. For travel to out-of-town functions, the mileage reimbursement shall not exceed the cost for coach class air fare plus normal costs for ground transportation. The employee is responsible for fuel and maintenance and must be covered by auto insurance in at least the minimum amounts required by the State of California.

#### **Section 4.01.230 Compensation**

The District will make a sincere effort to pay its employees fairly and to be sure that their pay is in line with the amount of work and degree of responsibility required in their jobs.

Upon hire the entrance rate shall normally be the minimum rate of the classification for the position involved.

In certain cases where an applicant for a position may have qualifications above and beyond the minimum qualification requirements for the position, or in cases where recruiting efforts have failed to fill a position at the minimum rate, the General Manager may authorize entrance at a rate above the minimum rate.

After one year of employment, merit increases or lump sum merit awards may be given based on the employee's performance evaluation, according to the terms of the applicable Memorandum of Understanding.

If an employee transfers or is reassigned to a classification with a lower pay range, their salary will be moved to the salary range of the position not to exceed the rate of pay prior to the transfer.

#### **Section 4.01.240 Performance Evaluations**

Superintendents and Managers will conduct performance evaluations for all employees, excluding temporary employees.

Performance evaluations will be conducted within 14 days of their due date.

Performance evaluations shall be in writing and shall provide recognition for effective performance and also identify areas that need required improvements.

#### **Section 4.01.250 Outside Employment**

Outside employment is permissible as long as employee can still perform their required duties satisfactorily and the outside employment does not create a conflict of interest.

#### **Section 4.01.260 Employee Computer Program**

The District may assist employees with the purchase of computer equipment related to their position or career goals by offering an interest-free loan program.

Employees who have completed one full year of employment are eligible to apply for participation in this program.

Those employees who participate in the program agree to hold the District, its directors, officers and employees free and harmless for any and all damages or injuries resulting from the use of items purchased through the program.

**Section 4.01.270 Employee-Employer Relations**

See Addendum A.

**Section 2.08.010**  
**Training and Associations Policy**

It is the policy of the Rainbow Municipal Water District to encourage Board development and excellence of performance by reimbursing expenses incurred for tuition, travel, lodging and meals as a result of training, educational courses, participation with professional organizations, and attendance at local, state and national conferences associated with the interests of the District.

Attendance at such conferences shall be considered as a day of service for the purpose of Board member compensation.

District administrative staff shall be responsible for making arrangements for travel, lodging and registration for Directors attending state and national seminars, workshops and conferences. All expenses shall be reported to the District by Directors, together with validated receipts.

Attendance by Directors at seminars, workshops and conferences shall be approved by the Board of Directors prior to incurring any reimbursable costs.

Upon returning from seminars, workshops, or conferences where expenses are reimbursed by the District, Directors will provide a verbal-written summary at the next Board meeting during Directors' Comments. Said summary shall detail what was learned at the session(s) that will be of benefit to the District. Materials from the session(s) will be delivered to the Board Secretary and may be included in the District library for the future use of other Directors





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**BOARD OF DIRECTORS**

October 24, 2017

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**SUBJECT**

DISCUSSION AND POSSIBLE ACTION TO APPOINT FLINT NELSON AS AN ALTERNATE MEMBER TO THE BUDGET AND FINANCE COMMITTEE

**BACKGROUND**

Flint Nelson has attended a few Budget and Finance Committee meetings and has shown an interest in membership. Currently, the Budget and Finance Committee has full membership and therefore would like to appoint Flint Nelson as an alternate member.

**DESCRIPTION**

At the October 10, 2017 Budget and Finance Committee meeting, the committee members voted to recommend to the Board of Directors to appoint Flint Nelson as an alternate member.

**POLICY/STRATEGIC PLAN KEY FOCUS AREA**

Administrative Code Section 2.09; Committees

**BOARD OPTIONS/FISCAL IMPACTS**

The Board may make the appointments.

**STAFF RECOMMENDATION**

Staff recommends the Board appoint Flint Nelson as an alternate member to Budget and Finance Committee.

  
\_\_\_\_\_  
Tom Kennedy  
General Manager

10/24/17



## MEETINGS/SEMINARS/CONFERENCES/WORKSHOPS

<b>VARIABLE</b>					
<b>DATE</b>	<b>2017</b>	<b>MEETING</b>	<b>LOCATION</b>	<b>ATTENDEES</b>	<b>POST</b>
November	9	SDCWA Special Board Meeting	SDCWA	GM	N/A
November	16	CSDA – San Diego Chapter	(Location to be Announced) 6:00 p.m.	Mack	N/A
November	*	LAFCO Special Meeting	County Admin Center, Room 302 – 9:30am	(As Advised by GM)	N/A
November	*	Santa Margarita Watershed Council	Rancho California Water District	Hamilton	N/A

\* To Be Announced

## MEETINGS/SEMINARS/CONFERENCES/WORKSHOPS

<b>RECURRING</b>					
<b>DATE</b>	<b>2017</b>	<b>MEETING</b>	<b>LOCATION</b>	<b>ATTENDEES</b>	<b>POST</b>
November	1	Engineering Committee Meeting	RMWD Board Room 3:00 p.m.	Appointed Director, General Manager	10/31
November	2	Communications Committee Mtg.	RMWD Board Room 3:30 p.m.	Appointed Director, General Manager	10/31
November	6	LAFCO	County Admin. Center Room 302 9:00 am	As Advised by GM	N/A
November	14	Budget & Finance Committee Mtg.	RMWD Board Room 1:00 p.m.	Appointed Director, General Manager	10/31
November	14	SDCWA GM's Meeting	SDCWA, San Diego 9:30 a.m.	General Manager	N/A
November	17	LAFCO Advisory Committee	LAFCO, 9335 Hazard Way, 9:30 a.m.	General Manager	N/A
November	17	NC Managers	Golden Egg 7:45 a.m.	General Manager	N/A
November	TBD	San Luis Rey Watershed Council	Pala Administration Building 1:00 p.m.	Stewart	N/A

## MEETINGS/SEMINARS/CONFERENCES/WORKSHOPS

- **CHANGES – ADDITIONS - DELETIONS:**

1. The San Luis Rey Watershed Council meeting in November will be a tour with date/location to be announced.
2. Some organizations have either cancelled or combined their meetings for November and December to accommodate for the holidays; therefore, they may not appear on this calendar.
3. Due to the holidays, the November Council of Water Utilities Meeting has been cancelled.





## MEETINGS/SEMINARS/CONFERENCES/WORKSHOPS

<b>VARIABLE</b>					
<b>DATE</b>	<b>2017</b>	<b>MEETING</b>	<b>LOCATION</b>	<b>ATTENDEES</b>	<b>POST</b>
December	*	CSDA – San Diego Chapter	(Location to be Announced) 6:00 p.m.	Mack	N/A
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\* To Be Announced

## MEETINGS/SEMINARS/CONFERENCES/WORKSHOPS

<b>RECURRING</b>					
<b>DATE</b>	<b>2017</b>	<b>MEETING</b>	<b>LOCATION</b>	<b>ATTENDEES</b>	<b>POST</b>
December	4	LAFCO	County Admin. Center Room 302 9:00 am	As Advised by GM	N/A
December	5	SDCWA GM's Meeting	SDCWA, San Diego 9:30 a.m.	General Manager	N/A
December	5	RMWD General Board	RMWD Board Room (Start Time to Be Determined)	All Directors	11/20
December	6	Engineering Committee Meeting	RMWD Board Room 3:00 p.m.	Appointed Director, General Manager	11/20
December	6	North County Water Group	Rincon Del Diablo, Escondido 7:30 a.m.	All Directors on a Rotating Schedule, General Manager	N/A
December	7	Communications Committee Mtg.	RMWD Board Room 3:30 p.m.	Appointed Director, General Manager	11/20
December	7	SDCWA Full Board Meeting	SDCWA Board Room, 3-5 p.m.	General Manager	N/A
December	12	Budget & Finance Committee Mtg.	RMWD Board Room 1:00 p.m.	Appointed Director, General Manager	11/20
December	15	LAFCO Advisory Committee	LAFCO, 9335 Hazard Way, 9:30 a.m.	General Manager	N/A
December	15	NC Managers	Golden Egg 7:45 a.m.	General Manager	N/A

## MEETINGS/SEMINARS/CONFERENCES/WORKSHOPS

- **CHANGES – ADDITIONS - DELETIONS:**

1. Some organizations have either cancelled or combined their meetings for November and December to accommodate for the holidays; therefore, they may not appear on this calendar.
2. Due to the holidays, the December Council of Water Utilities meeting has been cancelled.



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## BOARD OF DIRECTORS

October 24, 2017

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### SUBJECT

Operations Report for September 2017

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### DESCRIPTION

Activities for Operations & Maintenance Division

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### CONSTRUCTION & MAINTENANCE:

The Valve Maintenance crew exercised a total of 246 valves this month, well below their average goal of 303 per month due to other emergencies/priorities. The crew assisted with four (4) planned shutdowns for the Construction crew. They also performed maintenance on two (2) PRV stations as well as completed 156 Dig Alert tickets/mark-outs for the District.

The Construction crews repaired seven (7) leaks, (two (2) water main leaks and five (5) service leaks. The crew is in the process of replacing approximately 200' of 8" CMLC water main at Diego Estates Drive. The crew performed two (2) planned/emergency shutdowns. They also installed and/or repaired one (1) appurtenance and prepped to remove an 8" gate valve. In addition, the crews maintained District easements as well as completed work at the District Yard. A pressure station in the Vista Valley Community on Laurel Valley Drive was installed. Construction and Maintenance Staff also provided assistance/support to the Meter/Wastewater Crews.

The District's mechanic completed a total of (21) District vehicles with regular *scheduled* preventative maintenance and/or repairs. All repairs and maintenance were logged into the Mitchel program.

The following maintenance and/or repairs were considered *unscheduled*:

- Vehicles with Emergency Repairs (4)
- Small Equipment (0)
- Off-Road Equipment / Trailers Repairs & Maintenance (1)
- Off-Road Equipment / Trailer Emergency Repairs (2)
- Large Vehicles Maintenance / Repairs (1)
- Large Equipment Emergency Repairs (1)
- Safety Recalls (2)

The District replaced the outdated Gas Boy fuel management system with one that is more user-friendly, convenient and capable of exporting various types of reports used for managing its fleet. This was a budget-approved item for replacing the older, failing system.

## WATER OPERATIONS:

- Completed thirteen (13) monthly tank and three (3) reservoir cover inspections.
- Completed weed abatement at Pala Mesa Tank.
- U1 and U2 tanks were washed out and disinfected / Switched from using U2 Tank to using U1 Tank for normal operation.
- Serviced and rebuilt bypass pressure station at Magee Pump Station.
- Collected twelve (12) sets of samples at Morro CL2 Station within the zone for IEC chloramine study.
- Morro Zone continues to be fed from Pala Mesa Tank.
- Performed two (2) fire flow tests for Engineering Department.
- Assisted with two (2) water quality customer complaints.
- Made repairs to North Reservoir cover seam.
- Completed 3<sup>rd</sup> quarter disinfection byproduct sampling.
- Performed five (5) lead sample testing at Vallecitos Elementary School per Superintendent's request: Results came back non-detected and sent to SWRCB.

## Water Quality:

- 22 Routine coliform samples
- 18 Nitrification samples
- 4 Water quality complaint (odor complaints, dead end line flushed)
- 5 Special Bac-T samples for D.R. Horton
- 471 Customer backflow devices tested
- 52 Customer backflow devices repaired

## WASTEWATER:

### Monthly, Semi-Annual and Annual Reports:

California Integrated Water Quality System (CIWQS): Confirmation #2498003 Reported "No Spill Report" for Month of September 2017.

### Lift Station Pumps / Preventative Maintenance:

<u>Date</u>	<u>Location</u>	<u>Cause</u>
September 18, 2017	Lift Station #4	High level alarm – Float alarm bypassed
September 20-21, 2017	Lift Station #6	Mark Cline and Chris Hand worked on Lift Station SCADA upgrades and integration
September 26, 2017	Lift Station #2	Yearly inspections – All three 70-Horsepower pumps inspected, flushed, replaced gasket and added coolant/oil.
September 27, 2017	Lift Station #1	Odor complaint @ Old River Road: Crew removed and cleaned worn gasket and repacked manhole cover.

Lift Station Generators:

September 13, 2017 – Lift Station #5: Preventative maintenance/service on emergency generator. Drained & replaced oil, replaced air filter, check all fluids and topped off / Conducted visual check on all hoses and fittings / Tested battery and cleaned terminals. Total hours: 0.2 (335.8-336.0)

Sewer Line Cleaning:

Dates:

August 31, 2017 - September 6, 2017: 1,887' cleaned (Sweetgrass Lane)

September 7, 2017 - September 13, 2017: Vac-Con truck out of service due to maintenance/repair

September 14, 2017 - September 20, 2017: 6,429' (Ramona Drive, Olive Hill Estates)

September 21, 2017 - September 27, 2017: 4,137' (Lake vista Drive Bonsall)

Total sewer lines cleaned: **12,453'**

High Frequency Cleaning:

September 8, 2017 = 1,410' (Cleaned 8" & 10" siphon sewer lines)

Total sewer lines cleaned: **1,410'**

Manhole (M/H) Inspections:

Dates:

August 31, 2017 – September 6, 2017: 9 M/H inspected at Sweetgrass Lane

September 7, 2017 – September 13, 2017: 28 M/H inspected at Vista Valley

September 14, 2017 – September 20, 2017: 16 M/H inspected at Ramona Drive & Olive Hill Estates

September 21, 2017 – September 27, 2017: 15 M/H inspected at Lake Vista Drive

Total manholes inspected for month of September 2017: **68**

Smart/Cover Alarm Units:

September 20, 2017: High level alarm (sensor failure – reset siphon line on Camino Del Ray)

September 26, 2017: High level alarm (reset sensor at North River)

September 30, 2017: High level alarm (flushed sewer siphon line on Camino Del Ray)

**EMPLOYEE RECOGNITION – OPERATIONS DIVISION:**

***District's Monthly "Excellence Program" Coin Award Winner***

**Responsibility:**

Rene Del Rio

***Other Certifications Obtained***

Rene Del Rio attended an extensive 3-Day training on air brakes from Bendix Brake Training School.

Chris Heincy, Joseph Perreira, Carlos Ramos & Ricardo Zaragoza all received certificates from attending a 2-Day class from Cla-Val University.

Ed Bradly and Mark Cline both received a certificate from a 2-Day Electrical Safety class from PRAXIS Corporation, a company that specializes in Power Systems Engineering and Electrical Safety training.

Bryan Rose, the Valve Maintenance Crew Leader, is currently attending the Supervisor's Academy through The Centre for Organization Effectiveness (TCFOE).



Darren S. Milner  
Operations Manager

10/24/17



### BOARD OF DIRECTORS

October 24, 2017

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### SUBJECT

Engineering Report for September 2017

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### DESCRIPTION

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#### CAPITAL PROJECTS:

Bonsall Basin Imported Return Flow: The Board postponed their decision to award until the next scheduled meeting.

Condition Assessment of Water Facilities: The Consultant is working on the technical memorandum.

Gird to Monserate Hill: Bid documents pending new alignment. Staff working on alignment with minimal environmental impacts.

Horse Creek Lift Station: The Lift Station is scheduled to be completed by March 2018.

Highway 76 East Segment: Contractor is coating manholes and rectifying the punch list.

Knottwood Way Waterline Improvements: Notice of completion to be issued after the Contractor rectifies the punch list items.

Lift Station 1 Replacement: The lift station design is underway.

Moosa Crest Waterline (Emergency) Project: All the testing requirements have been completed. The south tie-in has been completed. The north tie-in is scheduled for October 9, 2017.

Pump Station #1 Upgrades: Staff reviewing 90% design submittal.

Wastewater Outfall Replacement: Project on hold until further evaluation from local water alternatives. Project may take the form of rehabilitation with equalization basin.

Weese Filtration Plant Interconnect: Consultant is working on 60% design submittal.

**DEVELOPER PROJECTS:**

Golf Green Estates – Rio Estrella: (near Lift Station 1): 94 SFR planned across from Bonsall Elementary School. The Contractor is installing 8” sewerline for phase three.

Horse Ranch Creek Ridge (D.R. Horton - formally Campus Park, Passerelle): 850 WMs / 850 EDUs – Off of Highway 76 and Horse Ranch Creek Road. Models to be completed by Fall 2017.

Malabar Ranch: 31 WMs / 29 EDUs - There are 17 out of 31 homes built. Contractor shall complete waterline relocation and punch list items.

Nessy Burger: Nessy Burger’s is proposing to install a permanent building. Plan check two completed.

Pala Mesa Highlands: 124 Lots on Old Highway 395.

Palomar College: Staff working on sewer and water agreements.

**OTHER:**

<b>ITEMS</b>	<b>NO#</b>	<b>ITEMS</b>	<b>NO#</b>
Water Availability Letters	1	Water Meters Purchased	3
Sewer Availability Letters	0	Sewer EDUs Purchased	0
Water Commitment Letters	0	Developer Shutdowns	2
Sewer Commitment Letters	0	Jobs Closed:	1



Michael Powers  
Acting Engineering Manager

10/24/17



## BOARD INFORMATION

### BOARD OF DIRECTORS

October 12, 2017

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#### SUBJECT

September: Customer Service & Meter Services

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#### DESCRIPTION

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#### METER SERVICES:

Meter Services completed 620 service orders. Here is a summary of the most pertinent service orders shown by category.

SERVICE ORDERS	COMPLETED
Check Reads	550
Transfers	63
Locked	35
Unlocked	24
Pressure Calls	19
Leaks	50
Drought	0

#### CUSTOMER SERVICE & METER SERVICES:

There will be a change in our processing of 48 hour shutoff notification to delinquent accounts. We will no longer hand deliver. We will be mailing out 48 hour notices via USPS Priority Mail. This option allows us to track the delivery of the letter to the customer. Utilizing USPS will permit staff more availability to better handle the current back log and impending growth.

