



Notice is hereby given that the Rainbow Municipal Water District Board of Directors will hold Closed Session at 11:00 a.m. and Open Session at 1:00 p.m. Tuesday, September 27, 2016, 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: Sanford\_\_\_\_\_ Walker\_\_\_\_\_ Brazier\_\_\_\_\_ Bigley\_\_\_ 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)(4))
      - Two Potential Item
    - B. Conference with Legal Counsel-Anticipated Litigation (Government Code §54956.9(d)(2))
      - Two Potential Items
    - C. Appointment, Employment; Evaluation of Performance – General Manager (Government Code §54957)
    - D. Public Employment (Government Code §54957(b)(1))
      - Position: General Counsel
  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)**

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



**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. APPROVAL OF MINUTES**

- A. August 23, 2016 - Regular Board Meeting

**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 (Director Sanford)
- B. Representative Report (Appointed Representative)
  - 1. SDCWA
    - A. Summary of Formal Board of Directors' Meeting August 25, 2016
  - 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)
- D. Directors Comments

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

- A. Budget and Finance Committee
  - 1. August 9, 2016 Minutes
- B. Communications Committee
  - 1. August 1, 2016 Minutes
- C. Engineering Committee
  - 1. August 3, 2016 Minutes

**\*14. CONSENT CALENDAR**

*(The consent calendar items are matters voted on together by a single motion unless separate action is requested by a Board member, staff or member of the audience.)*

- A. **APPROVAL OF SECOND AMENDMENT TO JOINT AGREEMENT TO IMPROVE MAJOR SUBDIVISION, PARTIAL RELEASE OF JOINT LIEN CONTRACT AND PARTIAL TERMINATION OF HOLDING AGREEMENT FOR VISTA VILLAS DEVELOPMENT LP**  
*(Vista Villas Development LP desires to have a portion of the lots released from the existing Joint Lien Contract and Holding Agreement in order to move forward with the development of those lots. The Joint Lien Contract for this portion of lots will be replaced by bonds for faithful performance. The remaining lots under the Joint Lien Contract and Holding Agreement will remain under the Joint Lien Contract and Holding Agreement.)*

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

**BOARD ACTION ITEMS**

- \*15. **DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 16-19 — A RESOLUTION OF THE BOARD OF DIRECTORS OF RAINBOW MUNICIPAL WATER DISTRICT ESTABLISHING CLASSIFICATIONS AND MONTHLY PAY RANGES FOR DISTRICT EMPLOYEES EFFECTIVE JULY 1, 2016 THROUGH JUNE 30, 2017 AND THE GENERAL MANAGER’S SALARY EFFECTIVE AUGUST 28, 2016 THROUGH AUGUST 28, 2017**  
*(The grade structure included in Resolution No. 16-19 is revised to reflect the General Manager’s new pay rate effective August 28, 2016. The new pay rate is pursuant to the General Manager’s contracted annual cost of living increase based on the CPI increase for the most recent 12 months available, which is 2%.)*
  
- \*16. **DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 16-14 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTIONS 3.02.010 – BOARD MEETING AGENDA AND 3.05.010 – MINUTES POLICY**  
*(This item is to provide the Board with an opportunity to discuss amending and updating Administrative Code Sections 3.05 and 3.02.010 in accordance with new software and agenda preparation processes.)*
  
- \*17. **CSDA COMMITTEE AND EXPERT FEEDBACK TEAM INTEREST FORM**  
*(The California Special District Association (CSDA) is asking members if they have interest in serving on some of the various committees and Expert Feedback Teams that advise CSDA at the State level.)*
  
- \*18. **DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 16-13 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTION 2.09 – COMMITTEES**  
*(Section 2.09 of the Administrative Code establishes the rules for the operations of the three District Committees. Each Committee has both regular and alternate members. Alternate members are appointed to fill vacancies if regular members are absent. In an effort to provide additional clarification of the role of alternate and regular members, the attached redline modifications to Section 2.09 outline two options for seating alternate members.)*
  
- 19. **DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT; EMPLOYMENT; EVALUATION OF PERFORMANCE: GENERAL MANAGER**  
*(The Board may take action regarding the appointment, employment, performance or compensation of the General Manager.)*
  
- 20. **DISCUSSION AND POSSIBLE ACTION TO ADD NEW HEALTH PLAN OPTIONS AND FUND HEALTH SAVINGS ACCOUNTS FOR EMPLOYEES WHO ELECT HIGH-DEDUCTIBLE CONSUMER DRIVEN HEALTH PLANS**  
*(Review of Employee Benefit Plan Options for 2017 to assist with managing health care costs.)*
  
- \*21. **RECEIVE AND FILE INFORMATION AND FINANCIAL ITEMS FOR AUGUST 2016**
  - A. **General Manager Comments**
    - 1. Meetings, Conferences and Seminar Calendar
  - B. **Communications**
    - 1. Ratepayer Letters
  - C. **Operations Comments**
    - 1. Operations Report
  - D. **Engineering Comments**
    - 1. Engineering Report
  - E. **Customer Service Comments**
    - 1. Customer Service Report
  - F. **Human Resource & Safety Comments**

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

1. Human Resources Report
2. Organizational Chart


**G. Finance Manager Comments**

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

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

**23. ADJOURNMENT - To Tuesday, October 25, 2016 at 1:00 p.m.**

**ATTEST TO POSTING:**

  
\_\_\_\_\_  
Helene Brazier  
Secretary of the Board

*9-20-16 @ 8:30 A.M.*  
\_\_\_\_\_  
Date and Time of Posting  
Outside Display Cases

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





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**MINUTES OF THE REGULAR BOARD MEETING  
OF THE BOARD OF DIRECTORS  
AND SPECIAL ENGINEERING COMMITTEE MEETING  
OF THE RAINBOW MUNICIPAL WATER DISTRICT  
AUGUST 23, 2016**

1. **CALL TO ORDER** - The Regular Meeting of the Board of Directors and Special Engineering Committee Meeting of the Rainbow Municipal Water District on August 23, 2016 was called to order by President Sanford at 12:03 p.m. in the Board Room of the District, 3707 Old Highway 395, Fallbrook, CA 92028. President Sanford presiding.

2. **ROLL CALL**

**Board of Directors Roll Call:**



**Present:** Director Sanford, Director Brazier, Director Stewart.

**Also Present:** General Manager Kennedy, Executive Assistant Washburn, Legal Counsel Moser, Legal Counsel Ochoa.

**Absent:** Director Walker, Director Bigley.

**Engineering Committee Roll Call:**

***No committee members were not present for Closed Session.***

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

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



Mr. Kennedy suggested Item #19 be discussed in both Closed Session and Open Session. Legal Counsel noted this could be done under Government Code Section 54957.

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 12:05 p.m.***

5. **CLOSED SESSION**

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

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

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- B. Conference with Legal Counsel-Anticipated Litigation (Government Code §54956.9(d)(2))
  - Two potential matters



*The meeting reconvened at 1:05 p.m.*

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

This was addressed under Item #8.



**Roll call was taken again to include the Engineering Committee Members.**

**Board of Directors Roll Call:**

**Present:** Director Sanford, Director Brazier, Director Stewart.

**Absent:** Director Walker, Director Bigley.

**Engineering Committee Roll Call:**

**Present:** Member Prince, Member Stitle, Member Murray, Member Brazier, Alternate Robertson, Alternate Marnett.

**Absent:** Member Taufer, Member Kirby, Member Ratican.

**Also Present:** General Manager Kennedy, Executive Assistant Washburn, Legal Counsel Moser, Legal Counsel Ochoa, Operations Manager Milner, Finance Manager Martinez, Superintendent Zuniga, Superintendent Walker, Administrative Analyst Gray, Associate Engineer Powers, Human Resources Manager Harp, System Operator Coffey, Crew Leader Diaz.

Time Certain: 1:00 p.m.

**7. PLEDGE OF ALLEGIANCE**

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



President Sanford reported there was no action to report.

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



It was confirmed the only amendment to the agenda would be at the end of the meeting, Item #19 will be discussed in Closed Session.

**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.

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



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**\*11. APPROVAL OF MINUTES**



A. July 26, 2016 - Regular Board Meeting



**Motion:**

**To approve the July 26, 2016 minutes.**

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



**Vote: Motion carried by unanimous vote (summary: Ayes = 3).**

**Ayes: Director Sanford, Director Brazier, Director Stewart.**

**Absent: Director Walker, Director Bigley.**

**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 (Director Sanford)

There was no report given.

B. Representative Report (Appointed Representative)

1. SDCWA

A. Summary of Formal Board of Directors' Meeting July 28, 2016

Mr. Kennedy reported on the SDCWA July meeting, noting the most important topic was the SDCWA pipeline power. He also provided an update on the MWD lawsuit including how the judge agreed to move the case to San Francisco.

2. CSDA

Mr. Kennedy mentioned he may be selected to serve as Chapter President.

3. LAFCO

There was no report given due to meeting cancellation.

4. San Luis Rey Watershed Council

Mr. Kennedy mentioned a meeting held at Rincon Tribal Hall regarding the groundwater issue.

5. Santa Margarita Watershed Council

There was no report given.

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

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

There were no reports given.

**D. Directors Comments**

There were no comments.

**E. Engineering Committee Member Comments**

Mr. Kennedy asked those present from the Engineering Committee to introduce themselves.

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



**A. Budget and Finance Committee**

1. July 12, 2016 Minutes

Mr. Stitle reported Mrs. Martinez has done an excellent job getting Accela up and running. He noted the committee has requested cash flow reports for future meetings.

**B. Communications Committee**

1. July 11, 2016 Minutes

There was no report given.

**C. Engineering Committee**

1. July 6, 2016 Minutes

There was no report given.

**PRESENTATION**

**\*14. WATER RECLAMATION PLANT PRE-DESIGN REPORT**



Mike Metts of Dudek gave a presentation on the Pre-Design report. He provided details on the three alternatives available to RMWD including the probable capital cost, probable annual cost, potential funding concepts, environmental requirements, as well as the conclusions and next steps.

Mr. Kennedy solicited the Board and Committee for input as to why they believe would be most feasible.

President Sanford asked if there was a particular urgency related to this matter. Mr. Kennedy explained although there was no particular urgency, it would be good to have a decision-making matrix in place should it be determined to move forward.

Mr. Murray asked if RMWD has looked at whether the District's current management administration structure was adequate to take on this project without expanding itself significantly. Mr. Kennedy explained there were delivery models that would need to be reviewed in order to make determinations. He clarified the cost of labor and things like that have all been factored into the costs being calculated by Dudek.

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

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President Sanford noted there was further analysis that needed to be done before the Board makes a decision.

Mr. Stitle pointed out the long term cost needed to be taken into account.

Mr. Kennedy stated he would take anything further on this project to the Engineering Committee.

No action taken.

### **BOARD ACTION ITEMS**

15. **DISCUSSION AND POSSIBLE ACTION TO AWARD A PROFESSIONAL SERVICES CONTRACT TO PROVIDE DESIGN SERVICES FOR THE PUMP STATION #1 NATURAL GAS MOTOR REPLACEMENTS PROJECT**



Mr. Powers pointed out how right now there were natural gas motors at the pump station which have a cost to service. He noted there was potential for violation notices from the Air Quality Control Board; therefore, staff would like to change the natural gas motors to electric motors in order to save the District from penalties. It was confirmed this project was in the budget.

Mr. Powers mentioned RMWD sent out Requests for Proposal from which two responses were received. He said although both firms were capable of doing the work to replace the motors, there were some other portions of the contract for which IEC proposed at a lower cost. He recommended the contract be awarded to IEC. He noted the Board has been presented with a copy of the Professional Services Agreement and IEC proposal which will be attached to these minutes (see Exhibit "A")

Mr. Murray asked if this would be an ideal location for solar. It was noted there was not enough land for the amount of solar required.

Mr. Powers pointed out this project does include an emergency backup generator.

Mr. Marnett asked if there were modern natural gas pumps that do meet the pollution controls. Mr. Kennedy pointed out there may be; however, every other pump on the system is electric which would make it more efficient for staff to maintain.

Discussion ensued regarding installing solar at the reservoirs.



***Motion:***

***To approve Option 1 - Authorize staff to award a Professional services contract to IEC to provide design services for the Pump Station #1 Natural Gas Motor Replacements Project. The project is included in the District's CIP budget, with \$800,000 total in expenditures expected in years 2016-2018.***

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



***Vote: Motion carried by unanimous vote (summary: Ayes = 3).***



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**Ayes: Director Sanford, Director Brazier, Director Stewart.**

**Absent: Director Walker, Director Bigley.**

**\*16. DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION NO. 16-18, APPROVING A LETTER OF UNDERSTANDING BETWEEN THE RAINBOW MUNICIPAL WATER DISTRICT AND THE RAINBOW EMPLOYEES ASSOCIATION**



Mr. Kennedy explained this was related to the matter discussed with the Board and how this was to formalize the ratification to the MOU.



**Motion:**

**Adoption of Resolution No. 16-18.**

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



**Vote: Motion carried by unanimous vote (summary: Ayes = 3).**

**Ayes: Director Sanford, Director Brazier, Director Stewart.**

**Absent: Director Walker, Director Bigley**

**\*17. DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 16-12, UPDATING AND AMENDING ADMINISTRATIVE CODE SECTION 8.04.030 – APPLICATION FOR A REMOTE METER**



Mr. Kennedy explained how the sequence did not read well; therefore, this was a grammatical upgrade.



**Motion:**

**Adopt the changes in the Administrative Code.**

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



**Vote: Motion carried by unanimous roll call vote (summary: Ayes = 3).**

**Ayes: Director Sanford, Director Brazier, Director Stewart.**

**Absent: Director Walker, Director Bigley.**

**18. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT; EMPLOYMENT; EVALUATION OF PERFORMANCE: GENERAL MANAGER**



President Sanford stated although there was no action necessary at this time, he wanted to let everyone know Mr. Kennedy's performance was discussed by the Board who in turn gave a very favorable evaluation.

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

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Director Brazier stated now that the really tough part was behind RMWD, the District can now look ahead and move forward.

**BOARD INFORMATION ITEMS**

**19. REVIEW OF LEGAL COUNSEL RESPONSES TO REQUEST FOR PROPOSALS**



*Discussion went to Item #20.*

**\*20. RECEIVE AND FILE INFORMATION AND FINANCIAL ITEMS FOR JULY 2016**



- A. General Manager Comments**
  - 1. Meetings, Conferences and Seminar Calendar
- B. Communications**
  - 1. Staff Training Reports
- C. Operations Comments**
  - 1. Operations Report
- D. Engineering Comments**
  - 1. Engineering Report
- E. Customer Service Comments**
  - 1. Customer Service Report
- F. Finance Manager Comments**
  - 1. Interim Financial Statement
  - 2. Directors' Expense
  - 3. Check Register
  - 4. Water Purchases & Sales Summary
  - 5. RMWD Sewer Equivalent Dwelling Units (EDU's) Status



***Motion:***

***To receive and file information and financial for July 2016.***

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



***Vote: Motion carried by unanimous vote (summary: Ayes = 3).***

***Ayes: Director Sanford, Director Brazier, Director Stewart.***

***Absent: Director Walker, Director Bigley.***

Mr. Kennedy reminded the Board about the CSDA conference coming to San Diego in October.

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



It was noted there would be a claim to discuss in Closed Session, CSDA nominations for committee members, and the General Manager evaluation will be on the next agenda.

***Adjourned to Closed Session at 2:53 p.m.***

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

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**22. ADJOURNMENT - To Tuesday, September 27, 2016 at 1:00 p.m.**

***The meeting was adjourned with a motion made by Director Brazier and seconded by Director Stewart to a regular meeting on September 27, 2016 at 1:00 p.m.***

The meeting adjourned at 4:45 p.m.

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**Dennis Sanford, Board President**

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**Dawn M. Washburn, Board Secretary**



EXHIBIT A



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

**PROFESSIONAL SERVICES AGREEMENT**

**PROJECT: PUMP STATION #1 NATURAL GAS MOTOR REPLACEMENTS  
Project No. 600-600001, Contract No. 16-\_\_**

THIS AGREEMENT ("Agreement") is made and entered into this \_\_\_\_\_ day of **August, 2016** by and between the **RAINBOW MUNICIPAL WATER DISTRICT**, a municipal water district, hereinafter designated as "**DISTRICT**", and **Infrastructure Engineering Corporation, 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: **Design services for the Pump Station #1 natural gas motor replacements.** 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.

<b>Task</b>	<b>Due Date</b>
<b>NTP</b>	<b>September 6, 2016</b>
<b>30% Submittal, PDR</b>	<b>October 18, 2016</b>
<b>Engineering Committee</b>	<b>November 2, 2016</b>
<b>60% Submittal</b>	<b>November 16, 2016</b>
<b>90% Submittal</b>	<b>December 7, 2016</b>
<b>Final Submittal</b>	<b>December 22, 2016</b>

**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.
- 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 **\$107,493**. 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:

**CONSULTANT:           Infrastructure Engineering Corporation  
14271 Danielson Street  
Poway, CA 92064  
Phone: (858) 413-2400**

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

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.



**INFRASTRUCTURE ENGINEERING CORP.**

**RAINBOW MUNICIPAL WATER DISTRICT**

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

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

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

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

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

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

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

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

**EXHIBIT "A"**

**SCOPE OF SERVICES**

**PUMP STATION #1 NATURAL GAS MOTOR REPLACEMENTS**

Consultant proposal attached.

**FEE ESTIMATE**  
**Rainbow Municipal Water District**  
**Pump Station #1 Natural Gas Motor Replacements**

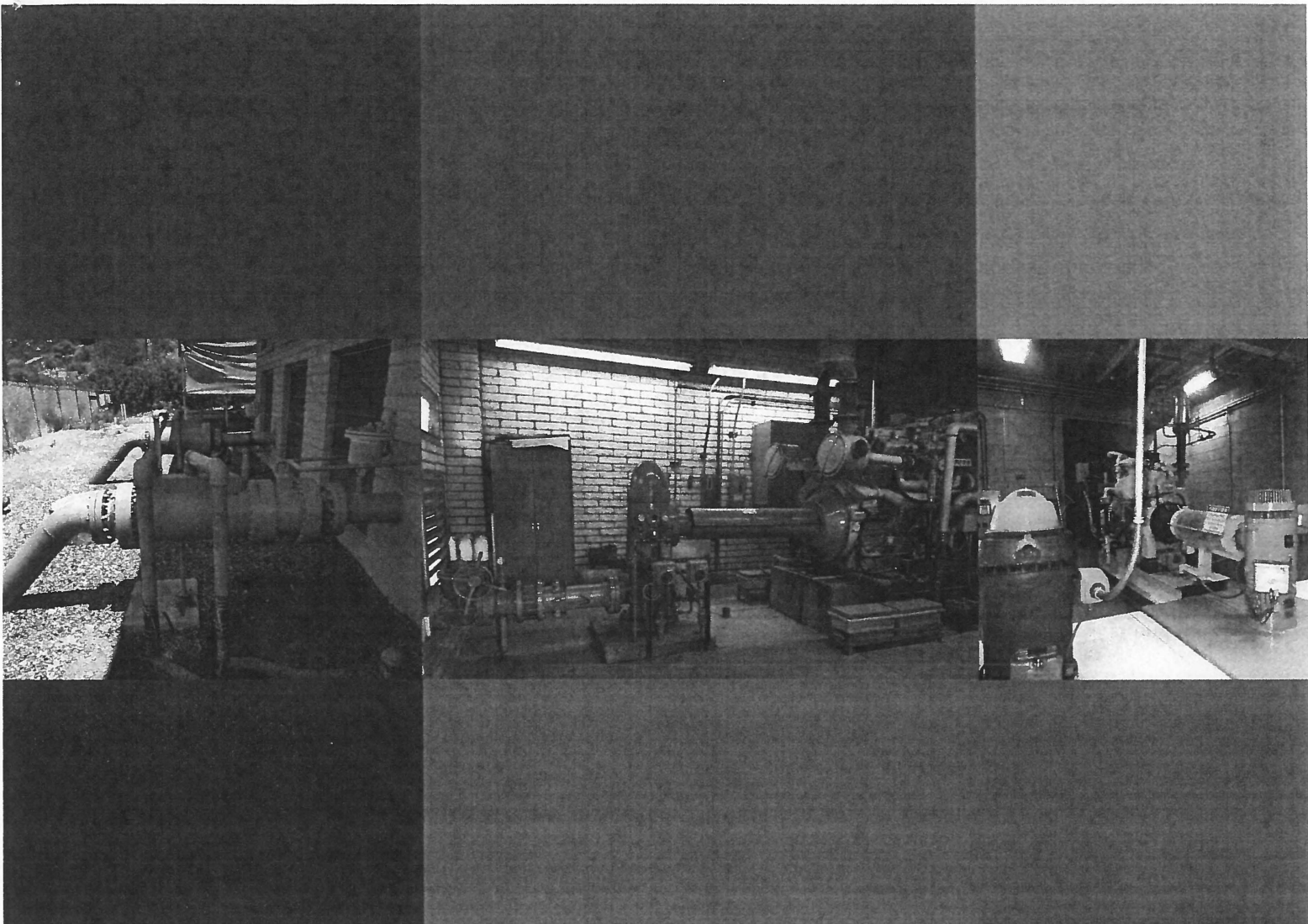
Task/ Subtask	Task/Subtask Description	Principal R. Weber	Project Manager R. Kennedy	Project Engineer R. Maxwell	Env. Specialist III	Env. Specialist II GIS	Subtask Labor-Hours	Subtask Labor Cost	Direct Cost	Kelsey Structural	Moraes/Pham & Associates	Total Cost
		\$245.00	\$230.00	\$135.00	\$155.00	\$140.00						
<b>TASK 1</b>	<b>PROJECT MANAGEMENT</b>											<b>\$9,592</b>
	Project Administration		20				20	\$4,600	\$0	\$0	\$0	\$4,600
	Meetings	2	4	4			10	\$1,950	\$100	\$0	\$1,102	\$3,152
	Coordination		4				4	\$920	\$0	\$0	\$0	\$920
	Monthly Written Progress Reports & Schedule Updates		4				4	\$920	\$0	\$0	\$0	\$920
<b>TASK 2</b>	<b>DESIGN PHASE</b>											<b>\$90,419</b>
	Review Existing Conditions & Documentation		4	8			12	\$2,000	\$0	\$0	\$0	\$2,000
	CEQA Exemption Support				24	8	32	\$4,840	\$53	\$0	\$0	\$4,893
	Preliminary Design 30% Plans, Specifications, and Cost Estimate and Basis of Design Report	1	24	96			121	\$18,725	\$50	\$2,520	\$10,746	\$32,041
	Final Design 60% Plans, Specifications, and Cost Estimate	1	12	48			61	\$9,485	\$50	\$5,103	\$15,062	\$29,700
	Final Design 90% Plans, Specifications, and Cost Estimate	1	8	32			41	\$6,405	\$50	\$2,552	\$7,532	\$16,539
	Final Submittal Final Plans, Specifications, and Cost Estimate	1	2	8			11	\$1,785	\$100	\$850	\$2,511	\$5,246
	<b>Task Subtotal - Hours</b>	<b>6</b>	<b>82</b>	<b>196</b>	<b>24</b>	<b>8</b>	<b>316</b>					
	<b>Task Subtotal - Costs</b>	<b>\$1,470</b>	<b>\$18,860</b>	<b>\$26,460</b>	<b>\$3,720</b>	<b>\$1,120</b>		<b>\$51,630</b>	<b>\$403</b>	<b>\$11,025</b>	<b>\$36,953</b>	<b>\$100,011</b>

**TOTAL NOT-TO-EXCEED FEE: \$100,011**

<b>OPTIONAL SERVICES</b>												
<b>TASK 3</b>	<b>OPTIONAL P&amp;ID'S</b>											<b>\$7,482</b>
	P&ID for Pumping and Auxiliary Systems		1	2			3	\$500	\$0	\$0	\$6,982	\$7,482
	<b>Task Subtotal - Hours</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>3</b>					
	<b>Task Subtotal - Costs</b>	<b>\$0</b>	<b>\$230</b>	<b>\$270</b>	<b>\$0</b>	<b>\$0</b>		<b>\$500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,982</b>	<b>\$7,482</b>

**OPTIONAL SERVICES, TOTAL NOT-TO-EXCEED FEE: \$7,482**

**TOTAL NOT-TO-EXCEED FEE W/OPTIONAL SERVICES: \$107,493**



Proposal to Provide  
Design Services for the Pump Station #1  
Natural Gas Motor Replacements

Prepared for



July 13, 2016

## Executive Summary

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Rainbow Municipal Water District (RMWD) operates seven (7) pump stations within its service area, the largest being Pump Station #1 which pumps water from the North Zone to the Rainbow Heights Tank. The Rainbow Heights Tank serves the Rainbow Heights Zone and is the sole source of water for the Magee Zone making Pump Station #1 a critical component of the District's infrastructure. Pump Station #1 consists of four (4) pumping units with a total station capacity of 3,509 gallons per minute (gpm). Pumps #4 and #5 are driven by 290 horsepower (HP) and 300 HP natural gas engines, respectively, and are located inside the existing pump station building. Pumps #6 and #7 are each driven by a 250 HP electric motor and are installed outdoors under a shade canopy.

The primary goal of the project is to install electric motors on Pumps # 4 and #5 as replacements for the natural gas engines due to more restrictive engine permitting requirements of the San Diego Air Pollution Control District (APCD) and increasing maintenance costs. Additional items of work identified in the Request for Proposal (RFP) are the following: installation of the new soft start Motor Control Centers (MCC) for all four (4) pumps; replacement of the station's electrical switchboard; and installation of a new natural gas powered emergency generator and automatic transfer switch (ATS). In addition, Pumps #4 and #5 shall be replaced if it is determined during the preliminary design phase that installation of electric motors will significantly decrease their existing pumping capacity.

**Project Management:** IEC will provide overall project management and administration for the duration of the project to monitor the scope of work, schedule, budget, and report progress to the District.

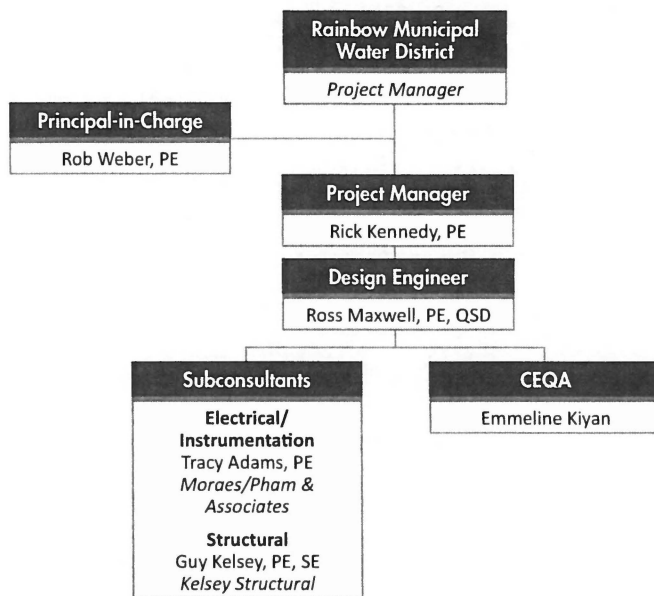
**Preliminary Design/Basis of Design Report:** IEC and our subconsultants will review the existing conditions and documentation, conduct a field investigation taking necessary measurements, meet with the District staff to address specific goals and concerns for the project, and prepare a comprehensive Basis of Design Report (BODR) including recommendations to improve the pump station, sizing of equipment, alternative and cost analysis, construction phasing recommendations, anticipated permitting requirements, and 30% drawings and technical specifications for District review.

**Final Design:** IEC and our Subconsultants will use the results of the BODR and input provided by the District to prepare final design drawings, specifications, and a construction cost estimate at the 60% design level, 90% design level and final, biddable construction documents after receiving District comments on the 90% design documents.

**CEQA/Environmental Review:** We anticipate that the project will qualify as exempt from the California Environmental Quality Act (CEQA). With replacement of existing equipment inside an existing pump station, it should fall under the Class I categorical exemption for existing facilities established in CEQA Guidelines Section 15301, assuming negligible or no expansion of existing capacity.

**Project Manager:** The project will be led by Mr. Rick Kennedy, PE, who will be responsible for overall project management and deliverables quality and will serve as the District's contact for the project. Mr. Kennedy will be supported by highly qualified staff and Subconsultants.

On the following page is the organizational chart, which depicts the project team members and their roles as part of the District's Pump Station #1 Natural Gas Motor Replacements Project. Assigned personnel will not be substituted without District approval.



**IEC’s Local Experience:** In the past 5 years, IEC has worked with the District on the following projects:

- Pala Mesa Tank
- Palomar College Horse Creek Waterline
- Morro Reservoir Chloramine Injection System
- Flow Monitoring
- Morro Reservoir Services During Construction
- As-Needed Staff Extension Services
- Sewer Flow Correlation Study



## Project Description

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### **Objective of the project and how IEC will accomplish the recognized goals**

Rainbow Municipal Water District (RMWD) operates seven (7) pump stations within its service area, the largest being Pump Station #1 which pumps water from the North Zone to the Rainbow Heights Tank. The Rainbow Heights Tank serves the Rainbow Heights Zone and is the sole source of water for the Magee Zone making Pump Station #1 a critical component of the District's infrastructure. The Rainbow Heights Tank is also an emergency supply for the Gomez, Vallecitos, and North Zones.

Pump Station #1 consists of four (4) pumping units with a total station capacity of 3,509 gallons per minute (gpm). Pumps #4 and #5 are driven by 290 horsepower (HP) and 300 HP natural gas engines, respectively, and are located inside the existing pump station building. Pumps #6 and #7 are each driven by a 250 HP electric motor and are installed outdoors under a shade canopy.

The primary goal of the project is to install electric motors on Pumps # 4 and #5 as replacements for the natural gas engines due to more restrictive engine permitting requirements of the San Diego Air Pollution Control District (APCD) and increasing maintenance costs. Additional items of work identified in the Request for Proposal (RFP) are the following: installation of the new soft start Motor Control Centers (MCC) for all four (4) pumps; replacement of the station's electrical switchboard; and installation of a new natural gas powered emergency generator and automatic transfer switch (ATS). In addition, Pumps #4 and #5 shall be replaced if it is determined during the preliminary design phase that installation of electric motors will significantly decrease their existing pumping capacity. Per the District's 2016 Water and Wastewater Master Plan Update, increasing the total pumping capacity of Pump Station #1 is not required.

**Replacement of Natural Gas Engines with Electric Motors:** The existing natural gas engines on Pumps #4 and #5 will be completely removed including the engine, exhaust system, coolant makeup tank, drive shaft, right angle gear, and concrete foundation. Additionally, the existing engines do not have radiators but instead dissipate heat by circulating cooling water from the pump discharge piping through heat exchangers. The cooling water piping will be abandoned/removed up to the connection spool on the discharge pipe.

Based on a site visit conducted with District staff, we anticipate that the new electric motors will be mounted vertically on top of the existing pumps. This will require removal of the pumps for installation of a new discharge head, top shaft, and male-to-male motor adapter plate. Actual motor HP rating will be determined during preliminary design, but it is anticipated that 250 HP electric motors (1,800 rpm) will meet the pump design head and rated capacity.

**Installation of New Soft Start Motor Control Centers and Station Electrical Switchboard:** The existing MCCs and the electrical switchboard are located outdoors adjacent to the existing pump station building. See Figure 1 below for an existing conditions/conceptual demolition plan. The new soft start MCC's for Pumps #4 and #5 are expected to be installed inside the pump station building adjacent to the existing pumps. The new soft start MCC's for Pumps #6 and #7 will be installed outdoors, possibly lined up near the existing SDG&E transformer. See Figure 2 for a conceptual plan of proposed improvements. The new electrical switchboard can be installed indoors or outdoors. The Basis of Design Report (BODR) will include analysis to determine the most suitable location for the switchgear.

**Installation of New Emergency Generator and Automatic Transfer Switch:** The new emergency generator to be installed at Pump Station #1 will operate from the existing natural gas connection and is to be sized to operate two (2) pumps during a power outage. Preliminary estimates show that a 500 kW rated standby generator can supply the power necessary to operate two (2) pumps. It is anticipated that a generator with this rating can be installed inside the existing pump station building with some minor structural modifications as shown in Figure 2. The structural modifications include a new opening on the east wall of the building for generator installation and

ventilation, a new generator pad, and roof supports for the generator exhaust system. Structural analysis will be performed to ensure the remaining wall capacity is sufficient to resist seismic loads, and additional wall bracing will be designed if required. Analysis of air circulation between the exterior and interior of pump station will also be performed, however, it is anticipated the existing louvers and roof mounted exhaust fan will provide sufficient air flow.

In lieu of the structural modifications, the new generator can be installed outdoors in a weather-proof and sound-attenuated enclosure, however there are environmental and cost implications to this alternative. The BODR will include a cost/benefit analysis of installing the generator indoors or outdoors. The new ATS will replace the existing manual transfer switch (MTS), and will be installed adjacent to the new generator.

**Station Flow Metering:** It is understood that there are no existing flow metering devices installed at Pump Station #1, and District staff have requested means to measure pump station discharge. This can be accomplished in a number of ways; see Section 7 – Create Alternatives for further discussion. An analysis of the flow metering alternatives will be provided as part of the BODR.

**Construction Phasing:** The project will need to be implemented in such a way as to minimize the down time of Pump Station #1. Per District provided information, any combination of two (2) pumps must remain in service throughout construction, except that the entire station may be down for up to three (3) days under average demand conditions. A specific construction phasing proposal will be presented as part of the BODR, but preliminary analysis suggests multiple phasing alternatives may exist (i.e. upgrade outdoor or indoor pumps first) which will meet the operational requirements of the District.

#### **Services and deliverables to be provided**

**Project Management:** IEC will provide overall project management and administration for the duration of the project to monitor the scope of work, schedule, budget, and report progress to the District. This includes:

- Monthly Progress Status Reports to include schedule, budget, and project issues.
- Meetings with District Staff and other parties, preparing meeting agenda and minutes. Agendas and minutes shall be submitted to the District five working days prior to/after said meetings. For the purposes of this proposal, four (4) meetings are assumed and the IEC Project Manager and Project Engineer shall attend the meetings.
- Quality Assurance/Quality Control (QA/QC) of the design activities implemented throughout the project. IEC's standard Quality Management Plan (QMP) shall be adopted and quality reviews will be initiated at the onset of the project and throughout.

**Preliminary Design/Basis of Design Report:** IEC and our subconsultants will review the existing conditions and documentation, conduct a field investigation taking necessary measurements, meet with the District staff to address specific goals and concerns for the project, and prepare a comprehensive Basis of Design Report (BODR) discussing all of the subjects described in Section 2.i of this Proposal. The BODR will include recommendations to improve the pump station, sizing of equipment, alternative and cost analysis, construction phasing recommendations, anticipated permitting requirements, and 30% drawings and technical specifications for District review. The BODR and 30% drawings deliverables will be as follows: one (1) full size and four (4) half size sets of drawings, four (4) hard copy sets of the technical specifications, four (4) hard copies of the BODR, and one (1) electronic copy of all deliverables on CD in PDF format.



