

Agenda

Sacramento Suburban Water District

Regular Board Meeting

3701 Marconi Avenue, Suite 100
Sacramento, California 95821

Monday, July 17, 2017
6:30 p.m.

Where appropriate or deemed necessary, the Board may take action on any item listed on the agenda, including items listed as information items. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the District's Administrative Office at the address listed above.

The public may address the Board concerning an agenda item either before or during the Board's consideration of that agenda item. Persons who wish to comment on either agenda or non-agenda items should fill out a Comment Card and give it to the General Manager. The President will call for comments at the appropriate time. Comments will be subject to reasonable time limits (3 minutes).

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability-related modification or accommodation to participate in this meeting, then please contact Sacramento Suburban Water District Human Resources at 679.3972. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

Call to Order

Pledge of Allegiance

Roll Call

Announcements

Public Comment

This is the opportunity for the public to comment on non-agenda items within the Board's jurisdiction. Comments are limited to 3 minutes.

Consent Items

The Board will be asked to approve all Consent Items at one time without discussion. Consent Items are expected to be routine and non-controversial. If any Board member, staff or interested person requests that an item be removed from the Consent Items, it will be considered with the action items.

1. Minutes of the June 19, 2017 Regular Board Meeting
Recommendation: Approve subject minutes.

2. Hastings Park Apartment Complex – Claim – 4533 Antelope Road Water Main Leak – June 21, 2016
Recommendation: Reject Claim.

Items for Discussion and Action

3. McClellan Business Park and Operations Agreement Update
Receive presentation and direct staff as appropriate.
4. Parkland Estates Waterline Replacement Project Phase 2 – Service Lines
Direct the General Manager as appropriate.
5. Extension of Master Service Agreement for Main Replacements
Receive written staff report and direct staff as appropriate.
6. A Day in the Life of the Environmental Compliance Department
Presentation on Environmental Compliance by David Armand.
7. Water Service Charges and Rate Setting Policy (PL – Fin 009)
Recommendation: Adopt subject policy.
8. Budget Policy (PL – Fin 012)
Recommendation: Adopt subject policy.
9. 2018/19 Budget Assumptions
Receive written staff report and direct staff as appropriate.
10. 2017 Budget Reallocations and Marconi Project Request
Receive written staff report and direct staff as appropriate.
11. Resolution No. 17-08 Fixing the 2018 Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees’ Medical and Hospital Care Act, and Resolution No. 17-09 Fixing the 2018 Employer Contribution Under Section 22893 of the Public Employees’ Medical and Hospital Care Act
Recommendation: Adopt subject resolution.

Information Items

12. District Activity Report
 - a. Water Operations and Exceptions Report
 - b. Water Conservation and Regional Water Efficiency Program Report

- c. Customer Service Report
- d. Community Outreach Report
- 13. Engineering Report
 - a. Major Capital Improvement Projects
 - b. County and City Projects/Coordination
 - c. Developer Projects (Including McClellan Business Park)
 - d. Planning Studies
 - e. Other
- 14. Financial Report
 - a. Financial Statements – June 2017
 - b. Investments Outstanding and Activity Quarterly Report
 - c. Cash Expenditures – June 2017
 - d. Credit Card Expenditures – June 2017
 - e. Directors Compensation and Expense Accounting Quarterly Report
 - f. District Reserve Balances – June 2017
 - g. Information Required by Bond Agreement
- 15. Financial Markets Quarterly Report
- 16. Year-to-Date Interest Expense Quarterly Report
- 17. Human Resources and Succession Plan Quarterly Report
- 18. CIP Projects Quarterly Report
- 19. Chromium 6 Court Compliant and Regulations Update
- 20. Retirement Plan Enrollments, Turnover Information and Average Years of Experience

21. Improvements from Hiring of New Position in Customer Service
22. Association of California Water Agencies Call for Candidate Nominations for President and Vice President for the 2018-19 Term
23. Sacramento Local Agency Formation Commission (LAFCo) Open Nomination Period for Special District Commissioner Office No. 7 and Alternate Special District Commissioner for Offices No. 6 & 7
24. New Administrative Services Department Procedures
25. Update on Water/Sewer Separation Issue with Division of Drinking Water
26. Legislative and Regulatory Update
27. General Manager's Report
 - a. Long Term Warren Act Contract Update
 - b. California WaterFix Update
 - c. ACWA/JPIA Liability, Property, and Workers' Compensation Risk Assessment
 - d. Update to Closeout of District's Groundwater Monitoring Wells Project
 - e. McClellan Business Park – Excavation Process
 - f. Failed Network Switch
28. Upcoming Policy Review
 - a. Directors' Compensation and Expense Reimbursement Policy (PL - BOD 003)
 - b. Impaired Capital Asset Policy (PL - Fin 008)
 - c. Purchasing Card Policy (PL – Fin 006)
29. Upcoming Water Industry Events

Committee Reports

30. a. Facilities and Operations Committee (Director Schild)
No report.

- b. Finance and Audit Committee (Director Thomas)
Draft Minutes from the July 10, 2017 Meeting.
- c. Water Quality Committee (Director Wichert)
Agenda for the July 17, 2017 Meeting.
- d. Government Affairs Committee (Director Locke)
No report.
- e. Ad Hoc Water Banking and Transfer Committee (Director Schild)
No report.
- f. Ad Hoc Selection Committee (Director Wichert)
No report.
- g. Ad Hoc Process Committee (Director Wichert)
No report.
- h. Ad Hoc Compensation Committee (Director Schild)
No report.

Director's Reports (Per AB 1234, Directors will report on their meeting activities)

- 31. a. Regional Water Authority (Director Thomas)
Agenda from the July 13, 2017 Meeting.

Regional Water Authority Executive Committee (General Manager Roscoe)
No report.
- b. Sacramento Groundwater Authority (Director Schild)
No report.
- c. Water Caucus Meeting
Agenda from the July 12, 2017 Meeting.
- d. Water Forum Successor Effort (General Manager Roscoe)
No report.
- e. Other Reports

Miscellaneous Correspondence and General Information

- 32. Correspondence received by the District

33. General Information

Director’s Comments/Staff Statements and Requests

The Board and District staff may ask questions for clarification, and make brief announcements and comments, and Board members may request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda.

Closed Session (Closed Session Items are not opened to the public)

- 34. Public employee appointment involving the position of General Manager; Government Code sections 54954.5(e) and 54957(b)(1).

Adjournment

Upcoming Meetings

Thursday, July 27, 2017 at 4:00 p.m., Facilities and Operations Committee Meeting
Monday, August 21, 2017 at 6:30 p.m., Regular Board Meeting

I certify that the foregoing agenda for the July 17, 2017 meeting of the Sacramento Suburban Water District Board of Directors was posted by July 13, 2017 in a publicly-accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Suite 100, Sacramento, California, and was freely available to the public.

Robert S. Roscoe
General Manager/Secretary
Sacramento Suburban Water District



Agenda Item: 15

Date: July 11, 2017

Subject: Financial Markets Quarterly Report

Staff Contact: Daniel A. Bills, Finance Director

Summary of District's Debt Portfolio:

Debt	Original Par	Outstanding	Issuance	Credit Enhancement	Final Maturity
2009A	\$ 42,000,000	\$ 42,000,000	Adjustable Rate Revenue COP's	Sumitomo Bank*	11/1/2034
2009B	\$ 36,155,000	\$ 24,095,000	Fixed Rate Revenue COP's		11/1/2028
2012A	<u>\$ 29,200,000</u>	<u>\$ 19,520,000</u>	Fixed Rate Revenue Bond		11/1/2027
	<u>\$107,355,000</u>	<u>\$ 85,615,000</u>			

* Credit enhancement expires 6/30/2018

Current Status of District's Variable-Rate Debt Portfolio:

Debt	Outstanding	Credit Enhancement	Bank Owned	Sold in Market	Market Rate
2009A	\$42,000,000	Sumitomo Bank LOC	None	\$42,000,000	0.87%
	Notional Amount	Counterparty	FMV	Receive Rate	Fixed Rate
Swap	\$33,300,000	Wells Fargo Bank, N.A.	(\$6,790,652)	0.646%	3.283%

Current Status of District's Investment Portfolio (June 30, 2017):

Fair Market Value	Security Type	Yield
\$ 1,159,013.49	LAIF	0.93%
1,521,013.73	commercial paper	1.32%
1,043,045.85	Supra-National Agency Bond	1.40%
6,711,964.71	Certificates of Deposit	1.71%
8,015,580.03	Corporate Notes	1.80%
2,410,231.30	Agency Securities Bonds/Notes	1.24%
1,143,838.40	Municipal Bonds	1.98%
9,381,902.26	Treasury Bonds/Notes	1.59%
1,148,203.00	Agency Collateralized Mortgage Obligation	0.81%
3,627,805.06	Asset-Backed Securities/CMOs	1.48%
<u>\$ 36,162,597.83</u>		<u>1.57%</u>

Market:

Listed below is the most recent market summary provided by the District's Investment Portfolio Advisor (PFM Asset Management):

Current Bond Markets

- Domestic bond markets quieted after an active first quarter. Volatility was low and risk premiums narrowed. The yield curve flattened as falling inflation expectations and a less optimistic view of U.S. growth prospects pulled down long-term Treasury yields.
- The two-year Treasury yield ended the month slightly higher at 1.28%, rising 2 basis points (bps), while the yield on the 10-year Treasury fell 8 bps to 2.20%. Treasury benchmarks posted modest positive returns in May. This five month positive streak is the first in over a decade.
- Federal agency yield spreads tightened even further during the month as demand continued to outpace limited supply. Value was limited and focused in two- and three-year new issues. Agency index returns slightly exceeded those of comparable-maturity Treasury indices.
- Corporate yield spreads tightened as well during the month, reaching lows not seen since 2014, as geopolitical fears abated and corporate earnings came in stronger than expected. As a result, the sector continued its recent record of outperformance relative to comparable-maturity Treasuries.
- Asset-backed securities (ABS) continued to modestly outperform comparable-duration Treasuries for 2017. Mortgage-backed securities (MBS) also produced higher returns than Treasury's, with lower coupon issues and structured securities such as commercial mortgage-backed securities (CMBS) leading the pack in the sector.
- Commercial paper (CP) and bank certificates of deposit (CD) yield spread continued to tighten as the impact of money market reform has now nearly completely faded.

PFM Outlook

- Despite a slowdown in the pace of economic expansion in the first quarter and tepid economic data during May, we continue to expect moderate growth in 2017 of a round of 2%. Although housing is showing signs of moderating headed into the summer selling season and auto sales have fallen sharply from their record 2016 pace, household finances remain health, with consumer confidence and spending firm.
- The Federal Open Market committee (FOMC) will hold its next meeting on June 14. Despite inflationary expectation falling, pickups in economic growth and labor market conditions have led markets to substantially price in June hike. In the latest FOMC meeting minutes, Fed officials stated that disappointing first quarter growth readings were likely due to transitory factors. They also indicated it would "soon be appropriate" to raise short-term interest rates and begin balance sheet reduction. For the balance of the year, markets, based on Fed Funds futures, are pricing in one or two more rate hikes. With the fattening of the yield curve since March, maturity extensions are less valuable.
- Overall we remain cautiously optimistic on the corporate sector as profits and balance sheets remain strong, but careful attention is warranted as current valuation are slightly stretched and yield spreads remain very tight. We look to new issues to add value, specifically in the financial sector.
- In securitized products, significant risks and headwinds in the MBS sector remain as seasonal supply increases loom, as does potential balance sheet tapering by the Fed later this year. The ABS market has experienced some adverse news related to sub-prime auto securities, which should be avoided, or approached with extreme caution. We continue to participate in AAA-rated tranches of new ABS issues which provide strong security and additional yield when compared to Treasury and agency securities.

- In our view, current CP and negotiable CD yields represent fair value when compared to similar maturity government obligations, although their benefit has been sharply reduced in recent months. They also offer a shorter-duration alternative to one-and two-year governments by providing higher yields with less market risk.

(Source: PFMAM June 2017 Monthly Market Review).

Debt Portfolio:

The District's debt portfolio is evenly divided between fixed-rate debt and variable-rate debt. While the District's exposure to market conditions has been reduced, the District is exposed to interest rate risk primarily on the un-hedged portion of its variable-rate COP, representing \$8.7 million. Such risk is managed by the District through adherence to the District's Reserve Policy that addresses the management of interest rate risk through prudent investing of reserves in short-term variable-rate securities in an amount at least equal to the un-hedged debt exposure.

Investment Portfolio:

In this market environment, the investment objective is to position portfolio durations modestly short of benchmarks while emphasizing intermediate maturities and underweighting longer maturities thus shortening the portfolio.



Agenda Item: 16

Date: July 11, 2017

Subject: Year-to-Date Interest Expense Quarterly Report

Staff Contact: Daniel A. Bills, Finance Director

Interest expense consists of: 1) interest paid to bondholders, 2) letter-of-credit facility fees, 3) remarketing fees, 4) arbitrage rebate liabilities, and 5) net SWAP interest.

Year-to-date, the District has incurred interest expense of \$1,768,269 versus a forecast of \$1,855,000 or an \$86,731 positive variance. With three recent rate increases from the Federal Reserve and notices of more to come, District interest expense still came in under budget for the second quarter of 2017.

**Sacramento Suburban Water District
Interest Expense
2017**

	<u>A</u> 2017 Debt Interest FORECAST	<u>B</u> 2017 Actual Debt Service Cost	<u>A - B</u> 2017 DIFFERENCE	2017 CUMULATIVE YTD DIFFERENCE
2017				
January	\$ 309,166	\$ 309,471	\$ (305)	\$ (305)
February	309,166	255,357	53,809	53,504
March	309,168	330,925	(21,757)	31,747
April	309,166	280,321	28,845	60,592
May	309,166	266,502	42,664	103,256
June	309,168	325,693	(16,525)	86,731
July			-	
August			-	
September			-	
October			-	
November			-	
December			-	
TOTAL 2017	<u>\$ 1,855,000</u>	<u>\$ 1,768,269</u>	<u>\$ 86,731</u>	



Agenda Item: 17

Date: July 3, 2017

Subject: Human Resources and Succession Plan Quarterly Report

Staff Contact: Lynne Yost, Human Resources Coordinator

1. Current Statistics

Full Time Employees:	67
Temporary Employees:	8
Full Time Vacancies:	1*

There is a current succession plan recruitment for General Manager and one full-time vacancy in the Engineering Department.

*Note: Offers have been made to candidates for Instrumentation & Electrical Technician and four Distribution Operator positions; the current Production Operator vacancy will be filled through a promotional opportunity. Two announced retirements will occur in October and November; recruitments for those additional vacancies will start at the earliest possible time.

Current temporary employees include two engineering interns, one GIS intern, two Water Conservation Representatives, one office assistant and two agency temporary employees.

2. Completed/Ongoing Work of Note

- a) Commenced recruitments for multiple Distribution Operator vacancies, Instrumentation & Electrical Technician vacancy, and General Manager succession plan vacancy.
- b) Completed retirement paperwork for 3 positions (Electrical & Instrumentation Technician, Technical Services Director and Purchasing Specialist) and discharge paperwork for Distribution Operator I.
- c) Completed hiring process and orientations for Water Conservation Representative, engineering intern, Associate Engineer and two Distribution Operators.
- d) Completed internal transfers for 2 vacant Production Operator positions and vacant Purchasing Specialist position.
- e) Completed review and implemented third-party billing for post-merger retiree medical reimbursement.
- f) Completed review and update process for 9 classification specifications (job descriptions) last updated in 2014.
- g) Completed annual Employee Handbook updates, including management team and committee review prior to General Manager final approval.

h) Began 2018 Benefits Renewal Analysis for medical, dental and vision plans.

3. Succession Plan Update

Over the last 18 months (since January 1, 2016), the following positions have become vacant:

- 1 Executive Assistant
- 1 Assistant Engineer (left for higher paying position with another public agency)
- 6 Distribution Operators (5 left for higher paying positions; 3 with other public agencies and 2 with private sector companies)
- 1 Customer Service Representative (retired)
- 1 Associate Engineer (retired)
- 1 Electrical & Instrumentation Technician (retired)
- 1 Technical Services Director (retired)
- 1 Purchasing Specialist (retired)

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A total of 6 of 13 (46%) employees left for higher paying positions and 5 of 13 (38%) retired. These statistics support the need for continued succession planning efforts, particularly with 2 more announced retirements this year and at least 2 potential retirements next spring and/or fall. They also support the need to conduct a Compensation Study in 2018 (the last study was done in 2016) and consider doing a study every two years to meet the Strategic Plan goal of assuring superior and reliable customer service by attracting and retaining a well-qualified staff with adequate compensation and assuring appropriate staffing at all levels.



Agenda Item: 18

Date: July 5, 2017

Subject: CIP Projects Quarterly Report

Staff Contact: John E. Valdes, Engineering Manager

The following report provides updates on the projects identified in the approved Capital Improvement Program (CIP). This report shows those projects included in the approved Calendar Year (CY) 2017 CIP budget and the current status of those projects. The total approved CIP budget for CY 2017 is \$16.9 million. To the extent that billings and invoices have been received and processed, cost expenditures through the end of June 2017, are included in the report.

A similar report will be used throughout CY 2017 as a tool for staff to track projects internally and as a report to the Board to show the progress of individual projects and the program in total. It is anticipated that the report will continue to be provided to the Board on a quarterly basis.

Sacramento Suburban Water District
 Capital Projects Status By Period
 Fiscal Period End as of 6/30/2017

Master Project	Project Number	Project Name	BUDGET		Project Status	% Complete
			2017 Budget	CY17 Spent to Date (\$) (Thru 6/30/2017)		
SC17-009		WELL REHAB/PUMP ST IMPROVEMENT	\$1,000,000	\$449,378		
	SC17-009A	WELL#N1/N25/59A-MISC/PAVING	\$40,000	\$25,822	Project Acceptance	100%
	SC17-009A1	WELL#N8 - REHAB/IMPRV	\$45,000	\$17,549	Design/Scope of Work	80%
	SC17-009B	WELL# 70 - REHAB/IMPROVE	\$30,000	\$19,922	Construction	90%
	SC17-009C	WELL# 4B/56A/20A - REHAB/IMPRV	\$65,000	\$79,253	Start-Up	100%
	SC17-009D	WELL#55A - ATS/ELECTRICAL UPGR	\$50,000	\$28,409	Project Acceptance	100%
	SC17-009D1	WELL #N15 TCE CONTAMINATION	\$41,000	\$14,200	Design/Scope of Work	25%
	SC17-009F	WELL #N17 - REHAB/IMPROVE	\$152,000	\$68,522	Construction	0%
	SC17-009G	VARIOUS WELLS-MAJOR VALVE REPL	\$51,000	\$24,570	Construction	100%
	SC17-009H	WELL # 13 - REHAB/MOTOR REPAIR	\$19,000	\$3,635	Design/Scope of Work	0%
	SC17-009I	WELL# 40A -REHAB/MOTOR REPAIRS	\$26,000	\$24,159	Project Acceptance	100%
	SC17-009I1	WELL# 31A - REHAB/IMPROVE	\$100,000	\$6,525	Construction	70%
	SC17-009J	WELL#47 REHAB-HYDRAULIC REPAIR	\$18,500	\$0	Design/Scope of Work	15%
	SC17-009P3	WELL# 3A REHAB/IMPROVEMENT	\$57,000	\$55,145	Start-Up	90%
	SC17-009W2	WELL# 2A - ELPRADO REHAB/IMPRV	\$100,000	\$95,867	Project Acceptance	100%
SC17-010		SCADA RTU/COMMUN IMPROVEMENT	\$75,000	\$10,010		
	SC17-010A	SCADA ALARMS FOR ENGINES	\$47,150	\$0	Construction	0%
	SC17-010F3	SCADA RTU PANELS ARBOR PRV	\$16,000	\$10,010	Construction	10%
SC17-011		WELLHEAD TREATMENT/CHEM FEED	\$250,000	\$3,111		
	SC17-011A	TREATMENT MN MITIGATION VERNER	\$170,000	\$3,111	Design/Scope of Work	10%
SC17-012		WELL REPLACEMENTS	\$1,700,000	\$71,859		
	SC17-012A1	WELL#N6A-NEW WELL CONSTRUCTION	\$165,000	\$57,049	Design/Scope of Work	50%
	SC17-012A2	RUTLAND CONSTRUCTION	\$51,000	\$14,810	Construction	100%
SC17-013		ELECTRICAL IMPROV @WELL SITES	\$30,000	\$5,100		
	SC17-013L3	WELL# 26 - ARC FLASH	\$17,300	\$2,472	Project Acceptance	0%
	SC17-013M3	MARCONI OFFICE-ARC FLASH MODIF	\$7,500	\$2,628	Construction	0%

SC17-018		DISTRIBUTION MAIN REPLACEMENTS	\$9,250,000	\$2,687,617	
	SC17-018A1	EDISON MEADOWS WTERLINE 1	\$180,000	\$38,840 Design/Scope of Work	80%
	SC17-018B1	PARKLAND ESTATES - PH1	\$1,103,000	\$715,315 Project Acceptance	100%
	SC17-018E1	PARKLAND ESTATES-PH 2	\$6,300,717	\$1,356,994 Construction	10%
SC17-019		DIST MAIN IMPRV/EXT/INTERTIES	\$600,000	\$28,033	
	SC17-019B	EDISON MAIN REPLACEMENT	\$20,000	\$24,130 Design/Scope of Work	0%
	SC17-019C	CONNIE WAY MAIN/METER	\$4,000	\$3,904 Design/Scope of Work	0%
SC17-020		MCCLELLAN LINE REPL	\$50,000	\$0	
	SC17-020A	MCCCELLAN WTR LINE REPL/ABANDON	\$0	\$0 Construction	0%
SC17-022		WTR RELATED STREET IMPRV	\$200,000	\$74,230	
	SC17-022A	SANTA ANITA/FAIR OAKS ST IMPRO	\$51,000	\$50,570 Construction	100%
	SC17-022B	KENT/MIRAMAR ST IMPROVEMENT	\$4,000	\$3,990 Design/Scope of Work	5%
	SC17-022C	L/R VALVE BOXES-HOWE/MARCONI	\$19,670	\$19,670 Project Acceptance	100%
SC17-024		METER RETROFIT PROGRAM	\$2,540,000	\$1,249,905	
	SC17-024A	METER RETROFIT-GENERAL PRJ	\$1,900	\$1,900 Construction	76%
	SC17-024C	METER RETROFIT-MCCBP	\$0	\$3,075 Construction	0%
SC17-034		RESERVIOR/TANK IMPROVMENT	\$550,000	\$38,926	
	SC17-034A	CORROSION CONTROL-TRAN MAINS	\$410,000	\$3,750 Construction	0%
	SC17-034B	ENTERPRISE RESERVOI VALVE REPL	\$20,000	\$19,206 Construction	80%
	SC17-034C3	ELEVATED TANK CORROSION CONTROL	\$17,000	\$12,425 Project Acceptance	95%
	SC17-034D3	ANTELOPE RES FLOWMETER	\$3,700	\$3,545 Construction	10%
SC17-038		LARGE WTR METER >3" REPL	\$100,000	\$39,650	
	SC17-038	LARGE WTR METER >3" REPL	\$100,000	\$39,650 Construction	40%
SC17-040		ENGINE GENERATOR COMPLIANCE	\$35,000	\$0	

SC17-040	ENGINE GENERATOR COMPLIANCE	\$35,000	\$0 Construction	0%
SC17-042	METER REPLACE/REPAIR - WMP	\$50,000	\$0	
SC17-042	METER REPLACE/REPAIR - WMP	\$50,000	\$0 Construction	0%
SC17-045	ENTERPRISE INTERTIE IMPROVEMEN	\$0	\$0	
SC17-045	ENTERPRISE INTERTIE IMPROVEMEN	\$0	\$0 Project Acceptance	0%
SC17-046	TANK INSPECTION & REPAIRS	\$200,000	\$0	
SC17-046A	ELEVATED TANK INSPECTION	\$0	\$0 Design/Scope of Work	0%
SC17-047	NSA TRANSMISSION LINES	\$300,000	\$0	
SC17-047A	MADISON AVE TRANSMISSION MAIN	\$0	\$0 Design/Scope of Work	0%
SC17-047B	PALM AVE TRANSMISSION MAIN	\$0	\$0 Design/Scope of Work	0%
SC17-048	RIGHT OF WAY/EASEMENT ACQUISTION	\$50,000	\$0	
SC17-048	RIGHT OF WAY/EASEMENT ACQUISTI	\$50,000	\$0 Design/Scope of Work	0%

Totals:		\$16,975,000	\$5,114,806	
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Agenda Item: 19

Date: July 5, 2017

Subject: Chromium 6 Court Complaint and Regulations Update

Staff Contact: Robert Roscoe, General Manager

Background:

The Board takes its responsibilities to protect the public water supply very seriously. In 2015, after the State lowered the standard for Chromium 6 contamination of public drinking water supplies, staff informed the Board that a number of District wells either had contamination over or near the new Chromium 6 standard of 10 parts per billion. Wells with contamination over the limit were taken out of service. The Board and staff continued working diligently on this issue. Chromium 6 is very difficult and expensive to treat and steps taken by the District to date to address this issue have already cost ratepayers significant expenses related to taking wells out of service and obtaining replacement supplies. The Board decided to not only take wells out of service and work to both remedy the contamination issue and, to the extent the District can identify those responsible for the contamination, to make them pay to clean it up so that the ratepayers are not stuck with the treatment/replacement costs.

The Board made a decision to hire the law firm of Sher Edling LLP to investigate and to potentially file claims against entities that are responsible for causing contamination of the District's groundwater wells with Chromium 6. The law firm of Sher Edling LLP are handling this matter on a contingency basis. This means that, aside from some small expense for time expended by staff and the District's general legal counsel, which is expected to be a small percentage of any costs, the District's outside lawyers will front all costs and expenses of any claims and lawsuits and will not recover any money in attorneys' fees from the ratepayers unless they obtain damages or other remedies from those responsible for contaminating the District's wells with Chromium 6.

In proceeding with filing claims against entities that are responsible for causing Chromium 6 contamination in the District's groundwater wells, Sher Edling LLP sent the following:

March 27, 2017 - The United States Air Force received a 90-Day Notice of Endangerment and Intent to Sue Pursuant to the Resource Conservation Recovery Act.

March 30, 2017 - The United States Air Force received a Claim for Damages Pursuant to Federal Tort Claims Act.

Discussion:

On June 30, 2017, Sher Edling LLP filed a Court Complaint naming ten defendants who provided chromate products for use at the former McClellan Air Force Base. The defendants are manufacturers, distributors and/or marketers of chromates and related products containing Chromium 6. Chromate products were used extensively at McClellan Air Force Base during its operation as a military installation.

In regards to the Chromium 6 regulations, the California Manufacturers and Technology Association and Solano County Taxpayers Association (Petitioners) filed a Petition for Writ of Mandate against the State Water Resources Control Board (SWRCB) challenging promulgation of a regulation setting the maximum contaminant level (MCL) for hexavalent chromium in drinking water. The Petitioners believe the MCL is too low, and that compliance will be massively expensive. They claim that the SWRCB failed to comply with substantive and procedural requirements imposed by the Safe Drinking Water Act and the Administrative Procedures Act when it set the MCL. The Petitioners were seeking a mandate ordering the SWRCB to withdraw the current MCL and to adopt a new MCL at a level that is economically feasible.

On May 5, 2017, Christopher E. Krueger, Judge of the Superior Court of California, County of Sacramento, ruled the Petition is granted and this case is remanded to the SWRCB with orders to withdraw the current MCL and establish a new MCL. When establishing a new MCL, the SWRCB must comply with the Legislature's directive to consider the economic feasibility of compliance, paying particular attention to small water systems and their users, and to set the MCL as close as economically feasible to the public health goal of 0.02 parts per billion.

Even though the court order withdrew the current MCL, the District has made the decision to leave the affected Chromium 6 wells offline.



Agenda Item: 20

Date: June 27, 2017

Subject: Retirement Plan Enrollments, Turnover Information and Average Years of Experience

Staff Contact: Robert S. Roscoe, P.E., General Manager
Dan York, Assistant General Manager
Lynne Yost, Human Resources Coordinator

Staff has continued to monitor retirement plan enrollments to confirm the number of employees currently in each of retirement tier (3% @ 60 is a closed tier, 2% @ 55 is available for Classic members only, and 2% @ 62 is for all new hires who do not qualify as Classic members). Information on enrollments from 9/24/2006 to 6/30/2017 is attached. As shown on page 4 of Exhibit 1, after the arrival of 5 new hires expected to start in July/early August, there will be an equal number of full-time staff in the 2% @ 62 and 2% @ 55 plans when compared to the 3% @ 60 plan (33 each). This page also shows additional turnover information for the first half of 2017.

Staff also reviewed statistics on District and water industry experience for staff and management team positions and noted the following:

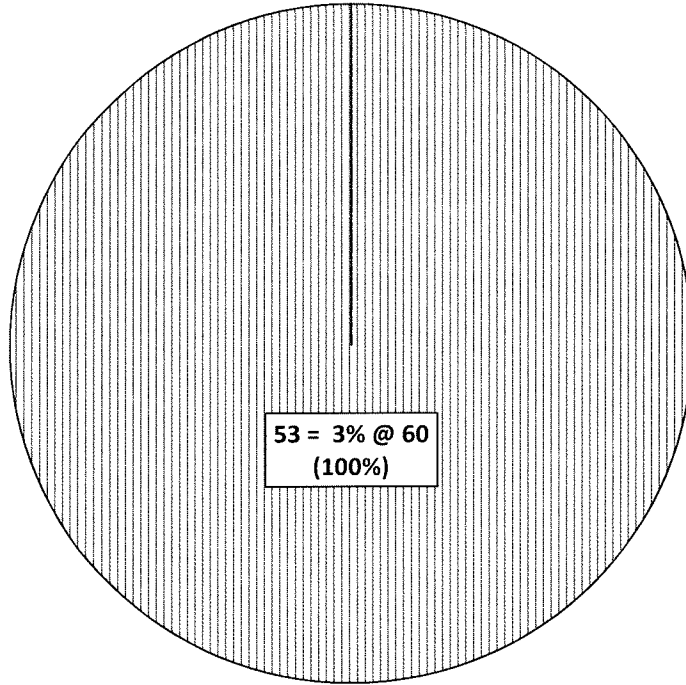
- In late 2007, employee survey results showed the average District and water industry experience for all staff was 11.74 years and for 9 management team positions was 23.04 years. This information was reported to the full Board in October 2007.
- In early 2012, the average District and water industry experience for 9 management team positions was updated to 23.5 years. This information was reported to the Facilities & Operations Committee in February 2012 as part of succession plan efforts for upcoming management staff retirements.
- As of June 2017, staff estimates the average District and water industry experience for all staff was 14.47 years and for 8 management team positions was 20.38 years.

As previously reported, staff is aware of at least two more retirements in 2017 (General Manager, Engineering Manager and Production Operator) and at least three potential retirements in 2018 (Human Resources Coordinator and Administrative Services Manager).

Exhibit 1

Retirement Plan Enrollments 09/24/2006

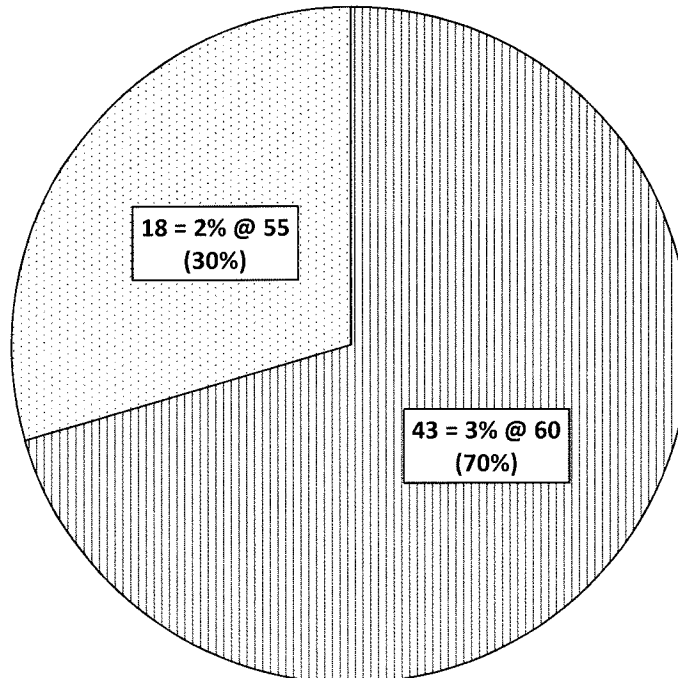
Just Prior to Addition of 2% @ 55 Plan



□ 3% @ 60

Retirement Plan Enrollments 12/31/12

Just Before PEPPRA Became Effective 1/1/13

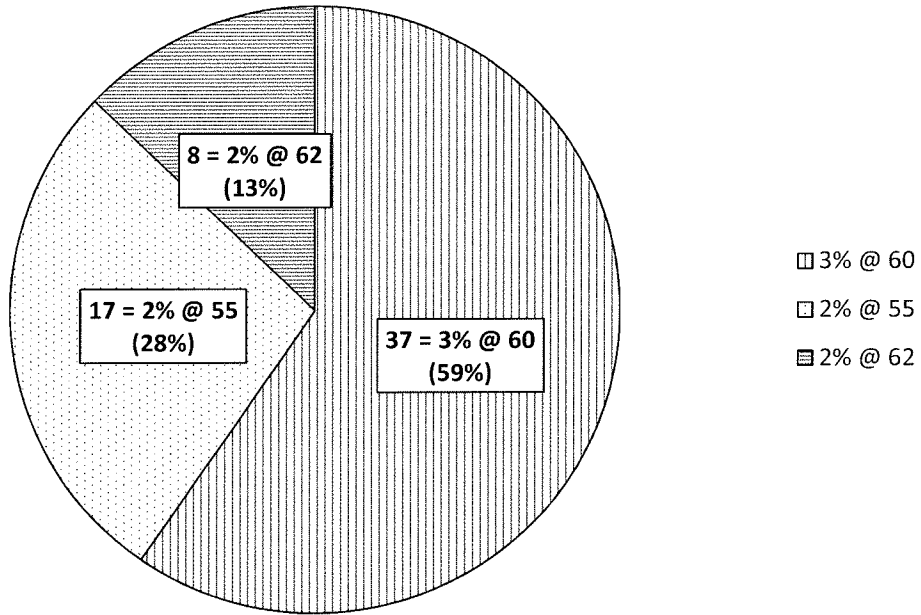


□ 3% @ 60

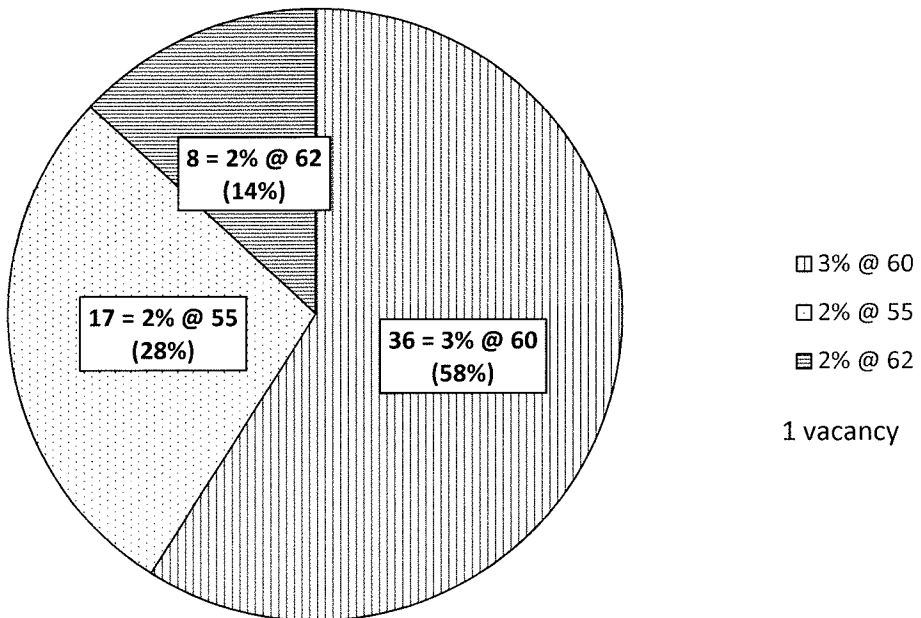
□ 2% @ 55

Exhibit 1

Retirement Plan Enrollments 12/31/2014

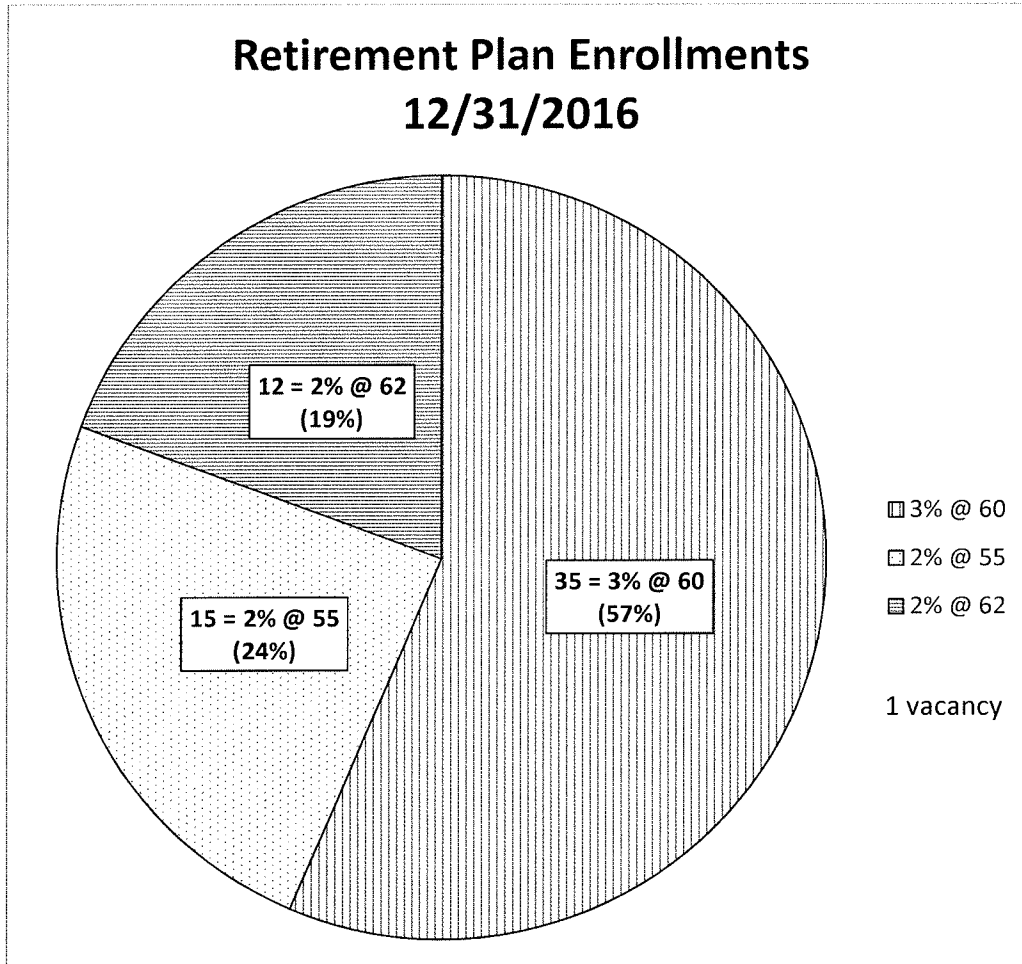


Retirement Plan Enrollments 12/31/2015



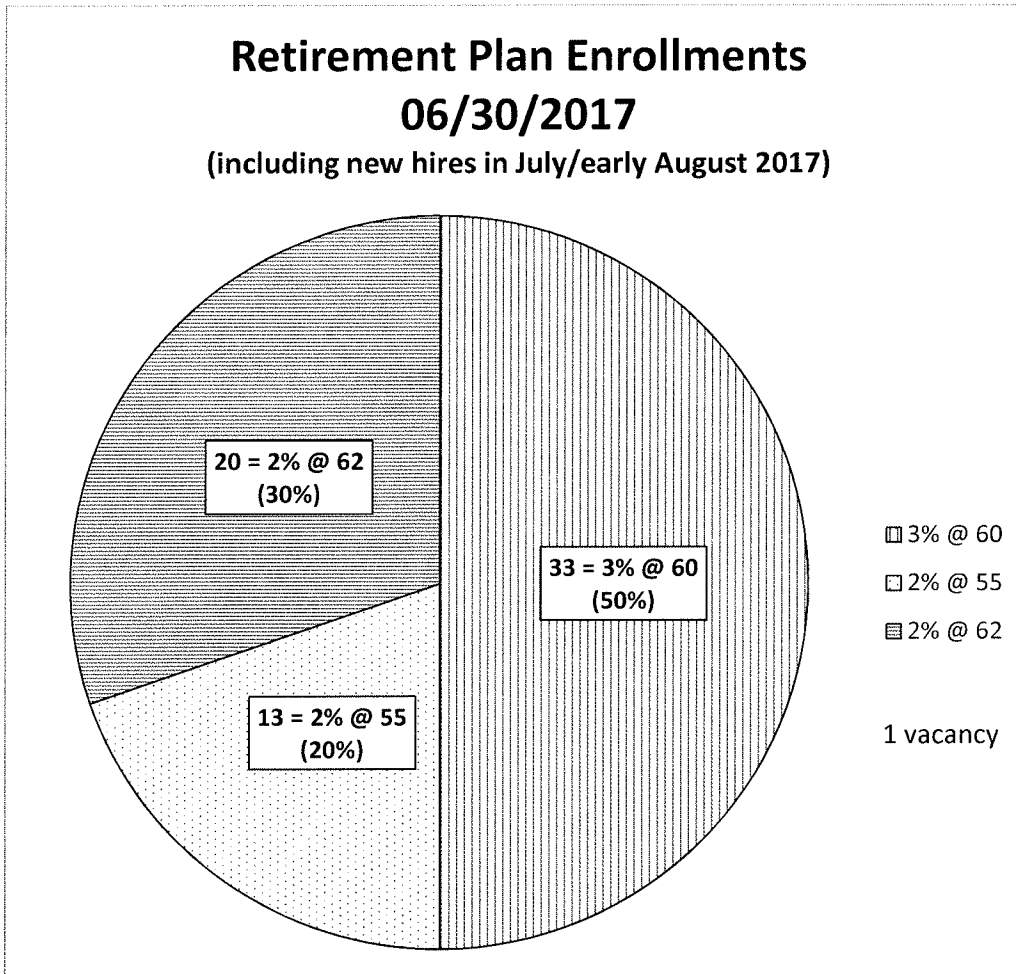
3 resignations (2-2% @ 62 & 1-3% @60)
1 retirement (3% @ 60)
3 full-time hires (2-2% @ 62 & 1-3% @ 60 rehire)