Staff performed a cost benefit analysis of evaluating expenditures performing this process in-house as opposed to outsourcing for a courier service to handle the delivery. In part of the analysis of data, a review of how many personnel hours that were being dedicated to the 48 hour delivery process in the Asset Management application was computed in the calculation of cost. The process of 48 hour notification is completed after each of the three billing cycles. On average the number of 48 hour notifications have been about 35 accounts per cycle. The in-house labor cost attributed to delivery of the notices is approximately \$400 per cycle, outsourcing this function of the process is estimated to be around \$232 per cycle. The cost benefits associated with this change in procedure include reduced drive time and fuel cost. This will alleviate roughly 24 hours of staff time per month to focus on higher priority functions. Our 82 square miles of service area will be better serviced and at a lower cost by USPS due to their economy to scale.



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Vanessa Martinez  
Finance Manager

10/12/2017



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Kenny Diaz  
Meter Services Crew Leader

10/12/2017



## BOARD INFORMATION

### BOARD OF DIRECTORS

October 24, 2017

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#### **SUBJECT**

HUMAN RESOURCES REPORT FOR SEPTEMBER/OCTOBER 2017

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#### **DESCRIPTION**

Personnel changes, human resources activities, and safety report for September/October 2017

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#### **PERSONNEL CHANGES:**

- The Purchasing / Warehouse Technician returned from a leave of absence on October 6<sup>th</sup>. He gave official notice of intent to retire in January.
- One employee from Valve Maintenance continues a leave of absence in September that is expected to last up to three months.
- The Engineering Manager continues a leave of absence that is expected to last until December or January.
- The district has hired Ken Gerdes, a retired Engineering Manager from Vallecitos Water District, to serve as a temporary District Engineer until the return of the Engineering Manager.
- One temporary Customer Service Representative will continue filling in until the IVR phone system is installed, but will stay no longer than December.
- The temporary HR Analyst left and was replaced by Megan Galloway to assist with several human resources projects, including open enrollment.

#### **RECRUITMENT:**

##### **Purchasing / Warehouse Technician**

The position is being reviewed by staff to ensure we are hire for the District's most current needs when the position is posted to replace the current employee who will be retiring.

##### **Information Technology**

Management staff is currently conducting a needs assessment in conjunction with Ostari to refine the position needs before posting the recruitment.

## **BENEFITS:**

### **Open Enrollment**

Open enrollment for the 2018 plan year began on October 9<sup>th</sup> and will end on October 31, 2017. Plan rate increases will result in an annual increase to the District's medical insurance premiums of approximately \$40,643. However, the changed employee contribution rates in the new MOUs may drive employee changes in enrollments, which could offset the rate increases.

### **Health Fair**

The District is scheduled to host the annual Health Fair and employee appreciation luncheon on October 23, 2017.

## **EMPLOYEE RECOGNITION:**

### **Excellence Coin Awards**

The following coin was issued in September:

Responsibility

**Rene Del Rio** – Saved \$8,000 by rehabbing a utility bed to be installed on a new chassis. The old chassis was then used by another department, who could design their own utility bed to serve their needs for pressure station maintenance better.

## **TRAINING AND DEVELOPMENT:**

### **Public Employer Labor Relations Association of California (PELRAC) Conference**

The Human Resources Manager attended the PELRAC conference in Santa Barbara from October 4 – 6<sup>th</sup>. Session topics attended included:

- Legal update by Peter Brown of Liebert Cassidy Whitmore
- Exercising Management Rights by Che Johnson of Liebert Cassidy Whitmore
- Taming absenteeism and California leave laws by Barbara Reileanu, Esq.
- Severing employment relationship without disciplinary proceedings by Arlene Prater, Esq.
- Conducting Investigations by Phillip Toomey of Carico Johnson Toomey LLP
- Legal protections for national origin, race and religious diversity in the workplace.

### **Cal-OSHA Crystalline Silica Dust Requirements**

The Safety Administrator will attend an ACWA-JPIA course that covered the new Cal-OSHA requirements to protect employees from silica dust. He has briefed the Crew Leaders in Construction on the new requirements.

## **NEOGOV:**

### **Insight Module**

Since implementation in December, the District has accumulated over 2,023 subscriptions for email notifications for job opportunities.

### **Onboard Module**

Training meetings with Departments and Bargaining Units will be scheduled shortly to enhance the use of the system further.

### **Perform Module**

The Perform Module is how we will shift our performance evaluation process to an online process that promises to be more efficient, useful, and meaningful to employees. Kickoff for implementation of this module is expected to begin in October.

## **SAFETY:**

### **Incidents**

As of the day of the Board meeting, it will be 1,001 days since our last lost time injury. It has been 91 days since the last worker's compensation claim.

### **Safety Training**

Target Solutions online training: 42 completions for August 2017.

### **Tailgate Trainings**

- **Basic Pesticide Safety: 29 Employees**  
Like many water districts, we do, in part, our own weed abatement by spraying a herbicide to control annual growth. The County requires that any business entity that applies pesticides in their day-to-day operation maintain a plan which identifies and informs those who have an exposure, including best practices for the controlled application. Our plan also speaks to labeling, health risks, PPE and equipment use.
- **Lock Out Tag Out: 29 Employees**  
Review the reasons for Lock Out Tag Out. The rules are to prevent the unintentional release of energy whether it takes the form of an electrical, pneumatic, mechanical or hydraulic release. Reviewed who is responsible for the procedures, how that responsibility is maintained, and the tools that can and should be used to guarantee effective Lock Out Tag Out.



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Karleen Harp, COSM  
Human Resources Manager

09/26/2017

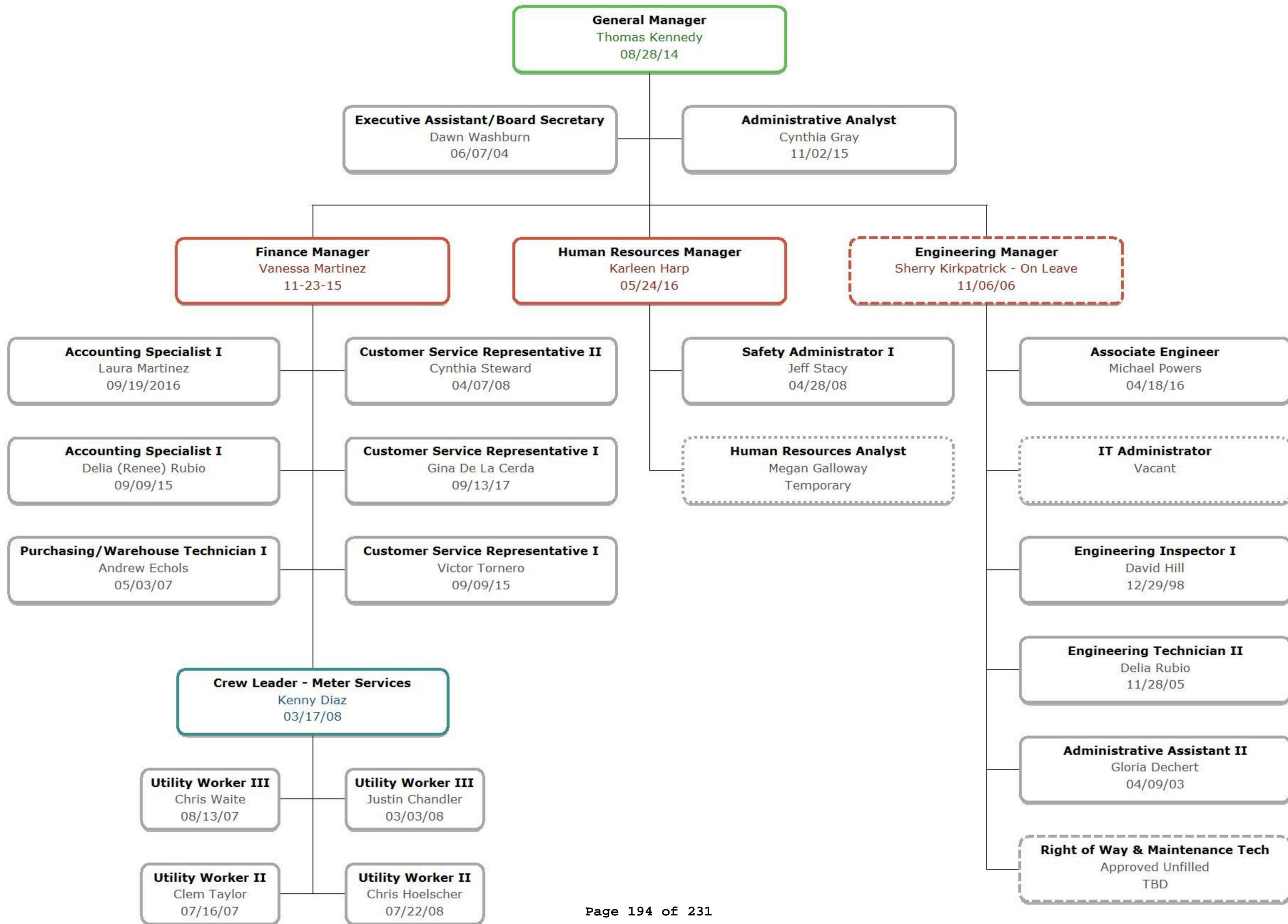




**RAINBOW MUNICIPAL WATER DISTRICT  
ORGANIZATIONAL CHART  
PAGE 1 OF 2**

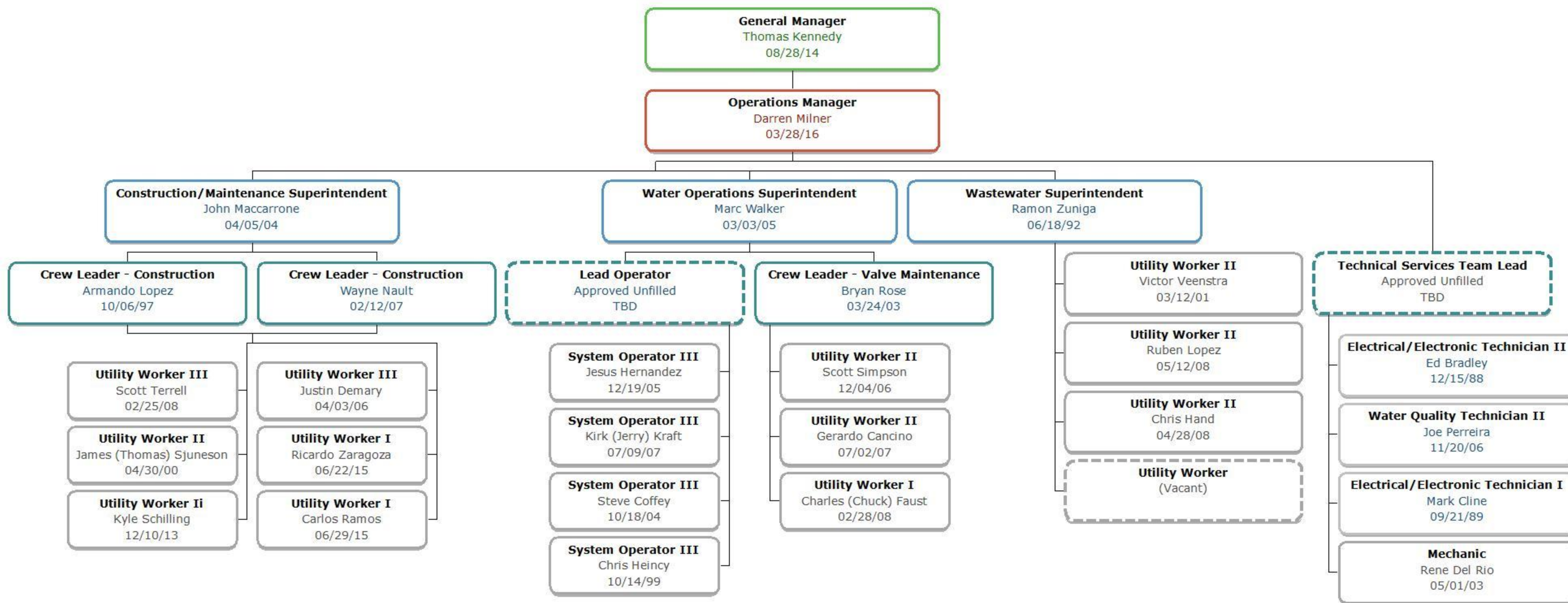
Creation Date 8/21/2014

Last Modified 10/10/2017



Creation Date 8/21/2014

Last Modified 10/10/2017





# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
<b>Fund 01</b>	<b>WATER FUND</b>							
<b>Department 01-00</b>								
	<b>Water Revenue</b>							
01-00-41110	Water Sales-SF, MF, CM, IS	7,210,100	1,040,882	1,846,029	5,364,071	0	5,364,071	74%
01-00-41115	Water Sales-Domestic-Unbilled	0	0	0	0	0	0	0%
01-00-41120	Water Sales-Agriculture Dom	1,086,300	128,939	245,049	841,251	0	841,251	77%
01-00-41125	Water Sales-Ad Noncert Unbilld	0	0	0	0	0	0	0%
01-00-41130	Water Sales-Ag/Dom Met Cert	0	0	0	0	0	0	0%
01-00-41160	Water Sales- Agriculture	4,120,500	532,727	1,023,820	3,096,680	0	3,096,680	75%
01-00-41165	Water Sales-Ag.Nondis Unbilled	0	0	0	0	0	0	0%
01-00-41170	Water Sales-Construction	224,700	149,795	167,346	57,354	0	57,354	26%
01-00-41175	Water Sales-Construction-Unbil	0	0	0	0	0	0	0%
01-00-41180	Water Sales - TSAWR Com	4,162,600	766,778	1,367,547	2,795,053	0	2,795,053	67%
01-00-41185	Water Sales-Sawr Ag Unbilled	0	0	0	0	0	0	0%
01-00-41190	Water Sales- TSAWR Dom	6,164,200	987,503	1,823,819	4,340,381	0	4,340,381	70%
01-00-41195	Water Sales Sawr Ag/D Unbilled	0	0	0	0	0	0	0%
01-00-42120	Monthly O&M Charges - Rainbow	5,593,500	613,270	1,074,377	4,519,123	0	4,519,123	81%
01-00-42121	Monthly O&M Charges - CWA	5,744,570	624,898	1,091,307	4,653,263	0	4,653,263	81%
01-00-42130	Readiness-To-Serve Rev Id#1	290,000	306	306	289,694	0	289,694	100%
01-00-42140	Pumping Charges	579,622	61,682	121,653	457,969	0	457,969	79%
01-00-43101	Operating Inc Turn On/Off Fees	5,000	3,225	3,675	1,325	0	1,325	27%
01-00-43104	Operating Inc. R.P. Charges	273,775	28,673	51,542	222,233	0	222,233	81%
01-00-43106	Operating Inc Water Letter Fee	0	0	0	0	0	0	0%
01-00-43109	Operating Inc Inspections	100,000	(27,775)	(12,443)	112,443	0	112,443	112%
01-00-43110	Operating Inc Plans And Specs	1,000	0	0	1,000	0	1,000	100%
01-00-43111	Operating Inc Install Fees,Hyd	3,500	230	690	2,810	0	2,810	80%
01-00-43114	Operating Inc-Miscellaneous	8,000	1,160	1,754	6,246	0	6,246	78%
01-00-43116	New Meter Sales/Install Parts	55,000	10,860	25,755	29,245	0	29,245	53%
01-00-43117	Notice Delivery Revenue	40,000	3,120	6,200	33,800	0	33,800	85%
	<b>Water Revenue Sub Totals:</b>	<b>35,662,367</b>	<b>4,926,273</b>	<b>8,838,427</b>	<b>26,823,940</b>	<b>0</b>	<b>26,823,940</b>	<b>75%</b>
	<b>Interest Income</b>							
01-00-49201	Interest Revenues-Water Fund	0	0	0	0	0	0	0%
	<b>Interest Income Sub Totals:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
	<b>Other Revenue</b>							
01-00-49102	Non Oper Inc-NSF Check Fees	1,500	180	210	1,290	0	1,290	86%

# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
01-00-49109	Non Oper Inc-Miscellaneous	50,000	50	36	49,964	0	49,964	100%
01-00-49301	Property Tax Rev. - Ad Valorem	315,000	5,712	5,712	309,288	0	309,288	98%
01-00-49401	Gains/Losses	0	0	0	0	0	0	0%
	<b>Other Revenue Sub Totals:</b>	<b>366,500</b>	<b>5,942</b>	<b>5,958</b>	<b>360,542</b>	<b>0</b>	<b>360,542</b>	<b>98%</b>
	<b>Revenue Sub Totals:</b>	<b>36,028,867</b>	<b>4,932,214</b>	<b>8,844,384</b>	<b>27,184,483</b>	<b>0</b>	<b>27,184,483</b>	<b>75%</b>
	<b>Cost Of Water Sold</b>							
01-00-50001	Water Purchases	20,556,651	2,782,218	4,984,552	15,572,100	0	15,572,100	76%
01-00-50003	Water In Storage	0	(295,999)	(20,868)	20,868	0	20,868	0%
01-00-50005	Ready To Serve Charge	519,902	41,309	82,618	437,284	0	437,284	84%
01-00-50006	Infrastructure Access Charge	473,118	41,629	83,258	389,860	0	389,860	82%
01-00-50008	Ag Credit-Sawr	(1,563,157)	(154,736)	(264,486)	(1,298,671)	0	(1,298,671)	0%
01-00-50009	Seasonal Storage Credit	0	0	0	0	0	0	0%
01-00-50010	Customer Service Charge	1,163,960	95,873	191,747	972,214	0	972,214	84%
01-00-50011	Capacity Reservation Charge	667,622	39,028	78,055	589,567	0	589,567	88%
01-00-50012	Emergency Storage Charge	1,640,036	132,476	264,953	1,375,083	0	1,375,083	84%
01-00-50013	Supply Reliability Charge	739,391	55,348	110,696	628,695	0	628,695	85%
01-00-52176	Overhead Transfer To Gen Fund	3,843,297	0	0	3,843,297	0	3,843,297	100%
	<b>Cost of Water Sold Sub Totals:</b>	<b>28,040,820</b>	<b>2,737,146</b>	<b>5,510,524</b>	<b>22,530,296</b>	<b>0</b>	<b>22,530,296</b>	<b>80%</b>
	<b>Payroll &amp; Employee Expenses</b>							
01-00-56101	Regular Salaries	0	0	0	0	0	0	0%
01-00-56501	Employer's Share FICA SSI	0	0	0	0	0	0	0%
01-00-56502	Employer's Share FICA Medicare	0	0	0	0	0	0	0%
01-00-56503	Medical Ins ACWA Health Ben	0	0	0	0	0	0	0%
01-00-56504	Dental Insurance	0	0	0	0	0	0	0%
01-00-56505	Vision Ins ACWA Serv Corp	0	0	0	0	0	0	0%
01-00-56506	Life, S/T, L/T Disability Ins	0	4,894	9,342	(9,342)	0	(9,342)	0%
01-00-56507	Retirement - CalPers	0	0	0	0	0	0	0%
01-00-57100	Depreciation Expenses-Curr Yr	0	0	0	0	0	0	0%
	<b>Payroll &amp; Employee Expense Sub Totals:</b>	<b>0</b>	<b>4,894</b>	<b>9,342</b>	<b>(9,342)</b>	<b>0</b>	<b>(9,342)</b>	<b>0%</b>
	<b>Transfers Out</b>							
01-00-57000	Transfers Out	1,120,142	0	0	1,120,142	0	1,120,142	100%
	<b>Transfers Sub Totals:</b>	<b>1,120,142</b>	<b>0</b>	<b>0</b>	<b>1,120,142</b>	<b>0</b>	<b>1,120,142</b>	<b>100%</b>
	<b>Expense Sub Totals:</b>	<b>29,160,962</b>	<b>2,742,040</b>	<b>5,519,867</b>	<b>23,641,095</b>	<b>0</b>	<b>23,641,095</b>	<b>81%</b>
	<b>Department 00 Sub Totals:</b>	<b>6,867,905</b>	<b>2,190,174</b>	<b>3,324,518</b>	<b>3,543,387</b>	<b>0</b>		

# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
<b>Department 01-31</b>	<b>PUMPING</b>							
	<b>Payroll &amp; Employee Expenses</b>							
01-31-56101	Regular Salaries	91,676	9,248	10,739	80,937	0	80,937	88%
01-31-56103	Overtime Paid, Comptime Earn.	500	360	360	140	0	140	28%
01-31-56501	Employer's Share FICA SSI	5,684	546	631	5,053	0	5,053	89%
01-31-56502	Employer's Share FICA Medicare	1,329	137	159	1,170	0	1,170	88%
01-31-56503	Medical Ins ACWA Health Ben	19,206	1,687	1,958	17,248	0	17,248	90%
01-31-56504	Dental Insurance	1,830	154	180	1,650	0	1,650	90%
01-31-56505	Vision Ins ACWA	236	20	23	213	0	213	90%
01-31-56506	Life, S/T,L/T Disability Ins	1,392	0	0	1,392	0	1,392	100%
01-31-56507	Retirement - CalPers	15,310	935	1,086	14,224	0	14,224	93%
01-31-56512	Employee Training/Tuition Reimbursed	0	0	0	0	0	0	0%
01-31-56515	Worker's Compensation Ins	3,478	0	0	3,478	0	3,478	100%
01-31-56516	State Unemployment Ins, E.T.T.	252	0	0	252	0	252	100%
01-31-56520	Deferred Comp-Employer Contribution	2,600	196	229	2,371	0	2,371	91%
	<b>Payroll &amp; Employee Expense Sub Totals:</b>	<b>143,493</b>	<b>13,282</b>	<b>15,366</b>	<b>128,127</b>	<b>0</b>	<b>128,127</b>	<b>89%</b>
	<b>Pumping Expenses</b>							
01-31-63100	Equipment Maintenance/Repair	59,000	0	0	59,000	0	59,000	100%
01-31-63401	Building Maintenance	1,500	0	0	1,500	0	1,500	100%
01-31-72000	Supplies & Services	10,000	0	0	10,000	0	10,000	100%
01-31-72150	Regulatory Permits	4,000	0	0	4,000	0	4,000	100%
01-31-73000	Small Tools And Equipment	1,000	0	0	1,000	0	1,000	100%
01-31-78000	Utilities - Electricity	515,000	42,943	42,943	472,057	0	472,057	92%
	<b>Pumping Expenses Sub Totals:</b>	<b>590,500</b>	<b>42,943</b>	<b>42,943</b>	<b>547,557</b>	<b>0</b>	<b>547,557</b>	<b>93%</b>
	<b>Expense Sub Totals:</b>	<b>733,993</b>	<b>56,225</b>	<b>58,309</b>	<b>675,684</b>	<b>0</b>	<b>675,684</b>	<b>92%</b>
	<b>Department 31 Sub Totals:</b>	<b>733,993</b>	<b>56,225</b>	<b>58,309</b>	<b>675,684</b>	<b>0</b>		
<b>Department 01-32</b>	<b>OPERATIONS</b>							
	<b>Payroll &amp; Employee Expenses</b>							
01-32-56101	Regular Salaries	631,710	81,231	109,059	522,651	0	522,651	83%
01-32-56103	Overtime Paid, Comptime Earn.	50,000	5,578	7,541	42,459	0	42,459	85%
01-32-56501	Employer's Share FICA SSI	39,166	5,123	6,870	32,296	0	32,296	82%
01-32-56502	Employer's Share FICA Medicare	9,160	1,288	1,726	7,434	0	7,434	81%
01-32-56503	Medical Ins ACWA Health Ben	127,948	11,195	16,610	111,338	0	111,338	87%
01-32-56504	Dental Insurance	11,894	1,041	1,558	10,336	0	10,336	87%
01-32-56505	Vision Ins ACWA	1,535	134	202	1,333	0	1,333	87%

# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
01-32-56506	Life, S/T,L/T Disability Ins	9,258	0	0	9,258	0	9,258	100%
01-32-56507	Retirement - CalPers	105,496	7,794	10,485	95,011	0	95,011	90%
01-32-56512	Employee Training/Tuition Reimbursed	13,000	3,904	4,084	8,916	0	8,916	69%
01-32-56515	Worker's Compensation Ins	23,967	0	0	23,967	0	23,967	100%
01-32-56516	State Unemployment Ins, E.T.T.	1,638	0	0	1,638	0	1,638	100%
01-32-56518	Duty Pay	13,000	1,850	2,450	10,550	0	10,550	81%
01-32-56520	Deferred Comp-Employer Contribution	14,040	1,900	2,532	11,508	0	11,508	82%
<b>Payroll &amp; Employee Expense Sub Totals:</b>		<b>1,051,812</b>	<b>121,039</b>	<b>163,117</b>	<b>888,695</b>	<b>0</b>	<b>888,695</b>	<b>84%</b>
<b>Water Operation Expenses</b>								
01-32-60000	Electronics	8,500	1,003	1,003	7,497	0	7,497	88%
01-32-63100	Equipment Maintenance/Repairs	17,800	0	0	17,800	0	17,800	100%
01-32-63102	Equipment Maintenance Contract	48,000	0	(523)	48,523	0	48,523	101%
01-32-63401	Building Maintenance	1,000	0	0	1,000	0	1,000	100%
01-32-72000	Supplies And Services	222,000	7,881	12,737	209,263	61,177	148,087	67%
01-32-72010	Tank Maintenance	599,043	137,131	137,131	461,912	0	461,912	77%
01-32-72150	Regulatory Permits	43,000	0	0	43,000	0	43,000	100%
01-32-72400	Dues & Subscriptions	0	0	0	0	0	0	0%
01-32-72700	Printing & Reproductions	6,000	0	0	6,000	0	6,000	100%
01-32-73000	Small Tools And Equipment	7,500	0	0	7,500	0	7,500	100%
01-32-75300	Travel/Conf/Training	2,000	665	665	1,335	0	1,335	67%
01-32-78000	Utilities	13,500	11,168	11,255	2,245	0	2,245	17%
01-32-82000	Capital Equipment	15,000	0	0	15,000	0	15,000	100%
<b>Water Operation Expenses Sub Totals:</b>		<b>983,343</b>	<b>157,848</b>	<b>162,268</b>	<b>821,075</b>	<b>61,177</b>	<b>759,899</b>	<b>77%</b>
<b>Expense Sub Totals:</b>		<b>2,035,155</b>	<b>278,887</b>	<b>325,385</b>	<b>1,709,770</b>	<b>61,177</b>	<b>1,648,594</b>	<b>81%</b>
<b>Department 32 Sub Totals:</b>		<b>2,035,155</b>	<b>278,887</b>	<b>325,385</b>	<b>1,709,770</b>	<b>61,177</b>		
<b>Department 01-33</b>	<b>VALVE MAINTENANCE</b>							
<b>Payroll &amp; Employee Expenses</b>								
01-33-56101	Regular Salaries	317,813	23,214	31,276	286,537	0	286,537	90%
01-33-56103	Overtime Paid, Comptime Earn.	5,000	0	0	5,000	0	5,000	100%
01-33-56501	Employer's Share FICA SSI	19,704	1,327	1,779	17,925	0	17,925	91%
01-33-56502	Employer's Share FICA Medicare	4,608	333	447	4,161	0	4,161	90%
01-33-56503	Medical Ins ACWA Health Ben	79,241	3,129	5,024	74,217	0	74,217	94%
01-33-56504	Dental Insurance	7,319	289	464	6,855	0	6,855	94%
01-33-56505	Vision Ins ACWA	944	38	60	884	0	884	94%
01-33-56506	Life, S/T,L/T Disability Ins	4,808	0	0	4,808	0	4,808	100%
01-33-56507	Retirement - CalPers	53,075	2,289	3,104	49,971	0	49,971	94%

# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
01-33-56512	Employee Training/Tuition Reimbursed	2,000	0	0	2,000	0	2,000	100%
01-33-56515	Worker's Compensation Ins	12,058	0	0	12,058	0	12,058	100%
01-33-56516	State Unemployment Ins, E.T.T.	1,008	0	0	1,008	0	1,008	100%
01-33-56520	Deferred Comp-Employer Contribution	8,450	500	717	7,733	0	7,733	92%
<b>Payroll &amp; Employee Expense Sub Totals:</b>		<b>516,028</b>	<b>31,120</b>	<b>42,871</b>	<b>473,157</b>	<b>0</b>	<b>473,157</b>	<b>92%</b>
<b>Valve Maintenance Expenses</b>								
01-33-72000	Supplies And Services	50,000	1,169	7,377	42,623	3,071	39,552	79%
01-33-73000	Small Tools And Equipment	1,500	0	0	1,500	0	1,500	100%
01-33-75300	Travel/Conferences/Training	1,000	0	0	1,000	0	1,000	100%
01-33-82000	Shop And Field Equipment	50,000	0	0	50,000	0	50,000	100%
<b>Valve Maintenance Expenses Sub Totals:</b>		<b>102,500</b>	<b>1,169</b>	<b>7,377</b>	<b>95,123</b>	<b>3,071</b>	<b>92,052</b>	<b>90%</b>
<b>Expense Sub Totals:</b>		<b>618,528</b>	<b>32,289</b>	<b>50,248</b>	<b>568,280</b>	<b>3,071</b>	<b>565,209</b>	<b>91%</b>
<b>Department 33 Sub Totals:</b>		<b>618,528</b>	<b>32,289</b>	<b>50,248</b>	<b>568,280</b>	<b>3,071</b>		
<b>Department 01-34 WATER DISTRIBUTION</b>								
<b>Payroll &amp; Employee Expenses</b>								
01-34-56101	Regular Salaries	938,806	111,837	136,479	802,327	0	802,327	85%
01-34-56103	Overtime Paid, Comptime Earn.	140,000	26,297	31,785	108,215	0	108,215	77%
01-34-56501	Employer's Share FICA SSI	58,206	8,192	9,920	48,286	0	48,286	83%
01-34-56502	Employer's Share FICA Medicare	13,613	2,017	2,452	11,161	0	11,161	82%
01-34-56503	Medical Ins ACWA Health Ben	195,337	14,638	21,088	174,249	0	174,249	89%
01-34-56504	Dental Insurance	17,991	1,372	1,976	16,015	0	16,015	89%
01-34-56505	Vision Ins ACWA	2,479	188	270	2,209	0	2,209	89%
01-34-56506	Life, S/T,L/T Disability Ins	13,551	0	0	13,551	0	13,551	100%
01-34-56507	Retirement - CalPers	156,781	7,563	9,834	146,947	0	146,947	94%
01-34-56512	Employee Training/Tuition Reimbursed	7,000	2,474	2,474	4,526	0	4,526	65%
01-34-56515	Worker's Compensation Ins	36,490	0	0	36,490	0	36,490	100%
01-34-56516	State Unemployment Ins, E.T.T.	2,646	0	0	2,646	0	2,646	100%
01-34-56518	Duty Pay	13,000	1,700	2,300	10,700	0	10,700	82%
01-34-56520	Deferred Comp-Employer Contribution	24,960	2,640	3,420	21,540	0	21,540	86%
<b>Payroll &amp; Employee Expense Sub Totals:</b>		<b>1,620,860</b>	<b>178,917</b>	<b>221,998</b>	<b>1,398,862</b>	<b>0</b>	<b>1,398,862</b>	<b>86%</b>

# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
<b>Water Distribution Expenses</b>								
01-34-63100	Equipment Rental	0	0	0	0	0	0	0%
01-34-72000	Supplies And Services	403,000	26,394	51,921	351,079	10,085	340,994	85%
01-34-73000	Small Tools And Equipment	4,000	0	0	4,000	0	4,000	100%
01-34-75300	Travel/Conferences/Meetings	4,000	75	75	3,925	0	3,925	98%
01-34-82000	Shop And Field Equipment	0	25,300	25,300	(25,300)	0	(25,300)	0%
<b>Water Distribution Expenses Sub Totals:</b>		<b>411,000</b>	<b>51,769</b>	<b>77,296</b>	<b>333,704</b>	<b>10,085</b>	<b>323,619</b>	<b>79%</b>
<b>Expense Sub Totals:</b>		<b>2,031,860</b>	<b>230,686</b>	<b>299,294</b>	<b>1,732,566</b>	<b>10,085</b>	<b>1,722,481</b>	<b>85%</b>
<b>Department 34 Sub Totals:</b>		<b>2,031,860</b>	<b>230,686</b>	<b>299,294</b>	<b>1,732,566</b>	<b>10,085</b>		
<b>Department 01-35</b>	<b>METER SERVICES</b>							
<b>Payroll &amp; Employee Expenses</b>								
01-35-56101	Regular Salaries	443,481	40,395	57,154	386,327	0	386,327	87%
01-35-56103	Overtime Paid, Comptime Earn.	3,000	3,669	4,432	(1,432)	0	(1,432)	0%
01-35-56501	Employer's Share FICA SSI	27,496	2,533	3,527	23,969	0	23,969	87%
01-35-56502	Employer's Share FICA Medicare	6,430	640	891	5,539	0	5,539	86%
01-35-56503	Medical Ins ACWA Health Ben	88,794	6,095	10,071	78,723	0	78,723	89%
01-35-56504	Dental Insurance	10,064	685	1,111	8,953	0	8,953	89%
01-35-56505	Vision Ins ACWA	1,298	89	144	1,154	0	1,154	89%
01-35-56506	Life, S/T, L/T Disability Ins	6,720	0	0	6,720	0	6,720	100%
01-35-56507	Retirement - CalPers	74,061	4,043	5,697	68,364	0	68,364	92%
01-35-56512	Employee Training/Tuition Reimbursed	2,000	0	50	1,950	0	1,950	98%
01-35-56515	Worker's Compensation Ins	19,357	0	0	19,357	0	19,357	100%
01-35-56516	State Unemployment Ins, E.T.T.	1,386	0	0	1,386	0	1,386	100%
01-35-56520	Deferred Comp-Employer Contribution	13,000	1,284	1,834	11,166	0	11,166	86%
01-35-56524	Other Post Employment Benefits	0	0	0	0	0	0	0%
<b>Payroll &amp; Employee Expense Sub Totals:</b>		<b>697,087</b>	<b>59,432</b>	<b>84,911</b>	<b>612,176</b>	<b>0</b>	<b>612,176</b>	<b>88%</b>
<b>Meter Services Expenses</b>								
01-35-63404	Backflow Expenses	280,000	0	0	280,000	0	280,000	100%
01-35-72000	Supplies & Services	125,000	7,592	21,595	103,405	5,245	98,160	79%
01-35-73000	Small Tools And Equipment	3,000	0	0	3,000	0	3,000	100%
01-35-75300	Replacement Reserve-Oceanside	1,000	0	0	1,000	0	1,000	100%
01-35-82000	Shop And Field Equipment	135,000	0	1,753	133,247	0	133,247	99%
<b>Meter Services Expenses Sub Totals:</b>		<b>544,000</b>	<b>7,592</b>	<b>23,348</b>	<b>520,652</b>	<b>5,245</b>	<b>515,407</b>	<b>95%</b>
<b>Expense Sub Totals:</b>		<b>1,241,087</b>	<b>67,024</b>	<b>108,260</b>	<b>1,132,827</b>	<b>5,245</b>	<b>1,127,583</b>	<b>91%</b>



# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
	<b>Department 35 Sub Totals:</b>	<b>1,241,087</b>	<b>67,024</b>	<b>108,260</b>	<b>1,132,827</b>	<b>5,245</b>		
	<b>Fund Revenue Sub Totals:</b>	<b>36,028,867</b>	<b>4,932,214</b>	<b>8,844,384</b>	<b>27,184,483</b>	<b>0</b>	<b>27,184,483</b>	<b>75%</b>
	<b>Fund Expense Sub Totals:</b>	<b>35,821,585</b>	<b>3,407,151</b>	<b>6,361,362</b>	<b>29,460,223</b>	<b>79,577</b>	<b>29,380,646</b>	<b>82%</b>
	<b>Fund 01 Sub Totals:</b>	<b>207,282</b>	<b>1,525,063</b>	<b>2,483,022</b>	<b>(2,275,740)</b>	<b>79,577</b>		
<b>Fund 02</b>	<b>SEWER FUND</b>							
<b>Department 02-00</b>								
	<b>Wastewater Revenue</b>							
02-00-41110	Sewer Charges-Established Acct	2,250,000	328,955	533,827	1,716,173	0	1,716,173	76%
02-00-41210	Sewer Charges-Developing Accts	100,000	15,695	24,084	75,916	0	75,916	76%
02-00-43101	Sewer-Oakcrest Service Charges	20,000	1,950	3,900	16,100	0	16,100	81%
02-00-43106	Operating Inc-Sewer Letter Fee	500	0	0	500	0	500	100%
02-00-43110	Operating Inc-Plan Chk/Ins Fee	10,000	0	0	10,000	0	10,000	100%
02-00-49109	Non-Operating Revenue	5,000	0	0	5,000	0	5,000	100%
	<b>Wastewater Revenue Sub Totals:</b>	<b>2,385,500</b>	<b>346,601</b>	<b>561,810</b>	<b>1,823,690</b>	<b>0</b>	<b>1,823,690</b>	<b>76%</b>
	<b>Other Revenue</b>							
02-00-49301	Property Tax Rev - Ad Valorem	35,000	805	805	34,195	0	34,195	98%
02-00-49401	Gains/Losses	0	0	0	0	0	0	0%
	<b>Other Revenue Sub Totals:</b>	<b>35,000</b>	<b>805</b>	<b>805</b>	<b>34,195</b>	<b>0</b>	<b>34,195</b>	<b>98%</b>
								<b>0%</b>
	<b>Revenue Sub Totals:</b>	<b>2,420,500</b>	<b>347,406</b>	<b>562,616</b>	<b>1,857,884</b>	<b>0</b>	<b>1,857,884</b>	<b>77%</b>
	<b>Wastewater Expenses</b>							
02-00-52176	Overhead Transfer to General Fund	901,514	0	0	901,514	0	901,514	100%
02-00-57100	Depreciation Expenses - Current Year	0	0	0	0	0	0	0%
	<b>Wastewater Expenses Sub Totals:</b>	<b>901,514</b>	<b>0</b>	<b>0</b>	<b>901,514</b>	<b>0</b>	<b>901,514</b>	<b>100%</b>
	<b>Expense Sub Totals:</b>	<b>901,514</b>	<b>0</b>	<b>0</b>	<b>901,514</b>	<b>0</b>	<b>901,514</b>	<b>100%</b>
	<b>Department 00 Sub Totals:</b>	<b>1,518,986</b>	<b>347,406</b>	<b>562,616</b>	<b>956,370</b>	<b>0</b>		

# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
<b>Department 02-61</b>	<b>WASTEWATER</b>							
	<b>Payroll &amp; Employee Expenses</b>							
02-61-56101	Regular Salaries	414,843	40,518	60,422	354,421	0	354,421	85%
02-61-56103	Overtime Paid, Comp Time Earn.	35,000	2,665	4,761	30,239	0	30,239	86%
02-61-56501	Employer's Share FICA SSI	25,720	2,533	3,820	21,900	0	21,900	85%
02-61-56502	Employer's Share FICA Medicare	6,015	639	957	5,058	0	5,058	84%
02-61-56503	Medical Ins ACWA Health Ben	100,059	6,609	10,665	89,394	0	89,394	89%
02-61-56504	Dental Insurance	9,149	607	980	8,169	0	8,169	89%
02-61-56505	Vision Ins ACWA	1,180	79	127	1,053	0	1,053	89%
02-61-56506	Life, S/T,L/T Disability Ins	6,182	0	0	6,182	0	6,182	100%
02-61-56507	Retirement - CalPers	69,279	4,053	5,471	63,808	0	63,808	92%
02-61-56512	Employee Training/Tuition Reimbursed	3,000	0	0	3,000	0	3,000	100%
02-61-56515	Worker's Compensation Ins	19,333	0	0	19,333	0	19,333	100%
02-61-56516	State Unemployment Ins, E.T.T.	1,260	0	0	1,260	0	1,260	100%
02-61-56518	Duty Pay	13,000	1,550	2,050	10,950	0	10,950	84%
02-61-56520	Deferred Comp-Employer Contribution	11,050	992	1,430	9,620	0	9,620	87%
02-61-56524	Other Post Employment Benefits	0	0	0	0	0	0	0%
	<b>Payroll &amp; Employee Expense Sub Totals:</b>	<b>715,070</b>	<b>60,245</b>	<b>90,683</b>	<b>624,387</b>	<b>0</b>	<b>624,387</b>	<b>87%</b>
	<b>Wastewater Expenses</b>							
02-61-60000	Equipment	7,300	0	0	7,300	467	6,833	94%
02-61-63100	Equipment Maintenance-Sewer	39,400	0	0	39,400	20,394	19,006	48%
02-61-63401	Building Maintenance	10,000	3,972	3,972	6,028	0	6,028	60%
02-61-70000	Professional Services	60,000	1,950	3,900	56,100	0	56,100	94%
02-61-70300	Legal Services	0	0	0	0	0	0	0%
02-61-72000	Supplies And Services-Sewer	127,000	605	885	126,115	823	125,292	99%
02-61-72150	Regulatory Permits	18,000	0	0	18,000	0	18,000	100%
02-61-72200	Books And Resources	500	0	0	500	0	500	100%
02-61-72400	Dues And Subscriptions	800	0	0	800	538	262	33%
02-61-72600	Sewer Line Cleaning	25,000	0	0	25,000	0	25,000	100%
02-61-73000	Small Tools And Equipment	5,000	0	0	5,000	0	5,000	100%
02-61-75300	Travel/Conferences/Training	2,000	0	0	2,000	0	2,000	100%
02-61-77000	Sewage Treat.-Oceanside Plant	840,000	0	0	840,000	0	840,000	100%
02-61-77100	Replacement Reserve-Oceanside	200,000	0	0	200,000	0	200,000	100%
02-61-78000	Utilities	65,000	4,835	4,842	60,158	0	60,158	93%
02-61-78300	Hazardous Waster Material Disp	12,000	210	210	11,790	0	11,790	98%
02-61-78700	Utilities-Propane	6,000	0	0	6,000	0	6,000	100%
02-61-82000	Shop And Field Equipment	25,000	0	0	25,000	10,000	15,000	60%
	<b>Wastewater Expenses Sub Totals:</b>	<b>1,443,000</b>	<b>11,573</b>	<b>13,809</b>	<b>1,429,191</b>	<b>32,222</b>	<b>1,396,969</b>	<b>97%</b>

# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
	<b>Expense Sub Totals:</b>	<b>2,158,070</b>	<b>71,818</b>	<b>104,492</b>	<b>2,053,578</b>	<b>32,222</b>	<b>2,021,356</b>	<b>94%</b>
	<b>Dept 61 Sub Totals:</b>	<b>2,158,070</b>	<b>71,818</b>	<b>104,492</b>	<b>2,053,578</b>	<b>32,222</b>		
	<b>Fund Revenue Sub Totals:</b>	<b>2,420,500</b>	<b>347,406</b>	<b>562,616</b>	<b>1,857,884</b>	<b>0</b>	<b>1,857,884</b>	<b>77%</b>
	<b>Fund Expense Sub Totals:</b>	<b>3,059,584</b>	<b>71,818</b>	<b>104,492</b>	<b>2,955,092</b>	<b>32,222</b>	<b>2,922,870</b>	<b>96%</b>
	<b>Fund 02 Sub Totals:</b>	<b>(639,084)</b>	<b>275,588</b>	<b>458,124</b>	<b>(1,097,208)</b>	<b>32,222</b>		
<b>Fund 03</b>	<b>GENERAL FUND</b>							
<b>Department 03-00</b>								
	<b>Other Revenue</b>							
03-00-42200	Overhead Trs From Water, Sewer	4,744,811	0	0	4,744,811	0	4,744,811	100%
03-00-43102	Operating Inc Penalty/Int Chgs	240,000	15,352	34,696	205,304	0	205,304	86%
03-00-43108	Operating Inc Plan Check Rev.	13,470	0	465	13,005	0	13,005	97%
03-00-49108	Non Oper Inc-Rents And Leases	125,000	12,812	25,593	99,407	0	99,407	80%
03-00-49109	Miscellaneous Revenue	50,000	256	390	49,610	0	49,610	99%
03-00-49114	Miscellaneous Revenue - Eng. Services	0	150	300	(300)	0	(300)	0%
	<b>Other Revenue Sub Totals:</b>	<b>5,173,281</b>	<b>28,571</b>	<b>61,444</b>	<b>5,111,837</b>	<b>0</b>	<b>5,111,837</b>	<b>99%</b>
	<b>Revenue Sub Totals:</b>	<b>5,173,281</b>	<b>28,571</b>	<b>61,444</b>	<b>5,111,837</b>	<b>0</b>	<b>5,111,837</b>	<b>99%</b>
	<b>Department 00 Sub Totals:</b>	<b>5,173,281</b>	<b>28,571</b>	<b>61,444</b>	<b>5,111,837</b>	<b>0</b>		
<b>Department 03-20</b>	<b>BOARD OF DIRECTORS</b>							
	<b>Payroll &amp; Employee Expenses</b>							
03-20-56202	Board Member Expenses	13,500	2,800	2,800	10,700	0	10,700	79%
03-20-56501	FICA	837	174	174	663	0	663	79%
03-20-56502	MEDI	196	41	41	155	0	155	79%
03-20-56515	Worker's Compensation Ins.	80	0	0	80	0	80	100%
	<b>Payroll &amp; Employee Expense Sub Totals:</b>	<b>14,613</b>	<b>3,014</b>	<b>3,014</b>	<b>11,599</b>	<b>0</b>	<b>11,599</b>	<b>79%</b>
	<b>Board of Directors Expenses</b>							
03-20-72000	Supplies And Services	300	0	0	300	0	300	100%
03-20-75300	Travel/Conferences/Training	25,000	1,901	2,928	22,072	0	22,072	88%
	<b>Board of Directors Expenses Sub Totals:</b>	<b>25,300</b>	<b>1,901</b>	<b>2,928</b>	<b>22,372</b>	<b>0</b>	<b>22,372</b>	<b>88%</b>

# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
<b>Expense Sub Totals:</b>		<b>39,913</b>	<b>4,915</b>	<b>5,942</b>	<b>33,971</b>	<b>0</b>	<b>33,971</b>	<b>85%</b>
<b>Department 20 Sub Totals:</b>		<b>39,913</b>	<b>4,915</b>	<b>5,942</b>	<b>33,971</b>	<b>0</b>		
<b>Department 03-36</b>	<b>GARAGE</b>							
<b>Payroll &amp; Employee Expenses</b>								
03-36-56101	Regular Salaries	87,250	10,024	13,106	74,144	0	74,144	85%
03-36-56103	Overtime Paid, Comp Time Earn.	1,500	208	208	1,292	0	1,292	86%
03-36-56501	Employer'S Share Fica Ssi	5,410	587	763	4,647	0	4,647	86%
03-36-56502	Employer'S Share Fica Medicare	1,265	149	194	1,071	0	1,071	85%
03-36-56503	Medical Ins Acwa Health Ben	16,619	1,505	2,179	14,440	0	14,440	87%
03-36-56504	Dental Insurance	1,830	149	221	1,609	0	1,609	88%
03-36-56505	Vision Ins Acwa	236	19	29	207	0	207	88%
03-36-56506	Life, S/T,L/T Disability Ins	1,323	0	0	1,323	0	1,323	100%
03-36-56507	Retirement-Calpers	14,571	1,013	1,323	13,248	0	13,248	91%
03-36-56515	Worker'S Compensation Ins	3,603	0	0	3,603	0	3,603	100%
03-36-56516	State Unemployment Ins, E.T.T.	252	0	0	252	0	252	100%
03-36-56520	Deferred Comp-Employer Contrib	650	86	110	540	0	540	83%
<b>Payroll &amp; Employee Expense Sub Totals:</b>		<b>134,509</b>	<b>13,740</b>	<b>18,133</b>	<b>116,376</b>	<b>0</b>	<b>116,376</b>	<b>87%</b>
<b>Garage Expenses</b>								
03-36-63000	Equipment	3,000	0	138	2,862	13	2,849	95%
03-36-63100	Equipment Maintenance	34,000	3,615	7,535	26,465	2,321	24,144	71%
03-36-63421	Fuel And Oil	100,000	3,946	8,969	91,031	0	91,031	91%
03-36-63422	Repair, Supplies, Auto	70,000	2,523	4,682	65,318	150	65,168	93%
03-36-72000	Supplies And Services	5,500	172	185	5,315	2,008	3,307	60%
03-36-72150	Regulatory Permits	4,000	0	0	4,000	0	4,000	100%
03-36-73000	Small Tools And Equipment	2,000	153	153	1,847	0	1,847	92%
03-36-75300	Travel/Conferences/Training	1,000	0	0	1,000	0	1,000	100%
03-36-83000	Vehicles	284,500	0	0	284,500	255,012	29,488	10%
<b>Garage Expenses Sub Totals</b>		<b>504,000</b>	<b>10,409</b>	<b>21,662</b>	<b>482,338</b>	<b>259,503</b>	<b>222,835</b>	<b>44%</b>
<b>Expense Sub Totals:</b>		<b>638,509</b>	<b>24,150</b>	<b>39,795</b>	<b>598,714</b>	<b>259,503</b>	<b>339,211</b>	<b>53%</b>
<b>Department 36 Sub Totals:</b>		<b>638,509</b>	<b>24,150</b>	<b>39,795</b>	<b>598,714</b>	<b>259,503</b>		

# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
<b>Department 03-41</b>	<b>ADMINISTRATION</b>							
	<b>Payroll &amp; Employee Expenses</b>							
03-41-56101	Regular Salaries	404,272	70,400	94,212	310,060	0	310,060	77%
03-41-56103	Overtime Paid, Comp Time Earn.	10,000	3,727	5,553	4,447	0	4,447	44%
03-41-56501	Employer's Share FICA SSI	25,065	1,971	3,488	21,577	0	21,577	86%
03-41-56502	Employer's Share FICA Medicare	5,862	1,085	1,466	4,396	0	4,396	75%
03-41-56503	Medical Ins ACWA Health Ben	31,672	3,051	5,190	26,482	0	26,482	84%
03-41-56504	Dental Insurance	4,268	402	716	3,552	0	3,552	83%
03-41-56505	Vision Ins ACWA	708	64	110	598	0	598	84%
03-41-56506	Life, S/T,L/T Disability Ins	4,786	0	0	4,786	0	4,786	100%
03-41-56507	Retirement-CalPers	67,513	4,957	7,945	59,568	0	59,568	88%
03-41-56511	Employee Uniform Allowance	16,000	683	683	15,317	0	15,317	96%
03-41-56512	Employee Training/Tuition Reimbursed	4,000	0	0	4,000	0	4,000	100%
03-41-56515	Worker's Compensation Ins	16,204	0	0	16,204	0	16,204	100%
03-41-56516	State Unemployment Ins, E.T.T.	756	0	0	756	0	756	100%
03-41-56520	Deferred Comp-Employer Contribution	5,200	790	1,178	4,022	0	4,022	77%
03-41-56524	Other Post Employment Benefits	0	0	0	0	0	0	0%
	<b>Payroll &amp; Employee Expense Sub Totals:</b>	<b>596,306</b>	<b>87,129</b>	<b>120,541</b>	<b>475,765</b>	<b>0</b>	<b>475,765</b>	<b>80%</b>
	<b>Administration Expenses</b>							
03-41-56513	Employee Relations	0	264	1,002	(1,002)	0	(1,002)	0%
03-41-60100	Computers	230,000	6,778	7,945	222,055	51,319	170,736	74%
03-41-63102	Equipment Maintenance Contract	2,700	0	0	2,700	0	2,700	100%
03-41-63200	Equipment Rental	40,200	2,879	6,169	34,031	0	34,031	85%
03-41-63400	Kitchen Supplies	3,000	292	292	2,708	0	2,708	90%
03-41-63401	Building Maintenance	82,600	3,023	6,997	75,603	0	75,603	92%
03-41-65000	Property/Liability Insurance	225,000	0	214,086	10,914	0	10,914	5%
03-41-65100	District Paid Insurance Claims	20,000	10,475	16,275	3,725	0	3,725	19%
03-41-70000	Professional Services	120,000	11,701	19,630	100,370	0	100,370	84%
03-41-70300	Legal Services	200,000	0	0	200,000	0	200,000	100%
03-41-72000	Supplies And Services	17,050	2,103	2,260	14,790	0	14,790	87%
03-41-72200	Books And Resources	250	0	0	250	0	250	100%
03-41-72400	Dues And Subscriptions	62,840	370	23,981	38,859	0	38,859	62%
03-41-72702	Public Notices/Advertising	1,000	0	0	1,000	0	1,000	100%
03-41-72900	Stationary & Office Supplies	25,000	158	158	24,843	0	24,843	99%
03-41-74000	Communicatons & Phone Bills	0	1,210	2,465	(2,465)	0	(2,465)	0%
03-41-74100	Phone Bill	53,400	2,062	9,024	44,376	0	44,376	83%
03-41-75300	Travel/Conferences/Training	15,050	1,604	1,629	13,421	0	13,421	89%
03-41-78000	Utilities-Electricity	50,400	5,430	5,430	44,970	0	44,970	89%
03-41-78700	Utilities -Propane	8,000	33	33	7,967	0	7,967	100%

# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
03-41-78900	Trash Pick-Up	6,400	1,346	1,346	5,054	0	5,054	79%
03-41-82000	Capital Expenditures	100,000	0	0	100,000	44,976	55,024	55%
	<b>Administration Expense Sub Totals:</b>	<b>1,262,890</b>	<b>49,728</b>	<b>318,719</b>	<b>944,171</b>	<b>96,295</b>	<b>847,875</b>	<b>67%</b>
	<b>Expense Sub Totals:</b>	<b>1,859,196</b>	<b>136,857</b>	<b>439,260</b>	<b>1,419,936</b>	<b>96,295</b>	<b>1,323,640</b>	<b>71%</b>
	<b>Department 41 Sub Totals:</b>	<b>1,859,196</b>	<b>136,857</b>	<b>439,260</b>	<b>1,419,936</b>	<b>96,295</b>		
<b>Department 03-42</b>	<b>HUMAN RESOURCES</b>							
	<b>Payroll &amp; Employee Expenses</b>							
03-42-56101	Regular Salaries	141,788	11,375	11,375	130,413	0	130,413	92%
03-42-56501	Employer's Share FICA SSI	8,791	611	611	8,180	0	8,180	93%
03-42-56502	Employer's Share FICA Medicare	2,056	168	168	1,888	0	1,888	92%
03-42-56503	Medical Ins ACWA Health Ben	0	97	97	(97)	0	(97)	0%
03-42-56504	Dental Insurance	1,830	82	82	1,748	0	1,748	96%
03-42-56505	Vision Ins ACWA	236	11	11	225	0	225	95%
03-42-56506	Life, S/T, L/T Disability Ins	1,799	0	0	1,799	0	1,799	100%
03-42-56507	Retirement-CalPers	23,679	811	811	22,868	0	22,868	97%
03-42-56512	Employee Training/Tuition Reimbursed	2,000	0	0	2,000	0	2,000	100%
03-42-56515	Worker's Compensation Ins	5,766	0	0	5,766	0	5,766	100%
03-42-56516	State Unemployment Ins, E.T.T.	252	0	0	252	0	252	100%
03-42-56520	Deferred Comp-Employer Contribution	2,600	203	203	2,397	0	2,397	92%
	<b>Payroll &amp; Employee Expense Sub Totals:</b>	<b>190,797</b>	<b>13,356</b>	<b>13,356</b>	<b>177,441</b>	<b>0</b>	<b>177,441</b>	<b>93%</b>
	<b>Human Resources Expenses</b>							
03-42-56513	Employee Relations	11,950	0	69	11,881	0	11,881	99%
03-42-60100	Computer	16,500	0	0	16,500	0	16,500	100%
03-42-70000	Professional Services	80,000	0	0	80,000	0	80,000	100%
03-42-70300	Legal Services	20,000	0	0	20,000	0	20,000	100%
03-42-72000	Supplies and Services	3,000	925	925	2,075	0	2,075	69%
03-42-72200	Books and Resources	100	0	0	100	0	100	100%
03-42-72400	Dues and Subscriptions	1,100	49	49	1,051	0	1,051	96%
03-42-75300	Workforce Development	36,500	1,899	1,899	34,601	0	34,601	95%
	<b>Human Resources Expense Sub Totals:</b>	<b>169,150</b>	<b>2,873</b>	<b>2,942</b>	<b>166,208</b>	<b>0</b>	<b>166,208</b>	<b>98%</b>
	<b>Expense Sub Totals:</b>	<b>359,947</b>	<b>16,229</b>	<b>16,298</b>	<b>343,649</b>	<b>0</b>	<b>343,649</b>	<b>95%</b>
	<b>Department 42 Sub Totals:</b>	<b>359,947</b>	<b>16,229</b>	<b>16,298</b>	<b>343,649</b>	<b>0</b>		

# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
<b>Department 03-43</b>	<b>SAFETY</b>							
	<b>Payroll &amp; Employee Expenses</b>							
03-43-56101	Regular Salaries	71,615	12,825	16,919	54,696	0	54,696	76%
03-43-56103	Overtime Paid, Comp Time Earn.	300	40	229	71	0	71	24%
03-43-56501	Employer's Share FICA SSI	4,440	758	1,009	3,431	0	3,431	77%
03-43-56502	Employer's Share FICA Medicare	1,038	191	254	784	0	784	76%
03-43-56503	Medical Ins ACWA Health Ben	12,662	1,264	1,950	10,712	0	10,712	85%
03-43-56504	Dental Insurance	1,830	208	309	1,521	0	1,521	83%
03-43-56505	Vision Ins ACWA	236	27	40	196	0	196	83%
03-43-56506	Life, S/T,L/T Disability Ins	1,080	0	0	1,080	0	1,080	100%
03-43-56507	Retirement-CalPers	11,960	1,153	1,535	10,425	0	10,425	87%
03-43-56512	Employee Training/Tuition Reimbursed	350	0	0	350	0	350	100%
03-43-56515	Worker's Compensation Ins	2,912	0	0	2,912	0	2,912	100%
03-43-56516	State Unemployment Ins, E.T.T.	252	0	0	252	0	252	100%
03-43-56520	Deferred Comp-Employer Contribution	2,600	405	542	2,058	0	2,058	79%
03-43-56524	Other Post Employment Benefits	0	0	0	0	0	0	0%
	<b>Payroll &amp; Employee Expense Sub Totals:</b>	<b>111,275</b>	<b>16,871</b>	<b>22,787</b>	<b>88,488</b>	<b>0</b>	<b>88,488</b>	<b>80%</b>
	<b>Safety Expenses</b>							
03-43-63100	Equipment Maintenance	10,700	0	1,198	9,502	0	9,502	89%
03-43-63102	Equipment Maintenance Contract	19,300	3,389	4,419	14,881	0	14,881	77%
03-43-72000	Supplies And Services	14,500	1,231	1,603	12,897	0	12,897	89%
03-43-72200	Books And Resources	200	0	0	200	0	200	100%
03-43-72400	Dues And Subscriptions	2,300	0	0	2,300	0	2,300	100%
03-43-72500	Safety Supplies	25,550	923	2,391	23,159	4,122	19,038	75%
03-43-73000	Small Tools And Equipment	0	0	0	0	0	0	0%
03-43-75300	Travel/Conferences/Training	3,800	0	0	3,800	0	3,800	100%
	<b>Safety Expenses Sub Totals:</b>	<b>76,350</b>	<b>5,543</b>	<b>9,610</b>	<b>66,740</b>	<b>4,122</b>	<b>62,618</b>	<b>82%</b>
	<b>Expense Sub Totals:</b>	<b>187,625</b>	<b>22,414</b>	<b>32,397</b>	<b>155,228</b>	<b>4,122</b>	<b>151,106</b>	<b>81%</b>
	<b>Department 43 Sub Totals:</b>	<b>187,625</b>	<b>22,414</b>	<b>32,397</b>	<b>155,228</b>	<b>4,122</b>		
<b>Department 03-51</b>	<b>FINANCE</b>							
	<b>Payroll &amp; Employee Expenses</b>							
03-51-56101	Regular Salaries	354,607	40,902	53,287	301,320	0	301,320	85%
03-51-56103	Overtime Paid, Comp Time Earn.	6,000	566	724	5,276	0	5,276	88%
03-51-56501	Employer's Share FICA SSI	21,986	2,392	3,137	18,849	0	18,849	86%
03-51-56502	Employer's Share FICA Medicare	5,142	617	804	4,338	0	4,338	84%
03-51-56503	Medical Ins ACWA Health Ben	46,007	5,345	7,368	38,639	0	38,639	84%



# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
03-51-56504	Dental Insurance	3,654	441	609	3,045	0	3,045	83%
03-51-56505	Vision Ins ACWA	944	94	134	810	0	810	86%
03-51-56506	Life, S/T,L/T Disability Ins	5,154	0	0	5,154	0	5,154	100%
03-51-56507	Retirement-CalPers	59,219	3,654	4,685	54,534	0	54,534	92%
03-51-56512	Employee Training/Tuition Reimbursed	3,000	0	0	3,000	0	3,000	100%
03-51-56515	Worker's Compensation Ins	13,573	0	0	13,573	0	13,573	100%
03-51-56516	State Unemployment Ins, E.T.T.	1,008	0	0	1,008	0	1,008	100%
03-51-56520	Deferred Comp-Employer Contribution	10,400	1,466	1,894	8,506	0	8,506	82%
03-51-56524	Other Post Employment Benefits	0	0	0	0	0	0	0%
<b>Payroll &amp; Employee Expense Sub Totals:</b>		<b>530,694</b>	<b>55,475</b>	<b>72,642</b>	<b>458,052</b>	<b>0</b>	<b>458,052</b>	<b>86%</b>
<b>Finance Expenses</b>								
03-51-69000	Postage	46,500	2,807	2,807	43,693	0	43,693	94%
03-51-70100	Annual Audit Services	20,000	500	500	19,500	0	19,500	98%
03-51-70400	Bank Service Charges	45,000	0	11,566	33,434	0	33,434	74%
03-51-72000	Supplies And Services	0	0	0	0	0	0	0%
03-51-72700	Printing And Reproductions	2,000	0	0	2,000	0	2,000	100%
03-51-75300	Travel/Conferences/Training	3,000	0	0	3,000	0	3,000	100%
<b>Finance Expenses Sub Totals:</b>		<b>116,500</b>	<b>3,307</b>	<b>14,873</b>	<b>101,627</b>	<b>0</b>	<b>101,627</b>	<b>87%</b>
<b>Expense Sub Totals:</b>		<b>647,194</b>	<b>58,782</b>	<b>87,515</b>	<b>559,679</b>	<b>0</b>	<b>559,679</b>	<b>86%</b>
<b>Department 51 Sub Totals:</b>		<b>647,194</b>	<b>58,782</b>	<b>87,515</b>	<b>559,679</b>	<b>0</b>		
<b>Department 03-52</b>	<b>CUSTOMER SERVICE</b>							
<b>Payroll &amp; Employee Expenses</b>								
03-52-56101	Regular Salaries	158,596	17,256	22,682	135,914	0	135,914	86%
03-52-56103	Overtime Paid, Comp Time Earn.	5,000	414	530	4,470	0	4,470	89%
03-52-56501	Employer's Share FICA SSI	9,833	1,039	1,364	8,469	0	8,469	86%
03-52-56502	Employer's Share FICA Medicare	2,300	262	343	1,957	0	1,957	85%
03-52-56503	Medical Ins ACWA Health Ben	39,304	2,049	3,099	36,205	0	36,205	92%
03-52-56504	Dental Insurance	4,268	230	349	3,919	0	3,919	92%
03-52-56505	Vision Ins ACWA	708	43	65	643	0	643	91%
03-52-56506	Life, S/T,L/T Disability Ins	2,363	0	0	2,363	0	2,363	100%
03-52-56507	Retirement-CalPers	26,486	1,526	2,006	24,480	0	24,480	92%
03-52-56512	Employee Training/Tuition Reimbursed	1,000	0	0	1,000	0	1,000	100%
03-52-56515	Worker's Compensation Ins	6,070	0	0	6,070	0	6,070	100%
03-52-56516	State Unemployment Ins, E.T.T.	756	0	0	756	0	756	100%
03-52-56520	Deferred Comp-Employer Contribution	6,175	531	697	5,478	0	5,478	89%



# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
03-52-56524	Other Post Employment Benefits	0	0	0	0	0	0	0%
	<b>Payroll &amp; Employee Expense Sub Totals:</b>	<b>262,859</b>	<b>23,350</b>	<b>31,135</b>	<b>231,724</b>	<b>0</b>	<b>231,724</b>	<b>88%</b>
	<b>Customer Service Expenses</b>							
03-52-63100	Equipment Maintenance	0	0	0	0	0	0	0%
03-52-69110	Bad Debt Expense/Billing Adjustments	10,000	0	0	10,000	0	10,000	100%
03-52-72000	Supplies And Services	205,500	19,700	36,357	169,143	0	169,143	82%
03-52-72700	Printing And Reproductions	3,000	526	526	2,474	0	2,474	82%
03-52-75300	Travel/Conferences/Training	1,000	0	0	1,000	0	1,000	100%
	<b>Customer Service Expenses Sub Totals:</b>	<b>219,500</b>	<b>20,226</b>	<b>36,883</b>	<b>182,617</b>	<b>0</b>	<b>182,617</b>	<b>83%</b>
	<b>Expense Sub Totals:</b>	<b>482,359</b>	<b>43,576</b>	<b>68,018</b>	<b>414,341</b>	<b>0</b>	<b>414,341</b>	<b>86%</b>
	<b>Department 52 Sub Totals:</b>	<b>482,359</b>	<b>43,576</b>	<b>68,018</b>	<b>414,341</b>	<b>0</b>		
<b>Department 03-91</b>	<b>ENGINEERING</b>							
	<b>Payroll &amp; Employee Expenses</b>							
03-91-56101	Regular Salaries	411,773	64,709	84,502	327,271	0	327,271	79%
03-91-56103	Overtime Paid, Comp Time Earn.	4,000	686	1,043	2,957	0	2,957	74%
03-91-56501	Employer's Share FICA SSI	25,690	3,836	4,994	20,696	0	20,696	81%
03-91-56502	Employer's Share FICA Medicare	6,081	954	1,247	4,834	0	4,834	79%
03-91-56503	Medical Ins ACWA Health Ben	73,130	6,746	10,231	62,899	0	62,899	86%
03-91-56504	Dental Insurance	6,809	631	965	5,844	0	5,844	86%
03-91-56505	Vision Ins ACWA	998	94	143	855	0	855	86%
03-91-56506	Life, S/T,L/T Disability Ins	5,602	0	0	5,602	0	5,602	100%
03-91-56507	Retirement-CalPers	68,826	4,904	6,728	62,098	0	62,098	90%
03-91-56512	Employee Training/Tuition Reimbursed	2,000	0	0	2,000	0	2,000	100%
03-91-56515	Worker's Compensation Ins	16,742	0	0	16,742	0	16,742	100%
03-91-56516	State Unemployment Ins, E.T.T.	1,138	0	0	1,138	0	1,138	100%
03-91-56520	Deferred Comp-Employer Contribution	10,920	1,458	1,982	8,938	0	8,938	82%
03-91-56524	Other Post Employment Benefits	0	0	0	0	0	0	0%
	<b>Payroll &amp; Employee Expense Sub Totals:</b>	<b>633,709</b>	<b>84,019</b>	<b>111,835</b>	<b>521,874</b>	<b>0</b>	<b>521,874</b>	<b>82%</b>
	<b>Engineering Expenses</b>							
03-91-63000	Equipment	4,000	0	0	4,000	0	4,000	100%
03-91-63102	Equipment Maintenance Contract	96,500	7,740	87,740	8,760	0	8,760	9%
03-91-70000	Professional Services	200,000	1,253	24,140	175,860	0	175,860	88%
03-91-72000	Supplies And Services	16,134	76	3,336	12,798	0	12,798	79%
03-91-72200	Books And Resources	500	0	0	500	0	500	100%
03-91-72400	Dues And Subscriptions	895	0	0	895	0	895	100%

# General Ledger

## Interim Financials

Period: AUGUST-17



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Variance	Encumbered Amount	Amount Available	% Available
03-91-72700	Printing And Reproductions	6,000	0	0	6,000	0	6,000	100%
03-91-75300	Travel/Conferences/Training	5,000	0	0	5,000	0	5,000	100%
	<b>Engineering Expenses Sub Totals:</b>	<b>329,029</b>	<b>9,069</b>	<b>115,215</b>	<b>213,814</b>	<b>0</b>	<b>213,814</b>	<b>65%</b>
	<b>Expense Sub Totals:</b>	<b>962,738</b>	<b>93,088</b>	<b>227,050</b>	<b>735,688</b>	<b>0</b>	<b>735,688</b>	<b>76%</b>
	<b>Department 91 Sub Totals:</b>	<b>962,738</b>	<b>93,088</b>	<b>227,050</b>	<b>735,688</b>	<b>0</b>		
	<b>Fund Revenue Sub Totals:</b>	<b>5,173,281</b>	<b>28,571</b>	<b>61,444</b>	<b>5,111,837</b>	<b>0</b>	<b>5,111,837</b>	<b>99%</b>
	<b>Fund Expense Sub Totals:</b>	<b>5,177,481</b>	<b>400,010</b>	<b>916,277</b>	<b>4,261,204</b>	<b>359,920</b>	<b>3,901,284</b>	<b>75%</b>
	<b>Fund 03 Sub Totals:</b>	<b>(4,200)</b>	<b>(371,440)</b>	<b>(854,832)</b>	<b>850,632</b>	<b>359,920</b>		
	<b>Revenue Totals:</b>	<b>43,622,648</b>	<b>5,308,191</b>	<b>9,468,445</b>	<b>34,154,203</b>	<b>0</b>	<b>34,154,203</b>	<b>78%</b>
	<b>Expense Totals:</b>	<b>44,058,650</b>	<b>3,878,980</b>	<b>7,382,131</b>	<b>36,676,519</b>	<b>471,720</b>	<b>36,204,800</b>	<b>82%</b>
	<b>Report Totals:</b>	<b>(436,002)</b>	<b>1,429,211</b>	<b>2,086,314</b>	<b>(2,522,316)</b>	<b>471,720</b>		

Accounts Payable  
August American Express



**Check Number    Check Date** **Amount**

**245 - ABCANA INDUSTRIES Line Item Account**

9111701            09/11/2017

Inv        1010510

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2017	HYPOCHLORITE SOLUTION 12.5% 8PG III, RQ	01-32-72000	523.24

Inv 1010510 Total 523.24

Inv        1010975

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2017	HYPOCHLORITE SOLUTION 12.5% 8PG III, RQ	01-32-72000	597.99

Inv 1010975 Total 597.99

Inv        C1006773

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2017	HYPOCHLORITE SOLUTION 12.5% 8PG III, RQ (CREDIT	01-32-72000	-10.46

Inv C1006773 Total -10.46

Inv        C1006995

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2017	HYPOCHLORITE SOLUTION 12.5% 8PG III, RQ (CREDIT	01-32-72000	-17.19

Inv C1006995 Total -17.19

Inv        C1010272

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2017	HYPOCHLORITE SOLUTION 12.5% 8PG III, RQ (CREDIT	01-32-72000	-23.92