**Final Design:** IEC and our Subconsultants will use the results of the BODR and input provided by the District to prepare final design drawings, specifications, and a construction cost estimate. Draft versions of the documents will be submitted at the 60% design level and 90% design level in accordance with the attached design schedule. Final, biddable construction documents will be submitted after receiving District comments on the 90% design documents. At the 60% and 90% design level, the deliverables will be as follows: two (2) full size and four (4) half size sets of drawings, four (4) hard copy sets of the technical specifications and construction cost estimate, and one (1) electronic copy of all deliverables on CD in PDF format.

The project drawings, to be prepared on 'D' size 24" x 36" sheets, are expected to be comprised of the following sheets, listed by discipline: General (title sheet, notes, abbreviations, legend, etc.) – 2, Civil – 4, Mechanical – 3, Structural – 5, Electrical – 9. Total expected sheet count – 23.

**CEQA/Environmental Review:** We anticipate that the project will qualify as exempt from the California Environmental Quality Act (CEQA). With replacement of existing equipment inside an existing pump station, it should fall under the Class I categorical exemption for existing facilities established in CEQA Guidelines Section 15301, assuming negligible or no expansion of existing capacity. Use of this exemption also assumes avoidance of environmental impacts, e.g. by limiting all ground disturbance to a small footprint within the previously disturbed pump station footprint and phasing construction to avoid disturbance to birds during the nesting period.

Our environmental services staff will review project plans and relevant documents during preliminary design in order to verify exemption. Since the Notice of Exemption is not filed until after project approval, we will provide a brief memorandum summarizing the results of our evaluation.

In developing our approach and cost estimate, we have assumed that the project will qualify for categorical exemption, but if this is not the case, our memorandum will explain the reasons, identify any potential means of reconfiguring the project to achieve appropriate use of an exemption, and make recommendations for the most cost- and schedule-effective means of completing CEQA compliance if exemption cannot be achieved through design. Because of the project's anticipated location entirely within existing disturbed pump station footprint, we do not anticipate a need for resource agency permitting.

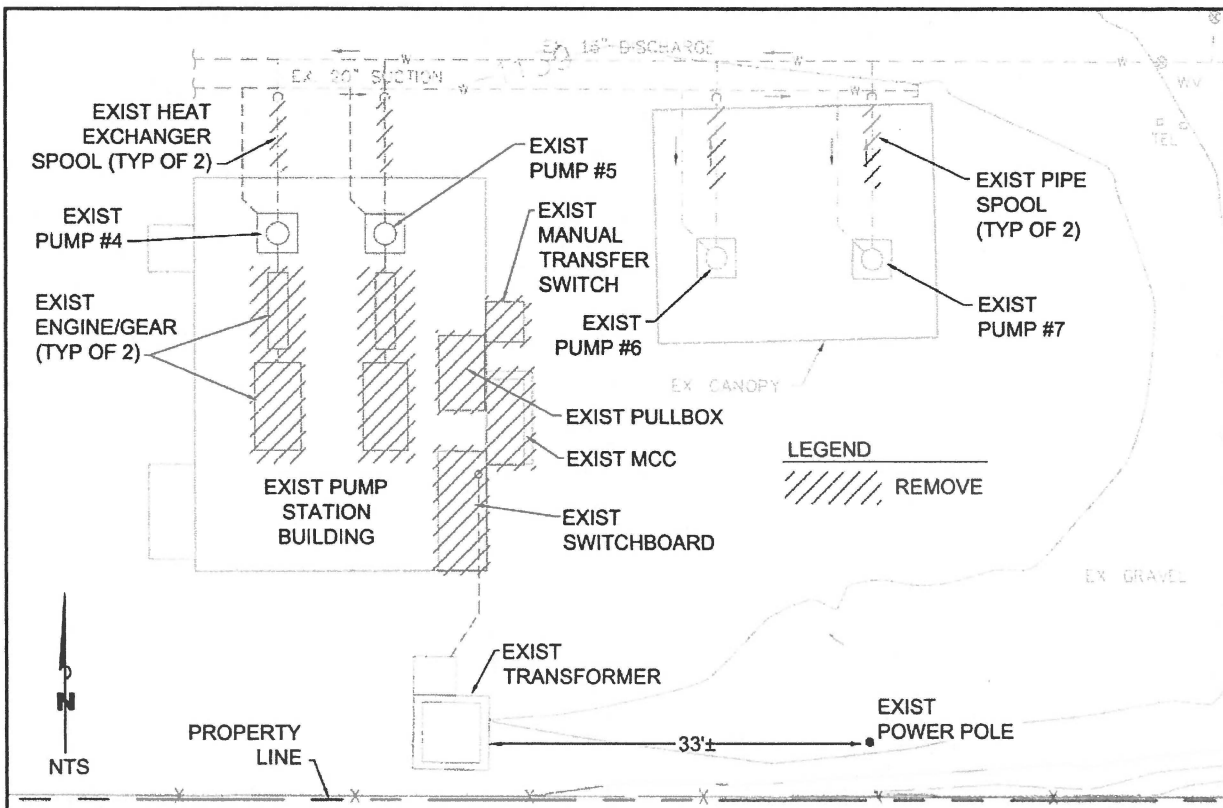
We have provided for preparation and filing of the Notice of Exemption as a separate final design-phase task. We would also check if the District has available a program-level Environmental Impact Report (EIR) for capital improvement projects (CIP) to see how the project's environmental review could be streamlined under the program-level document.

#### **Why IEC is uniquely qualified**

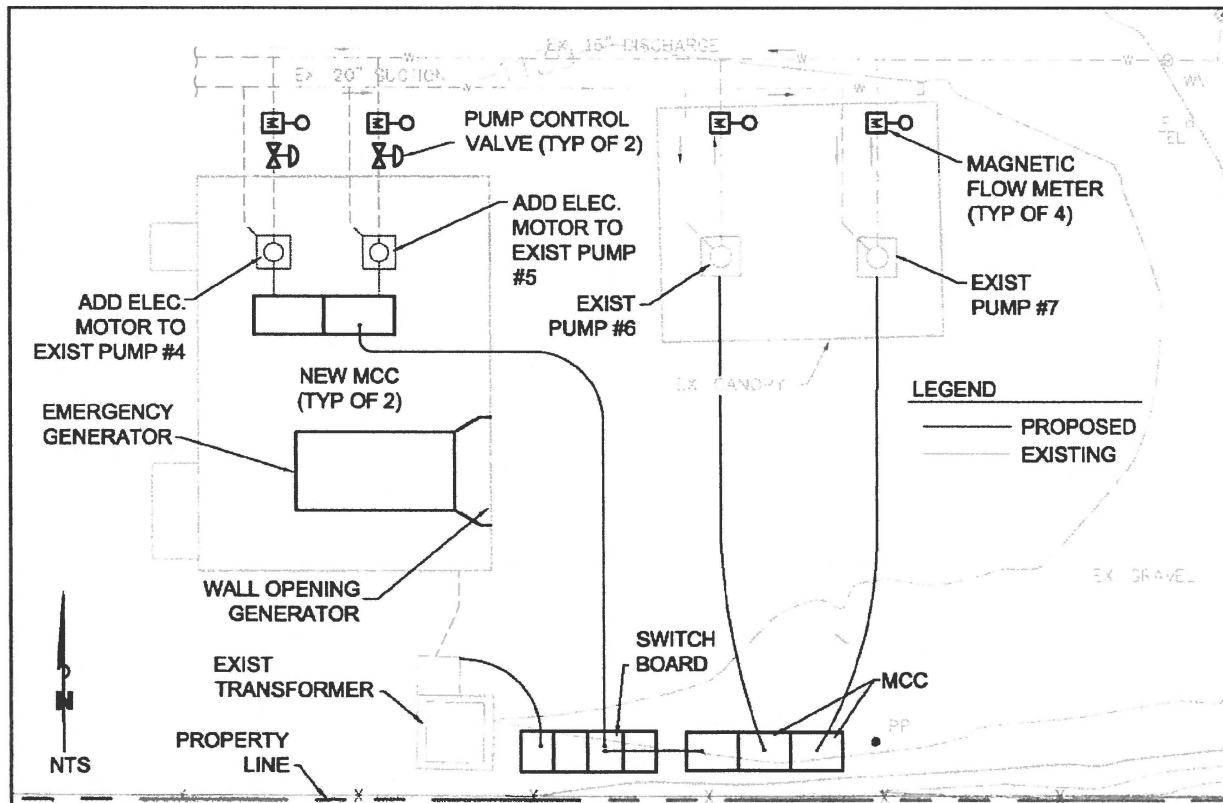
IEC and our Subconsultants have completed many successful projects similar in size and scope to this Project. We have worked with the District on previous projects and are familiar with the District staff and procedures. We have the staff and resources immediately available to perform the work as described herein and our offices are located in San Diego County allowing us to respond promptly and in-person, if required by the District.

#### **Number of weeks for design and the number of weeks for construction**

We anticipate meeting the District desired design schedule duration of 15-16 weeks. We expect the construction duration to be 36 weeks.



<p>14271 Darlington Street Pomona, California 92264 T 858.413.2400 F 858.413.2440 www.secorporation.com</p>	RAINBOW MUNICIPAL WATER DISTRICT	FIGURE
	DEMOLITION CONCEPT PLAN	1



<p>14271 Darlington Street Pomona, California 92264 T 858.413.2400 F 858.413.2440 www.secorporation.com</p>	RAINBOW MUNICIPAL WATER DISTRICT	FIGURE
	PROPOSED CONCEPT PLAN	2

## Identification of Consultant

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**Legal Name & Address of Firm:** Infrastructure Engineering Corporation  
 14271 Danielson Street  
 Poway, CA 92064  
 T 858.413.2400 / F 858.413.2440

**Legal Form of Company:** State of California – Subchapter C Corporation

**Contact:** Rick Kennedy, PE – *Senior Project Manager*  
 rkennedy@iecorporation.com  
 301 Mission Ave., Suite 202  
 Oceanside, CA 92054  
 T 760.529.0795 / F 760.529.0785

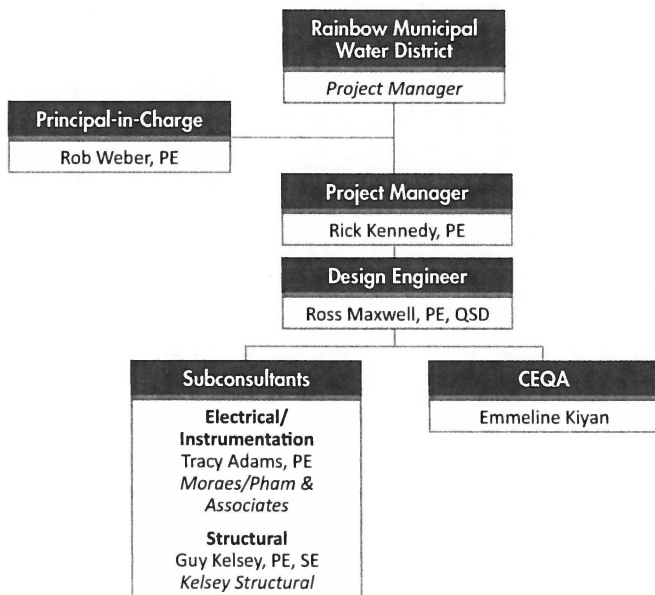
**Total Staff:** 51

Job Title	Number of Staff
Principal	2
Senior Project Manager	5
Project Manager	5
Senior Project Engineer	1
Project Engineer	2
Senior Designer	2
Design Engineer	11
CADD Designer	1
Project Surveyor	2
Construction Manager	4
Senior Construction Inspector	5
Technical	5
Administrative	6

## Project Organization and Experience of the Team

The project will be led by Mr. Rick Kennedy, PE, who will be responsible for overall project management and deliverables quality and will serve as the District’s contact for the project. Mr. Kennedy will be supported by highly qualified staff and subconsultants.

Below is the organizational chart, which depicts the project team members and their roles as part of the District’s Pump Station #1 Natural Gas Motor Replacements Project. Resumes for key personnel have been provided at the end of this section. **Assigned personnel will not be substituted without District approval.**



Project Manager – Rick Kennedy, PE  
(Oceanside Office)

Serving as your Project Manager, and working out of the local Oceanside project design center, is Rick Kennedy, PE. Rick is a highly accomplished and hands on project manager with 38 years of industry experience as a project manager/design manager for large and small water, desalination, IPR, and wastewater treatment plants, municipal pumping stations, flow control facilities, and water storage reservoirs. He possesses a track record of leading designs for nationally recognized projects including the City of San Diego’s Alvarado Water Treatment Plant and the Carlsbad Desalination Plant. Most recently, he served as the Project Manager for the Fallbrook Public Utilities District’s (FPUD) Conjunctive Use Project Facilities; a highly complex and multi-disciplinary design of transmission, treatment, and distribution facilities associated with an agreement between FPUD and the federal government that settled a century long dispute over water rights of the Santa Margarita River. The project was a highly complicated system to take untreated water from Camp Pendleton and treat and deliver it to FPUD’s distribution system. Project improvements included several miles of 24-inch CML&C steel pipe, a remote 8 mgd pump station, and 6 MG steel water storage tank. Rick led the mutlidisciplinary project team consisting of engineers, scientists, designers, and other professionals to deliver a 300+ sheet design project to the client on time and on budget. Estimated construction value of this project is almost \$50 million dollars. Mr. Kennedy will personally report to the District for this project and direct our project team.

Principal-in-Charge – Rob Weber, PE  
(Poway Office)

**Mr. Rob Weber, PE** has 25 years of civil engineering and project management experience on a variety of municipal and public works water infrastructure projects. Specific project experience includes recycled water conveyance pipelines; reservoirs and tanks, and water/recycled water pump stations. Mr. Weber was the Project Manager for the District's Pala Mesa Tank project and is thoroughly familiar with design standards, techniques and analytical methods, bid specifications, and cost estimating. His experience extends beyond civil engineering to include securing required project permits, fostering cooperative interagency approvals, and gaining community project acceptance.

Design Engineer - Ross Maxwell, PE, QSD  
(Poway Office)

**Ross Maxwell, PE, QSD** has experience on a number of water pump station projects. He is highly versed in the use of AutoCAD and Civil 3D for pipeline plan and profile development and has prepared plans, specifications, and cost estimates for various public works projects. His experience includes Leucadia Wastewater District's La Costa Pump Station Rehabilitation Project and Fallbrook Public Utilities District's Santa Margarita Conjunctive Use Project.

CEQA Documentation - Emmeline Kiyon  
(Fremont Office)

Emi Kiyon brings an extensive portfolio of CEQA, NEPA, and stakeholder engagement experience to support IEC's clients, with particular strengths in the transportation and linear infrastructure sectors as well as water and wastewater. She regularly serves as project manager or coordinator for environmental and community outreach efforts, and is currently managing environmental documentation, developing regulatory permit packages, and coordinating community outreach for a number of municipal and agency clients, including the cities of San Diego, Encinitas, Carlos, and Sunnyvale. Our clients and teaming partners appreciate Ms. Kiyon's clear communication, can-do attitude, and attention to detail.

Structural Subconsultant – Guy Kelsey, PE, SE

**Guy Kelsey PE, SE** has over 10 years of experience in structural engineering, designing both new and retrofit projects for various types of structures including water/wastewater, commercial, infrastructure, military, and residential. Mr. Kelsey has performed extensive seismic evaluation and condition assessments for existing buildings, water/wastewater structures, water storage facilities, and infrastructure throughout southern California. Based on his graduate level education at the University of California, San Diego he has the ability to not only perform typical code based seismic and structural analysis, but also complex nonlinear structural analysis and advanced seismic design procedures such as performance based design which can be utilized in analysis of essential facilities and structures located in areas of extreme seismicity. He has a passion for creative engineering design while providing efficient, cost-effective solutions for his clients. His lessons learned throughout the successful completion of many projects coupled with his previous construction experience have allowed him to develop a design perspective with an emphasis on low-cost, constructability, and completeness.

Electrical/Instrumentation Subconsultant – Tracy Adams, PE

**Tracy Adams, PE** has more than 20 years of application and design engineering experience in industrial controls and power management. His initial experience was designing shipboard control systems and was part of the team that spearheaded GE's push into the power management field. He has worked for system integrators/electrical contractors doing applications engineering for industrial control systems. His experience includes designing control panels, instrument selection, and network design primarily in the water/wastewater industry. Moraes/Pham & Associates experience includes: City of San Diego - Citywide Sewer Pump Station Upgrades, Leucadia Wastewater District - Pump Station Generator Replacements, City of Newport Beach - Wastewater Pump Stations Rehabilitation and Irvine Ranch Water District - Santiago Canyon Booster Pump Station Generator Project.

## Richard H. Kennedy, PE

### Project Manager

#### Professional Registration

Registered Professional Engineer  
California No. M18710

Certified Construction Documents Technologist (CDT)

#### Education

California Polytechnic State University, San Luis Obispo  
B.S. Mechanical Engineering, 1975

#### Affiliations

American Water Works Association

California Water Pollution Control Association

Water Environment Federation

#### Health & Safety Training

Ergonomics

Health & Safety Training for Project Management

#### Project Awards

**AWTP Ozone–**  
ASCE National 2013 Civil Engineering Achievement Award

ACEC National 2011 Recognition Award

ASCE California 2011 Outstanding Water Treatment Project

ACEC California 2011 Engineering Excellence Award

AWPA San Diego 2011 Project of the Year Award Project

ASCE San Diego 2010 Project of the Year Award Project

#### AWTP Flocculation and Sedimentation Basins–

ASCE San Diego 2007 Award of Excellence

#### Qualifications

Much of Mr. Kennedy's 39 year career has been devoted to the management of the design of water treatment plant projects. Recent projects include the City of San Diego's Miramar Water Treatment Plant Clearwells Project (215 mgd- ongoing), KSD Joint Venture's (for Poseidon Water) Carlsbad Desalination DBO Project (50 mgd - in construction), the San Diego County Water Authority's DBO Twin Oaks Valley Water Treatment Plant (owner's agent for this 100 mgd plant), and the ASCE 2013 Outstanding Civil Engineering Award winner - City of San Diego's Alvarado Water Filtration Plant Project (200 mgd).

#### Project Experience

**Fluoridation at Santa Teresa Water Treatment Plant, Santa Clara Valley Water District** – Project Manager for routed chemical piping from new fluoride metering pipe area to injection point at East and West Filter Gallery locations. Routed double containment piping through congested pipe trench, across existing filters and along gallery wall to existing injection location. The design at the injection point included routing chemical piping in congested location which required leak detection sensor piping and new specification of a new Hastelloy injection quill. Additional services included design of an HVAC system for the fluoride metering pipe area.

**Santa Margarita Conjunctive Use Project Facilities, Fallbrook Public Utilities District (FPUD)** – Project Manager for the design of treatment facilities associated with an agreement between FPUD and the federal government that settled a century long dispute over water rights of the Santa Margarita River. The agreement included Camp Pendleton providing approximately 8 mgd of ground water to FPUD, actual flowrates being dependent on the month of the year and rainfall of the previous year, that was high in iron, manganese, and TDS. The treatment train included 8 mgd of iron and manganese utilizing greensand media within six 12' diameter and 30' long pressure vessels. A side stream treated with RO membranes was remixed to create a product water to match the water quality of FPUD's imported water. The product water was pumped directly in the distribution systems. Distribution system improvements included two miles of 24-inch CML&C steel pipe, a remote 8 mgd pump station and 6 MG steel water storage tank. Project services included: 1.) distribution system modeling, 2.) establishment of water quality goals, 3.) evaluation of potential process treatment trains and configurations, 4.) preliminary design, 5.) final design, 6.) design service during construction phases, 7.) public outreach, and 8.) permitting assistance.

**Cost Analysis of the La Salina Wastewater Treatment Plant Options, City of Oceanside** – Project Manager for the effort to evaluate alternatives associated with the future of the City's the La Salina Wastewater Treatment Plant. Alternatives evaluated include: 1.) upgrading the plant, 2.) replacing the plant with a membrane bio-reactor (MBR), and 3.) replacing the plant with a pump station to move waste water to the City's San Luis Rey treatment facility where it could be treated to reclaimed water standards and distributed to costumers. Alternative 3 was the recommended.

**Miramar Water Treatment Plant Clearwell Improvements, City of San Diego** – Project manager for the design of a 215 mgd low lift pump station and chorine contact chamber. The treatment plant had two issues in need of resolution. One, a recent upgrade to the plant included a new ozone system functioning as the primary disinfectant, but in order to allow the conventional downstream gravity filters to go biological to further reduce TOC in the treated water, the CDPH required that emergency chlorine disinfecting facilities be provided. Two, at high flows and high levels in the on-site clearwells the plant's 215 mgd design capacity could be limited to only 80 mgd even when peak distribution demands could reach 260 mgd. The solution was twofold, first, designing downstream of the filters a 2 MG dual-train concrete chorine contact camber (CCC) - each train equipped with concrete wall baffles and 72-inch venture meters and accompanying modulating control valves. SCADA disinfection CT calculations were used to vary the water surface elevation in the CCC to assure compliance with CDPH CT requirements at all flowrates, while at the same time minimizing pump station energy usage, accommodating gravity flow without pumping to flows up to 170 mgd. The second part of the resolution was the installation of 215 mgd low lift pump station between the filters and the CCC consisting of a 4 duty and 1 standby configuration utilizing VFD driven vertical propeller pumps controlled to keep the wet well water surface low enough so the filters could continually match distribution demands including 215 mgd when the clearwells are at the highest levels.

**KSD Joint Venture: Carlsbad Desalination Project, Carlsbad, CA** – Design manager for the 50 mgd sea water desalination project including 100 mgd below ground intake pump station utilizing 2 duty and one standby vertical turbine pump mounted in cans taking suction from the Encina Power Station discharge channel, conventional gravity dual-media pretreatment filtration, 29,000 sf RO facility with three 5,000 HP high pressure horizontal pumps, post treatment using pressurized calcification bed stabilization, 2.5 MG hopper bottom - finished water reservoir, and a 7 duty plus 1 standby (vertical turbine pumps through roof) 10,000 HP finished water pump station with three 25,000 gallon surge tanks. Project also included chemical (NaOH, NaOCl, H2SO4, NaHSO3, polymer and antiscalant) storage and centrifuge solids handling facilities.

**Alvarado Water Filtration Plant, City of San Diego** – Project manager for four phases of design and design services during construction. Phase I provided the plant to be expanded by 30 mgd to a rated capacity of 150 mgd. The other 3 phases were performed to expand the plant to 200 mgd.



**Ross Maxwell, PE, QSD**

Design Engineer

**Professional Registration**

Registered Professional  
Engineer  
California C82681

**Education**

San Diego State University  
B.S. Civil Engineering, 2010

**Certifications**

Qualified SWPPP Developer  
(QSD) Certification #C82681

**Affiliations**

American Society of Civil  
Engineers

**Qualifications**

Mr. Maxwell is an Engineer III with experience on a number of water and wastewater projects including pipelines and water facilities. He is highly versed in the use of AutoCAD and Civil 3D for pipeline plan and profile development and has prepared plans, specifications and cost estimates for various public works projects.

**Project Experience**

**Santa Margarita Conjunctive Use Project Facilities, Fallbrook Public Utilities District (FPUD)** – Design Engineer for the design of treatment facilities associated with an agreement between FPUD and the federal government that settled a century long dispute over water rights of the Santa Margarita River. The agreement included Camp Pendleton providing approximately 8 mgd of ground water to FPUD, actual flowrates being dependent on the month of the year and rainfall of the previous year, that was high in iron, manganese, and TDS. The treatment train included 8 mgd of iron and manganese utilizing greensand media within six 12' diameter and 30' long pressure vessels. A side stream treated with RO membranes was remixed to create a product water to match the water quality of FPUD's imported water. The product water was pumped directly in the distribution systems. Distribution system improvements included two miles of 24-inch CML&C steel pipe, a remote 8 mgd pump station and 6 MG steel water storage tank. Project services included: 1.) distribution system modeling, 2.) establishment of water quality goals, 3.) evaluation of potential process treatment trains and configurations, 4.) preliminary design, 5.) final design, 6.) design service during construction phases, 7.) public outreach, and 8.) permitting assistance.

**Fluoridation at Santa Teresa Water Treatment Plant, Santa Clara Valley Water District** – Design Engineer for routed chemical piping from new fluoride metering pipe area to injection point at East and West Filter Gallery locations. Routed double containment piping through congested pipe trench, across existing filters and along gallery wall to existing injection location. The design at the injection point included routing chemical piping in congested location which required leak detection sensor piping and new specification of a new Hastelloy injection quill. Additional services included design of an HVAC system for the fluoride metering pipe area.

**Design-Build Emergency Generator Diesel Generator Package 2A, City of San Jose (Anderson Pacific: Contractor)** – Design Engineer the following: Prepare and submit all permit applications and comply with all permitting requirements by the agencies having jurisdiction for the project. The project includes the following: Provide and Install four (4) new Emergency Diesel Generators (each rated 3.0 MW, EPA Tier 4, 4.16 kV, 3 Phase, 3-Wire, 60 Hz) including: Sound attenuated pre-fabricated enclosures for each generator, Concrete pad for the four generators, with space to add an additional generator for future needs, Emergency Generator Switchgear (4.16 kV rated), Two (2) diesel double-walled storage tanks (each with minimum 22,500 gallons capacity), Diesel Exhaust Fluid (DEF) tanks and piping system, Roadway improvements to facilitate fuel delivery, maintenance of the emergency diesel generators and truck access, Electrical and controls equipment, including communication requirements, System improvements Facility-wide that would be necessary to communicate with the emergency generator controls via fiber optic communication link between the



emergency diesel generators, emergency generator switchgear, M1, M2, M3 and M4 switchgears, Bldg. 40 generator switchgear, and Utilities including storm water drainage, water and electricity.

**Recycled Water Pipelines, City of Carlsbad** – Design Engineer for preparing design plans and specifications for two recycled water pipeline projects, as a part of the City's efforts to extend recycled water service to its irrigation customers.

- *La Costa Recycled Water Pipeline*: 5,800 lf of 8-inch PVC pipeline along El Camino Real. This included structural support for the pipe where it is attached to the side of the existing roadway bridge across the San Marcos Creek.
- *Recycled Water Phase III – Pipeline Extension Segment 18*: 2,300 lf of 6-/8-inch PVC and new services along streets through an industrial area in the Carlsbad Business Park.

**B2 Sewer Forcemain Replacement Project, Leucadia Wastewater District** – Design Engineer for the replacement of an existing 24" Ductile Iron sewer forcemain installed in 1979. This project involved the design of 8,540 linear feet of 24" PVC pipe with all necessary appurtenances, a new discharge manhole and Cured-in-Place Pipe Lining of 381 linear feet of existing 21" VCP gravity sewer.

**Morro Reservoir Chloramine Injection System, Rainbow Municipal Water District** – Design Engineer for the design of a chloramine injection system on the 36" inlet/outlet to Morro Reservoir. This project involves the design of renovations to an existing storage building to be used as a chemical storage and metering facility, design of a static mixing system and design of all necessary appurtenances for a fully working chloramines injection system.

**Proposed San Diego Production Well No. 2, City of San Diego** – Design Engineer for the initial Drinking Water Source Assessment and Protection Program (DWSAP). This project involved researching possible contaminate activities for drinking water, assessing the proposed well site and submitting information to the California Department of Public Health.

**Construction Management Assistance Sewer Lift Station #12, Lake Arrowhead Community Services District** – Provide assistance to the Project Manager with the review and approval of shop drawings for construction. This project involved the replacement of three sewage lift pumps, expanding the existing building, installing new electrical components and replacing the forced main sewer pipe.

**Chet Harritt Dam 30-Inch Emergency Blow-off Upgrade, Helix Water District** – Design Engineer for the design of the upgrade of the existing Emergency Blow off for Chet Harritt Dam. Project included utility research, pipe thrust restraint design and coordination with the California Division of Safety of Dams (DSOD).

## Robert S. Weber, PE

### Principal-in-Charge

#### Professional Registration

Registered Professional Engineer  
 California No. C59312  
 New York No. 073187  
 Idaho No. 12930

#### Education

State University of New York at Buffalo  
 B.S. Civil Engineering, 1990

#### Professional Affiliations

American Society of Civil Engineers

American Water Works Association

California Rural Water Association

Consulting Engineers and Land Surveyors of California

#### Awards

Gano Reservoir and Unit X Pipelines – CELSOC

4S Ranch Water Reclamation Facility, Plant 'A' and 'B' Modifications – APWA

#### Qualifications

Mr. Weber has 25 years of civil engineering and project management experience on a variety of municipal and public works water, wastewater, and recycled water projects. Specific project experience includes conveyance pipelines; reservoirs and tanks, water pump stations, and sewer lift stations. He has also successfully managed several as-needed services contracts for municipalities and water/wastewater utilities. Mr. Weber is thoroughly familiar with design standards, techniques and analytical methods, bid specifications, and cost estimating. His experience extends beyond civil engineering to include securing required project permits, fostering cooperative interagency approvals, and gaining community project acceptance.

Mr. Weber's project success based on his ability to understand the client's needs and objectives and translate them into actions during execution of the project. He prides himself in involving the client in the project, and ensuring the technical staff understands the critical issues of the project. His engineering decisions and designs are based on careful considerations of project needs and specific site characteristics. His dedication to quality effectively manages project risks and controls construction and operational costs.

#### Project Experience

PUMP STATIONS		
Tenaja Pump Station	6,300 gpm	Rancho California Water District
Batiquitos Pump Station Rehabilitation	40 MGD	Leucadia Wastewater District
North Bay Pump Station Preliminary Design	3,500 gpm	Lake Arrowhead Community Services District
Graham Pump Station	10,000 gpm/variable frequency drives	City of Mountain View
Bandstand Lift Station	500 gpm in beach front park	City of Oceanside
Lake San Marcos Lift Station Electrical Upgrades	Variable frequency drive	Vallecitos Water District
Pump Station 18	650 gpm on beach	City of San Diego
Pump Station 19	265 gpm 2 story subterranean	City of San Diego
944 Pump Station	7,000 gpm/variable frequency drives	Otay Water District
South Lake Pump Station	2,000 gpm	Vallecitos Water District
Wulff Pump Station	1,500 gpm/demolish existing station	Vallecitos Water District
Deer Springs Pump Station	2,600 gpm	Vallecitos Water District
Sewer Pump Station 50	Low flow diversion system	City of San Diego
Via Ambiente Sewer Pump Station	553 gpm	Olivenhain Municipal Water District
Diamond Valley No. 1 Booster Station Demolition	Demolish existing station	Eastern Municipal Water District

## Experience and Past Performance, Including Cost & Schedule Control

### Leucadia Pump Station Generator Replacement Project

AGENCY:	Leucadia Wastewater District 1960 La Costa Avenue Carlsbad, CA 92009	CLIENT CONTACT:	Robin Morishita PHONE: 760.753.0155 x.3008 E-MAIL: rmorishita@lwwd.org
PROJECT DATES:	January 2013 - June 2015	TOTAL PROJECT VALUE:	\$467,000
DESIGN SCHEDULE:	Budgeted: 17 Months Actual: 17 Months	CONSTRUCTION COSTS:	Estimated: \$450,000 Actual: \$450,000

This project replaced the existing 400kW servicing the Leucadia Pump Station with a new 800 kW generator with additional electrical modifications to power both the Leucadia Pump Station and the adjacent District’s main administrative office.

#### IMPORTANT PROJECT FEATURES

- Specifying staging and installation procedures to avoid large equipment ingress over the existing emergency wetwell.
- Preliminary design included a comprehensive District-wide fuel storage assessment to assess necessary fuel capacity for the new generator.
- Specification of a temporary emergency standby generator during new generator installation.
- Installation of a new automatic transfer switch to handle powering both the pump station and the administrative office.

### Storm Pump Station No. 1 Rehabilitation

AGENCY:	City of Sunnyvale 650 West Olive Avenue Sunnyvale, CA 94088	CLIENT CONTACT:	Liliana Price PHONE: 408.730.7415 E-MAIL: lprice@sunnyvale.ca.gov
PROJECT DATES:	June 2014 - June 2015	TOTAL PROJECT VALUE:	\$263,589
DESIGN SCHEDULE:	Budgeted: 12 Months Actual: 12 Months	CONSTRUCTION COSTS:	Estimated: \$1,200,000 Actual: Not Constructed Yet

Storm Pump Station No. 1 is one of two facilities that discharge storm runoff from the City of Sunnyvale to the San Francisco Bay system. Originally constructed in the early 1960s and rehabilitated several times since then, this important facility is aging and in need of additional rehabilitation. IEC was retained to provide a comprehensive condition assessment of the existing 175 HP propane-fueled engine- driven pumps, piping, electrical, and instrumentation facilities. We developed a feasibility study including recommended improvements, design documents consisting of plans, specifications, and cost estimate, and environmental review and permitting support. Our initial environmental work focused on understanding and designing around biological, jurisdictional, and cultural resources site constraints, and we have confirmed that as proposed, the project will qualify for CEQA exemption and avoid triggering federal/state take permit requirements, substantially accelerating and reducing the cost of the project.

**Emergency Diesel Generator Package 2A Project**

AGENCY:	City of San Jose, San Jose/Santa Clara Regional Wastewater Facility 708 Los Esteros Road San Jose, CA 95134	CLIENT CONTACT:	Pete Anderson PHONE: 408.970.9900 E-MAIL: pea@andpac.com
PROJECT DATES:	April 2014 - December 2015	TOTAL PROJECT VALUE:	\$15,000,000
DESIGN SCHEDULE:	Budgeted: 12 Months Actual: 12 Months	CONSTRUCTION COSTS:	Estimated: \$25,000,000 Actual: Not Constructed Yet

A Design/Build project delivery for the addition of an emergency power facility for the San Jose/Santa Clara Regional Wastewater Facility, including installation of four EPA Tier 4i, 3-Megawatt, 4.16 kV diesel generators with supporting fuel storage and delivery systems and emission equipment, and appurtenances. This emergency power facility is sized to provide backup power for the Regional Wastewater Facility's critical and secondary plant loads for up to 48-hours without refueling, and will readily accommodate future expansion.

**IMPORTANT PROJECT FEATURES**

- Civil and Mechanical Design – design of new access roads, drainage facilities, site grading, modify existing buried utilities and design new piping systems to support operation of the new emergency power facility. This includes design of all above- and below-grade site improvements needed for the operability and maintainability of this facility.
- Structural and Architectural Design – provide design for the emergency power facility storage building, design all concrete and equipment pads, and provide structural design support as needed for Civil, Mechanical, Architectural, Electrical, and Instrumentation disciplines.
- Design support services for four Emergency Diesel Generators, each with sound attenuated enclosure and integral sub base fuel tank. All generators are located within a common concrete containment area which includes all appurtenant items.
- Design support services for two double-walled diesel storage tanks on concrete pads within a concrete containment area. The tanks are located with access for fuel filling and polishing, and include a double contained fuel piping system to deliver diesel fuel to each generator.
- Design support services for of walk-in switchgear enclosure to house electronic equipment used to operate, coordinate, control, and supervise operation of the emergency generators.