Exhibit 1



5 resignations (4-2% @ 62 & 1-2% @ 55)
2 terminations (2% @ 55)
1 retirement (3% @ 60)
9 full-time hires (8-2% @ 62 & 1-2% @ 55)

Exhibit 1



1 resignation (2% @ 62)
4 retirements (2-2% @ 55 & 2-3% @ 60)
9* full-time hires (2% @ 62)

(*includes 5 new hires starting in July/early August)



Agenda Item: 21

Date: July 5, 2017

Subject: Improvements From Hiring of New Position in Customer Service

Staff Contact: Annette O’Leary, Administrative Services Manager

During the 2017 budget process, the Board of Directors approved a fifth Customer Service Representative (CSR). Staff wanted to present the telephone statistics for the last 13-months to show the positive impact this fifth CSR has had within the Department. The most significant impact is in the Department’s hold times and abandoned calls. The chart below shows a significant decrease in both abandoned calls and hold times.

In addition to the improvement in telephone statistics, staff is now able to distribute administrative functions uniformly amongst staff while maintaining three to four CSRs on the telephone at all times.

Call statistics for the period of June 2016 – June 2017

	Calls	Abandoned	Hold	
June-2016	3818	197	11m, 3s	
July	3412	265	16m, 55s	
August	3537	96	7m, 56s	
September	3326	126	13m	
October	3235	174	14m	
November	2873	149	9m, 1s	
December	3066	138	10m, 7s	
January-2017	3536	188	9m, 47s	5th CSR Starts
February	2787	73	7m, 34s	
March	3003	58	5m, 54s	
April	2955	69	6m, 37s	
May	3662	87	6m, 59s	
June	3465	83	6m, 6s	



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Agenda Item: 22

Date: July 6, 2017

Subject: Association of California Water Agencies Call for Candidate Nominations for President and Vice President for the 2018-19 Term

Staff Contact: Rob Roscoe, General Manager

The District received a call for candidate nominations for the Association of California Water Agencies (ACWA) president and vice president.

The criteria that must be met for individuals to be considered includes:

- Only elected or appointed directors of member agencies are eligible.
- A nominating resolution of support from the agency on which the director serves.
- A resume of the director, noting qualifications for the position.
- Submitting nomination(s) by Friday, September 1, 2017.

Candidates will be reviewed by ACWA's Nominating Committee. Typically, a slate for president and vice president is submitted at the general membership meeting during the ACWA fall conference.

The historic practice at ACWA is for the existing vice president to receive the nominating committee's recommendation for president.

If a Director wishes to nominate a SSWD Director for the position of ACWA president or vice president, staff should be notified by Monday, August 7, 2017, and a report and resolution will be placed on the August regular Board meeting agenda for possible Board action. The ACWA call for candidate nomination information is included with this report.



RECEIVED
JUN 12 2017

MEMORANDUM

TO: ACWA Public Agency Members
General Managers and Board Presidents

CC: ACWA Board of Directors

FROM: ACWA Nominating Committee

DATE: June 7, 2017

SUBJECT: Call for Candidates Nominations for the 2018-2019 Term

ACWA's Nominating Committee is responsible for submitting a slate for the Association's statewide positions of President and Vice President to the general membership meeting at Fall Conference.

Nominations must be received in the ACWA office by **Friday, September 1, 2017** to be considered by the committee.

The following criteria must be met for names to be considered:

- At the time of their election, the President and Vice President will each be an elected or appointed member of the governing body or commission of a member agency of the Association.
- An official nominating resolution from the Association member agency on whose board the nominee serves will accompany all nominations for the position of President and Vice President. An authorized signatory of the member agency's Board of Directors will sign said resolution.
- Each nomination will include a statement of qualifications or resume highlighting the candidate's qualifications for the position.

Additional letters or resolutions of support from other agencies may be submitted but are not required.

ACWA's Bylaws and Board policies establish the criteria set forth above, which also govern nominations from the floor. ACWA Bylaws (Article 9, Section 9) and Board Policy 2.3.3 require that all nominations received for the positions of ACWA President and Vice President will be accompanied by a nominating resolution from the ACWA member agency on whose board the nominee serves, and signed by an authorized signatory of the member agency's Board of Directors. This policy applies to nominations received in the ACWA office prior to election, as well as to all nominations received from the floor at general session during the floor nomination process.

SACRAMENTO 910 K Street, Suite 100, Sacramento, CA 95814 • (916) 441-4545
WASHINGTON, D.C. 400 North Capitol Street NW, Suite 357, Washington, DC 20001 • (202) 434-4760

www.acwa.org



We appreciate your interest and participation in this process to find the best qualified individuals to serve in representing the statewide membership of ACWA.

Nominating Committee members include:

- Steve Cole, Region 8
- John Coleman, Region 5
- Shannon Cotulla, Region 3
- David Coxey, Region 2
- Rick Gilmore, Region 5
- Matthew Hurley, Region 6 & 7
- Joone Lopez, Region 10
- Bruce Rupp, Region 1
- Sue Stephenson, Region 5
- Nancy Wright, At-large representative

We ask that Nominating Committee members not be approached to solicit their support of any candidate.

Important Dates

- Deadline to receive candidate nominations: **Friday, September 1, 2017**
- Tentative date for candidate interviews: **Monday, September 11, 2017**
- Election of ACWA's President and Vice President: **Wednesday, November 29, 2017**, at Fall Conference

To nominate a candidate, send a copy of the agency resolution and the candidate's background by September 1 to:

John Coleman, Nominating Committee Chair
c/o Donna Pangborn, ACWA
910 K Street, Suite 100
Sacramento, CA 95814

Nominations also may be emailed to ACWA Clerk of the Board Donna Pangborn at donnap@acwa.com.

Should you have any questions regarding this process, please contact Clerk of the Board Donna Pangborn at the ACWA office at 916-441-4545 or donnap@acwa.com

Enclosures:

1. ACWA Officers' Nominee Information: Board Policy GO-2.3, Board Officers
2. Sample Resolution to Nominate Candidate for ACWA President or Vice President
3. Sample Resolution to Support Candidate for ACWA President or Vice President



ACWA Officers' Nominee Information Board Policy GO-2.3, Board Officers

GO-2.3 Board Officers

The President and Vice President are the elected officers of the Association.

2.3.1 President

The President is an elected officer of the Association and presides at all meetings of the Board, the Executive Committee, and the general membership. The President is responsible to the Board of Directors and the general membership for the duties established by the Bylaws.

2.3.1.1 Duties and Authority

Within the limits of Bylaws and the Duties and Authorities established for Board members, and in coordination with the Executive Director, the President:

- Serves on the ACWA Board and presides at all meetings.
- Serves as the chair of the Executive Committee and presides at all meetings.
- Schedules special Board and Executive Committee meetings.
- Presides over all general membership meetings.
- Serves as a non-voting *ex officio* member of each committee, but will not be an *ex officio* member of the Nominating Committee or the region boards.
- Appoints members of all committees upon recommendation from members and regions as communicated by the region chairs.
- Appoints the chair and vice chair of each committee, each of whom will be subject to ratification by the Board.
- Appoints Nominating Committee, whose purpose will be to nominate qualified individuals for the offices of President and Vice President of the Association for the succeeding term.
- Appoints special committees, work groups, and task forces from time to time as needed to accomplish a specific task or assignment, consistent with and supportive of the mission of the Association.
- Participates in the Association's spring and fall conferences.
- Represents and supports the Association's official policies and positions when acting in capacity of President.

- Represents and promotes the Association's purposes, policies, and goals at a variety of Association functions/events, including visits to member agencies for ceremonies, meetings, and retention efforts in coordination with the Executive Director.
- Represents and promotes the Association's purposes, policies, and goals at a variety of external functions/events, including speaking engagements, event participation, and news media and other contacts in coordination with the Executive Director.
- Performs other responsibilities assigned by the Board.
- Authorizes expenditures from the Executive Director's contingency fund in conjunction with the Vice President and Finance Committee Chair.
- Reviews and approves the Executive Director's monthly expense reports in conjunction with the Finance Committee Chair.

2.3.1.2 Qualification

The President will be an elected or appointed member of the governing body or commission of a member agency of the Association at the time of his/her election.

2.3.1.3 Term of Office

The members of the Association will elect the President at its fall conference in each odd-numbered year. The President will take office on January 1 of the calendar year following election and will hold office until December 31 of the following odd numbered year two years later or until his/her successor takes office or is appointed. An elected President is not permitted to succeed himself/herself to that office.

2.3.1.4 Vacancy

Should a vacancy occur in the President's office, the Vice President will assume the duties of that office and succeed the President for the unexpired term. Should the Vice President not be able to assume this role, the Board will appoint a person to fill the office for the unexpired term thereof.

2.3.1.5 Compensation

The President will serve without compensation by the Association. The Association will reimburse the President for necessary, actual, and reasonable expenses incurred in the performance of his/her duties while on Association business. The Association will reimburse the President for expenses incurred for attending conferences, meetings, seminars, and workshops or other events and which are mutually beneficial to the officer and the Association and have been authorized by either the Board or the Executive Director.

2.3.2 Vice President

The Vice President is an elected officer of the Association and is a voting member of the Board. The Vice President is responsible to the Board of Directors and the general membership for the duties established by Bylaws.

2.3.2.1 Duties and Authority

Within the limits of the Bylaws and the Duties and Authorities established for ACWA Board members, and in coordination with the Executive Director and President, the Vice President:

Serves as a voting member of the Board.

- Serves as a voting member of the Executive Committee.
- Performs the duties of the President in the President's absence.
- Succeeds the President for an unexpired term if vacancy occurs.
- Serves on the ACWA/JPIA's Executive Committee.
- Participates in the Association's spring and fall conferences.
- Represents and supports the Association's official policies and positions when acting in capacity of Vice President.
- Represents and promotes the Association's purposes, policies, and goals at a variety of Association functions/events, including visits to member agencies for ceremonies, meetings, and retention efforts in coordination with the Executive Director.
- Represents and promotes the Association's purposes, policies, and goals at a variety of external functions/events, including speaking engagements, event participation, and news media and other contacts in coordination with the Executive Director.
- Authorizes expenditures from the Executive Director's contingency fund in conjunction with the President and Finance Committee Chair.
- Serves as a chair/vice chair or participant on committees or task forces as appointed by the President or Board.
- Performs other responsibilities assigned by the Board and President.

2.3.2.2 Qualification

The Vice President will be an elected or appointed member of the governing body or commission of a member agency of the Association at the time of his/her election.

2.3.2.3 Term of Office

The members of the Association will elect the Vice President at its fall conference in each odd-numbered year. The Vice President will take office on January 1 of the calendar year following election and will

hold office until December 31 of the following odd numbered year two years later or until his/her successor takes office or is appointed.

2.3.2.4 Vacancy

Should a vacancy occur in the Vice President's office, the Board will appoint a person to fill the office for the unexpired term thereof.

2.3.2.5 Compensation

The Vice President will serve without compensation by the Association. The Association will reimburse the Vice President for necessary, actual, and reasonable expenses incurred in the performance of his/her duties while on Association business. The Association will reimburse the Vice President for expenses incurred for attending conferences, meetings, seminars, and workshops or other events and which are mutually beneficial to the officer and the Association and have been authorized by either the Board or the Executive Director.



Sample Resolution to Nominate Candidate for ACWA President or Vice President

RESOLUTION OF THE BOARD OF DIRECTORS OF

TO NOMINATE AND SUPPORT

AS A CANDIDATE FOR THE POSITION OF ACWA _____

WHEREAS, ACWA has announced that a Nominating Committee has been formed to develop a slate for the Association's statewide positions of President and Vice President; and

WHEREAS, the individual who fills an officer position will need to have a working knowledge of water industry issues and concerns, possess strength of character and leadership capabilities, and be experienced in matters related to the performance of the duties of the office; and

WHEREAS, this person must be able to provide the dedication of time and energy to effectively serve in this capacity; and

WHEREAS, _____ has served in a leadership role as a member of the _____ Board of Directors since _____; and

WHEREAS, (list positions held to demonstrate knowledge of water and leadership)

WHEREAS,

WHEREAS,

WHEREAS, it is the opinion of the _____ Board of Directors that _____ possesses all of the qualities needed to fulfill the duties of the office of ACWA _____.

NOW, THEREFORE, BE IT RESOLVED, that the _____ Board of Directors does hereby nominate and support _____ as a candidate for the office of ACWA _____, pledging the District's support of his/her endeavors in fulfilling the duties of this office if elected.

PASSED AND ADOPTED by the _____ Board of Directors at a regular meeting of said Board held on the _____ day of _____, 2017, by the following vote:

Ayes: Directors

Noes: Directors

Absent: Directors



Sample Resolution to Support Nomination
ACWA President or Vice President Candidate

RESOLUTION OF THE BOARD OF DIRECTORS OF

IN SUPPORT OF THE NOMINATION OF

AS A CANDIDATE FOR THE POSITION OF ACWA _____

WHEREAS, ACWA has announced that a Nominating Committee has been formed to develop a slate for the Association's statewide positions of President and Vice President; and

WHEREAS, the individual who fills an officer position will need to have a working knowledge of water industry issues and concerns, possess strength of character and leadership capabilities, and be experienced in matters related to the performance of the duties of the office; and

WHEREAS, this person must be able to provide the dedication of time and energy to effectively serve in this capacity; and

WHEREAS, _____ has served in a leadership role as a member of the _____ Board of Directors since _____; and

WHEREAS, (list positions held to demonstrate knowledge of water and leadership)

WHEREAS,

WHEREAS,

WHEREAS, it is the opinion of the _____ Board of Directors that _____ possesses all of the qualities needed to fulfill the duties of the office of ACWA _____.

NOW, THEREFORE, BE IT RESOLVED, that the _____ Board of Directors wholeheartedly supports _____ for nomination as a candidate for the office of ACWA _____.

PASSED AND ADOPTED by the _____ Board of Directors at a regular meeting of said Board held on the _____ day of _____, 2017, by the following vote:

Ayes: Directors

Noes: Directors

Absent: Directors



Agenda Item: 23

Date: July 11, 2017

Subject: Sacramento Local Agency Formation Commission (LAFCo) Open Nomination Period for Special District Commissioner Office No. 7, and Alternate Special District Commissioner for Offices No. 6 & 7

Staff Contact: Rob Roscoe, General Manager

Discussion:

LAFCo has open nominations for Special District Commissioner Office No. 7, which is for a term of four years. The office is currently held by Gay Jones (SMFS). That term will expire on December 31, 2017.

The open nominations for Alternate Special District Commissioner for Offices No. 6 & 7 is also for a term of four years and is currently held by Paul Green Jr. (RL/E CWD). That term will also expire on December 31, 2017.

A valid nomination must be:

1. Made by a majority vote of the governing board and certified by the secretary of the board.
2. An elected official from a special district who resides within the County of Sacramento.
3. Submitted in writing and received by LAFCo by Friday, September 15, 2017.

A letter from LAFCo providing further information is included with this report as Exhibit 1.

A nomination is not required. Voting for nominated candidates will occur in the fall of 2017.

If a Director wishes to nominate someone for either seat, or wishes to be considered themselves for nomination, please inform staff by August 7, 2017 and an action item will be calendared for the August regular Board meeting.



Sacramento

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458 • Fax (916) 874-2939
www.saclafco.org

DATE: July 10, 2017

TO: Board of Directors of Independent Special Districts

FROM: Donald Lockhart AICP, Executive Officer
Sacramento Local Agency Formation Commission

RE: **Sacramento LAFCo Nominations for Special District Representation**
Election for: Special District Commissioner Office No. 7, and
Alternate Special District Commissioner for Offices No. 6 & 7

Pursuant to the provisions of Cortese-Knox-Hertzberg (CKH), Section 56332 of the Government Code, the Executive Officer has determined that a meeting of the Special District Selection Committee is not feasible for the purpose of selecting a Special District Commissioner [Office No. 7] and Alternate Special District Commissioner [Office No. 6 & 7] to serve on the Sacramento Local Agency Formation Commission. Based on past experience, due to the size of the Special District Selection Committee, it has been difficult to establish a quorum. Therefore, the business of the Special District Selection Committee will be conducted in writing, as provided in the cited section code.

The Sacramento Local Agency Formation Commission meets on the **first Wednesday of the month at 5:30 P.M.**, Board Chambers, County Administration Center, 700 H Street, Sacramento, California. The Commission meeting is on recess January and July. The term of this office is four years beginning January 1, 2018 thru December 31, 2021.

SPECIAL DISTRICT COMMISSIONER (Office No. 7)

This office is currently held by Gay Jones (SMFS) and will expire on the 31st day of December, 2017.

ALTERNATE SPECIAL DISTRICT COMMISSIONER (for Office No. 6 & 7)

This office is currently held by Paul Green Jr. (RL/E CWD) and will expire on the 31st day of December, 2017.

Please be advised that nominations for the Offices listed above will be accepted starting July 10, 2017 until **September 15, 2017 at 4:00 P.M.** (67 days). You are invited to submit nominations **IN WRITING** to this office: **Sacramento LAFCo; 1112 "I" Street, Suite 100; Sacramento CA 95814.** Nominations not received by 4:00 P.M. on September 15, 2017, will be disregarded and returned to your district.

To be valid, a nomination must be made by a majority vote of the governing board of an Independent Special District in an official meeting of that board and certified by the Secretary or Clerk of the Board. The nominee must be an elected or appointed Independent Special District Officer residing within the County of Sacramento but shall not be members of the legislative body of a city or county [(CKH Section 56332 (c))].

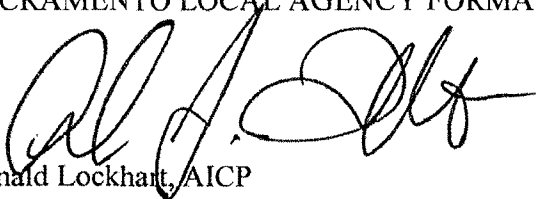


At the end of the nominating period, the Executive Officer will prepare and send, to each Independent Special District, one ballot listing candidates and voting instructions. The ballot will include the names of all nominees submitted for Office No. 7 and Alternate for Office No. 6 & 7. The districts must return the ballots to the Executive Officer by the date specified in the voting instructions, which date will be at least 30 days from the date on which the Executive Officer mailed the ballots to the districts. Any ballot received by the Executive Officer after the specified date shall not be valid. The candidate who receives the most votes will be determined the winner outright. In the event of a tie, there will be a run-off election held in the same format as the initial election. The Executive Officer will announce the results of the election within seven days of the specified date.

If you have questions regarding the election procedure, please contact the LAFCo Clerk of the Commission, Diane Thorpe, at (916) 874-6458.

Very truly yours,

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION



Donald Lockhart, AICP
Executive Officer

cc: LAFCo Commissioners





[Back to Agenda](#)

Agenda Item: 24

Date: July 10, 2017

Subject: New Administrative Services Department Procedures

Staff Contact: Daniel A. Bills, Finance Director
Annette O’Leary, Administrative Services Manager

Discussion:

Pursuant to the 2015 audit, the District’s auditors recommended adding certain internal control procedures to the District’s customer billing and receipts process (See Exhibit 1 pages 1, 2 and 3). While no irregularities were noted by the auditors, it was believed that the addition of such controls would help ensure the accuracy of customer billing and receipts.

Implementing such controls proved to be difficult and confusing. So earlier this year staff requested a separate accounting firm – James Marta & Company – be brought in to develop a set of “Agreed-Upon-Procedures” that would provide more specific guidance on the controls to be implemented (See Exhibit 2 for their report).

Staff has now developed or amended six procedures to implement the recommended additional controls. Such procedures are attached as Exhibits 3 through 8. These new or amended procedures have been sent to the District’s auditor for their review and comment and additional edits may be made to these procedures based on that review. Staff has been told a full review will not be performed until year-end as part of the annual audit.

Exhibit 1



550 Howe Avenue, Suite 210
Sacramento, California 95825

Telephone: (916) 564-8727
FAX: (916) 564-8728

To the Board of Directors and Management
Sacramento Suburban Water District
Sacramento, California

In planning and performing our audit of the financial statements of the Sacramento Suburban Water District (the District) as of and for the year ended December 31, 2015, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given those limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

During our audit, we became aware of the following matters that have been included in this letter for your consideration:

Customer billing/receipts internal controls

Due to recent review of internal control process related to customer billings and cash receipts, we recommend that the District re-evaluate its process related to the customer billing/receipts functions, including the following areas:

1. Currently the customer service manager has the ability to process customer payments and post adjustments to customer accounts. If these duties cannot be separated, then we recommend that either the Assistant General Manager or Finance Director review and approve credit adjustments and refunds and that a list of billing adjustments be produced and reviewed by the Assistant Controller to ensure that proper approval have been obtained. The list of billing adjustments needs to include sufficient descriptions and related back-up documentation to evaluate the propriety of the adjustments.
2. A process needs to be set up for review of master file changes made in the billing system, including any changes to customer accounts and billing rate changes. Such master file changes represent any global changes to the billing system that affect all customers, including changes to

billing rates, changes to methods of billing and changes to billing cycles. Due to segregation of duties issues, the customer service manager and customer service representatives should not have access to master file changes that affect the amount of revenue recorded in the GL. Such changes should be made by someone in the Finance Department, such as the Assistant Controller, but should be approved prior to the change being made and the changes should be reviewed after they are made. Master file changes affecting only customer data could be done by someone having access to the billing and receipts functions, but such changes should be reviewed by the Finance Director at least after the fact. An edit report should be generated from the billing system showing changes that were made that is reviewed by someone not involved in the billing or receipts function, such as the Assistant Controller or Finance Director, to ensure changes were not made that were not reviewed.

3. The customer service representatives prepare the bills and the customer service manager reviews them. To detect possible unbilled accounts prior to the bills being sent to customers, we recommend that a preview of the billing register be reviewed by the Customer Service Manager and reviewed by the Assistant General Manager of Finance staff where reasonableness tests can be performed on the billings to determine they are complete. This verification process should include comparing the number of customer connections in the billing cycle to the number of connections on the billing register. The District should ensure that the system has built in checks for consistency of billings and error messages are produced for inconsistencies detected by the system. A list of these error messages should be generated and reviewed by Finance staff.
4. The customer service manager has full access to make changes to the billing system. The District needs to ensure that at least one other staff member has access to make changes to the billing system as a back-up. We recommend that back-up staff be designated that are not involved in the customer receipts processing. The District needs to ensure that billing adjustments made by one District staff should be reviewed by separate staff.
5. An update to the Regulations and new procedure for billing write-offs and billing adjustments should be developed. This Regulation update and procedure should require that credit adjustments and refunds over a certain dollar amount be reviewed by the Finance Director before the transaction is processed. Finance staff reviewing the list of billing adjustments should verify that approval was obtained for the adjustments/refunds that are over the specified threshold.
6. The Finance Department should be reviewing the delinquency report to ensure timely follow-up is being made on delinquent accounts.
7. Access rights to various functions in the billing system should be reviewed. For instance, access to the administrative functions, such as access controls custom field templates, reporting, workflow and creating and deleting history logs should be restricted to just the IT person, rather than allowing the customer service manager to have this access. The IT person and consultants should not have access to make changes to customer accounts. In addition, we noted some log-ins that appear to be for employees of Truepoint or other consultants but are in addition to the company log-ins. Users having access to all functions that are other than District and Truepoint log-ins should be removed from the system. Currently the customer service representatives and managers, who also have access to generate bills and process payments have the ability to post credit memos. This access should be limited to the accountant that posts the customer payments to the system. The customer service representatives and manager should not have access to create or edit meter readings.

8. Consideration should be given as to whether the billing/receipts function of the customer service department should be reporting to positions with sufficient technical understanding of the billing/receipts process.

Gift Cards Provided to Employees

We noted that the District provided \$5.00 gift cards to employees, but did not include the value of the cards in the employee W-2s. According to IRS Publication 15-B, gift cards, regardless of the value, are not excludable as a de minimis benefit. Going forward, we recommend the District include these amounts in the W-2s provided to employees.

Expense Reimbursements

We noted a few instances in our review of expense reimbursements where no receipt was provided and a lost receipt form was not completed. We also noted that a reimbursement was issued for an expense without information regarding the business purpose of the expense and that a receipt provided by an employee to support an expense reimbursement was not a detailed receipt. The District's policy states a detailed receipt must be provided. We recommend the District enhance its procedures to ensure that complete records are submitted by the employee requesting the reimbursement and that supporting documentation includes a business purpose and a detail of the expense.

Additionally, we noted an employee requested reimbursement of a meal expense as part of a per diem. However, the meal expense was included in the registration fees for the event the employee attended. As a result, the meal expense was paid twice by the District. We recommend the District verify per diem expenses have not already been paid prior to providing reimbursement.

Review of Pension Information

We recommend that the District ensure that the proper reviews are taking place of the census data maintained by CalPERS to ensure it is complete and accurate, as this information is used as a basis for calculating the District's share of the net pension liability. Consideration should be given to reviewing census information of all current employees and set up a process for reviewing the census information going forward.

Capital Assets

The District is currently recording assets based on their identifiable pieces so they are easier to remove when disposed, but this practice was not done in earlier years. As a result, the District's capital asset list may contain items that are no longer in service, but most of these items are likely fully depreciated. The District is in the process of reviewing the asset list for possible items that can be removed that may no longer be in service.

* * * * *

We would like to take this opportunity to acknowledge the courtesy and assistance extended to us during the course of the examination. This communication is intended solely for the information and use of management, the Board of Directors, and others within the organization, and is not intended to be, and should not be, used by anyone other than the specified parties.

Richardson & Company, LLP

May 18, 2016

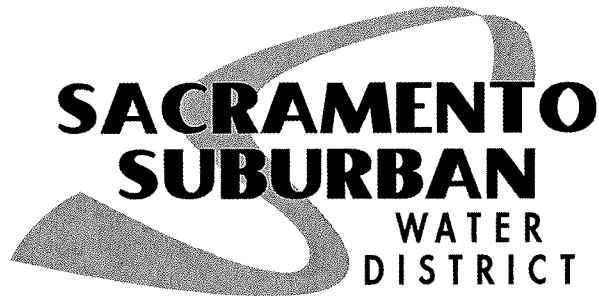
EXHIBIT 2



JAMES MARTA & COMPANY LLP

**Identify and Develop Good Internal Controls and
Appropriate Segregation of Duties Related to
Process and Procedures Over the Customer Billing
and Receipts Functions**

Agreed Upon Procedures



CONTACT:

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**PREPARED BY
JAMES MARTA & COMPANY LLP
CERTIFIED PUBLIC ACCOUNTANTS**



James Marta & Company LLP
Certified Public Accountants

Accounting, Auditing, Consulting, and Tax

**ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES**

To Management
Sacramento Suburban Water District

We have performed the procedures enumerated below, which were agreed to by management of Sacramento Suburban Water District, solely to identify and develop internal controls and appropriate segregation of duties related to processes and procedures over the customer billing and receipts functions. Sacramento Suburban Water District management is responsible for the internal controls developed pursuant to this report. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures below either for the purpose for which this report has been requested or for any other purpose.

Our engagement for these procedures was limited in scope and was confined to our agreed-upon procedures. This engagement is not an audit or a review.

Background

Sacramento Suburban Water District received a letter from their financial auditor identifying management improvement recommendations in its internal control process related to customer billing and receipt functions.

Objective

The objective of the engagement is to assist in identifying and developing internal controls and appropriate segregation of duties related to processes and procedures over the customer billing and receipts functions.

Services to be provided:

1. Consulting with various staff regarding the current controls over the customer billing and receipts functions.
2. Review auditor's notes in regards to areas in the customer billing and receipts functions that are considered to be significant deficiencies.
3. Assistance with identification of optional procedures to obtain adequate segregation of duties and controls.
4. Meet with finance and customer service staff to discuss alternative procedures identified and discuss additional alternatives, concerns, constraints, and solutions.
5. Issue and present final recommended procedures and controls regarding the billing

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system.

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on the accompanying report. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you. Instead, this engagement is designed to assist the management of Sacramento Suburban Water District in improving certain accounting and finance procedures related to the customer billing process.

We recognize that as a public utility, all work products provided to the District are made available for public review and comment, however this report is intended solely for the information and use of management of Sacramento Suburban Water District, and is not intended to be and should not be used by anyone other than these specified parties.

DRAFT

James Marta & Company LLP

Certified Public Accountants

Sacramento, California

DATE

REVIEW OF AUDITOR IDENTIFIED DEFICIENCIES

The recommended controls below include mitigating controls and while these are not the most ideal, they create enough oversight while being cost beneficial. These controls should be reviewed periodically to see if they can be improved while remaining cost beneficial. We have included 'Best Practice' areas for some of the issues that cannot currently be met then recommended mitigating controls for the area.

Identified Control Issue #1:

Currently the customer service manager has the ability to process customer payments and post adjustments to customer accounts.

Best Practice: (Complete separation of duties)

All functions for processing customer payments and adjustments to customer accounts are separated. (i.e. the Customer Service Representatives can process the customer payments but someone separate from the billing process posts adjustments)

Proposed Controls by Management:

Management has proposed changes to increase controls in this area. See Attachment I.

Additional Recommended Controls:

1. Limit Administrative Service Manager (ASM) to only performing emergency adjustments that are over the Customer Service Representatives (CSR) limit of \$500. (Additional procedures regarding the review of CSR adjustments can be found in *Identified Control Issue #5*)
2. The 'Credit Memo' should be printed out weekly and have the Assistant General Manager (AGM) review. This review should assure that there is a clear description under 'Reason' and that it is reasonable. If the AGM is unavailable for this review, the responsibility should go to the Finance Director or Assistant Controller.
3. The AGM should then initial the 'Credit Memo' showing his approval.
4. All adjustments performed by the ASM should be completed for the week before this review.
5. Management has dedicated a place to keep the approved and initialed 'Credit Memo' for four years.

Identified Control Issue #2:

There is currently no review of master file changes made in the billing system.

Best Practice: (Complete separation of duties)

The ASM and CSRs should not have access to make changes to master files. All changes that affect the amount of revenue recorded in the General Ledger should be made by someone separate of the billing process.

Proposed Controls by Management:

Management has proposed changes to increase controls in this area regarding updating billing rates. See Attachment II.

Additional Recommended Controls:

1. Each month a master change report should be produced that shows changes made to the master file. This report should include changes to customer data, meter reads, additions/deletions of customers, and billing rates.
2. Each month this report should be reviewed by someone in the finance department separate of the billing cycle.
3. This review should ensure that there are no unusual changes to master files that would otherwise provide incorrect financial information. (i.e. changes to rates or meter reads without a proper reasoning)
4. The review should also reconcile deleted or cancelled accounts to the cancellation requests during the period to ensure that no accounts were removed without proper authorization from customers or internal approval.
5. After review the report should be initialed by the reviewer and kept in a designated file.

Identified Control Issue #3:

There is currently no review of the billing register to determine reasonableness using analytic procedures prior to the final billing.

Recommended Controls:

1. For each billing cycle, a 'Batch Statistics' report should be run. This report shows the number of accounts in the system that were billed and not billed for that cycle. It also shows the number of customers that were in the batch and those that were billed. Any discrepancies should be addressed as to why a customer in the batch was not billed.
2. It also includes these numbers from the same cycle in the prior month and the prior year. This can be used as an analytical tool to compare the same cycle for different periods to see if there are any large variances that need to be explained.
3. A customer report should be run out of the customer service software and the total number of customers who had activity for the billing cycle and compared to the 'Batch Statistics' report. Any differences should be investigated and resolved.
4. These reports should be reviewed and initialed by the ASM and the Assistant Controller prior to the final billing of the billing cycle to be released.

Identified Control Issue #4:

Only the customer service manager and IT manager have full access to make changes to the billing system.

Recommended Controls:

1. In case either is unable to perform their duties for a period of time, the Assistant Controller should also be given full access to the computer system in case of emergencies.

Identified Control Issue #5:

Policies and procedures over billing adjustments and write-offs should be updated to require finance director approval for amounts over a specified dollar amount and a review should be implemented to ensure those approvals have been obtained and documented.

Best Practice: (Complete separation of duties)

All functions for processing customer payments and adjustments to customer accounts are separated. (i.e. the Customer Service Representatives can process the customer payments but someone separate from the billing process posts adjustments)

Proposed Controls by Management:

Management has proposed changes to increase controls in this area regarding updating billing rates. See Attachment I.

Additional Recommended Controls:

1. A Senior Customer Service Representatives (CSR) should be required to review all adjustments and write offs up to the limit of \$500 before being posted. (The ASR will be required to approve anything over this limit as documented in #1)
2. The approving CSR should document the reason for the adjustment and their initials in the appropriate 'reason' space in the customer account.
3. If possible, set up approval limits in the software requiring a password/approval card of the approver before the adjustment is posted to the customer account.
4. The 'Credit Memo' should be printed out weekly and have the ASR review. This review should ensure that there is a clear description under 'Reason' and that it is reasonable. Once the 'Credit Memo' is reviewed and initialed by the ASR, it should go to the AGM for a second review of the CSRs' adjustments along with the adjustments created by the ASR
5. The AGM should initial the 'Credit Memo' showing his or her approval.
6. All adjustments performed should be completed for the week before this review.
7. If the ASM cannot perform the review, the 'Credit Memo' should go directly to the AGM for review.
8. Management has dedicated a place to keep the approved and initialed 'Credit Memo' for four years.