Inv C1010272 Total -23.92

9111701 Total: 1,069.66

**245 - ABCANA INDUSTRIES Total:** 1,069.66

**603308 - ALASKA AIRLINES Line Item Account**

9111702            09/11/2017

Inv        02721494228773

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/22/2017	CSDA CONFERENCE (SEP) - M. MACK	03-20-75300	333.40

Inv 02721494228773 Total		333.40
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9111702 Total:		333.40
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<b>603308 - ALASKA AIRLINES Total:</b>		333.40
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**280 - AMAZON.COM Line Item Account**

9111703	09/11/2017	
Inv	1689015-2281010	

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/23/2017	LISLE 99802 PLASTIC ROLLER FOR CREEPER	03-36-73000	41.35

Inv 1689015-2281010 Total		41.35
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Inv	5092942-9667469	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/23/2017	2 DIGITAL SOUND LEVEL METER AUDIO NOISE MEAS	01-32-72000	54.89

Inv 5092942-9667469 Total		54.89
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Inv	7536455-9569005	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/24/2017	AMERICAN FLAG, CALIFORNIA STATE FLAG	03-41-72000	70.63

Inv 7536455-9569005 Total		70.63
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9111703 Total:		166.87
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<b>280 - AMAZON.COM Total:</b>		166.87
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**4970 - BRADY SAND & MATERIAL, INC. Line Item Account**

9111704	09/11/2017	
Inv	201706-34	

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2017	CLASS II FT BILL 75352	01-34-72000	622.89

Inv 201706-34 Total		622.89
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Inv	201706-35	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2017	CLASS II, COLD MIX, SPLIT LOAD FT BILL 75365	01-34-72000	1,398.61

Inv 201706-35 Total		1,398.61
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Inv	201707-1	
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<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/03/2017	CLASS II FT BILL 75351	01-34-72000	595.47

Inv 201707-1 Total		595.47
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9111704 Total:		2,616.97
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<b>4970 - BRADY SAND &amp; MATERIAL, INC. Total:</b>		2,616.97
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**2885 - CORELOGIC INFORMATION Line Item Account**

9111705                    09/11/2017

Inv        81821072

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2017	REALQUEST.COM SALE DOC IMAGE	03-91-63102	20.00

Inv 81821072 Total		20.00
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Inv        81821757

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2017	REALQUEST.COM MAP SEARCH, GEOGRAPHIC MAP S	03-91-63102	192.50

Inv 81821757 Total		192.50
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9111705 Total:		212.50
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<b>2885 - CORELOGIC INFORMATION Total:</b>		212.50
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**1670 - CSDA, SAN DIEGO CHAPTER Line Item Account**

9111706                    09/11/2017

Inv        63099

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/22/2017	2017 BOARD SECRETARY/CLERK CONFERENCE & CER	03-41-75300	525.00

Inv 63099 Total		525.00
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Inv        63112

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/22/2017	2017 ANNUAL CONFERENCE & EXHIBITOR SHOWCASI	03-20-75300	580.00

Inv 63112 Total		580.00
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9111706 Total:		1,105.00
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<b>1670 - CSDA, SAN DIEGO CHAPTER Total:</b>		1,105.00
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**2027 - CULLIGAN OF ESCONDIDO Line Item Account**

9111707                    09/11/2017

Inv        073117

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2017	WATER SOFTNER, SERVICE PERIOD 08/01-08/31	03-41-63401	72.93

Inv 073117 Total 72.93

9111707 Total: 72.93

**2027 - CULLIGAN OF ESCONDIDO Total:** 72.93

**603256 - GOVERNMENT FINANCE OFFICERS ASSOCIATION Line Item Account**

9111708 09/11/2017

Inv 2858793

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/17/2017	REGISTRATION FEE, 2ND ANNUAL BETTER BUDGETIN	03-51-75300	150.00

Inv 2858793 Total 150.00

9111708 Total: 150.00

**603256 - GOVERNMENT FINANCE OFFICERS ASSOCIATION Total:** 150.00

**3325 - GRAINGER, W.W. INC. Line Item Account**

9111709 09/11/2017

Inv 9508254258

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/24/2017	COMBINATION VISE, SWIVEL, 3-1/2 IN JAW, D	03-36-63422	1,798.89

Inv 9508254258 Total 1,798.89

Inv 9508399913

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/24/2017	INVERTED STRIPING PAINT, YELLOW 18 OZ	01-00-14610	22.15

Inv 9508399913 Total 22.15

Inv 9512704231

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/27/2017	DELUXE AC, HOUR METER, 3-SCREW, 120 VAC	01-31-63100	51.75

Inv 9512704231 Total 51.75

Inv 9514394668

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/31/2017	DELUXE AC, HOUR METER, 3-SCREW, 120VAC	01-31-63100	155.26

Inv 9514394668 Total 155.26

Inv 9517193984

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2017	PUSH BROOM, 60" HANDLE L, 24" BROOM	01-00-14610	149.34

Inv 9517193984 Total 149.34

9111709 Total: 2,177.39

**3325 - GRAINGER, W.W. INC. Total:** 2,177.39

**603235 - MARIS LLC Line Item Account**

9111710                      09/11/2017

Inv        39078.

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/21/2017	ONLINE SKILL TESTING	03-42-70000	18.00

Inv 39078. Total 18.00

Inv        39081

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/22/2017	ONLINE SKILL TESTING	03-42-70000	72.00

Inv 39081 Total 72.00

9111710 Total: 90.00

**603235 - MARIS LLC Total:** 90.00

**5286 - NOSSAMAN, LLP Line Item Account**

9111711                      09/11/2017

Inv        468414

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/13/2017	SPECIAL COUNSEL SERVICES, MADE THROUGH JUNE	03-91-70000	1,530.00
07/13/2017	SPECIAL COUNSEL SERVICES, MADE THROUGH JUNE	03-91-70000	1,350.00

Inv 468414 Total 2,880.00

Inv        468811

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2017	GENERAL COUNSEL SERVICES, MADE THROUGH JUN	03-41-70300	12,283.00
07/19/2017	GENERAL COUNSEL SERVICES, MADE THROUGH JUN	60-00-11168	142.00

Inv 468811 Total 12,425.00

Inv        468823

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/19/2017	GENERAL COUNSEL SERVICES, MADE THROUGH JUN	03-41-70300	27,072.49
07/19/2017	ROUNTRIP FLIGHT TO ATTEND RMWD BOARD MEETI	03-41-70300	1,324.99
07/19/2017	GENERAL COUNSEL SERVICES, MADE THROUGH JUN	60-00-11151	682.50
07/19/2017	GENERAL COUNSEL SERVICES, MADE THROUGH JUN	03-91-70000	1,592.50
07/19/2017	GENERAL COUNSEL SERVICES, MADE THROUGH JUN	52-00-11158	5,362.50
07/19/2017	GENERAL COUNSEL SERVICES, MADE THROUGH JUN	60-00-11168	3,152.51

Inv 468823 Total 39,187.49

9111711 Total: 54,492.49

**5286 - NOSSAMAN, LLP Total:** 54,492.49

**5425 - OFFICE DEPOT Line Item Account**

9111712            09/11/2017

Inv    945446101001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2017	PAPER, IMAGPRINT, ERASABLE, 5-TAB, SET INDEX	03-41-72000	387.58

Inv 945446101001 Total 387.58

Inv    947750411001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2017	CHAIR, WORKPRO, MESH, BLACK	03-41-63401	736.99

Inv 947750411001 Total 736.99

Inv    947750599001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/28/2017	KEYBOARD TRAY	03-41-63401	55.16

Inv 947750599001 Total 55.16

Inv    948690316001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2017	PENS, BINDING COMBS, PAPER	03-41-72000	55.16

Inv 948690316001 Total 55.16

Inv    948690554001

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2017	PAPER, INDEX 8.5X11	03-41-72000	7.45

Inv 948690554001 Total 7.45

9111712 Total: 1,242.34

**5425 - OFFICE DEPOT Total:** 1,242.34

**5635 - PALA MESA RESORT Line Item Account**

9111713            09/11/2017

Inv    32946

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/02/2017	VENUE DEPOSIT FOR RECOGNITION BANQUET	03-41-56513	2,000.00

Inv 32946 Total 2,000.00



9111713 Total: 2,000.00

**5635 - PALA MESA RESORT Total:** 2,000.00

**5976 - PRUDENTIAL OVERALL SUPPLY Line Item Account**

9111714                    09/11/2017

Inv      130761552

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2017	MATS & MISC	03-41-63401	6.62
07/25/2017	MONTHLY UNIFORMS	03-41-56511	123.56

Inv 130761552 Total 130.18

Inv      130761553

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/25/2017	MONTHLY UNIFORMS	03-41-56511	94.15

Inv 130761553 Total 94.15

Inv      130763110

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2017	MONTHLY UNIFORMS	03-41-56511	130.41
08/01/2017	MATS & MISC	03-41-63401	138.83

Inv 130763110 Total 269.24

Inv      130763111

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/01/2017	MONTHLY UNIFORMS	03-41-56511	94.15

Inv 130763111 Total 94.15

Inv      130764639

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2017	MATS & MISC	03-41-63401	6.62
08/08/2017	MONTHLY UNIFORMS	03-41-56511	199.63

Inv 130764639 Total 206.25

Inv      130764640

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
08/08/2017	MONTHLY UNIFORMS	03-41-56511	94.15

Inv 130764640 Total 94.15

9111714 Total: 888.12

**5976 - PRUDENTIAL OVERALL SUPPLY Total:** 888.12

Check Number    Check Date

Amount

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**603174 - VILLAGE PIZZA Line Item Account**

9111715            09/11/2017

Inv        179838

<u>Line Item Date</u>	<u>Line Item Description</u>
08/21/2017	BOARD MEETING MEALS

<u>Line Item Account</u>
03-41-72000

99.67

Inv 179838 Total

99.67

9111715 Total:

99.67

**603174 - VILLAGE PIZZA Total:**

99.67

Total:

66,717.34

**Director's Expenses  
FY 2017-2018**

Disbursement Date	Description	Miguel Gasca	Helene Brazier	Claude Hamilton	Michael Mack	William Stewart	Retiree
07/31/17	CAL PERS - HEALTH INS.						\$ 354.80
	WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING	\$ 600.00			\$ 600.00	\$ 600.00	
	COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 150.00	\$ 300.00		\$ 700.00	\$ 450.00	
	TRAVEL EXPENSES	\$ 989.52			\$ 940.78	\$ 754.99	
	MILEAGE EXPENSE			\$ 23.54		\$ 577.82	
	<b>REIMBURSEMENT FROM DIRECTORS</b>						\$ (354.80)
	Monthly Totals	<u>\$ 1,739.52</u>	<u>\$ 300.00</u>	<u>\$ 23.54</u>	<u>\$ 2,240.78</u>	<u>\$ 2,382.81</u>	<u>\$ -</u>
08/31/17	CAL PERS - HEALTH INS.						\$ 354.80
	WATER AGENCIES ASSOC OF S.D. CSDA,SAN DIEGO CHAPTER CONFERENCES (CSDA, ACWA, etc.) TRAINING		\$ 30.00		\$ 30.00		
	COUNCIL OF WATER UTILITIES DIRECTORS' PER DIEMS	\$ 25.00					
	TRAVEL EXPENSES	\$ 150.00	\$ 150.00	\$ 150.00	\$ 300.00	\$ 150.00	
	MILEAGE EXPENSE						
	<b>REIMBURSEMENT FROM DIRECTORS</b>						\$ (354.80)
	Monthly Totals	<u>\$ 175.00</u>	<u>\$ 180.00</u>	<u>\$ 150.00</u>	<u>\$ 330.00</u>	<u>\$ 150.00</u>	<u>\$ -</u>



# Bank Reconciliation

## August Check Register



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 01 WATER FUND				
Department: 00				
ACH	CB&T / ACWA-JPIA	MONTHLY HEALTH AND VISION INSURANCE - SEP 2017	08/09/2017	152,227.88
ACH	CORIX WATER PRODUCTS (US) INC	3 ZENNER FIRE HYD BACKFLOW METER (M1027)	08/29/2017	10,973.15
ACH	NATIONAL METER & AUTOMATION	BADGER M120 1 1/2" HR-E 8-DIAL ENCODER W/ILC CONNECTION, CABLE A	08/29/2017	15,957.79
ACH	PLIC-SBD GRAND ISLAND	SHORT TERM DISABILITY EMPLOYER FICA - JUNE 2017	08/11/2017	11,825.97
ACH	PLIC-SBD GRAND ISLAND	SHORT TERM DISABILITY EMPLOYER FICA - JULY 2017	08/17/2017	526.69
ACH	SAN DIEGO COUNTY WATER AUTH	WIRE TRANSFER FOR WATER PURCHASES_JUN 2017	08/09/2017	2,780,236.90
ACH	CHARLES C. SNEED	REIMBURSE RETIRED EMPLOYEE HEALTH IN - AUG 2017	08/11/2017	363.00
ACH	SHERRY MULLENNIX	REIMBURSE RETIRED EMPLOYEE HEALTH INS - AUG 2017	08/29/2017	300.00
53700	ABC CONSTRUCTION	Refund Check	08/02/2017	1,825.00
53701	AMES CONSTRUCTION	Refund Check	08/02/2017	1,922.47
53702	INC ARIZONA AMES CONSTRUCTION	Refund Check	08/02/2017	2,081.46
53710	ERICKSON HALL CONST CO	REIMB ON BAL OF INSP FEE DEP NEW SRVCS & FIRE HYDRNT BONSALL MS	08/02/2017	592.36
53713	FERGUSON WATERWORKS #1083	LF 3/4X1-1/2 MTR COUP	08/02/2017	117.81
53714	IRENE GIBLER	Refund Check	08/02/2017	402.09
53716	MICHELE & RICHARD GLASZCZAK	Refund Check	08/02/2017	1,581.32
53719	HENKELS & MCCOY INC	Refund Check	08/02/2017	1,326.48
53720	ROSAMOND HOERR	Refund Check	08/02/2017	52.94
53724	LYALL ENTERPRISES INC.	Refund Check	08/02/2017	3,343.46
53726	LLC MK CIRCA	Refund Check	08/02/2017	2,016.65
53728	NORRIS PROPERTIES	Refund Check	08/02/2017	1,581.32
53740	PINTAR INVESTMENT RESIDENTIAL LP	Refund Check	08/03/2017	320.75
53746	PEER CLAUSEN	Refund Check	08/11/2017	253.06
53763	FERGUSON WATERWORKS #1083	W510XLK 2" REGULATOR VLV	08/17/2017	10,174.29
53775	WINZER CORP	1/2" HI-ALLOY SPLIT L/W Y/Z	08/17/2017	359.33
53778	DAVID SEYMOUR	REIMBURSE RETIRED EMPLOYEE HEALTH INS - AUG 2017	08/17/2017	726.00
53787	HENKELS & MCCOY INC	Refund Check	08/24/2017	2,454.93
53788	HENKELS & MCCOY INC	Refund Check	08/24/2017	3,677.97
53793	DAN & JILL PETTIGREW	Refund Check	08/24/2017	8,891.00
53799	AM ORTEGA	Refund Check	08/29/2017	1,576.88
53817	HOCH CONSULTING	AS-NEEDED CONSTRUCTION INSPECTION SERVICES, 7/1/17-7/31/17	08/29/2017	56,314.61
53829	RANCHO HEIGHTS ROAD & MGMT COMMITTEE	Refund Check	08/29/2017	1,505.84
<b>Total for Department: 00</b>				<b>3,075,509.40</b>

Department: 31 PUMPING

53753	SAN DIEGO GAS & ELECTRIC	MONTHLY GAS AND ELECTRIC SERVICE	08/11/2017	42,943.11
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**Total for Department: 31 PUMPING**

**42,943.11**

Department: 32 OPERATIONS

ACH	BABCOCK LABORATORIES, INC	MONTHLY WATER ANALYSIS	08/24/2017	632.50
ACH	BP BATTERY	12VOLT 8AMP HOUR SEALED BATTERY	08/24/2017	232.35
53717	H0	TOTAL AMMONIA CHEMKEY® REAGENTS	08/02/2017	3,133.96
53722	LAYFIELD USA CORPORATION	CSPE GLUE, PRICE PER GALLON IN A 5 GALLON BUCKET	08/02/2017	523.19
53731	SAN DIEGO GAS & ELECTRIC	MONTHLY ELECTRIC SERVICE	08/02/2017	87.18
53741	ED BRADLEY	REIMB FOR CWEA GRADE 3 ELECTRICAL/INSTRUMENTATION CERT	08/09/2017	95.00
53751	PETTY CASH	AFTER-HOURS MEALS - 3 EMPLOYEES	08/11/2017	22.09
53753	SAN DIEGO GAS & ELECTRIC	MONTHLY GAS AND ELECTRIC SERVICE	08/11/2017	11,168.31
53764	H0	FREE AMMONIA & MONOCHLORAMINE CHEMKEY® REAGENTS	08/17/2017	561.35
53765	HOME DEPOT	32OZ BOTTLE, 4PC PROBE, 4PC PLIER, PLIER	08/17/2017	81.93
53774	UTILITY SERVICE CO.	QUARTERLY TANK SERVICE-GOPHER TANK	08/17/2017	137,130.71
53795	VISTA IRRIGATION DISTRICT	REGISTRATION-ELECTRICAL SAFETY WRKSHR 9/13-14, BRADLEY & CLINE	08/24/2017	570.00
53804	ED BRADLEY	REIMB FOR TUITION FEES FOR CORE CONCEPTS OF SCIENCE AND ENGINEER	08/29/2017	906.46
53807	STEPHEN COFFEY	REIMB FOR TUITION FEES FOR CORE CONCEPTS OF SCIENCE AND ENGINEER	08/29/2017	986.20
53809	DEPT OF FORESTRY & FIRE PROTEC	WEED AND BRUSH ABATEMENT DONE BY CAL FIRE CAMP-JULY	08/29/2017	1,484.60
53812	FALLBROOK PRINTING CO	CONSUMER CONFIDENCE REPORT, REVISIONS, ADDITIONAL COSTS	08/29/2017	7,094.50
53814	FREEDOM AUTOMATION, INC.	CREATE FLOW TOTALIZING LOGIC THAT WILL UTILIZE THE REALTIME FLOW	08/29/2017	2,330.00
53815	JESUS HERNANDEZ	REIMB FOR TUITION FEES FOR CORE CONCEPTS OF SCIENCE AND ENGINEER	08/29/2017	908.46
53827	ONESOURCE DISTRIBUTORS, LLC	AB 1762-IF4-4 CHANNEL CURRENT/ VOLTAGE ANALOG INPUT MODULE	08/29/2017	770.74
53828	JOE PERREIRA	REIMB FOR TUITION FEES FOR CORE CONCEPTS OF SCIENCE AND ENGINEER	08/29/2017	1,007.96