## Experience and Past Performance, Including Cost & Schedule Control - Rick Kennedy, PE

### Lampson Reservoir Site Water Improvement Project

AGENCY:	City of Garden Grove 11222 Acacia Parkway Garden Grove, CA 92840	CLIENT CONTACT:	Robert Bermudez
		PHONE:	714.741.5917
PROJECT DATES:	1995 - 1997	TOTAL PROJECT VALUE:	\$7,500,000
DESIGN SCHEDULE:	Budgeted: 8 Months Actual: 8 Months	CONSTRUCTION COSTS:	Estimated: \$8,000,000 Actual: \$7,500,000

Mr. Rick Kennedy was the Project Engineer for Lampson Pumping Station Layout and Chlorination System. This project was conceived in conjunction with the development of the water distribution master plan for the City. Designed the layout of this 16,000-gpm pump station, which included two, 200 horsepower natural gas engine driven 4,000-gpm vertical turbine pumps and two, 200 horsepower constant speed electrical motor driven 4,000 horsepower vertical turbine pumps. The pump station design included a central control room, laboratory, elevated engine room and utilized cement mortar lined and coated steel pipe for the 16-inch pump discharges, 42-inch suction header, and the 30-inch discharge header. Designed the 25-ppd chlorination system, and 8-MG reservoir.

### Trask Reservoir Site Water Improvement

AGENCY:	City of Garden Grove 11222 Acacia Parkway Garden Grove, CA 92840	CLIENT CONTACT:	Robert Bermudez
		PHONE:	714.741.5917
PROJECT DATES:	1995 - 1997	TOTAL PROJECT VALUE:	\$5,500,000
DESIGN SCHEDULE:	Budgeted: 6 Months Actual: 6 Months	CONSTRUCTION COSTS:	Estimated: \$6,000,000 Actual: \$5,500,000

Mr. Rick Kennedy was the Project manager for the Trask Pumping Station and 10-MG Trask Reservoir Site Expansion. The usable capacity of the 5-MG reservoir on the site was limited due to severe pump suction and cavitation problems associated with the existing pumping station. This project included construction of a new 13-MGD pumping station utilizing two natural-gas-powered engine-driven 2,250-gpm three stage vertical turbine pumps (150-HP each), two, 2,250-gpm electric motor-driven three stage vertical turbine pumps (150-HP each), and a 600-gpm motor-driven four stage vertical turbine pump (50-HP). The pumping station also housed separate 14 and 18-inch above grade metering runs and two, 12-inch hydraulically operated altitude/pressure sustaining valves, a control room and a bathroom. A new 5-MG pre-stressed concrete partially buried reservoir matching the existing, and a new well building including well piping modifications.

**Gheen Site Pump Station**

AGENCY:	Fallbrook Public Utility District 990 E Mission Road Fallbrook, CA 92028	CLIENT CONTACT:	Jack Bebee PHONE: 760.728.1125 E-MAIL: jackb@fpud.com
PROJECT DATES:	2016 - Present	TOTAL PROJECT VALUE:	\$1,400,000
DESIGN SCHEDULE:	Budgeted: 8 Months (part of a larger project) Actual: 8 Months - 100% complete	CONSTRUCTION COSTS:	Estimated: \$1,400,000 (not yet bid) Actual: N/A

Project Manager for the Gheen Site Pump Station. This pump station was part of the larger Santa Margarita River Conjunctive Use Project. The pump station, when conditions warrant, pumps treated water from the Gheen pressure zone to the Red Mountain zone. The design includes two 4 mgd pumps with variable frequency drive motors, 400 horsepower each. Pumps are vertical turbine type mounted in pump cans and housed within a block building utilizing special acoustical reduction panels and doors for noise suppression due the proximity to residences. The building includes an electric room with a window, providing viewing access, in between it and the pump room. The pump room has space for the discharge meter and includes a roll door and sky lights to facilitate equipment maintenance. The design utilizes cement mortar lined and coated steel pipe for the 16-inch pump discharge header and 24-inch suction header.

## IEC's Local Experience

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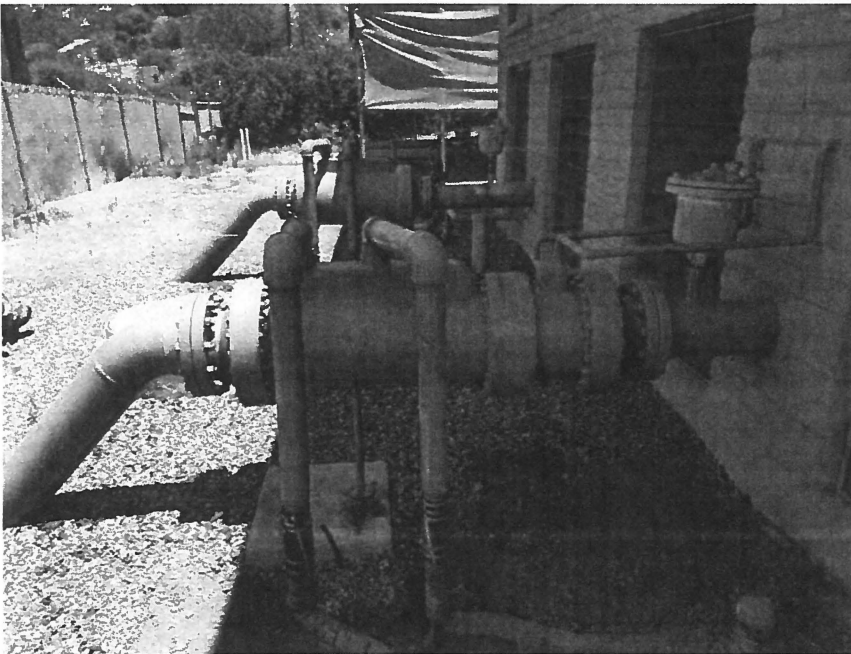
In the past 5 years, IEC has worked with the District on the following projects:

- Pala Mesa Tank
- Palomar College Horse Creek Waterline
- Morro Reservoir Chloramine Injection System
- Flow Monitoring
- Morro Reservoir Services During Construction
- As Needed Staff Extension Services
- Sewer Flow Correlation Study



## Creative Alternatives

**Station Flow Metering:** Station metering can be accomplished in a number of ways. The most straightforward solution is to install a single flow meter on the pump station discharge line. This would be done by either bringing the discharge line above ground to allow for easy access to the flow meter or by constructing a below grade vault, which is typically more expensive. However, both of these alternatives present challenges in relation to the existing piping layout and providing the required straight run of pipe upstream of the meter to obtain sufficient accuracy. Alternatively, a flow meter could be installed on each of the above ground pump discharge pipes and the signals totaled to get the cumulative station flow. Existing Pumps #6 and #7 have enough straight piping on the discharge side to install a flow meter, and Pumps #4 and #5, with the removal of the engine cooling heat exchanger connection spool, may also have the required piping length. To determine which alternative is feasible and most cost effective, an alternative analysis will be provided with the Basis of Design Report (BODR).



Photograph of Existing  
Discharge Piping:

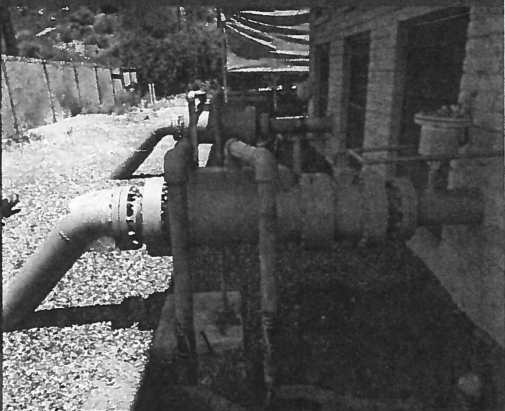
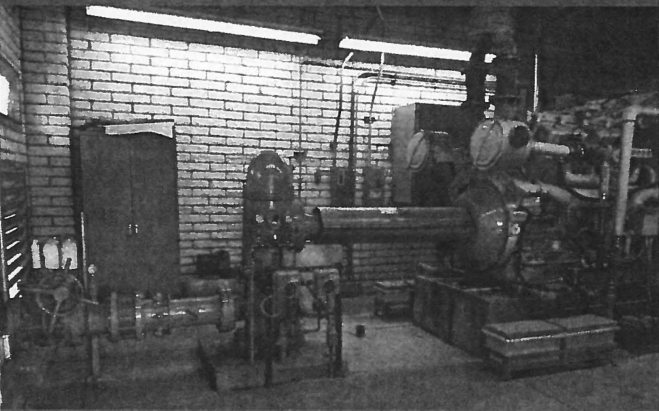
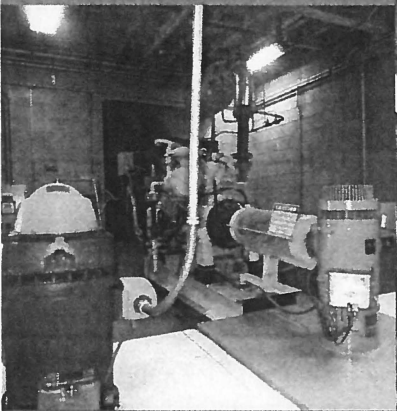
There appears to be adequate space to install flow meters in place of the existing heat-exchanger connection spool (foreground) and existing pipe spools (background).

**Soft Starters Vs. Pump Control Valves:** Soft type starters are identified in the RFP to be used for the new and existing electrical pump motors. However, soft starters may not be the most suitable and cost effective long term solution. As an alternative, we propose to provide cost/benefit analysis for installation of pump control valves as a means to control pressure surges during the starting and stopping of the pumps (Pumps #6 and #7 already have pump control valves installed). Pump control valves directly control the flow of the water (as opposed to soft starts which only control the speed of the motor) and can be adjusted to open over a longer time range than soft starters. Therefore, under the appropriate conditions, they can be more effective at reducing pressure surges and extending the life of the piping and equipment. An alternative analysis can be provided with the BODR.

## Exceptions to this RFP

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Infrastructure Engineering Corporation takes no exceptions to the RFP including the Consultant Services Agreement.





## SUMMARY OF FORMAL BOARD OF DIRECTORS' MEETING AUGUST 25, 2016

### ADMINISTRATION AND FINANCE COMMITTEE

- 9- 1. Monthly Treasurer's Report on Investments and Cash Flow.  
The Board noted and filed monthly Treasurer's Report.
- 9- 2. Execute a reimbursement resolution for the Capital Improvement Program.  
The Board adopted Resolution 2016-13 making a declaration of official intent to reimburse certain capital project expenditures from proceeds of future debt obligations.
- 9- 3. Resolution establishing amount due from the City of San Diego for the In-Lieu Charge as a condition of providing water service for Fiscal Year 2017.  
The Board adopted Resolution No. 2016-14 establishing an amount due of \$2,096,423.46 from the city of San Diego for the In-Lieu Charge for fiscal year 2017.
- 9- 4. Amendments to the San Diego County Water Authority Local Conflict of Interest Code.  
The Board conducted the Public Hearing and adopted Resolution No. 2016-15 approving amendments to the San Diego County Water Authority Local Conflict of Interest Code.
- 9- 5. Ordinance making clean-up and other amendments to chapters 1.16, 2.00, 4.00, 4.04, and 7.00 of the Administrative Code.  
The Board adopted Ordinance No. 2016-03, an ordinance of the board of directors of the San Diego County Water Authority making clean-up and other amendments to chapters 1.16, 2.00, 4.00, 4.04, and 7.00 of the Administrative Code.

### ENGINEERING AND OPERATIONS COMMITTEE

- 9- 6. Professional services contracts with Kleinfelder and Tetra Tech for as-needed structural engineering services.  
The Board authorized the General Manager to award professional services contracts to Kleinfelder and Tetra Tech for an amount not-to-exceed \$350,000 each, to provide as-needed structural engineering support services for up to five years.
- 9- 7. Professional services contracts with Richard Brady & Associates and LEE & RO for as-needed electrical, instrumentation, and controls engineering services.  
The Board authorized the General Manager to award professional services contracts to Richard Brady & Associates and LEE & RO, for an amount not-to-exceed \$200,000 each to provide as-needed electrical, instrumentation, and controls engineering support services for up to five years.





- 9- 8. Service contract with Co's Traffic Control, Inc. for traffic control services.  
The Board authorized the General Manager to award a service contract to Co's Traffic Control, Inc. to provide traffic control services for a period of two years, with an option to extend the contract for an additional two years, for a total not-to-exceed amount of \$500,000.
- 9- 9. Construction contract with L.H. Woods and Sons, Inc. for the Pipeline 4 Relining at Lake Murray project.  
The Board authorized the General Manager to award a construction contract to L.H. Woods and Sons, Inc. in the amount of \$6,777,000 for the Pipeline 4 Relining at Lake Murray project.

**WATER PLANNING COMMITTEE**

- 9-10. Resolution Certifying the Final Supplement to the Precise Development Plan and Desalination Plant Project Final Environmental Impact Report (SEIR); Adopting Environmental Findings of Fact, Statement of Overriding Considerations and a Mitigation Monitoring and Reporting Program; and Authorizing Filing of a Notice of Determination.  
The Board adopted Resolution No. 2016-16 that:
- a) Certified the Final SEIR, as amended in the August 25, 2016 staff report, has been completed in compliance with the California Environmental Quality Act (CEQA) and State CEQA Guidelines, and reflects the independent judgment of the Board;
  - b) Concurrently adopted the Environmental Findings of Fact, Statement of Overriding Consideration and a Mitigation Monitoring and Reporting Program;
  - c) Authorized the filing of a Notice of Determination.
- 9- 11. Claude "Bud" Lewis Carlsbad Desalination Plant Water Purchase Agreement Contract Administration Memorandum Regarding the Proposed Intake and Discharge System Modifications.  
The Board authorized the General Manager to execute this Water Purchase Agreement Contract Administration Memorandum (CAM) between the Water Authority and Poseidon Resources (Channelside) LP for implementation of the intake and discharge modifications (Modifications) for the Lewis Carlsbad Desalination Plant (CDP).

**MINUTES OF THE BUDGET AND FINANCE COMMITTEE MEETING  
OF THE RAINBOW MUNICIPAL WATER DISTRICT  
AUGUST 9, 2016**

1. **CALL TO ORDER:** The Budget & Finance Committee meeting of the Rainbow Municipal Water District was called to order by Chairperson Stitle on August 9, 2016 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 Clyde, Member Moss, Alternate Martinez.  
  
**Absent:** Member Ross, Member Hensley.  
  
**Also Present:** General Manager Kennedy, Executive Assistant Washburn, Associate Engineer Powers, Administrative Analyst Gray.  
  
No members of the public were present.
4. **ADDITIONS/DELETIONS/AMENDMENTS TO THE AGENDA (Government Code §54954.2)**  
  
There were no changes to the agenda.
5. **PUBLIC COMMENT RELATING TO ITEMS NOT ON THE AGENDA (Limit 3 Minutes)**  
  
There were no comments.

**COMMITTEE ACTION ITEMS**

6. **COMMITTEE MEMBER COMMENTS**

There were no comments.

\*7. **APPROVAL OF MINUTES**  
A. July 12, 2016

***Motion:***

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

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

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

***Ayes: Member Stitle, Member Moss, Alternate Martinez.***

***Abstain: Member Clyde.***



**8. DISCUSSION AND POSSIBLE ACTION REGARDING ASSET VALUATION**

Mr. Kennedy introduced Tara Hollis and Jerry Hartman of Willdan Financial Services. He recalled how the committee had discussions late last year about looking at RMWD's asset valuation in preparation for capacity fee adjustments and how Willdan has been contracted to conduct a capacity fee study. He referenced the materials presented that include the results of said study.

Ms. Hollis and Mr. Hartman gave a presentation on the overview of the asset valuation as well as the results of the appraisal.

Mr. Kennedy pointed out there are basic methodologies that are standard in the industry and court tested and approved that RMWD will follow which is why an expert was hired to conduct this study on behalf of the District.

*\* The recorder stopped recording at 2:03 p.m.*

**9. MONTHLY FINANCIAL REPORT**

- A. Balance Sheet
- B. Financial Statement
- C. Developer Update
- D. Water and Sewer Sales Update

**10. DEMONSTRATION OF SPRINGBROOK**

**11. UPDATE ON AUDIT PROCESS**

**12. STRATEGIC PLAN UPDATE**

*\* The recording restarted at 2:54 p.m.*

It was noted there was a typo that needed to be changed to "contributed' capital".

Mr. Kennedy updated the Committee on the various items in the Strategic Plan as well as mentioned some of the items that may be coming to the Committee in the near future for discussion.

Discussion ensued regarding the November 8, 2016 General Election.

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

It was noted review of the financial policies within the Administrative Code, a review of the draft capacity fee study, as well as the cash flow and reserves report.

**14. ADJOURNMENT**

**Motion:**

**To adjourn.**

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

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

**Ayes: Member Stitle, Member Clyde, Member Moss, Alternate Martinez.**

The meeting adjourned at 3:16 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  
AUGUST 1, 2016**

1. **CALL TO ORDER** – The Communications Committee Meeting of the Rainbow Municipal Water District on August 1, 2016 was called to order by Chairperson Daily at 3:34 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 O'Leary, Member Brazier, Member Kurnik, Member Kirby

**Also Present:** Executive Assistant Washburn, Alternate Gray, Human Resources Manager Harp

No public members were present.

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

There were no changes to the agenda.

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

There were no comments.

**COMMITTEE ACTION ITEMS**

\*6. **APPROVAL OF MINUTES**

A. July 11, 2016

***Motion:***

***To approve the minutes of July 11, 2016.***

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

***Vote: Motion carried by unanimous roll call vote (summary: Ayes = 6).***

***Ayes: Member Daily, Member O'Leary, Member Brazier, Member Kurnik, Member Kirby, Alternate Gray.***

**7. PRESENTATION OF GOOGLE ANALYTICS DATA FOR WEBSITE USAGE**

Mrs. Gray presented the report showing activity on RMWD's website. It was noted there was a job posting on the website recently which could have increased the number of website hits.

Discussion ensued regarding what types of customer survey questions should be asked.

Mrs. Gray presented the new look to the RMWD water bills. Ms. Brazier stated she was delighted to see the water consumption simplified.

Mrs. Kirby pointed out the average gallons per day were not on the bill. Mrs. Gray noted this was the first bill generated with Springbrook; however, she would make note of this and work on getting this information on the bills.

Discussion ensued regarding the information provided on the new bills as well as input from the committee members as to what additional changes should be made in order to help the customers better understand all the information provided.

It was suggested there be a reminder encouraging customers to visit RMWD's website be included in the special message section of the new bills as well as in the newsletter as a means of getting more customers to access the website as well as reply to a customer survey.

Mrs. Gray presented the SDCWA survey results per Mr. Kennedy's request.

**8. DISCUSSION AND POSSIBLE ACTION REGARDING CUSTOMER SURVEYS**

**A. SDCWA Survey 2015 Water Issues Results-Public Opinion Poll (North County)**

This information was discussed under Item #7.

Discussion returned from Item #7.

Mrs. Gray pointed out there were questions specific to whether the correct information was being provided to the customers regarding water.

Discussion ensued regarding Page #100 as well as the summary tables showing the responses by region.

Discussion went to Item #9.

**9. COMMUNICATIONS PLAN**

Mrs. Gray referenced the Plan as well as pointed out she had highlighted those items done for this month's newsletter. She talked about the wastewater staff conducting a cleaning a particular site which made it available to get some good pictures.

Discussion returned to Item #8.

**10. STRATEGIC PLAN UPDATE**

Mrs. Gray mentioned Director Walker made a request at the Board meeting that there be monthly updates with each of the three committees in terms of the strategic plan. She pointed out as far as this committee was concerned, the new look to the bill is 75%-80% complete, the news releases are at 100%, and how she was still waiting to hear back on RMWD participating in the Autumn Festival.

Mrs. Gray talked about her recent interactions with the Bonsall Chamber of Commerce and how they have been communicating back and forth about future interactions with the community. She noted the next step would be for her to look into getting items for booth setups. Discussion ensued.

Mrs. Gray mentioned she was working on the frequently asked questions with other staff members as well as videos that would be published on the website. She mentioned there would also be one of these informative videos on backflow devices as well. She stated she hoped to have a video for the committee to preview at their next committee meeting.

Mrs. Gray stressed how well the shutdown notifications have helped with the process. She explained how the GIS will start working with the Asset Management Program which will be a great tool for shutdowns. Mr. O’Leary recommended we use the shutdown resources for the SDCWA and MWD shutdowns as well.

Mrs. Gray noted she would probably roll out the facility tours with a tour of the Desalination Plant. Discussion followed. Mrs. Gray reiterated she continues working on the waiver form for such tours.

Discussion ensued regarding the speaker’s bureau.

Ms. Elysian inquired as to whether we would contact the Fallbrook School District regarding student outreach due to the fact there may be RMWD students attending Fallbrook schools. Discussion followed regarding having additional topics to speak about at the high school level including careers in the water industry with which Mrs. Harp offered to assist.

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

Mr. Daily briefly mentioned two recent media articles.

**12. COMMITTEE MEMBER COMMENTS**

There were no comments.

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

Mr. Daily recommended there be an item regarding the joint meeting with the Board of Directors in October.



**14. ADJOURNMENT**

***Motion:***

***To adjourn.***

***Action: Adjourn, Moved by Member O'Leary, Seconded by Member Brazier.***

***Vote: Motion carried by unanimous roll call vote (summary: Ayes = 6).***

***Ayes: Member Daily, Member O'Leary, Member Brazier, Member Kurnik, Member Kirby, Alternate Gray.***

The meeting adjourned at 4:52 p.m.

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**Mike Daily, Committee Chairperson**

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**Dawn M. Washburn, Board Secretary**

**MINUTES OF THE ENGINEERING COMMITTEE MEETING  
OF THE RAINBOW MUNICIPAL WATER DISTRICT  
AUGUST 3, 2016**

1. **CALL TO ORDER** – The Engineering Committee Meeting of the Rainbow Municipal Water District on August 3, 2016 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 Murray, Member Brazier, Member Kirby, Member Ratican, Alternate Robertson, Alternate Marnett

**Absent:** None

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

**Members of the public present:** Ms. Hollis (Willdan), Mr. Katzen and Mr. Havelaar (ABM), Mr. Lewinger (SDCWA Board Member).

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

Mr. Kennedy requested to move Item #9 before Item #8.

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

There were not comments.

**COMMITTEE ACTION ITEMS**

\*6. **APPROVAL OF MINUTES**

A. July 6, 2016

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

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

Mr. Stitle requested to add clarification on Item #9, second paragraph, to include that he was President of “this ABM subsidiary”.

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

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

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

**Ayes: Member Prince, Member Stitle, Member Taufer, Member Murray, Member Brazier, Member Kirby, Member Ratican.**

## **7. PRESENTATION ON THE APPRAISAL REPORT**

Mr. Kennedy introduced Ms. Hollis from Willdan Financial Services contracted to perform an asset valuation study in order to evaluate the capacity fees based on the appraised value of the District's current systems. Ms. Hollis provided a brief overview on the Asset Valuation Appraisal Report's analysis and results. She pointed out the three typical valuation approaches and how they are reconciled:

1. Cost – Placing a value on the assets based on original, replacement or reproduction costs.
2. Income – The income generated from the assets.
3. Market/Comparable Sales – Other transactions that occur within the industry and used to compare with the District's systems.

Ms. Hollis explained all three typical approaches provide different insights to the valuation expert; each method has advantages and disadvantages and no single method was valid without the valuation expert's reconciliation.

Ms. Hollis stated due to the District's location, rural area and it being spread out there are a lot more assets per customer, which required adjustments to the comparable sales analysis. She said the District's linear foot of pipe and the large storage capacities, plus due to the remoteness requires in-house services not normally provided in-house, which added to the value. Discussion ensued.

Ms. Hollis said the replacement cost approach assumes that replacing the System, is one large project, with inherent economies of scale that are represented in the determination of replacement cost. She continued it includes indirect cost allocations and depreciation based on average service lives for each major category of assets. She went over the replacement cost approach amounts for water, wastewater and other assets and in summary the Replacement Cost New Less Depreciation was calculated at \$440M. Mr. Kennedy pointed out the Valuation Report was still in draft form and not ready for Board approval. Discussion ensued.

Ms. Hollis said though considered, the income approach was not applicable to the District due to being a not-for-profit entity. Discussion ensued.

Ms. Hollis said regarding the market approach (comparable sales) there are water and wastewater utilities purchased and sold throughout the United States. She stated it is difficult to find comparable systems due to the uniqueness of the District's system, therefore some adjustments had to be made. Discussion ensued.

Mr. Kennedy stated the District would like an open and fair analysis of its asset valuation since the current books were not accurate.

Discussion went to Item #9.

**8. DISCUSSION AND POSSIBLE ACTION REGARDING WATER RECLAMATION PLANT PRE-DESIGN REPORT**

Mr. Kennedy and Mr. Metts met with Oceanside to discuss the water reclamation plant cost analysis. He mentioned the possibility of planning a town hall meetings with the agricultural community to determine if there was a need in the future for cheaper water. He said the biggest variables were whether the District would be able to sell the water; and could the water be sold long enough to recover the revenue to cover the cost, and could it be built with Oceanside. Discussion ensued.

**9. DISCUSSION AND POSSIBLE ACTION REGARDING INVESTMENT GRADE AUDIT FROM ABM ENERGY SOLUTIONS**

Mr. Kennedy introduced Mr. Katzen representing ABM Building Services and disclosed that Mr. Stitle use to work for ABM. He also introduced Mr. Lewinger former General Manager of Fallbrook Public Utility and a current Water Authority Board Member representing the City of Carlsbad. He said ABM services provides a process to review the District's energy consumption and under sourced efficiency measures that might be revamped to identify the possibility of delivering a project through a more innovative project delivery system. He continued this would allow the District to get the project financed and use the energy and other efficiency savings to pay for the project.

Mr. Katzen pointed out ABM has changed dramatically in the last 25 years and has been around for more than 100 years. He said a few months ago ABM conducted a Preliminary Energy Assessment (PEA) for the District and would be presenting these results. He explained during the assessment ABM looked for any opportunity that could lower the energy or operational costs of the District. He said ABM also looked for any opportunity to create new revenue enhancement through finding unbilled water loss through the meter system to consider the possibility of new renewable or potential alternative energy systems, also lowering the carbon footprint to make the District a more responsible environmental steward.

Mr. Katzen stated for ABM to accomplish all of this bundled project requiring zero out of pocket capital from the District, that would pay for itself with the savings and/or created revenue with a significant long term cash flow and placing all of the financials guaranteed by ABM, therefore removing any risk from the District.

He explained the objectives of the preliminary energy assessment was to cut operational costs for the District and create long term savings by:

- Achieving significant long-term cost savings through reduced energy usage.
- Upgrading old/or inefficient systems which are now near or at the end to their useful life.
- Maintaining District functionality and compatibility with existing equipment.
- Increasing annual District revenue by reducing water loss and increasing operation savings.
- Exploring clean, alternative and renewable energy options for further energy savings.

Mr. Katzen mentioned for most of the water districts ABM has worked with energy costs were typically in the top three line items of funds spent on the operational side and also one of the most controllable expenses. He said out of the District's top eight energy accounts with SDG&E account for 90% of the total annual energy usage. He pointed out the top two significantly

highest users were Huntley Pump Station and Pump Station 1. He mentioned the potential savings opportunities after the improvements would pay for the improvements. He introduced Mr. Havelaar to present the potential energy conservation measures.

Mr. Havelaar discussed various energy conservation measures for potential savings opportunities. He pointed out Solar and AMI/Meter Replacement would provide significant savings to the District. He said in order to determine the AMI/Meter potential savings additional data collection, modeling, testing per AWWA standards would be used to determine the overall weighted accuracy of the meters, which would provide the data necessary to calculate the potential revenue opportunity. Discussion ensued.

Mr. Katzen said this project would not be funded by capital funds it would be funded through the California Government Code 4217.10, which is an energy services procurement method used for energy efficiency measures with the caveat that these projects must pay for themselves. He explained the vehicle used to fund this project would be through the Tax Exempt Lease Purchase Agreement (TELP). He said TELP agreements are common low cost public sector financing alternatives that allow repayment from operating expense dollars rather than capital expense dollars. Discussion ensued.

Mr. Katzen summarized the energy savings guarantee of this project as follows:

- ABM can structure this energy efficiency project funded from energy savings and annual revenue enhancement, with no financial risk.
- No capital outlay is required.
- The project will allow RMWD to make capital improvements while reducing operating costs, conserve resources, reduce emissions, improve sustainability and address any budget shortfalls with no financial risk.
- If ABM cannot achieve the guaranteed energy savings, they would pay the difference between what was guaranteed and what was actually achieved – for the term of the contract.
- 100% of any excess savings, over and above what is guaranteed, goes to RMWD.

Mr. Katzen said the next step would be to proceed with the Level II - Investment Grade Audit to provide the data needed for the District to make an investment decision. Mr. Kennedy said he had an ABM agreement to execute with the understanding that if the audit shows a cost recovery and the District decides not to proceed there would be a fee due. He asked the Engineering Committee for feedback regarding this project. Mr. Stitle said he would like to see it done. Mr. Murray asked what the approximate cost was for this project. Mr. Katzen responded approximately \$5M. Mr. Kennedy said there would be additional costs associated with replacing the meters. Discussion ensued.

Discussion went to Item #8.

**10. STRATEGIC PLAN UPDATE**

This Item was passed over in the interest of time.

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

The following items were suggested for the combined Board of Directors and Engineering Committee Meetings on August 23, 2016: Dudek Water Reclamation Plant Presentation and the Strategic Plan Update

The following item was suggested for the next Engineering Committee Meeting on September 7, 2016: Housekeeping the Committee Structure.

**12. ADJOURNMENT**

**Motion: To adjourn the meeting.**

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

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**Timothy Prince, Committee Chairperson**

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**Dawn M. Washburn, Board Secretary**







## CONSENT CALENDAR

### BOARD OF DIRECTORS

9/27/2016

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### SUBJECT

APPROVAL OF SECOND AMENDMENT TO JOINT AGREEMENT TO IMPROVE MAJOR SUBDIVISION, PARTIAL RELEASE OF JOINT LIEN CONTRACT AND PARTIAL TERMINATION OF HOLDING AGREEMENT FOR VISTA VILLAS DEVELOPMENT LP.

### BACKGROUND

On September 22, 1999 Vista Villas Development Limited (Owner) entered an agreement with the County of San Diego (County) entitled "Joint Agreement to Improve Major Subdivision County of San Diego Tract Map No. 4736-1" (Joint Improvement Agreement) to make certain subdivision improvements.

On December 14, 2011 a Joint Lien Contract was entered by and among Rainbow Municipal Water District (District), the County, Owner, and First American Trust, FSB (Holder). The Owner granted to the District and County a lien upon lots 1-167 of the County of San Diego tract no. 4736-1 according to map 13856 as security for the completion of improvements stated in the Joint Improvement Agreement.

On August 8, 2012, the Owner, the District, the County and the Holder entered into an agreement entitled "Holding Agreement No 1082-0310-00" (Holding Agreement) for the purposes of implementing the Joint Lien Contract. The terms of the Joint Lien Contract and the Holding Agreement prohibit the Owner from constructing any improvements until acceptable security is substituted for the Joint Lien Contract and the Holding Agreement is released.

### DESCRIPTION

The Owner desires to have Lots 1-35, 71-82, and 157-167, Map 13856 released from the Joint Lien Contract. The Holding Agreement will terminate for the said lots as a result of the release from the Joint Lien Contract. The Owner has deposited with the District and County all fees for inspections, lab tests, and other related purposes, and has substituted, in place of the Joint Lien Contract, bonds for faithful performance and for labor and materials as security for the obligations imposed by the Joint Improvement Agreement for the aforementioned lots. Lots 36-70 and 83-156, inclusive, map 13856 will continue to remain subject to the lien created by the Joint Lien Contract to secure construction of the required improvements stated in the Joint Improvement Agreement.

Upon Approval, the improvements specified in the Joint Improvement Agreement would be completed on or before September 14, 2018.

### POLICY/STRATEGIC PLAN KEY FOCUS AREA

N/A

**BOARD OPTIONS/FISCAL IMPACTS**

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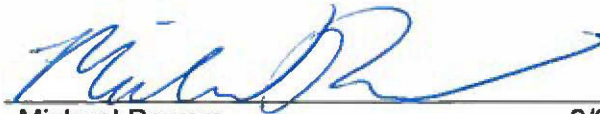
The Board has two options:

- Approve the Second Amendment to Joint Agreement to Improve Major Subdivision, Partial Release of Joint Lien Contract and Partial Termination of Holding Agreement for Vista Villas Development LP.
- Reject the Second Amendment to Joint Agreement to Improve Major Subdivision, Partial Release of Joint Lien Contract and Partial Termination of Holding Agreement for Vista Villas Development LP.

**STAFF RECOMMENDATION**

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Staff recommends the approval.



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Michael Powers  
Associate Engineer

9/27/2016

ACKNOWLEDGEMENT

RECEIVED AUG 29 2016

Egypt  
City of Cairo  
Embassy of the United  
States of America

ss.

On this date 28 AUG 2016, Ibrahim Maurice Ibrahim Gibattas  
(Printed Name of Affiant)

personally appeared before the undersigned Consular Officer and was positively identified on the basis of satisfactory evidence, and is the same person whose name is subscribed to the annexed instrument, and acknowledged that the signing of the annexed instrument was done voluntarily and for the uses and purposes therein mentioned.

Evidence of Identity: Egyptian PPTX  
AC8091983

Subscribed before me on this day: 28 AUG 2016

Tracie C. Marsh  
(Consular Officer's Signature)  
Tracie C. Marsh  
Consular Associate  
U.S. Embassy Cairo, Egypt

Commission Expires: INDEFINITE

Notarizing officer verifies only the identity of the individual who signed the document and not the accuracy or validity of the statement(s) made.

Annexed to a document dealing with/entitled Second Amendment to Joint Agreement  
The Annexed document is 4 pages and is dated 28 AUG 2016



Recorded as a Benefit to the  
County of San Diego (no fee)  
Recording Requested by  
Planning & Development Services

After Recordation please return to:

County of San Diego  
Dept. of Planning & Development Services  
Land Development Division  
Attention: Ken Brazell  
Mail Station: 0650

Above Space for Recorder's Use

**SECOND AMENDMENT TO JOINT AGREEMENT TO IMPROVE MAJOR  
SUBDIVISION, PARTIAL RELEASE OF JOINT LIEN CONTRACT AND  
PARTIAL TERMINATION OF HOLDING AGREEMENT  
(Including Partial Substitution of Security and Extension of Time)**

This Second Amendment to Agreement to Improve Major Subdivision, Partial Release of Lien Contract and Partial Termination of Holding Agreement ("Second Amendment") is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_, between the COUNTY OF SAN DIEGO, a political subdivision of the State of California ("County"), RAINBOW MUNICIPAL WATER DISTRICT ("District"), SGM INVESTMENT CORP., a California Corporation and VISTA VILLAS DEVELOPMENT LP, a California Limited Partnership ("Owner"), with respect to the following:

**RECITALS**

A. On September 22, 1999 (10), the Owner filed with the Board of Supervisors ("Board") of the County a final map for County of San Diego Tract Map No. 4736-1 for the Board's approval that recorded as Final Map No. 13856.