Identified Control Issue #6:

The Finance Department should be reviewing the delinquency report to ensure timely follow-up is completed.

Controls by Management:

Management has procedures in place regarding delinquent accounts. See Attachment III.

Additional Recommended Controls:

1. There are currently no procedures for review processes over delinquent accounts.
2. A delinquent report should be printed monthly showing an aging of accounts receivable.
3. The ASM should note on the report the status of the follow ups for each delinquent account according to procedures already in place. (i.e. Month 1: Late fee added, Month 2: Late fee added; 15-day notice included, Month 3: 48-hour notice sent; Shut off service)
4. ASM will also review and note those accounts with payment extensions authorized by the CSR.
5. ASM will also review and document the follow up for all properties in lock off status; all properties with current liens; all properties with disputed bills.
6. After this is performed, the ASM should initial the report and give to the Assistant Controller for review.
7. The Assistant Controller should review this report making sure all delinquent accounts have a status appointed to them and are being reviewed and followed up on by the ASM.

Identified Control Issue #7:

Access rights to various functions in the billing system should be reviewed

Controls by Management:

Management has proposed changes to increase controls in this area regarding system access. See Attachment VI.

Additional Recommended Controls:

1. The main concern is that the CSRs have too much access to the customer accounts.
2. The procedures of adding/deleting customer accounts/meters should be performed by someone outside of the billing function.
3. The review of the master change form mentioned in issue #2 should indicate that the addition/deletions of accounts/meters have a viable reason.

Identified Control Issue #8:

Reporting to positions with sufficient technical understanding of the billing/receipts process.

Recommended Controls:

1. If a person in the position of controls mentioned above is not familiar with the processes and would be ineffective as a proper reviewer, someone with better knowledge, who is not a part of the billing functions, should replace that person.
2. If no one outside of billing function would make an effective reviewer as part of the controls mentioned above, proper training should be provided to the person who will ultimately be responsible for the review.

Sacramento Suburban Water District

Payment/Cash Handling Procedure

Effective: July 17, 2007

Amended: January 5, 2015; July XX, 2017

Purpose

The purpose of this procedure is to ensure the prompt and accurate posting of payments to customer accounts, to guard the integrity of the District and to enhance employee safety. Strict adherence to these procedures is required of any district employee receiving payments from customers. Failure to comply with these procedures may result in disciplinary action up to and including termination.

Procedure**Payment Receipts**

All customers who pay at the front counter will receive a printed receipt from the TrueBill Customer Information System (TrueBill).

The Customer Service Representative (CSR) will ensure proper cash handling techniques as follows:

1. Count all monies received.
2. Follow eight simple ways to detect counterfeit bills:
 - a. On a real bill the portrait tends to stand out from the background.
 - b. Real bills have tiny red and blue fibers embedded in the paper.
 - c. The color of the serial number must match the Treasury Seal.
 - d. Real currency will have a clear, distinct and sharp Federal Reserve and Treasury Seal.
 - e. The outside borders on real paper currency are “clear and unbroken”.
 - f. Use an iodine-based counterfeiting pen. Counterfeit bills will turn a dark blue or black.
 - g. Real currency has a “raised texture” to it because of the type of press used.
 - h. Look for the watermark of the portrait that appears when you hold the bill up to the light.
3. Do not put money in cash drawer until transaction is completed.
4. Count change back to the customer.

All receipts will include the following:

1. Receipt Number
2. Account Number and Customer Name
3. Previous Balance

4. Payment Received
5. Amount Tendered and Payment Type
6. Check Number of Credit Card Approval Code
7. Change Back
8. Outstanding Balance on the Account
9. Register number of the CSR receiving the payment.

Cash Drawer

The CSR will be responsible for maintaining a \$500 balance in their cash drawer. The cash drawers are equipped with a lock and two keys. One key is in the possession of the CSR and the other key is in the possession of the Administrative Services Manager. When the CSR leaves their desk for any extended period of time they are required to lock the cash register and keep the key in their possession at all times. The CSR is not to allow access to their assigned cash drawer by other individuals. The cash drawer will be locked and then placed in the safe and locked each night.

Cash register drawers will be periodically audited by the Administrative Services Manager or Finance Department.

The Finance Department also retains a cash drawer with \$750 for purposes of making change for the CSR cash drawers.

End of Day Cash Out

Near the close of business each CSR will cash out of TrueBill and prepare their deposit. This will include totaling checks, credit card, and cash stubs. The CSR will also total all check and credit card transaction. The CSR will remove the cash amount from the cash register and then balance the remaining cash in the register. The remaining cash should total \$500.00. All deposits will be locked in the safe at the end of the day.

Each morning, the CSR's deposit will be validated by the Administrative Services Manager and then turned over to the Finance Department for final disposition.

Any out-of-balance cash outs will be brought to the Administrative Services Manager's attention immediately.

Payment Discrepancies

Any payment discrepancies will be brought to the Administrative Services Manager immediately for review and resolution.

Approved by:

General Manager Signature

Sacramento Suburban Water District

Water Billing Accounts Receivable ProcedureEffective: July XX, 2017

Purpose of the Procedure

The purpose of this procedure is to establish internal controls and appropriate segregation of duties related to processes and procedures over District customer billing and receipts functions.

Data Review*Master File Changes**Review of master file changes made in the billing system.*

The Administrative Services Manager (ASM) and Customer Service Representatives (CSR) shall not have access to make direct changes to master files. All changes affecting customer data shall be made by way of established District policies and procedures and through established processes of the TrueBill Software system. Changes that affect the amount of revenue recorded in the General Ledger shall be reviewed by the Financial Analyst (FA).

- CSRs making changes to customer data, meter reads and additions/deletions of customers shall have such changes reviewed by the ASM on a random basis. Similar changes made by the ASM shall be reviewed by the Assistant General Manager (AGM) on a random basis. This review is performed to ensure that changes made to customer data are correct and in line with District policies and procedures.

Customer Rate Changes

- Updating Rates - See PR – CS 005 “Updating Billing Rates” for instructions and details on how this task will be performed.

Billing Cycle Data Review

The following analytic procedures shall be performed prior to the billing being release to production and posted:

- For each billing cycle, a “Batch Statistics” report shall be run. This report will show the number of accounts in the system that were billed and not billed for that cycle. It will also show the number of customers that were in the batch and those that were billed. Any discrepancies should be addressed as to why a customer in the batch was not billed.

- It will also include these same numbers from the same cycle in the prior month and the prior year. This can be used as an analytical tool to compare the same cycle for different periods to see if there are any large variances that need to be explained.
- These reports shall be reviewed and initialed by the CSR performing the billing, the ASM and the FA prior to the billing being release to production and posted.
- The report will then be placed into the Document Management System under Customer Service – CS Support Documents. The report will be retained for four years.

Billing System Access Controls

System Access will be controlled by the IT Manager and ASM as described in PR – CS 006 “Billing System Access Control.”

Account Adjustments and Write-Offs

All functions for processing customer payments and adjustments to customer accounts are separated between various staff. See PR – CS 004 “Account Adjustments” for review and authorization requirements and permissions and See PR – FIN 006 “Uncollectible Customer Account Balance Reserve and Write-Off Procedure” for instructions in this area.

- A CSR has the authority to make adjustments up to \$100. Any adjustments over \$100 would require approval from the ASM indicated by her initial showing approval.
- The CSR will document the reason for the adjustment under the “reason” tab within the Credit Memo, as well as on the customer’s account. The Credit Memo report will be submitted to the AGM on a weekly basis for review and his initial showing approval.
- Management has dedicated a place to keep the approved and initialed Credit Memo report for four years.

Delinquency Reports

The monthly Aging Report will be used to run semi-annually review the delinquent process by the FA and Finance Director (FD). See PR – CS 001 “Delinquency Process.”

Additional Review:

- The monthly Aging Report shall be used semi-annually to track the various steps in the Delinquency Process (PR – CS 001) occurred.
- The FA will randomly select a few customers and ensure that the status of the follow ups for each delinquent account are in accordance with existing procedures. (i.e. Month 1: Late fee added, Month 2: Late fee added; 15-day notice included, Month 3: 48-hour notice sent; Shut off service).
- The ASM will provide the FA and FD account documentation for the selected accounts, showing that each account followed the delinquency procedures outlined above.
- The FA and FD shall review this report making sure all delinquent accounts have a status appointed to them and are being reviewed and followed up on by the ASM and indicate such review by initialing the report.

Procedure Review

This Procedure shall be reviewed at least biennially.

Approved by:

General Manager Signature

Sacramento Suburban Water District

Account Adjustments Procedure

Effective Date: July XX, 2017

Purpose

The purpose of this procedure is to provide specific guidelines to be followed in the process of adjusting a customer account. An adjustment is defined as any non-payment transaction that affects the customer's account balance, whether as a debit or a credit. The billing policy has been approved by the Board of Directors and can be found in the Sacramento Suburban Water District Regulations Governing Water Service (Regulations 2.I, 3, 5 and 6). It is important that Sacramento Suburban Water District (District) make adjustments to an account in a consistent and fair manner.

Procedure

In the course of business, the Customer Service Representatives (CSR) and Administrative Service Manager (ASM) make regular adjustments to customer billings due to: meter reading errors, billing corrections, penalty fee reversals, dunning fee reversals, property damage, fees for services performed (backflow testing), courtesy adjustments due to leaks, etc.

As per the SSWD Delegation of General Managers' Procurement and Public Works Contracting Authority (PR-Fin 001) the ASM has the authority to make customer account adjustment up to \$5,000. However, credit adjustments created by the ASM over \$1,000 will also need approval by the Assistant General Manager (AGM).

CSR's have authority to make adjustments up to \$100. Any credit adjustment over \$100 will need prior approval from the ASM. The CSR will document the reason for the adjustment in the Credit Memo "reason" location as well as on the customer's account.

Any District project that uses a customer's resources (i.e. water, electricity or property) may result in an adjustment to the customer water bill account. This type of adjustment requires written approval of the AGM.

The ASM will print a weekly report of all credit adjustments, including reasons, and provide this to the AGM for approval. Once approved (evidenced by AGM initials), the ASM will post the adjustments to the customer's account. The report will then be placed into the Document Management System under Customer Service – CS Support Documents. The report will be retained for four years.

Customer refunds are processed on a weekly basis and reviewed and approved by the ASM. The ASM will submit, to the Finance Department, the refunds for approval and processing.

Approved by:

General Manager Signature

Sacramento Suburban Water District

Billing Rate Update Procedure

Effective Date: July XX, 2017

Purpose

The purpose of this procedure is to provide specific guidelines to be followed in the setting and updating of rates in the billing system. The rates and billing policy has been approved by the Board of Directors and can be found in the Sacramento Suburban Water District Regulations Governing Water Service (Regulations 2.I, 3, 5 and 6).

Procedure

After approval by the Board of Directors, rates will be updated in the billing system before the first billing occurs for the new rate. Before rates go into effect, the IT Manager (ITM) will give access to the Administrative Services Manager (ASM) to update rates. Once the rates have been updated, the ASM and the Financial Analyst (FA) will review the accuracy of the rates and then submit to the Finance Director (FD) for review and approval. After verification the ITM will remove access to rate setting from the ASM

When no rate changes are being implemented, once a year the ASM will print the rate information from TrueBill which will be reviewed and approved by the FA and FD.

Approved by:

General Manager Signature

Sacramento Suburban Water District

Billing System Access Control Procedure

Effective Date: July XX, 2017

Purpose

The purpose of this procedure is to provide specific guidelines in establishing user access for the utility billing system. It is important to provide appropriate access to each user while still maintaining the integrity of the billing system.

Procedure

The following will provide an outline for the access control group created in the billing system:

Group Name	Staff	Access
Admin	IT Manager (ITM) Support	Full Access, no restrictions
ASM	Administrative Services Manager	Full Access, restricted as to customer rates
Create Service Order	All Field Staff All Engineering Staff Asst. to the GM	View Only Access with the ability to create logs and service orders
CSR	CSR Administrative Assistant Engineering Project Coordinator Operations Coordinator	Account Changes Account Adjustments Billing Cashiering Import/post Payments Meter Read Review
Finance	Administrative Assistant All Finance Staff Operations Coordinator	Post Payments
Meter Inventory Import	Operations Coordinator	Import meters into inventory Meter Add/Remove
Reading Configuration	Engineering Project Coordinator Operations Coordinator	Import meter reads into the billing system
View Only	Management Staff	View Only Access

Contractors shall be placed into an access group based on the needs of the job. The contractor shall only be able to access the billing system upon request. When their project is completed they will notify the ITM who will then remove their access to the system.

Approved by:

General Manager Signature

EXHIBIT 8

PR – Fin 006

Sacramento Suburban Water District

Uncollectible Customer Account Balance Reserve and Write-Off Procedure

Effective: December 19, 2008

Amended: February 13, 2014

Amended: July XX, 2017

Purpose of the Procedure

The primary purposes of this procedure is to provide the estimated uncollectible customer account balances that should be recorded in the District financial statements at each yearmonth-end in order to have a sufficient reserves for actual uncollectible customer accounts, and to provide specific guidelines to be followed to write-off uncollected accounts.

Bad Debt Reserve Procedure

At the end of each yearmonth during the financial close process, the “Customer Aging Report” prepared by the Administrative Services Department will be reviewed to determine the aging of customer accounts. Based on the dollar amount of delinquent customer accounts, an uncollectible account reserve will be recorded in the financial statements.

The uncollectible account reserve formula for accounting purposes is as follows:

- 100% of customer balances over 365 days old
- 75% of customer balances over 90 days old
- 25% of customer balances between 82 to 90 days old
- 10% of customer balances between 20 to 81 days old

Using the reserve formula above, a new uncollectible account reserve level will be established. This new reserve will be compared to the balance in GL account #0-00-12102 (Allowance for Uncollectible – Water Billing). The balance in GL account #0-00-12102 will be adjusted to the new uncollectible account reserve amount with the offset recorded to GL account #0-00-58055 (Uncollectible Accounts Expense).

The uncollectible account reserve will be decreased by write-offs of actual uncollectible customer balances as determined by the Administrative Services Department.

Write-off Procedure

Write-offs will mainly occur against former customer accounts. A former customer is one that has moved from a location and has left an unpaid balance on the account. Current customer write-offs will be handled on a case by case basis.

~~Credit Balance Accounts: A refund will be sent to those customers with a A letter will be sent advising the customer of the credit balance and directing them to contact the District office requesting a refund. District staff will follow the Unclaimed Check Policy (PL – Fin 007) for any unclaimed refund check credit balances on former customer accounts.~~

Debit Balance Accounts: A final billing statement will be mailed to the former customer at the time of the transfer of water service. The final bill will have a due date of 19 days from the mail date. After 30 days, any remaining debit balances will be reviewed and a letter mailed informing the customer of the outstanding final bill. The letter will explain that if the bill is not timely satisfied within 30 days it could be turned over to a collection agency. After 30 days, a second letter will be sent before the account is turned over to a collection agency.

~~Only delinquent accounts of \$2100.00 or more will be sent to a third party agency for collections and then written off. If a payment is received from the collection agency the funds will be deposited and applied against Uncollected Accounts. From a practical perspective aAny balance under \$1020.00 will be written off after 908+ days.~~

Procedure Review

This Procedure shall be reviewed at least biennially.

Approved by:

General Manager Signature



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Agenda Item: 25

Date: July 6, 2017

Subject: Update on Water/Sewer Separation Issue with Division of Drinking Water

Staff Contact: John E. Valdes, Engineering Manager
Dana Dean, Associate Engineer

As reported last month, the State Water Resources Control Board, Division of Drinking Water (DDW), has retracted the District's "blanket waiver" for locations where water mains cross or are in close proximity to non-potable pipelines, mainly storm and sanitary sewers. The new DDW process is to require project-specific water main waiver applications.

The first project that the new DDW requirement has affected is the Parkland Estates Main Replacement Project, Phase 2, which is currently under construction. Fortunately, the main replacement contractor, Doug Veerkamp General Engineering, has been able to move around within the project area to avoid delays. To date, DDW has granted the District a Crossings Waiver for 82 of 86 locations. Staff is still waiting approval on the other four locations where minor revisions were requested. A separate Parallel Waiver application will follow upon completion of the Crossings Waiver.

Staff has estimated budget impacts based on the Parkland Estates Phase 2 project. Based on preliminary analysis, future design costs on main replacement projects are expected to see a 10 to 20% increase and construction costs a 5 to 10% increase. These cost impacts will be refined as more experience is gained with the new waiver requirements and associated construction.

Staff is still working to better understand the Underground Service Alert (USA) issue and possible alternative approaches to design to mitigate cost impacts. However, the USA issue appears to only be a factor where a project's design and construction phases do not fall entirely within a Master Services Agreement where it is much more likely that two different contractors would perform potholing – one in each phase. Staff estimates that the impact to the District's fiscal year 2017 CIP budget resulting from associated delays on the Parkland Estates Phase 2 project could result in approximately \$2 to \$2.5 million of the project's costs being pushed into 2018.



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Agenda Item: 26

Date: July 10, 2017
Subject: Legislative and Regulatory Update
Staff Contact: Dan York, Assistant General Manager

RWA Government Affairs Committee

The RWA Lobbyist Subscription Program Committee members continue to monitor legislative bills. Currently they are tracking 163 bills, attached to this report as Exhibit 1.

In regards to AB 1667 (Friedman), Water Management Planning, this bill was amended the week of July 3, 2017 that would grant the State Water Resources Control Board the authority to conduct the following:

- Adopt and revise standards for indoor residential use and residential/CII outdoor irrigation.
- Adopt and revise “performance measures” for CII water use.
- Enforce these standards through cease-and-desist orders and misdemeanor penalties.

AB 1667 is set to be heard in the Senate Natural Resources and Water Committee on July 11, 2017. Therefore, in opposition of the subject bill, on July 6, 2017 the RWA Lobbyist Subscription Program Committee sent an email request for agencies to sign on to a coalition letter opposing AB 1667. An email request from District staff to the Board President was generated on July 6th requesting approval to sign on to the coalition letter. The District’s Board President approved the request. The coalition letter is attached as Exhibit 2.

State

As previously reported in June 2017, the RWA has two sponsored bills, AB 968 (Urban Water Use: water efficiency) and AB 1654 (Water shortage: urban water management planning). AB 968 was held on suspense, however, AB 1654 passed the Assembly Floor on May 31, 2017, with a vote of 72-1. Governor Brown’s Budget Trailer Bill 810, Making Water Conservation a California Way of Life, is proposing broad actions to make California’s water system more resilient to extreme weather cycles. The ACWA Long-Term Water Use Efficiency Work Group has identified the following five principles on target setting legislation. These principles may be helpful for structuring tomorrow’s discussion:

1. Maintaining legislative control over targets/no state agency target setting authority

2. Acceptable, progressive enforcement provisions
3. Protection of water rights/access to water
4. Acceptable recycled water provisions
5. Ensuring that any requirements related to data use include the ability to use better local data as well as provisions for variances.

State Bills of Interest (2017 two year bills)

Key Bills	Topic	Recommended Position
a. AB 12 (Cooley)	Administrative Regulations	Watch
b. AB 18 (Garcia, Eduardo)	Clean water, climate	Support if Amended
c. AB 68 (Mathis)	School facilities, proximity to farms	Watch
d. AB 77 (Fong)	Regs: Effective Dates and review	Watch
e. AB 196 (Bigelow)	Greenhouse Gas Reduction Fund	Watch
f. AB 247 (Garcia, Cristina)	Lead Advisory Taskforce	Watch
g. AB 277 (Mathis)	Water-Wastewater Loan Grant Program	Watch
h. AB 321 (Mathis)	Groundwater Sustainability	Watch
i. AB 968 (Rubio)	Urban Water Use Efficiency	Support
j. AB 975 (Friedman)	Natural Resources: wild and scenic rivers	Oppose
k. AB 1654 (Rubio)	Urban Water Management Planning	Support
l. AB 1667 (Friedman)	Urban Water Suppliers: landscape water meters	Oppose
m. AB 1668 (Friedman)	Water Conservation: guidelines	Oppose
n. AB 1669 (Friedman)	Urban Water Use Efficiency	Oppose
o. SB 5 (DeLeon)	Drought, water, parks, climate	Support if Amended
p. SB 80 (Salas)	Environmental Quality Act: notices	Watch
q. SB 146 (Wink)	Water Rsres: Permit to operate: application proc.	Oppose
r. SB 224 (Jackson)	Environmental Quality Act: baseline	Oppose

- s. **SB 229 (Wieckowski)** Accessory dwelling units Watch
- t. **SB 427 (Leyva)** Public Water: lead user service lines Oppose
- u. **SP 580 (Pan)** Wtr Dvlpmt Projects: Sac-San Joaquin Watershed Support
- v. **SCA 4 (Hertzberg)** Drought related drinking water projects Watch

Federal Bills of Interest (113th Congress)

- a. **HR 5781 California Emergency Drought Relief Act of 2014** - This bill was recently introduced in the House of Representatives following failure of a Senate compromise bill, pushed by Senator Feinstein, to gain sufficient support. Several Republican Congressmen Valadao, Nunes, McCarthy, McClintock, Calvert, and La Malfa were joined by central valley Democrat Costa in sponsoring the bill. HR 5781 passed the House but is not expected to pass the Senate this term. Adding bill language to a must-pass omnibus spending bill is being considered.
- b. **HR 1837 - San Joaquin Valley Water Reliability Act (Nunes)** -To address certain water-related concerns on the San Joaquin River, and for other purposes.
- c. **HR 4345 - Domestic Fuels Protection Act of 2012 (Shimkus)** - A bill to provide liability protection for claims on the design, manufacture, sale, offer for sale, introduction into commerce, or use of certain fuels and fuel additives, and for other purposes.
- d. **HR 6484 - SAFE Levee Act (Garamendi)** - To amend the Calfed Bay-Delta Authorization Act to authorize the secretary of the Interior to provide assistance to non-Federal interests for levee stability improvements located within the Sacramento- San Joaquin Delta related to Bureau of Reclamation Central Valley Project water deliveries, and for other purposes.
- e. **HR 353 – Weather Research and Forecasting Innovation Act of 2017 (Lucas)** – The District intends to support this bill to improve the National Oceanic and Atmospheric Administration's weather research through a focused program of investment on affordable and attainable advances in observational, computing, and modeling capabilities to support substantial improvement in weather forecasting and prediction of high impact weather events, to expand commercial opportunities for the provision of weather data, and for other purposes. The bill will allow National Oceanic and Atmospheric Administration to focus on affordable and attainable advances in observational, computing, and modeling capabilities in an effort to deliver substantial improvement in weather forecasting and prediction of high impact weather events, such as those associated with hurricanes, tornadoes, droughts, floods, storm surges, and

wildfires. This could offer the ability to better manage water supplies in filling the state's reservoirs.

- f. S 519 - Maximum contaminant levels (Gilibrand)** - To amend the Safe Drinking Water Act (SDWA) to require the Administrator of the Environmental Protection Agency to establish maximum contaminant levels for certain contaminants, and for other purposes. The SDWA would be amended by adding at the end the following: Perfluorinated compounds by publishing a maximum contaminant level goal and promulgate a national primary drinking water regulation.

**RWA Tracked Bills Report
7/10/2017****AB 12 (Cooley D) State government: administrative regulations: review.****Current Text:** Introduced: 12/5/2016 [Text](#)**Summary:**

Would require each state agency to, on or before January 1, 2020, review that agency's regulations, identify any regulations that are duplicative, overlapping, inconsistent, or out of date, to revise those identified regulations, as provided, and report to the Legislature and Governor, as specified. The bill would repeal these provisions on January 1, 2021.

AB 18 (Garcia, Eduardo D) California Clean Water, Climate, Coastal Protection, and Outdoor Access For All Act of 2018.**Current Text:** Amended: 2/23/2017 [Text](#)**Summary:**

Would enact the California Clean Water, Climate, Coastal Protection, and Outdoor Access For All Act of 2018, which, if approved by the voters, would authorize the issuance of bonds in an amount of \$3,105,000,000 pursuant to the State General Obligation Bond Law to finance a clean water, climate, coastal protection, and outdoor access for all program. This bill contains other related provisions.

AB 68 (Mathis R) School facilities: schoolsite acquisition.**Current Text:** Amended: 2/21/2017 [Text](#)**Summary:**

Current law requires the governing board of a school district, before commencing the acquisition of real property for a new schoolsite in an area designated in a city, county, or city and county general plan for agricultural use and zoned for agricultural production, to make certain findings, including that the school district will attempt to minimize any public health and safety issues resulting from the neighboring agricultural uses that may affect the pupils and employees at the schoolsite. This bill would require a rural school district to make an additional finding that the school district has provided notice to the planning commission having jurisdiction and that the planning commission has approved the acquisition of the property for the schoolsite or for an addition to the present schoolsite in accordance with specified provisions.

AB 77 (Fong R) Regulations: effective dates and legislative review.**Current Text:** Amended: 2/7/2017 [Text](#)**Summary:**

Would require the Office of Administrative Law to submit to each house of the Legislature for review a copy of each major regulation that it submits to the Secretary of State. The bill would add another exception to those currently provided that specifies that a regulation does not become effective if the Legislature enacts a statute to override the regulation.

AB 161 (Levine D) Department of Finance: infrastructure investment.**Current Text:** Introduced: 1/13/2017 [Text](#)**Summary:**

Would authorize the Department of Finance to identify infrastructure projects in the state for which the department will guarantee a rate of return on investment for an investment made in that infrastructure project by the Public Employees' Retirement System. The bill would create the Reinvesting in California Special Fund as a continuously appropriated fund and would require the moneys in the fund to be used to pay the rate of return on investment. The bill would require the rate of return on investment to be subject to the availability of moneys in the fund.

AB 164 (Arambula D) Food assistance.**Current Text:** Amended: 4/18/2017 [Text](#)**Summary:**

Would require, on and after July 1, 2018, the State Department of Social Services to develop a mechanism to respond to changing needs for food assistance and to allow the department flexibility to provide nutrition benefits for specific populations. The bill would set forth criteria for the mechanism, including requiring the mechanism to be designed to issue nutrition benefits using EBT and designed in a manner that can target various populations, depending on the purpose of the specific benefit.

AB 166 (Salas D) Safe drinking water: household filtration systems: rebate program.**Current Text:** Amended: 3/23/2017 [Text](#)**Summary:**

Would require the State Water Resources Control Board, in collaboration with specified entities, to conduct a study on the feasibility and financial stability of a rebate program that would provide a household that is served by a water system that does not meet primary drinking water standards with a rebate for the purchase of a household water filtration system. The bill would also require the study to include any recommendations for the Legislature to implement the rebate program. The bill would require the state board to conclude the study no later than January 1, 2019, and to submit a report on the study to the Legislature no later than March 1, 2019.

AB 176 (Salas D) Water project: Friant-Kern Canal.

Current Text: Introduced: 1/18/2017 [Text](#)

Summary:

Current law requires the Department of Water Resources, upon appropriation by the Legislature, to provide funding for a project that substantially conforms to the project description for the Reverse Flow Pump-back Facilities on the Friant-Kern Canal Restoration Project, as specified, provided that certain conditions are met. Current law requires that the appropriation be no more than \$7,000,000. This bill would appropriate \$7,000,000 from the General Fund to the department for this project. This bill contains other related provisions.

AB 196 (Bigelow R) Greenhouse Gas Reduction Fund: water supply and wastewater systems.

Current Text: Amended: 3/6/2017 [Text](#)

Summary:

Current law requires moneys from the Greenhouse Gas Reduction Fund to be allocated for the purpose of reducing greenhouse gas emissions in this state and satisfying other purposes. Current law authorizes specified investments, including water use and supply, if the investment furthers the regulatory purposes of the California Global Warming Solutions Act of 2006 and is consistent with law. This bill would authorize the use of the moneys in the fund for electric pump efficiency, water and wastewater systems, pump and pump motor efficiency improvements, and drinking water transmission and distribution systems' water loss if the investment furthers the regulatory purposes of the act and is consistent with law.

AB 200 (Eggman D) Reclamation District No. 1614: Pump Station No. 7.

Current Text: Introduced: 1/23/2017 [Text](#)

Summary:

Would appropriate \$1,175,000 from the General Fund to the Department of Water Resources for the purpose of constructing a new pump station to replace Pump Station No. 7 of Reclamation District No. 1614 – Smith Tract. The bill would require the department to grant the \$1,175,000 appropriated for the purpose of replacing the pump station to Reclamation District No. 1614 – Smith Tract to construct a new pump station to replace Pump Station No. 7.

AB 241 (Dababneh D) Personal information: privacy: state and local agency breach.

Current Text: Introduced: 1/30/2017 [Text](#)

Summary:

Current law requires a person or business, if it was the source of a data security breach, to offer to provide appropriate identity theft prevention and mitigation services at no cost to the person whose information was or may have been breached if the breach exposed or may have exposed the person's social security number, driver's license number, or California identification card number. This bill also would require a state or local agency, if it was the source of the breach, to offer to provide appropriate identity theft prevention and mitigation services at no cost to a person whose information was or may have been breached if the breach exposed or may have exposed the person's social security number, driver's license number, or California identification card number.

AB 247 (Garcia, Cristina D) Public health: childhood lead poisoning: Lead Advisory Taskforce.

Current Text: Amended: 3/28/2017 [Text](#)

Summary:

Under current law, known as the Childhood Lead Poisoning Prevention Act of 1991, the State Department of Public Health is required to establish procedures for environmental abatement and followup, and undertake other specified measures, designed to reduce the incidence of excessive childhood lead exposure in California. The bill would require, by April 1, 2018, the Office of Environmental Health Hazard Assessment to convene a Lead Advisory Taskforce, with a prescribed membership, to review and advise, as provided, regarding policies and procedures to reduce childhood lead poisoning in the state.

AB 267 (Waldron R) Community services districts.

Current Text: Introduced: 2/1/2017 [Text](#)

Summary:

Current law provides for the organization and powers of community services districts, including the continuation of any community services district, improvement district of a community services district, or zone of a community services district, that was in existence on January 1, 2006. This bill would make nonsubstantive changes to these provisions.

AB 268 (Waldron R) State mandates.

Current Text: Introduced: 2/1/2017 [Text](#)

Summary:

The California Constitution requires the state to provide a subvention of funds to reimburse local government for the costs of that new program or higher level of service, with specified exceptions, when the Legislature or a state agency mandates a new program or higher level of service on any local government, including school districts. Current law establishes the sole and exclusive procedure by which a local agency or school district may claim reimbursement for these costs. This bill would make a technical, nonsubstantive change to this provision.

AB 271 (Caballero D) Property Assessed Clean Energy program.

Current Text: Amended: 5/10/2017 [Text](#)

Summary:

Would authorize the county tax collector to direct the county auditor to remove a delinquent installment based on a PACE assessment from the county's tax rolls, if it arises from a contract entered into on or after January 1, 2018. The bill would require the county tax collector, immediately upon that removal and for each parcel for which the delinquent installment was removed, to provide notice on the tax rolls of the removal. This bill contains other related provisions and other existing laws.

AB 272 (Gipson D) Southeast Los Angeles County Drinking Water Relief Act.

Current Text: Amended: 3/21/2017 [Text](#)

Summary:

The California Safe Drinking Water Act provides for the operation of public water systems and imposes on the State Water Resources Control Board various responsibilities and duties. This bill, the Southeast Los Angeles County Drinking Water Relief Act, would authorize the department and the state board to condition the awardance of financial assistance to an urban water supplier in southeast Los Angeles County that does not have adequate technical, managerial, and financial capacity for a water infrastructure project on the participation of a public water agency that has sufficient technical, managerial, and financial capacity to complete and operate the project.

AB 277 (Mathis R) Water and Wastewater Loan and Grant Program.

Current Text: Amended: 3/27/2017 [Text](#)

Summary:

Would, to the extent funding is made available, authorize the State Water Resources Control Board to establish the Water and Wastewater Loan and Grant Program to provide funding to eligible applicants for specified purposes relating to drinking water and wastewater treatment. This bill would authorize a county or qualified nonprofit organization to apply to the board for a grant to award loans or grants, or both, to an eligible applicant. The bill would authorize the board to use a funding source that is authorized for and consistent with the purposes of the program.

AB 278 (Steinorth R) California Environmental Quality Act: exemption: existing transportation infrastructure.

Current Text: Introduced: 2/2/2017 [Text](#)

Summary:

Would exempt from the provisions of CEQA a project, or the issuance of a permit for a project, that consists of the inspection, maintenance, repair, rehabilitation, replacement, or removal of, or the addition of an auxiliary lane or bikeway to, existing transportation infrastructure and that meets certain requirements. The bill would require the public agency carrying out the project to take certain actions.

AB 288 (Obornolte R) State responsibility areas: fire prevention fees: amnesty program.

Current Text: Amended: 4/25/2017 [Text](#)

Summary:

Would extend the time when the fire prevention fee is due and payable from 30 to 60 days from the date of assessment by the State Board of Equalization and would authorize the petition for redetermination to be filed within 60 days after service of the notice of determination, as specified.

AB 302 (Gipson D) South Coast Air Quality Management District: fleets.

Current Text: Amended: 4/17/2017 [Text](#)

Summary:

Would authorize the governing board of the South Coast Air Quality Management District to adopt rules and regulations that require specified operators of public and commercial fleet vehicles consisting of 1 or more vehicles to purchase zero-emission and near-zero-emission vehicles, as defined, and that require those zero-emission and near-zero-emission vehicles to be operated, to the maximum extent feasible, in the south coast district. This bill contains other related provisions.

AB 305 (Arambula D) School accountability report card: drinking water access points.

Current Text: Introduced: 2/6/2017 [Text](#)

Summary:

Would amend the Classroom Instructional Improvement and Accountability Act to also require the school accountability report card to include an assessment of the drinking water access points at each school site, as specified. The bill would require the State Department of Education to compile the assessments and transmit them to the State Water Resources Control Board. By imposing additional duties on local educational agency officials, the bill would impose a state-mandated local program. The bill would provide that the Legislature finds and declares that the changes made to the act by its provisions further the purposes of the act.

AB 313 (Gray D) Water.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

Current law authorizes the State Water Resources Control Board to adopt an order setting administrative civil liability based on the allegations set forth in the complaint without a hearing, unless a written request for a hearing signed by, or on behalf of, the party served with the complaint is delivered to or received by mail by the board within 20 days after receipt of the complaint. This bill, commencing July 1, 2018, would establish a Water Rights Division within the Office of Administrative Hearings, as prescribed.

AB 321 (Mathis R) Groundwater sustainability agencies.

Current Text: Enrolled: 6/28/2017 [Text](#)

Summary:

Sustainable Groundwater Management Act requires a groundwater sustainability agency to consider the interests of all beneficial uses and users of groundwater, as well as those responsible for implementing groundwater sustainability plans, including, among other interests, holders of overlying groundwater rights, including agricultural users and domestic well owners. This bill would specifically include farmers, ranchers, and dairy professionals in the agricultural users whose interests a groundwater sustainability agency is required to consider.

AB 339 (Mathis R) State Water Pollution Cleanup and Abatement Account.

Current Text: Amended: 4/4/2017 [Text](#)

Summary:

The Porter-Cologne Water Quality Control Act creates the State Water Pollution Cleanup and Abatement Account in the State Water Quality Control Fund and continuously appropriates moneys in the account to the state board for the purposes of cleaning up waste or abating its effects on state waters. Existing law, until July 1, 2018, authorizes the state board to pay these moneys from the account to, among others, a community water system that services a disadvantaged community to be used to assist in addressing urgent drinking water need, among other purposes. This bill would limit the above-described payments to grants, and would delete the July 1, 2018, sunset date. By extending the term of an existing appropriation, this bill would make an appropriation.

AB 355 (Chu D) Water pollution: enforcement.

Current Text: Amended: 6/7/2017 [Text](#)

Summary:

Current law permits the State Water Resources Control Board or regional board, in lieu of assessing all or a portion of the mandatory minimum penalties against a publicly owned treatment works serving a small community, as defined, to elect to require the publicly owned treatment works to spend an equivalent amount towards completion of a compliance project proposed by the publicly owned treatment works if the state board or regional board makes certain findings. Current law, for these purposes, defines "a publicly owned treatment works serving a small community." This bill, for purposes of the exception, would instead define publicly owned treatment works serving a small community as a publicly owned treatment works serving a population of 20,000 persons or fewer or a rural county, with a financial hardship.

AB 362 (Wood D) Forestry assistance program: loans.

Current Text: Amended: 6/15/2017 [Text](#)

Summary:

Current law creates the Timber Regulation and Forest Restoration Fund in the State Treasury and requires that specified revenues received from a lumber or engineered wood products assessment, less amounts deducted for refunds and reimbursements, be deposited in the fund and, upon appropriation by the Legislature, used for specified purposes, including for forest resources improvement grants and projects administered by Department of Forestry and Fire Protection. This bill would provide that assessments deposited into the fund, less amounts deducted for refunds and reimbursements, be used, upon appropriation by the Legislature, for forest resources improvement grants, loans, and projects.

AB 366 (Obernolte R) Civil actions: fee recovery.

Current Text: Amended: 6/29/2017 [Text](#)

Summary:

Current law enumerates the costs that a prevailing party may recover in a civil action. Current law provides that costs for models and enlargements of exhibits and photocopies of exhibits may be recovered if the items were reasonably helpful to aid the trier of fact. This bill would authorize a prevailing party to recover fees for the costs associated with the electronic presentation of exhibits, including costs of rental equipment and electronic formatting.

AB 367 (Obernolte R) Water supply: building permits.