**Total for Department: 32 OPERATIONS**

**169,727.49**

Department: 33 VALVE MAINTENANCE

53789	JOE'S HARDWARE	WOOD STAKE BNDL 1 X 2 X 48	08/24/2017	71.75
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**Total for Department: 33 VALVE MAINTENANCE**

**71.75**

Department: 34 WATER DISTRIBUTION

ACH	AIRGAS USA, LLC	CYLINDER RENTAL	08/29/2017	77.13
ACH	ART'S TRENCH PLATE & KRAIL SERVICE CO, INC.	RENTAL, TRUCKING, PICK UP FEE 4- 10' K-RAIL	08/17/2017	2,500.80
ACH	ART'S TRENCH PLATE & KRAIL SERVICE CO, INC.	RENTAL, TRUCKING, PICK UP FEE, 5-10' K-RAIL 2-TJ-5 ARRAYS	08/29/2017	4,573.10
ACH	DRAVES PIPELINE, INC	TWIN OAKS VALLEY RD JOB 130032. MOBILIZE, EXCAVATE, STABILIZE	08/09/2017	7,909.98
ACH	TRAFFIC SAFETY SOLUTIONS, LLC	TRAFFIC CONTROL FOR WATER MAIN REPAIR ON CAMINO DEL REY	08/03/2017	7,035.00
ACH	TRAFFIC SAFETY SOLUTIONS, LLC	TRAFFIC CONTROL ON S. MISSION RD & HALLERS BEND	08/09/2017	1,950.00
ACH	TRAFFIC SAFETY SOLUTIONS, LLC	TRAFFIC CONTROL-S. MISSION RD & HALLERS BEND	08/24/2017	1,950.00
ACH	UNDERGROUND SERVICE ALERT	RAI88 NEW TICKET CHARGES	08/24/2017	130.45
53734	UNION BANK (VISA)	AFTER HOURS MEALS-4 EMPLOYEES	08/02/2017	40.06
53742	KARN ENGINEERING & SURVEYING	SURVEY CONTROL RESEARCH, FIELD 1-MAN CREW - SET TIES TO M-10	08/09/2017	950.00
53751	PETTY CASH	AFTER-HOURS MEALS - 5 EMPLOYEES	08/11/2017	98.73
53755	RICARDO ZARAGOZA	SWRCB GRADE 3 WATER DIST OPS EXAM FEE	08/11/2017	190.00
53773	UNITED RENTALS NORTHWEST, INC	LIFTING LUGS FOR BUILD A BOX, SET OF 4 LIFT EYES FO LITE SHIELD	08/17/2017	25,299.70
53777	DARREN MILNER	REIMB FOR FINANCE AND PROFESSIONAL RELATION CLASS AND CORE CONCE	08/17/2017	2,284.35
53795	VISTA IRRIGATION DISTRICT	CONFINED SPACE - RESCUE CLASS ON 7/26/17 (8 HOURS)	08/24/2017	75.00
53800	AMERICAN RIGGING	REPLACE AND ADD NEW RIGGING FOR ARMANDO'S AND WAYNE'S CREW	08/29/2017	420.23
53806	CECILIA'S SAFETY SERVICE	OLD CASTLE ROAD, TRAFFIC CONTROL-2 PERSONS	08/29/2017	2,165.00
53811	FALLBROOK IRRIGATION SUPPLIES	PIPE CORR SOLID 6" X 10FT, COUP SNAP 6" HUB X HUB	08/29/2017	33.24

**Total for Department: 34 WATER DISTRIBUTION 57,682.77**

Department: 35 METER SERVICES

ACH	TEMECULA VALLEY BACKFLOW, INC.	ANNUAL BACKFLOW PREVENTION DEVICE TESTING / REPAIR SERVICES	08/03/2017	42,021.00
53768	MCCALL'S METER SALES & SERVICE	CERTIFIED FLOW TEST, TEST ONLY	08/17/2017	1,315.00
53822	KNOCKOUT PEST CONTROL& TERMITES, INC.	BEE REMOVAL-METER	08/29/2017	300.00
53825	MCCALL'S METER SALES & SERVICE	CERTIFIED FLOW TEST	08/29/2017	72.34

**Total for Department: 35 METER SERVICES 43,708.34**

**Total for Fund:01 WATER FUND 3,389,642.86**

Fund: 02 SEWER FUND

Department: 00

53746	PEER CLAUSEN	Refund Check	08/11/2017	47.17
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**Total for Department: 00 47.17**

Department: 61 WASTEWATER

ACH	ATLAS PUMPING SERVICE	MONTHLY BIN RENTAL	08/24/2017	210.00
ACH	BABCOCK LABORATORIES, INC	MONTHLY WATER ANALYSIS	08/24/2017	105.00
ACH	FALLBROOK EQUIPMENT RENTAL	TRACTOR 5' MOWER	08/29/2017	262.20
ACH	JOE'S PAVING CO, INC	LS#1 AND LS#2 SEAL COATING	08/24/2017	3,972.28
ACH	MUNICIPAL MAINTENANCE EQUIP.	THROTTLE CABLE HEAD	08/29/2017	128.25
ACH	O'REILLY AUTO PARTS	AIR FILTER, OIL FILTER, WIX-AIR FILTER, WIX-FUEL, WIX-COOLANT	08/17/2017	110.01
53737	WEST COAST SAFETY SUPPLY CO.	GASKET	08/02/2017	761.61
53743	SAN DIEGO GAS & ELECTRIC	MONTHLY ELECTRIC SERVICE	08/09/2017	7.00
53753	SAN DIEGO GAS & ELECTRIC	MONTHLY GAS AND ELECTRIC SERVICE	08/11/2017	4,410.05
53796	WATER QUALITY SPECIALISTS	MONTHLY OPERATIONS - JUL 2017	08/24/2017	1,950.00
53818	HOUSTON AND HARRIS	Pala Mesa Greens: 838', Tecalote Dr: 416', 'Milagra Drive: 1,	08/29/2017	3,768.75
53830	RHO MONSERATE C.C.H.A.	ELECTRIC CHARGE - DULIN PUMP	08/29/2017	418.34

**Total for Department: 61 WASTEWATER 16,103.49**

**Total for Fund:02 SEWER FUND 16,150.66**

Fund: 03 GENERAL FUND

Department: 00

ACH	CB&T / ACWA-JPIA	MONTHLY HEALTH AND VISION INSURANCE - AUG 2017	08/09/2017	37.12
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ACH	PLIC-SBD GRAND ISLAND	MONTHLY INSURANCE - AUG 2017	08/11/2017	47.80
ACH	PUBLIC EMPLOYEES RETIREMENT	ER CONTRIBUTION-UNFUNDED ACCRUED LIABILITY, PEPRA 26407	08/30/2017	28,507.82

**Total for Department: 00 28,592.74**

Department: 20 BOARD

53725	MICHAEL MACK	CSDA SPECIAL DISTRICT LEADERSHIP ACADEMY-MACK EXP REIMB	08/02/2017	76.58
53732	BILL STEWART	CSDA SPECIAL DISTRICT LEADERSHIP ACADEMY-STEWART EXP REIMB	08/02/2017	753.57
53749	MIGUEL GASCA	MILEAGE REIMB CSDA SPECIAL DISTRICT LEADERSHIP ACADEMY-GASCA	08/11/2017	54.58
53750	HAYDEN HAMILTON	SANTA MARGARITA WATERSHED COUNCIL MEETING	08/11/2017	23.54
53758	COUNCIL OF WATER UTILITIES	2017 COUNCIL OF WATER UTILITIES MEETING 8/15/17-MIGUEL GASCA	08/17/2017	25.00
53759	CSDA, SAN DIEGO CHAPTER	2017 CSDA QUARTERLY DINNER MEETING-MACK & BRAZIER	08/17/2017	60.00

**Total for Department: 20 BOARD 993.27**

Department: 36 GARAGE

ACH	BP BATTERY	UNIT 20, BATTERY PROS WITH CORE EXCHANGE	08/29/2017	101.49
ACH	FLYERS ENERGY LLC	ORDER 1219520-17, CARB REG 10% ETH 334.70 UNITS/DSL 120 UNITS	08/11/2017	1,216.44
ACH	FLYERS ENERGY LLC	ORDER 1226444-17, CARB REG 10% ETH 300 UNITS/DSL 80 UNITS	08/17/2017	2,729.39
ACH	HAAKER EQUIPMENT CO.	CHASSIS STARTER	08/24/2017	2,270.67
ACH	PARKHOUSE TIRE, INC.	ST205/75R15 D MILESTAR/FREESTAR	08/24/2017	257.97
ACH	QUALITY CHEVROLET	SHIM	08/17/2017	6.71
53708	DION INTERNATIONAL	LABOR	08/02/2017	3,920.70
53711	FALLBROOK AUTO PARTS	TRAILER CONN PLUG	08/02/2017	164.94
53715	GIL FRANCO, TIRE HAULER	WASTE TIRE DISPOSAL-9 PASSENGER TIRES	08/02/2017	45.00
53723	LOS ANGELES FREIGHTLINER	PTO PUMP FOR HYDRAULIC SYSTEM	08/02/2017	23,368.50
53727	MORGAN COMPANY	FREIGHT	08/02/2017	71.43
53751	PETTY CASH	CHAIN HOOKS FOR TRAILER	08/11/2017	35.34
53766	INGERSOLL RAND COMPANY	P/N 32295073 MOTOR 7.5 HP 200-3-60 ODP 1.15SF 184T 2 POLE	08/17/2017	1,344.06
53783	FALLBROOK AUTO PARTS	ANCHOR SHACKLE-ZINC, ALUMINUM SLEEVE	08/24/2017	748.08
53786	HEAVY VEHICLE ELECTRONIC LICENSE PLATE	MONTHLY SERVICE - JUL 2017	08/24/2017	17.65
53791	NETWORK FLEET, INC.	MONTHLY AIRTIME CHARGES FOR GPS TRACKING - AUG 2017	08/24/2017	780.00
53798	ALPHA HEAVY DUTY TOWING	TRUCK 72 TOWING FROM DISTRICT TO DION INTERNATIONAL SAN MARCOS	08/29/2017	300.00
53810	FALLBROOK AUTO PARTS	DISC BRAKE PAD, 21	08/29/2017	311.30
53826	MYERS TIRE-SAN DIEGO #38	97935 PATCH RSR SM RD BOX OF 25	08/29/2017	136.69

**Total for Department: 36 GARAGE 37,826.36**

Department: 41 ADMINISTRATION/HR

ACH	ACCELA, INC. #774375	WEB PAYMENTS WITH ONLINE-BILLS.COM	08/17/2017	2,262.00
ACH	ACCELA, INC. #774375	RMWD HR, PR, PO POST GO LIVE TRAINING	08/29/2017	3,008.78
ACH	HEALTH EQUITY	HSA MONTHLY ADMINISTRATION FEES_JUNE 2017	08/02/2017	32.45
ACH	HEALTH EQUITY	HSA MONTHLY ADMINISTRATION FEES_JULY 2017	08/09/2017	32.45
ACH	HEALTH EQUITY	MONTHLY ADMINISTRATION FEE - AUG 2017	08/17/2017	32.45
ACH	REM MECHANICAL, INC	PREVENTATIVE MAINTENANCE - ALL UNITS	08/24/2017	434.00
ACH	REM MECHANICAL, INC	REPAIR BUILDING 1-CUSTOMER SERVICE AREA BLOWN FUSE	08/29/2017	304.00
ACH	SHEPHERD & STAATS, INC.	FY 2017/2018 ADMIN	08/11/2017	1,250.00
ACH	SOUTHWEST ANSWERING SERVICE, INC.	MONTHLY ANSWERING SERVICE	08/29/2017	1,209.82
ACH	STREAMLINE	MONTHLY WEB MANAGEMENT FEE	08/29/2017	300.00
ACH	TEG STAFFING, INC.	STAFFING: J. WHITE (HR ASST)	08/11/2017	2,055.31
ACH	TEG STAFFING, INC.	STAFFING: J. WHITE (HR ASST)	08/17/2017	816.85



ACH	TEG STAFFING, INC.	STAFFING: J. WHITE (HR ASST)	08/29/2017	2,094.83
ACH	XEROX CORP.	MONTHLY LEASE	08/24/2017	1,540.39
53703	AT&T	MONTHLY PHONE SERVICE	08/02/2017	553.21
53704	AT&T LONG DISTANCE	MONTHLY PHONE SERVICE	08/02/2017	16.10
53709	ED SHOBE PLUMBING	PLUMBING SERVICES	08/02/2017	323.16
53712	FEDEX	DELIVERY SERVICE	08/02/2017	76.38
53730	SAN DIEGO COUNTY ASSESSOR/RECORDER/CLERK	PROCESSING FEE FOR RECORDING RELEASE OF LIEN DOC (1)	08/02/2017	26.00
53733	THE CARLSON COMPANY	TOWELS AND PLYBATH TISSUE	08/02/2017	379.86
53735	UNION BANK (VISA)	DRINKS FOR LUNCH-RECOGNITION COINS	08/02/2017	207.18
53736	VERIZON WIRELESS	MONTHLY CELLULAR SERVICE	08/02/2017	2,453.81
53738	WILD ACRES ROAD MAINTENANCE	REIMBURSEMENT FOR WILD ACRES ROAD MAINTENANCE	08/02/2017	500.00
53739	XEROX FINANCIAL SERVICES	MONTHLY LEASE	08/02/2017	565.83
53743	SAN DIEGO GAS & ELECTRIC	MONTHLY ELECTRIC SERVICE	08/09/2017	5,429.83
53745	ADECCO USA, INC	STAFFING: A. 0ARTZ AND A. LOPEZ-ZAMORANO (CS CLERKS)	08/11/2017	2,086.40
53748	JEANNE DELAHAYE	SETTLEMENT FOR DAMAGES DUE TO A BROKEN MAINLINE PIPE	08/11/2017	8,518.32
53751	PETTY CASH	PROPANE FOR FORKLIFT	08/11/2017	81.43
53752	SAN DIEGO COUNTY ASSESSOR/RECORDER/CLERK	PROCESSING FEE FOR RECORDING RELEASE OF LIEN DOC (1)	08/11/2017	13.00
53754	UNION BANK (VISA)	GM PARKING FEE	08/11/2017	1,572.83
53756	BONSALL CHAMBER OF COMMERCE	MEMBERSHIP RENEWAL. LEVEL: REGULAR BUSINESS MEMBERSHIP	08/17/2017	145.00
53758	COUNCIL OF WATER UTILITIES	2017 COUNCIL OF WATER UTILITIES MEETING 8/15/17-TOM KENNEDY	08/17/2017	25.00
53759	CSDA, SAN DIEGO CHAPTER	2017 CSDA QUARTERLY DINNER MEETING-KENNEDY & WASHBURN	08/17/2017	60.00
53761	FALLBROOK WASTE AND RECYCLING	LOAD 40 YD	08/17/2017	1,000.00
53769	MITEL LEASING	LEASE AGREEMENT	08/17/2017	720.70
53771	SHRED-IT USA LLC	MONTHLY SERVICE AGREEMENT	08/17/2017	133.40
53772	TOTAL COMPENSATION SYSTEMS, INC.	GASB 68 COMPLIANCE CONSULTING SERVICES-2017	08/17/2017	475.00
53776	ADECCO USA, INC	STAFFING: A. 0ARTZ AND A. LOPEZ-ZAMORANO (CS CLERKS)	08/17/2017	2,086.40
53779	BONSALL PEST CONTROL	MONTHLY PEST CONTROL	08/24/2017	90.00
53780	CAPITAL ONE COMMERCIALS	COSTCO ADMIN FEE CHARGES	08/24/2017	323.24
53781	COVERALL NORTH AMERICA, INC.	COMMERCIAL CLEANING SERVICES	08/24/2017	995.00
53784	FALLBROOK WASTE AND RECYCLING	MONTHLY REFUSE AND RECYCLE	08/24/2017	345.60
53785	GOVERNMENT FINANCE OFFICERS ASSOCIATION	MEMBERSHIP RENEWAL FOR PERIOD 10/1/17-9/30/18	08/24/2017	160.00
53790	MODULAR BUILDING CONCEPTS, INC	RENTAL AGREEMENT	08/24/2017	793.03
53794	SAN DIEGO COUNTY ASSESSOR/RECORDER/CLERK	PROCESSING FEE FOR RECORDING RELEASE OF LIEN DOC (1)	08/24/2017	13.00
53797	ADECCO USA, INC	STAFFING: A. 0ARTZ AND A. LOPEZ-ZAMORANO (CS CLERKS)	08/29/2017	2,086.40
53801	AT&T	MONTHLY PHONE SERVICE	08/29/2017	165.81
53802	AT&T	MONTHLY PHONE SERVICE	08/29/2017	629.99
53803	AT&T LONG DISTANCE	MONTHLY PHONE SERVICE	08/29/2017	16.10
53805	JOHN CASTELLANA	SETTLEMENT FOR DAMAGES DUE TO SEWER BLOCKAGE	08/29/2017	1,956.32
53819	INFOSEND, INC.	MONTHLY MAILING OF WATER BILLS AND NEWSLETTER	08/29/2017	570.45
53821	KASEYA US SALES LLC	PROFESSIONAL CLOUD, KASEYA DEPLOYMENT QUICKSTART BUNDLE, DELIVER	08/29/2017	3,375.00
53832	SPRINGBROOK NATIONAL USER GROUP	ANNUAL MEMBERSHIP RENEWAL	08/29/2017	100.00
53833	TIME WARNER CABLE	MONTHLY INTERNET CONNECTION- AUG 2017	08/29/2017	1,250.00
53834	XEROX FINANCIAL SERVICES	MONTHLY LEASE	08/29/2017	618.34