B. Pursuant to the Subdivision Map Act of the State of California (Govt. Code § 66410, et seq.) and Division 1 of Title 8 of the San Diego County Code of Regulatory Ordinances, the Board required the Owner to agree to make certain subdivision improvements, which agreement was entered into on September 22, 1999, and entitled, "Joint Agreement to Improve Major Subdivision County of San Diego Tract Map No. 4736-1" ("Joint Improvement Agreement"). At the time the Joint Improvement Agreement was approved, the Owner filed a Faithful Performance Bond, Bond No. SD00100648 and Labor and Material Bond, Bond No. SD00100648 with the County to secure the completion of improvements stated in the Joint Improvement Agreement.

C. On August 8, 2011 (10), the Board approved an amendment to the Joint Improvement Agreement ("First Amendment") in which the time to complete improvements was extended, and the Owner, County, and District entered into a Joint Lien Contract which was recorded with the San Diego County Recorder on August 27, 2012 as Document No. 2012-0511052, to secure the obligations stated in the Joint Improvement Agreement. On August 8, 2012, the Owner, the County, the District, and First American Trust, FSB ("Holder") entered into an agreement entitled "Holding Agreement No. 1082-0310-00" ("Holding Agreement") recorded

1 

TM4736-1



on August 27, 2012 with the San Diego County Recorder as Document No. 2012-0511053, for the purposes of implementing the Joint Lien Contract. The terms of the Joint Lien Contract and Holding Agreement prohibit the Owner from constructing any improvements until acceptable security is substituted for the Joint Lien Contract and the Holding Agreement is released.

D. On August 8, 2016, the Owner filed with the Secretary of State, State of California, a Restated Certificate of Limited Partnership, Secretary of State File No. 198921500026, to amend the entity name "Vista Villas Development Limited, A California Limited Partnership," a California Limited Partnership, to "Vista Villas Development LP," a California Limited Partnership.

E. The Owner desires to have Lots 1-35, 71-82 and 157-167, Map 13856 released from the Joint Lien Contract. The Holding Agreement will terminate for the said lots as a result of the release from the Joint Lien Contract. The Owner has deposited with the County and District all fees for inspections, lab tests and other related purposes, and has substituted, in place of the Joint Lien Contract, bonds for faithful performance and for labor and materials as security for the obligations imposed by the Joint Improvement Agreement for the aforementioned lots. As the Owner has posted adequate security and paid the fees required by the Joint Improvement Agreement, the County and District are amenable to releasing the aforementioned lots from the Joint Lien Contract and to a partial termination of the Holding Agreement as to said lots. Lots 36-70 and 83-156, inclusive, Map 13856 will continue to remain subject to the lien created by the Joint Lien Contract to secure construction of the required improvements stated in the Joint Improvement Agreement.

F. The County is amenable to allowing additional time to substitute security in place of the Joint Lien Contract and an extension of time to complete the improvements required by the Joint Improvement Agreement for Lots 1-35, 71-82 and 157-167, Map 13856. The estimated construction and related costs reflected in the Joint Improvement Agreement are adjusted to reflect current cost figures. Lots 36-70 and 83-156, Map 13856 shall remain subject to the Joint Lien Contract and may not be sold or improved until another form of security acceptable to the County and District can be substituted in place of the Joint Lien Contract.

**AGREEMENT**

WHEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

1 The estimated cost of Improvements specified in the Fourth Paragraph of the First Amendment for the Streets/Drainage and/or Easements, Sewer Facilities, Water Facilities, monumentation, including lab fees and inspection deposits for Lots 36-70 and 83-156, Map 13856 shall be Nine Million Five Hundred Ninety-Eight Thousand Five Hundred Dollars (\$9,598,500). The estimated cost of Improvements for the Streets/Drainage and/or Easements, Sewer Facilities, Water Facilities, and monumentation including lab fees and inspection deposits for Lots 1-35, 71-82 and 157-167, Map 13856 shall be Ten Million Eight Hundred Thirty-Seven Thousand One Hundred Fifty Dollars (\$10,837,150) and shall be secured by bonds.

2 The improvements specified in the Second and Tenth Paragraph in the Joint Improvement Agreement shall be completed as specified therein on or before September 14, 2018.

3. The County and District hereby release Lots 1-35, 71-82 and 157-167, Map 13856 from the Joint Lien Contract. The lien created by the Joint Lien Contract shall remain in place and in full force and effect as against Lots 36-70 and 83-156, Map 13856.

4. It is recognized that the Holding Agreement is partially terminated, as to Lots 1-35, 71-82 and 157-167, Map 13856, because of the partial release of the Joint Lien Contract. The Holder is hereby relieved of the obligations imposed by the Holding Agreement as to the aforementioned lots. The obligations imposed by the Holding Agreement on the Holder shall remain as against Lots 36-70 and 83-156, Map 13856.

5. The entity name, "Vista Villas Development Limited, a California Limited Partnership," as referenced in the Joint Improvement Agreement, Joint Lien Contract, and the Holding Agreement is amended in all places where referenced to, "Vista Villas Development LP."

6. Except as amended by this Second Amendment, the Joint Improvement Agreement and the First Amendment, the Joint Lien Contract, and the Holding Agreement, all provisions, terms and conditions thereof shall remain unchanged and in full force and effect.

A handwritten signature in black ink, appearing to be a stylized 'S' or 'J' followed by a horizontal line.



IN WITNESS WHEREOF, the parties have caused this Second Amendment to be executed as of the date first above written.

VISTA VILLAS DEVELOPMENT LP, a California limited partnership, Owner

By: GATSDER INVESTMENTS, INC., a California corporation,  
its General Partner

By \_\_\_\_\_  
Ibrahim Maurice Ghattas, Secretary

SGM INVESTMENT CORP., a California corporation, Owner

By \_\_\_\_\_  
Ibrahim Maurice Ghattas, Secretary

COUNTY OF SAN DIEGO

By \_\_\_\_\_  
Clerk of the Board of Supervisors

RAINBOW MUNICIPAL WATER DISTRICT

By \_\_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_

Note: (1) Signatures must be acknowledged; and,  
(2) Appropriate security must be attached.

TM4736-1





## BOARD ACTION

### BOARD OF DIRECTORS

September 27, 2016

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#### **SUBJECT**

DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 16-19 — A RESOLUTION OF THE BOARD OF DIRECTORS OF RAINBOW MUNICIPAL WATER DISTRICT ESTABLISHING CLASSIFICATIONS AND MONTHLY PAY RANGES FOR DISTRICT EMPLOYEES EFFECTIVE JULY 1, 2016 THROUGH JUNE 30, 2017 AND THE GENERAL MANAGER'S SALARY EFFECTIVE AUGUST 28, 2016 THROUGH AUGUST 28, 2017

#### **DESCRIPTION**

The grade structure included in Resolution No. 16-19 is revised to reflect the General Manager's new pay rate effective August 28, 2016. The new pay rate is pursuant to the General Manager's contracted annual cost of living increase based on the CPI increase for the most recent 12 months available, which is 2%.

Resolution No. 16-19 rescinds Resolution No. 16-15.

#### **BACKGROUND**

In compliance with state and CalPERS regulations, the District maintains a Salary Grade structure that includes all job titles, salary grade levels, and monthly salary ranges for each grade. The table is available for public review, accessible from the RMWD website, and is published on a website hosted by the California State Controller.

On June 28, 2016, the Board approved the current salary grades in Resolution No. 16-15.

#### **POLICY/STRATEGIC PLAN KEY FOCUS AREA**

Updating this document with current information allows the District to comply with CalPERS requirements and California Code of Regulations 570.5 and 571.

#### **BOARD OPTIONS/FISCAL IMPACTS**

The fiscal impact is a 2% increase in salary for the General Manager, which is \$4,080 annually.

**STAFF RECOMMENDATION**

Staff recommends the Board approves Resolution No. 16-19 and direct Human Resources to post a copy on the RMWD website.

*Karleen Harp*

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Karleen Harp  
Human Resources Manager

09/27/2016

**RESOLUTION NO. 16-19****RESOLUTION OF THE BOARD OF DIRECTORS OF RAINBOW MUNICIPAL WATER DISTRICT ESTABLISHING CLASSIFICATIONS AND MONTHLY RATES OF PAY FOR DISTRICT EMPLOYEES EFFECTIVE AUGUST 28, 2016 THROUGH JUNE 30, 2017**

<b>Job Title</b>	<b>Salary Grade</b>	<b>Monthly Salary Range</b>
General Manager	n/a	\$17,340
Engineering Manager Finance Manager Human Resources Manager Operations Manager	120	\$10,413-\$13,663
Constr. & Maintenance Superintendent Senior Accountant Wastewater Superintendent Water Operations Superintendent	95	\$8,003-\$10,500
Associate Engineer Constr. & Maintenance Superintendent Wastewater Superintendent Water Operations Superintendent	90	\$7,617-\$9,994
Constr. & Maintenance Superintendent Senior Accountant Wastewater Superintendent Water Operations Superintendent	85	\$7,250-\$9,513
IT Administrator	80	\$6,901-\$9,054
Crew Leader Executive Assistant/Board Secretary	70	\$6,252-\$8,203
Crew Leader	65	\$5,951-\$7,808
Administrative Analyst Assistant Engineer Crew Leader	60	\$5,664-\$7,431
Accountant Accounting Specialist II Electrical/Electronic Technician II Engineering Inspector II Engineering Technician II Human Resources Technician II Senior Customer Service Representative II System Operator III	55	\$5,391-\$7,073
Electrical/Electronic Technician I Engineering Inspector I Mechanic II Water Quality Technician II	50	\$5,131-\$6,732

Accounting Specialist I Electrical/Electronic Technician I Engineering Inspector I Engineering Technician I Human Resources Technician I Purchasing/Warehouse Technician II Safety Administrator II Senior Customer Service Representative I System Operator II Utility Worker III Water Quality Technician I	45	\$4,884-\$6,408
Administrative Assistant II Purchasing/Warehouse Technician I Safety Administrator I Water Quality Technician I	40	\$4,649-\$6,099
Mechanic I Purchasing/Warehouse Technician I Safety Administrator I System Operator I Utility Worker II	35	\$4,425-\$5,805
Administrative Assistant I	30	\$4,129-\$5,417
Customer Service Representative II Utility Worker I	25	\$4,008-\$5,259
Customer Service Representative I	15	\$3,634-\$4,765

Resolution No. 16-19 rescinds Resolution No. 16-15.

**PASSED, APPROVED, AND ADOPTED** in Open Session at a meeting of the Board of Directors of the Rainbow Municipal Water District held on the 27<sup>th</sup> day of September, 2016 by the following vote, to wit:

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

\_\_\_\_\_  
Dennis Sanford, Board President

**ATTEST:**

\_\_\_\_\_  
Dawn Washburn, Board Secretary



## BOARD ACTION

### BOARD OF DIRECTORS

September 27, 2016

#### SUBJECT

DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 16-14 AMENDING AND UPDATING ADMINISTRATIVE CODE SECTIONS 3.02.010-BOARD MEETING AGENDA AND 3.05.010 – MINUTES POLICY

#### DESCRIPTION

This item is to provide the Board with the opportunity to review and discuss possibly updating Administrative Code Section 3.02.010 in accordance with the updated agenda preparation processes.

This item is to provide the Board with an opportunity to discuss the retention of audio recordings of all regular and special meetings of the Board of Directors. Administrative Code Section 3.05 currently states "Recordings, tapes, discs or other electronic devices shall be kept in fire-resistant, locked cabinets or in a fire-proof, locked vault. These recordings are made for the convenience of the Secretary and shall be retained for two years; they are not permanent records."

Since Section 3.05 was last amended and approved in January, 2009, there have been significant changes made to the audio recording software and processes that would require this Section to be amended and updated accordingly. One of the most significant changes is with the new software in that the audio recordings are only stored in the computer system and District server. They are also embedded in the minutes of all Board meetings and accessible on the District website.

Staff would like direction from the Board as to how to proceed with updating Administrative Code Section 3.05 to meet the needs of the District in accordance with the new audio recording software.

The current policies have been attached for reference.

#### POLICY

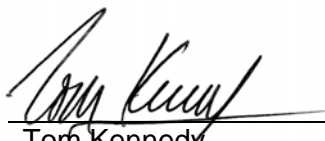
Administrative Code Section 3.02.010 – Board Meeting Agenda  
Administrative Code Section 3.05.010 – Minutes Policy

#### BOARD OPTIONS/FISCAL IMPACTS

N/A

#### STAFF RECOMMENDATION

Staff requests Board direction.

  
Tom Kennedy  
General Manager

September 27, 2016





**Ordinance No. 16-14**

**Ordinance of the Board of Directors of the Rainbow Municipal Water District  
Amending the Administrative Code Section 3.02.010 – Board Meeting  
Agenda and Section 3.05.010 – Minutes Policy**

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 and attached are hereby adopted and shall be incorporated into the Administrative Code, consisting of:

3.02.010	Board Meeting Agenda
3.05.010	Minutes Policy

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 27<sup>th</sup> day of September, 2016.

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

\_\_\_\_\_  
Dennis Sanford, Board President

**ATTEST:**

\_\_\_\_\_  
Dawn Washburn, Board Secretary



**Section 3.02.010**

**Board Meeting Agenda**

**3.02.010.1** The General Manager, in cooperation with the Board President, shall prepare an agenda for each regular and special meeting of the Board of Directors. Any Director may call the General Manager and request any item to be placed on the agenda no later than ten (10) business days prior to the meeting date.

**3.02.010.2** Any member of the public may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:

**3.02.010.2.1** The request must be in writing and be submitted to the General Manager or his/her designee together with supporting documents and information, if any, at least ten (10) business days prior to the date of the meeting;

**3.02.010.2.2** The General Manager shall be the sole judge of whether the public request is or is not a "matter directly related to District business";

**3.02.010.2.3** No matter which is legally a proper subject for consideration by the Board in closed session will be accepted under this policy;

**3.02.010.2.4** The Board of Directors may place limitations on the total time to be devoted to a public request issue at any meeting, and may limit the time allowed for any one person to speak on the issue at the meeting.

**3.02.010.3** This policy does not prevent the Board from taking testimony at regular and special meetings of the Board on matters which are not on the agenda which a member of the public may wish to bring before the Board. However, the Board shall not discuss or take action on such matters at that meeting.

**3.02.010.4** At least 72 hours prior to the time of all regular meetings, an agenda, which includes but is not limited to all matters on which there may be discussion and/or action by the Board, shall be posted conspicuously for public review within the District office.

**3.02.010.4.1** The agenda for a special meeting shall be posted at least 24 hours before the meeting in the same location.



**Chapter 3.05**  
**MINUTES OF BOARD MEETINGS**

**Section 3.05.010**  
**Minutes Policy**

The Secretary of the Board of Directors shall keep minutes of all regular and special meetings of the Board.

Copies of said minutes shall be made for distribution to Directors with the agenda for the next regular Board meeting.

The official minutes of the regular and special meetings of the Board shall be kept in a fire-proof vault or in fire-resistant, locked cabinets.

**An audio recording of all regular and special meetings of the Board of Directors will be made and kept for a period of two years from the date of the meeting. After two years have past the recordings shall be destroyed.**

A notice will be visible that a recording is being made at all Board meetings, and the recording device shall be placed in plain view of all present, so far as is possible;

There will be no recordings made during closed sessions of the Board; and

**Recordings, tapes, discs or other electronic data/information storage devices shall be kept in fire-resistant, locked cabinets or in a fire-proof, locked vault. These recordings are made for the convenience of the Secretary and shall be retained for two years; they are not permanent records.**

Motions, resolutions or ordinances shall be recorded as having passed or failed and individual votes will be recorded unless the action was unanimous.

The minutes of Board meetings shall be maintained as hereinafter outlined.

Procedure:

Date, place and type of each meeting;

Directors present and absent by name;

Call to order;

Arrival/Departure of tardy Directors by name and time;

Adjournment of the meeting;

Record of written notice of special meetings; and,

Record of items to be considered at special meetings.

Board Actions: Approval or amended approval of the minutes of preceding meetings;

Complete information as to each subject of the Board's deliberation;

Complete information as to each subject including the roll call record of the vote on a motion if not unanimous;

All Board resolutions and ordinances in complete context, numbered serially for each calendar year;  
A record of all contracts entered into;  
All employments and resignations or terminations of employment within the District;  
A record by number of all warrants approved for payment;  
Adoption of the annual budget;  
Approval of all policies and Board-adopted regulations;  
and, A record of all visitors and delegations appearing before the Board.



## BOARD ACTION

### BOARD OF DIRECTORS

September 27, 2016

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### SUBJECT

CSDA Committee and Expert Feedback Team Interest Form

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### DESCRIPTION

The California Special District Association (CSDA) is asking members if they have interest in serving on some of the various committees and Expert Feedback Teams that advise CSDA at the State level. It is unclear whether or not any RMWD Board or staff have taken part on these committees or teams in the past. There are several committees (some with Working Groups) available:

- Audit Committee
- Professional Development Committee
- Elections and Bylaws Committee
- Fiscal Committee
- Member Services Committee
- Legislative Committee (with Working Groups)
  - o Environment Working Group
  - o Formation and Reorganization Working Group
  - o Governance Working Group
  - o Human Resources and Personnel Working Group
  - o Public Works and Facilities Working Group
  - o Revenue Working Group

There are also several Expert Feedback Teams:

- Environment
- Formation and Reorganization (LAFCO)
- Governance
- Human Resources and Personnel
- Legal
- Public Works and Facilities
- Revenue

Committees meet twice annually with meetings generally in Sacramento but also in other locations. CSDA does try to hold meetings in conjunction with other conferences as well to reduce travel requirements. The Expert Feedback Teams do not meet specifically but are designed to give CSDA a stable of experts that they can communicate with quickly to get feedback on various items that require swift action.

Both Committees and Expert Feedback Teams are open to both Board members or District staff for membership. Space is limited in the Legislative Committee.

**POLICY**

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N/A

**BOARD OPTIONS/FISCAL IMPACTS**

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If a Board member or staff member is selected to a committee there may be travel costs associated with attendance of meetings, although those costs may coincide with other conferences as well. The Board has several options:

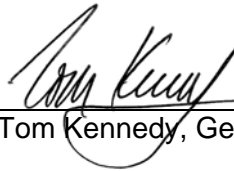
1. Recommend one or more Board member for one or more positions
2. Recommend one or more RMWD staff members for one or more positions
3. Do not participate in CSDA committees or Expert Feedback Teams

Note that should the Board choose to recommend an individual to serve on a committee or expert feedback team there is no guarantee of placement.

**STAFF RECOMMENDATION**

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Staff supports Board direction.



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Tom Kennedy, General Manager

9/27/2016





**California Special  
Districts Association**

*Districts Stronger Together*

**2017 COMMITTEE AND EXPERT FEEDBACK TEAM  
INTEREST FORM**

Please make additional copies for each participant.  
***Please use actual contact information where you can be reached***

Name: \_\_\_\_\_

Title/Position: \_\_\_\_\_

District/Company: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**COMMITTEES:** We hope your District or Company will participate in one or more of CSDA's committees. The CSDA Board of Directors encourages the participation of individuals from member agencies and Business Affiliates on CSDA's committees. As space is limited, please choose more than one committee which you would like to participate on, and please rank according to preference: **1 = 1<sup>st</sup> choice; 2 = 2<sup>nd</sup> choice; 3 = 3<sup>rd</sup> choice**

If we are able to place you on more than one committee, how many committees would you like to serve on?  
\_\_\_\_\_ (maximum 3)

**NOTE:** All committees meet in-person at least twice annually. Committees generally meet in Sacramento, however locations may vary.

\_\_\_\_\_ **Audit Committee:** Responsible for maintaining and updating internal controls. Provides guidance to auditors regarding possible audit and fraud risks. Commitment: May meet with auditors prior to the commencement of the audit, when audit is completed and possibly one meeting during the auditing process. Financial experience preferred.

\_\_\_\_\_ **Professional Development Committee:** Plans, organizes and directs the professional development and events for CSDA. Commitment: Meets at least twice annually.

\_\_\_\_\_ **Elections & Bylaws Committee:** Conducts annual elections and occasionally reviews bylaws upon request of the CSDA Board, members or as needed. Commitment: Minimum of one meeting in Sacramento.

\_\_\_\_\_ **Fiscal Committee:** Oversees the financial direction of the organization including budget review and implementation. Commitment: Meets at least three times annually. Financial experience preferred.

\_\_\_\_\_ **Member Services Committee:** Responsible for recruitment of new members, member retention, development of new member benefits and review of current programs. Commitment: Meets at least twice annually.

\_\_\_\_\_ **Legislative Committee (space is limited):** Develops CSDA's legislative agenda; reviews, directs and assists with legislative/public policy issues. **Commitment:** Meets up to six times a year in Sacramento. Attending CSDA's Special Districts Legislative Days (May 16-17) and Annual Conference (September 25-28) is expected if you serve on this committee. All 2017 Legislative Committee applicants are invited to join the 2016 committee members and CSDA staff for a legislative planning session on November 3, 2016.

Each Legislative Committee member will be assigned to 1 or 2 working groups. Please rank from 1 to 6 which working groups you prefer to serve on (1 being most preferred):

- \_\_\_\_\_ Environment Working Group
- \_\_\_\_\_ Formation & Reorganization Working Group
- \_\_\_\_\_ Governance Working Group
- \_\_\_\_\_ Human Resources & Personnel Working Group
- \_\_\_\_\_ Public Works & Facilities Working Group
- \_\_\_\_\_ Revenue Working Group

I prefer to serve on \_\_\_ (1 or 2) Legislative Committee working groups

\_\_\_\_\_ **Alternative Option: CSDA Blog and Legislative Distribution List** - Because seats are limited on the Legislative Committee, CSDA has created an alternative option whereby members can receive the same legislative information via email that Legislative Committee members receive. Members on this list will be subscribed to receive "real-time" e-mail updates from the CSDA Blog and will be copied on Legislative Committee e-mails. Select this option instead of the Legislative Committee if you are unable to meet the requirements of serving on the Legislative Committee, but still want to keep informed of the latest legislative issues impacting special districts and provide input to CSDA as appropriate.

**EXPERT FEEDBACK TEAMS:** In order for CSDA to quickly and effectively gauge the impact new laws may have on special districts, we depend on the expertise of the people who are directly impacted in the field. If you have firsthand experience in one or more of the areas below, please join CSDA's Expert Feedback Team.

\_\_\_\_\_ **Environment:** CEQA; Greenhouse Gas/AB 32; Land Use; Renewable Energy; Sustainable Communities/SB 375

\_\_\_\_\_ **Formation & Reorganization:** LAFCO

\_\_\_\_\_ **Governance:** Audits and Reporting; Bankruptcy; Elections; Ethics; Mandates and Mandate Reimbursement; Political Reform/Conflict of Interest/FPCC; Transparency and Accountability

\_\_\_\_\_ **Human Resources & Personnel:** Contracted Services; Occupational Safety; Labor Relations; Retirement and Other Benefits; Workers' Compensation and Other Insurance

\_\_\_\_\_ **Legal:** General legal matters affecting special districts

\_\_\_\_\_ **Public Works & Facilities:** Bidding Process (Design Build, JOC, P3, Best Value); Bonds and Financings; Indemnification; Prevailing Wage; Retention Proceeds

\_\_\_\_\_ **Revenue:** Benefit Assessments; Fees/Prop 218; Mello-Roos/CFDs; Property Taxes; Redevelopment Agencies/(E)FIDs; Special Taxes

Committee and Expert Feedback Team participation is open to both member district board members and staff as well as Business Affiliates. **Please note that the Association does not reimburse any expenses incurred from this participation.** CSDA is committed to keeping travel costs to a minimum for committee members and handles a significant amount of committee work through webinars, conference calls and e-mail; however, most committees do meet at least two times a year in person.

**\*Either the District GM/Board President or Company President must authorize below**

\*Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this completed form to Charlotte Lowe at CSDA by mail, fax (916) 442-7889 or email [charlottel@cgsda.net](mailto:charlottel@cgsda.net) no later than **5:00 PM on Friday, October 14, 2016.**



## BOARD ACTION

### BOARD OF DIRECTORS

September 27, 2016

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### SUBJECT

Discussion and Possible Action to Adopt Ordinance 16-13, Updating and Amending Administrative Code Section 2.09 - Committees

### DESCRIPTION

Section 2.09 of the Administrative Code establishes the rules for the operations of the three District Committees. Each Committee has both regular and alternate members. Alternate members are appointed to fill vacancies if regular members are absent. In certain committee situations, there has been some ambiguity as to the role of alternate members during committee meetings. In an effort to provide additional clarification of the role of alternate and regular members, the attached redline modifications to Section 2.09 outline two options for seating alternate members.

Option 1: Quorum Only. In this option, if vacancies of regular members are such that the committee cannot establish a quorum, the Chairperson may designate one or more alternate members as temporary regular members but may only appoint the number needed to meet the minimum quorum. For instance, if the committee has five regular members and two alternates and there are only two regular members present, the Chairperson may only appoint one alternate to serve as a temporary regular member even if two alternates are present.

Option 2: Fill any vacant seat. In this option, if there are any vacancies of regular members at any meeting, the Chairperson may designate one or more alternates to fill those seats as temporary regular members in order to fill the vacancies. The maximum number of regular members may not exceed the normal total for that committee. For instance, if the committee has five regular members and two alternates and there are only two regular members present, the Chairperson may only appoint both alternates to serve as temporary regular members.

In both options, we will add an agenda item after the roll call for the Chairperson to make these temporary appointments and inform the meeting secretary of the appointments for the record.

### POLICY

Title 2 of the Administrative Code Section 2.09

### BOARD OPTIONS/FISCAL IMPACTS

The Board has several options related to this Ordinance:

- Reject the changes to the Administrative Code outright
- Select Option 1 – Quorum Only
- Select Option 2 – Fill any vacant seat
- Direct staff to develop additional options.

**STAFF RECOMMENDATION**

Staff supports Board direction

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Tom Kennedy  
General Manager

09/27/2016

**Ordinance No. 16-13**

**Ordinance of the Board of Directors of the Rainbow Municipal Water District  
Amending the Administrative Code Section 2.09 –  
Committees**

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 and attached are hereby adopted and shall be incorporated into the Administrative Code, consisting of:

2.09 Committees

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 27<sup>th</sup> day of September, 2016.

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

\_\_\_\_\_  
Dennis Sanford, Board President

**ATTEST:**

\_\_\_\_\_  
Dawn Washburn, Board Secretary



## Chapter 2.09 COMMITTEES

### Section 2.09 Committees

The Board shall organize committees that are advisory to the Board with regard to matters within their respective areas of responsibility.

Each committee shall have at least four and no more than seven regular members appointed by a simple majority vote of the Board. Each committee may also have up to two alternate committee members appointed by a simple majority of the Board. Committees may be comprised of Directors, staff, and legal ratepayers of the District. Each committee shall designate their own chairperson. In order to promote attendance by Directors at Committee meetings without inadvertently creating a violation of the Ralph M. Brown Act, no more than one member of the Board of Directors may sit as a member on a Committee. Directors that are not members of a committee may attend as observers, but are allowed to participate at the Committee's request.

Members of the committees serve at the pleasure of the Board. Each committee may elect a vice-chairperson. Members of committees, including the chairperson and vice-chairperson shall serve until their successors are appointed. The chairperson of a committee is its presiding officer and shall be responsible for communicating the recommendation of the committee to the Board. In the absence of the chairperson, the vice-chairperson shall perform the duties of the chairperson. The chairperson and vice-chairperson are not deprived of any of the rights and privileges of a committee member by reason of being the presiding officer.

The initial committee chairpersons and vice-chairpersons will hold their position until January, 2009 at which time the committee members will hold elections to fill both positions. Thereafter the chairperson and vice-chairperson will hold their positions for one calendar year. Committee members will serve a term of four years and may be reappointed at the will of the Board.

Committee meetings shall be held in accordance with the provisions of the Ralph M. Brown Act. Notice of meetings of committees shall be posted 72 hours in advance pursuant to law and shall be considered regular meetings of the committee.

The committee shall record summary minutes of each lawfully noticed committee meeting. The minutes of each committee meeting and any recommendation of a committee shall include a summary of the information presented. District staff will prepare minutes of each meeting. Draft minutes shall be provided to the District Board and Committee Chairs as soon as practical following the committee meeting, and an approved copy shall be provided to the Directors in their monthly agenda packages.

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Only regular members of the committee are entitled to make, second or vote on any motion or other action of the committee. Alternate members present at a meeting, but not seated as a regular member by the committee Chairperson, may participate in discussions but may not participate in motions or voting. Each committee member shall be entitled to one vote on all matters considered by the committee. A simple majority vote of the members of the Committee shall designate approval of a motion.

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All committee member absences will be considered by the majority of the committee members to determine whether or not the absence is without cause. Sickness, jury duty, vacation and/or bereavement will be considered excused absences. When three meetings in a row or a total of six meetings in one calendar year are missed the remaining committee members will consider removal of the individual from the committee. The removal must be voted upon and approved by the majority of the committee members with the exception of the committee member in question.

If the roll call of regular members reveals that one or more regular members are absent, the Chairperson may appoint one or more alternate members who are present to be a temporary regular member in the place of the regular member who is absent. If there is one regular member absent, the Chairperson may appoint one alternate member to fill the vacancy; if there are two or more regular members absent, the Chairperson may appoint both alternates to fill the vacancies. ~~Vacancies shall be filled by alternates at any time based on their active participation in committee meetings by a majority vote of the committee members.~~ Once alternates have been seated as a regular committee member, they may immediately participate in any action taken and voted upon by the committee. All alternates must conform to the same rules as regular committee members. The Chairperson shall state for the record which alternate members have been seated as temporary regular members.

Committee Members and alternates shall comply with the obligations and responsibilities of office including the obligation to comply with the disclosure requirements of the Political Reform Act (Form 700). The reporting categories made applicable to the Directors by Rainbow Municipal Water District's local conflict of code shall apply to the members of the committee members.

All committee communications must go through the designated committee chairperson.

A committee has jurisdiction to consider and make a recommendation to staff, other committees and to the Board regarding any item of business within the responsibility of the committee. Committee recommendations shall be communicated to the Board. A committee may consider other matters referred to it by the Board.

The Board may refer a recommendation back to the committee for reevaluation whenever the Board deems additional evaluation is required.

### **2.09.010 Budget and Finance Committee**

The Committee shall work in concert with the General Manager, Treasurer, and Finance Manager of the District.

The Committee shall be responsible for the review of District finances including: rates, fees, charges and other sources of revenue; budget; audit; investments; insurance; and other financial matters.

### **2.09.020 Engineering Services Committee**

The Committee shall work in concert with the General Manager and District Engineer.

The Committee shall be responsible to review matters of design, construction, replacement, and repair of the District facilities and property, including: the Capital Improvement Program; contractor selection process; contractor management programs; and other engineering-related matters.

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A majority of the members of each committee shall constitute a quorum for the transaction of business.

Only regular members of the committee are entitled to make, second or vote on any motion or other action of the committee. Alternate members present at a meeting, but not seated as a regular member by the committee Chairperson, may participate in discussions but may not participate in motions or voting. Each committee member shall be entitled to one vote on all matters considered by the committee. A simple majority vote of the members of the Committee shall designate approval of a motion.

All committee member absences will be considered by the majority of the committee members to determine whether or not the absence is without cause. Sickness, jury duty, vacation and/or bereavement will be considered excused absences. When three meetings in a row or a total of six meetings in one calendar year are missed the remaining committee members will consider removal of the individual from the committee. The removal must be voted upon and approved by the majority of the committee members with the exception of the committee member in question.

If the roll call of regular members reveals that a quorum of regular members cannot be established, the Chairperson may appoint one or more alternate members who are present to be a temporary regular member in order to establish a quorum. Once a quorum is established, any remaining alternate member who has not been appointed as a temporary regular member shall remain as an alternate member. Once alternates have been seated as a regular committee member, they may immediately participate in any action taken and voted upon by the committee. All alternates must conform to the same rules as regular committee members. The Chairperson shall state for the record which alternate members have been seated as temporary regular members.

Committee Members and alternates shall comply with the obligations and responsibilities of office including the obligation to comply with the disclosure requirements of the Political Reform Act (Form 700). The reporting categories made applicable to the Directors by Rainbow Municipal Water District's local conflict of code shall apply to the members of the committee members.

All committee communications must go through the designated committee chairperson.

A committee has jurisdiction to consider and make a recommendation to staff, other committees and to the Board regarding any item of business within the responsibility of the committee. Committee recommendations shall be communicated to the Board. A committee may consider other matters referred to it by the Board.

The Board may refer a recommendation back to the committee for reevaluation whenever the Board deems additional evaluation is required.

#### **2.09.010 Budget and Finance Committee**

The Committee shall work in concert with the General Manager, Treasurer, and Finance Manager of the District.

The Committee shall be responsible for the review of District finances including: rates, fees, charges and other sources of revenue; budget; audit; investments; insurance; and other financial matters.

#### **2.09.020 Engineering Services Committee**

The Committee shall work in concert with the General Manager and District Engineer.

The Committee shall be responsible to review matters of design, construction, replacement, and repair of the District facilities and property, including: the Capital Improvement Program; contractor selection process; contractor management programs; and other engineering-related matters.

#### **2.09.030 Communications Committee**

The Committee shall work in concert with the General Manager.

The Committee shall be responsible for matters of internal and external communications including: positive public image; positive staff relationships; community outreach; media relations; water conservation programs; intergovernmental relations; and other public relations programs.





## BOARD ACTION

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### BOARD OF DIRECTORS

September 27, 2016

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#### SUBJECT

DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT; EMPLOYMENT; EVALUATION OF PERFORMANCE: **GENERAL MANAGER**

#### DESCRIPTION

The Board may take action regarding the appointment, employment, performance or compensation of the General Manager.

#### POLICY

#### BOARD OPTIONS/FISCAL IMPACTS

#### STAFF RECOMMENDATION

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Tom Kennedy  
General Manager

September 27, 2016







## BOARD ACTION

### BOARD OF DIRECTORS

September 27, 2016

### SUBJECT

DISCUSSION AND POSSIBLE ACTION TO ADD NEW HEALTH PLAN OPTIONS AND FUND HEALTH SAVINGS ACCOUNTS FOR EMPLOYEES WHO ELECT HIGH-DEDUCTIBLE CONSUMER DRIVEN HEALTH PLANS.