Current Text: Introduced: 2/8/2017 [Text](#)

Summary:

Current law prohibits a city, including a charter city, or a county from issuing a building permit for the construction of a new residential development where a source of the water supply is water transported by a water hauler, bottled water, a water-vending machine, or a retail water facility. Under current law, this prohibition on the issuance of a building permit does not apply to a residence that will be rebuilt because of a natural disaster. This bill would exempt from the prohibition on the issuance of a building permit a residence that will be rebuilt because of a fire and would provide that this is declaratory of existing law.

AB 375 (Chau D) Internet service providers: customer privacy.

Current Text: Amended: 6/19/2017 [Text](#)

Summary:

Would enact the California Broadband Internet Privacy Act. The bill would prohibit an Internet service provider from using, disclosing, selling, or permitting access to customer personal information, except as provided in that act. The bill would authorize a customer to give prior opt-in consent, which may be revoked by the customer at any time, to an Internet service provider to use, disclose, sell, or permit access to that customer's personal information. The bill would prohibit an Internet service provider from refusing to serve or to limit service to a customer who does not provide consent or charging a customer a penalty or offering a customer a discount or another benefit based on the customer's decision to provide consent.

AB 378 (Garcia, Cristina D) Greenhouse gases, criteria air pollutants, and toxic air contaminants.

Current Text: Amended: 5/30/2017 [Text](#)

Summary:

The California Global Warming Solutions Act requires the State Air Resources Board, when adopting rules and regulations to achieve greenhouse gas emissions reductions beyond the statewide greenhouse gas emissions limit and to protect the state's most impacted and disadvantaged communities, to follow specified requirements, consider the social costs of the emissions of greenhouse gases, and prioritize specified emission reduction rules and regulations. This bill would require the state board to consider and account for the social costs of the emissions of greenhouse gases when adopting those rules and regulations.

AB 428 (Ridley-Thomas D) Local government: the Ralph M. Brown Act.

Current Text: Introduced: 2/9/2017 [Text](#)

Summary:

Current law, until January 1, 2018, authorizes a health authority that conducts a teleconference meeting to count members who are outside the jurisdiction of the authority toward the establishment of a quorum when participating in the teleconference if at least 50% of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting, as specified. This bill would extend the operation of these provisions relating to the establishment of a quorum for teleconferenced meetings of a health authority indefinitely.

AB 429 (Grayson D) State water policy: water rights: use and transferability.

Current Text: Introduced: 2/13/2017 [Text](#)

Summary:

Current law declares that the growing water needs of the state require the use of water in an efficient manner and that the efficient use of water requires certainty in the definition of property rights to the use of water and transferability of those rights. This bill would make nonsubstantive changes to those declarations.

AB 436 (Stone, Mark D) San Lorenzo River.

Current Text: Introduced: 2/13/2017 [Text](#)

Summary:

Current law authorizes the project for flood control on the San Lorenzo River, in accordance with a prescribed final report, and as authorized by a prescribed federal act, at an estimated cost to the state of the sum that may be appropriated for state cooperation by statute, upon the recommendation and advice of the Department of Water Resources. Current law requires the City of Santa Cruz to carry out the project. This bill would authorize state funding, available upon appropriation by the Legislature, to be used within the authorized project boundaries to fund construction of the final phase of the authorized project, as specified, when there are not available federal funds for project completion.

AB 457 (Cunningham R) Saline water conversion: Diablo Canyon nuclear powerplant.

Current Text: Amended: 5/26/2017 [Text](#)

Summary:

Would require the Public Utilities Commission, as part of the commission's regulatory actions related to the proposed decommissioning of the Diablo Canyon nuclear powerplant and consistent with the goal to mitigate negative impacts to ratepayers, to cause a study to be conducted on the feasibility of repurposing the water desalination facility at the Diablo Canyon nuclear powerplant for purposes of desalinating water for local use. The bill would require the commission to contract with an independent 3rd party to carry out the study on its behalf and would require the study to be conducted using moneys from the Public Utilities Commission Utilities Reimbursement Account.

AB 464 (Gallagher R) Local government reorganization.

Current Text: Enrollment: 6/26/2017 [Text](#)

Summary:

Under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, current law requires that an applicant seeking a change of organization or reorganization submit a plan for providing services within the affected territory that includes, among other requirements, an enumeration and description of the services to be extended to the affected territory and an indication of when those services can feasibly be extended. This bill would specify that the plan is required to also include specific information regarding services currently provided to the affected territory, as applicable, and make related changes.

AB 466 (Bocanegra D) Upper Los Angeles River and Tributaries Working Group.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

Current law establishes the Santa Monica Mountains Conservancy and prescribes the membership and functions and duties of the conservancy with regard to the acquisition, preservation, and improvement of real property within the Santa Monica Mountains zone, as defined. This bill would establish within the conservancy the Upper Los Angeles River and Tributaries Working Group. The bill would require the Secretary of the Natural Resources Agency, in consultation with the conservancy, and, to the extent they wish to consult, the Los Angeles County Board of Supervisors and the City of Los Angeles, to consider requests from specified local agency representatives to participate in the working group and would authorize them to appoint no more than 23 representatives to the working group.

AB 472 (Frazier D) Water transfers: idled agricultural land: wildlife, waterfowl, and bird nesting habitat.

Current Text: Amended: 6/26/2017 [Text](#)

Summary:

Current law requires landowners to be encouraged, when agricultural lands are being idled in order to provide water for transfer and an amount of water is determined to be made available by that idling, to cultivate or retain nonirrigated cover crops or natural vegetation to provide waterfowl, upland game bird, and other wildlife habitat. This bill would require the department to allow nonirrigated cover crops or natural vegetation to remain on idled agricultural lands, without penalty to the landowner, unless it determines, based on peer-reviewed scientific studies or other credible scientific evidence, that an injury to another legal user of water would occur as a result of allowing those crops or vegetation to remain on those lands.

AB 474 (Garcia, Eduardo D) Hazardous waste: spent brine solutions.

Current Text: Amended: 6/28/2017 [Text](#)

Summary:

Current law exempts from certain requirements of the Hazardous Waste Control Law wastes from the extraction, beneficiation, or processing of ores and minerals that are not subject to regulation under the federal Resource Conservation and Recovery Act of 1976, including spent brine solutions used to produce geothermal energy that meet specified requirements. This bill would exempt spent brine solutions that are byproducts of the treatment of groundwater to meet California drinking water standards from those same requirements if certain conditions are met, including that the spent brine solutions are transferred for dewatering via a closed piping system to lined surface impoundments regulated by the California regional water quality control boards.

AB 487 (Mathis R) Sustainable Groundwater Management Act.

Current Text: Introduced: 2/13/2017 [Text](#)

Summary:

Would state the intent of the Legislature to enact statutory changes relating to the Sustainable Groundwater Management Act.

AB 489 (Chen R) Land use: general plans.

Current Text: Introduced: 2/13/2017 [Text](#)

Summary:

The Planning and Zoning Law requires the legislative body of each county and city to adopt a comprehensive, long-term general plan for the physical development of the county or city and of any land outside its boundaries that bears relation to its planning. That law further requires the planning agency overseeing a general plan to render a report as to conformity with the adopted general plan before, among other things, the acquisition or disposition of real property or the construction or authorization of a public building or structure impacting the general plan. This bill would make nonsubstantive changes to these provisions.

AB 552 (Irwin D) United Water Conservation District.

Current Text: Amended: 4/4/2017 [Text](#)

Summary:

Existing law, the Water Conservation District Law of 1931, authorizes a water conservation district to be organized and established by a county board of supervisors, with specified powers and purposes. This bill would authorize the United Water Conservation District to inspect any water-producing facility within its boundaries with the consent of the operator of the water-producing facility or with a duly issued inspection warrant, as prescribed. Because the willful refusal of an inspection lawfully authorized by an inspection warrant is a misdemeanor, this bill would impose a state-mandated local program by expanding the application of a crime.

AB 554 (Cunningham R) Desalination: statewide goal.

Current Text: Amended: 3/27/2017 [Text](#)

Summary:

The Cobey-Porter Saline Water Conversion Law provides that it is the intention of the Legislature that the Department of Water Resources undertake to find economic and efficient methods of desalting saline water so that desalted water may be made available to help meet the growing water requirements of the state. This bill would establish a goal to desalinate 300,000 acre-feet of drinking water per year by the year 2025 and 500,000 acre-feet of drinking water per year by the year 2030.

AB 560 (Salas D) Safe Drinking Water State Revolving Fund: project financing: severely disadvantaged communities.

Current Text: Amended: 4/27/2017 [Text](#)

Summary:

Would, to the extent permitted by federal law, authorize the State Water Resources Control Board to provide grant funding, and principal forgiveness and 0 percent financing on loans, from the Safe Drinking Water State Revolving Fund to a project for a water system with a service area that qualifies as a severely disadvantaged community if the water system demonstrates that repaying a Safe Drinking Water State Revolving Fund loan with interest would result in unaffordable water rates, as defined.

AB 567 (Quirk-Silva D) School facilities: drinking water fountains: spigot for filling water bottles.

Current Text: Amended: 3/14/2017 [Text](#)

Summary:

Would require a school district, on or after July 1, 2018, to ensure that every drinking water fountain at each school under its jurisdiction is equipped with both a water fountain and a spigot, or a combination water fountain and spigot, for filling water bottles. Because the bill would impose new duties on local educational agencies, the bill would impose a state-mandated local program.

AB 574 (Quirk D) Potable reuse.

Current Text: Amended: 6/20/2017 [Text](#)

Summary:

Current law required the State Department of Public Health to, on or before December 31, 2013, adopt uniform water recycling criteria for indirect potable reuse for groundwater recharge. Current law also required the department to develop and adopt uniform water recycling criteria for surface water augmentation, as defined, by December 31, 2016, if a specified expert panel found that the criteria would adequately protect public health, and required the department to investigate the feasibility of developing uniform water recycling criteria for direct potable reuse and to provide a final report on that investigation to the Legislature by December 31, 2016. Current law defined the terms "direct potable reuse" and "surface water augmentation" for these purposes. This bill would specify that "direct potable reuse" includes "raw water augmentation" and "treated drinking water augmentation."

AB 577 (Caballero D) Disadvantaged communities.

Current Text: Amended: 3/9/2017 [Text](#)

Summary:

Current law defines a disadvantaged community as a community with an annual median household income that is less than 80% of the statewide annual median household income for various purposes, that include, but are not limited to, the Water Quality, Supply, and Infrastructure Improvement Act of 2014, eligibility for certain entities to apply for funds from the State Water Pollution Cleanup and Abatement Account, and authorization for a community revitalization and investment authority to carry out a community revitalization plan. This bill would expand the definition of a disadvantaged community to include a community with an annual per capita income that is less than 80% of the statewide annual per capita income.

AB 588 (Dababneh D) Contractual assessments: financing public improvements: right to cancel documentation.

Current Text: Amended: 3/23/2017 [Text](#)

Summary:

Current law prohibits a public agency from permitting a property owner to participate in programs relating to voluntary contractual assessments to finance certain improvements, unless the property owner is given the right to cancel the contractual assessment in a document, as provided. Current law requires the document to contain specified information, including that if the property owner sends or delivers the written notice to cancel in some way other than mail, fax, or email, it must be delivered to a specified address no later than an unspecified date. This bill would instead require the document to provide that if the property owner sends or delivers the written notice to cancel in some way other than mail, fax, or email, it must be delivered to a specified address no later than midnight on the 3rd business day after whichever of specified events occurs last.

AB 589 (Bigelow R) Water diversion: monitoring and reporting: University of California Cooperative Extension.

Current Text: Amended: 5/26/2017 [Text](#)

Summary:

Current law authorizes the State Water Resources Control Board to adopt regulations requiring measurement and reporting of water diversion and use by persons including, but not limited to, those authorized to appropriate water under a permit, license, or registration for small irrigation use or livestock stockpond use, or a certification for livestock stockpond use. This bill would require the board to presume for all these purposes that a measuring device or measurement method has been installed or implemented correctly, is functioning properly, and is certified to provide an accurate account of the rate and quantity of water diverted, and that measurements made by the device or measurement method are in full compliance with the measurement requirements, if the device was installed or the measurement method was implemented by an individual who has completed an instructional course regarding the devices or measurement method administered by the University of California Cooperative Extension, and would require an individual to recomplete the course every 6 years.

AB 594 (Irwin D) Water supply planning: California Environmental Quality Act: photovoltaic or wind energy generation facility.

Current Text: Introduced: 2/14/2017 [Text](#)

Summary:

Current law requires a city or county that determines that a project, as defined, is subject to the California Environmental Quality Act to identify any public water system that may supply water for the

project and to request those public water systems to prepare a specified water supply assessment. If no public water system is identified, the city or county is required to prepare the water supply assessment. Current law, until January 1, 2018, exempts from the definition of "project" a proposed photovoltaic or wind energy generation facility that would demand no more than 75 acre-feet of water annually. This bill would indefinitely exempt from the definition of "project" a proposed photovoltaic or wind energy generation facility that would demand no more than 50 acre-feet of water annually.

AB 619 (Dahle R) Sierra Lakes County Water District.

Current Text: Enrolled: 7/7/2017 [Text](#)

Summary:

Would specifically authorize the Sierra Lakes County Water District, in order to regulate, prohibit, or control the discharge of pollutants, waste, or other materials in groundwater or surface waters, (1) to adopt by ordinance requirements relating to the installation and use of small aboveground or small underground tanks, as defined, designed to contain an accumulation of hazardous substances, and (2) to prohibit by ordinance the installation of new small underground tanks or new underground storage tanks, as defined, for the storage of petroleum within the tributary watershed of Lakes Serena and Dulzura.

AB 640 (Harper R) Recycled water: recycling criteria.

Current Text: Introduced: 2/14/2017 [Text](#)

Summary:

Current law, the Porter-Cologne Water Quality Control Act, requires the State Water Resources Control Board to establish uniform statewide recycling criteria for each varying type of use of recycled water if the use involves the protection of public health. The act defines recycling criteria to mean the levels of constituents of recycled water, and the means for assurance of reliability under the design concept that will result in recycled water that is safe for the uses to be made. This bill would make technical, nonsubstantive changes to that definition.

AB 641 (Harper R) Water conservation and reclamation projects.

Current Text: Introduced: 2/14/2017 [Text](#)

Summary:

Current law, the Water Conservation Projects Act of 1985, declares that the intent of the act is to encourage local agencies and private enterprise to implement potential water conservation and reclamation projects by establishing a state program to finance or assist in financing projects that meet state criteria and will result in an additional supply of water for use in areas of need. This bill would make nonsubstantive changes in that provision.

AB 642 (Harper R) Desalinated water.

Current Text: Introduced: 2/14/2017 [Text](#)

Summary:

The Cobey-Porter Saline Water Conversion Law declares that the growing water needs of the state require the development of cost-effective and efficient water supply technologies and that desalination technology is now feasible to help provide significant new water supplies from seawater, brackish water, and reclaimed water. This bill would declare the intent of the Legislature to enact subsequent legislation relating to desalination.

AB 645 (Quirk D) Local government: organization: dissolution.

Current Text: Introduced: 2/14/2017 [Text](#)

Summary:

Under current law, if a change of organization consists of a dissolution, the commission is required to order the dissolution subject to confirmation of voters if, among other things, the proposal was not initiated by the commission and if a subject agency has not objected to the proposal, the commission has found that, for an inhabited territory protests have been signed by either 25% of the number of landowners within the affected territory who own at least 25% of the assessed value of land within the territory or 25% of the voters entitled to vote as a result of residing or owning land within the affected territory. This bill would decrease that threshold to 10% of the number of landowners within the affected territory who own at least 25% of the assessed value of land within the territory or 10% of the voters entitled to vote as a result of residing or owning land within the affected territory.

AB 672 (Jones-Sawyer D) Utility services.

Current Text: Amended: 5/1/2017 [Text](#)

Summary:

Current law authorizes an electrical, gas, or water corporation, or any electrical, gas, or water system operated by a public agency, to bring a civil action for damages against any person who commits,

authorizes, solicits, aids, abets, or attempts, among other things, the diversion of utility services by any means whatsoever. Current law authorizes the utility to recover as damages 3 times the amount of actual damages, plus the cost of the suit and reasonable attorney's fees, in any civil action brought pursuant to these provisions. This bill would authorize a defendant that prevails upon judgment to recover reasonable attorney's fees and costs of the suit from the utility.

AB 685 (Fong R) Water: dams and reservoirs.

Current Text: Introduced: 2/15/2017 [Text](#)

Summary:

Current law provides that all dams and reservoirs in the state are under the jurisdiction of the Department of Water Resources. Current law authorizes the department to require owners of dams and reservoirs to keep records of, and to report on, maintenance, operation, staffing, and engineering and geologic investigations. This bill would make nonsubstantive changes to that provision.

AB 707 (Aguilar-Curry D) Clear Lake.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

Would establish in the Natural Resources Agency, the Blue Ribbon Committee for the Rehabilitation of Clear Lake. The bill would require the committee to consist of specified persons, including the Secretary of the Natural Resources Agency, or his or her designee. The bill would require the committee to meet quarterly for the purposes of discussion, reviewing research, planning, and providing oversight regarding the health of Clear Lake. The bill would require the committee to hold 2 meetings per year in the County of Lake.

AB 723 (Arambula D) Agricultural water suppliers: efficient water management practices.

Current Text: Introduced: 2/15/2017 [Text](#)

Summary:

Current law requires an agricultural water supplier to include in an agricultural water management plan a report on which efficient water management practices have been implemented and are planned to be implemented, an estimate of the water use efficiency improvements that have occurred since the last report, an estimate of the water use efficiency improvements estimated to occur 5 and 10 years in the future, and if an agricultural water supplier determines that an efficient water management practice is not locally cost effective or technically feasible, information documenting that determination. This bill would make nonsubstantive changes to these provisions.

AB 732 (Frazier D) Delta levee maintenance.

Current Text: Amended: 5/30/2017 [Text](#)

Summary:

Current law establishes a delta levee maintenance program pursuant to which a local agency may request reimbursement for costs incurred in connection with the maintenance or improvement of project or nonproject levees in the Sacramento-San Joaquin Delta. Current law declares legislative intent to reimburse eligible local agencies under this program, until July 1, 2018, in an amount not to exceed 75% of those costs that are incurred in excess of \$1,000 per mile of levee. Current law, until July 1, 2018, authorizes the board to provide funds to an eligible local agency under this program in the form of an advance in an amount that does not exceed 75% of the estimated state share. This bill would extend until July 1, 2020, the operation of that declaration of legislative intent and the authorization to advance funds.

AB 733 (Berman D) Enhanced infrastructure financing districts: projects: climate change.

Current Text: Amended: 6/26/2017 [Text](#)

Summary:

Current law authorizes the legislative body of a city or a county to establish an enhanced infrastructure financing district to finance public capital facilities or other specified projects of communitywide significance, and makes related findings and declarations. This bill would additionally authorize the financing of projects that enable communities to adapt to the impacts of climate change, including, but not limited to, specified impacts described in the bill, and would make conforming changes to the Legislature's findings and declarations.

AB 734 (Bonta D) Infrastructure financing districts: City of Oakland: freight rail.

Current Text: Amended: 3/23/2017 [Text](#)

Summary:

Current law authorizes an infrastructure financing district to finance only public capital facilities of communitywide significance which provide significant benefits to an area larger than the area of the district, including, among others, highways, interchanges, ramps and bridges, arterial streets, parking

facilities, transit facilities, facilities for the collection and treatment of water for urban uses, child care facilities, libraries, and facilities for the transfer and disposal of solid waste. This bill would additionally authorize an infrastructure financing district within the City of Oakland to finance public capital facilities or projects that include freight rail.

AB 746 (Gonzalez Fletcher D) Public health: potable water systems: lead testing: schoolsites.

Current Text: Amended: 5/26/2017 [Text](#)

Summary:

Would require a local educational agency, as defined, to test for lead in the potable water system, as defined, at every schoolsite within its jurisdiction at least once a year or once every 3 years, depending on whether a building was constructed before or after January 1, 1993. The bill would require, if a test reveals that a schoolsite's lead level is greater than the United States Environmental Protection Agency's drinking water standards for lead, as those standards existed on January 1, 2017, the local educational agency to notify parents and guardians of the elevated level and provide information on lead developed by an agency with expertise on lead, as specified.

AB 791 (Frazier D) Sacramento-San Joaquin Delta: State Water Project and federal Central Valley Project: new conveyance facility.

Current Text: Amended: 3/21/2017 [Text](#)

Summary:

The Sacramento-San Joaquin Delta Reform Act of 2009 prohibits construction of a new Delta conveyance facility from being initiated until the persons or entities that contract to receive water from the State Water Project and the federal Central Valley Project or a joint powers authority representing those entities have made arrangements or entered into contracts to pay for certain costs required for the construction, operation, and maintenance of the facility and full mitigation of property tax or assessments levied for land used in the construction, location, mitigation, or operation of the facility. This bill would require, before a water contractor enters into a contract to pay for these costs, that the lead agency provide the breakdown of costs for each water contractor entering into a contract and what benefits each contractor will receive based on the proportion it has financed of the proposed conveyance project.

AB 792 (Frazier D) Sacramento-San Joaquin Delta: Delta Plan: certification of consistency.

Current Text: Amended: 3/28/2017 [Text](#)

Summary:

The Sacramento-San Joaquin Delta Reform Act of 2009 establishes the Delta Stewardship Council and requires the council to develop, adopt, and commence implementation of a comprehensive management plan for the Delta, known as the Delta Plan. The act requires a state or local public agency that proposes to undertake a covered action to prepare and submit to the council a written certification of consistency with the Delta Plan before undertaking that action. This bill would prohibit the council from granting a certification of consistency with the Delta Plan until the board has completed its update of a specified water quality control plan.

AB 793 (Frazier D) Sacramento-San Joaquin Delta: financing.

Current Text: Amended: 3/27/2017 [Text](#)

Summary:

Would declare it to be state policy that the existing state of the Sacramento-San Joaquin Delta is recognized and defined as an integral component of California's water infrastructure. The bill would state that the maintenance and repair of the Delta are eligible for the same forms of financing as other water collection and treatment infrastructure and would specify the maintenance and repair activities that are eligible are limited to certain cleanup and abatement-related restoration and conservation activities.

AB 798 (Garcia, Eduardo D) Local government: counties: consolidation of offices.

Current Text: Amended: 6/7/2017 [Text](#)

Summary:

Current law authorizes the boards of supervisors of specified counties to provide, by ordinance, that the public administrator be appointed by the board. Current law also authorizes the boards of supervisors of specified counties, by ordinance, to, at any time, separate the consolidated offices of district attorney and public administrator, as specified. This bill would apply these provisions to Imperial County.

AB 810 (Gallagher R) Local alternative transportation improvement program: Feather River crossing.

Current Text: Introduced: 2/15/2017 [Text](#)

Summary:

Would, with respect to planned state transportation facilities over the Feather River in the City of Yuba City and the Counties of Sutter and Yuba, which facilities are no longer planned to be constructed, authorize the affected local agencies, acting jointly with the transportation planning agency having jurisdiction, to develop and file with the California Transportation Commission a local alternative transportation improvement program that addresses transportation problems and opportunities in the area that was to be served by the canceled state facilities.

AB 816 (Kiley R) California Environmental Protection Agency: Natural Resources Agency: Web casts of public meetings and workshops.

Current Text: Introduced: 2/15/2017 [Text](#)

Summary:

Would require that each department, board, and commission of the Natural Resources Agency, except as specified, and each department, board, and office of the California Environmental Protection Agency Web cast all onsite public meetings, in a manner that enables listeners and viewers to ask questions and provide public comment by telephone or electronic communication commensurate with those attending the meeting. The bill would require the agencies to make the recording of a Web cast available online for no less than 3 years for subsequent viewing by interested members of the public.

AB 851 (Caballero D) Local agency: contracts.

Current Text: Amended: 6/22/2017 [Text](#)

Summary:

Current law authorizes a county, until January 1, 2018, with approval of the board of supervisors, to utilize construction manager at-risk construction contracts for the erection, construction, alteration, repair, or improvement of any building owned or leased by the county. This bill would extend that authorization described above until January 1, 2023. This bill contains other related provisions and other current laws.

AB 869 (Rubio D) Sustainable water use and demand reduction: recycled water.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

Would require the State Water Resources Control Board, in consultation with the Department of Water Resources, to adopt long-term standards for urban water conservation and water use by May 20, 2021. The bill would require the department, in coordination with the board, no later than October 1, 2020, to conduct necessary studies and investigations and recommend standards for indoor residential use and outdoor irrigation use for adoption by the board and would require the department to update these recommendations after 2026 in years ending in 2 and 7.

AB 885 (Rubio D) Pupil health: drinking water: lead.

Current Text: Amended: 4/27/2017 [Text](#)

Summary:

Would require a community water system, as defined, to test, on or before July 1, 2019, and every year thereafter, for the presence of lead at a sample of water outlets used for drinking or cooking at each school, defined to include a public elementary school, a public secondary school, a public preschool located on public school property, and a public day care facility located on public school property, constructed before January 1, 1993, within the boundaries of the community water system.

AB 892 (Waldron R) Municipal water districts: water service: Indian tribes.

Current Text: Amended: 3/23/2017 [Text](#)

Summary:

Current law, upon the request of certain Indian tribes and the satisfaction of certain conditions, requires a district to provide service of water at substantially the same terms applicable to the customers of the district to the Indian tribe's lands that are not within a district, as prescribed. This bill would authorize, rather than require, a district to provide this service of water. The bill would apply this authorization to all Indian tribes whose lands are owned by the tribe.

AB 947 (Gallagher R) Department of Fish and Wildlife: lake or streambed alteration agreements: definitions.

Current Text: Amended: 4/17/2017 [Text](#)

Summary:

Current law prohibits an entity from substantially diverting or obstructing the natural flow of, or substantially changing or using any material from the bed, channel, or bank of, any river, stream, or lake, or from depositing certain material where it may pass into any river, stream, or lake, without first notifying the Department of Fish and Wildlife of that activity, and entering into a lake or streambed alteration agreement if required by the department to protect fish and wildlife resources. This bill would define "river" and "stream" for purposes of these provisions.

AB 968 (Rubio D) Urban water use: water efficiency.

Current Text: Amended: 4/17/2017 [Text](#)

Summary:

Would require each urban retail water supplier to develop a water efficiency target, as defined, for 2025 in its 2020 urban water management plan required to be submitted by July 1, 2021, and to achieve that target. The bill would authorize an urban retail water supplier to adjust and update the water efficiency target, as appropriate, when the supplier reports its compliance in achieving the water efficiency targets and its implementation of the identified performance measures in its 2025 urban water management plan required to be submitted by July 1, 2026. The bill would require each urban retail water supplier to meet its adjusted 2025 water efficiency target by December 31, 2025, unless the supplier makes a certain report to the department.

AB 975 (Friedman D) Natural resources: wild and scenic rivers.

Current Text: Amended: 5/4/2017 [Text](#)

Summary:

Current law establishes that it is the policy of the state that certain rivers that possess extraordinary scenic, recreational, fishery, or wildlife values shall be preserved in their free-flowing state, together with their immediate environments, for the benefit and enjoyment of the people of the state. This bill would revise that policy to specify that certain rivers that possess scenic, recreational, fishery, wildlife, historical, cultural, geological, or other similar values shall be preserved in their free-flowing state, together with their immediate environments, for the benefit and enjoyment of the people of the state, and would revise the definition of "immediate environments," and define the term "extraordinary value" for purposes of that policy.

AB 1000 (Friedman D) Water conveyance: use of facility with unused capacity.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

Current law prohibits the state or a regional or local public agency from denying a bona fide transferor of water from using a water conveyance facility that has unused capacity for the period of time for which that capacity is available, if fair compensation is paid for that use and other requirements are met. This bill would, notwithstanding that provision, prohibit a transferor of water from using a water conveyance facility that has unused capacity to transfer water from a groundwater basin underlying desert lands, as defined, that is in the vicinity of specified federal lands or state lands to outside of the groundwater basin unless the State Lands Commission, in consultation with the Department of Fish and Wildlife, finds that the transfer of the water will not adversely affect the natural or cultural resources of those federal and state lands.

AB 1009 (Gallagher R) Sustainable groundwater management: groundwater sustainability agencies.

Current Text: Introduced: 2/16/2017 [Text](#)

Summary:

The Sustainable Groundwater Management Act generally authorizes any local agency or combination of local agencies overlying a basin to decide to become a groundwater sustainability agency for that basin. The act requires a groundwater sustainability agency to establish and maintain a list of persons interested in receiving notices regarding plan preparation, meeting announcements, and availability of draft plans, maps, and other relevant documents. This bill would make a nonsubstantive change in these provisions.

AB 1041 (Levine D) Transportation funding: transportation improvement fee.

Current Text: Amended: 4/18/2017 [Text](#)

Summary:

The Road Repair and Accountability Act of 2017, as proposed to be enacted by SB 1 of the 2017–18 Regular Session, imposes a transportation improvement fee on each vehicle, as specified. The act requires that the revenues from that fee be available for expenditure only on specified transportation purposes. This bill would amend a provision to be added by SB 1 to correct an erroneous cross-reference in these provisions.

AB 1047 (Gallagher R) Disaster relief: Lake Oroville.

Current Text: Amended: 3/28/2017 [Text](#)

Summary:

Under the Natural Disaster Assistance Act, the state share for eligible project costs is generally no more than 75% of total state eligible costs, and for specific incidents, the state share is up to 100% of total state eligible costs. This bill would require the state share to be 100% of the total state eligible costs connected with the mandatory evacuation that occurred in the Counties of Butte, Sutter, and Yuba due to the potential failure of the auxiliary emergency spillway at Lake Oroville on February 12,

2017. This bill would make legislative findings and declarations as to the necessity of a special statute for the Counties of Butte, Sutter, and Yuba.

AB 1050 (Allen, Travis R) California Endangered Species Act: Delta smelt.

Current Text: Amended: 3/28/2017 [Text](#)

Summary:

The California Endangered Species Act requires the Fish and Game Commission to establish a list of endangered species and a list of threatened species and requires the commission to add or remove species from either list if it finds, upon the receipt of sufficient scientific information, that the action is warranted. The act prohibits the taking of an endangered or threatened species, except as specified. This bill would require the commission to remove the Delta smelt from the endangered species list.

AB 1075 (Reyes D) Water rights: temporary permits: expiration.

Current Text: Amended: 3/21/2017 [Text](#)

Summary:

Current law allows a person to apply for, and the State Water Resources Control Board to issue, a temporary permit for diversion and use of water, subject to certain restrictions. Existing law allows a permittee or licensee who has an urgent need to change a point of diversion, place of use, or purpose of use to petition for, and the board to issue, a temporary permit, subject to certain restrictions. Current law provides that the authorization for a temporary permit automatically expires 180 days after the authorization takes effect, unless an earlier date is specified or the temporary permit is revoked. This bill would extend the time period for the automatic expiration of a temporary permit to 240 days.

AB 1180 (Holden D) Los Angeles County Flood Control District: taxes, fees, and charges.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

Would authorize the Los Angeles County Flood Control District to levy a tax, in compliance with the applicable provision of Article XIIC of the California Constitution, or impose a fee or charge, in compliance with the applicable provisions of Article XIID of the California Constitution, to pay the costs and expenses of carrying out projects and programs to increase stormwater capture and reduce stormwater and urban runoff pollution in the district, and would specify that projects funded by the revenues from the tax, fee, or charge may include projects providing multiple benefits that increase water supply, improve water quality, and, where appropriate, provide community enhancements, as prescribed.

AB 1211 (Dahle R) State policy for water quality control.

Current Text: Introduced: 2/17/2017 [Text](#)

Summary:

Under current law, the Porter-Cologne Water Quality Control Act, the state policy for water quality control is required to consist of water quality principles and guidelines for long-range resource planning, water quality objectives, and other principles and guidelines deemed essential by the State Water Resources Control Board for water quality control. This bill would make technical, nonsubstantive changes to that provision.

AB 1270 (Gallagher R) Dams and reservoirs: inspections and reporting.

Current Text: Amended: 6/28/2017 [Text](#)

Summary:

Current law requires the Department of Water Resources, from time to time, to make inspections of dams and reservoirs at state expense for the purpose of determining their safety. This bill would require the department to inspect dams, reservoirs, and critical appurtenant structures with a hazard classification of significant or higher at least once per fiscal year and those structures with a hazard classification of low at least once every 2 fiscal years to determine their safety, as prescribed. The bill would require the department to post dam inspection reports on its Internet Web site from at least the previous 10 years for dams classified as extremely high hazard or high hazard.

AB 1271 (Gallagher R) Dams and reservoirs.

Current Text: Amended: 3/21/2017 [Text](#)

Summary:

Current law requires the Department of Water Resources, in determining whether or not a dam or reservoir or proposed dam or reservoir constitutes or would constitute a danger to life or property, to take into consideration the possibility that the dam or reservoir might be endangered by conditions that exist or that might occur in any area in the vicinity of the dam or reservoir. Under existing law, whenever the department deems that a condition endangers a dam or reservoir, the department is required to order the owner to take action as the department determines to be necessary to remove

the resultant danger to life and property. This bill would require the department, as soon as possible, to order the owner to take action.

AB 1273 (Gallagher R) California Environmental Quality Act: exemption: levee repairs.

Current Text: Amended: 5/2/2017 [Text](#)

Summary:

Would, until July 1, 2023, exempt from the requirements of CEQA repairs of critical levees of the State Plan of Flood Control within an existing levee footprint to meet standards of public health and safety, except as otherwise provided in a specified regulation. The bill would require the lead agency to take certain actions regarding the repairs. This bill contains other existing laws.

AB 1323 (Weber D) Sustainable water use and demand reduction: stakeholder workgroup.

Current Text: Amended: 5/30/2017 [Text](#)

Summary:

Would, with a specified exception, require the Department of Water Resources to convene a stakeholder workgroup with prescribed representatives invited to participate, including, among others, representatives of the department and the State Water Resources Control Board, no later than February 1, 2019. The bill would require the stakeholder workgroup to develop, evaluate, and recommend proposals for establishing new water use targets for urban water suppliers and to examine and report to the Governor and the Legislature by December 31, 2019, as specified.

AB 1324 (Gloria D) Metropolitan planning organizations: transactions and use taxes.

Current Text: Amended: 3/20/2017 [Text](#)

Summary:

Would authorize a metropolitan planning organization or regional transportation planning agency that is authorized by law to levy, expand, increase, or extend a transactions and use tax to levy, expand, increase, or extend that tax in only a portion of the jurisdiction, as an alternative to the entire jurisdiction, in which the organization or agency is authorized to levy, expand, increase, or extend the tax, if approved by the required percentage of the voters in that portion of the jurisdiction.

AB 1343 (Chen R) Water conservation: school districts: Go Low Flow Water Conservation Partnerships.

Current Text: Enrolled: 7/6/2017 [Text](#)

Summary:

Would authorize the governing board of a school district to enter into a Go Low Flow Water Conservation Partnership with a public water system for purposes of reducing water use at schools, reducing stormwater and dry weather runoff at schools, reducing schoolsite water pollution, and establishing the basis for educational opportunities in water conservation. The bill would authorize a public water system to offer, as part of a partnership, a water rebate for a school that implements water-saving measures.

AB 1369 (Gray D) Water quality and storage.

Current Text: Introduced: 2/17/2017 [Text](#)

Summary:

Current law requires all moneys, except for fines and penalties, collected by the State Air Resources Board from the auction or sale of allowances as part of a market-based compliance mechanism relative to reduction of greenhouse gas emissions to be deposited in the Greenhouse Gas Reduction Fund. This bill would require the Department of Water Resources to increase statewide water storage capacity by 25% by January 1, 2025, and 50% by January 1, 2050, as specified.

AB 1400 (Friedman D) Public Interest Research, Development, and Demonstration Program and Electric Program Investment Charge program: microgrid projects: fossil fuel backup generators.

Current Text: Amended: 4/25/2017 [Text](#)

Summary:

Current decisions of the PUC institute an Electric Program Investment Charge (EPIC) to fund renewable energy and research, development, and demonstration programs. Current law creates in the State Treasury the Electric Program Investment Charge Fund to be administered by the State Energy Resources Conservation and Development Commission (Energy Commission) and requires the PUC to forward to the Energy Commission at least quarterly moneys for those EPIC programs the PUC has determined should be administered by the Energy Commission for deposit in the fund. This bill would, for projects related to the deployment of microgrids, prohibit recipients of moneys awarded under the above 2 programs from expending those moneys for the purchase of fossil fuel generators.

AB 1420 (Aguilar-Curry D) Water rights: small irrigation use: lake or streambed alteration agreements.

Current Text: Introduced: 2/17/2017 [Text](#)

Summary:

Would require the State Water Resources Control Board to give priority to adopting, on or before June 30, 2021, except as provided, general conditions that permit a registrant to store water for small irrigation use during times of high streamflow in exchange for the registrant reducing diversions during periods of low streamflow, as specified. The bill would require that the actions of the board under these provisions be deemed an action taken for the protection of the environment for purposes of specified California Environmental Quality Act guidelines, if those actions do not result in the relaxation of streamflow standards.

AB 1427 (Eggman D) Water: underground storage.

Current Text: Amended: 3/21/2017 [Text](#)

Summary:

Current law provides for the reversion of water rights to which a person is entitled when the person fails to beneficially use the water for a period of 5 years. Current law declares that the storing of water underground, and related diversions for that purpose, constitute a beneficial use of water if the stored water is thereafter applied to the beneficial purposes for which the appropriation for storage was made. This bill would revise the above declaration to additionally provide that certain uses of stored water while underground constitute beneficial use.

AB 1438 (Committee on Environmental Safety and Toxic Materials) State Water Resources Control Board: environmental laboratories: public water systems: certificates and permits: procedures.