**Total for Department: 41 ADMINISTRATION 56,310.45**

Department: 42 HUMAN RESOURCES

0	GOVERNMENTJOBS.COM, INC.	ANNUAL SUBSCRIPTION 8/18/17-8/17/18	08/29/2017	750.00
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**Total for Department: 42 HUMAN RESOURCES 750.00**

Department: 43 SAFETY

ACH	AIRGAS USA, LLC	GUARDIAN EQUIPMENT	08/17/2017	388.31
ACH	AIRGAS USA, LLC	GUARDIAN EQUIPMENT	08/29/2017	87.84
ACH	CALIFORNIA COMMERCIAL SECURITY	QUARTERLY SERVICE MAINTENANCE AGREEMENT	08/24/2017	368.04
ACH	CALIFORNIA COMMERCIAL SECURITY	REPAIR OF PEDESTRIAN GATE	08/29/2017	188.00
ACH	KNIGHT SECURITY & FIRE SYSTEMS	ANNUAL MONITORING FOR FIRE AND BREAKING AND ENTERING	08/29/2017	1,848.00
ACH	T.R.Y. ENTERPRISES, INC.	PATROL SERVICES 8-1-17 TO 8-31-17 FOR DISTRICT YARD AND HUNTLEY	08/17/2017	985.00
53707	DANGRA INC.	SAFETY BOOT PURCHASES	08/02/2017	868.00
53729	OCCUPATIONAL HEALTH CENTERS OF CA, A MEDICAL	SERVICES PERFORMED AT CMC	08/02/2017	82.00
53770	NATIONAL SAFETY COMPLIANCE,INC	DP LIVE USER LICENSE FEE	08/17/2017	79.00
53782	DANGRA INC.	SAFETY BOOTS-T. SJUNESON	08/24/2017	135.01
53792	OCCUPATIONAL HEALTH CENTERS OF CA, A MEDICAL	SERVICES PERFORMED AT CMC - 4 EMPLOYEES	08/24/2017	164.00
53823	LANCE PICOTTE SAFETY CONSULT.	ASBESTOS CEMENT PIPE CLASS, 7/26/17, 14 STUDENTS	08/29/2017	900.00

**Total for Department: 43 SAFETY 6,093.20**

Department: 51 FINANCE

53744	SQUAR MILNER LLP	PREPARE PRIOR YEAR AUDIT WORKPAPERS FOR REVIEW BY SUCCESSOR AUDI	08/09/2017	500.00
53751	PETTY CASH	MAIL ANNUAL CRWQCB WATER DISCHARGE REPORT	08/11/2017	13.88
53819	INFOSEND, INC.	MONTHLY MAILING OF WATER BILLS AND NEWSLETTER	08/29/2017	2,792.85

**Total for Department: 51 FINANCE 3,306.73**

Department: 52 CUSTOMER SERVICE

ACH	MISSION RESOURCE CONSERVATION DISTRICT	ADDITIONAL HOME WATER USE EVALUATIONS - JUL 2017	08/24/2017	453.00
ACH	TCN, INC	MONTHLY 48 HOUR NOTICE CALLS	08/24/2017	47.35
53712	FEDEX	DELIVERY SERVICE-INVENTORY ITEM RETURNED	08/02/2017	152.22
53757	CMS BUSINESS FORMS	RESTOCK: ACCOUNTS PAYABLES CHECKS	08/17/2017	525.54
53767	MARIS LLC	ONLINE SKILLS TESTING	08/17/2017	1,008.00
53819	INFOSEND, INC.	MONTHLY MAILING OF WATER BILLS AND NEWSLETTER	08/29/2017	1,008.38

**Total for Department: 52 CUSTOMER SERVICE 3,194.49**

Department: 91 ENGINEERING

ACH	NOBEL SYSTEMS	UPDATES TO DISTRICTS GIS DATA-ADD EASEMENTS	08/17/2017	7,790.00
53706	COPY 2 COPY	MOOSA CREST WATERLINE-REPRODUCTION OF OVERSIZED PLANS	08/02/2017	252.08
53712	FEDEX	DELIVERY SERVICE	08/02/2017	125.19
53718	HDR ENGINEERING, INC.	CONDITION ASSESSMENT OF WATER FACILITIES	08/02/2017	5,389.25
53721	INFRASTRUCTURE ENGINEERING	MOOSA CREST WATERLINE DESIGN	08/02/2017	5,772.82
53762	FENCEWORKS, INC.	INSTALL APPROX. 600 LIN.FT OF TEMPORARY 6' HIGH FENCING AT FUTUR	08/17/2017	1,202.96
53813	FEDEX	DELIVERY SERVICE	08/29/2017	76.31
53820	INFRASTRUCTURE ENGINEERING	R.A. WEESE FILTRATION PLANT INTERCONNECT PROJECT	08/29/2017	21,071.25
53831	SOUTHLAND PIPE CORP.	FAB - WALL 4PC 60.18, DEG BEND WBXWB CMLXCMC	08/29/2017	45,471.58

**Total for Department: 91 ENGINEERING 87,151.44**

**Total for Fund:03 GENERAL FUND 224,218.68**

Fund: 52 SEWER CAPITAL REPLACEMENT

Department: 00

ACH	NOBEL SYSTEMS	UPDATES TO DISTRICTS GIS DATA-ADD EASEMENTS	08/17/2017	50.00
53712	FEDEX	DELIVERY SERVICE	08/02/2017	26.66

**Total for Department: 00 76.66**

**Total for Fund:52 SEWER CAPITAL REPLACEMEN 76.66**

Fund: 60 WTR CAP EXPANSION/REPLACEMENT

Department: 00

53712	FEDEX	DELIVERY SERVICE	08/02/2017	49.84
53760	ENGINEERED FLUID INC	PURCHASE OF PRESSURE REDUCING STATION-KNOTTWOOD WAY PRS	08/17/2017	63,866.66
53813	FEDEX	DELIVERY SERVICE	08/29/2017	68.05
53816	HILLTOP GROUP, INC.	PURCHASE AGREEMENT FOR A PERM AND TEMP DISTRICT EASEMENT	08/29/2017	39,011.52
53820	INFRASTRUCTURE ENGINEERING	PUMP STATION 1, NATURAL GAS MOTOR REPLACEMENTS	08/29/2017	30,550.00

**Total for Department: 00 133,546.07**

**Total for Fund:60 WTR CAP EXPANSION/REPLAC 133,546.07**

**Grand Total 3,763,634.93**



# Comparative Water Sales YTD from Prior Years

## FISCAL YEAR 2017-2018

Quantity of Meters	User Code	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Acre Feet
591	AD	33368	29810											145
403	AG	143947	131374											632
5	C	0	0											-
231	CM	33760	42525											175
30	CN	2468	3986											15
24	IS	2320	2440											11
88	MF	11472	10002											49
326	SC	179822	156120											771
1034	SD	246972	223157											1,079
5122	SF	175041	165722											782
7854	Total	829170	765136	0	0	0	0	0	0	0	0	0	0	3,660

## FISCAL YEAR 2016-2017

Quantity of Meters	User Code	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Acre Feet
591	AD	36216	34134											162
403	AG	156957	152359											710
5	C	0	0											-
231	CM	47830	45043											213
30	CN	4900	4950											23
24	IS	3806	3701											17
88	MF	11307	11657											53
326	SC	183744	166212											803
1034	SD	279246	253718											1,224
5122	SF	187516	175736											834
7854	Total	911522	847510	0	0	0	0	0	0	0	0	0	0	4,038

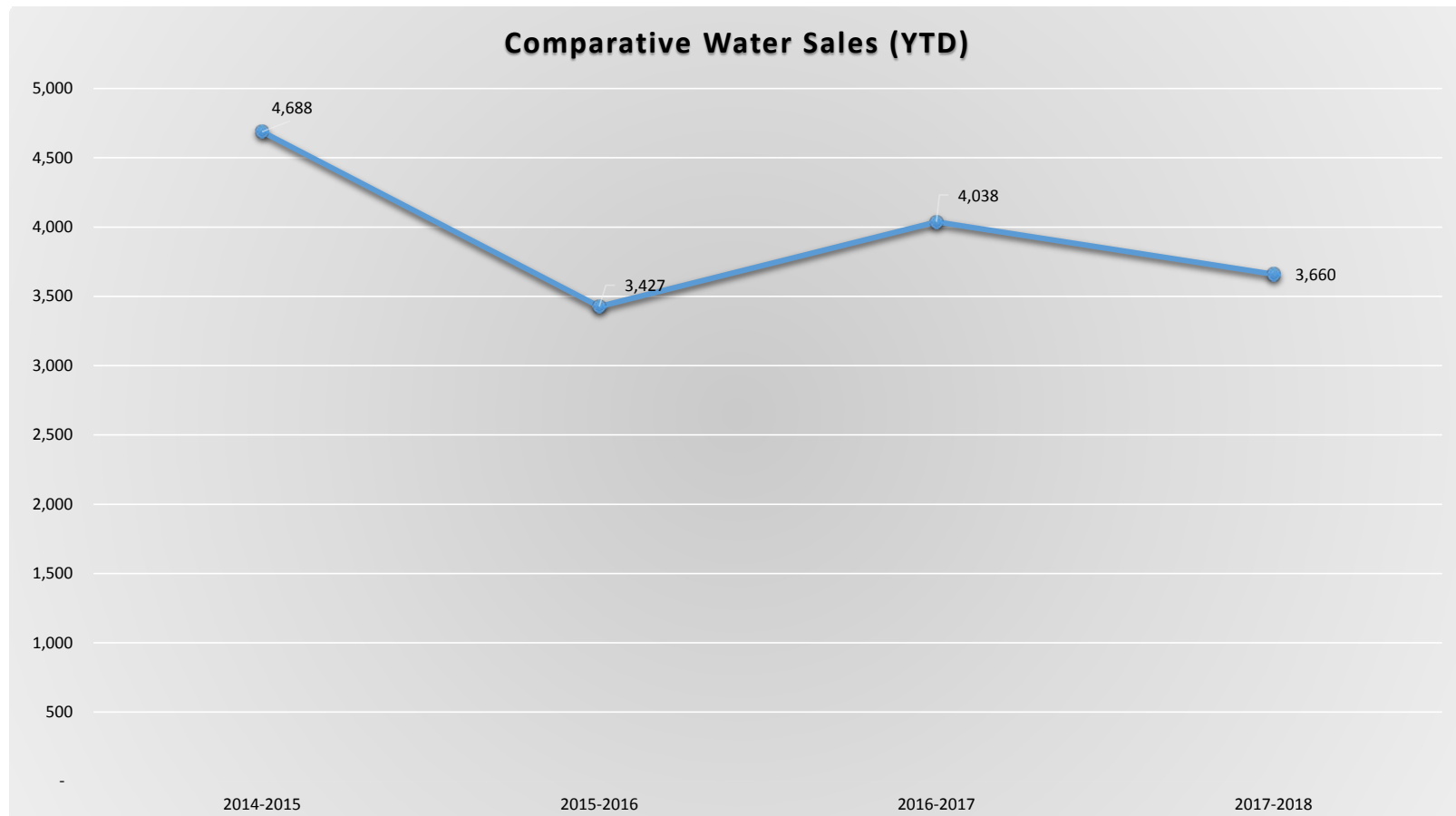
## FISCAL YEAR 2015-2016

Quantity of Meters	User Code	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Acre Feet
601	AD	29891	26212											129
404	AG	143174	124130											614
6	C	4342	3764											19
221	CM	28620	33259											142
37	CN	6680	7040											31
24	IS	2773	2779											13
88	MF	11351	10279											50
326	SC	162756	144892											706
1038	SD	245736	213120											1,053
5092	SF	148573	143404											670
7837	Total	783896	708879	0	0	0	0	0	0	0	0	0	0	3,427

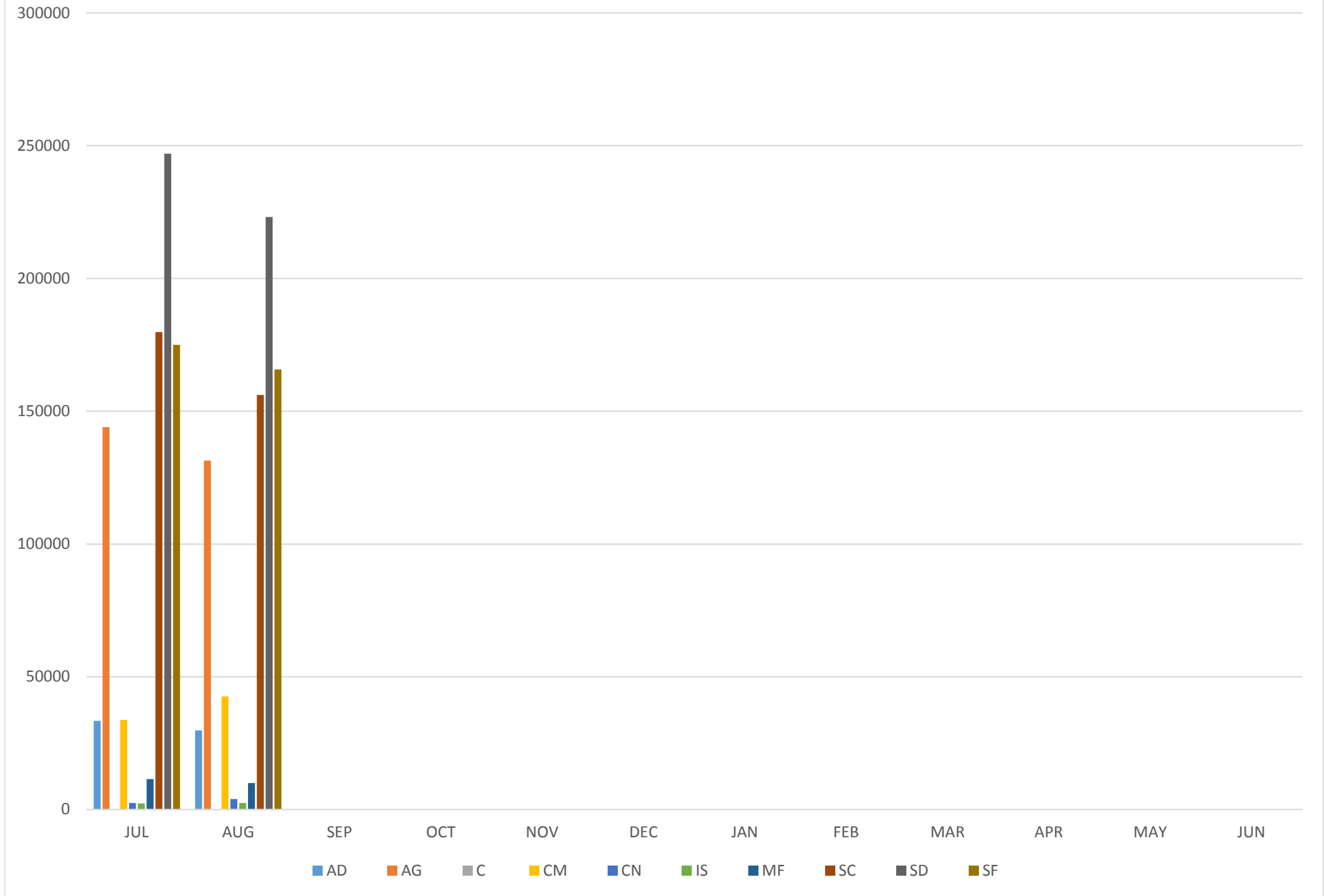
## FISCAL YEAR 2014-2015

Quantity of Meters	User Code	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Acre Feet
426	A	118146	136346											584
341	C	102461	111946											492
36	CN	3175	3510											15
5558	D	220019	244786											1,067
96	MF	15917	16081											73
323	SC	207708	245358											1,040
1040	SD	284083	332533											1,416
7820	Total	951509	1090560	0	0	0	0	0	0	0	0	0	0	4,688

## Comparative Water Sales YTD from Prior Years



### USAGE BY CUSTOMER CLASS FY 17-18









**SEWER EQUIVALENT DWELLING UNITS (EDUs) STATUS REPORT  
SEPTEMBER 2017**

<b>STATUS SUMMARY</b>	<b>EDUs</b>
Total Treatment Capacity Purchased from Oceanside	8,333.33
Less 5% Contractual Allowance	416.67
EDUs Set Aside by Board for Emergencies	60.00
EDUs Connected	3,943.82
EDUs Unconnected	1,269.28
<b>Total EDUs Available for Purchase:</b>	<b>2,643.57</b>

<b>DEVELOPMENTS WITH UNCONNECTED EDUs</b>	<b>EDUs</b>	<b>CAPACITY FEES PAID</b>
Others (Misc. SFR)	15.40	\$ 283,883
Golf Green Estates (Dev. Solutions)	102.46	\$ 1,777,700
Horse Creek Ridge/ Passarelle	850.57	\$ -
Palomar College	100.00	\$ -
Polo Club (Vista Valley Dev.)	59.85	\$ 1,022,775
Pala Mesa Highlands (Beazer Homes)	124.00	\$ 965,007 *
Vista Valley Country Club	5.00	\$ 85,450
Silver Holdings	9.00	\$ 153,810
VNUIT LLC (Kakileti)	3.00	\$ 51,270
<b>TOTAL UNCONNECTED:</b>	<b>1,269.28</b>	<b>\$ 4,339,895</b>

\*Deferred Total Payment until Building Permits are Issued.