### BACKGROUND

#### Health Insurance Plan Rate Increases for 2017

The District's health insurance plans are offered through the Association of California Water Agencies Joint Powers Insurance Authority (ACWA-JPIA). The plan year runs on a calendar year basis, with plan renewal and open enrollment elections taking place in the preceding October. We currently offer two plan choices to employees: the Anthem Classic PPO and the Anthem CalCare HMO. The monthly rates for each of these plans are renewing at a **12%** rate increase for 2017. At current employee plan enrollment headcounts, the fiscal impact of this change will be an increase to District costs of approximately **\$51,000**.

#### Impact of Increases on Employees

Our employees have shared the premium costs for dependents since 2007. The Memoranda of Understanding (MOUs) with our three employee associations specify a flat rate that the District will pay towards dependent coverage; therefore, our employees absorb the cost increases of dependent coverage. The collective employee share of premium increases for our current plans would be approximately **\$54,000**. The impact to individual employees depends on which plan they select, as follows:

2017 Plan Renewals	2016 Employee Annual Premium per MOU			2017 Increase in Employee Premium Rates			2017 Employee Annual Premium per MOU		
	EE Only	EE + 1	Family	EE Only	EE + 1	Family	EE Only	EE + 1	Family
Anthem Classic PPO	-	1,525	5,732	-	1,134	1,900	-	2,658	7,632
Anthem CalCare HMO	-	2,005	2,907	-	926	1,563	-	2,931	4,470

#### Impact of Offered Plans on Competition for Talent

The plan design of the Classic PPO and CalCare HMO that we currently offer are more robust than most plans currently available, with lower deductibles and lower copays than other plans on the commercial market. For example, all CalPERS PPO plans offered have a \$500 deductible, compared to the \$200 deductible on the Classic PPO that the District offers. While this may have been a competitive advantage when the District paid 100% of the premiums for dependents before 2007, it now drives the premium costs up for both the District and our employees, effectively putting the District at a competitive disadvantage to acquire and retain talent. Offering lower cost plans would benefit both the District and our employees by

mitigating cost increases and offering employees greater control over their expenses by allowing them to choose between health plans based on their unique priorities.

### **Pending Affordable Care Act (ACA) “Cadillac” Tax**

The ACA calls for a 40% excise tax on high-cost employer benefit plans that exceed specific cost thresholds. Initially slated to begin in 2018, its implementation has been delayed until 2020. The intended 2018 threshold for family coverage was to be \$27,500, which the Anthem Classic PPO will exceed in 2017. Therefore, it is likely that this plan would be subject to the so-called “Cadillac” tax if costs continue the current trend and the tax is implemented as planned in 2020.

### **Health Insurance Market Trends**

According to 2016 the Kaiser Family Foundation and Health Research and Educational Trust’s Employer Benefits Survey of nearly 2,000 private and non-federal public employers more than 29% of individuals covered by employer-sponsored health plans are covered by a high-deductible plan with a savings option<sup>1</sup>. High-deductible plans encourage covered individuals (consumers) to shop for cost effective health care options because they have a more vested interest in controlling the cost of care. High-deductible plan premium rates are anticipated to increase at a slower pace than PPO or HMO plans due to more cost-conscious health care consumerism.

One type of high-deductible plan is a Consumer Driven Health Plan (CDHP), which is typically offered in tandem with a tax advantaged Health Savings Account (HSA). HSA accounts are employee-owned and may be funded by either the employer, the employee, or both. The funds are for IRS-approved health care costs, rollover year over year, and are portable. HSA accounts are only permitted in conjunction with a high-deductible plan and several other statutory conditions. Employers often fund HSA accounts to incentivize employees to voluntarily shift enrollments to a lower cost health plan.

## **DESCRIPTION**

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### **Health Insurance Plan Options**

A variety of plan designs are currently available from the JPIA, and the specific plans the Districts elects to offer to our employees have the potential to make a significant difference in premium rates. Because we are in the middle of our current MOUs, we can’t remove our current plan offerings, but we could add new plans that are attractive to employees in order to encourage voluntary enrollment shifts to control current and future costs.

For example, the JPIA offers an Anthem CDHP that would allow employees to keep their current doctors and maintain the same freedom to choose health care providers as they have with the PPO, while reducing the premiums for family enrollment by over \$5,000 per year.

The JPIA also offers HMO plans through Kaiser Permanente, which include a traditional HMO with Chiropractic Care as well as a Kaiser CDHP that functions like a high-deductible HMO. While the Kaiser plans are a highly cost-effective offering from the employer’s perspective, there are some special considerations when estimating the likelihood of voluntary employee shifts to a Kaiser plan. First, covered individuals on a Kaiser plan can only see a Kaiser provider, which would force employees now on Anthem to change Doctors. Second, Kaiser Hospital locations are more limited. The nearest Kaiser hospitals are in San Diego and Moreno Valley, which is more than an hour’s drive from many of our employees’ residences. Consumers with previous experience with a Kaiser plan tend to have either a strong preference for, or strong aversion to Kaiser plans. Employees with a previous positive experience and who live near medical facilities would be most likely to voluntarily choose a Kaiser plan.

<sup>1</sup> <http://kff.org/health-costs/report/2016-employer-health-benefits-survey/>

The premiums for the other available plans are lower than the District’s current plans, as follows:

Available Plans from ACWA-JPIA	2017 Premium Rates (Annual)		
Plan Name	EE Only	EE + 1	Family
Anthem Classic PPO (currently offered)	10,196	20,777	27,932
Anthem CalCare HMO (currently offered)	8,764	17,410	23,349
Anthem Consumer Driven Health Plan (functions like a PPO)	8,180	16,645	22,369
Kaiser South HMO with Chiropractic Care	6,461	12,804	18,068
Kaiser South Consumer Driven Health Plan (functions like an HMO)	4,617	9,115	12,848

**Impact of New Plan Options on 2017 Employee Premium Contribution Rates**

The chart below displays the employee premium cost-share contribution rates under the current MOUs if the District were to add the new plans. The Kaiser CDHP would have no employee contribution because the total premiums for this plan are lower than the District’s flat contribution rates under the MOUs.

Plan Name	EE Only	EE + 1	Family
Anthem Classic PPO (current)	-	2,658	7,632
Anthem CalCare HMO (current)	-	2,931	4,470
Anthem Consumer Driven Health Plan (functions like a PPO)	-	542	4,085
Kaiser South HMO with Chiro	-	628	1,492
Kaiser South Consumer Driven Health Plan (functions like an HMO)	-	-	-

**Impact of Employee Enrollment Elections on District Costs**

Offering new plans has the potential to mitigate cost increases for health insurance benefits, but the degree of savings is contingent upon employees voluntarily shifting to the lower cost plans during open enrollment. Despite lower employee contribution rates, many employees may be reluctant to shift to a high-deductible Consumer Driven Health Plan due to fears of higher out-of-pocket expenses when they use the plan. Without additional incentives to shift, voluntary shifts would not be expected to exceed 20% of the workforce, so our cost increases for 2017 would likely still exceed \$40,000.

**Offering HSA Incentives to Drive Employee Enrollment Shifts**

One strategy the District can use to encourage voluntary enrollment shifts is to use some of the savings from lower premiums to fund Health Savings Accounts for employees who elect to enroll in Consumer Driven Health Plans. Funding the HSA plans offsets the high deductibles to make the employee’s maximum annual out-of-pocket expenses similar to the other available plans. This strategy would help to equalize the plan’s value to the employee when the deductibles are reached, and makes a CDHP plan in tandem with an employer-funded HSA even more attractive when the deductible is not reached and the funds remain employee-owned forever.

Funding the HSA accounts could drive more dramatic enrollment shifts that have the potential to not only mitigate cost increases, but freeze or lower District costs for health insurance benefits in 2017. The most likely shifts would be from the Anthem PPO to the Anthem CDHP with HSA, or from the Anthem HMO to the Kaiser CDHP with HSA. The recommended HSA District contributions levels are as follows:

- Single Employee Coverage with Anthem CDHP or Kaiser CDHP: \$1,500
- Employee + 1 or Family Coverage with Anthem CDHP: \$2,000
- Employee + 1 or Family Coverage with Kaiser CDHP: \$3,000

**Total Employer Cost per Enrollment including HSA Employer Funding**

Even with the District funding the HSA accounts at the proposed rates, the annual premiums and HSA funds combined would still cost less per enrollment than the current PPO and HMO plans. The higher HSA funding recommendation for the Kaiser CDHP is to compensate for the plan's higher maximum out-of-pocket expenses, and to incentivize voluntary shifts to this plan. Even with the higher HSA funding amount, the District's net cost per enrollment for this plan is still significantly less than any other plan, as follows:

2017 Plans with New Plan Options	2017 Premium Rates			Proposed HSA Employer Contributions			2017 Net District Cost Per Enrollment		
	EE Only	EE + 1	Family	EE Only	EE + 1	Family	EE Only	EE + 1	Family
Anthem Classic PPO	10,196	20,777	27,932	-	-	-	10,196	18,119	20,300
Anthem CalCare HMO	8,764	17,410	23,349	-	-	-	8,764	14,479	18,879
Anthem Consumer Driven Health Plan	8,180	16,645	22,369	1,500	2,000	2,000	9,680	18,103	20,284
Kaiser South HMO with Chiro	6,461	12,804	18,068	-	-	-	6,461	12,176	16,576
Kaiser South Consumer Driven Health Plan	4,617	9,115	12,848	1,500	3,000	3,000	6,117	12,115	15,848

**Key Plan Design Differences and Impact on Employee Out-of-Pocket Expenses**

Side-by-Side Plan Comparison for Employee Only Coverage	Payroll Premium Contributions	Medical Deductible	Max OOP w/out Rx	Proposed District HSA Contributions	Net Max OOP wo/out Rx	Employee Max Cost of Plan (Premiums + OOP Max - HSA Funding)
Anthem Classic PPO	-	200	1,000	-	1,000	1,000
Anthem CalCare HMO	-	-	500	-	500	500
Anthem Consumer Driven Health Plan	-	1,500	2,500	1,500	1,000	1,000
Kaiser South HMO with Chiro	-	-	1,500	-	1,500	1,500
Kaiser South Consumer Driven Health Plan	-	1,500	2,600	1,500	1,100	1,100

Side-by-Side Plan Comparison for Employee + 1 Coverage	Payroll Deductions	Medical Deductible	Max OOP w/out Rx	Proposed District HSA Contributions	Net Max OOP wo/out Rx	Employee Max Cost of Plan (Premiums + OOP Max - HSA Funding)
Anthem Classic PPO	\$ 2,658	600	2,000	-	2,000	4,658
Anthem CalCare HMO	\$ 2,931	-	1,000	-	1,000	3,931
Anthem Consumer Driven Health Plan	\$ 542	3,000	4,000	2,000	2,000	2,542
Kaiser South HMO with Chiro	\$ 628	-	3,000	-	3,000	3,628
Kaiser South Consumer Driven Health Plan	-	3,000	5,200	3,000	2,200	2,200

Side-by-Side Plan Comparison for Family Coverage	Payroll Deductions	Medical Deductible	Max OOP w/out Rx	Proposed District HSA Contributions	Net Max OOP wo/out Rx	Employee Max Cost of Plan (Premiums + OOP Max - HSA Funding)
Anthem Classic PPO	\$ 7,632	600	3,000	-	3,000	10,632
Anthem CalCare HMO	\$ 4,470	-	1,500	-	1,500	5,970
Anthem Consumer Driven Health Plan	\$ 4,085	3,000	4,000	2,000	2,000	6,085
Kaiser South HMO with Chiro	\$ 1,492	-	3,000	-	3,000	4,492
Kaiser South Consumer Driven Health Plan	-	3,000	5,200	3,000	2,200	2,200

**Benefits of Proposal**

This proposal offers a number of strategic advantages to the District:

- Provide more competitive employee benefit plan options to the District's workforce, which will aid with recruitment and loyalty of a quality talent pool and workforce.
- Build goodwill between the District and its workforce by demonstrating an interest in protecting the employees' best interest while remaining fiscally responsible.

- Mitigate benefit cost increases in 2017, with the potential of decreasing total costs if a significant percentage of employees voluntarily shift to new plans. A 50% voluntary shift to new plans would mitigate the District's 2017 cost increases from \$51,000 to approximately \$15,000, representing a **\$35,000** savings compared to our existing plan structure. A more dramatic enrollment shift of 80% of the workforce would result in a decrease in the District's costs of close to \$10,000.
- Mitigate future cost increases on employee benefits plans, due to compounded savings from projected lower increases for CDHP plans compared to PPO and HMO plans over time.

**POLICY/STRATEGIC PLAN KEY FOCUS AREA**

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Workforce Development – Recruit, develop, and retain a highly skilled and knowledgeable workforce that is experienced, up-to-date, creative, and loyal to the District and its customers.

Fiscal Responsibility – Proactively manage and maintain sustainable employee benefits.

**BOARD OPTIONS/FISCAL IMPACTS**

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Exact fiscal impact is unknown, as it will be contingent upon employee enrollment selections. Potential fiscal impact ranges from a \$51,000 increase if no changes are made, to a potential net decrease in costs of up to \$10,000 if employees elect very aggressive enrollment to new plans.

1. Approve the addition of the Anthem Consumer Driven Health Plan, the Kaiser South HMO with Chiropractic Care, and the Kaiser South Consumer Driven Health plan; AND approve funding Health Savings Accounts for employees who elect the CDHP plans at the proposed annual rates:  
\$1,500 for employee only coverage  
\$2,000 for employee + 1 or family coverage on the Anthem CDHP  
\$3,000 for employee + 1 or family coverage on the Kaiser CDHP.
2. Approve adding new health plans without funding Health Savings Accounts.
3. Do not approve any changes to employee benefit plans.

**STAFF RECOMMENDATION**

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Staff recommends Option 1.

*Karleen Harp*

Karleen Harp  
Human Resources Manager

September 27, 2016



## MEETINGS/SEMINARS/CONFERENCES/WORKSHOPS

<b>VARIABLE</b>					
<b>DATE</b>	<b>2016</b>	<b>MEETING</b>	<b>LOCATION</b>	<b>ATTENDEES</b>	<b>POST</b>
October	13	SDCWA Special Board Meeting	SDCWA	GM	N/A
October	*	CSDA – San Diego Chapter	(Location to be Announced) 6:00 p.m.	GM	N/A
October	*	LAFCO Special Meeting	County Admin Center, Room 358 – 9:30am	Sanford (As Advised by GM)	N/A
October	*	Santa Margarita Watershed Council	Rancho California Water District	Sanford	N/A

\* To Be Announced

## MEETINGS/SEMINARS/CONFERENCES/WORKSHOPS

<b>RECURRING</b>					
<b>DATE</b>	<b>2016</b>	<b>MEETING</b>	<b>LOCATION</b>	<b>ATTENDEES</b>	<b>POST</b>
October	3	LAFCO	County Admin. Center Room 358 9:00 am	Sanford (As Advised by GM)	N/A
October	3	Communications Committee Mtg.	RMWD Board Room 3:30 p.m.	Appointed Director, General Manager	9/29
October	5	Engineering Committee Meeting	RMWD Board Room 3:00 p.m.	Appointed Director, General Manager	9/29
October	11	Budget & Finance Committee Mtg.	RMWD Board Room 1:00 p.m.	Appointed Director, General Manager	9/29
October	18	SDCWA GM's Meeting	SDCWA, San Diego 9:30 a.m.	General Manager	N/A
October	18	Council of Water Utilities	Stoneridge Country Club 7:15 a.m. Poway	All Directors, General Manager	9/13
October	21	NC Managers	Golden Egg 7:45 a.m.	General Manager	N/A
October	21	LAFCO Advisory Committee	LAFCO, 9335 Harzard Way, 9:30 a.m.	General Manager	N/A
October	24	San Luis Rey Watershed Council	Fallbrook Public Utility District 1:00 p.m.	Walker	N/A
October	25	RMWD General Board	RMWD Board Room (Start Time to Be Determined)	All Directors	9/18
October	26	North County Water Group	Rincon Del Diablo, Escondido 7:30 a.m.	All Directors on a Rotating Schedule, General Manager	N/A
October	27	SDCWA Full Board Meeting	SDCWA Board Room, 3-5 p.m.	General Manager	N/A



**Cynthia Gray**

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**From:**  
**Sent:** Friday, September 09, 2016 9:44 AM  
**To:** Cynthia Gray  
**Subject:** Re: RMWD Claim

OMG... I just checked this in my spam, why the heck its in there I have no idea especially after receiving past emails. We did receive our bill and saw the credit Thank You very much.

We plan on coming back down again since the last trip was not exactly going as planned with the contractors screwing things up again. The place finally rented and the new path is in etc... I am so sorry I didn't make it by we had much more fun seeing the urologist for my ongoing Kidney infection (fourth round of antibiotics did the trick). You somehow couldn't rate next to that super fun exciting office visit.

Jess and I do want to thank you again in person for all the hard work you put into this. I must say I have been bragging to everyone about the way this claim was handled and to be honest the apology for the inconvenience went much farther then the money could have. I took pride in our little slice of heaven with your honorable employees. We are so used to the B.S. up here with the finger pointing so we were taken aback when it was resolved so easily. We can't wait to move down there permanently.

Again thank you for all your help,

Have a great day and see you next time.  
Alisa

-----Original Message-----

**From:** Cynthia Gray <cgray@rainbowmwd.com>  
**To:** alisaal  
**Sent:** Thu, Aug 25, 2016 3:03 pm  
**Subject:** RE: RMWD Claim

Hi Alisa,

I hope this message finds you safe and comfortable. I wanted to let you know I just received your \$1000.00 check from our accounting department and customer service has credited your account for the \$186.96. If you'd like me to mail the check please let me know what address to send it to.

Thanks,

**Cynthia Gray**  
*Administrative Analyst*

Rainbow Municipal Water District  
3707 Old Highway 395, Fallbrook, CA 92028  
Office: 760-728-1178 Ext. 101

*NOTICE: All e-mails to and from the Rainbow Municipal Water District may be considered public records and are subject public disclosure pursuant to the California Public Records Act.*

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**From:** \_\_\_\_\_  
**Sent:** Tuesday, August 09, 2016 3:57 PM  
**To:** Cynthia Gray <cgray@rainbowmwd.com>  
**Subject:** Re: RMWD Claim

Ditto !!





## BOARD INFORMATION

### BOARD OF DIRECTORS

September 27, 2016

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#### SUBJECT

Operations Report for August 2016

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#### DESCRIPTION

Activities for Operations & Maintenance Division

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#### CONSTRUCTION & VALVE MAINTENANCE:

The Valve Maintenance crew exercised a total of 254 valves this month, just below their average goal of 303 per month. The crew assisted with emergency or planned shutdowns for the Construction crews. They checked the PRV stations in the zones while performing valve maintenance.

The Construction crews repaired twelve (12) leaks and performed three (3) planned/emergency shutdowns. They repaired two (2) 8" plug valves as well as installed a 6" and a 12" gate valve. The crew also installed and/or repaired four (4) appurtenances. The Construction & Maintenance crews maintained District easements as well as completed the work at the District Yard.

The District's mechanic completed a total of 18 District vehicles with regular *scheduled* preventative maintenance and/or repairs. He also completed the required nine (9) Periodic Smoke Inspection Program (PSIP) inspections for the vehicles in the fleet. The following maintenance and/or repairs were considered *unscheduled*:

- Vehicles with Emergency Repairs (2)
- Small Equipment (7)
- Off-Road Equipment /Trailers Repairs & Maintenance (2)
- Off-Road Equipment/Trailer Emergency Repairs (2)
- Large Vehicles Maintenance/Repairs (6)
- Large Equipment Emergency Repairs (3)
- Safety Recalls (1)

#### WATER OPERATIONS:

New radios at the Cement Tank and Beck Reservoir are ready to be programmed. Software has been delayed until mid-September as we are still waiting for modifications.

SCADA Projects: Huntley Pump Station upgrade still in progress, 98% completed. Magee Pump Station SCADA panel upgrade is in progress now.

Work at Morro CL2 Station to add two additional injection pumps as backups are complete. SCADA software has been modified.

Proposals for Backflow Testing Services were reviewed. Contract details are being worked on.

Monthly tank and reservoir cover inspections completed.

August 2016 Water Quality Monthly Report:

- 22 routine coliform samples
- 32 nitrification samples
- 5 TDS/Chloride test in south zones
- 3 water quality complaint (smelly water, dead end line flushed)
- 21 lead and copper special samples

### **WASTEWATER:**

Monthly, Semi Annual and Annual Reports:

California Integrated Water Quality System (CIWQS): Reported “No Spill Report” for Month of August 2016.

August 1, 2016 – August 31, 2016:

Lift Stations Pumps / Preventative Maintenance:

Locations:

August 8, 2016: Lift Station #4, Rancho Monserate - Yearly Preventative Maintenance Inspection: Impeller wear plate adjusted; replaced oil and worn oil plug; replaced oil pump seal.

August 17, 2016: Lift Station #6, Sarah Ann - Yearly Preventative Maintenance Inspection: Impeller wear plate adjusted; replaced eye bolt lifting ring; readjusted wet well level floats.

August 25, 2016: Lift Station #5 Rancho Viejo - Yearly Preventative Maintenance Inspection: Impeller wear plate adjusted; adjusted impeller; replaced V belts.

Lift Stations Generators / Preventative Maintenance:

Lift Station #1 Emergency Standby Generator: Inspection.

Lift Station #3 Emergency Standby Generator: Drained, refilled motor oil, replaced oil filter; replaced air filter, load-tested battery & topped coolant. Visual inspection.

Lift Station #6 Emergency Standby Generator: Drained oil, refilled motor oil, replaced oil filter, replaced air filter, load-tested battery & topped coolant. Visual inspection.

Sewer Line Cleaning:

August 1, 2016 – August 31, 2016:

Total: 7,576'

*Locations: North Cliff Drive, Fallbrook Golf Course, Lake Garden, Westmont Drive, Los Campos, Evergreen Court, Oak View, Lakemont Drive.*

Water Loss: 8,228 gallons used

High Frequency Cleaning:

*1,410' Sewage Siphon Lines (8" & 10")*

Water Loss: 1,496 gallons used

Manhole Inspections:

August 1, 2016 – August 31, 2016:

Total: 39

*Locations: Lake Garden, Laketree Drive, Westmont, Northcliff Drive, La Canada*

CCTV:

None reported for the month of August 2016.

Smart/Cover Alarm Units:

August 1, 2016 – August 31, 2016:

Budgeted item: New SmartCover alarm unit installed; added to existing collection system at Vista Valley Country Club.

SmartCover alarm: Siphon line surcharge August 29, 2016 - Responded and cleaned sewer lines.

*Darren S. Milner*

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Darren S. Milner  
Operations Manager

9/27/16





## BOARD INFORMATION

### BOARD OF DIRECTORS

September 27, 2016

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### SUBJECT

Engineering Report for August 2016

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### DESCRIPTION

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### CAPITAL PROJECTS:

Gird to Monserate Hill: Staff is preparing bid documents.

Horse Creek Lift Station: Developer is working on obtaining the permit from Army Corps of Engineers.

Highway 76 East Segment: Contractor installing 18" sewerline from Knottwood Way to Gird Road and extending an 8" waterline on Monserate Hill.

Lift Station 1: Staff is working on location regarding the site for the lift station before the siphon. Staff reviewing the 90% submittal.

Water and Wastewater Asset Cost and Capacity Fee Study: Staff reviewing the capacity fee study.

Water Reclamation Plant (WRP) & Recycled Water Distribution System (RWDS): Staff is continuing talks with Oceanside to determine options for indirect potable reuse or recycled water delivery.

Wastewater Outfall Replacement: Project on hold until further evaluation from the Master Plan and the WRP study.

### OTHER PROJECTS:

Moosa Creek Mitigation Bank: Staff working with Consultant on easements.

San Luis Rey Ground Water Sources: Report finalized and being reviewed by staff and consultant.

**DEVELOPER PROJECTS:**

Golf Green Estates: (near Lift Station 1): 94 SFR planned across from Bonsall Elementary School. Contractor installing 8" onsite sewerline and 8" offsite waterline.

Helling Hill Run: 5 Lot Subdivision with 260 foot waterline extension. Plans approved.

Horse Ranch Creek Ridge (D.R. Horton - formally Campus Park, Passerelle): 850 WMs / 850 EDUs – Off of Highway 76 and Horse Ranch Creek Road. Plan check for units 1-4, wastewater, and water complete. Caltrans approved construction of forcemain and waterline in Highway 76. Project is under review with the Army Corps of Engineers and Pala Indians.

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 one completed.

Olive Hill Estates: 37 WMs / 59.2 EDUs – Contractor working on punchlist items.

Pala Mesa Highlands: 124 Lots on Old Highway 395. Plan check three completed.

**OTHER:**

ITEMS	NO#	ITEMS	NO#
Water Availability Letters	1	Water Meters Purchased	8
Sewer Availability Letters	0	Sewer EDUs Purchased	2.4
Water Commitment Letters	0	Developer Shutdowns	1
Sewer Commitment Letters	0	Jobs Closed:	0

Michael Powers  
Associate Engineer

9/27/16





**BOARD INFORMATION**

**BOARD OF DIRECTORS**

September 15, 2016

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**SUBJECT**

Customer Service & Meter Services

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**DESCRIPTION**

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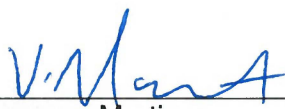
**METER SERVICES:**


Meter Services completed 725 service orders. Here is a summary of the most pertinent service orders shown by category.

SERVICE ORDERS	COMPLETED
Check Reads	367
Transfers	62
Locked	17
Unlocked	16
Pressure Calls	34
Meter Leaks	49
Drought	2

**CUSTOMER SERVICE:**

Customer service and other staff had the opportunity to tour the Desalination Plant in Carlsbad. Customer service enjoyed the tour, it was very informative. In August we had a total of 21 construction meters in use. This is reflecting growth in the service area. We anticipate this trend continues and is reflective in our water consumption.

  
 \_\_\_\_\_  
 Vanessa Martinez  
 Finance Manager
 
 9/15/16  
 9/15/16

  
 \_\_\_\_\_  
 Kenny Diaz  
 Meter Services Crew Leader
 
 9/15/16  
 9/15/16





## BOARD INFORMATION

### BOARD OF DIRECTORS

September 27, 2016

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#### **SUBJECT**

Human Resources Report for August 2016

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#### **DESCRIPTION**

Personnel changes, human resources activities, and safety report for August and early September 2016

#### **PERSONNEL CHANGES:**

The District welcomed Laura Martinez into the role of Accounting Specialist I to fill the position that had been vacant since July. Laura will be processing payroll and accounts payable and joins the District with more than 10 years of payroll experience. She was most recently a Payroll and Human Resources Administrator at a private school in Temecula.

#### **BENEFITS:**

##### Plan Renewals

The Long Term Disability (LTD) plan is up for renewal October 1<sup>st</sup>. The bid from our current carrier, Assurant, came in with a 0% increase. However, it had been several years since the plans had gone up to bid, so the Human Resources Manager asked the broker to shop the plan and other auxiliary employee benefits plans to ensure our rates are still competitive. Ten carriers submitted bids for our Long Term Disability, Short Term Disability, Life and AD&D plans. Four carriers offered bids that were competitive.

The bids from Principal came in lower than our current carrier for all of the plans with only minor changes to the contract terms for the LTD plan. The maximum monthly benefit will increase from \$5,000 per month to \$7,500 per month, which will allow employees in higher pay grades to still have access to the same 60% benefit as other employees. The total expenses for all of the plans combined will be **14% lower** than our current rates, with a three-year rate guarantee on the LTD and a two-year rate guarantee on the STD, which will save the District approximately **\$8,200** annually while offering a richer benefit.

In addition, the shift to a single carrier will create a smoother transition process when an employee needs to transition from a short term to a long term disability plan, as they will have a single claims administrator. Other benefits to this carrier shift include online enrollment and synchronizing the plan renewal dates to January 1, to coincide with the District's medical plan renewal cycle.

##### COBRA Administration

The District has a contract for third party Administration of COBRA plans through Infinisource, but the service had not previously been completely set up. The Human Resources Manager started the full service implementation process, which will streamline enrollments and payment collections at no additional cost to the District.

### **WORKFORCE TRAINING AND DEVELOPMENT:**

The Human Resources Manager attended CalPERS Employer Business Rules training on August 31<sup>st</sup>. This class covered the legal rules associated with enrollments, retirements, and employment of retired annuitants.

The Human Resources Manager, Operations Manager and Safety Administrator attended the San Diego Water Agencies Emergency Collaborative meeting hosted by Santa Fe Irrigation District on September 7<sup>th</sup>. Special guest Kelly Wilson from Department of Homeland Security discussed special programs and services available from DHS.

The Human Resources Manager and Finance Manager attended Evaluation and Discipline legal training from Liebert Cassidy Whitmore on September 14<sup>th</sup>. The Human Resources Manager, Board Secretary and Administrative Analyst attended Personnel Records and Files training on the same date. These trainings will help us to develop sound records retention policies and purge unnecessary records.

The Human Resources Manager, Finance Manager and Board Secretary attended Springbrook training to setup the Human Resources module, which will enhance efficiency and workflow between Human Resources and Payroll.

Several Crew Leaders are scheduled to attend the ACWA-JPIA Training Day in Ontario on October 5<sup>th</sup> and 6<sup>th</sup>. Several breakout sessions will cover issues related to supervision, performance management, and safety.

### **EMPLOYEE RECOGNITION:**

The Operations Manager, Darren Milner, initiated a new employee recognition program using custom designed coins, similar to challenge coins in the military. The program was designed in partnership with the Human Resources Manager and was inspired by the core values identified in the strategic planning process. The first coin in the set will be the Commitment to Excellence coin, which will be issued to all employees at the October luncheon, and to all future new hires.

Subsequent coins will each represent a core value, and will be issued selectively in recognition for behavior that reflects that value. The intent is for two coins to be issued at each all-hands meeting, along with a small reward of a nominal value. Additional coins may be issued at special events such as the annual banquet. A larger reward will be issued when an employee receives the complete set of coins.

### **EMPLOYEE EVENTS:**

#### **Anniversary Breakfast – September 8th**

The Human Resources Manager hosted a breakfast to recognize the following employees who had employment anniversaries in the third quarter:

Mark Cline – 27 Years  
Gerardo Cancino – 9 Years  
Chris Waite – 9 Years  
Jerry Kraft – 9 Years  
Clem Taylor – 9 Years  
Chris Hoelscher – 8 Years  
Tom Kennedy – 2 Years  
Victor Tornero – 1 Year  
Renee Rubio – 1 Year

**Employee Appreciation Luncheon and Health Fair – October 26th**

The Human Resources Manager is planning the employee appreciation luncheon in conjunction with the annual health and benefits fair on October 26, 2016. The all-hands event will be catered and the management team will roll out the new Committed to Excellence employee recognition program. Board members are invited to attend. Health related service providers will be invited to attend and flu shots will be available to all employees. Employees and spouses will be invited to attend benefits education meetings in the afternoon to kick off open enrollment for the 2017 plan year.

**Annual Employee Recognition Banquet – January 14th**

The Events Committee has secured Pala Mesa Resort for the annual employee recognition banquet. The committee has planned a Black and White theme and will give employees nomination ballots for the just-for-fun awards during the October employee luncheon. Committee members Dawn Washburn and Cynthia Gray have worked tirelessly to plan this event. They have also volunteered their time to the employee associations to host a family photo fundraiser event for employees on October 22<sup>nd</sup> to raise funds to offset the cost for guests of employees to attend the banquet.

**SAFETY:**

Elyana Nuartez from Customer Service volunteered to join the Safety Committee.

It has been 287 days since our last worker's compensation claim.  
It has been 609 days since our last lost time injury.

On September 19<sup>th</sup>, The Human Resources Manager served ice cream for all employees in celebration of 600 days without a lost time injury.

Tailgate Safety Meetings included:

- Pesticide Awareness (30 Operations employees)
- Annual Injury and Illness Protection Plan (IIPP) Refresher (all employees)
- Trenching and Shoring (31 Operations employees)

Target Safety Online Training included 44 completions.