Current Text: Introduced: 2/17/2017 [Text](#)

Summary:

The Environmental Laboratory Accreditation Act authorizes the State Water Resources Control Board to adopt regulations to establish reporting requirements, establish the accreditation procedures, recognize the accreditation of laboratories located outside California, and collect laboratory accreditation fees. Current law authorizes the state board to implement these provisions by entering and inspecting laboratories for these purposes, as specified. Current law makes it a crime to interfere with the state board with regard to those inspection provisions. This bill would revise and recast those provisions.

AB 1442 (Allen, Travis R) Bonds: transportation: water projects.

Current Text: Amended: 3/28/2017 [Text](#)

Summary:

Would provide that no further bonds shall be sold for high-speed rail purposes pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, except as specifically provided with respect to an existing appropriation for high-speed rail purposes for early improvement projects in the Phase 1 blended system. The bill, subject to the above exception, would require redirection of the unspent proceeds received from outstanding bonds issued and sold for other high-speed rail purposes prior to the effective date of these provisions, upon appropriation, for use in retiring the debt incurred from the issuance and sale of those outstanding bonds.

AB 1481 (Nazarian D) Water: public use.

Current Text: Introduced: 2/17/2017 [Text](#)

Summary:

Current law declares that all water within the state is the property of the people of the state, but the right to the use of the water may be acquired by appropriation in the manner provided by law. This bill would make nonsubstantive changes to that provision.

AB 1490 (Gray D) State Water Resources Control Board: school drinking water.

Current Text: Amended: 4/17/2017 [Text](#)

Summary:

Would require the State Water Resources Control Board, no later than July 1, 2018, to prepare and submit to the Legislature a report evaluating potential adverse impacts resulting from the implementation of the Bay-Delta Water Quality Control Plan on the quality and supply of drinking water provided to schools in disadvantaged communities, as defined, in the state, including a summary describing any measures that may be implemented to address any adverse impacts identified in the report.

AB 1543 (Gloria D) Municipal water districts: bonds.

Current Text: Introduced: 2/17/2017 [Text](#)

Summary:

Current law authorizes a municipal water district to issue bonds for the purpose of providing money required to be paid to any district or authority organized under the Metropolitan Water District Act or

the County Water Authority Act for a certain purpose, and specifies that the amount of those bonds may include the expenses of all proceedings for the authorization, issuance, and sale of the bonds. This bill would make nonsubstantive changes in that provision.

AB 1558 (Garcia, Cristina D) Los Angeles River: river ranger program.

Current Text: Amended: 3/28/2017 [Text](#)

Summary:

Current law establishes the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy and the Santa Monica Mountains Conservancy (the conservancies) and prescribes the membership and functions and duties of the conservancies. This bill would require the conservancies to collaborate with the Department of Parks and Recreation, the California Conservation Corps, and the State Lands Commission to develop a river ranger program to provide a network of river rangers who assist the public at sites along the Los Angeles River and its tributaries, as prescribed.

AB 1562 (Garcia, Eduardo D) Sustainable Groundwater Management Act: Desert Water Agency: Coachella Valley Groundwater Basin.

Current Text: Amended: 3/28/2017 [Text](#)

Summary:

Would, on or before January 1, 2020, require the Desert Water Agency to determine the feasibility of forming a joint powers agreement with specified entities for the purpose of managing the Coachella Valley Groundwater Basin and to report its findings to certain entities. By imposing additional duties on local officials, this bill would create a state-mandated local program.

AB 1587 (Levine D) Invasive species: dreissenid mussels.

Current Text: Amended: 6/29/2017 [Text](#)

Summary:

Current law, until January 1, 2020, generally prohibits a person from possessing, importing, shipping, or transporting in the state, or from placing, planting, or causing to be placed or planted in any water within the state, dreissenid mussels, and authorizes the Director of Fish and Wildlife or his or her designee to engage in various enforcement activities with regard to dreissenid mussels. Current law authorizes the director to conduct inspections of waters of the state and facilities located within waters of the state that may contain dreissenid mussels and, if those mussels are detected or may be present, order the closure of the waters or facilities to conveyances or otherwise restrict access to the waters or facilities, with the concurrence of the Secretary of the Natural Resources Agency. This bill would also authorize a peace officer to engage in certain of these enforcement activities, as prescribed, and would extend to January 1, 2023, the repeal date of those provisions.

AB 1596 (Gloria D) Local government: Enhanced Infrastructure Financing Districts.

Current Text: Introduced: 2/17/2017 [Text](#)

Summary:

Current law authorizes a public financing authority, by majority vote, to initiate proceedings to issue bonds for the purchase, construction, expansion, or rehabilitation of public capital facilities or other specified projects of communitywide significance by adopting a resolution stating its intent to issue the bonds. Current law requires the clerk of the public financing authority to publish the resolution once a day for at least 7 successive days in a newspaper published in the city or county at least 6 days a week, or at least once a week for 2 successive weeks in a newspaper published in the city or county less than 6 days a week. This bill also would require the clerk to also publish the resolution on the Internet Web site of the public financing authority, if it has one.

AB 1602 (O'Donnell D) Alternative Grade 11 Assessment Pilot Program.

Current Text: Amended: 5/3/2017 [Text](#)

Summary:

Would establish the Alternative Grade 11 Assessment Pilot Program, which would authorize school districts, that are selected by the Superintendent of Public Instruction to participate in the pilot program, to administer an assessment other than the CAASPP to grade 11 pupils if certain requirements are satisfied. The bill would require participating school districts to report results of the assessment to the Superintendent and report, on or before January 1, 2023, on the effectiveness of the assessment in accomplishing specified objectives. The bill would make the pilot program inoperative on July 1, 2023, and would repeal the pilot program on January 1, 2024.

AB 1605 (Caballero D) Maximum contaminant level: nitrate: replacement water.

Current Text: Amended: 4/27/2017 [Text](#)

Summary:

The California Safe Drinking Water Act, requires the state board to administer provisions relating to the

regulation of drinking water to protect public health and vests with the state board specified responsibilities. This bill would prohibit a person or entity providing replacement water, as defined, to address drinking water that exceeds the maximum contaminant level for nitrate in groundwater from being deemed to have caused pollution or a nuisance, or from being liable for negligence or trespass, if certain conditions are met.

AB 1617 (Bloom D) Department of Fish and Wildlife: Fish and Game Commission: funding: strategic vision.

Current Text: Amended: 5/15/2017 [Text](#)

Summary:

Current law requires the Secretary of the Natural Resources Agency to convene a committee to develop and submit to the Governor and Legislature, before July 1, 2012, a strategic vision for the Department of Fish and Wildlife and the Fish and Game Commission that addresses specified matters relating to state fish and wildlife resource management. This bill would require the Department of Fish and Wildlife, in cooperation with the above-mentioned parties and additional specified parties, to identify and propose new sources of revenue to fund the department's necessary wildlife, land, and marine conservation, restoration, and resources management and protection responsibilities.

AB 1654 (Rubio D) Water shortage: urban water management planning.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

The Urban Water Management Planning Act requires every public and private urban water supplier that directly or indirectly provides water for municipal purposes to prepare and adopt an urban water management plan and to update its plan once every 5 years on or before December 31 in years ending in 5 and zero, except as specified. This bill would require the update of a plan on or before July 1, in years ending in one and 6. The bill would require each urban retail water supplier to report annually by June 15 to the Department of Water Resources the status of its water supplies for that year and whether the supplies will be adequate to meet projected customer demand, as prescribed.

AB 1667 (Friedman D) Water management planning.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

Would require the State Water Resources Control Board, in consultation with the Department of Water Resources, to adopt long-term standards for urban water conservation and water use on or before May 20, 2021. The bill would also require the board, in consultation with the department, to adopt performance measures for commercial, industrial, and institutional water use on or before that date.

AB 1668 (Friedman D) Water management planning.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

The Urban Water Management Planning Act requires every public and private urban water supplier that directly or indirectly provides water for municipal purposes either directly or indirectly to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually to prepare and adopt an urban water management plan and to update its plan once every 5 years on or before December 31 in years ending in 5 and zero, except as specified. This bill would require an urban water management plan to be updated on or before July 1, in years ending in 6 and one, incorporating updated and new information from the 5 years preceding the plan update.

AB 1669 (Friedman D) Urban water conservation standards and use reporting.

Current Text: Amended: 4/18/2017 [Text](#)

Summary:

Would require the State Water Resources Control Board, in consultation with the Department of Water Resources, to adopt long-term standards for urban water conservation and water use by May 20, 2021. The bill would authorize the board, in consultation with the department, to adopt interim standards for urban water conservation and water use by emergency regulation. The bill would require the board, before adopting an emergency regulation, to provide at least 60 days for the public to review and comment on the proposed regulation and would require the board to hold a public hearing.

AB 1671 (Caballero D) Backflow protection and cross-connection controls: regulations.

Current Text: Amended: 4/19/2017 [Text](#)

Summary:

Would, on or before January 1, 2020, would require the state board to update its backflow protection and cross-connection control regulations. This bill contains other existing laws.

AB 1673 (Aguir-Curry D) The California Water Plan.

Current Text: Introduced: 2/17/2017 [Text](#)

Summary:

Current law requires the Department of Water Resources to update every 5 years the plan for the orderly and coordinated control, protection, conservation, development, and use of the water resources of the state, which is known as The California Water Plan. This bill would make technical, nonsubstantive changes to that requirement.

AB 1683 (Burke D) Transformative Climate Communities Program: report.

Current Text: Amended: 4/3/2017 [Text](#)

Summary:

Current law establishes the Transformative Climate Communities Program, administered by the Strategic Growth Council, to award competitive grants to specified eligible entities for the development and implementation of neighborhood-level transformative climate community plans that include greenhouse gas emissions reduction projects that provide local economic, environmental, and health benefits to disadvantaged communities, as defined. This bill would require the council, no later than January 1, 2019, to submit a specified report on the program to the Governor and specified committees of the Legislature.

SB 5 (De León D) California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018.

Current Text: Amended: 5/26/2017 [Text](#)

Summary:

Would enact the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018, which, if approved by the voters, would authorize the issuance of bonds in an amount of \$3,500,000,000 pursuant to the State General Obligation Bond Law to finance a drought, water, parks, climate, coastal protection, and outdoor access for all program. This bill contains other related provisions.

SB 32 (Moorlach R) California Public Employees' Pension Reform Act of 2018.

Current Text: Amended: 3/2/2017 [Text](#)

Summary:

Would create the Citizens' Pension Oversight Committee to serve in an advisory role to the Teachers' Retirement Board and the Board of Administration of PERS. The bill would require the committee, on or before January 1, 2019, and annually thereafter, to review the actual pension costs and obligations of PERS and STRS and report on these costs and obligations to the public.

SB 49 (De León D) California Environmental, Public Health, and Workers Defense Act of 2017.

Current Text: Amended: 5/26/2017 [Text](#)

Summary:

The Porter-Cologne Water Quality Control Act regulates the discharge of pollutants into the waters of the state. The California Safe Drinking Water Act establishes standards for drinking water and regulates drinking water systems. The California Endangered Species Act requires the Fish and Game Commission to establish a list of endangered species and a list of threatened species and generally prohibits the taking of those species. The Protect California Air Act of 2003 prohibits air quality management districts and air pollution control districts from amending or revising their new source review rules or regulations to be less stringent than those rules or regulations that existed on December 30, 2002. This bill would prohibit state or local agencies from amending or revising their rules and regulations implementing the above state laws to be less stringent than the baseline federal standards, as defined, and would require specified agencies to take prescribed actions to maintain and enforce certain requirements and standards pertaining to air, water, and protected species.

SB 57 (Stern D) Natural gas storage: moratorium.

Current Text: Amended: 5/26/2017 [Text](#)

Summary:

The Public Utilities Commission under current law, is authorized to supervise and regulate every public utility in the state. Current law requires the commission, no later than July 1, 2017, to open a proceeding to determine the feasibility of minimizing or eliminating use of the Aliso Canyon natural gas storage facility located in the County of Los Angeles while still maintaining energy and electric reliability for the region, and to consult with specified entities in making its determination. This bill would require the supervisor to continue that prohibition until a specified root cause analysis of the natural gas leak from the facility that started approximately October 23, 2015, has been completed and released in its entirety to the public.

SB 80 (Wieckowski D) California Environmental Quality Act: notices.

Current Text: Amended: 6/21/2017 [Text](#)

Summary:

The California Environmental Quality Act requires the lead agency to mail certain notices to persons who have filed a written request for notices. The act provides that if the agency offers to provide the notices by email, upon filing a written request for notices, a person may request that the notices be provided to him or her by email. This bill would require the lead agency to post those notices on the agency's Internet Web site. The bill would require the agency to offer to provide those notices by email. Because this bill would increase the level of service provided by a local agency, this bill would impose a state-mandated local program.

SB 146 (Wilk R) Water resources: permit to appropriate: protected species.

Current Text: Amended: 3/20/2017 [Text](#)

Summary:

Under current law, the State Water Resources Control Board administers a water rights program pursuant to which the board grants permits and licenses to appropriate water. Current law prohibits the taking or possession of a fully protected fish, except as provided, and designates the unarmored threespine stickleback as a fully protected fish. This bill would prohibit the board from issuing on or after January 1, 2018, a new permit to appropriate water from any river or stream that has, or is reasonably expected to have, a population of unarmored threespine stickleback.

SB 181 (Berryhill R) Administrative Procedure Act: repeal of regulations.

Current Text: Amended: 4/5/2017 [Text](#)

Summary:

Current law requires a state agency proposing to adopt, amend, or repeal specific administrative regulations to assess the potential for adverse economic impact on California business enterprises and individuals and to prepare an economic impact assessment, as specified, that addresses, among other things, the creation or elimination of jobs within the state. This bill would, notwithstanding other law, additionally require each state agency proposing to adopt a new administrative regulation to identify two existing regulations previously adopted by that state agency that will be repealed upon the adoption of the new regulation being proposed.

SB 193 (Cannella R) Monterey County Water Resources Agency: Lake Nacimiento and Lake San Antonio: white bass.

Current Text: Amended: 6/8/2017 [Text](#)

Summary:

Current law makes it unlawful to place, plant, or cause to be placed or planted, in any of the waters of this state, any live fish, any fresh or salt water animal, or any aquatic plant, whether taken without or within the state, without first submitting it for inspection to, and securing the written permission of, the Department of Fish and Wildlife. Current law also makes it unlawful to transport or possess any live white bass, whether taken within or without the state, unless it is first submitted for inspection to, and written permission is obtained from, the department. This bill would exempt the movement of white bass between Lake Nacimiento and Lake San Antonio through the interlake underground tunnel or pipeline from the above-described provisions relating to fish and wildlife.

SB 210 (Leyva D) Pupil health: drinking water.

Current Text: Amended: 5/26/2017 [Text](#)

Summary:

The California Safe Drinking Water Act, requires the State Water Resources Control Board to establish a grant program, in consultation with the State Department of Education, to award grants to local educational agencies for the purposes of improving access to, and the quality of, drinking water in public schools serving kindergarten or any of grades 1 to 12, inclusive, and preschools and child day care facilities located on public school property. The act requires the state board to give priority to certain projects. This bill would require priority be given to projects for schools that have tested their drinking water fixtures, and the results show that the drinking water either does not meet the United States Environmental Protection Agency drinking water standards for lead or is above the California maximum contaminant level for any other contaminant, as specified.

SB 224 (Jackson D) California Environmental Quality Act: baseline conditions.

Current Text: Amended: 4/5/2017 [Text](#)

Summary:

Would require the Office of Planning and Research, on or after January 1, 2018, at the time of the next review of the guidelines, to prepare, develop, and transmit to the secretary proposed changes or amendments to determine the baseline physical conditions by which a lead agency determines whether a project has a significant effect on the environment. The bill would require the office, in developing the

recommendations to limit the consideration of modifications to the environment at the project site cause by certain actions. The bill would require the secretary to certify and adopt the recommended proposed changes or amendments.

SB 229 (Wieckowski D) Accessory dwelling units.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

The Planning and Zoning Law authorizes the legislative body of a city or county to regulate the intensity of land use, and also authorizes a local agency to provide by ordinance for the creation of accessory dwelling units in single-family and multifamily residential zones, as specified. Current law requires the ordinance to designate areas within the jurisdiction of the local agency where these units may be permitted and impose specified standards on these units. This bill would authorize the ordinance to prohibit the sale or other conveyance of the unit separate from the primary residence. The bill would extend the use of the maximum standards to a proposed accessory dwelling unit on a lot zoned for residential use that includes a proposed single-family dwelling.

SB 231 (Hertzberg D) Local government: fees and charges.

Current Text: Amended: 4/19/2017 [Text](#)

Summary:

Articles XIIIC and XIIID of the California Constitution generally require that assessments, fees, and charges be submitted to property owners for approval or rejection after the provision of written notice and the holding of a public hearing. Current law, the Proposition 218 Omnibus Implementation Act, prescribes specific procedures and parameters for local jurisdictions to comply with Articles XIIIC and XIIID of the California Constitution and defines terms for these purposes. This bill would define the term "sewer" for these purposes. The bill would also make findings and declarations relating to the definition of the term "sewer" for these purposes.

SB 242 (Skinner D) Property Assessed Clean Energy program: program administrator.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

Would require a program administrator that administers a PACE program on behalf of a public agency to comply with certain requirements when approving an assessment contract for the installation of an eligible measure, as well as the administration of that contract, including requiring the contract to comply with specified criteria and requirements. The bill would prohibit a program administrator from approving an assessment contract unless the program administrator makes a good faith determination that the property owner has a reasonable ability to meet the annual payment obligations for the contract, subject to specified requirements.

SB 252 (Dodd D) Water wells.

Current Text: Amended: 6/28/2017 [Text](#)

Summary:

Would require an applicant for a new well permit in a city or county overlying a critically overdrafted basin, as defined, and where the proposed well is located within a critically overdrafted basin, to comply with certain requirements as part of an application for a well permit. The bill would require a city or county that receives an application for a well permit in a critically overdrafted basin to make certain information about the new well included in the application for a well permit available to groundwater sustainability agencies and publicly available and easily accessible and, before issuing any new well permit, to undertake a notice and comment period that includes a noticed public meeting, as prescribed.

SB 262 (Wieckowski D) Climate change: climate adaptation: advisory council.

Current Text: Introduced: 2/8/2017 [Text](#)

Summary:

Current law requires the Office of Planning and Research to establish an advisory council, comprised of members for a range of disciplines, to support the office's goals to facilitate coordination among state, regional, and local agency efforts to adapt to the impacts of climate change. This bill would specify that the members on the advisory council serve staggered terms of 4 years. The bill would require the members of the advisory council to select a chairperson from their members.

SB 263 (Leyva D) Climate Assistance Centers.

Current Text: Amended: 5/3/2017 [Text](#)

Summary:

Would require the Strategic Growth Council, among other things, to establish no less than 10 regional climate assistance centers, as specified, and award competitive grants to eligible

entities through an application process, as specified. The bill would require the climate assistance centers to provide to target user groups technical assistance in applying for moneys, provide to target user groups assistance and training in project management and implementation, and work with local organizations to formulate policies and programming that accomplish specified goals.

SB 276 (Dodd D) State Water Efficiency and Enhancement Program.

Current Text: Amended: 4/24/2017 [Text](#)

Summary:

The Department of Food and Agriculture has established the State Water Efficiency and Enhancement Program to provide financial assistance in the form of grants to implement irrigation systems that reduce greenhouse gases and save water on agricultural operations. The Sustainable Groundwater Management Act, provides for the sustainable management of groundwater basins. This bill would require the Department of Food and Agriculture, upon appropriation of moneys by the Legislature for this purpose, to administer the State Water Efficiency and Enhancement Program to provide financial assistance in the form of grants to implement irrigation management systems that reduce greenhouse gas emissions, save water, and reduce energy use in agricultural operations in the state, offer technical assistance to program applicants, and perform outreach to groundwater basins designated as high- or medium-priority basins, as prescribed.

SB 287 (Dodd D) Habitat restoration: invasive species: Phytophthora pathogens.

Current Text: Amended: 3/15/2017 [Text](#)

Summary:

Current law establishes the Department of Fish and Wildlife and sets forth the powers and duties of the department with regard to the implementation and administration of, among other things, projects and programs to protect wildlife and wildlife habitat in the state. This bill would require the department, on or before December 31, 2019, to adopt regulations to minimize the risk of Phytophthora pathogens in plant materials used for habitat restoration projects authorized, funded, or required by the state.

SB 305 (Skinner D) Housing: code compliance: low-interest loans.

Current Text: Amended: 4/27/2017 [Text](#)

Summary:

Would appropriate the sum of \$20,000,000 from the General Fund to the Department of Housing and Community Development to provide financing to local agencies for the purpose of funding low-interest loans made by those agencies to building owners, who meet specified eligibility requirements, in order to rehabilitate eligible buildings, as defined, and bring them up to current building standards for occupancy. The bill would provide that financing under this program, along with other liens on the subject property, could not exceed 80% of the appraised value of the property. The bill would make findings and declarations in support of these provisions.

SB 372 (Cannella R) San Joaquin River Exchange Contractors Groundwater Sustainability Agency.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

Would create the San Joaquin River Exchange Contractors Groundwater Sustainability Agency as the exclusive groundwater sustainability agency and successor in interest to the agency that submitted a notice of intent to become a groundwater sustainability agency to the department on December 22, 2015. The bill would establish the boundaries of the agency. The bill would require the agency to develop and implement a groundwater sustainability plan to achieve sustainable groundwater management within the territory of the agency.

SB 373 (Cannella R) Public contracts: design-build: Stanislaus Regional Water Authority.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

Current law, until January 1, 2025, authorizes the Department of General Services, the Department of Corrections and Rehabilitation, and certain local agencies to use the design-build procurement process for specified public works. Current law defines a "local agency" and a "project" for purposes of these provisions. This bill would modify those definitions to authorize the Stanislaus Regional Water Authority to use the design-build procurement process for its Regional Surface Water Supply Project.

SB 417 (Berryhill R) State Water Resources Control Board.

Current Text: Introduced: 2/15/2017 [Text](#)

Summary:

Current law declares that to provide for the orderly and efficient administration of the water resources in the state, it is necessary to establish the State Water Resources Control Board to exercise the adjudicatory and regulatory functions of the state in the field of water resources. Existing law declares

the intent of the Legislature to combine the water rights, water quality, and drinking water functions of the state government to provide for coordinated consideration of water rights, water quality, and safe and reliable drinking water. This bill would make nonsubstantive changes to these declarations.

SB 427 (Leyva D) Public water systems: community water systems: lead user service lines.

Current Text: Amended: 5/15/2017 [Text](#)

Summary:

Current law requires, by July 1, 2018, a public water system to compile an inventory of known lead user service lines in use in its distribution system and identify areas that may have lead user service lines in use in its distribution system. This bill would apply the above-described provisions relating to lead user service lines to a community water system, instead of a public water system, and would require, by July 1, 2020, the community water system to provide a timeline for replacement of known lead user service lines in use in its distribution system to the State Water Resources Control Board.

SB 450 (Hertzberg D) Public bodies: bonds: public notice.

Current Text: Amended: 5/17/2017 [Text](#)

Summary:

Current law authorizes the governing body of a public body to authorize the issuance of bonds pursuant to a resolution, indenture, agreement, or other instrument providing for the issuance of bonds. Current law defines a "public body" to mean, among other entities, a county, city, or city and county. This bill, prior to authorization of the issuance of certain bonds, would require the governing body of a public body to obtain and disclose specified information regarding the bonds in a meeting open to the public.

SB 473 (Hertzberg D) California Endangered Species Act.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

The California Endangered Species Act prohibits the taking of an endangered or threatened species, except in certain situations. Under the act, the Department of Fish and Wildlife may authorize the take of listed species pursuant to an incidental take permit if the take is incidental to an otherwise lawful activity, the impacts are minimized and fully mitigated, and the issuance of the permit would not jeopardize the continued existence of the species. The act requires the department to adopt regulations for issuance of incidental take permits. This bill would also apply the take prohibition to public agencies.

SB 474 (Galgiani D) Disaster Preparedness and Flood Prevention Bond Act of 2006.

Current Text: Amended: 3/30/2017 [Text](#)

Summary:

The Budget Act of 2015 appropriates \$192,795,000 to the Department of Water Resources from the Disaster Preparedness and Flood Prevention Bond Fund of 2006 for specified flood protection-related activities, including direct expenditures in cooperation with other agencies. Of the moneys appropriated to the department by the Budget Act of 2015, the bill would require the department to expend up to \$110,000,000 for the upgrade of the levee system of Reclamation District No. 17 to provide the urban level of flood protection.

SB 506 (Nielsen R) Department of Fish and Wildlife: lake or streambed alteration agreements: Internet Web site.

Current Text: Amended: 6/5/2017 [Text](#)

Summary:

Would require the Department of Fish and Wildlife, on or before December 31, 2018, and periodically thereafter, to upgrade the information on its Internet Web site regarding lake or streambed alteration agreements, to update its "Frequently Asked Questions" document and other appropriate sources of information regarding the lake and streambed alteration program, and to provide guidance on its Internet Web site to facilitate members of the public in obtaining individualized guidance regarding the lake and streambed alteration program, as specified.

SB 519 (Beall D) Santa Clara Valley Water District.

Current Text: Introduced: 2/16/2017 [Text](#)

Summary:

The district Santa Clara Valley Water District Act authorizes the district to prevent contamination, pollution, or otherwise rendering unfit for beneficial use the surface or subsurface water used or useful in the district, and to commence, maintain, and defend actions and proceedings to prevent interference with the waters that may endanger or damage the inhabitants, lands, or use of water in, or flowing into, the district. This bill would specify that the district has the authority to engage in acts the board of

the district deems appropriate and beneficial to reduce impacts on the waters from activity in and around waterways in the district, as specified.

SB 541 (Allen D) School facilities: school facility water capture practices.

Current Text: Amended: 6/19/2017 [Text](#)

Summary:

Would require the State Department of Education, the State Water Resources Control Board, the regional water quality control boards, and the Division of the State Architect within the Department of General Services, to consult and recommend best design and use practices that include school facility storm water and dry weather runoff capture practices, as defined, that can generally be applied to all new, reconstructed, or altered public schools, including school grounds. The bill would require these recommendations to be reported to the Governor and the Legislature on or before January 1, 2019. The bill would define "school facility water capture practices" for these purposes.

SB 558 (Glazer D) Property taxation: new construction exclusion: rain water capture system.

Current Text: Amended: 4/26/2017 [Text](#)

Summary:

The California Constitution generally limits ad valorem taxes on real property to 1% of the full cash value of that property. For purposes of this limitation, "full cash value" is defined as the assessor's valuation of real property as shown on the 1975-76 tax bill under "full cash value" or, thereafter, the appraised value of that real property when purchased, newly constructed, or a change in ownership has occurred. This bill would exclude from classification as "newly constructed" and "new construction" the construction or addition, on or after January 1, 2019, of a rain water capture system, as provided. This bill contains other related provisions and other existing laws.

SB 564 (McGuire D) Joint powers authorities: Water Bill Savings Act.

Current Text: Amended: 6/8/2017 [Text](#)

Summary:

Would enact the Water Bill Savings Act, which would authorize a joint powers authority to provide funding for a customer of a local agency or its publicly owned utility to acquire, install, or repair a water efficiency improvement on the customer's property served by the local agency or its publicly owned utility. The bill would require the customer to repay the authority through an efficiency charge on the customer's water bill to be established and collected by the local agency or its publicly owned utility on behalf of the authority pursuant to a servicing agreement.

SB 580 (Pan D) Water development projects: Sacramento-San Joaquin watersheds.

Current Text: Introduced: 2/17/2017 [Text](#)

Summary:

Current law adopts and authorizes federally adopted and approved projects, including a project for flood control along the American and Sacramento Rivers. The projects are authorized at an estimated cost to the state of the sum that may be appropriated by the Legislature for state participation upon the recommendation and advice of the Department of Water Resources or the Central Valley Flood Protection Board. This bill would revise the authorization for the project for flood control along the American and Sacramento Rivers as further modified by a specified report adopted by Congress.

SB 589 (Hernandez D) Municipal separate storm sewer systems: financial capability analysis: pilot project.

Current Text: Amended: 4/26/2017 [Text](#)

Summary:

Current law requires the State Water Resources Control Board or the regional boards to issue waste discharge requirements that apply and ensure compliance with the federal Clean Water Act and any more stringent effluent standards or limitations necessary to implement water quality control plans, or for the protection of beneficial uses, or to prevent nuisance. This bill would require the state board, in conjunction with an educational institution, to establish financial capability assessment guidelines for municipal separate storm sewer system permittees by an unspecified date.

SB 615 (Hueso D) Salton Sea restoration.

Current Text: Amended: 5/1/2017 [Text](#)

Summary:

Would require the Natural Resources Agency, by January 1, 2018, to develop a 10-year plan to implement the memorandum of understanding between the agency and the United States Department of the Interior entered into on August 31, 2016, and its addendum, entered into on January 18, 2017, and would require the agency to address certain issues in the plan. The bill would rename the Salton Sea Restoration Act as the "John J. Benoit Salton Sea Restoration Act." This bill contains other related provisions.

SB 623 (Monning D) Water quality: Safe and Affordable Drinking Water Fund.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

Would establish the Safe and Affordable Drinking Water Fund in the State Treasury and would provide that moneys in the fund are continuously appropriated to the office. The bill would require the State Water Resources Control Board to administer the fund to assist communities and individual domestic well users to address contaminants in drinking water that exceed safe drinking water standards, as specified. The bill would authorize the board to provide for the deposit of federal contributions and voluntary contributions, gifts, grants, or bequests.

SB 633 (Portantino D) Water quality objectives: stormwater.

Current Text: Amended: 4/26/2017 [Text](#)

Summary:

Would require a regional board preparing a water quality control plan for a region having a population in excess of 10 million residents to additionally consider opportunities to convey stormwater to a regional site within the watershed in which the stormwater originated for capture and infiltration and to consider the opportunity for stormwater capture when determining past and probable future beneficial uses of water, as specified. This bill contains other related provisions.

SB 634 (Wilk R) Santa Clarita Valley Water District.

Current Text: Amended: 5/26/2017 [Text](#)

Summary:

Current law, the Castaic Lake Water Agency Law, created the Castaic Lake Water Agency and authorizes the agency to acquire water and water rights, including water from the State Water Project, and to provide, sell, and deliver water at wholesale for municipal, industrial, domestic, and other purposes. This bill would repeal the Castaic Lake Water Agency Law. This bill contains other related provisions and other current laws.

SB 637 (Hill D) Public Utilities Commission: gas corporations: electrical corporations: safety.

Current Text: Amended: 3/27/2017 [Text](#)

Summary:

Would require the Public Utilities Commission to adopt a commissionwide gas corporation and electrical corporation safety program that includes specified elements and would authorize the commission to adopt an organizationwide safety program for other public utilities and specified nonutilities that are also subject to the commission's regulatory jurisdiction. The bill would require gas corporations and electrical corporations to have effective programs to continually identify safety hazards and to analyze, assess, and mitigate or eliminate safety risks.

SB 667 (Atkins D) Department of Water Resources: riverine and riparian stewardship improvements.

Current Text: Amended: 6/20/2017 [Text](#)

Summary:

Current law authorizes the Director of Water Resources to establish a program of flood control and urban creek restoration, known as the Urban Streams Restoration Program, consisting of the development of the capability by the Department of Water Resources to respond to requests from local agencies and organizations for planning and design assistance for efficient and effective urban creek protection, restoration, and enhancement. This bill, upon an appropriation of funds from the Legislature, would require the department to establish a program to implement watershed-based riverine and riparian stewardship improvements by providing technical and financial assistance in support of projects with certain benefits.

SB 669 (Moorlach R) Sustainable groundwater management: adjudicated groundwater basins.

Current Text: Introduced: 2/17/2017 [Text](#)

Summary:

The Sustainable Groundwater Management Act, requires all groundwater basins designated as high- or medium-priority basins by the Department of Water Resources that are designated as basins subject to critical overdraft to be managed under a groundwater sustainability plan or coordinated groundwater sustainability plans by January 31, 2020, and requires all other basins designated as high- or medium-priority basins to be managed under a groundwater sustainability plan or coordinated groundwater sustainability plans by January 31, 2022, except as specified. Under current law, the provisions of the act do not apply to an adjudicated groundwater basin, as specified, or to a local agency that conforms to the requirements of an adjudication of water rights for an adjudicated groundwater basin. This bill would make a nonsubstantive change in these provisions.

SB 701 (Hueso D) Salton Sea Obligations Act of 2018.

Current Text: Amended: 7/3/2017 [Text](#)

Summary:

Would enact the Salton Sea Obligations Act of 2018, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$500,000,000 pursuant to the State General Obligation Bond Law to finance a program to comply with specified state obligations relating to the Salton Sea. This bill would provide for the submission of these provisions to the voters at the November 6, 2018, statewide general election.

SB 704 (Galgiani D) Division of Boating and Waterways: invasive aquatic plants control programs.

Current Text: Amended: 5/2/2017 [Text](#)

Summary:

Would require that the Division of Boating and Waterways, to the extent feasible, to collaborate with the California Conservation Corps and use members of the corps in implementing its invasive aquatic plants control programs, as provided.

SB 729 (Stone R) Local emergencies: applications for state assistance.

Current Text: Amended: 3/28/2017 [Text](#)

Summary:

The California Disaster Assistance Act provides for the allocation of funds to local agencies for certain purposes by the Director of Emergency Services after the proclamation of a local emergency or state of emergency, as specified. The act sets forth the process by which a local agency may apply for those allocations and, as part of this process, generally provides for completion of a state agency investigation and report to the director on the proposed work within 60 days from the date of the application. This bill would require the director to notify the local agency of all approved costs within 60 days from the date that investigation is completed.

SB 740 (Wiener D) Onsite treated water.

Current Text: Amended: 4/26/2017 [Text](#)

Summary:

Would, on or before December 1, 2018, require the State Water Resources Control Board, in consultation with other state agencies, to adopt regulations, consistent with federal and state law in effect on January 1, 2018, to provide comprehensive risk-based standards for local jurisdictions permitting programs for onsite recycling of water in multifamily residential, commercial, and mixed-use buildings for nonpotable use. The bill would require the regulations to address specified issues and practices relating to the management, monitoring, and treatment of recycled water for nonpotable use.

SB 750 (Hueso D) Vehicles: license plate pilot programs.

Current Text: Amended: 6/28/2017 [Text](#)

Summary:

Current law authorizes the Department of Motor Vehicles to conduct a pilot program, to be completed no later than January 1, 2019, to evaluate the use of alternatives to stickers, tabs, license plates, and registration cards, subject to certain requirements, and to report the results of the pilot program, as specified, to the Legislature no later than July 1, 2020. Current law also authorizes the department to enter into contracts with qualified private industry partners to provide specified service relating to the registration of vehicles. This bill would specify that the authorization to establish the above-mentioned pilot program includes the authority to establish a pilot program to evaluate alternative methods of collecting fees related to the registration of a motor vehicle or the purchase, renewal, or transfer of license plates.

SB 766 (Monning D) International commercial arbitration: representation.

Current Text: Amended: 6/26/2017 [Text](#)

Summary:

Current law includes provisions that govern arbitration and conciliation proceedings for international commercial disputes. Existing law authorizes the parties in a conciliation proceeding to appear in person or be represented or assisted by any person of their choice, and provides that a person representing or assisting a party is not required to be a member of the legal profession or licensed to practice law in California. This bill would permit an individual who is not admitted to practice law in California but who is a member in good standing of a recognized legal profession in the United States or a foreign jurisdiction and is subject to effective regulation and discipline by a duly constituted professional body or public authority to provide legal services in an international commercial arbitration or related proceeding, as specified.

SB 778 (Hertzberg D) Water systems: consolidations: administrative and managerial services.

Current Text: Amended: 5/26/2017 [Text](#)

Summary:

Would require, on or before March 1, 2018, the State Water Resources Control Board to track and publish on its Internet Web site an analysis of all voluntary and ordered consolidations of water systems, including publishing information on the resulting outcomes of the consolidations and whether the consolidations have succeeded or failed in providing an adequate supply of safe drinking water to the communities served by the consolidated water systems.

SB 780 (Wiener D) Water Conservation in Landscaping Act.

Current Text: Amended: 4/4/2017 [Text](#)

Summary:

Would authorize the Department of Resources Recycling and Recovery to promote the application of compost in urban areas of the state to assist with projects that follow the watershed approach to landscaping and, in coordination with the Department of Water Resources, to develop and implement pilot projects that support the understanding and deployment of compost to meet specified goals. The bill would also require the State Energy Resources Conservation and Development Commission, in coordination with the State Air Resources Board, to develop a greenhouse gas emissions reduction factor for new climate appropriate landscapes, as provided.

SB 801 (Stern D) Aliso Canyon natural gas storage facility: electrical grid data: electricity demand reduction and response: energy storage solutions.

Current Text: Amended: 7/5/2017 [Text](#)

Summary:

Would require an electrical corporation or local publicly owned electric utility that provides electric service to 30,000 or more customers within the Los Angeles Basin to make publicly available, upon request of any person, electrical grid data necessary or useful to enable distributed energy resource providers to target solutions that support reliability in the area where electrical reliability has been impacted as a result of reductions in gas storage capacity and gas deliverability resulting from the well failure at the Aliso Canyon natural gas storage facility.

SCA 4 (Hertzberg D) Water conservation.

Current Text: Introduced: 2/2/2017 [Text](#)

Summary:

The California Constitution requires that the water resources of the state be put to beneficial use to the fullest extent of which they are capable and that the waste or unreasonable use or unreasonable method of use of water be prevented. This measure would declare the intent of the Legislature to amend the California Constitution to provide a program that would ensure that affordable water is available to all Californians and to ensure that water conservation is given a permanent role in California's future.

SCA 9 (Glazer D) Property tax: new construction exclusion: rain water capture system.