*Karleen Harp*

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Karleen Harp  
Human Resources Manager

09/27/2016

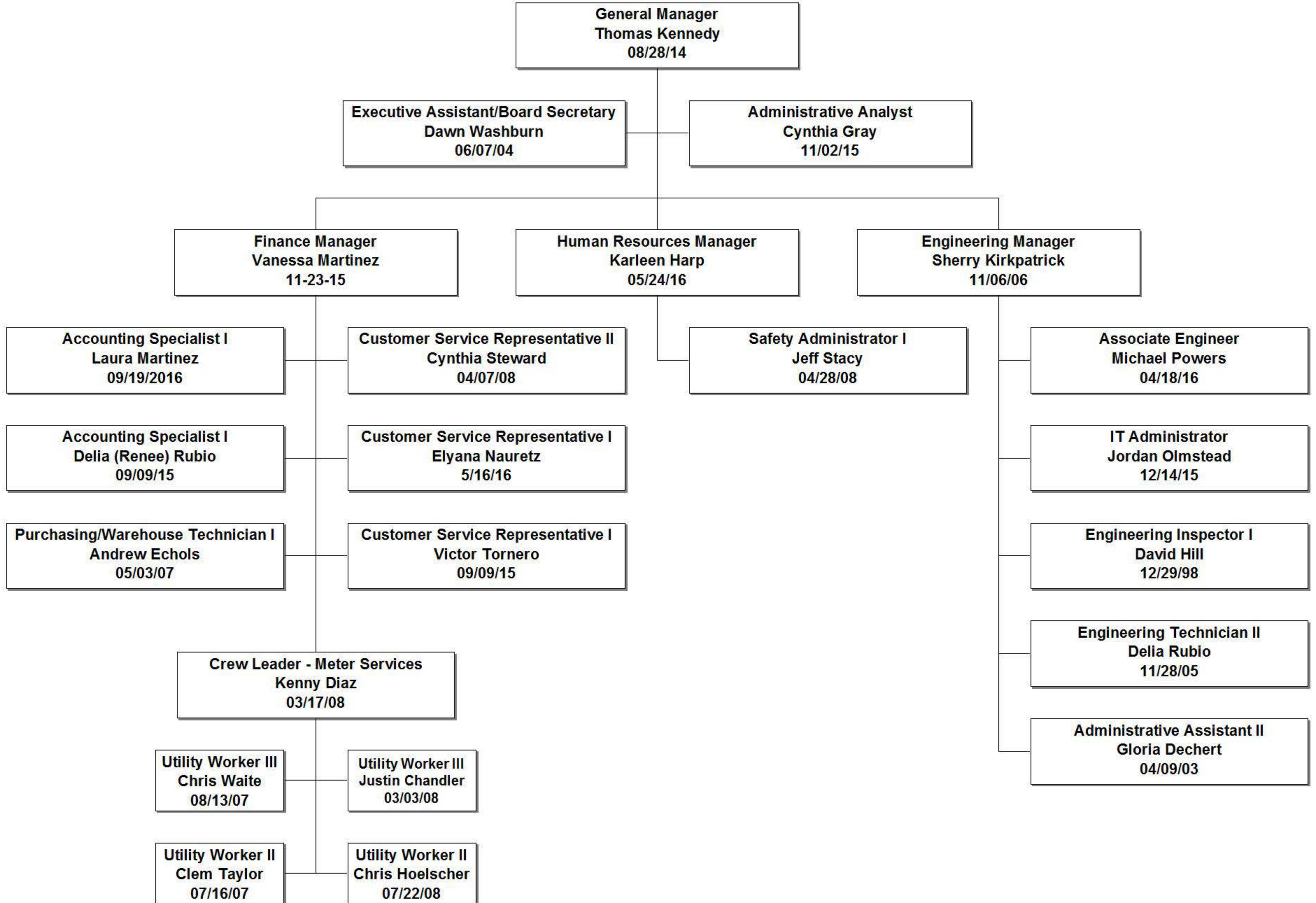




**RAINBOW MUNICIPAL WATER DISTRICT  
ORGANIZATIONAL CHART  
PAGE 1 OF 2**

Creation Date 8/21/2014

Last Modified 9/15/2016

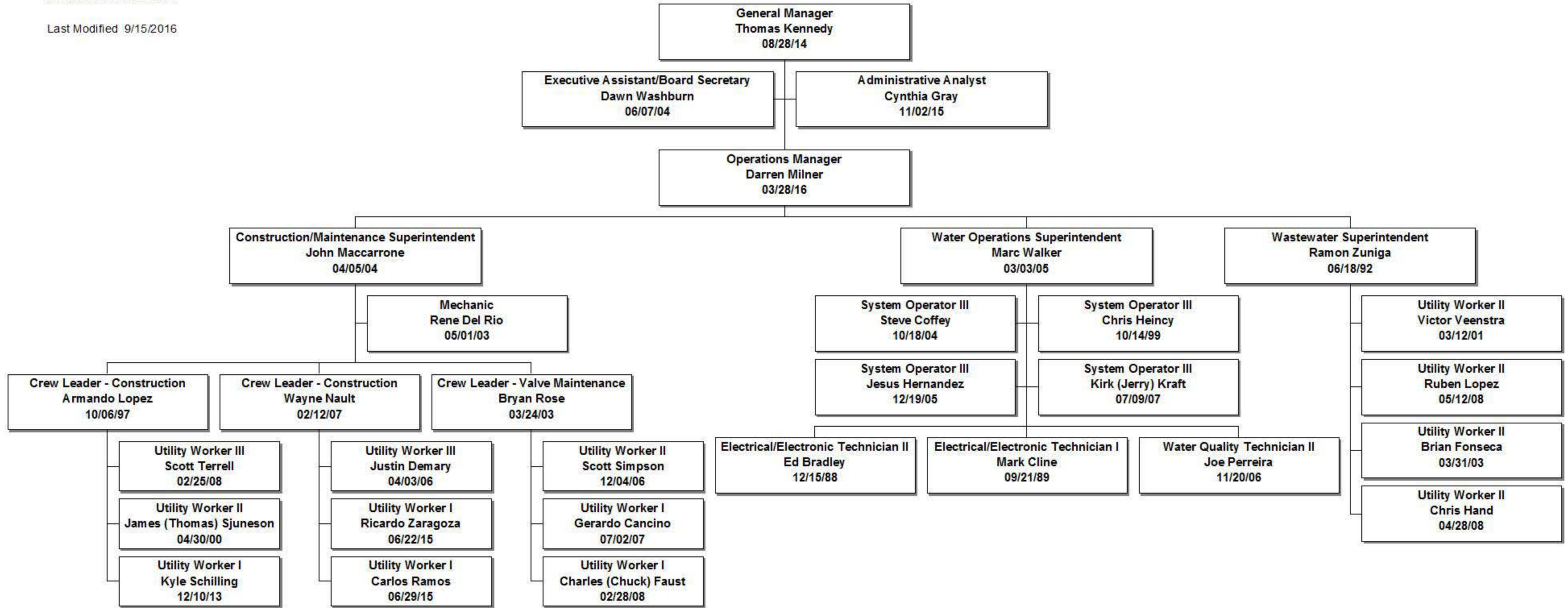




RAINBOW MUNICIPAL WATER DISTRICT  
 ORGANIZATIONAL CHART  
 PAGE 2 OF 2

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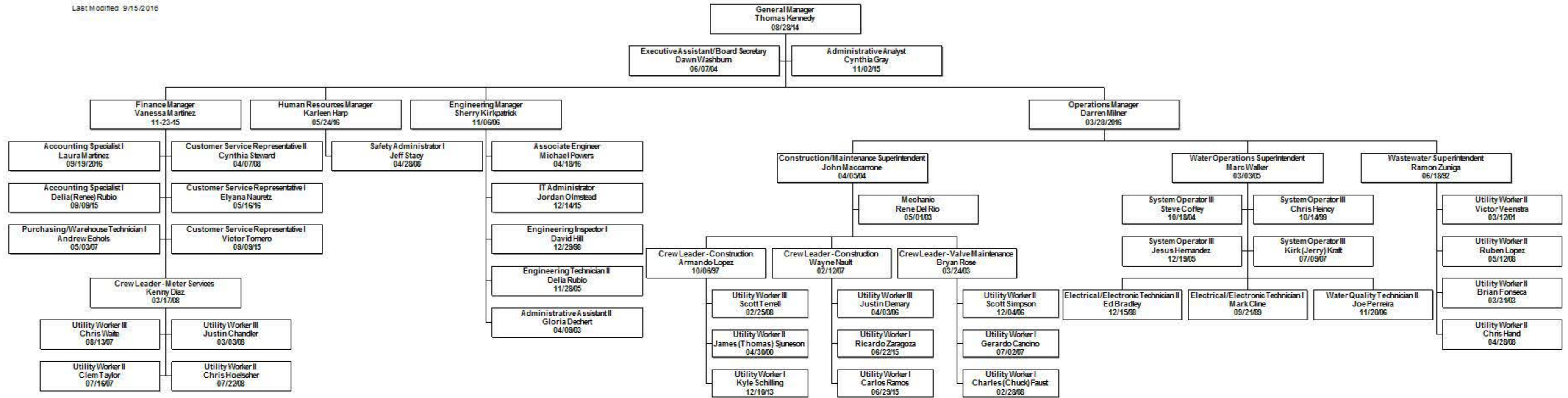




**RAINBOW MUNICIPAL WATER DISTRICT  
ORGANIZATIONAL CHART**

Creation Date 8/21/2014

Last Modified 9/15/2016





# General Ledger

## Interim Financials

User: vmartinez  
 Printed: 9/13/2016 - 12:06 PM  
 Period: 1, 2017



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 01	WATER FUND							
Dept 01-00								
R10	WATER REVENUE							
01-00-41110	Water Sales-Domestic	6,075,496.00	729,385	729,385	5,346,112	-	5,346,112	87.99
01-00-41115	Water Sales-Domestic-Unbilled	0.00	56,227	56,227	(56,227)	-	(56,227)	0.00
01-00-41120	Water Sales-Ag-Dom Non Cert	1,049,500.00	167,883	167,883	881,617	-	881,617	84.00
01-00-41125	Water Sales-Ad Noncert Unbilld	0.00	20,114	20,114	(20,114)	-	(20,114)	0.00
01-00-41130	Water Sales-Ag/Dom Met Cert	1,157,290.00	-	-	1,157,290	-	1,157,290	100.00
01-00-41160	Water Sales-Ag. Non Discount	4,207,195.00	625,974	625,974	3,581,221	-	3,581,221	85.12
01-00-41165	Water Sales-Ag.Nondis Unbilled	0.00	77,860	77,860	(77,860)	-	(77,860)	0.00
01-00-41170	Water Sales-Construction	216,282.00	21,070	21,070	195,212	-	195,212	90.26
01-00-41175	Water Sales-Construction-Unbil	0.00	(951)	(951)	951	-	951	0.00
01-00-41180	Water Sales Sawr Full Agric	4,106,205.00	508,971	508,971	3,597,234	-	3,597,234	87.60
01-00-41185	Water Sales-Sawr Ag Unbilled	0.00	68,483	68,483	(68,483)	-	(68,483)	0.00
01-00-41190	Water Sales-Sawr Ag/Dom	6,081,872.00	789,190	789,190	5,292,682	-	5,292,682	87.02
01-00-41195	Water Sales Sawr Ag/D Unbilled	0.00	102,774	102,774	(102,774)	-	(102,774)	0.00
01-00-42120	Monthly O & M Charges	5,542,712.00	450,312	450,312	5,092,400	-	5,092,400	91.88
01-00-42121	Infrastructure Access Charge	5,389,049.00	448,397	448,397	4,940,652	-	4,940,652	91.68
01-00-42130	Readiness-To-Serve Rev Id#1	300,000.00	703	703	299,297	-	299,297	99.77
01-00-42140	Pumping Charges	537,363.00	63,508	63,508	473,855	-	473,855	88.18
01-00-43101	Operating Inc Turn On/Off Fees	5,000.00	325	325	4,675	-	4,675	93.50
01-00-43104	Operating Inc. R.P. Charges	231,936.00	19,187	19,187	212,749	-	212,749	91.73
01-00-43106	Operating Inc Water Letter Fee	500.00	-	-	500	-	500	100.00
01-00-43109	Operating Inc Inspections	20,000.00	2,200	2,200	17,800	-	17,800	89.00
01-00-43110	Operating Inc Plans And Specs	1,000.00	-	-	1,000	-	1,000	100.00
01-00-43111	Operating Inc Install Fees,Hyd	3,500.00	230	230	3,270	-	3,270	93.43
01-00-43114	Operating Inc-Miscellaneous	5,000.00	587	587	4,413	-	4,413	88.26
01-00-43116	New Meter Sales/Install Parts	8,500.00	960	960	7,540	-	7,540	88.71
01-00-43117	Notice Delivery Revenue	35,000.00	1,720	1,720	33,280	-	33,280	95.09
	R10 Sub Totals:	34,973,400.00	4,155,109	4,155,109	30,818,291	-	30,818,291	88.12
R40	INTEREST EXPENSE							
01-00-49301	Property Tax Rev. - Ad Valorem	315,000.00	1,136	1,136	313,864	-	313,864	99.64
	R40 Sub Totals:	315,000.00	1,136	1,136	313,864	-	313,864	99.64

# General Ledger

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Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
R50	INTEREST INCOME							
01-00-49201	Interest Revenues-Water Fund	0.00	-	-	-	-	-	0.00
	R50 Sub Totals:	0.00	-	-	-	-	-	0.00
R70	OTHER REVENUE							
01-00-49102	Non Oper Inc-Nsf Check Fees	1,500.00	120	120	1,380	-	1,380	92.00
01-00-49109	Non Oper Inc-Miscellaneous	25,000.00	-	-	25,000	-	25,000	100.00
	R70 Sub Totals:	26,500.00	120	120	26,380	-	26,380	99.55
R80	CURRENT YEAR NET REV/EXP							
01-00-39200	Current Year Net Rev/Exp	0.00	-	-	-	-	-	0.00
	R80 Sub Totals:	0.00	-	-	-	-	-	0.00
	Revenue Sub Totals:	35,314,900.00	4,156,364	4,156,364	31,158,536	-	31,158,536	88.23
E01	Cost of Water Sold							
01-00-50001	Water Purchases	19,938,700.00	2,672,559	2,672,559	17,266,142	-	17,266,142	86.60
01-00-50002	Ag Credit-Iawp	0.00	-	-	-	-	-	0.00
01-00-50003	Water In Storage	0.00	(111,066)	(111,066)	111,066	-	111,066	0.00
01-00-50005	Ready To Serve Charge	518,268.00	42,413	42,413	475,855	-	475,855	91.82
01-00-50006	Infrastructure Access Charge	468,102.00	36,388	36,388	431,714	-	431,714	92.23
01-00-50008	Ag Credit-Sawr	-1,592,850.00	(205,757)	(205,757)	(1,387,093)	-	(1,387,093)	0.00
01-00-50009	Seasonal Storage Credit	702,348.00	-	-	702,348	-	702,348	100.00
01-00-50010	Customer Service Charge	1,177,944.00	100,451	100,451	1,077,493	-	1,077,493	91.47
01-00-50011	Capacity Reservation Charge	563,046.00	54,813	54,813	508,233	-	508,233	90.26
01-00-50012	Emergency Storage Charge	1,652,034.00	142,863	142,863	1,509,171	-	1,509,171	91.35
01-00-50013	Supply Reliability Charge	0.00	61,648	61,648	(61,648)	-	(61,648)	0.00
01-00-52176	Overhead Transfer To Gen Fund	0.00	-	-	-	-	-	0.00
	E01 Sub Totals:	23,427,592.00	2,794,312	2,794,312	20,633,280	-	20,633,280	88.07
E05	PAYROLL & EMPLOYEE EXPENSES							
01-00-56101	Regular Salaries	0.00	1,406	1,406	(1,406)	-	(1,406)	0.00
01-00-56501	Employer'S Share Fica Ssi	0.00	80	80	(80)	-	(80)	0.00
01-00-56502	Employer'S Share Fica Medicare	0.00	20	20	(20)	-	(20)	0.00
01-00-56503	Medical Ins Acwa Health Ben	0.00	134	134	(134)	1,646	(1,780)	0.00
01-00-56504	Dental Insurance	0.00	4,513	4,513	(4,513)	-	(4,513)	0.00
01-00-56505	Vision Ins Acwa Serv Corp	0.00	2	2	(2)	-	(2)	0.00
01-00-56506	Life, S/T, L/T Disability Ins	0.00	598	598	(598)	-	(598)	0.00
01-00-56507	Retirement - Calpers	0.00	99	99	(99)	-	(99)	0.00
01-00-56520	Deferred Comp-Employer Contrib	0.00	8,125	8,125	(8,125)	-	(8,125)	0.00
	E05 Sub Totals:	0.00	14,978	14,978	(14,978)	1,646	(16,624)	0.00
	Expense Sub Totals:	23,427,592.00	2,809,290	2,809,290	20,618,302	1,646	20,616,656	88.00

# General Ledger

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Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 01-31	Dept 00 Sub Totals:	-11,887,308.00	(1,347,074)	(1,347,074)	(10,540,234)	1,646		
E05	PUMPING							
	PAYROLL & EMPLOYEE EXPENSES							
01-31-56101	Regular Salaries	89,429.00	8,461	8,461	80,968	-	80,968	90.54
01-31-56103	Overtime Paid, Comptime Earn.	500.00	-	-	500	-	500	100.00
01-31-56501	Employer'S Share Fica Ssi	5,545.00	486	486	5,059	-	5,059	91.23
01-31-56502	Employer'S Share Fica Medicare	1,297.00	122	122	1,175	-	1,175	90.60
01-31-56503	Medical Ins Acwa Health Ben	17,465.00	829	829	16,636	-	16,636	95.25
01-31-56504	Dental Insurance	1,687.00	-	-	1,687	-	1,687	100.00
01-31-56505	Vision Ins Acwa	228.00	41	41	187	-	187	82.16
01-31-56506	Life, S/T,L/T Disability Ins	1,357.00	-	-	1,357	-	1,357	100.00
01-31-56507	Retirement-Calpers	14,935.00	811	811	14,124	-	14,124	94.57
01-31-56509	Employee Holidays	0.00	-	-	-	-	-	0.00
01-31-56512	Employee Training/Tuition Reim	0.00	-	-	-	-	-	0.00
01-31-56515	Worker'S Compensation Ins	3,393.00	2,290	2,290	1,103	-	1,103	32.50
01-31-56516	State Unemployment Ins, E.T.T.	252.00	-	-	252	-	252	100.00
01-31-56520	Deferred Comp-Employer Contrib	2,600.00	-	-	2,600	-	2,600	100.00
01-31-56524	Other Post Employment Benefits	0.00	-	-	-	-	-	0.00
	E05 Sub Totals:	138,688.00	13,040	13,040	125,648	-	125,648	90.60
E10	PUMPING OPERATION EXPENSES							
01-31-63100	Equipment Maintenance/Repair	61,000.00	-	-	61,000	-	61,000	100.00
01-31-63401	Building Maintenance	1,500.00	-	-	1,500	-	1,500	100.00
01-31-63421	Fuel and Oil	0.00	-	-	-	-	-	0.00
01-31-72000	Supplies & Services	20,000.00	-	-	20,000	-	20,000	100.00
01-31-72150	Regulatory Permits	5,000.00	-	-	5,000	-	5,000	100.00
01-31-73000	Small Tools And Equipment	1,000.00	-	-	1,000	-	1,000	100.00
01-31-75300	Travel/Conferences/Training	0.00	-	-	-	-	-	0.00
01-31-78000	Utilities - Electricity	552,300.00	-	-	552,300	-	552,300	100.00
01-31-78500	Utilities - Natural Gas	0.00	-	-	-	-	-	0.00
01-31-82000	Shop And Field Equipment	0.00	-	-	-	-	-	0.00
	E10 Sub Totals:	640,800.00	-	-	640,800	-	640,800	100.00
	Expense Sub Totals:	779,488.00	13,040	13,040	766,448	-	766,448	98.33

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Dept 01-32	Dept 31 Sub Totals:	779,488.00	13,040	13,040	766,448	-		
E05	OPERATIONS							
	PAYROLL & EMPLOYEE EXPENSES							
01-32-56101	Regular Salaries	631,710.00	41,917	41,917	589,793	-	589,793	93.36
01-32-56103	Overtime Paid, Comptime Earn.	50,000.00	3,173	3,173	46,827	-	46,827	93.65
01-32-56501	Employer'S Share Fica Ssi	39,166.00	2,610	2,610	36,556	-	36,556	93.34
01-32-56502	Employer'S Share Fica Medicare	9,160.00	660	660	8,500	-	8,500	92.80
01-32-56503	Medical Ins Acwa Health Ben	121,278.00	5,200	5,200	116,078	-	116,078	95.71
01-32-56504	Dental Insurance	10,964.00	-	-	10,964	-	10,964	100.00
01-32-56505	Vision Ins Acwa	1,484.00	232	232	1,252	-	1,252	84.39
01-32-56506	Life, S/T,L/T Disability Ins	9,181.00	-	-	9,181	-	9,181	100.00
01-32-56507	Retirement-Calpers	105,496.00	4,054	4,054	101,442	-	101,442	96.16
01-32-56509	Employee Holidays	0.00	-	-	-	-	-	0.00
01-32-56512	Employee Training/Tuition Reim	13,000.00	60	60	12,940	-	12,940	99.54
01-32-56515	Worker'S Compensation Ins	23,967.00	16,178	16,178	7,789	-	7,789	32.50
01-32-56516	State Unemployment Ins, E.T.T.	1,638.00	-	-	1,638	-	1,638	100.00
01-32-56517	Employee Paid Time Off Exp	0.00	-	-	-	-	-	0.00
01-32-56518	Duty Pay	13,000.00	1,000	1,000	12,000	-	12,000	92.31
01-32-56520	Deferred Comp-Employer Contrib	16,900.00	-	-	16,900	-	16,900	100.00
01-32-56524	Other Post Employment Benefits	0.00	-	-	-	-	-	0.00
	E05 Sub Totals:	1,046,944.00	75,083	75,083	971,861	-	971,861	92.83
E15	WATER OPERATION EXPENSES							
01-32-60000	Electronics	29,500.00	-	-	29,500	-	29,500	100.00
01-32-63100	Equipment Maintenance/Repairs	13,500.00	-	-	13,500	2,492	11,008	81.54
01-32-63102	Equipment Maintenance Contract	38,000.00	-	-	38,000	-	38,000	100.00
01-32-63401	Building Maintenance	1,000.00	-	-	1,000	-	1,000	100.00
01-32-72000	Supplies And Services	257,000.00	591	591	256,409	473	255,936	99.59
01-32-72010	Tank Maintenance	664,643.00	-	-	664,643	-	664,643	100.00
01-32-72150	Regulatory Permits	41,000.00	-	-	41,000	-	41,000	100.00
01-32-72200	Books And Resources	0.00	-	-	-	-	-	0.00
01-32-72400	Dues & Subscriptions	0.00	-	-	-	-	-	0.00
01-32-72700	Printing & Reproductions	5,000.00	-	-	5,000	-	5,000	100.00
01-32-72702	Public Notices/Advertising	0.00	-	-	-	-	-	0.00
01-32-73000	Small Tools And Equipment	1,000.00	-	-	1,000	-	1,000	100.00
01-32-75300	Travel/Conf/Training	2,000.00	-	-	2,000	-	2,000	100.00
01-32-78000	Utilities	12,600.00	-	-	12,600	-	12,600	100.00
01-32-82000	Capital Equipment	21,120.00	-	-	21,120	-	21,120	100.00



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	E15 Sub Totals:	1,086,363.00	591	591	1,085,772	2,965	1,082,807	99.67
	Expense Sub Totals:	2,133,307.00	75,674	75,674	2,057,633	2,965	2,054,668	96.31
	Dept 32 Sub Totals:	2,133,307.00	75,674	75,674	2,057,633	2,965		
Dept 01-33	VALVE MAINTENANCE							
E05	PAYROLL & EMPLOYEE EXPENSES							
01-33-56101	Regular Salaries	309,284.00	20,498	20,498	288,786	-	288,786	93.37
01-33-56103	Overtime Paid, Comptime Earn.	4,500.00	-	-	4,500	-	4,500	100.00
01-33-56501	Employer'S Share Fica Ssi	19,176.00	1,166	1,166	18,010	-	18,010	93.92
01-33-56502	Employer'S Share Fica Medicare	4,485.00	294	294	4,191	-	4,191	93.44
01-33-56503	Medical Ins Acwa Health Ben	72,669.00	2,774	2,774	69,895	-	69,895	96.18
01-33-56504	Dental Insurance	6,747.00	-	-	6,747	-	6,747	100.00
01-33-56505	Vision Ins Acwa	913.00	124	124	789	-	789	86.45
01-33-56506	Life, S/T,L/T Disability Ins	4,675.00	-	-	4,675	-	4,675	100.00
01-33-56507	Retirement-Calpers	51,650.00	1,939	1,939	49,711	-	49,711	96.25
01-33-56509	Employee Holidays	0.00	-	-	-	-	-	0.00
01-33-56512	Employee Training/Tuition Reim	2,000.00	-	-	2,000	-	2,000	100.00
01-33-56515	Worker'S Compensation Ins	11,734.00	7,921	7,921	3,814	-	3,814	32.50
01-33-56516	State Unemployment Ins, E.T.T.	1,008.00	-	-	1,008	-	1,008	100.00
01-33-56517	Employee Paid Time Off Exp	0.00	-	-	-	-	-	0.00
01-33-56520	Deferred Comp-Employer Contrib	10,400.00	-	-	10,400	-	10,400	100.00
01-33-56524	Other Post Employment Benefits	0.00	-	-	-	-	-	0.00
	E05 Sub Totals:	499,241.00	34,715	34,715	464,526	-	464,526	93.05
E20	VALVE MAINTENANCE EXPENSES							
01-33-72000	Supplies And Services-Sewer	66,500.00	3,046	3,046	63,454	-	63,454	95.42
01-33-72200	Dues And Subscriptions	0.00	-	-	-	-	-	0.00
01-33-73000	Small Tools And Equipment	1,000.00	-	-	1,000	-	1,000	100.00
01-33-75300	Travel/Conferences/Training	1,000.00	-	-	1,000	-	1,000	100.00
01-33-82000	Shop And Field Equipment	50,000.00	-	-	50,000	-	50,000	100.00
	E20 Sub Totals:	118,500.00	3,046	3,046	115,454	-	115,454	97.43
E25	WATER DISTRIBUTION EXPENSES							
01-33-56514	Employee Training	0.00	-	-	-	-	-	0.00
	E25 Sub Totals:	0.00	-	-	-	-	-	0.00
	Expense Sub Totals:	617,741.00	37,761	37,761	579,980	-	579,980	93.89
	Dept 33 Sub Totals:	617,741.00	37,761	37,761	579,980	-		
Dept 01-34	WATER DISTRIBUTION							
E05	PAYROLL & EMPLOYEE EXPENSES							
01-34-56101	Regular Salaries	903,611.00	62,326	62,326	841,285	-	841,285	93.10
01-34-56103	Overtime Paid, Comptime Earn.	80,000.00	11,844	11,844	68,156	-	68,156	85.19

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Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
01-34-56501	Employer'S Share Fica Ssi	56,024.00	4,315	4,315	51,709	-	51,709	92.30
01-34-56502	Employer'S Share Fica Medicare	13,102.00	1,082	1,082	12,020	-	12,020	91.74
01-34-56503	Medical Ins Acwa Health Ben	165,590.00	8,123	8,123	157,467	-	157,467	95.09
01-34-56504	Dental Insurance	16,584.00	-	-	16,584	-	16,584	100.00
01-34-56505	Vision Ins Acwa	2,397.00	304	304	2,093	-	2,093	87.32
01-34-56506	Life, S/T,L/T Disability Ins	13,286.00	-	-	13,286	-	13,286	100.00
01-34-56507	Retirement-Calpers	150,903.00	5,982	5,982	144,921	-	144,921	96.04
01-34-56509	Employee Holidays	0.00	-	-	-	-	-	0.00
01-34-56512	Employee Training/Tuition Reim	7,000.00	-	-	7,000	-	7,000	100.00
01-34-56515	Worker'S Compensation Ins	35,220.00	23,150	23,150	12,070	-	12,070	34.27
01-34-56516	State Unemployment Ins, E.T.T.	2,646.00	-	-	2,646	-	2,646	100.00
01-34-56517	Employee Paid Time Off Exp	0.00	-	-	-	-	-	0.00
01-34-56518	Duty Pay	13,000.00	1,250	1,250	11,750	-	11,750	90.38
01-34-56520	Deferred Comp-Employer Contrib	24,700.00	-	-	24,700	-	24,700	100.00
01-34-56524	Other Post Employment Benefits	0.00	-	-	-	-	-	0.00
	<b>E05 Sub Totals:</b>	<b>1,484,063.00</b>	<b>118,376</b>	<b>118,376</b>	<b>1,365,687</b>	<b>-</b>	<b>1,365,687</b>	<b>92.02</b>
<b>E25</b>	<b>WATER DISTRIBUTION EXPENSES</b>							
01-34-72000	Supplies And Services	353,000.00	3,766	3,766	349,234	223,261	125,973	35.69
01-34-73000	Small Tools And Equipment	2,000.00	-	-	2,000	-	2,000	100.00
01-34-75300	Sewage Treat.-Oceanside Plant	3,000.00	-	-	3,000	-	3,000	100.00
01-34-78900	Trash Pick-Up	0.00	-	-	-	-	-	0.00
01-34-82000	Shop And Field Equipment	114,600.00	-	-	114,600	-	114,600	100.00
	<b>E25 Sub Totals:</b>	<b>472,600.00</b>	<b>3,766</b>	<b>3,766</b>	<b>468,834</b>	<b>223,261</b>	<b>245,573</b>	<b>51.96</b>
	<b>Expense Sub Totals:</b>	<b>1,956,663.00</b>	<b>122,142</b>	<b>122,142</b>	<b>1,834,521</b>	<b>223,261</b>	<b>1,611,260</b>	<b>82.35</b>
	<b>Dept 34 Sub Totals:</b>	<b>1,956,663.00</b>	<b>122,142</b>	<b>122,142</b>	<b>1,834,521</b>	<b>223,261</b>		



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Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 01-35	METER SERVICES							
E05	PAYROLL & EMPLOYEE EXPENSES							
01-35-56101	Regular Salaries	429,602.00	30,478	30,478	399,124	-	399,124	92.91
01-35-56103	Overtime Paid, Comptime Earn.	3,000.00	1,200	1,200	1,800	-	1,800	60.00
01-35-56501	Employer'S Share Fica Ssi	26,635.00	1,837	1,837	24,798	-	24,798	93.10
01-35-56502	Employer'S Share Fica Medicare	6,229.00	461	461	5,768	-	5,768	92.59
01-35-56503	Medical Ins Acwa Health Ben	72,699.00	3,347	3,347	69,352	-	69,352	95.40
01-35-56504	Dental Insurance	9,277.00	-	-	9,277	-	9,277	100.00
01-35-56505	Vision Ins Acwa Serv Corp	1,027.00	185	185	842	-	842	82.03
01-35-56506	Life, S/T, L/T Disability Ins	6,496.00	-	-	6,496	-	6,496	100.00
01-35-56507	Retirement - Calpers	71,743.00	2,948	2,948	68,795	-	68,795	95.89
01-35-56512	Employee Training/Tuition Reim	2,000.00	60	60	1,940	-	1,940	97.00
01-35-56515	Worker'S Compensation Ins	18,751.00	12,672	12,672	6,079	-	6,079	32.42
01-35-56516	State Unemployment Ins, E.T.T.	1,386.00	-	-	1,386	-	1,386	100.00
01-35-56517	Employee Paid Time Off Exp	0.00	-	-	-	-	-	0.00
01-35-56520	Deferred Comp-Employer Contrib	14,300.00	-	-	14,300	-	14,300	100.00
	E05 Sub Totals:	663,145.00	53,188	53,188	609,957	-	609,957	91.98
E30	METER SERVICES EXPENSES							
01-35-56524	OTHER POST EMPLOYMENT BENEF	3,788.00	-	-	3,788	-	3,788	100.00
01-35-63404	Backflow Expenses	230,050.00	7,044	7,044	223,006	-	223,006	96.94
01-35-72000	Supplies & Services	95,000.00	7,079	7,079	87,921	14,283	73,638	77.51
01-35-73000	Small Tools And Equipment	2,000.00	-	-	2,000	-	2,000	100.00
01-35-75300	Replacement Reserve-Oceanside	500.00	-	-	500	-	500	100.00
01-35-82000	Shop And Field Equipment	135,000.00	4,196	4,196	130,804	-	130,804	96.89
	E30 Sub Totals:	466,338.00	18,320	18,320	448,018	14,283	433,735	93.01
	Expense Sub Totals:	1,129,483.00	71,507	71,507	1,057,976	14,283	1,043,693	92.40
	Dept 35 Sub Totals:	1,129,483.00	71,507	71,507	1,057,976	14,283		
	Fund Revenue Sub Totals:	35,314,900.00	4,156,364	4,156,364	31,158,536	-	31,158,536	88.23
	Fund Expense Sub Totals:	30,044,274.00	3,129,415	3,129,415	26,914,859	242,155	26,672,705	88.78
	Fund 01 Sub Totals:	-5,270,626.00	(1,026,950)	(1,026,950)	(4,243,676)	242,155		

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Fund 02	SEWER FUND							
Dept 02-00								
R10	WATER REVENUE							
02-00-41210	Sewer Charges-Developing Accts	150,000.00	9,695	9,695	140,305	-	140,305	93.54
02-00-43101	Sewer-Oakcrest Service Charges	5,000.00	-	-	5,000	-	5,000	100.00
02-00-43106	Operating Inc-Sewer Letter Fee	500.00	-	-	500	-	500	100.00
02-00-43110	Operating Inc-Plan Chk/Ins Fee	0.00	-	-	-	-	-	0.00
	R10 Sub Totals:	155,500.00	9,695	9,695	145,805	-	145,805	93.77
R30	WASTEWATER REVENUE							
02-00-41110	Sewer Charges-Established Acct	2,350,000.00	209,442	209,442	2,140,558	-	2,140,558	91.09
02-00-49109	NON OPERATING REVENUE	0.00	1,984	1,984	(1,984)	-	(1,984)	0.00
	R30 Sub Totals:	2,350,000.00	211,426	211,426	2,138,574	-	2,138,574	91.00
R40	INTEREST EXPENSE							
02-00-49301	Property Tax Rev - Ad Valorem	40,000.00	160	160	39,840	-	39,840	99.60
	R40 Sub Totals:	40,000.00	160	160	39,840	-	39,840	99.60
	Revenue Sub Totals:	2,545,500.00	221,281	221,281	2,324,219	-	2,324,219	91.31
E05	PAYROLL & EMPLOYEE EXPENSES							
E60	WASTEWATER EXPENSES							
02-00-52176	OVERHEAD TRANSFER TO GEN FUN	640,450.00	-	-	640,450	-	640,450	100.00
02-00-57100	DEPRECIATION EXPENSES-CURR YI	0.00	-	-	-	-	-	0.00
	E60 Sub Totals:	640,450.00	-	-	640,450	-	640,450	100.00
	Expense Sub Totals:	640,450.00	-	-	640,450	-	640,450	100.00

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Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 02-61	Dept 00 Sub Totals:	-1,905,050.00	(221,281)	(221,281)	(1,683,769)	-		
E05	WASTEWATER							
	PAYROLL & EMPLOYEE EXPENSES							
02-61-56101	Regular Salaries	410,215.00	31,172	31,172	379,043	-	379,043	92.40
02-61-56103	Overtime Paid, Comp Time Earn.	35,000.00	2,125	2,125	32,875	-	32,875	93.93
02-61-56501	Employer'S Share Fica Ssi	25,433.00	1,891	1,891	23,542	-	23,542	92.56
02-61-56502	Employer'S Share Fica Medicare	5,948.00	479	479	5,469	-	5,469	91.95
02-61-56503	Medical Ins Acwa Health Ben	93,310.00	4,572	4,572	88,738	-	88,738	95.10
02-61-56504	Dental Insurance	8,432.99	-	-	8,433	-	8,433	100.00
02-61-56505	Vision Ins Acwa	1,141.00	201	201	940	-	940	82.35
02-61-56506	Life, S/T,L/T Disability Ins	6,145.00	-	-	6,145	-	6,145	100.00
02-61-56507	Retirement-Calpers	68,506.00	2,986	2,986	65,520	-	65,520	95.64
02-61-56509	Employee Holidays	0.00	-	-	-	-	-	0.00
02-61-56512	Employee Training/Tuition Reim	3,000.00	200	200	2,800	-	2,800	93.34
02-61-56515	Worker'S Compensation Ins	19,117.00	12,904	12,904	6,213	-	6,213	32.50
02-61-56516	State Unemployment Ins, E.T.T.	1,260.00	-	-	1,260	-	1,260	100.00
02-61-56517	Employee Paid Time Off Exp	0.00	-	-	-	-	-	0.00
02-61-56518	Duty Pay	13,000.00	533	533	12,467	-	12,467	95.90
02-61-56520	Deferred Comp-Employer Contrib	13,000.00	-	-	13,000	-	13,000	100.00
02-61-56524	Other Post Employment Benefits	3,481.00	-	-	3,481	-	3,481	100.00
	E05 Sub Totals:	706,988.99	57,062	57,062	649,927	-	649,927	91.93
E60	WASTEWATER EXPENSES							
02-61-60000	Equipment	18,300.00	377	377	17,923	-	17,923	97.94
02-61-63100	Equipment Maintenance-Sewer	22,000.00	-	-	22,000	8,474	13,526	61.48
02-61-63401	Building Maintenance	6,000.00	-	-	6,000	-	6,000	100.00
02-61-70000	Professional Services	0.00	450	450	(450)	-	(450)	0.00
02-61-70300	Legal Services	10,000.00	-	-	10,000	-	10,000	100.00
02-61-72000	Supplies And Services-Sewer	87,000.00	-	-	87,000	25,827	61,173	70.31
02-61-72150	Regulatory Permits	5,000.00	-	-	5,000	-	5,000	100.00
02-61-72200	Books And Resources	300.00	-	-	300	-	300	100.00
02-61-72400	Dues And Subscriptions	800.00	-	-	800	-	800	100.00
02-61-72600	Sewer Line Cleaning	35,000.00	53	53	34,947	-	34,947	99.85
02-61-73000	Small Tools And Equipment	3,000.00	-	-	3,000	-	3,000	100.00
02-61-75300	Travel/Conferences/Training	2,000.00	-	-	2,000	-	2,000	100.00
02-61-77000	Sewage Treat.-Oceanside Plant	900,000.00	-	-	900,000	-	900,000	100.00
02-61-77100	Replacement Reserve-Oceanside	331,100.00	-	-	331,100	-	331,100	100.00
02-61-78000	Utilities	58,000.00	-	-	58,000	-	58,000	100.00
02-61-78300	Hazardous Waster Material Disp	12,000.00	-	-	12,000	-	12,000	100.00
02-61-78700	Utilities-Propane	6,000.00	-	-	6,000	-	6,000	100.00
02-61-82000	Shop And Field Equipment	20,000.00	-	-	20,000	-	20,000	100.00
02-61-83000	Vehicles	0.00	-	-	-	-	-	0.00
	E60 Sub Totals:	1,516,500.00	880	880	1,515,620	34,300	1,481,319	97.68

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Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Expense Sub Totals:	2,223,488.99	57,943	57,943	2,165,546	34,300	2,131,246	95.85
	Dept 61 Sub Totals:	2,223,488.99	57,943	57,943	2,165,546	34,300		
	Fund Revenue Sub Totals:	2,545,500.00	221,281	221,281	2,324,219	-	2,324,219	91.31
	Fund Expense Sub Totals:	2,863,938.99	57,943	57,943	2,805,996	34,300	2,771,696	96.78
	Fund 02 Sub Totals:	318,438.99	(163,339)	(163,339)	481,778	34,300		
	GENERAL FUND							
Fund 03	WATER REVENUE							
Dept 03-00								
R10								
03-00-43102	Operating Inc Penalty/Int Chgs	225,000.00	18,832	18,832	206,168	-	206,168	91.63
03-00-43108	Operating Inc Plan Check Rev.	12,000.00	-	-	12,000	-	12,000	100.00
	R10 Sub Totals:	237,000.00	18,832	18,832	218,168	-	218,168	92.05
R50	INTEREST INCOME							
03-00-49201	Interest Revenues	0.00	-	-	-	-	-	0.00
	R50 Sub Totals:	0.00	-	-	-	-	-	0.00
R70	OTHER REVENUE							
03-00-42200	Overhead Trs From Water, Sewer	4,730,000.00	-	-	4,730,000	-	4,730,000	100.00
03-00-49108	Non Oper Inc-Rents And Leases	80,000.00	-	-	80,000	-	80,000	100.00
03-00-49109	Miscellaneous Revenue	15,000.00	2	2	14,998	-	14,998	99.99
03-00-49114	MISC Revenue - Eng. Services	0.00	-	-	-	-	-	0.00
	R70 Sub Totals:	4,825,000.00	2	2	4,824,998	-	4,824,998	100.00
R80	CURRENT YEAR NET REV/EXP							
	Revenue Sub Totals:	5,062,000.00	18,834	18,834	5,043,166	-	5,043,166	99.63
E05	PAYROLL & EMPLOYEE EXPENSES							
	Dept 00 Sub Totals:	-5,062,000.00	(18,834)	(18,834)	(5,043,166)	-		
Dept 03-20	BOARD							
E05	PAYROLL & EMPLOYEE EXPENSES							
03-20-56202	Board Member Expenses	13,500.00	600	600	12,900	-	12,900	95.56
03-20-72000	Supplies And Services	300.00	-	-	300	-	300	100.00
03-20-75300	Travel/Conferences/Training	12,375.00	50	50	12,325	-	12,325	99.60
	E05 Sub Totals:	26,175.00	650	650	25,525	-	25,525	97.52

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E40	ADMINISTRATION & HR EXPENSES							
03-20-56501	FICAR	837.00	37	37	800	-	800	95.56
03-20-56502	MEDIR	196.00	9	9	187	-	187	95.56
03-20-56515	Worker's Compensation Ins.	80.00	-	-	80	-	80	100.00
	E40 Sub Totals:	1,113.00	46	46	1,067	-	1,067	95.88
	Expense Sub Totals:	27,288.00	696	696	26,592	-	26,592	97.45
	Dept 20 Sub Totals:	27,288.00	696	696	26,592	-		
Dept 03-36	GARAGE							
E05	PAYROLL & EMPLOYEE EXPENSES							
03-36-56101	Regular Salaries	87,250.00	6,154	6,154	81,096	-	81,096	92.95
03-36-56103	Overtime Paid, Comp Time Earn.	1,000.00	-	-	1,000	-	1,000	100.00
03-36-56501	Employer'S Share Fica Ssi	5,410.00	339	339	5,071	-	5,071	93.73
03-36-56502	Employer'S Share Fica Medicare	1,265.00	86	86	1,179	-	1,179	93.17
03-36-56503	Medical Ins Acwa Health Ben	18,402.00	843	843	17,559	-	17,559	95.42
03-36-56504	Dental Insurance	1,687.00	-	-	1,687	-	1,687	100.00
03-36-56505	Vision Ins Acwa	228.00	37	37	191	-	191	83.72
03-36-56506	Life, S/T,L/T Disability Ins	1,323.00	-	-	1,323	-	1,323	100.00
03-36-56507	Retirement-Calpers	14,571.00	595	595	13,976	-	13,976	95.92
03-36-56515	Worker'S Compensation Ins	3,603.00	2,432	2,432	1,171	-	1,171	32.50
03-36-56516	State Unemployment Ins, E.T.T.	252.00	-	-	252	-	252	100.00
03-36-56520	Deferred Comp-Employer Contrib	2,600.00	-	-	2,600	-	2,600	100.00
03-36-56524	Other Post Employment Benefits	0.00	-	-	-	-	-	0.00
	E05 Sub Totals:	137,591.00	10,486	10,486	127,105	-	127,105	92.38
E35	GARAGE EXPENSES							
03-36-63000	Equipment	2,500.00	-	-	2,500	-	2,500	100.00
03-36-63100	Equipment Maintenance	25,000.00	543	543	24,457	6,000	18,457	73.83
03-36-63421	Fuel And Oil	100,000.00	-	-	100,000	25,000	75,000	75.00
03-36-63422	Repair, Supplies, Auto	65,000.00	780	780	64,220	18,500	45,720	70.34
03-36-72000	Supplies And Services	5,500.00	-	-	5,500	10,500	(5,000)	0.00
03-36-72150	Regulatory Permits	3,000.00	-	-	3,000	-	3,000	100.00
03-36-73000	Small Tools And Equipment	1,500.00	-	-	1,500	1,500	-	0.00
03-36-75300	Travel/Conferences/Training	1,000.00	-	-	1,000	-	1,000	100.00
03-36-83000	Vehicles	295,000.00	-	-	295,000	100,734	194,266	65.85
	E35 Sub Totals:	498,500.00	1,323	1,323	497,177	162,234	334,943	67.19
	Expense Sub Totals:	636,091.00	11,809	11,809	624,282	162,234	462,048	72.64
	Dept 36 Sub Totals:	636,091.00	11,809	11,809	624,282	162,234		

# General Ledger

## Interim Financials

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Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 03-41	ADMINISTRATION/HR							
E05	PAYROLL & EMPLOYEE EXPENSES							
03-41-56101	Regular Salaries	550,985.00	38,287	38,287	512,698	-	512,698	93.05
03-41-56103	Overtime Paid, Comp Time Earn.	3,100.00	893	893	2,207	-	2,207	71.21
03-41-56501	Employer'S Share Fica Ssi	34,161.00	2,320	2,320	31,841	-	31,841	93.21
03-41-56502	Employer'S Share Fica Medicare	7,989.00	586	586	7,403	-	7,403	92.67
03-41-56503	Medical Ins Acwa Health Ben	60,027.00	2,845	2,845	57,182	-	57,182	95.26
03-41-56504	Dental Insurance	5,621.00	-	-	5,621	-	5,621	100.00
03-41-56505	Vision Ins Acwa	913.00	83	83	830	-	830	90.93
03-41-56506	Life, S/T,L/T Disability Ins	6,556.00	-	-	6,556	-	6,556	100.00
03-41-56507	Retirement-Calpers	92,015.00	3,473	3,473	88,542	-	88,542	96.23
03-41-56509	Employee Holidays	0.00	-	-	-	-	-	0.00
03-41-56511	Employee Uniform Allowance	16,000.00	-	-	16,000	-	16,000	100.00
03-41-56512	Employee Training/Tuition Reim	950.00	-	-	950	-	950	100.00
03-41-56515	Worker'S Compensation Ins	22,170.00	14,235	14,235	7,935	-	7,935	35.79
03-41-56516	State Unemployment Ins, E.T.T.	1,008.00	70	70	938	-	938	93.01
03-41-56520	Deferred Comp-Employer Contrib	10,400.00	-	-	10,400	-	10,400	100.00
03-41-56524	Other Post Employment Benefits	6,413.00	-	-	6,413	-	6,413	100.00
	<b>E05 Sub Totals:</b>	<b>818,308.00</b>	<b>62,792</b>	<b>62,792</b>	<b>755,516</b>	<b>-</b>	<b>755,516</b>	<b>92.33</b>
E40	ADMINISTRATION & HR EXPENSES							
03-41-56513	Employee Relations	12,675.00	275	275	12,400	-	12,400	97.83
03-41-60100	Computers	225,000.00	24,369	24,369	200,631	13,100	187,531	83.35
03-41-63102	Equipment Maintenance Contract	2,500.00	-	-	2,500	-	2,500	100.00
03-41-63200	Equipment Rental	37,000.00	2,590	2,590	34,410	-	34,410	93.00
03-41-63400	Kitchen Supplies	3,000.00	-	-	3,000	2,500	500	16.67
03-41-63401	Building Maintenance	91,400.00	3,730	3,730	87,670	47,143	40,527	44.34
03-41-65000	Property/Liability Insurance	200,000.00	193,093	193,093	6,907	-	6,907	3.45
03-41-65100	District Paid Insurance Claims	20,000.00	-	-	20,000	-	20,000	100.00
03-41-70000	Professional Services	195,000.00	-	-	195,000	-	195,000	100.00
03-41-70300	Legal Services	200,000.00	-	-	200,000	-	200,000	100.00
03-41-72000	Supplies And Services	27,050.00	213	213	26,837	4,500	22,337	82.58
03-41-72200	Books And Resources	250.00	-	-	250	-	250	100.00
03-41-72400	Dues And Subscriptions	50,000.00	-	-	50,000	-	50,000	100.00
03-41-72700	Printing And Reproductions	0.00	-	-	-	-	-	0.00
03-41-72702	Public Notices/Advertising	1,000.00	100	100	900	-	900	90.00
03-41-72900	Stationary & Office Supplies	25,000.00	-	-	25,000	4,500	20,500	82.00
03-41-73000	Small Tools & Equipment	0.00	-	-	-	-	-	0.00
03-41-74000	Communicatons & Phone Bills	12,000.00	-	-	12,000	-	12,000	100.00
03-41-74100	Phone Bill	27,476.00	1,418	1,418	26,058	-	26,058	94.84
03-41-75300	Travel/Conferences/Training	23,220.00	25	25	23,195	-	23,195	99.89
03-41-78000	Utilities-Electricity	50,000.00	-	-	50,000	-	50,000	100.00
03-41-78700	Utilities -Propane	4,000.00	-	-	4,000	-	4,000	100.00
03-41-78900	Trash Pick-Up	6,000.00	-	-	6,000	-	6,000	100.00
	<b>E40 Sub Totals:</b>	<b>1,212,571.00</b>	<b>225,812</b>	<b>225,812</b>	<b>986,759</b>	<b>71,743</b>	<b>915,015</b>	<b>75.46</b>



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Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Expense Sub Totals:	2,030,879.00	288,604	288,604	1,742,275	71,743	1,670,531	82.26
	Dept 41 Sub Totals:	2,030,879.00	288,604	288,604	1,742,275	71,743		
Dept 03-43	SAFETY							
E05	PAYROLL & EMPLOYEE EXPENSES							
03-43-56101	Regular Salaries	71,615.00	5,051	5,051	66,564	-	66,564	92.95
03-43-56103	Overtime Paid, Comp Time Earn.	300.00	-	-	300	-	300	100.00
03-43-56501	Employer'S Share Fica Ssi	4,440.00	300	300	4,140	-	4,140	93.23
03-43-56502	Employer'S Share Fica Medicare	1,038.00	76	76	962	-	962	92.67
03-43-56503	Medical Ins Acwa Health Ben	9,344.00	760	760	8,584	-	8,584	91.87
03-43-56504	Dental Insurance	1,687.00	-	-	1,687	-	1,687	100.00
03-43-56505	Vision Ins Acwa	228.00	37	37	191	-	191	83.72
03-43-56506	Life, S/T,L/T Disability Ins	1,080.00	-	-	1,080	-	1,080	100.00
03-43-56507	Retirement-Calpers	11,960.00	488	488	11,472	-	11,472	95.92
03-43-56509	Employee Holidays	0.00	-	-	-	-	-	0.00
03-43-56512	Employee Training/Tuition Reim	350.00	-	-	350	-	350	100.00
03-43-56515	Worker'S Compensation Ins	2,912.00	1,850	1,850	1,062	-	1,062	36.46
03-43-56516	State Unemployment Ins, E.T.T.	252.00	-	-	252	-	252	100.00
03-43-56520	Deferred Comp-Employer Contrib	2,600.00	-	-	2,600	-	2,600	100.00
03-43-56524	Other Post Employment Benefits	0.00	-	-	-	-	-	0.00
	E05 Sub Totals:	107,806.00	8,563	8,563	99,243	-	99,243	92.06
E45	SAFTEY COMPLIANCE EXPENSES							
03-43-63100	Equipment Maintenance	8,000.00	-	-	8,000	-	8,000	100.00
03-43-63102	Equipment Maintenance Contract	21,200.00	985	985	20,215	-	20,215	95.35
03-43-72000	Supplies And Services	16,500.00	-	-	16,500	-	16,500	100.00
03-43-72200	Books And Resources	200.00	-	-	200	-	200	100.00
03-43-72400	Dues And Subscriptions	800.00	-	-	800	-	800	100.00
03-43-72500	Safety Supplies	25,000.00	150	150	24,850	3,824	21,026	84.11
03-43-73000	Small Tools And Equipment	300.00	-	-	300	-	300	100.00
03-43-75300	Travel/Conferences/Training	2,000.00	-	-	2,000	-	2,000	100.00
	E45 Sub Totals:	74,000.00	1,135	1,135	72,865	3,824	69,041	93.30



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Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E55	CUSTOMER SERVICE EXPENSES							
03-43-63422	Repair, Supplies, Auto	0.00	-	-	-	-	-	0.00
	E55 Sub Totals:	0.00	-	-	-	-	-	0.00
	Expense Sub Totals:	181,806.00	9,698	9,698	172,108	3,824	168,285	92.56
	Dept 43 Sub Totals:	181,806.00	9,698	9,698	172,108	3,824		
Dept 03-51	FINANCE							
E05	PAYROLL & EMPLOYEE EXPENSES							
03-51-56101	Regular Salaries	350,641.00	26,172	26,172	324,469	-	324,469	92.54
03-51-56103	Overtime Paid, Comp Time Earn.	200.00	-	-	200	-	200	100.00
03-51-56501	Employer'S Share Fica Ssi	21,740.00	1,561	1,561	20,179	-	20,179	92.82
03-51-56502	Employer'S Share Fica Medicare	5,084.00	388	388	4,696	-	4,696	92.36
03-51-56503	Medical Ins Acwa Health Ben	33,446.00	1,975	1,975	31,471	-	31,471	94.09
03-51-56504	Dental Insurance	4,494.00	-	-	4,494	-	4,494	100.00
03-51-56505	Vision Ins Acwa	913.00	75	75	838	-	838	91.79
03-51-56506	Life, S/T,L/T Disability Ins	5,136.00	-	-	5,136	-	5,136	100.00
03-51-56507	Retirement-Calpers	58,557.00	1,929	1,929	56,628	-	56,628	96.71
03-51-56509	Employee Holidays	0.00	-	-	-	-	-	0.00
03-51-56512	Employee Training/Tuition Reim	2,400.00	-	-	2,400	-	2,400	100.00
03-51-56515	Worker'S Compensation Ins	13,421.00	9,059	9,059	4,362	-	4,362	32.50
03-51-56516	State Unemployment Ins, E.T.T.	1,008.00	-	-	1,008	-	1,008	100.00
03-51-56520	Deferred Comp-Employer Contrib	10,400.00	-	-	10,400	-	10,400	100.00
03-51-56524	Other Post Employment Benefits	3,168.00	-	-	3,168	-	3,168	100.00
	E05 Sub Totals:	510,608.00	41,160	41,160	469,448	-	469,448	91.94
E50	FINANCE EXPENSES							
03-51-69000	Postage	46,500.00	-	-	46,500	-	46,500	100.00
03-51-70100	Annual Audit Services	15,000.00	-	-	15,000	-	15,000	100.00
03-51-70400	Bank Service Charges	60,000.00	-	-	60,000	-	60,000	100.00
03-51-72000	Supplies And Services	100.00	-	-	100	-	100	100.00
03-51-72700	Printing And Reproductions	2,000.00	-	-	2,000	-	2,000	100.00
03-51-75300	Travel/Conferences/Training	2,500.00	-	-	2,500	-	2,500	100.00
	E50 Sub Totals:	126,100.00	-	-	126,100	-	126,100	100.00
	Expense Sub Totals:	636,708.00	41,160	41,160	595,548	-	595,548	93.54
	Dept 51 Sub Totals:	636,708.00	41,160	41,160	595,548	-		

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Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 03-52	CUSTOMER SERVICE							
E05	PAYROLL & EMPLOYEE EXPENSES							
03-52-56101	Regular Salaries	155,878.00	15,276	15,276	140,602	-	140,602	90.20
03-52-56103	Overtime Paid, Comp Time Earn.	3,500.00	148	148	3,352	-	3,352	95.77
03-52-56501	Employer'S Share Fica Ssi	9,664.00	920	920	8,744	-	8,744	90.48
03-52-56502	Employer'S Share Fica Medicare	2,260.00	230	230	2,030	-	2,030	89.82
03-52-56503	Medical Ins Acwa Health Ben	35,779.00	2,932	2,932	32,847	-	32,847	91.80
03-52-56504	Dental Insurance	5,060.00	-	-	5,060	-	5,060	100.00
03-52-56505	Vision Ins Acwa	685.00	37	37	648	-	648	94.58
03-52-56506	Life, S/T,L/T Disability Ins	2,321.00	-	-	2,321	-	2,321	100.00
03-52-56507	Retirement-Calpers	26,032.00	1,102	1,102	24,930	-	24,930	95.77
03-52-56512	Employee Training/Tuition Reim	1,000.00	-	-	1,000	-	1,000	100.00
03-52-56515	Worker'S Compensation Ins	5,966.00	4,027	4,027	1,939	-	1,939	32.50
03-52-56516	State Unemployment Ins, E.T.T.	756.00	88	88	668	-	668	88.42
03-52-56520	Deferred Comp-Employer Contrib	7,800.00	-	-	7,800	-	7,800	100.00
03-52-56524	Other Post Employment Benefits	1,683.00	-	-	1,683	-	1,683	100.00
	E05 Sub Totals:	258,384.00	24,761	24,761	233,623	-	233,623	90.42
E55	CUSTOMER SERVICE EXPENSES							
03-52-63100	Equipment Maintenance	300.00	-	-	300	-	300	100.00
03-52-69110	Bad Debt Exp/Billing Adjust'S	20,000.00	27	27	19,973	-	19,973	99.86
03-52-72000	Supplies And Services	141,000.00	-	-	141,000	-	141,000	100.00
03-52-72700	Printing And Reproductions	3,000.00	-	-	3,000	-	3,000	100.00
03-52-75300	Travel/Conferences/Training	1,000.00	-	-	1,000	-	1,000	100.00
	E55 Sub Totals:	165,300.00	27	27	165,273	-	165,273	99.98
	Expense Sub Totals:	423,684.00	24,788	24,788	398,896	-	398,896	94.15
	Dept 52 Sub Totals:	423,684.00	24,788	24,788	398,896	-		
Dept 03-91	ENGINEERING							
E05	PAYROLL & EMPLOYEE EXPENSES							
03-91-56101	Regular Salaries	518,020.00	28,444	28,444	489,577	-	489,577	94.51
03-91-56103	Overtime Paid, Comp Time Earn.	4,000.00	-	-	4,000	-	4,000	100.00
03-91-56501	Employer'S Share Fica Ssi	32,117.00	1,644	1,644	30,473	-	30,473	94.88
03-91-56502	Employer'S Share Fica Medicare	7,511.00	416	416	7,095	-	7,095	94.46
03-91-56503	Medical Ins Acwa Health Ben	81,688.00	3,320	3,320	78,368	-	78,368	95.94
03-91-56504	Dental Insurance	8,151.00	-	-	8,151	-	8,151	100.00
03-91-56505	Vision Ins Acwa	1,027.00	95	95	932	-	932	90.75
03-91-56506	Life, S/T,L/T Disability Ins	6,963.00	-	-	6,963	-	6,963	100.00
03-91-56507	Retirement-Calpers	86,509.00	2,559	2,559	83,950	-	83,950	97.04
03-91-56509	Employee Holidays	0.00	-	-	-	-	-	0.00
03-91-56512	Employee Training/Tuition Reim	1,200.00	-	-	1,200	-	1,200	100.00
03-91-56515	Worker'S Compensation Ins	20,734.00	13,383	13,383	7,351	-	7,351	35.45
03-91-56516	State Unemployment Ins, E.T.T.	1,386.00	-	-	1,386	-	1,386	100.00
03-91-56520	Deferred Comp-Employer Contrib	14,300.00	-	-	14,300	-	14,300	100.00

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Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
03-91-56524	Other Post Employment Benefits	0.00	-	-	-	-	-	0.00
	E05 Sub Totals:	783,606.00	49,861	49,861	733,745	-	733,745	93.64
E65	ENGINEERING EXPENSES							
03-91-63000	Equipment	5,000.00	-	-	5,000	-	5,000	100.00
03-91-63102	Equipment Maintenance Contract	102,310.00	-	-	102,310	-	102,310	100.00
03-91-70000	Professional Services	200,000.00	-	-	200,000	-	200,000	100.00
03-91-72000	Supplies And Services	21,134.00	-	-	21,134	-	21,134	100.00
03-91-72200	Books And Resources	500.00	-	-	500	-	500	100.00
03-91-72400	Dues And Subscriptions	765.00	-	-	765	-	765	100.00
03-91-75300	Travel/Conferences/Training	5,000.00	-	-	5,000	-	5,000	100.00
	E65 Sub Totals:	334,709.00	-	-	334,709	-	334,709	100.00
	Expense Sub Totals:	1,118,315.00	49,861	49,861	1,068,454	-	1,068,454	95.54
	Dept 91 Sub Totals:	1,118,315.00	49,861	49,861	1,068,454	-		
	Fund Revenue Sub Totals:	5,062,000.00	18,834	18,834	5,043,166	-	5,043,166	99.63
	Fund Expense Sub Totals:	5,054,771.00	426,616	426,616	4,628,155	237,801	4,390,354	86.86
	Fund 03 Sub Totals:	-7,229.00	407,782	407,782	(415,011)	237,801		
	Revenue Totals:	42,922,400.00	4,396,480	4,396,480	38,525,920	-	38,525,920	89.76
	Expense Totals:	37,962,983.99	3,613,973	3,613,973	34,349,011	514,256	33,834,755	89.13
	Report Totals:	-4,959,416.01	(782,507)	(782,507)	(4,176,909)	514,256		

**Director's Expenses  
FY 2016-2017**

Disbursement Date	Description	Dennis Sanford-25	Helene Brazier-27	Tory Walker-29	Richard Bigley	William Stewart	Paul Christensen
07/31/16	CAL PERS - HEALTH INS. ASSURANT - DENTAL INS. CSDA,SAN DIEGO CHAPTER WATER AGENCIES ASSOC OF S.D. COUNCIL OF WATER UTILITIES DIRECTORS' MEETINGS MILEAGE EXPENSE <b>REIMBURSEMENT FROM DIRECTORS</b>			\$ 25.00		\$ 25.00	\$ 340.62
		\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00		
	<b>Monthly Totals</b>	<b>\$ 150.00</b>	<b>\$ 150.00</b>	<b>\$ 175.00</b>	<b>\$ 150.00</b>	<b>\$ 25.00</b>	<b>\$ (340.62)</b> <b>\$ -</b>
08/31/16	CAL PERS - HEALTH INS. ASSURANT - DENTAL INS. CSDA,SAN DIEGO CHAPTER WATER AGENCIES ASSOC OF S.D. COUNCIL OF WATER UTILITIES DIRECTORS' MEETINGS MILEAGE EXPENSE <b>REIMBURSEMENT FROM DIRECTORS</b>			\$ 150.00	\$ 150.00	\$ 150.00	\$ 340.62
		\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	
	<b>Monthly Totals</b>	<b>\$ 150.00</b>	<b>\$ 150.00</b>	<b>\$ 150.00</b>	<b>\$ 150.00</b>	<b>\$ 150.00</b>	<b>\$ (340.62)</b> <b>\$ -</b>
09/30/16	CAL PERS - HEALTH INS. ASSURANT - DENTAL INS. CSDA,SAN DIEGO CHAPTER WATER AGENCIES ASSOC OF S.D. COUNCIL OF WATER UTILITIES DIRECTORS' MEETINGS MILEAGE AND EXPENSES <b>REIMBURSEMENT FROM DIRECTORS</b>						

**Director's Expenses  
FY 2016-2017**

Disbursement Date	Description	Dennis Sanford-25	Helene Brazier-27	Tory Walker-29	Richard Bigley	William Stewart	Paul Christensen
	Monthly Totals	\$ -	\$ -	\$ -			\$ -
10/31/16	CAL PERS - HEALTH INS. ASSURANT - DENTAL INS. CSDA,SAN DIEGO CHAPTER WATER AGENCIES ASSOC OF S.D. COUNCIL OF WATER UTILITIES DIRECTORS' MEETINGS MILEAGE AND EXPENSES <b>REIMBURSEMENT FROM DIRECTORS</b>						
	Monthly Totals	\$ -	\$ -	\$ -			\$ -
11/30/16	CAL PERS - HEALTH INS. ASSURANT - DENTAL INS. CSDA,SAN DIEGO CHAPTER WATER AGENCIES ASSOC OF S.D. COUNCIL OF WATER UTILITIES DIRECTORS' MEETINGS MILEAGE EXPENSE <b>REIMBURSEMENT FROM DIRECTORS</b>						
	Monthly Totals	\$ -	\$ -	\$ -			\$ -
12/31/16	CAL PERS - HEALTH INS. ASSURANT - DENTAL INS. CSDA,SAN DIEGO CHAPTER WATER AGENCIES ASSOC OF S.D. COUNCIL OF WATER UTILITIES DIRECTORS' MEETINGS MILEAGE EXPENSE <b>REIMBURSEMENT FROM DIRECTORS</b>						

**Director's Expenses  
FY 2016-2017**

Disbursement Date	Description	Dennis Sanford-25	Helene Brazier-27	Tory Walker-29	Richard Bigley	William Stewart	Paul Christensen
	Monthly Totals	\$ -	\$ -	\$ -			\$ -
01/31/17	CAL PERS - HEALTH INS. ASSURANT - DENTAL INS. CSDA,SAN DIEGO CHAPTER CSDA TRAINING COUNCIL OF WATER UTILITIES DIRECTORS' MEETINGS MILEAGE EXPENSE <b>REIMBURSEMENT FROM DIRECTORS</b>						
	Monthly Totals	\$ -	\$ -	\$ -			\$ -
02/28/17	CAL PERS - HEALTH INS. ASSURANT - DENTAL INS. CSDA,SAN DIEGO CHAPTER CSDA TRAINING COUNCIL OF WATER UTILITIES DIRECTORS' MEETINGS MILEAGE EXPENSE <b>REIMBURSEMENT FROM DIRECTORS</b>						
	Monthly Totals	\$ -	\$ -	\$ -			\$ -

## Director's Expenses FY 2016-2017

Disbursement Date	Description	Dennis Sanford-25	Helene Brazier-27	Tory Walker-29	Richard Bigley	William Stewart	Paul Christensen
03/31/17	CAL PERS - HEALTH INS. ASSURANT - DENTAL INS. CSDA TRAINING WATER AGENCIES ASSOC OF S.D. COUNCIL OF WATER UTILITIES DIRECTORS' MEETINGS MILEAGE EXPENSE <b>REIMBURSEMENT FROM DIRECTORS</b>						
	Monthly Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
04/30/17	CAL PERS - HEALTH INS. ASSURANT - DENTAL INS. CSDA,SAN DIEGO CHAPTER WATER AGENCIES ASSOC OF S.D. COUNCIL OF WATER UTILITIES DIRECTORS' MEETINGS MILEAGE EXPENSE <b>REIMBURSEMENT FROM DIRECTORS</b>						
	Monthly Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
05/31/17	CAL PERS - HEALTH INS. ASSURANT - DENTAL INS. VALLEY CENTER MWD CSDA-SAN DIEGO CHAPTER COUNCIL OF WATER UTILITIES DIRECTORS' MEETINGS MILEAGE EXPENSE						



**Director's Expenses  
FY 2016-2017**

Disbursement Date	Description	Dennis Sanford-25	Helene Brazier-27	Tory Walker-29	Richard Bigley	William Stewart	Paul Christensen
	<b>REIMBURSEMENT FROM DIRECTORS</b>						
	Monthly Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

06/30/17	CAL PERS - HEALTH INS. COUNCIL OF WATER UTILITIES VALLEY CENTER MWD WATER AGENCIES ASSOC OF S.D. COUNCIL OF WATER UTILITIES DIRECTORS' MEETINGS MILEAGE EXPENSE						
	<b>REIMBURSEMENT FROM DIRECTORS</b>						
	Monthly Totals	\$ -	\$ -	\$ -			\$ -



# Bank Reconciliation

## Board Audit

User: rrubio  
 Printed: 09/15/2016 - 9:42AM  
 Date Range: 08/01/2016 - 08/31/2016  
 Systems: 'AP'



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 01 WATER FUND				
Department: 00				
0	ASSURANT EMPLOYEE BENEFITS	LIFE & LONG TERM DISABILITY	08/05/2016	3,931.83
0	CB&T / ACWA-JPIA	MONTHLY VISION INS PAYMENT-	08/05/2016	149,084.12
0	INTERNAL REVENUE SERVICE	Duty Pay FICA for EB	08/04/2016	38.26
0	KEVIN MILLER	REIMBURSE RETIRED EMPLOYEEI	08/08/2016	726.00
0	PLIC-SBD GRAND ISLAND	MONTHLY DENTAL INSURANCE	08/05/2016	6,855.65
0	RENE BUSH	REIMBURSE RETIRED EMPLOYEEI	08/24/2016	726.00
0	SAN DIEGO COUNTY WATER AUT	SDCWA WATER PURCHASE FOR JI	08/11/2016	2,500,704.53
0	CHARLES C. SNEED	REIMBURSE RETIRED EMPLOYEEI	08/11/2016	363.00
0	GENE BUCKLEY	REIMBURSE RETIRED EMPLOYEEI	08/24/2016	363.00
52389	HOWARD F EBERLY	REFUND FOR METER REMOVAL	08/04/2016	412.41
52402	UNUM LIFE INSURANCE	MONTHLY SHORT TERM DISABIL	08/08/2016	599.15
52405	LEAH WHITEMAN	REFUND ON CLOSED ACCOUNT	08/08/2016	116.32
52412	SOUTHWEST VALVE & EQUIPMEN	BRAIDED HOSES W/BRASS FLAIR	08/08/2016	2,358.40
52413	A.M.ORTEGA CONSTRUCTION	REFUND ON CONSTRUCTION ME	08/10/2016	1,587.14
52414	ALL FOUR INVESTMENTS	REFUND CONSTRUCTION METER	08/10/2016	1,496.84
52416	ERICKSON HALL CONST CO	REFUND CONSTRUCTION METER	08/10/2016	1,557.04
52420	CLARE WEBBER	REFUND CONSTRUCTION METER	08/10/2016	1,158.08
52444	VALLECITOS WATER DISTRICT	ANNUAL EMP ASSISTANCE PROG	08/18/2016	1,646.28
52448	FERGUSON WATERWORKS #1083	2" CLAVAL FLG 150#90-01-3811H -	08/22/2016	6,471.31
52454	JASON DELVECCHIO	CUSTOMER REFUND ON CLOSED	08/24/2016	742.48
52460	TONY MARASCHIELLO	CUSTOMER REFUND ON CLOSED	08/24/2016	134.55
52461	MARGARET THOMAS	REIMBURSE RETIRED EMPLOYEEI	08/24/2016	726.00
52465	DAVID SEYMOUR	REIMBURSE RETIRED EMPLOYEEI	08/24/2016	726.00
52468	FERGUSON WATERWORKS #1083	APPLYING CREDIT	08/24/2016	408.44
52476	COLONIAL LIFE & ACCIDENT INS	COLONIAL PAYMENT	08/25/2016	60.71
Total for Department: 00				2,682,993.54
Department: 32 OPERATIONS				
0	BABCOCK LABORATORIES, INC	MONTHLY WATER ANALYSIS	08/08/2016	1,440.00
52388	JOE PERREIRA	REISSUE REIMBURSEMENT FOR :	08/03/2016	736.42
52401	SAN DIEGO GAS & ELECTRIC	MONTHLY ELECTRIC SERVICE	08/08/2016	9.47
52408	FALLBROOK PRINTING CO	COPY REVISIONS ,ALTERATIONS	08/08/2016	5,521.88
52410	GRAYBAR ELECTRIC COMPANY,	RAD-900-IFS	08/08/2016	2,056.77
52423	UTILITY SERVICE CO.	QUARTERLY TANK SERVICE	08/11/2016	139,987.28
52445	ED BRADLEY	FOR CWEA GRADE 3 ELECTRICAL	08/22/2016	93.00
52446	JERRY KRAFT	REIMBURSE FOR PURCHASE OF I	08/22/2016	63.72
52452	AIRGAS USA, LLC	MONTHLY AGREEMENT	08/24/2016	17.42
52456	FREEDOM AUTOMATION, INC.	ENGINEERING SERVICES- COMPI	08/24/2016	2,100.00
52457	HACH	CHLORINE REAGENT SET	08/24/2016	472.83
52478	ED BRADLEY	REIMBURSEMENT FOR TUITION,	08/25/2016	1,005.59
52479	JESUS HERNANDEZ	REIMBURSEMENT FOR TUITION,	08/25/2016	1,059.46
52481	JOE PERREIRA	REIMBURSEMENT FOR TUITION,	08/25/2016	908.00
52482	STEPHEN COFFEY	REIMBURSEMENT FOR TUITION,	08/25/2016	1,090.24
Total for Department: 32 OPERATIONS				156,562.08
Department: 33 VALVE MAINTENANCE				
52474	SHAMROCK SUPPLY CO., INC	FREIGHT FEE FOR INVOICE #2030	08/24/2016	197.03