Current Text: Amended: 4/26/2017 [Text](#)

Summary:

The California Constitution generally limits ad valorem taxes on real property to 1% of the full cash value of that property. For purposes of this limitation, "full cash value" is defined as the assessor's valuation of real property as shown on the 1975-76 tax bill under "full cash value" or, thereafter, the appraised value of that real property when purchased, newly constructed, or a change in ownership has occurred. This bill would authorize the Legislature to exclude from classification as "newly constructed" the construction or addition, completed on or after January 1, 2019, of a rain water capture system.

Total Measures: 163

Total Tracking Forms: 163

EXHIBIT 2

Assembly Bill 1667 (Friedman) – July 7, 2017
Position: OPPOSE JULY 3, 2017 AMENDMENTS



Assembly Bill 1667 (Friedman) – July 7, 2017
Position: OPPOSE JULY 3, 2017 AMENDMENTS



Dublin San Ramon
Services District

Water, wastewater, recycled water



Modesto
Irrigation
District



LA CAÑADA IRRIGATION DISTRICT

July 7, 2017

The Honorable Robert M. Hertzberg
Chairman, Senate Committee on Natural Resources and Water
State Capitol, Room 4038
Sacramento, CA 95814

RE: AB 1667 (Friedman): Water Management Planning
OPPOSITION TO THE JULY 3 AMENDMENTS
Senate Natural Resources and Water Committee – July 11, 2017

Dear Senator Hertzberg:

On behalf of the organizations listed above, we are writing to express our opposition to the July 3, 2017, amendments to AB 1667.

As amended July 3, AB 1667 would grant certain state agencies extraordinary and unprecedented authorities over how Californians use water in urban communities. Specifically, the State Water Resources Control Board (“SWRCB”) would be granted unlimited authority to set standards for urban water use, including indoor residential water use and outdoor irrigation for residential, commercial, industrial and institutional (“CII”) water users.

The amendments would also give the SWRCB the authority to adopt “performance measures” for CII water use that include, but are not limited to, water audits, requirements to convert mixed CII irrigation accounts to dedicated irrigation meters, and undefined “water management planning” requirements for CII water users. Finally, the amendments would also grant SWRCB the authority to adopt new water use standards and CII performance measures every five years, creating economic uncertainty and making planning for both water agencies and CII water users extremely difficult. Moreover, these standards would be imposed upon your constituents, upon businesses, and upon the California economy without any legislative review, approval or oversight to ensure they are appropriate.

The July 3 amendments would also grant the SWRCB unnecessarily punitive enforcement authorities. The SWRCB would be granted the authority to issue cease-and-desist orders for a violation of any SWRCB regulation including, after July 1, 2026, water use standards and CII performance measures. Additionally, the amendments would allow for a person to be held civilly liable in an amount up to \$20,000 plus \$500/day for failure to comply with the SWRCB’s water use standards, even though the standards are intended to be measured at the water supplier level and not at an individual customer level. Water agencies have and will continue to take the appropriate actions to encourage greater water use efficiency within their service areas, but these new enforcement authorities will not help them do that.

The July 3 amendments also raise other concerns:

- There is a lack of protection for water rights;
- The provisions related to recycled water and potable reuse do not go far enough to encourage the level of reuse the state needs to improve drought resiliency;
- There is no consideration of the data needed to ensure an accurate calculation of or compliance with the standards; and
- There is insufficient flexibility in the standard setting. Unique community factors and the water associated with them are not required to be considered. Water used in urban communities for things such as livestock, agricultural use, increases in population due to seasonal changes, water required to sustain wildlife, use of evaporative cooling, and irrigation of vegetation for fire protection are not required to be considered, but are important, valid and often efficient uses of water within California’s urban communities.

Our organizations support increasing water use efficiency, but granting permanent and unlimited authority to set urban water use standards to a state agency—without any legislative oversight—risks impacts to California’s economy and our citizens’ quality of life. For these reasons, our organizations oppose the July 3, 2017, amendments to AB 1667 and ask for your “NO” vote when the bill is heard in the Senate Natural Resources and Water Committee on July 11.

Sincerely,

Robert Shaver, General Manager
Alameda County Water District

Rylan Gervase, Legislative Representative
California Special Districts Association

David Coxey, General Manager
Bella Vista Water District

Jack Hawks, Executive Director
California Water Association

Dave Eggerton, General Manager
Calaveras County Water District

Susan Mulligan, General Manager
Calleguas Municipal Water District

**Assembly Bill 1667 (Friedman) – July 7, 2017
Position: OPPOSE JULY 3, 2017 AMENDMENTS**

Tony Stafford, General Manager
Camrosa Water District

Steve Nugent, General Manager
Carmichael Water District

Steven E. Wickstrum, General Manager
Casitas Municipal Water District

Hilary Straus, General Manager
Citrus Heights Water District

Felix Riesenber, Asst. Public Works Director
City of Fairfield

Marcus Yasutake, Water Resources Director
City of Folsom

The Honorable Steve Vaus, Mayor
City of Poway

The Honorable Stanley Cleveland Jr., Mayor
City of Yuba City

Natasha Drane, Governmental Relations Officer
County of Sacramento

Martin E. Zvirbulis, General Manager/CEO
Cucamonga Valley Water District

Mark Krause, General Manager
Desert Water Agency

Dan McIntyre General Manager
Dublin San Ramon Services District

Paul D. Jones II, P.E., General Manager
Eastern Municipal Water District

Jim Abercrombie, General Manager
El Dorado Irrigation District

Robert Hill, General Manager
El Toro Water District

Mark J. Madison, General Manager
Elk Grove Water District

John D. Vega General Manager
Elsinore Valley Municipal Water District

Steven Palmer, P.E., General Manager
Georgetown Divide Public Utility District

Paul T. Schubert, General Manager
Golden State Water Company

John Friedenbach, General Manager
Humboldt Bay Municipal Water District

David Hull, General Manager
Humboldt Community Services District

Paul Cook, General Manager
Irvine Ranch Water District

Douglas M. Caister, Manager/Secretary
La Cañada Irrigation District

Rena Hinchey, General Manager
Laguna Beach County Water District

Charles Garabedian, Jr., President
Malaga County Water District

Paul E. Shoenberger, P.E., General Manager
Mesa Water District

Gary Soiseth, Regulatory Administrator
Modesto Irrigation District

David J. Stoldt, General Manager
Monterey Peninsula Water Management Dist.

John Kingsbury, Executive Director
Mountain Counties Water Resources Assoc.

Remleh Scherzinger, General Manager
Nevada Irrigation District

Stephen L. Cole, General Manager
Newhall County Water District

Kimberly A. Thorner, General Manager
Olivenhain Municipal Water District

Lucy Dunn, President and CEO
Orange County Business Council

Michael R. Markus, P.E., General Manager
Orange County Water District

**Assembly Bill 1667 (Friedman) – July 7, 2017
Position: OPPOSE JULY 3, 2017 AMENDMENTS**

Mark Watton, General Manager
Otay Water District

Paul Helliker, General Manager
San Juan Water District

Allen Carlisle, CEO/General Manager
Padre Dam Municipal Water District

Dan Ferons, General Manager
Santa Margarita Water District

Einar Maisch, General Manager
Placer County Water Agency

Piret Harmon, General Manager
Scotts Valley Water District

Edward R. Crouse, General Manager
Rancho Murieta Community Services District

Rath Moseley, General Manager
South Feather Water & Power Agency

John Woodling, Executive Director
Regional Water Authority

Richard Solbrig, General Manager
South Tahoe Public Utility District

Sean Earley, General Manager
Richvale Irrigation District

Richard W. Hansen, P.E., General Manager
Three Valleys Municipal Water District

Greg Thomas, General Manager
Rincon Del Diablo Municipal Water District

Hector Ruiz, General Manager
Trabuco Canyon Water District

Girish Balachandran, General Manager
Riverside Public Utilities

Thomas J. Haglund, General Manager
Tuolumne Utilities District

Tom Coleman, General Manager
Rowland Water District

Casey Hashimoto, General Manager
Turlock Irrigation District

Mary-Ann Warmerdam, Legislative Advocate
Rural County Representatives of California

Gary T. Arant, General Manager
Valley Center Municipal Water District

Robert Roscoe, P.E., General Manager
Sacramento Suburban Water District

Eldon Boone, General Manager
Vista Irrigation District

Glenn Farrel, Government Relations Manager
San Diego County Water Authority

Ted Trimble, General Manager
Western Canal Water District

Harlan L. Kelly, Jr. General Manager
San Francisco Public Utilities Commission

John Rossi, General Manager
Western Municipal Water District

Jeff Davis, General Manager
San Geronio Pass Water Agency

Marc Marcantonio, General Manager
Yorba Linda Water District

Brian Crane, Director, Public Works Department
City of Redding

G.F. Duerig, General Manager
Zone 7 Water Agency

cc: Members of the Senate Committee on Natural Resources and Water
The Honorable Laura Friedman, California State Assembly
Dennis O'Connor, Principal Consultant, Senate Natural Resources & Water Committee
Todd Moffitt, Policy Consultant, Senate Republican Policy Office



Agenda Item: 27

Date: July 7, 2017

Subject: General Manager's Report

Staff Contact: Robert S. Roscoe, General Manager

a. Long Term Warren Act Contract Update

The Bureau of Reclamation provided Gary Sprague, National Marine Fisheries Service (NMFS), the Biological Assessment (BA) on June 1, 2017. As previously reported, Mr. Sprague appears to be receptive to being able to review the BA in a timely manner if it was submitted as complete. Mr. Sprague responded to Reclamation staff that the BA and links to references were received as complete; however, Mr. Sprague went on vacation June 12, 2017 and was scheduled to return on June 29, 2017. Reclamation does not expect to hear back from Mr. Sprague regarding sufficiency until early July 2017.

In regards to the Environmental Assessment (EA), ECorp Consulting completed edits and addressed comments from Reclamation's last review. In addition, the text was revised to be uniformly consistent with the BA submitted to NMFS on June 1st. The draft EA was submitted to Reclamation on June 23, 2017.

The following tasks remain to be completed:

- Prepare Draft EA for publication
- Prepare final EA and Finding of No Significant Impact
- Complete negotiations for the terms and conditions for the LTWAC

b. California WaterFix Update

The United States Fish and Wildlife Service (USFWS) and National Marine Fisheries Service on June 26, 2017, issued the biological opinions for California WaterFix. The Department of Water Resources (DWR) and Bureau of Reclamation (Reclamation) will now move towards certifying the Environmental Impact Report (EIR)/Environmental Impact Statement (EIS) in July 2017.

The California WaterFix biological opinions released contain new spring Delta outflow criteria that do not appear to have ever been released or analyzed previously in the California Environmental Quality Act/National Environmental Policy Act process or the State Water Resources Control Board (SWRCB) hearing. It is not clear what relationship those new spring criteria have to the assumptions in the modeling that is reflected in the EIR/EIS in DWR's and Reclamation's testimony before the SWRCB on the July 2016 biological assessment for the project. In order to preserve as a possible litigation issue on

the fact that it appears that DWR and Reclamation have never disclosed what effects the project might have with those spring outflow criteria in place, the Sacramento Valley Water Users attorneys generated a letter to DWR and Reclamation for submission on June 27, 2017, attached to this report as Exhibit 1.

c. ACWA/JPIA Liability, Property, and Workers' Compensation Risk Assessment

On July 5, 2017, Scott Wood, Senior Risk Management Consultant for JPIA, conducted a Risk Assessment of the District's liability, property, and workers' compensation programs. During the assessment Mr. Wood discussed several items of current relevance with Operations Manager Jim Arenz. The items included the ramifications of California's Proposition 64, the Marijuana Legalization Initiative on member agencies drug and alcohol policies; the effects of Senate Bill 661, Protection of Subsurface Installations, on the USA North program; the liability associated with the use of drones for District business purposes such as tank inspections; and cyber security relating to recently reported customer billing scams in the area. In addition, Mr. Wood also visited the District's newest production facility, Rutland Well #N39.

A more complete account of the inspection will be forthcoming once the District receives Mr. Wood's report.

d. Update to Closeout of District's Groundwater Monitoring Wells Project

At the June 2017 Board Meeting, a report was provided on the closeout of the District's Groundwater Monitoring Wells project. In the report, it was stated that the District had received a partial Local Groundwater Assistance (LGA) grant in the amount of \$157,135 for the construction of two groundwater monitoring wells and related tasks. A Director asked what the total project expenditures were for this project. Total project expenditures for this project, including engineering, construction, water quality sampling and testing, and grant reporting totaled \$294,673.07. Therefore, the LGA grant paid for 53.3% of the total project costs.

e. McClellan Business Park – Excavation Process

At the June 19, 2017 regular Board meeting a Director requested information pertaining to excavation requirements within McClellan Business Park (MBP). The former McClellan Air Force Base was designated as a Superfund site under the Environmental Protection Agency to identify, investigate and clean up uncontrolled or abandoned hazardous waste sites. Since the soils cleanup began in the 1980's, extensive information about the locations where hazardous waste was disposed, leaked, or spilled have been documented. Activities at the designated locations are carefully monitored to ensure contaminants are not disturbed until a cleanup remedy is in place. All excavations must be preapproved by MBP. All soils to be removed from MBP must be transported to a designated location to utilize the best available cleanup technologies to ensure the removal of any contaminants. Any parties removing soils from this Superfund site must pay the appropriate fees to MBP for physical removal and monitoring of the soils. However, a party may remove their soils at their own cost with approval from MBP, once a small fee is paid for monitoring of the soils.

Monitoring and institutional controls that limit land use will ensure that the cleanup remains protective of human health and the environment while allowing for the safe reuse of the property.

f. Failed Network Switch

On Wednesday, June 28, 2017, the Marconi Administration Office building lost power. The Production On-Call Technician (Technician) was notified that the backup power generator was running via a SCADA text message at approximately 12:30 a.m. The Technician monitored the generator via SCADA while attempting to determine if there was a localized power outage using SMUD's website. The Technician could not detect a power outage and dispatched to the location to investigate.

The Technician contacted the Production Superintendent (Superintendent) at approximately 2:15 a.m. to notify him that the generator was running but there were no indications that there was a localized power outage. The transfer switch indicated that the Marconi building was running on power provided from SMUD. The Technician was unable to access the control panel to verify the source of the incoming power due to the arc flash safety rating of the panel. They determined that there must have been a brief power outage that had caused the switch to the backup generator and that when power was restored, the generator must have failed to shut back down. The Technician and the Superintendent made the joint decision to manually shut down the generator to reduce any unnecessary run time hours for air quality compliance. The generator was shut down at approximately 2:30 a.m. It was then determined that the building was without power and an electrical contractor was dispatched to troubleshoot the issue with the incoming power and the transfer switch. The generator was turned back on to provide power to the building. The electrician investigated and determined that SMUD was delivering single phase power due to a failure in the service line to the building. SMUD was contacted to make repairs.

The Information Technology (IT) Manager was contacted at approximately 3:00 a.m. to inform him of the issue. He attempted to access the servers from home and was unable to do so. He immediately dispatched to the location. When he arrived, he determined that the servers had crashed due to losing power. All of the servers and switches are equipped with uninterruptible power supply battery devices that will allow for 10-15 minutes of runtime which allows for the switching of power to the generator and back without shutting down. When power remains off for more than that amount of time, the systems are susceptible to crashing.

In trouble shooting the servers, the IT Manager became aware that the router to the internet had failed. He worked to restore functionality to the router and restored internet access to the building. He then began rebooting the servers to bring them up in the correct order so that they would function correctly. He began working on the routers and servers

at approximately 3:45 a.m. and had it back up and running correctly by approximately 7:30 a.m.

A SMUD representative arrived on site at approximately 5:10 a.m. and dispatched a crew to make repair. The first repair crew arrived at approximately 7:30 a.m. but they were not properly equipped to make the repair. The next repair crew arrived at approximately 9:30 a.m. and began conducting necessary repairs. The repairs were completed by SMUD at approximately 2:30 p.m. Line power to the building was restored and the generator was shut off at that time.

The generator was refueled with 44.5 gallons of fuel at approximately 9:00 a.m. It ran for approximately 13 hours associated with this power outage, well within the permit conditions of Sacramento Metropolitan Air Quality Management District.

Due to this incident, and to avoid future issues, staff will write a Standard Operating Procedure (SOP) for power outages. The SOP will outline the requirement that the IT Manager must be contacted before shutting off power to the Marconi building.

The District did not negatively impact service to the customers due to this power outage as internet access and the servers were restored prior to regular business hours.

BARTKIEWICZ, KRONICK & SHANAHAN

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June 27, 2017

VIA E-MAIL (info@californiawaterfix.com) AND FEDERAL EXPRESS

Ms. Brook White
Bureau of Reclamation
Mid-Pacific Region, Bay-Delta Office
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Sacramento, California 95814-2536
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Mr. Marcus Yee
Program Manager, Executive Program Office
California Department of Water Resources
901 P Street, Room 411B
Sacramento, CA 95814
marcus.yee@water.ca.gov

Re: California WaterFix Environmental Impact Report/Final Environmental
Impact Statement – Recirculation Required Due To Project Changes In
Biological Opinions

Dear Ms. White and Mr. Yee:

We represent members of the Sacramento Valley Water Users ("SVWU") group of agencies that previously has made extensive comments on the draft and final environmental impact report/environmental impact statements ("EIR/EIS") for the Bay-Delta Conservation Plan and now called the California WaterFix. The members of the SVWU are listed on Attachment A. By this letter, we respectfully request that the Department of Water Resources ("DWR") and the Bureau of Reclamation ("Reclamation") revise and recirculate the December 2016 final EIR/EIS in light of significant changes to the California WaterFix project made in the biological opinions released by the U.S. Fish & Wildlife Service ("USFWS") and the National Marine Fisheries Service ("NMFS") released yesterday. If DWR and Reclamation were to certify and adopt the final EIR/EIS in reliance on the biological opinions without revising and recirculating that EIR/EIS, then DWR and Reclamation would violate the California Environmental Quality Act ("CEQA") and the National Environmental Policy Act ("NEPA"), respectively.

CEQA and its implementing guidelines require recirculation of an EIR where "significant new information" is added to the EIR after a draft is circulated and before the final EIR is certified. (Public Resources Code § 21092.1; Cal. Code Regs., tit. 14, § 15088.5, subd. (a).) The sort of information that requires recirculation includes, for example, the information that shows that new significant impacts would occur, the severity of an environmental impact would substantially increase unless mitigation measures are adopted or the draft EIR "was so fundamentally and basically inadequate and conclusory in nature that meaningful public review and comment were precluded." (Cal. Code Regs., tit. 14, § 15088.5, subd. (a).) NEPA's requirements are similar. (40 C.F.R., § 1502.9, subd. (c); Reclamation's NEPA Handbook (Feb. 2012) pp. 7-23 to 7-24.)

Ms. Brook White
Mr. Marcus Yee
June 27, 2017
Page 2

Each of the above conditions for recirculation would be met if DWR and Reclamation were to certify the final EIR/EIS in reliance on the biological opinions released yesterday because those opinions rely on changes to the project description that are not reflected in the final EIR/EIS. For example,¹ the opinions rely on spring Delta outflow criteria that appear to have never been previously disclosed in the CEQA/NEPA process. Those opinions do not specify the source of water to meet those spring Delta outflow criteria. Implementation of those criteria could cause numerous environmental impacts, including reductions in SVWU members' water supplies from Central Valley Project ("CVP") and State Water Project ("SWP") reservoirs, impacts to groundwater indirectly caused by those reductions in surface-water supplies upstream of the Delta, impacts to bird species that rely on SVWU members' delivery of water for agriculture and fish species that depend on cold water stored in CVP/SWP reservoirs upstream of the Delta.

The biological opinions impose on California WaterFix spring Delta outflow criteria that DWR and Reclamation appear to have never previously analyzed under CEQA and NEPA. Those criteria are: (1) stated in item "5. Delta Outflow" in Table 3.3-1 in Appendix A2 of the NMFS biological opinion; and (2) on pages 22 through 37, and particularly pages 27, 33 and 34, of the USFWS biological opinion. NMFS's Appendix A2 is entitled "June 2017 Description of the Proposed Action"; the criteria are on that appendix's pages 3-94 to 3-96. USFWS describes the spring Delta outflow criteria as part of the proposed project. As stated in NMFS's biological opinion, those criteria are dictated by a "lookup table" relating certain forecasts of Central Valley runoff in March, April and May to certain required Delta outflows in those months. (See also USFWS biological opinion, pp. 22, 27, 33-34.) It appears that such a table governing this crucial aspect of CVP/SWP operations with California WaterFix in place has never been disclosed previously in this CEQA/NEPA process. The July 2016 biological assessment contains spring Delta outflow, but they are governed by a different mechanism, specifically certain hydrologic exceedance levels. (See July 2016 Biological Assessment, p. 3-95.) None of the draft EIR/EIS documents, or the final EIR/EIS, could have disclosed the impacts of DWR and Reclamation implementing the spring Delta outflow criteria contained in the biological opinions because those criteria were developed after the December 2016 final EIR/EIS was released.²

The biological opinions also clarify that DWR and Reclamation currently do not know what sources of water would be used to satisfy the new spring Delta outflow criteria stated in those opinions. NMFS's biological opinion states, at page 3-80, the following:

¹ The proposed action in the biological opinions includes other information and changes that are not reflected in the July 2016 biological assessment's proposed action. (See USFWS biological opinion, pp. 11-12; NMFS biological opinion, p. 13.) Neither of the biological opinions clearly describe the changes that were made to the proposed action. DWR and Reclamation should disclose what changes were made and whether those changes trigger recirculation under CEQA and NEPA.

² The spring Delta outflow standards contained in the biological opinions were stated in a June 2017 "update" to the July 2016 biological assessment. (See "updated" Chapter 3 of biological assessment (cms.capitoltechsolutions.com/ClientData/CaliforniaWaterFix/uploads/FIX_BA_TOC_Rev1.pdf.) The December 2016 final EIR/EIS could not have considered updates to the project description contained in a June 2017 update to the biological assessment.

Ms. Brook White
Mr. Marcus Yee
June 27, 2017
Page 3

To avoid a reduction in overall abundance for longfin smelt, the PA [proposed action, i.e., California WaterFix] includes spring outflow criteria, which are intended to be provided by appropriate beneficiaries through the acquisition of water from willing sellers. If sufficient water cannot be acquired for this purpose, the spring outflow criteria will be accomplished through operations of the CVP/SWP to the extent an obligation is imposed on either the SWP or CVP under federal or applicable state law.

The SWWU includes the primary "willing sellers" of water to the CVP and the SWP in the past and have no knowledge of DWR or Reclamation having acquired any water to satisfy the spring Delta outflow criteria stated in the biological opinions.

These facts indicate that, according to the biological opinions' statement that the spring Delta outflow criteria would be satisfied "through operations of the CVP/SWP" if they cannot be satisfied through voluntary transactions, water users who rely on the CVP and the SWP other than California WaterFix beneficiaries could be significantly impacted by that project. If DWR and Reclamation were compelled to satisfy the biological opinions' spring Delta outflow criteria "through operations of the CVP/SWP," then that could significantly reduce water storage in upstream reservoirs such as Shasta, Oroville and Folsom, with resulting water-supply impacts on SVWU members. Those water-supply impacts then could ripple into indirect impacts on groundwater upstream of the Delta caused by increased pumping to make up for lost surface supplies, as well as indirect impacts on bird species that rely on irrigated agricultural lands in the Sacramento Valley. Increased spring releases of water from CVP/SWP reservoirs upstream of the Delta also could injure fish in the rivers below those reservoirs by reducing their cold-water storage and adversely affecting river conditions later in the year or in the following water year.

Moreover, if DWR and Reclamation were to certify the final EIR/EIS in reliance on the biological opinions without revising and recirculating that EIR/EIS, then DWR and Reclamation would violate two fundamental requirements of environmental review by confusingly describing the proposed project and changing the project description without analyzing the change. The final EIR/EIS states, on page 3-4, that Alternative 4A is the preferred alternative selected by DWR and Reclamation. The final EIR/EIS's description of Alternative 4A contains no description of the project's spring Delta outflow criteria, but does refer to Table 3-8 as describing differences with the previous preferred alternative, Alternative 4. (Final EIR/EIS, p. 3-111.) That description of Alternative 4A also references forthcoming biological opinions, but does not explain how they might affect the applicable spring Delta outflow criteria. (Final EIR/EIS, pp. 3-112 to 3-113.) The final EIR/EIS's Table 3-8 references, but does not describe, the spring Delta outflow criteria that would apply to Alternative 4A, but refers to the EIR/EIS's section 3.6.4.2 as describing a "range" of those criteria under a scenario H. (Final EIR/EIS, p. 3-53.) The portion of the final EIR/EIS's section 3.6.4.2 that describes spring Delta outflows under Alternative 4A contains a table that relies on hydrologic exceedances to state possible outflow criteria. (Final EIR/EIS, pp. 3-261 to 3-273, esp. 3-269 (table).) That portion of section 3.6.4.2 states that DWR's and Reclamation's intent was that the final EIR/EIS's discussion would be consistent with the biological assessment. (Final EIR/EIS, p. 3-262.) As discussed above, however, the biological opinions' "lookup table" for spring Delta outflows is not the same as the July 2016 biological assessment's mechanisms for governing such outflows.

Ms. Brook White
Mr. Marcus Yee
June 27, 2017
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Attachment A—Sacramento Valley Water Users

Water users represented by Downey Brand LLP

Carter Mutual Water Company
El Dorado Irrigation District
El Dorado Water & Power Authority
Howald Farms, Inc.
Maxwell Irrigation District
Natomas Central Mutual Water Company
Meridian Farms Water Company
Oji Brothers Farm, Inc.
Oji Family Partnership
Pelger Mutual Water Company
Pleasant-Grove Verona Mutual Water Co.
Princeton Codora-Glenn Irrigation District
Provident Irrigation District
Reclamation District 108
Sacramento Municipal Utility District
Henry D. Richter, et al.
River Garden Farms Company
South Sutter Water District
Sutter Extension Water District
Sutter Mutual Water Company
Tisdale Irrigation and Drainage Company
Windswept Land and Livestock Company

Water users represented by Somach Simmons & Dunn

Glenn-Colusa Irrigation District
Biggs-West Gridley Water District
Sacramento County Water Agency
Placer County Water Agency
Carmichael Water District

Water users represented by Bartkiewicz, Kronick & Shanahan

City of Folsom
City of Roseville
San Juan Water District
Sacramento Suburban Water District
Yuba County Water Agency

Water users represented by Minasian, Meith, Soares, Sexton & Cooper, LLP

Anderson-Cottonwood Irrigation District
Butte Water District
Nevada Irrigation District
Paradise Irrigation District
Plumas Mutual Water Company
Reclamation District No. 1004
Richvale Irrigation District

South Feather Water & Power Agency
Western Canal Water District

Water users represented by Steel Rives
City of Sacramento



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Agenda Item: 28 a.

Date: July 7, 2017

Subject: Upcoming Policy Review – Directors’ Compensation and Expense Reimbursement Policy (PL - BOD 003)

Staff Contact: Dan York, Assistant General Manager

The Directors’ Compensation and Expense Reimbursement Policy (PL - BOD 003) is scheduled for its biennial review. Staff reviewed the current policy and is recommending minor Policy changes. Specifically, staff is proposing to include language regarding processing payment of compensation and expenses during biweekly payroll cycles. Legal counsel did not review the policy.

The policy, with any proposed revisions, is scheduled for Board consideration and adoption at the August 2017 regular Board meeting. If a Director wishes to comment on the policy, please provide those comments to staff by Monday, August 7, 2017.

A copy of the policy is provided as Exhibit 1 for the Board’s review.

Sacramento Suburban Water District

Directors' Compensation and Expense Reimbursement Policy

Adopted: July 21, 2003

Revised: May 15, 2006; May 19, 2008; May 17, 2010; June 20, 2011; July 15, 2013;
August 18, 2014; August 17, 2015, August XX, 2017

100.00 Purpose of the Policy

This document sets forth the policy of the Sacramento Suburban Water District concerning Directors' compensation and the payment of actual and necessary expenses incurred in the performance of official duties and is intended to comply with the requirements of Government Code sections 53232 through 53232.4.

200.00 Directors' Compensation

200.10 Amount of Compensation

Each member of the Board of Directors of the District will be entitled to receive \$100 per day for each day's attendance at meetings of the Board, or for each day's service rendered as a member of the Board by request of the Board, as provided in article 200.20.

200.20 Types of Service for Which Compensation Will Be Provided

Applicable law (Government Code section 53232.1) permits the District to compensate Directors for each day's attendance at meetings of the Board, or for each day's service rendered as a Director, subject to a written policy adopted in a public meeting. A Director can be compensated for up to 10 days per calendar month of service in accordance with the Board's adoption of Ordinance No. 02-01. (Water Code section 20202.) The District encourages Directors to take advantage of opportunities to be informed concerning matters of interest to the District, and to inform others of the activities and interests of the District. The General Manager or his or her designee will provide to the Board on a monthly basis a list of meetings attended by each Director for which the Director was compensated under this policy. Directors will be compensated (for up to 10 days per calendar month) for attending the following types of meetings:

- a. Meetings of the Board of Directors of the District and the Board of Directors of the Sacramento Suburban Water District Financing Corporation;

- b. Committee meetings of the Board, attended as a member of the committee;
- c. Other meetings necessary for the disposition of duties assigned to a Board committee, attended by a member of the committee;
- d. Meetings of other governmental entities, associations or duly-recognized committees on which the District is officially represented, attended by the liaison representative of the Board and/or the liaison representative alternate who has been appointed to represent the District on the governmental entity or committee (both liaison representative and liaison representative alternate should attend all meetings to be informed on the issues and therefore both will be compensated for attending those meetings);
- e. Conferences, seminars, workshops and other events held within the State of California that are sponsored by industry associations or nonprofit entities for the purpose of discussing relevant water issues, including days while attending the conference, seminar, workshop or event, but excluding days in transit to or from the conference, seminar, workshop or event (attendance at conferences, seminars, workshops and events held outside the State of California will be approved by the Board of Directors on a case-by-case basis);
- f. Educational training, seminars, and courses designed to improve Directors' understanding of District business and their obligations as public officials, including ethics training mandated under Government Code section 53235(a) and harassment prevention training under Government Code section 12950.1;
- g. Meetings, water industry events or office visits of a substantial duration concerning substantive District business as requested and approved for payment by the General Manager or the Board President; and
- h. In connection with business, educational and ceremonial meetings, functions and conferences for which the District has prepaid for a Director's attendance, the Director shall attend such events. If the Director is unable to attend the pre-paid event, the Director shall immediately notify the District. If the District cannot obtain a refund of fees paid, then the District shall bill the Director for reimbursement for all amounts paid, unless the Director's failure to attend the event arises from circumstances beyond the control of the Director.

300.00 Reimbursement of Directors' Expenses

300.10 Policy and General Rules

The District encourages Directors to attend conferences, seminars and other meetings that require their participation or provide an opportunity to be informed concerning matters of interest to the District. Each Director is entitled to reimbursement for the amount of the reasonable and prudent expenditures (i.e., registration fees, travel, meals, lodging, and other actual and necessary expenses) incurred in the performance of his or her official duties. When a Director pre-pays expenses (e.g. registration, airfare, hotel), the Director may submit such items for expense reimbursement prior to the meeting occurrence as described in article 300.20.

A Director may use his or her personal funds for meeting registration. The District will reimburse the Director for the actual amount of the registration, if properly reported and documented in accordance with article 300.40. If requested, staff will register a Director for qualifying meetings as described in article 200.20.

The District's annual budget will set an appropriate level of funding for payment of Directors' expenses. A Director will not be entitled to receive in excess of \$ 4,000 per fiscal year for reimbursable expenses, exclusive of registration fees, unless the Board of Directors preapproves a Director's request to increase this amount for the applicable fiscal year. A maximum of five paid meeting days per conference will be allowed with the following exception: ancillary programs that are not a part of the main conference (e.g. ACWA/JPIA meetings). The General Manager or his or her designee will be responsible for ensuring that the budgeted amount is not exceeded without prior approval of the Board.

Any exceptions for expenses that do not come within the District's expense reimbursement policy must be approved by the Board in a public meeting in advance of the time when the expense will be incurred. (Government Code, §53232.2, subd. (f).) Any question concerning the propriety of a particular expense should be resolved by the Board before the expense is incurred.

300.20 Reimbursable Expenses

Directors' direct expenses for attendance at meetings and events authorized by this policy, including registration fees, reasonable travel, lodging, and meal costs, and other actual necessary expenses, will be paid by the District in accordance with the guidelines and per diem rates for an accountable expense reimbursement plan as defined in the United States Internal Revenue Service's Publication 463 ("Travel, Entertainment, Gift and Car Expenses") and Publication 1542 ("Per Diem Rates (For Travel Within the Continental United States)") (collectively, the "IRS Publications"). A copy of the current IRS Publications can be obtained from the Finance Director.

The following expenses are authorized business-related expenditures:

- a. **Personal Vehicle Mileage.** A Director will be reimbursed for actual vehicle travel miles at the rate authorized under the IRS Publications for all meetings attended and services provided as defined in article 200.20, Director's Compensation, above. A Director will be considered to have accounted for personal vehicle expenses by indicating the actual miles traveled, the business purpose of the travel, and the date of travel on the approved District expense reimbursement form and submitted in accordance with article 300.40. The District will not reimburse Directors for any other personal vehicle expenses.
- b. **Hotel Expenses.** A Director will be reimbursed for reasonable lodging expenses incurred in accordance with this Policy when a Director attends conferences, seminars or meetings, if the Director stays at the hotel or other lodging listed in the event's registration materials at the group rate obtained for the event. If a Director travels on District business for which no hotel is designated or is unable to book lodging at a specified conference rate, he or she may either (a) be reimbursed at the per diem hotel rate provided in the IRS Publications for the city in which the hotel is located; or (b) use the Director's personal funds to pay for hotel charges, in which case the District will reimburse the Director for actual charges, but only up to three times the maximum per diem hotel rate provided for in the IRS Publications for the event location.
- c. **Meals.** A Director may be reimbursed for the cost of meals while attending authorized conferences, seminars or meetings away from the District based on the per meal rate provided for in the IRS Publications. A Director may either (a) report meals at the IRS per diem rate or (b) use the Director's personal funds to pay for meals, in which case the District will reimburse the Director for actual charges, but only up to three times the maximum per diem meal rates provided for in the IRS Publications. If a Director is not traveling for a full day, defined as from 12:01 a.m. to 12:00 Midnight, the per diem meal/incidental allowance will be prorated according to the actual hours of travel unless a Director uses his or her personal funds to pay for meals, in which case the District will reimburse the Director for actual charges for meals incurred while traveling, but only up to three times the maximum meal rate provided for in the IRS Publications. If the District pre-pays the cost of one or more meals with a meeting, function or conference registration, a Director must attend the prepaid meals. If a Director fails to attend a pre-paid meal, a Director may not submit a claim for reimbursement for an alternative meal taken in lieu of the pre-paid meal.
- d. **Incidental Allowance.** Tips for meals will be reimbursed up to a maximum of 15% of the cost of the reimbursable portion of any meal in accordance with the tip shown on the receipt attached to an expense reporting form. The District will reimburse a Director for tips actually given to cabbies,

baggage porters, bellhops and hotel housekeepers that are reasonable and customary for the area. A Director may be reimbursed for toll charges and parking fees up to the actual amount expended.

- e. Common Carrier Travel. When personal vehicle use for District business is impractical due to time and/or distance, a Director may use regularly-scheduled commercial carriers for travel. Consistent with scheduling needs and the most-direct route, a Director traveling by plane, train, rental vehicle, bus, or taxi will travel by the least-expensive fare actually available for the date and time of the travel. When possible, travel should be planned in advance to permit use of advance fares. Long-term parking must be used at airports for travel exceeding 24 hours. The District will reimburse the Director for the actual amount of the fare and related, necessary expenses (e.g., baggage fees), if properly reported in accordance with article 300.30.
- f. Telephone/Fax/Cellular/Internet. A Director will be reimbursed for actual telephone, fax and reasonable internet expenses incurred for District business. Telephone bills should identify which calls were made for District business. For cellular calls when the Director has a particular number of minutes included in the Director's plan, the Director can identify the percentage of calls made for District business.

300.30 Types of Expenses for Which Reimbursement Will Not be Provided

Director expenses that are not deemed to be reimbursable business expenses may include, but are not limited to:

- a. Barber and/or beauty shop charges**
- b. Fines for traffic or parking violations**
- c. Expenses of any person accompanying a Director on a District-approved trip or event**
- d. Personal telephone calls**
- e. Fitness/Health Facility or Massages**
- f. Alcoholic beverages**
- g. Entertainment expenses (movies, sporting events, etc.)**
- h. Non-Mileage vehicle expenses**
- i. Charitable contributions**

300.40 Expense Reporting Procedures

In order to be reimbursed for any expense authorized under this Policy, within 60 days of incurring the expense, a Director must fill out and sign a District-provided expense report form available from the Finance Department. The expense report form is designed to ensure that Directors' expense reimbursements comply with the requirements of Government Code section 53232.3 and the IRS Publications. Accordingly, the General Manager will review each expense report form, and sign it

to indicate compliance with the requirements of this policy. In all cases when a Director seeks reimbursement for expenses incurred while attending a conference, seminar or other meeting, a copy of the conference registration form must either be attached to his or her expense report or on file at the District (e.g. copy attached to check request or purchasing card paperwork). In addition, a Director will be required to attach the following documentation to his or her expense reimbursement report as a condition of receiving reimbursement for an appropriately-incurred business expense:

- a. **Personal Vehicle Mileage.** To verify mileage, the General Manager or designee will document personal vehicle mileage, using tools such as Google or MapQuest, which will be attached to the Director's expense report.
- b. **Lodging Expenses.** If a Director wishes to be reimbursed for lodging expenses, he or she must attach to the expense report an itemized bill issued by the hotel and a copy of the credit card receipt or other proof of the Director's payment. Except when attending a conference, seminar or other meeting and using the available group rate booked for the event, the District will reimburse a Director only for the actual amount of the hotel expenses incurred up to a maximum amount equal to three times the applicable per diem rate shown in the IRS Publications.
- c. **Meal Expenses.** If a Director wishes to be reimbursed for meal expenses at the IRS per diem rate, he or she may fill out the expense report form and claim the expense without further documentation. If a Director pays for meals with his or her own funds, he or she must attach to the expense report an itemized bill, copy of a credit card receipt or other proof of the Director's payment. In such cases, the District will reimburse a Director only for the actual amount of the meal expense incurred up to a maximum amount of three times the applicable per diem rate shown in the IRS Publications.
- d. **Common Carrier Travel.** A Director must attach to his or her expense report the fare, coupon, or itemized bill from a travel agency, airline, rental vehicle, bus or train showing the actual amount expended for such travel. A boarding pass, conference badge, business receipt from the destination or other documentation indicating the travel occurred must be attached to the Director's expense report.
- e. **Incidental Expenses.** Whenever possible, a Director should obtain a receipt for incidental expenses such as tolls and parking fees. For incidental expenses where no receipt is available, such as tips and parking meter costs, a reimbursement request for such expenses may be claimed on the District approved expense report. Certification that such expenses were related to District business, reasonable, appropriate, and actually incurred by the Director is made when signing the District approved expense report form.

In all cases, the Director will remain responsible for filing an expense report and attaching the appropriate documentation obtained by the Director in conformance with paragraphs a. through e. above. Flat-rate advances or payments of expenses are prohibited under Government Code section 53232.2, except for per diem payments authorized in accordance with the IRS Publications.

A Director must substantiate all expenses on an expense report with the appropriate documentation attached within 60 days of incurring or paying the expense. An expense report submitted after the 60 days will only be paid if approved by the Board at a regular meeting. Any mis- or late-reported expenses incurred by a Director will not meet the requirements of the IRS Publications and will be considered income to the affected Director. To comply with the applicable tax laws, the District will issue to a Director a Form W-2 including all mis- or late-reported expenses as income.

300.50 Disclosure

To comply with reporting requirements of Government Code section 53232.3, the District will prepare a list of the meetings attended by each Director for which the District provided compensation, and a list of the amount and purpose of each expense reimbursement paid by the District to each Director. This information will be included with the agenda materials for each regular monthly Board of Directors meeting. At the next regular Board meeting, Directors also must provide either an oral or written report of meetings and other authorized events attended for which they were compensated by the District. If multiple officials attended the same event, a joint report may be made.

All expenses are subject to verification that they comply with this Policy. Directors should keep in mind that some expenditures may be subject to reporting under the Political Reform Act and other laws. All District expenditures are public records subject to disclosure under the Public Records Act, except that the District will ensure that no Director personal information, such as credit card numbers and home addresses, is provided to the public in the event of a request for such records.

300.60 Penalties

Government Code Section 53232.4 defines the penalties for falsifying or misusing public funds. The penalties include: (1) loss of the violator's reimbursement privileges; (2) restitution of misused District funds; (3) civil penalties of up to \$1,000 per day for each day of violation and three times the value of the public resources misused; and (4) criminal prosecution and lifetime bar from holding public office. The Board will report any violation of this Policy to the appropriate authorities.

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300.70 Payment of Compensation and Expenses

All reimbursable expenses as outlined in this policy will be paid within the next payroll cycle upon receipt of a completed expense reporting form approved by the General Manager or designee.

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400.00 Policy Review

This Policy shall be reviewed at least biennially.



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Agenda Item: 28 b.

Date: June 30, 2017

Subject: Upcoming Policy Review - Impaired Capital Asset Policy (PL - Fin 008)

Staff Contact: Daniel A. Bills, Finance Director

Discussion:

Included with this report is the updated Impaired Capital Asset Policy (PL - Fin 008) for the Board's review and comment. The Impaired Capital Asset Policy was last reviewed in September 2015. Staff and the District's independent auditors have reviewed the Policy and have no recommended changes.

This policy will be brought before the Board for consideration at the August 2017 regular Board meeting. All director comments received by the end of business on Monday, August 7, 2017, will be included in the draft version for the August meeting.

Sacramento Suburban Water District

Field Code Changed

Impaired Capital Asset Policy

Adopted: July 16, 2007

Amended: August 15, 2011, September 16, 2013, September 21, 2015; August XX, 2017

100.00 Purpose of the Policy

To implement the requirements of Governmental Accounting Standards Board (GASB) Statement No. 42, "Accounting and Financial Reporting for Impairment of Capital Assets and for Insurance Recoveries" (GASB 42).

200.00 Policy

The District will implement procedures to conform to the requirements of GASB 42.

GASB 42 established accounting and financial reporting standards for impairment of capital assets. A capital asset is considered impaired when its service utility has declined significantly and unexpectedly.

300.00 Capital Asset Impairment Evaluation

The requirements of GASB 42 only apply to capital assets with material carrying values. If the District has material capital assets that are impaired or potentially impaired, a determination needs to be made as to whether the impairment loss should be reported and disclosed.

400.00 Policy Review

This policy shall be reviewed at least biennially.



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Agenda Item: 28 c.

Date: June 30, 2017

Subject: Upcoming Policy Review - Purchasing Card Policy (PL - Fin 006)

Staff Contact: Daniel A. Bills, Finance Director

Discussion:

Included with this report is the updated Purchasing Card Policy (PL - Fin 006) for the Board's review and comment. The Purchasing Card Policy was last reviewed in May 2016. The purpose of the Policy is to set forth the requirements for staff use of purchasing cards in order to procure needed materials and services.

Staff is proposing changes in two areas:

1. Section 100.10 – Title and responsibility changes are proposed to coincide with latest direction from US Bank and the State's Department of General Services.
2. Section 200.10 – Authorized Cardholders and individual transaction limits have been relocated from the Policy to the Procedure.

While the responsibility of the General Manager, the Purchasing Card Procedure (PR – Fin 003) has also been updated and is being provided for Board information.

This policy will be brought before the Board for consideration at the August 2017 regular Board meeting. All director comments received by the end of business on Monday, August 7, 2017, will be included in the draft version for the August meeting.

Sacramento Suburban Water District

Purchasing Card Policy

Adopted: November 17, 2003

Revised: August 15, 2005; May 21, 2007; June 15, 2009; June 18, 2012; May 19, 2014,
May 16, 2016; August XX, 2017**100.00 Purpose of the Policy**

The purpose of this policy is to establish the Sacramento Suburban Water District's (District) requirements for procuring materials and trade services on credit through the use of purchasing cards.

100.10 Definitions

Purchasing Card (or CAL-Card) – merchant purchase authorization card issued by U.S. Bank National Association and administered by the State Department of General Services under the CAL-Card program.

~~Agency-Program Coordinator-Administrator~~ – The District Finance Director, is responsible for and has oversight of the entire CalCAL-Card program for the District.

Approving Official – A Cardholder's supervisor, manager or designee, having purchase approval authority.

~~Designated-Billing Officiale~~ – The District's Finance Director or designee is responsible for managing the billing, payment and approval process of the CAL-Card program for the District. ~~Finance Department.~~

~~Dispute Office~~ – ~~District Finance Department.~~

Cardholder – Selected District employees as determined by the General Manager. Cardholders are responsible for using their purchasing cards in accordance with District policies and procedures. ~~Facilities & Fleet Specialist, Purchasing Specialist, Human Resources Coordinator, Information Technology Manager, Executive Assistant and Electrical and Instrumentation Technician.~~

200.00 Authorized Purposes

District purchasing cards are provided solely for the purpose of obtaining authorized District goods and services. No other uses of District purchasing cards are permitted.

Purchasing cards are never to be used for personal transactions. Any employee who mistakenly or otherwise uses or authorizes the use of District purchasing cards for unauthorized purposes will be required to immediately reimburse the District for the purchase and may be subject to disciplinary action at the discretion of the General Manager as provided in Water Code Section 30580(b). If the employee cannot repay the unauthorized amount immediately and the District is required to use the “VISA Waiver of Liability,” the employee will still be required to pay the District in full for the purchase.

200.10 Authorized Users and Purchasing Limits

Authorized Cardholders are certain District employees designated by the General Manager. Purchasing limits for Cardholders shall be established at no greater than \$5,000 per single transaction and \$15,000 per 30-day limit. The following employees are authorized cardholders within the dollar limits indicated; which are set to coincide with fraudulent insurance coverage amounts as provided under the Cal-Card program.

<u>Authorized User</u>	<u>Purchasing Limits</u>
Facilities & Fleet Specialist	\$5,000/transaction; \$15,000/month
Purchasing Specialist	\$5,000/transaction; \$15,000/month
Human Resources Coordinator	\$2,000/transaction; \$6,000/month
Information Technology Manager	\$5,000/transaction; \$15,000/month
Executive Assistant	\$5,000/transaction; \$15,000/month
Electrical and Instrumentation Technician	\$5,000/transaction; \$15,000/month

Cardholders are to: 1) follow the processes and policies established by “Purchasing Card Procedures (PR – FIN 003)” and the District’s “Procurement Policy (PL – FIN 005)”, 2) document the receipt of goods or services, 3) receive monthly statements from U.S. Bank, review invoices on the statement, attach receipts, shipping orders, and other District required documentation, and 4) sign the Statement of Account before forwarding to the Approving Official each month.

If a purchasing card is lost or stolen, the cardholder must report the lost or stolen card to the Finance Department and U.S. Bank immediately.

200.20 Areas of Responsibilities

The District’s ~~Agency-Program Coordinator~~ Administrator shall have overall responsibility for the purchasing card program within the District. The Administrator ~~Coordinator~~ shall see that this policy is followed at all times and shall provide training to all Approving Officials and Cardholders as necessary.

Approving Officials shall be responsible for receiving statements from each Cardholder over whom they have authority each month. Approving Officials are

responsible for reviewing the statements, assuring all purchases are authorized and comply with District Purchasing Card Procedures and the Procurement Policy, and sign and forward the statements to the Finance Department in a timely manner.

The ~~Designated~~ Billing Official is responsible for receiving the Monthly Summary Invoice from U.S. Bank, reconciling the Invoice to the cardholder statements and remitting payment to U.S. Bank in a timely manner.

300.00 Reporting

A detailed listing of all transactions made using District purchasing cards shall be provided to the Board as part of the monthly Finance Report.

400.00 Policy Review

This policy shall be reviewed at least biennially.

SACRAMENTO SUBURBAN WATER DISTRICT

PROCEDURES

U. S. Bank I.M.P.A.C. Government Services National Association Purchasing Cal- Card

GENERAL INFORMATION

The District uses various methods to procure goods and services. ~~These methods, such as Checks, Contracts and Purchase Orders, meet most of the District's needs.~~ To further improve purchasing options~~methods~~, the District desires to utilize purchasing cards with U. S. Bank I.M.P.A.C. ~~Government Services National Association and the State's Department of General Services~~ through a contract with the State of California.

A number of unique controls have been developed for this program that do not exist in a traditional credit card environment. These controls ensure that the card can be used only for specific purchases, number of transactions and within specific dollar limits. In addition, certification of all purchases is required by each cardholder, with verification performed by the "Approving Official" before payment is made to the bank.

AREAS OF RESPONSIBILITY

1. US Bank is the bank card contractor who will issue the purchasing cards. All cardholders will receive their card from the District's Finance Department. ~~The card will be attached to the IMPAC transmittal form along with the District's Cardholder Use Agreement form.~~ The Cardholder Use Agreement is also the Acknowledgement of Receipt of Card. Upon receipt of the card, the cardholder MUST sign the Cardholder Agreement and return the signed Agreement and the IMPAC transmittal form to the Finance Department.
2. Finance Department. Finance staff will administer the program and be responsible for accumulating, reporting, and coordinating all reports for the program. They will also review all charges and remit payments to U.S. Bank.
3. Cardholder. There will be six cardholders in the District as determined by the General Manager: Purchasing Specialist, Human Resource Specialist; Assistant to the General Manager, Manager of Information Technology, ~~Electrical and Instrumentation Technician~~ Administrative Assistant - Walnut, and the Maintenance Technician. The Cardholder is responsible for ensuring that the purchasing card is used appropriately and all purchases are in compliance with the District's purchasing policies and procedures.
4. Approving Official. The Approving Official (Department Supervisor) is responsible for reviewing the charges and ensuring that the purchases are appropriate and within budget constraints and proper documentation is included.
5. CAL Card Program Administrator. The CAL Card Program Administrator (~~District Treasurer~~ Finance Director) has overall responsibility for the purchasing card program.

AUTHORIZED CARDHOLDERS

1. Authorized Cardholders are certain employees designated by the General Manager. Designated employees and their purchasing limits are:
2.

<u>Authorized User</u>	<u>Purchasing Limits</u>
------------------------	--------------------------
3.

<u>Facilities & Fleet Specialist</u>	<u>\$5,000/transaction; \$15,000/month</u>
--	--
4.

<u>Purchasing Specialist</u>	<u>\$5,000/transaction; \$15,000/month</u>
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5. Human Resources Coordinator	\$2,000/transaction; \$6,000/month
6. Information Technology Manager	\$5,000/transaction; \$15,000/month
7. Executive Assistant	\$5,000/transaction; \$15,000/month
8. Administrative Assistant - Walnut	\$5,000/transaction; \$15,000/month

PROCEDURES – CARDHOLDERS

1. Bank Card Activation. The Cardholder is responsible for signing and returning the Cardholder Agreement to **Finance** and for calling the bank (1-800-344-5696) to activate the card as soon as it is received. Note: To activate the card you will need to call this number and talk to customer service directly. Using the automated activation procedure will not work as the Card is a company card.
2. Obtaining Goods and Services. Cardholder uses the purchasing card to make authorized purchases in person or by telephone. Cardholder is responsible for follow-up of all items on the card. Cardholder must require vendors to itemize the receipt/invoice. An itemized receipt/invoice consists of the following information:
 - Description of goods or services purchased.
 - Price per item.
 - Amount of sales tax and total amount.
 - Shipping charges, if any.
3. Prohibited Uses. Cardholder is prohibited from using the purchasing card for any reason other than approved District business. Non-approved District business includes, but is not limited to:
 - Personal transactions.
 - Cash advances.
 - Alcoholic beverages.
 - Tobacco products.
 - Illegal goods or services.
 - Pornographic materials.
4. Security of Purchasing Card. Cardholder is responsible for the security of the purchasing card.
5. Purchasing Card Limits. Cardholder's purchasing limit is determined according to specific needs and will be set by the Board of directors and given to the Cardholder along with the card.
6. Monthly Purchasing Card Transaction Log. Upon completing the purchasing card transaction, whether by telephone or in person, the cardholder shall immediately record the following information on the Monthly Purchasing Card Transaction Log and put the receipt in the Monthly Purchasing Card Transaction Log Envelope:
 - Date of purchase.
 - Vendor's name.
 - Description of purchased items.
 - Project/job description (if applicable).
 - Receipt number.
 - Dollar amount.
 - Phone order (if applicable and attach Phone Order Receipt).
7. Monthly Purchasing Card Statement of Account.

- a. At the close of each billing cycle (monthly), each Cardholder will receive an individual Monthly Card Statement of Account.
- b. Cardholder reviews the Monthly Card Statement for accuracy and reconciles it with the Monthly Purchasing Card Transaction Log.
- c. If an item is billed incorrectly, the Cardholder must provide a complete the "Cardholder Statement of Questioned Item" form and fax it to US Bank at 1-866-229-9625 explanation on the Monthly Purchasing Card Statement and cross the item off the Statement, then complete a "Cardholder Statement of Questioned Item" and send it to the Finance Department. The Finance Department will call the bank to discuss the error in billing.
- d. If the items purchased with the purchasing card are found to be defective, the Cardholder has the responsibility to return the item(s) to the merchant for replacement or purchasing card credit. (There are to be no cash refunds.) If the merchant refuses to replace the faulty item, then the purchase of this item is considered to be in DISPUTE. Any disputed item must be noted on the Monthly Purchasing Card Transaction Log when sent to the Finance Department.
- e. Credit receipts for returned items shall be kept until the credit transaction shows up on the Monthly Purchasing Card Statement. Credit receipt will then be attached to the statement.

Cardholder will approve, sign and date the Monthly Bank Card Statement of Account and the Monthly Purchasing Card Transaction Log. Cardholder is responsible for attaching the monthly log envelope with receipts to the monthly statement and forwarding them to the Department head within three (3) business days of receipt of statement.

PROCEDURES – APPROVING OFFICIALS

US Bank will provide the following monthly reports to the District Treasurer:

- ~~Business Account Summary (R090). This is a composite statement of all the individual cardholders the Approving Official is responsible for who have used their credit cards in the last billing period. This is for information only.~~
- ~~I.M.P.A.C. Financial Summary (R060). This document recaps all of the cardholders' charges and will be used as the "invoice" for billing purposes. This document will be sent to each Department head who has a cardholder as a subordinate.~~

Each Cardholder within a Department will forward his/her signed Monthly Bank Card Statement of Account with receipts and the Monthly Purchasing Card Transaction Log to the Department head for reconciliation with the Financial Summary R060 review and approval. The Department head will:

1. Reconcile Review of Bank Card Statements of Account.
 - a. Compare each employee's signed Purchasing Card Transaction Log with the, signed Monthly Purchasing Card Statement, ~~and documentation with Approving Official's Financial Summary (R060).~~
 - b. Note any discrepancies and resolve with employee.
 - c. Review charges to ensure that they are appropriate and within the District's purchasing policies.
 - d. Sign and date the Bank Card Statement of Account ~~Financial Summary (R060)~~ and Monthly Purchasing Card Transaction Log to indicate approval.

2. Forward Documentation to Finance. Via OnBase Workflow, forward employee's Monthly Bank Card Statement of Account and Purchasing Card Transaction Log with receipts, employee's Monthly Bank Card Statement, and the Financial Summary (R060) to Finance within five (5) working days of receipt of Cardholder's monthly statement.

PROCEDURES – Finance

1. Collect documentation.
2. Consolidate statements.
3. Issue wire transfer payment.

REPLACING PURCHASING CARDS

There will be instances where replacement of purchasing cards will be needed or a new card will need to be issued. Please contact the Finance Director directly in such instances. It will be the Department Head's responsibility to initiate this process. Follow the instructions below that apply:

Replacing a Cardholder. When a Cardholder leaves the program, a memorandum from the Department Head will be submitted **along with the Cardholder's bank card** to Finance. ***DO NOT FOLD, SPINDLE OR MUTILATE PURCHASING CARDS.***

Replacement of a Worn Out or Defective Card. If a purchasing card needs to be replaced because it is worn out or defective, a memorandum from the Department Head requesting a purchasing card replacement must be submitted to Finance **along with the card to be replaced.**

3. Reporting a Lost Purchasing Card.

- a. Cardholder will immediately contact the Finance Department or U.S. Bank. Cardholder will be required to provide the complete Cardholder name (as shown on the bank card), card number, and date reported to the police (if applicable). US Bank number is 1-800-344-5696/227-6736.
- b. A memorandum from the employee documenting the lost card will be submitted to Finance.
- c. Finance will contact the bank to order a replacement card within two (2) working days of receipt of the memorandum reporting the lost card.

DISPUTING AN INVOICE REASONS

Cardholders must follow the instructions provided by the Department of General Services on the Dispute Form. The Form and instructions to follow are located at <http://www.dgs.ca.gov/pd/Programs/CALCard.aspx>, under Forms and Resources. The various charge back reasons that will be used most often are described below. These reasons correlate with those found on the Cardholder's Statement of Questioned Items form. If you have any questions regarding the appropriate charge back reason to use, please contact US Bank at 1-800-227-6736.

1. Unauthorized Mail/Phone Order. This reason should be used for telephone or mail order transactions. If a sales slip is signed or imprinted with the Cardholder's card, this reason does not apply.

~~2. Duplicate Processing.~~ This reason is used when a transaction has been billed multiple times to an account. The amounts must be the same. The Cardholder should provide the transaction details of the original billing, such as dollar amounts, transaction date, etc. A copy of the Monthly Bank Card Statement on which the billings occur and a copy of the original sales slip should be forwarded with the Cardholder's Statement of Questioned Item form to Finance.

~~3. Merchandise Not Received Due to Cancellation.~~ In the event merchandise was cancelled, full details should be provided, such as why the transaction was cancelled and the date of cancellation.

~~4. Merchandise Returned.~~ In the event merchandise was returned and a credit has not yet posted, the Cardholder should describe the reason for returning the merchandise and the date the item was returned. A copy of the reference number shown on the Cardholder's Monthly Bank Card Statement, postal or UPS or other official receipt proving the merchandise was returned should be forwarded with the Cardholder's Statement of Questioned Item form.

~~5. Credit Not Received.~~ This reason may be used when the Cardholder has received a credit voucher or written refund acknowledgment from the vendor but the credit has not been posted to the Cardholder's account within thirty (30) days from the date on the voucher or acknowledgment. The Cardholder acknowledges participation in the transaction but the goods were returned or the services cancelled.

The Cardholder should state the amount of credit they are expecting and provide a copy of the credit voucher or acknowledgment letter and the Monthly Bank Card Statement and forward them with the Cardholder's Statement of Questioned Item form.

~~6. Alteration of Amount.~~ This reason is used when the Cardholder participated in the transaction and indicates that the amount was altered without permission. The Cardholder must acknowledge the amount before alteration and a copy of the Cardholder's copy of the draft must be provided to support this reason. The amount of the credit would be the difference between the amount before alteration and after alteration. The sales draft copy should be forwarded with the Cardholder's Monthly Bank Card Statement and the Cardholder's Statement of Questioned Item form.

~~7. Inadequate Description or Unrecognized Charge.~~ In the event the Cardholder does not recognize the transaction description, he/she should request that US Bank supply a copy of the sales draft due to inadequate description or unrecognized charge. This should only be requested after reviewing supporting documentation and ensuring a merchant (vendor) description or location error has not occurred. Upon receipt of the request for a copy, US Bank will order a copy of the sales slip, which is generally received within thirty (30) days.

In the event the vendor's processing bank cannot provide the copy within Visa allotted time frames, the Cardholder's account will be credited until such time as a valid draft is received. If US Bank provides a copy and the Cardholder determines that a valid dispute exists, a new Cardholder's Statement of Questioned Item form should be sent to US Bank immediately. In either instance, the applicable Monthly Bank Card Statement should be forwarded with the Cardholder's Statement of Questioned Item Form.

~~8. Not as Described.~~ This reason is used when the Cardholder claims goods or services were not received as described. The written document of what was to be delivered must be different than what was actually delivered. It is important that the sales draft be specific as to what was purchased. For example, this reason could not be used when the Cardholder was expecting a Sony tape recorder, Model LXX210 and when he/she got back to the office and determined that a Sony Model B640 was in the box and the sales draft simply said "tape recorder".

In a telephone order situation, the verbal description is considered the "document characterization". The Cardholder must explain in his/her letter how the verbal description was different from what was actually received.

An attempt must be made to return the goods and must be stated in the Cardholder complaint. If merchandise was returned, proof of such return should be forwarded with a copy of the Monthly Bank Card Statement and the Cardholder's Statement of Questioned Item form to US Bank.

9. ~~Cardholder Dispute~~ This reason should be considered only after reviewing other specific charge back reasons. This reason requires that the Cardholder attempt a resolution with the merchant. A complete description of the problem and the attempted resolution should be provided on the Cardholder's Statement of Questioned Item form. Additionally, a copy of the sales slip and a copy of the Cardholder's Monthly Statement of Account on which the transaction appears should be forwarded with the Cardholder's Statement of Questioned Item form.
10. ~~Other Dispute Reasons~~ In the event the reasons discussed here and identified on the Cardholder's Statement of Questioned Item form do not fit the Cardholder's dispute circumstances, the Cardholder should submit a Cardholder's Statement of Questioned Item form with the transaction detail, a copy of the Cardholder's Monthly Statement of Account, and a detailed letter of the circumstances of the dispute. Reference should be made to any contact with the vendor, names, telephone numbers, etc. that would be helpful in the bank's research.

FOR ALL DISPUTES SUBMITTED FOR CONSIDERATION, A CARDHOLDER SIGNATURE IS REQUIRED.

**SACRAMENTO SUBURBAN WATER DISTRICT
PURCHASING CARDHOLDER USE AGREEMENT**

Employee: _____ Department: _____

The above named employee (Cardholder) of the Sacramento Suburban Water District has been issued a District purchasing card. The Cardholder has been provided with a copy of the District's purchasing card policy, and hereby agrees to comply with all terms and conditions set forth therein, including but not limited to:

1. **Official Use Only. Purchasing cards are never to be used for personal transactions, cash advances, alcoholic beverages, tobacco products, illegal goods or services, or pornographic materials. Any employee who uses or authorizes the use of District purchasing cards for unauthorized purposes will be required to immediately reimburse the District for the purchase and will be subject to disciplinary action up to and including termination. If the employee cannot repay the unauthorized amount immediately and the District is required to use the "VISA Waiver of Liability," the employee will still be required to pay the District in full for the purchase and will be terminated from District employment.**
1. **Timely, Accurate and Supported Payments.** Purchasing card payments will be processed in a timely manner, and adequate supporting documentation (such as vendor order forms, receipts, invoices and credit card receipts) will be retained for all charges and attached to payment vouchers.
2. **Disputed Charges. The vendor and issuing bank will be notified immediately of any disputed charges.**
3. **Lost or Stolen Cards. The issuing bank and the District Treasurer will be notified immediately if a card is lost or stolen. Failure to do so could make the Cardholder responsible for any fraudulent use of the card.**
4. **Surrender Upon Request or Separation.** The purchasing card will be immediately surrendered upon retirement, termination or upon request. Use of the credit card for any purpose after its surrender is prohibited.
5. **Credit Card Limit.** The credit limit of this card is \$ _____.
6. **Other Restrictions.** _____

Cardholder Signature

Date

DISTRIBUTION: Original—Cardholder Personnel File Copies—Finance, Department Head and Cardholder

RETURN OF DISTRICT CREDIT CARD UPON SEPARATION FROM EMPLOYMENT

I HEREBY SURRENDER the credit card issued to me by the District to the Human Resource Department. I declare that all outstanding charges on the credit card are for official District business and will be paid through established procedures.

Cardholder Signature

Date

Human Resources

See P:\000-Office Forms\Calcard Transaction Log.xls for latest version of this form

SSWD PURCHASING CARD TRANSACTION LOG

PAGE _____ OF _____

MONTH/YEAR: _____

CARDHOLDER NAME: _____ DEPARTMENT/DIVISION: _____ APPROVING OFFICIAL: _____

Trans	Date	Vendor Name	Description of Purchased Item	Project/Job Description	Receipt #	Purchase Amount	Phone Order
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
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17							
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20							
21							
22							
23							
24							
25							

TOTAL: \$ _____

CARDHOLDER SIGNATURE: _____

SUPERVISOR/MANAGER SIGNATURE: _____

For telephone orders, check "Phone Order" column and attach phone order slip as receipt.

PHONE ORDER RECEIPT	
To be used as receipt for telephone orders placed with Purchasing Card	
DATE:	_____
VENDOR:	_____
SALES REPRESENTATIVE:	_____
DESCRIPTION OF ITEM(S):	_____

AMOUNT:	_____
COMMENT:	_____

PHONE ORDER RECEIPT	
To be used as receipt for telephone orders placed with Purchasing Card	
DATE:	_____
VENDOR:	_____
SALES REPRESENTATIVE:	_____
DESCRIPTION OF ITEM(S):	_____

AMOUNT:	_____
COMMENT:	_____

PHONE ORDER RECEIPT	
To be used as receipt for telephone orders placed with Purchasing Card	
DATE:	_____
VENDOR:	_____
SALES REPRESENTATIVE:	_____
DESCRIPTION OF ITEM(S):	_____

AMOUNT:	_____
COMMENT:	_____

PHONE ORDER RECEIPT	
To be used as receipt for telephone orders placed with Purchasing Card	
DATE:	_____
VENDOR:	_____
SALES REPRESENTATIVE:	_____
DESCRIPTION OF ITEM(S):	_____

AMOUNT:	_____
COMMENT:	_____

I.M.P.A.C. PROGRAM
CARDHOLDER STATEMENT OF QUESTIONED ITEM
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CARDHOLDER NAME (please print or type) **ACCOUNT NUMBER**

CARDHOLDER SIGNATURE **DATE** **(AREA CODE) TELEPHONE NUMBER**

The transaction in question as shown on Statement of Account:

Transaction Date _____ Reference Number _____ Merchant _____ Amount _____

Statement Date _____

Please read carefully each of the following situations and check the one most appropriate to your particular dispute. If you have any questions, please contact us at 800-227-6736. We will be more than happy to advise you in this matter.

1.	<p align="center">UNAUTHORIZED MAIL OR PHONE ORDER</p> <p><input type="checkbox"/> I have not authorized this charge to my account. I have not ordered merchandise by phone or mail, or received any goods or services.</p>
2.	<p align="center">DUPLICATE PROCESSING -- THE DATE OF THE FIRST TRANSACTION WAS _____</p> <p><input type="checkbox"/> The transaction listed above represents a multiple billing to my account. I only authorized one charge from this merchant for this amount. My card was in my possession at all times.</p>
3.	<p align="center">MERCHANDISE OR SERVICE NOT RECEIVED IN THE AMOUNT OF \$ _____</p> <p><input type="checkbox"/> My account has been charged for the above transaction, but I have not received the merchandise or service. I have contacted the merchant, but the matter was not resolved. (Please provide a separate statement detailing the merchant contact, and the expected date to receive merchandise.)</p> <p><input type="checkbox"/> My account has been charged for the above listed transaction. I have contacted this merchant on _____ (date) and canceled the order. I will refuse delivery should the merchandise still be received.</p>
4.	<p align="center">MERCHANDISE RETURNED IN THE AMOUNT OF \$ _____</p> <p><input type="checkbox"/> My account has been charged for the above listed transaction, but the merchandise has since been returned. Enclosed is a copy of my postal or UPS receipt.</p>
5.	<p align="center">CREDIT NOT RECEIVED</p> <p><input type="checkbox"/> I have received a credit voucher for the above listed charge, but it has not yet appeared on my account. A copy of the credit voucher is enclosed. (Please provide a copy of this voucher with this correspondence.)</p>
6.	<p align="center">ALTERATION OF AMOUNT</p> <p><input type="checkbox"/> The amount of this charge has been altered since the time of purchase. Enclosed is a copy of my sales draft showing the amount for which I signed. The difference of amount is \$ _____.</p>
7.	<p align="center">INADEQUATE DESCRIPTION/UNRECOGNIZED CHARGE</p> <p><input type="checkbox"/> I do not recognize this charge. Please supply a copy of the sales draft for my review. I understand that when a valid copy is sent to me, a Statement of Questioned Item form must be provided and will include the copy of the sales draft if a further dispute exists. If a copy of the sales draft cannot be obtained, a credit will appear in my account.</p>
8.	<p align="center">COPY REQUEST</p> <p><input type="checkbox"/> I recognize this charge, but need a copy of the sales draft for my records.</p>
9.	<p align="center">SERVICES NOT RECEIVED</p> <p><input type="checkbox"/> I have been billed for this transaction; however, the merchant was unable to provide the services.</p> <p><input type="checkbox"/> Paid for by another means. My card number was used to secure this purchase; however, final payment was made by check, cash, or another credit card. (Enclosed is my receipt, canceled check (front & back), copy of credit card statement, or applicable documentation demonstrating that payment was made by other means.)</p>
10.	<p align="center">NOT AS DESCRIBED</p> <p><input type="checkbox"/> (Cardholder must specify what goods, services, or other things of value were received.) The item(s) specified to not conform to what was agreed upon with the merchant. (The cardholder must have attempted to return the merchandise and state so in their complaint.)</p>
11.	<p align="center">If none of the above reasons apply -- please describe the situation:</p> <p>_____ _____ _____</p> <p>(Note: Provide a complete description of the problem, attempted resolution and outstanding issues. Use a separate sheet of paper, if necessary, and sign your description statement.)</p>

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MAIL TO: I.M.P.A.C. CARD SERVICES, P.O. BOX 6346, FARGO, ND 58125-6346
FAX TO: (701) 461-3466

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Agenda Item: 29

Date: July 7, 2017

Subject: Upcoming Water Industry Events

Staff Contact: Heather Hernandez-Fort, Executive Assistant to the General Manager

Below is a list of upcoming water industry events:

Upcoming Events

1. Sacramento Groundwater Authority Board Meeting
August 10, 2017 at 9:00am
RWA/SGA Office
www.rwah2o.org
2. CSDA's Legislative Round-Up
August 31, 2017
Webinar
https://members.csda.net/iMIS15/CSDA/Events/Calendar/CSDA/Events_Calendar.aspx?hkey=2051da45-1bbc-424d-87cf-fe08bc70189d
3. Regional Water Authority Regular Board Meeting
September 14, 2017 at 9:00am
RWA Office, Sacramento
<http://rwah2o.org/meetings/board-meetings/>
4. Carmichael Founders Day
September 23, 2017
Carmichael Park, CA
<http://www.fairoakshostlionsclub.com/carmichaels-founders-day.html>
5. CSDA 2017 Annual Conference
September 25-28, 2017
Monterey, CA
<http://conference.csda.net/>
6. WaterSmart Innovations Conference and Expo
October 4-6, 2017
Las Vegas, NV
www.WaterSmartInnovations.com

Upcoming Water Industry Events

July 7, 2017

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7. Water Education Foundation 2017 Water Tours
October 11-13, 2017
Northern California Tour
www.watereducation.org/general-tours
8. Sacramento Groundwater Authority Board Meeting
October 12, 2017 at 9:00am
RWA/SGA Office
www.rwah2o.org
9. AWWA Fall Conference
October 23-26, 2017
Reno, NV
http://ca-nv-awwa.org/canv/CNS/Events_Clases/Future_Events/CNS/Events/events.aspx?hkey=40976128-710b-4097-b27b-e35fe6133849
10. AWWA Water Infrastructure Conference & Expo
October 30 – November 2, 2017
Houston, TX
<https://www.awwa.org/conferences-education/conferences/water-infrastructure.aspx>
11. Regional Water Authority Regular Board Meeting
November 9, 2017 at 9:00am
RWA Office, Sacramento
<http://rwah2o.org/meetings/board-meetings/>
12. AWWA Water Quality Technology Conference
November 12-16, 2017
Portland, OR
www.awwa.org/wqtc/cfa
13. ACWA 2017 Fall Conference
November 28 – December 1, 2017
Anaheim, CA
<http://www.acwa.com/events/acwa-2017-fall-conference-exhibition>

Below is a partial list of local Water Purveyors Regular Board Meeting information and websites:

- Carmichael Water District: <http://carmichaelwd.org/> - Every 3rd Monday of the month
- Citrus Heights Water District: <http://chwd.org/> - Every 2nd Tuesday of the month
- Del Paso Manor Water District: (916)487-0419 - Every 1st Monday of the month

Upcoming Water Industry Events

July 7, 2017

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- El Dorado County Water Agency - <http://www.edlafco.us/> - Every 2nd Wednesday of the month
- El Dorado Irrigation District - <http://www.eid.org/> - Every 2nd and 4th Monday's of the month
- Fair Oaks Water District: <http://www.fowd.com/> - Every 2nd Monday of the month
- Natomas Mutual Water Company - <http://natomaswater.com/> - Every 2nd Tuesday of the month
- Orangevale Water Company - <https://orangevalewater.com/> - Every 1st Tuesday of the month
- Placer County Water Agency: <https://pcwa.net/> - Every 1st and 3rd Thursdays of the month
- Rio Linda/Elverta Community WD: <http://www.rlecwd.com/> - Every 3rd Monday of the month
- San Juan Water Disttrict: <http://www.sjwd.org/> - Every 2nd and 4th Wednesday of the month

DRAFT Minutes

Sacramento Suburban Water District
Finance and Audit Committee
Monday, July 10, 2017

Call to Order

Chair Thomas called the meeting to order at 3:00 p.m.

Roll Call

Directors Present: Kevin Thomas and Neil Schild.

Directors Absent: None.

Staff Present: General Manager Robert Roscoe, Assistant General Manager Dan York, Finance Director Dan Bills, Heather Hernandez-Fort, Robin Geiger and Lynn Pham.

Public Present: William Eubanks and Mitch Dion.

Announcements

None.

Public Comment

None.

Items for Discussion and Action

1. 2017 Budget Update

Dan Bills (Mr. Bills) presented a mid-year update of the 2017 budget.

Chair Thomas commented that in the future we should not include water transfer income in the budget.

The Committee recommended that the Marconi Garage Security Project be presented to the full Board for consideration.

2. 2018/19 Budget Assumptions

Mr. Bills presented the staff report.

Director Schild recommended that the proposed Cost-Of-Living-Increase (COLA) and the Merit Increase be combined into one figure.

Mr. Bills explained that staff needed to separate the numbers in order to operate in accordance with established District policies and procedures regarding salary administration, but if the Board wanted to see only the combined increase that would be possible.

General Manager Robert Roscoe (GM Roscoe) further explained why the two numbers needed to be separated.

William Eubanks (Mr. Eubanks) inquired why Director Schild believed it was a better idea to combine the COLA and merit figures.

Director Schild expressed that he believed that it would be clearer for the Board and it would avoid adjustments through the budget process.

Mr. Eubanks expressed that he believed it would be more transparent to keep the numbers separate.

Chair Thomas stated the he believed it would be important to keep them separate too.

No consensus on combining the COLA and merit was reached.

The Committee recommended Option 3 – 33,000 AF - on the 2018 Water Production chart for expected water deliveries in 2018 and 19.

The Committee recommended the 2018/19 Budget Assumptions that staff recommended be presented to the full Board.

Chair Thomas requested for the slideshow to be presented in color on the website.

Mr. Bills reminded the Committee that the Reserve Policy was reviewed annually with the Budget, just in case the Directors wanted to make changes.

3. Amendment to Agreement between San Juan Water District and Northridge Water District Concerning Diversion, Treatment and Conveyance of Water.