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Total for Department: 33 VALVE MAINTENANCE				197.03
Department: 34 WATER DISTRIBUTION				
0	JOE'S PAVING CO, INC	REMOVE COLD MIX, HEADER GR	08/24/2016	3,216.00
0	TRAFFIC SAFETY SOLUTIONS, LL	TRAFFIC CONTROL FLAGGING F	08/11/2016	1,600.00
0	UNDERGROUND SERVICE ALERT	LOCATE UTILITIES	08/11/2016	108.00
52429	PERRAULT CORPORATION	BACKFILL FOR EMERGENCY BRI	08/11/2016	931.00
52452	AIRGAS USA, LLC	MONTHLY AGREEMENT	08/24/2016	30.85
52458	JOE'S HARDWARE	SCREWS & BOLTS, NYLON LOCK	08/24/2016	38.35
52480	DARREN MILNER	REIMBURSEMENT FOR TUITION,	08/25/2016	1,011.60
Total for Department: 34 WATER DISTRIBUTION				6,935.80
Department: 35 METER SERVICES				
0	PALOMAR BACKFLOW	BACKFLOW CERTIFICATION TES	08/11/2016	6,816.00
52391	COMPLETE CONTROL PEST MAN.	REMOVE BEES AND BEE HIVE RE	08/08/2016	85.00
52392	KNOCKOUT PEST CONTROL& TE	REMOVE BEES AND BEE HIVE	08/08/2016	1,075.00
52472	MCCALL'S METER SALES & SERV	BENCH TEST METER	08/24/2016	47.22
Total for Department: 35 METER SERVICES				8,023.22
Total for Fund:01 WATER FUND				2,854,711.67

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 02 SEWER FUND				
Department: 61 WASTEWATER				
0	BABCOCK LABORATORIES, INC	MONTHLY WATER ANALYSIS	08/08/2016	310.00
0	BABCOCK LABORATORIES, INC	MONTHLY WATER ANALYSIS	08/24/2016	105.00
52395	AIRGAS USA, LLC	MONTHLY AGREEMENT	08/08/2016	118.17
52401	SAN DIEGO GAS & ELECTRIC	MONTHLY ELECTRIC SERVICE	08/08/2016	7.00
52417	ESCONDIDO METAL SUPPLY, INC	MISC SHEET METAL AND STEEL /	08/10/2016	104.08
52428	RHO MONSERATE C.C.H.A.	ELECTRIC CHARGE	08/11/2016	348.87
52434	CHRIS HAND	REIMBURSE FOR CWEA COLLEC	08/11/2016	83.00
52447	MARC WALKER	REIMBURSE FOR CWEA ANNUAL	08/22/2016	164.00
52452	AIRGAS USA, LLC	MONTHLY AGREEMENT	08/24/2016	73.44
52458	JOE'S HARDWARE	HOSE CLAMPS	08/24/2016	49.55
Total for Department: 61 WASTEWATER				1,363.11
Total for Fund:02 SEWER FUND				1,363.11

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 03 GENERAL FUND				
Department: 00				
0	CB&T / ACWA-JPIA	MONTHLY HEALTH & VISION INS	08/05/2016	-1,500.34
Total for Department: 00				-1,500.34
Department: 36 GARAGE				
0	BP BATTERY	MISC AUTO BATTERIES FOR RMV	08/24/2016	191.72
0	O'REILLY AUTO PARTS	MISC AUTO SUPPLIES	08/24/2016	122.93
0	PARKHOUSE TIRE, INC.	MISC TIRES AND SUPPLIES FOR F	08/24/2016	2,403.14
52398	FALLBROOK OIL CO	RED DYE CARB	08/08/2016	2,965.69
52406	ANELLE MANAGEMENT SERVICE	REPAIRS ON UNIT 71	08/08/2016	639.83
52407	FALLBROOK OIL CO	FUEL FOR RMWD FLEET	08/08/2016	3,277.56
52409	FORD OF ESCONDIDO	DRIVER SIDE SEAT POSITION COI	08/08/2016	32.83
52430	NETWORK FLEET, INC.	MONTHLY AIRTIME CHARGES FC	08/11/2016	780.00
52437	FALLBROOK OIL CO	FUEL FOR RMWD FLEET UNLEAI	08/11/2016	3,187.83
52449	ROBERT GJIKA	UNIT #42 REPAIR DENT ON TAILG	08/22/2016	300.00
52450	SAFETY-KLEEN	REMOVAL OF MIXED HAZARDOU	08/22/2016	2,186.55
52455	DRIVELINE VISTA, INC	SPICER LIFE UNIVERSAL JOINT	08/24/2016	379.85
52469	HEAVY VEHICLE ELECTRONIC LI	PREPASS WEIGH STATION BYPAS	08/24/2016	21.64
52473	QUALITY CHEVROLET	MISC AUTO SUPPLIES	08/24/2016	33.32
Total for Department: 36 GARAGE				16,522.89

Department: 41 ADMINISTRATION/HR

0	ACCELA, INC. #774375	20% 3RD MILESTONE SERVICES	08/11/2016	19,135.00
0	DATAPROSE INC.	MONTHLY PRINTING/MAILING O	08/08/2016	919.99
0	IMAGE SOURCE	MONTHLY COPY COUNT	08/11/2016	632.38
0	MISSION VALLEY SANITATION-SI	MONTHLY PORTA POTTY RENTAI	08/24/2016	141.09
0	REM MECHANICAL, INC	REPAIRS	08/08/2016	624.50
0	REM MECHANICAL, INC	FUJITSU 2 TON DUCTLESS MINI-S	08/11/2016	4,480.00
0	RUTAN & TUCKER, LLP	LEGAL SERVICES - JUNE 216	08/22/2016	324.50
0	SHEPHERD & STAATS, INC.	ADMINISTRATIVE SERVICES	08/11/2016	1,250.00
0	SOUTHWEST ANSWERING SERVI	MONTHLY ANSWERING SERVICE	08/11/2016	1,536.19
0	STREAMLINE	MONTHLY WEB MANAGEMENT F	08/08/2016	300.00
0	WESTERN LANDSCAPE MAINTEN	LANDSCAPE MAINTENANCE SER	08/08/2016	122.37
52393	QUALITY GATE COMPANY	EST DAMAGE TO THE PUBLIC EX	08/08/2016	125.00
52396	AT&T	MONTHLY PHONE SERVICE	08/08/2016	1,288.72
52397	AT&T LONG DISTANCE	MONTHLY PHONE SERVICE (2 MC	08/08/2016	32.10
52399	GOVERNMENT JOBS	JOB POSTING FOR ACCOUNTING	08/08/2016	175.00
52401	SAN DIEGO GAS & ELECTRIC	MONTHLY ELECTRIC SERVICE	08/08/2016	4,815.39
52404	VERIZON WIRELESS	MONTHLY CELLULAR SERVICE	08/08/2016	1,858.18
52415	CALPELRA	ANNUAL MEMBERSHIP	08/10/2016	350.00
52422	XEROX CORP.	MONTHLY LEASE	08/11/2016	1,487.44
52425	SPRINGBROOK NATIONAL USER	ANNUAL MEMBERSHIP RENEWA	08/11/2016	100.00
52427	SAN DIEGO COUNTY ASSESSOR/F	PROCESSING FEE FOR RECORDIN	08/11/2016	13.00
52431	NATIONAL SAFETY COMPLIANCE	DOT CERTIFIED ALCOHOL TEST	08/11/2016	39.95
52432	LIEBERT CASSIDY WHITMORE	LEGAL MEMBERSHIP/SUBSCRIPT	08/11/2016	3,905.50
52433	IPMA-HR	ANNUAL MEMBERSHIP	08/11/2016	393.00
52435	BEN GLARBORG	SERVICE CALL FOR ICE MACHIN	08/11/2016	232.40
52436	FALLBROOK WASTE AND RECYC	MONTHLY REFUSE & RECYCLE	08/11/2016	345.60
52438	CULLIGAN OF ESCONDIDO	WATER SOFTENER	08/11/2016	75.00
52439	CSDA, SAN DIEGO CHAPTER	T KENNEDY ATTENDANCE AT SD	08/11/2016	30.00
52440	COVERALL NORTH AMERICA, INC	MONTHLY SERVICE	08/11/2016	995.00
52442	BONSALL PEST CONTROL	MONTHLY PEST CONTROL	08/11/2016	90.00
52443	MANDY RODRIGUEZ	DEPOSIT FOR DJ FOR EMPLOYEE	08/17/2016	275.00
52453	COUNTY OF SAN DIEGO	ANNUAL LAFCO	08/24/2016	24,327.82
52462	MITEL LEASING	LEASE AGREEMENT	08/24/2016	575.70
52463	MODULAR BUILDING CONCEPTS	RENTAL AGREEMENT	08/24/2016	726.84
52466	TIME WARNER CABLE	MONTHLY INTERNET CONNECTI	08/24/2016	1,250.00
52467	UNITED CARPORTS LLC	10% OF GARAGE & CONCRETE	08/24/2016	3,240.00
52477	ALISA ALIOTO	REIMBURSEMENT FROM A HIGH	08/25/2016	1,000.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
52483	UNUM LIFE INSURANCE	SHORT TERM DISABILITY PREMI	08/25/2016	599.15
Total for Department: 41 ADMINISTRATION/HR				77,811.81
Department: 43 SAFETY				
0	ALL THINGS FALLBROOK	NAVY BLUE FLEX FIT BALLCAPS	08/24/2016	336.69
0	CALIFORNIA COMMERCIAL SECU	INVESTIGATION/REPAIR OF PEDE	08/08/2016	372.50
0	CALIFORNIA COMMERCIAL SECU	QUARTERLY SERVICE AGREEME	08/24/2016	368.04
0	KNIGHT SECURITY & FIRE SYSTE	ANNUAL MONITORING FIRE & BI	08/24/2016	2,046.00
0	T.R.Y. ENTERPRISES, INC.	DISTRICT YARD PATROL SERVICE	08/24/2016	985.00
52394	CLEMMON TAYLOR	Reimburse for purchase of safety boot	08/08/2016	112.18
52411	ONESOURCE DISTRIBUTORS, LLC	PRESCRIPTION SAFETY GLASSES	08/08/2016	167.40
52419	CARLOS RAMOS	REIMBURSE FOR PURCHASE OF S	08/10/2016	150.00
52421	RICARDO ZARAGOZA	REIMBURSE FOR PURCHASE OF S	08/11/2016	150.00
52424	SCOTT TERRELL	REIMBURSE FOR PURCHASE OF S	08/11/2016	124.19
52426	SCOTT SIMPSON	REIMBURSE FOR PURCHASE OF S	08/11/2016	87.56
52441	BOOT WORLD, INC	PURCHASE OF SAFETY BOOTS FC	08/11/2016	1,316.22
52459	LANCE PICOTTE SAFETY CONSUM	ANNUAL AC PIPE REFRESHER	08/24/2016	950.00
52464	MYERS & SONS HI-WAY SAFETY I	PADDLE, STOP & SLOW GALVANI	08/24/2016	136.99
52471	HI-WAY SAFETY RENTALS	P/N - 100704 - SIGN STAND	08/24/2016	3,673.64
Total for Department: 43 SAFETY				10,976.41
Department: 51 FINANCE				
0	DATAPROSE INC.	MONTHLY POSTAGE USED	08/08/2016	2,745.65
52418	PURCHASE POWER	POSTAGE FOR ADMIN POSTAGE M	08/10/2016	2,943.53
Total for Department: 51 FINANCE				5,689.18
Department: 52 CUSTOMER SERVICE				
0	DATAPROSE INC.	MONTHLY NETBILL SERVICE FEE	08/08/2016	2,836.40
0	MISSION RESOURCE CONSERVAT	HOME WATER USE EVALUATION	08/10/2016	31.25
0	MISSION RESOURCE CONSERVAT	HOME WATER USE EVALUATION	08/22/2016	375.00
0	TCN, INC	MNTHLY 48HR NOTICE CALLS	08/11/2016	14.67
Total for Department: 52 CUSTOMER SERVICE				3,257.32
Department: 91 ENGINEERING				
0	NOBEL SYSTEMS	GIS WATER DATA CLEANUP & DA	08/11/2016	40,000.00
0	NOBEL SYSTEMS	ENHANCEMENTS TO ALLOW PAC	08/22/2016	2,000.00
0	PSOMAS	GIRD/MONSERATE HILL WATERL	08/22/2016	49,360.13
0	STONEY-MILLER CONSULTANTS,	AS NEEDED HYDROGEOLOGIST S	08/22/2016	918.75
52470	HELIX ENVIRONMENTAL PLANNI	ENVIRONMENTAL SERVICES FOR	08/24/2016	1,597.67
Total for Department: 91 ENGINEERING				93,876.55
Total for Fund:03 GENERAL FUND				206,633.82

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 13 STATE REVOLVING FUNE LOAN BECK				
Department: 00				
52475	WELLS FARGO BANK	ADMINISTRATIVE CHARGE FOR C	08/24/2016	1,000.00
Total for Department: 00				1,000.00
Total for Fund:13 STATE REVOLVING FUNE LOA				1,000.00



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 39 SRF LOAN MORRO				
Department: 00				
52451	WELLS FARGO BANK	ADMINISTRATIVE CHARGE FOR C	08/22/2016	1,000.00
Total for Department: 00				1,000.00
Total for Fund:39 SRF LOAN MORRO				1,000.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 52 SEWER CAPITAL REPLACEMENT				
Department: 00				
0	KENNEDY/JENKS CONSULTANTS	LIFT STATION 1 REPLACEMENT II	08/22/2016	23,645.16
Total for Department: 00				23,645.16
Total for Fund:52 SEWER CAPITAL REPLACEMEN				23,645.16

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 60 WTR CAP EXPANSION/REPLACEMENT				
Department: 00				
52400	QUALITY FENCE COMPANY	INSTALLED FENCING ON TWO SI	08/08/2016	1,388.00
Total for Department: 00				1,388.00
Total for Fund:60 WTR CAP EXPANSION/REPLAC				1,388.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
		Grand Total		3,089,741.76

## Comparative Water Sales YTD from Prior Years

### 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											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											3,427

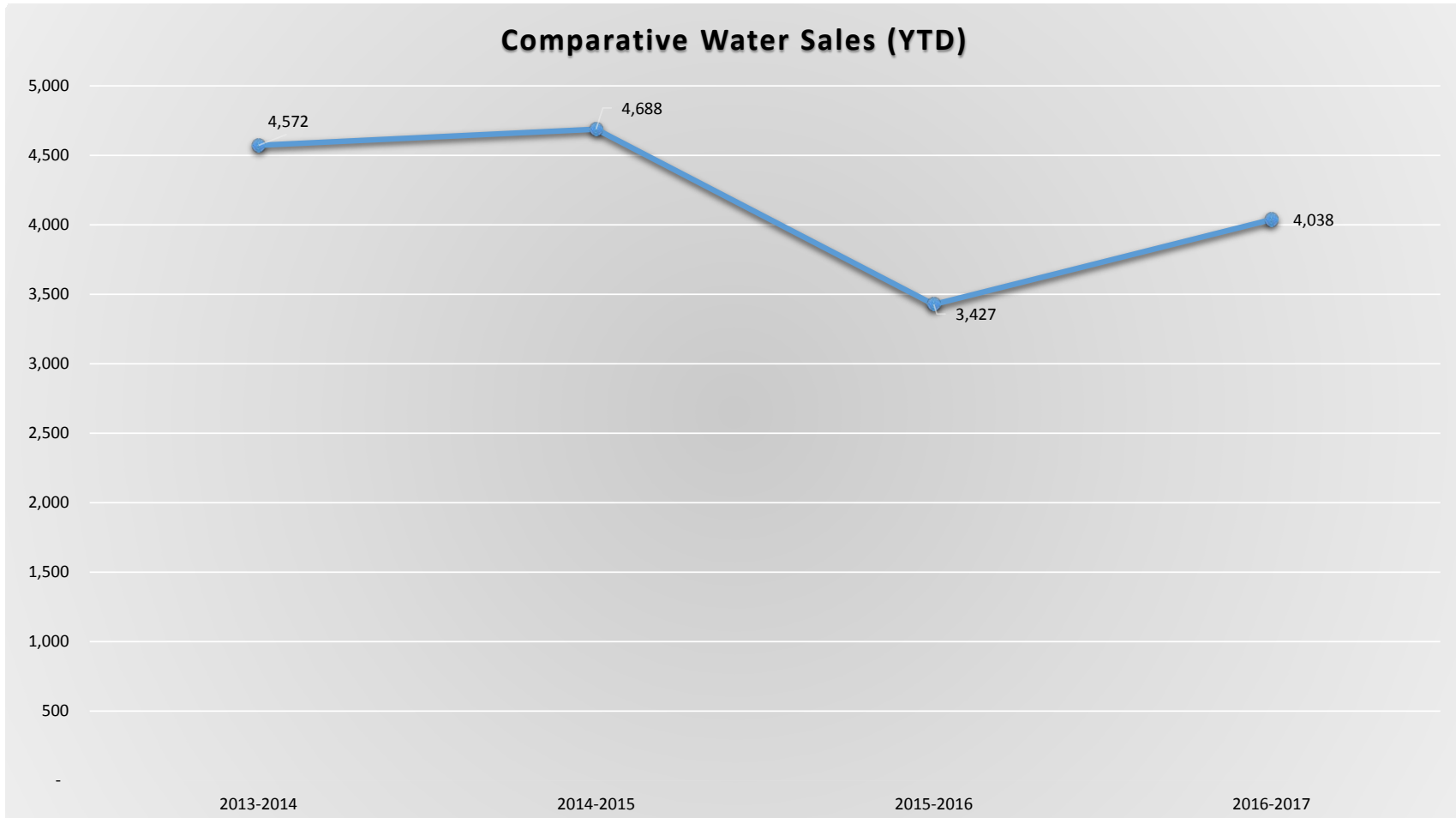
### FISCAL YEAR 2014-2015

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											4,688

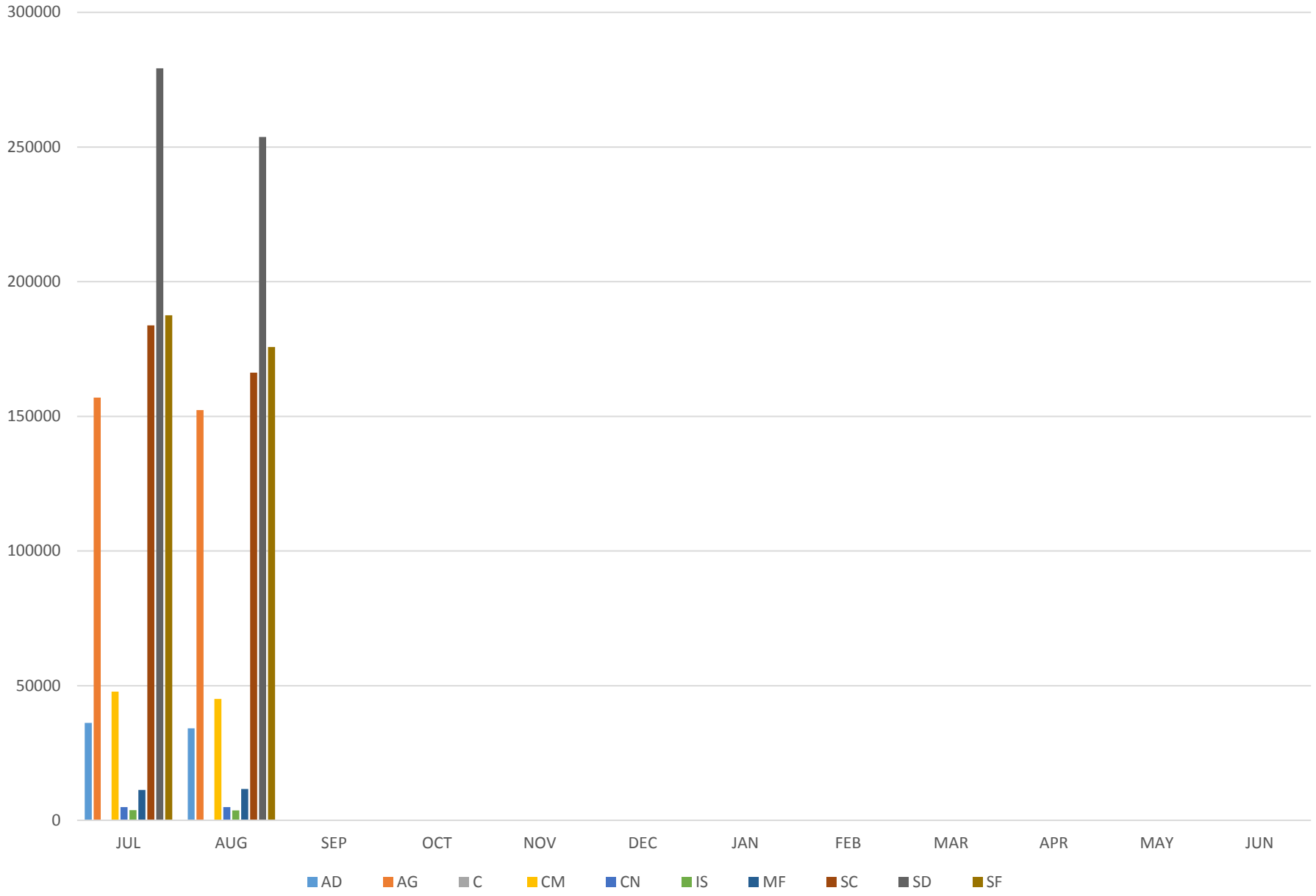
### FISCAL YEAR 2013-2014

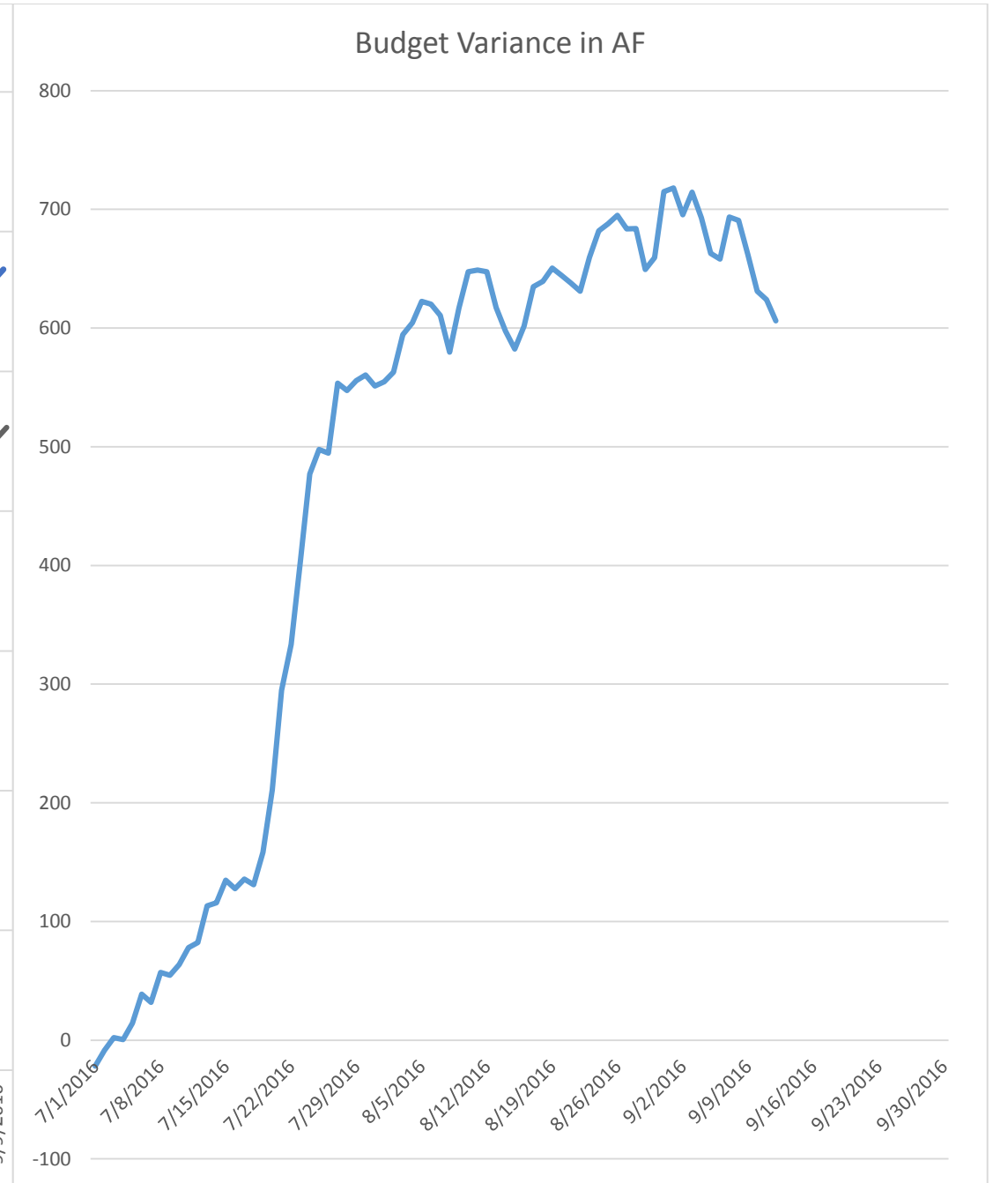
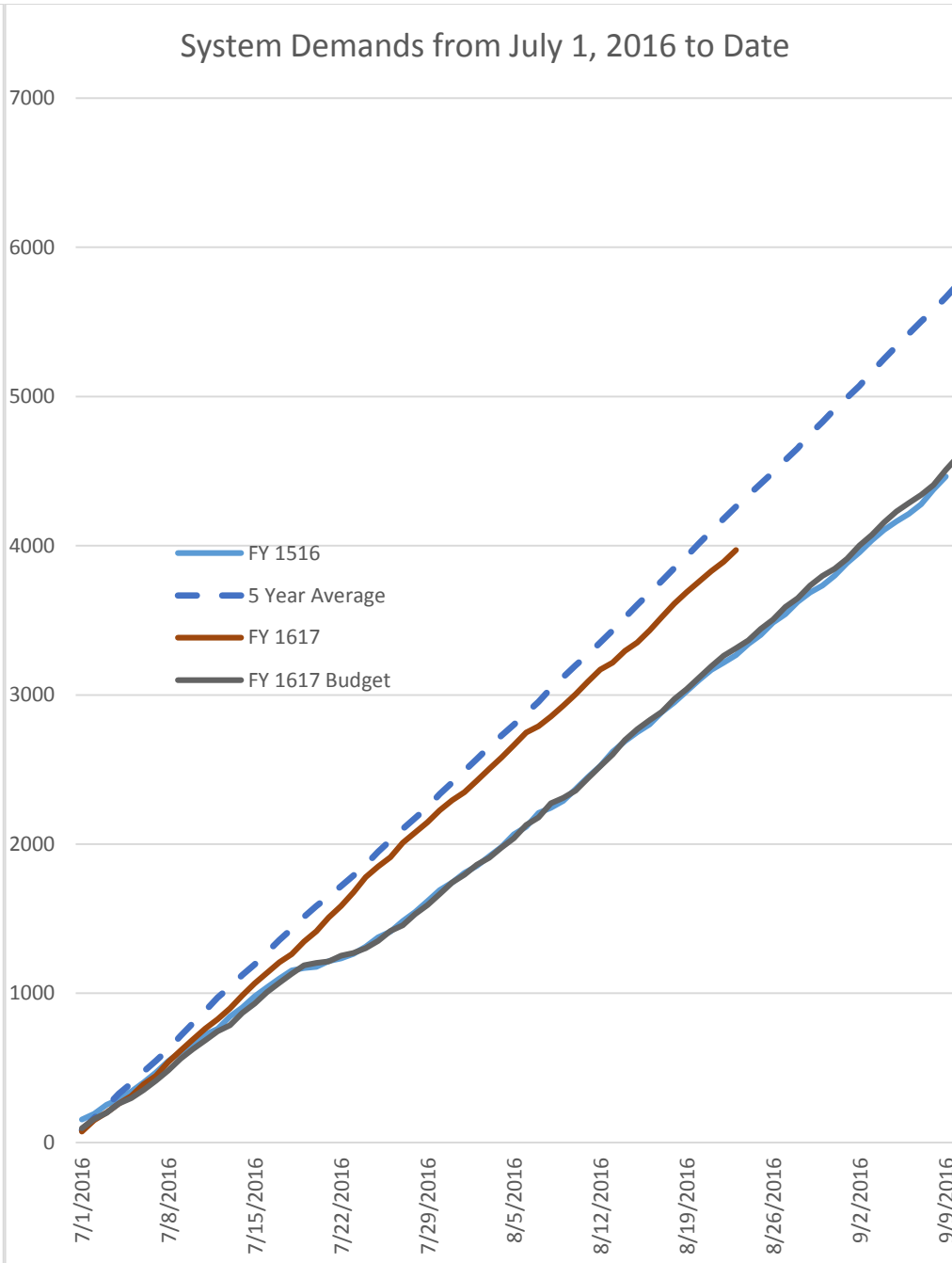
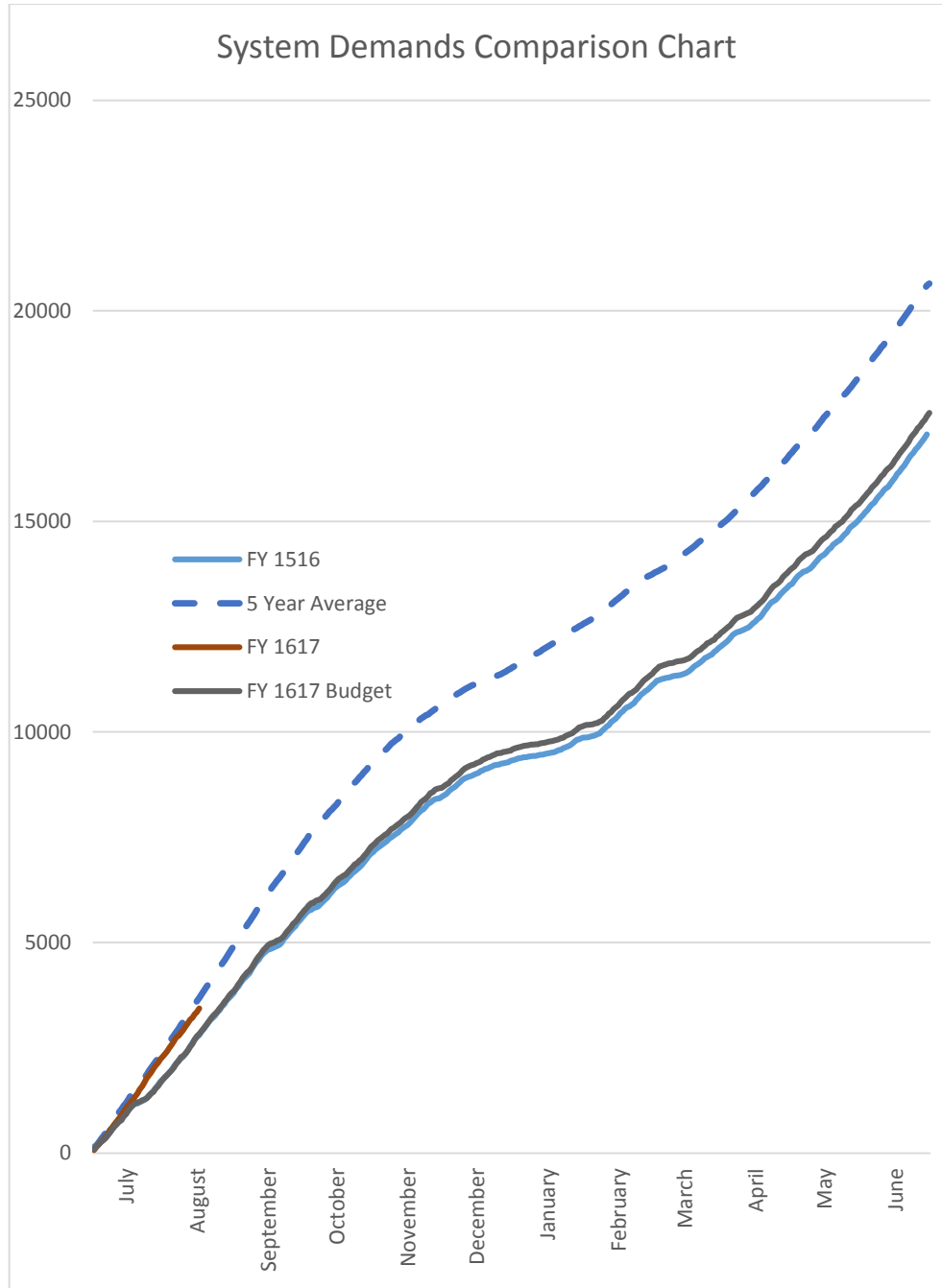
Quantity of Meters	User Code	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Acre Feet
426	A	130393	132497											604
340	C	90317	89194											412
36	CN	2965	1618											11
5558	D	225641	246575											1,084
96	MF	14703	17278											73
323	SC	197030	222678											964
1040	SD	293327	327443											1,425
7819	Total	954376	1037283											4,572

# Comparative Water Sales YTD from Prior Years



### USAGE BY CUSTOMER CLASS FY 16-17









**SEWER EQUIVALENT DWELLING UNITS (EDUs) STATUS REPORT  
AUGUST 2016**

STATUS SUMMARY	EDUs
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	3,907.60
EDUs Unconnected	1,303.24
<b>Total EDUs Available for Purchase:</b>	<b>2,645.83</b>

DEVELOPMENTS WITH UNCONNECTED EDUs	EDUs	CAPACITY FEES PAID
Others (Misc. SFR)	20.80	\$ 311,025
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 *
Golf Green Estates (Dev. Solutions)	102.46	\$ 1,743,180
Lake Vista Estates (Arestad)	2.76	\$ 45,890
Vista Valley Country Club	5.00	\$ 85,450
Silver Holdings	9.00	\$ 153,810
Olive Hill Estates (Pardee Homes)	28.80	\$ 687,018
<b>TOTAL UNCONNECTED:</b>	<b>1,303.24</b>	<b>\$ 5,014,155</b>

\*Deferred Total Payment until Building Permits are Issued.