Mr. Bills presented the staff report.

Mr. Bills expressed that staff was requesting approval to hire Adam Brown, Esq. of Hill, Rivkins, Brown & Associates (Adam Brown) to for preparation of the formal amended contract language to the 1994 Agreement between Northridge Water District and San Juan Water District (SJWD). Once received, it was the desire of both Districts' staff to bring the amended contract before the respective Boards of both districts for approval. He noted that both districts' would then split the labor cost of both legal counsels.

Director Schild recommended hiring the outside counsel to review the contract. He further recommended that the District only pay our counsel, Adam Brown, and not share costs with SJWD. He noted that he wanted the District to pay our own bill, and have SJWD pay their bill.

Further discussion ensued as to what would be the best method of paying the legal counsel fees.

Director Schild stated he attended the SJWD Board Meeting and their Board was not briefed on this topic.

Mr. Eubanks commented that he believed Director Schild was undercutting staff by going to the SJWD Board meetings and interfering in the negotiations. He further commented that he believed Director Schild's objection was that he wanted to renegotiate the entire contract potentially sacrificing any savings the District would get now in order to do so.

Director Schild commented that he gets information from the SJWD Board meetings that he doesn't get from District staff. He noted that he wanted an attorney to look at the entire contract and negotiate it for the District and come to the full Board for approval.

Chair Thomas disagreed with renegotiating the entire contract at this time; noting that staff should look at the savings part first, then possibly review the entire contract at a later date.

The Committee directed staff to use Adam Brown and if the total cost estimate from Adam Brown was less than \$10,000, then staff would follow Director Schild's suggestion and contract and pay Adam Brown without splitting the cost with SJWD. However, if the cost estimate was over \$10,000, staff would bring the item to the full Board for discussion.

4. Set Next Finance and Audit Meeting

Mr. Bills presented the staff report.

The Committee agreed with the presented meeting outline.

Director Schild requested for the meetings to be sent to him via outlook calendar invite.

Adjournment

Chair Thomas adjourned the meeting at 4:23 p.m.

Robert S. Roscoe
General Manager/Secretary
Sacramento Suburban Water District

Agenda
Sacramento Suburban Water District
Water Quality Committee

3701 Marconi Avenue, Suite 100
Sacramento, CA 95821

Monday, July 17, 2017
3:00 p.m.

Public documents relating to any open session item listed on this agenda that are distributed to the Committee members less than 72 hours before the meeting are available for public inspection in the customer service area of the District's Administrative Office at the address listed above.

The public may address the Committee concerning any item of interest. Persons who wish to comment on either agenda or non-agenda items should fill out a Comment Card and give it to the General Manager. The Committee Chair will call for comments at the appropriate time. Comments will be subject to reasonable time limits (3 minutes).

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability-related modification or accommodation to participate in this meeting, then please contact Sacramento Suburban Water District Human Resources at (916)679-3972. Requests must be made as early as possible and at least one-full business day before the start of the meeting.

Call to Order

Roll Call

Public Comment

This is an opportunity for the public to comment on non-agenda items within the subject matter jurisdiction of the Committee. Comments are limited to 3 minutes.

Consent Items

The committee will be asked to approve all Consent Items at one time without discussion. Consent Items are expected to be routine and non-controversial. If any member of the Committee, staff or interested person requests that an item be removed from the Consent Items, it will be considered with the action items.

- 1. Meeting Notes of the March 27, 2017 Water Quality Committee Meeting**
Recommendation: Approve subject minutes.

Items for Discussion and Action

- 2. Aerojet Plume Update**
Receive written staff report.

- 3. Update on Water Quality - TCE at Well #N15**
Receive written staff report.

- 4. Water Quality Test Reports**
Receive written staff report.

- 5. Lead Monitoring in Schools Update**
Receive written staff report.

- 6. New Replacement Well #N6A – Water Quality**
Receive written staff report.

Adjournment

Upcoming Meetings:

Thursday, July 27, 2017 at 4:00 p.m., Facilities and Operations Committee Meeting
Monday, August 21, 2017 at 6:30 p.m., Regular Board Meeting

I certify that the foregoing agenda for the July 17, 2017, meeting of the Sacramento Suburban Water District Water Quality Committee was posted by July 13, 2017, in a publicly-accessible location at the Sacramento Suburban Water District office, 3701 Marconi Avenue, Suite 100, Sacramento, California, and was made available to the public during normal business hours.

Robert S. Roscoe
General Manager/Secretary
Sacramento Suburban Water District

ITEM 31. a.

REGIONAL WATER AUTHORITY REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, July 13, 2017, 9:00 a.m.

5620 Birdcage Street, Suite 110

Citrus Heights, CA 95610

(916) 967-7692

AGENDA

The public shall have the opportunity to directly address the Board on any item of interest before or during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker. Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the Authority's Administrative Office at the address listed above. In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the Executive Director of the Authority at (916) 967-7692. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

1. CALL TO ORDER AND ROLL CALL

2. PUBLIC COMMENT

3. CONSENT CALENDAR

- a. Information: Final minutes of the April 26, 2017 and of the May 24, 2017 Executive Committee meetings
- b. Draft minutes from the May 18, 2017 RWA regular board meeting
Action: Approve May 18, 2017 RWA Regular Board meeting minutes

4. LEGISLATIVE AND REGULATORY UPDATE

Discussion: Adam W. Robin, Legislative and Regulatory Affairs Project Manager

5. UPDATES TO THE RWA STRATEGIC PLAN

Action: Approve modifications to the Planning and Implementation Goals of the Strategic Plan

6. EXECUTIVE DIRECTOR'S REPORT

7. DIRECTORS' COMMENTS

ADJOURNMENT

Upcoming meetings:

Next Executive Committee Meetings – Wednesday, July 26, 2017, 8:30 a.m. and Wednesday, August 16, 2017, 11:30 a.m. at the RWA office.

Next RWA Board of Directors' Meeting – Thursday, September 14, 2017, 9:00 a.m., at the RWA Office.

ITEM 31. c.

[Back to Agenda](#)

WATER CAUCUS
Wednesday, July 12, 2017
11:30 AM – 1:00 PM
Regional Water Authority
5620 Birdcage St., Citrus Heights

Agenda

1. Delta Updates
2. SGMA Update
3. Legislative Update
4. Water Efficiency Update

ITEM 32

DIV 4

From: James Arenz
Sent: Friday, June 30, 2017 12:02 PM
To: 'wve@'
Subject: FW: General Comment

Mr.,

I would like to extend a sincere "Thank you" on behalf of the District for your compliments to the staff members that completed repairs at your property. I very much appreciate you taking time out of your busy day to send kind words about Jeremy, Paul, Chad and Joe. Jeremy and Joe are both veteran employees that frequently go above and beyond to provide District customers with exceptional service. Paul and Chad have less time with the District, but it is very gratifying to know that they are clearly being mentored to provide the same level of customer service we expect from all District employees. We work diligently to provide all customers with the highest level of customer service and it is very nice to hear that we are hitting our mark. Your kind words will be shared with Jeremy, Paul, Chad, Joe and their supervisory staff, as well as be included in the next Board Meeting packet under Board Correspondence.

Sincerely,

James Arenz | Operations Manager

From: Bill [<mailto:wve@>]
Sent: Friday, June 30, 2017 7:48 AM
To: feedback
Subject: General Comment

To Whom It May Concern:

On Monday, June 26, 2017 my neighbor informed me that there was a large volume of water gushing out of your meter box in front of my home. I called to have someone come out and look at the situation. Jerry and Paul showed up and immediately went to work to expose the meter and locate the leak. Chad joined the crew and Joe Crocket showed up with the necessary parts complete the repairs. The guys were very professional, answered all my questions and executed the repairs in a timely manner. These gentlemen are a credit to your organization.

William

DIV 5

From: Annette O'Leary
Sent: Wednesday, July 05, 2017 2:13 PM
To: 'Dick @
Subject: RE: Thank You!

Good morning and welcome to the to the area,

Thank you for your email regarding SSWD's annual Consumer Confidence Report. Your feedback is greatly appreciated, and will be passed along to any pertinent parties within the District.

If we can be of any further assistance, please feel free to contact our main office by phone at (916) 972-7171 or by email at feedback@sswd.org.

Regards,
Annette O'Leary
Sacramento Suburban Water District

From: Dick @
Sent: Thursday, June 29, 2017 12:59 PM
To: feedback
Cc: Dick @ **Subject:** Thank You!

June 29, 2017

To: SSWD Board of Directors & GM Robert Roscoe

This is a short note to thank you for the excellent job you are doing with SSWD.

I am fairly new to Sacramento and just received the mailer you sent at my apartment in the Wilhaggin Area.

The document was extremely well-done and clearly demonstrates the value and importance of your organization.

As a long-time tech executive, I personally appreciate your outreach and effective external communications plan.

Please pass along my thanks to the entire team!

Again, thanks for your commitment to excellence and for a job very well done!

Kind regards,
Dick

DIV Unknown

From: Ian West
Sent: Thursday, June 29, 2017 9:08 AM
To: @hotmail.com
Cc: Annette O'Leary
Subject: RE: Feedback for Sacramento Suburban Water District

Good morning.

Thank you for your email regarding SSWD's annual Consumer Confidence Report. Your feedback is greatly appreciated, and will be passed along to any pertinent parties within the District.

If we can be of any further assistance, please feel free to contact our main office by phone at (916) 972-7171 or by email at feedback@sswd.org.

Ian West
Customer Service Representative

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

From: Carol
Sent: Wednesday, June 28, 2017 6:54 PM
To: feedback
Subject: Feedback for Sacramento Suburban Water District

You have received this feedback from Carol for the following page

<http://sswd.org/index.aspx?page=281>

Today, Jun28, 2017 I received a large, glossy pamphlet with interesting information about our water supply. However, I do not think the average person would take the time to figure it out. My REAL CONCERN is how expensive this is - which ultimately falls on the customer base. I would like to request that the money spent on such useless information be emailed to your customers. Water is precious and expensive. Please find a less expensive and simpler way to inform us.

Carol

DIV 4

From: Dan York
Sent: Tuesday, June 27, 2017 4:18 PM
To: @msn.com
Cc: Kevin Thomas ; Howard
Subject: Sunshine Lane PUE maintenance

Mr.,

Sacramento Suburban Water District (SSWD) Director Thomas asked me to respond to this issue going forward.

For background, SSWD is public drinking water utility responsible for the provision of potable drinking water to customers in our service area. We operate under authority of section 30000 et seq of the California Water Code. The Sacramento County Codes that you provided in your June 9th email do not apply to SSWD as our District does not manage, and is not responsible for, stormwater in Sacramento County.

The Public Utility Easement (PUE) is within the property of Sunshine Lane, identified in the Plat of Haggin Oaks Subdivision, Parcel 2 of Parcel Map Recorded in Book 25 of Parcel Maps Page 30, which I have attached to this email. As you will see upon viewing the plat map, a 10' PUE is located within the property of Sunshine Lane. As mentioned in a previous email, the District's infrastructure is located in the County roadway that fronts the subject property; facility map attached to this email. The District has no purpose, or responsibility, to maintain the subject PUE. It would not be legal for SSWD to maintain the subject PUE, as that would be considered a gift of public funds.

In my June 13th email I provided you with the contact information for Howard Schmidt, County Supervisor Susan Peters' Chief of Staff. I would recommend that you contact Mr. Schmidt to inform him of your request to have the PUE maintained by Sacramento County.

Due to the fact SSWD does not have infrastructure within the subject PUE, and has no responsibility or authority to operate or maintain storm water facilities, this issue is considered closed. If you are in disagreement of this decision, you have a right to submit a District Claim Form, which I have attached to this email.

Regards,
Dan York, Assistant General Manager

From: Mekal [<mailto:@msn.com>]
Sent: Friday, June 9, 2017 12:31 PM
To: Dan York;
Subject: Re: Sunshine Lane PUE maintenance

Mr. York

Attached are photos of the easement and the "Storm Sewer" in the easement for which the Department has the duty and responsibility of collection, treatment, disposal of storm drainage and maintenance of sewers.

According to Sacramento County Code, Title 2, Article 5 Municipal Services: 2.09.530 Department of Water Resources A. There is established the Department of Water Resources.

The Department shall have and exercise the following duties and responsibilities. 2. Perform the duties of the County Engineer as defined by law related to the collection, treatment and disposal of storm drainage.

Title 15 Water and Sewers, 15.02.020 13. "Easement" means an acquired legal right to the exclusive or joint use of a defined portion of land for construction or *maintenance* of sewers. 37. "Sanitary sewer" means a sewer which carries sewage or industrial wastes and to which inflow and infiltration are not permitted. 44. "Storm sewer" means a sewer that carries stormwater and surface water, street wash and other wash waters, or drainage, but excludes sewage and industrial wastes.

If you have "jurisdiction over drainage from properties due to water waste" then Sacramento County Code imposes on your department the duty and responsibility for maintenance of the easement for the storm sewer as well as a sanitary sewer.

Sincerely
Mekal

From: Dan York [mailto:dyork@sswd.org]
Sent: Friday, June 9, 2017 10:04 AM
To: @msn.com
Cc: Kevin Thomas
Subject: Director Kevin M. Thomas

Mr. ,

I have been out of the office for the last two days. I am following up to see if you had an opportunity to send me some photos of the PUE in your backyard. The reason I am following up is our system only allows 5 mb through the system. If it is excess of 5 mb, the email will not go through.

I am continuing to copy Director Thomas on this issue.

Regards,
Dan York, Assistant General Manager

From: Dan York
Sent: Tuesday, June 6, 2017 4:10 PM
To: '@msn.com'
Cc: Kevin Thomas
Subject: Director Kevin M. Thomas

Mr. ,

I met with Director Kevin Thomas this afternoon and he informed me that there may possibly be a storm drain in the rear of your property. Do you have any photos you can share with me that may indicate what type of utility is in your backyard. If it is a storm drain, unfortunately, we have no jurisdiction of drainage due to storm drain issues. We only have jurisdiction over drainage from properties due to water waste. I am not sure who you contacted to obtain the names of George or Susan, but I have the telephone number of the general number for the County of Sacramento Storm Drain Division, it is 916-875-5555.

Regards,

Dan York, Assistant General Manager

From: Dan York
Sent: Friday, June 2, 2017 8:44 AM
To: @msn.com'
Cc: Heather Hernandez ; Annette O'Leary
Subject: Director Kevin M. Thomas

Mr.,

I met with Director Thomas on May 31st and provided him with detailed information regarding your concerns. He requested your telephone number to contact you directly, which I provided to him. If you have any other questions or concerns, please do not hesitate to contact me.

Regards,
Dan York, Assistant General Manager

From: Dan York
Sent: Monday, May 29, 2017 8:20 PM
To: @msn.com'
Cc: Heather Hernandez
Subject: Director Kevin M. Thomas

Mr.,

Thank you very much for the email regarding the Public Utility Easement (PUE) at the rear area of your property. I am in the process of obtaining the documents related to the District's easements and location of infrastructure in this particular area in order to provide detailed information to Director Kevin Thomas. I assure you I will provide that information to Director Thomas by this Wednesday. Until I have provided that information to Director Thomas, if you have any other questions or concerns, please do not hesitate to contact me.

Regards,
Dan York, Assistant General Manager

From: Mekal
Sent: Thursday, May 25, 2017 2:25 PM
To: feedback
Subject: Director Kevin M. Thomas

Dear Mr. Thomas:

Sacramento Water District (SSWD) has an easement on my property consisting of storm drains and other underground installations. SSWD has neglected to maintain the easement with the result it is underground installations buried under mud overgrown with weeds and debris which are a dangerous condition a trap for people who cannot see the holes in the ground.

Sacramento County confirms the SSWD easement and showed me maps confirming SSWD has the easement. Multiple emails and phone calls to a "George" and a "Susan" have resulted in SSWD's attempts to misdirect and obfuscate their duty to maintain the easement.

SSWD staff argue they "don't own the property... the easement is only for entry... the maintenance is underground only... the property is in a no-mans-land... have you spoken to

code enforcement" etc. SSWD staff have a ministerial duty to send maintenance crews to clean up the easement, maintenance of easements is the legal duty of the easement holder, in this case SSWD.

Attempts to get SSWD staff to do their job have been unsuccessful and therefore I am requesting you step in and direct them to carry out the maintenance required to comply with the law.

Sincerely,

Mekal
Sunshine Lane

DIV 2

From: David Armand
Sent: Monday, June 12, 2017 5:05 PM
To: 'Cindy '
Subject: FW: Feedback

Ms.,

Sacramento Suburban Water District (SSWD) chlorinates the water supply to protect it from pathogens. While there are no pathogens in the water, the State requires that SSWD maintain a chlorine residual just in case. Think of it as insurance. USEPA's maximum level of chlorine allowed in drinking water is 4 milligrams per liter (mg/L). Swimming pools are typically chlorinated between 1 and 3 mg/L. I checked the three closest weekly sampling stations near Fulton and Marconi and found that chlorine residuals typically range between 0.5 and 1.0 mg/L.

Other factors are known to accentuate chlorine odor. They include the water's temperature, pH and chemistry and a building's internal plumbing system. SSWD often recommends that building owners flush their internal plumbing systems to mitigate aesthetic water quality concerns. You can also continue doing what you have been doing. That is, filtering the water to remove the chlorine and other tastes/odors. Most folks with chlorine taste/smell concerns use something simple like a Brita pitcher filter. You can also fill a pitcher and put it in the refrigerator to allow the chlorine to dissipate.

I can assure you that there is no bad juju in the water. If there is any juju, it is good. In regard to your suggestion that SSWD may be trying to kill or hide something in the water from their customers, I can again assure you that nobody here at SSWD including the Board of Directors, General Manager and those down the line would tolerate any sort of deception.

For a complete overview of SSWD's water quality, you can visit our web site via this link: <http://sswd.org/index.aspx?page=218>. Please note that the 2016 Consumer Confidence Report will be posted by 1 July 2017.

The apartment complex you live in is most likely getting groundwater. Groundwater in the Sacramento area is classified as moderately hard to hard. Unfortunately, hardness is not regulated, so SSWD is unable to require customers to pay for softening facilities at the 80+ wells that are used to meet demand. I suggest that you try using a product called "Nothin's Better" to address scale issues. It works much better than Lime-Away. Also, after using that product to remove the scale, you can try using a paste wax (like car wax) on non-eating/standing surfaces like shower walls and doors or sinks. That will make your cleaning effort last much longer. I have seen Nothin's Better at Maita Toyota and Napa Auto Parts. It is made by Watkins of Sacramento (916-925-8451). You can also look it up on the internet.

If you have any other questions or concerns, please let me know.

David Armand
Environmental Compliance Supervisor

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

From: Cindy]
Sent: Wednesday, June 7, 2017 9:43 PM
To: feedback
Subject: Feedback

Hello,

I would like to give feedback about our water. I'm in the area of Fulton Ave and Marconi Ave, and I think our water is terrible! I can't even drink it directly from the faucet, because you have it so chlorinated, it tastes like drinking pool water. I live in an apartment complex, and wondered if it was just our water, but it couldn't be, not the way it tastes. I have to filter all water I want to drink, and the water I give my pets, otherwise they don't like it.

Why does it taste like this? It worries me that it's so chlorinated, like there's a lot of bad juju in there that you're trying to kill and hide from us.

Also, can't quite figure this one out, but if it's so chlorinated, why is the water so HARD? I can't believe all the build up there is around the faucets, and the ring in the toilet! I'm sick of all the scraping, and can't keep up on it. I also can not afford to keep buying Lime Away to spray on it. Please tell me there is something you can do, or that you're working on a plan to make our water better.

Thank you,
Cindy

DIV 4

From: Greg Bundesen
Sent: Monday, June 12, 2017 9:26 AM
To: '@gmail.com'
Cc: '@tiner.com'; Annette O'Leary
Subject: RE: Greg Bundesen

Ms.,

Thank you for your email regarding the water use at Mission Ave. I have generated a Water-Wise House Call request for your property and we will reach out to Ms. to schedule the appointment. I am glad that you were able to identify the leak at your property and that our continuous flow program was a benefit to you. You can monitor the water use at your property via our website through your customer portal. To access the site, go to www.sswd.org and click on Pay My Bill. If you have a log in already, please log into your account. If you do not have a log in, please create one to continue. Once on the customer portal, click on "Water Usage Analysis". This will take you to a screen with different graphs. The first graph will show the Monthly Billed water use (in billing units) for the past 12 months compared the previous year. The second graph will show the Average Daily Consumption (in gallons) and the third graph will show the daily usage (in gallons). Please note that there is a bit of a lag for the daily usage. This information will help you notice different patterns in your water consumption and you will be able to get ahead of any usage anomalies that may arise. Please let me know if you have any questions, and we will reach out to your property manager soon to schedule the Water-Wise House Call.

Regards,
Greg Bundesen
Water Conservation Supervisor

From: Stephen [<mailto:@gmail.com>]
Sent: Wednesday, June 7, 2017 12:31 PM
To: feedback
Subject: Greg Bundesen

I recently received some "You may have a leak" postcards for my Mission Ave home, acct -00, which I've been renting. My tenant recently vacated the house and I was told then that one of the toilets was running. I came up from Chula Vista two weeks ago to look over the house and check this and other things out. I discovered that the running toilet's actuator disc had completely disintegrated and another toilet's gasket was worn and displaced so it didn't have a consistent, good seal. I repaired both - simple fixes. My guess is that these were enough to have gotten your attention. I just received the May water bill and it sure shows a significant jump, so thanks to you and your folks that monitor usage, so I could correct things. (And yes, I sure wish my tenant had reported it to the property manager to begin with.)

I don't know your method of monitoring, but I'm curious now. How quickly can you determine if my rate of water usage decreases? Adding to this, the tenant also didn't inform me that the irrigation timer wasn't functioning, so the yard wasn't being watered. I put a new timer in before I returned south, with instructions to check all bubblers and sprinkler heads. This will bring up the water usage, so it's hard to say what the norm will be. I think a visit would be helpful to

ensure all is well. I would like to arrange a Water Wise House Call for this residence, which I expect to be reoccupied on the 16th. I would ask you to coordinate this visit with my property manager, Amber, at Tiner Properties, who would be present for the call, please. Her contact email is: [@tiner.com](mailto:amber@tiner.com); phone number is:

Thank you for your assistance and thank you again for your usage monitoring being on the ball.
- Stephen

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

From: John Valdes

Sent: Friday, July 07, 2017 4:09 PM

To: lon2005@

Cc: Matt Underwood; David Espinoza; Annette O'Leary

Subject: RE: Matt Underwood re: meter installation

Hello Lon--

Your e-mail dated June 20, 2017, was forwarded to me. Your e-mail and comments re: our meter retrofit contractor (Flowline) are greatly appreciated. We do like to receive feedback from our customers, especially when it's a positive experience like yours was! I apologize that no one from the District acknowledged your e-mail until now but it appears that your e-mail went into a "junk" (spam) folder for some reason. Thanks again.

Sincerely,

John E. Valdes, P.E.

Engineering Manager

Sacramento Suburban Water District

Direct: (916) 679-3988

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

From: Lon [mailto:lon2005@]

Sent: Tuesday, June 20, 2017 8:51 PM

To: feedback

Subject: [Junk released by User action] Matt Underwood re: meter installation

I don't usually send comments about service (good or bad) but today I was so impressed that I feel kudos are in order. Your contractor team, Flowline Contractor, Inc., installed a meter (something that I have been dreading) at my home today - Winston Way. I've got to admit that I probably asked far too many questions of Kevin, who appeared to be leading the team that worked on my property. He answered every question with authority and a genuine human concern for my needs. I work as an RN in a critical care environment and I appreciate the value of honest, succinct communication. It takes customer service to a very high level.

My anxieties were assuaged, the work was completed exactly on schedule and the install looks great. What more could I ask? Well done.

Thank you.

Lon, RN

June 16, 2017
Elizabeth Avenue
Sacramento, CA 95821

Mr. Robert Roscoe, P.E.
General Manager
Sacramento Suburban Water District
3701 Marconi Avenue, Suite 100
Sacramento, CA 95821-5346

Dear Mr. Roscoe:

Please accept this letter as my commendation of you and your team for the selection of a contractor to work on the water mains in our neighborhood. Every single person I have dealt with on the project, either because I was curious, because I needed a timing update, or because I needed to get my car in or out, has been extremely pleasant, courteous, and helpful.

Universally, in fact, I have felt that company representatives have gone out of their way to make at least this resident as happy as possible in a somewhat difficult situation. When I have thanked them for their courtesy, they have replied that it's my home – certainly true, but rarely regarded or even considered in most construction projects.

I have also been particularly impressed by the advance notice and in-person communication provided by your organization and the firm. Everyone has been responsive, but I have had the most communication with Richard Ingraham, Scott Ahlstrom, and Ben the foreman, all of whom have been excellent. I've made a couple of requests, and so far they have been honored to the extent possible. Thus an experience I have been dreading, as I often work at home but come and go frequently, has turned out not to be that much of a problem.

Finally, I just noticed a "broom" truck going by and would like to add that I watched the men work for a spell yesterday afternoon and was really impressed by their attention to detail. It seemed apparent that they wanted to leave a first-rate finished product and a clean worksite.

If you would be so kind as to pass this letter along to the individuals involved in contracting with this company as well as to the appropriate company representatives, I would be most appreciative. Such a positive experience with

this type of project is in my experience unique and certainly deserving of recognition.

Sincerely,

Jennifer Ph.D.



CALIFORNIA DEPARTMENT OF WATER RESOURCES

NEWS FOR IMMEDIATE RELEASE

Contact:

Nancy Vogel, California Natural Resources Agency
nancy.vogel@resources.ca.gov, 916-653-9402

June 26, 2017

California WaterFix Receives Authorization under the U.S. Endangered Species Act Federal Agencies Issue Biological Opinions for Proposed Project

SACRAMENTO—Federal agencies responsible for the protection of species listed under the Endangered Species Act (ESA) today provided biological opinions on the proposed construction and operation of California WaterFix. These biological opinions allow WaterFix to continue moving toward construction as early as 2018. This important project is designed to ensure a reliable water source for 25 million Californians while affording environmental protections for multiple species that depend upon the Sacramento-San Joaquin Delta.

"We are poised to take action to better protect our state water supplies and native fisheries," said California Secretary for Natural Resources John Laird. "After 10 years of study, analysis, dialogue and scientific inquiry, we have come to a shared vision—and feasible approach—for how best to meet the co-equal goals of providing a more reliable water supply for California and protecting, restoring and enhancing the Delta ecosystem."

The proposed project includes new water intakes on the Sacramento River near Hood and dual 35-mile-long tunnels to carry water to the existing south Delta pumping plants for the State Water Project (SWP) and Central Valley Project (CVP). Both biological opinions found the construction and operations of WaterFix as proposed would not jeopardize the continued existence of ESA-listed species or destroy or adversely modify critical habitat for those species.

The U.S. Fish and Wildlife Service (Service) and the National Marine Fisheries Service (NOAA Fisheries) implement the ESA, with NOAA Fisheries primarily responsible for

marine species and the Service for land and freshwater species. Under the ESA, other federal agencies must consult with the Service and NOAA when their activities have the potential to impact federally endangered or threatened species.

The biological opinions analyze the effects to ESA-listed species, including the threatened Delta smelt, endangered Sacramento River winter-run Chinook salmon, threatened spring-run Chinook salmon, threatened North American green sturgeon, threatened California Central Valley steelhead and endangered Southern Resident Killer Whales, which depend heavily on Chinook salmon for food.

The Service biological opinion is available [here](#), and the biological opinion from NOAA Fisheries is [here](#).

The biological opinions recognize the uncertainty inherent in the dynamic ecology of the Delta and include a strong adaptive management component, where research, monitoring, and real-time tracking of fish populations and other factors will guide future operation of the new intakes.

“The wisest thing to do in the face of uncertainty is to monitor constantly, test hypotheses regularly, adjust operations accordingly, and reassess,” said California Department of Water Resources (DWR) Acting Director Bill Croyle. “In the Delta, we always will be adjusting to improve resiliency and protect the environment. What won’t change is our compliance with the state and federal Endangered Species Acts.”

DWR owns and operates the SWP. The 29 public agencies contracting to receive SWP water serve more than 25 million Californians and nearly a million acres of irrigated agricultural land.

The biological opinions are important components of the analysis of the environmental effects of WaterFix. The Final Environmental Impact Report (EIR) and Environmental Impact Statement (EIS) released in December 2016 include measures to avoid or minimize impacts that could arise from the proposed project.

Once the EIR has been certified through completion of the California Environmental Quality Act process, the California Department of Fish and Wildlife will be able to consider whether to issue an “incidental take” permit for the construction and operation of WaterFix under the California Endangered Species Act.

These biological opinions will also be considered by permitting agencies, including the State Water Resources Control Board in its hearing now underway on a petition by DWR and the U.S. Bureau of Reclamation to allow for the change in points of diversion to add three new intakes on the Sacramento River as part of WaterFix. WaterFix would not change the volume of water to which the SWP and CVP are entitled to divert, but would add additional diversion points in a more environmentally protective place that also is easier to safeguard against natural disaster such as earthquake and sea-level rise due to climate change.



RECEIVED
JUL 10 2017

Sacramento Suburban Water District

July 6, 2017

Dear 4th of July Parade Participant:

THANK YOU, the 16th Annual parade was a tremendous success thanks to your willingness to participate. Your entry, coupled with the others helped to make this year's parade the biggest to date with 46 entries.

The Sacramento Auto Museum provided specialty cars for dignitaries and brought other beautiful classic cars for which we are extremely grateful. Community Organizations, children's groups, businesses, bicyclists, walkers and so many more were flocked with Red, White and Blue spirit to celebrate our Nations Independence.

The Fulton-El Camino Recreation & Park District and the Fulton Avenue Business Association believe that this parade, although small compared to other parades in our area is important to the residents & community as a whole. The number of people that line the parade route grows every year, which is proof of its growing success.

A special thank you must also go out to Chick Fil A for providing over 700 free sandwiches and to BJ's Arden for the over 700 free root beer floats in Howe Park. Their continued support of this event is very heart-warming.

Again, thank you again for your time and support of the Arden Arcade 2017 4th of July parade.

If you have any questions or comments on this year's event, please don't hesitate to contact me. The more community involvement, the bigger the parade will be next year. I can be reached at (916) 927-3802 ext. 119 or via e-mail to: bmcdaniel@fecrecpark.com.

**Fulton-El Camino
Recreation & Park
District**

2201 Cottage Way
Sacramento, California
95825

Phone: (916) 927-3802
Fax: (916) 927-3805

E-mail:
mail@fecrecpark.com
Internet:
www.fecrecpark.com

Sincerely yours in Recreation,

Becky L. McDaniel
Superintendent of Recreation

An Independent Special District



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Agenda Item: 33
General Information
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DWR Acting Director Bill Croyle Retires

By Pamela Martineau - June 23, 2017 - Water News

California Department of Water Resources Acting Director William R. Croyle today announced his retirement, effective July 1, 2017. DWR Chief Deputy Director Cindy Messer will serve as acting director of the department until a new director is appointed.

According to a press release from DWR, Croyle put his original retirement plans on hold in January of this year when he was asked by Gov. Jerry Brown to serve as acting director of the department. Prior to his appointment, Croyle served as deputy director for statewide emergency preparedness and security at DWR, a role that uniquely prepared him to manage the Lake Oroville spillways incident in February.

“California is extremely fortunate to have had Bill at the helm of DWR this year, especially during the Oroville emergency,” said California Natural Resources Secretary John Laird. “We are all grateful for his commitment and public service.”

In his nearly ten years with DWR, Croyle served as the drought emergency operations manager, representing the department on Governor Brown’s Interagency Drought Task Force and various other drought task forces. He also served as the department emergency program manager and spent more than six years as chief of flood operations.

“I am honored to have served with many talented, dedicated people throughout my career. I am very proud of the work we have accomplished over the years bringing California through drought, flood and most recently, through the Oroville Spillway incident,” stated Croyle. “And now I’m looking forward to picking up my retirement plans where they left off six months ago.”

Croyle also worked more than 23 years for the Central Valley Regional Water Quality Control Board in Sacramento, where he served in a variety of capacities.

<https://www.acwa.com/news/dwr-acting-director-bill-croyle-retires/>

ACWA Comments on Release of Biological Opinions for California WaterFix

By Lisa Lien-Mager - June 26, 2017 - News Releases

SACRAMENTO – Association of California Water Agencies (ACWA) Executive Director Timothy Quinn issued the following statement today regarding the release of biological opinions for the California WaterFix project.

“The release of the biological opinions is a major step toward a long-term solution to improve water conveyance infrastructure in the Delta. While there are many key decisions ahead to determine whether the WaterFix moves forward and how the project and related facilities will be operated, today’s action is a sign that state and federal agencies are working together to advance a viable project to address ecosystem problems and improve the overall resiliency of our state’s water supply system.

“ACWA supports a long-term Delta solution as a key element of the comprehensive strategy outlined in Governor Brown’s California Water Action Plan. All elements of that plan – including investments in surface and groundwater storage, sustainable groundwater management, ongoing improvements in water-use efficiency and development of a more effective water market – must move ahead to create a more resilient water system that can meet today’s challenges and those on the horizon.

“We encourage all state and federal partners and stakeholders to remain engaged and work together to implement long-term solutions for the Delta that work for the entire state.”

<https://www.acwa.com/news/acwa-executive-director-comments-on-release-of-biological-opinions-for-california-waterfix/>

Feds Give California WaterFix Go-Ahead Under ESA

By Pamela Martineau - June 26, 2017 – Water News

In a crucial decision that moves the project closer to construction, two key federal agencies today announced they have cleared the California Waterfix project under the U.S. Endangered Species Act, saying it will not imperil endangered species.

Specifically, officials with the U.S. Fish and Wildlife Service and the National Marine Fisheries Service issued “non-jeopardy” biological opinions that state the project – two 35-mile tunnels beneath the Delta – will not jeopardize threatened or endangered species, including Delta smelt and spring-run Chinook salmon.

“We are poised to take action to better protect our state water supplies and native fisheries,” California Secretary for Natural Resources John Laird said in a written statement. “After 10 years of study, analysis, dialogue and scientific inquiry, we have come to a shared vision—and feasible approach—for how best to meet the co-equal goals of providing a more reliable water supply for California and protecting, restoring and enhancing the Delta ecosystem.”

The opinions, which officials say relied on the best available science, also found that WaterFix would reduce the problem of entrainment of fish in Delta pumps. WaterFix still must receive approval from the State Water Resources Control Board, which has been holding hearings on the project for months. If the state Water board signs off on the plan, construction could begin as early as 2018, officials said.

ACWA Executive Director Timothy Quinn called the release of the biological opinions “a major step toward a long-term solution to improve water conveyance infrastructure in the Delta.”

“While there are many key decisions ahead to determine whether the WaterFix moves forward and how the project and related facilities will be operated, today’s action is a sign that state and federal agencies are working together to advance a viable project to address ecosystem problems and improve the overall resiliency of our state’s water supply system,” Quinn said in a written statement.

In addition to dual 35-mile-long tunnels, the proposed project includes new water intakes on the Sacramento River near Hood to help carry water to the existing south Delta pumping plants for the State Water Project and Central Valley Project. Both biological opinions found the construction and operations of WaterFix as proposed would not jeopardize the continued existence of ESA-listed species or destroy or adversely modify critical habitat for those species.

The FWS biological opinion is available [here](#), and the biological opinion from NOAA Fisheries is [here](#).

In a conference call with reporters, federal officials said the opinions also considered the adaptive management practices that will be conducted in the Delta if the project moves forward. Tracking and monitoring of fish species will continue. The project's Final Environmental Impact Report and Environmental Impact Statement, released in December 2016, include measures to avoid or minimize impacts that could arise from the proposed project.

A final operations plan for the project also must still be approved.

“The wisest thing to do in the face of uncertainty is to monitor constantly, test hypotheses regularly, adjust operations accordingly, and reassess,” said California Department of Water Resources Acting Director Bill Croyle said in a statement. “In the Delta, we always will be adjusting to improve resiliency and protect the environment. What won't change is our compliance with the state and federal Endangered Species Acts.”

Once the EIR has been certified through completion of the California Environmental Quality Act process, the California Department of Fish and Wildlife will consider whether to issue an “incidental take” permit for the construction and operation of WaterFix under the California Endangered Species Act.

These biological opinions will also be considered by permitting agencies, including the State Water Resources Control Board in its hearing now underway on a petition by DWR and the U.S. Bureau of Reclamation to allow for the change in points of diversion to add three new intakes on the Sacramento River as part of WaterFix.

WaterFix would not change the volume of water SWP and CVP are entitled to divert from the Delta.

Kern County Water Agency Board of Directors President Ted Page said the biological opinions “represent thousands of hours of work and the best scientific thinking available to improve our water supplies”

“By building the tunnels, Kern County's water supplies will be more reliable over the long-term. It's the state's most significant step forward on water supply improvement in decades. We thank the state and federal administrations for their extraordinary efforts in achieving this milestone for the WaterFix,” said Page.

<https://www.acwa.com/news/feds-give-california-waterfix-go-ahead-under-esa/>

Burman Nominated as Reclamation Commissioner

By Lisa Lien-Mager - June 27, 2017 – Wate News

President Donald J. Trump has announced the nomination of Brenda Burman to lead the U.S. Bureau of Reclamation.

Burman, who currently serves a director of water strategy at Arizona's Salt River Project, is a former special projects manager for Metropolitan Water District of Southern California. She previously served a deputy commissioner at the Bureau of Reclamation during the George W. Bush Administration before becoming deputy assistant secretary for water and science in the Department of Interior.

If confirmed by the Senate as commissioner of Reclamation, Burman will oversee the agency responsible for projects such as the Central Valley Project, Hoover Dam, power plants, water conservation and managing partnerships with Native American tribes.

<https://www.acwa.com/news/burman-nominated-as-reclamation-commissioner/>