



## **AGENDA REGULAR BOARD MEETING**

**FAIR OAKS WATER DISTRICT OFFICE  
10326 FAIR OAKS BLVD, FAIR OAKS  
APRIL 15, 2024  
6:30 PM**

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

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

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

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

### **I. CALL TO ORDER**

### **II. PUBLIC COMMENT**

### **III. CONSENT CALENDAR**

1. Approval of Minutes
  - a. Regular Board Meeting of March 18, 2024
2. Accept and File Treasurer's Report for the month of March 2024
3. File Investment Report for the month of February 2024

4. Accept and File Financial Expense Report for the month of March 2024
5. Approval of Warrants
6. Approval of Cal-Card Statements for the month of March 2024
7. Approval of Board Expense Report for the month of March 2024

#### **IV. PRESENTATIONS AND CORRESPONDENCE**

1. Presentation by JJACPA, Inc. on Fair Oaks Water District’s Draft Comprehensive Annual Financial Audit for the year ended December 31, 2023

#### **V. DISCUSSION AND ACTION ITEMS: OLD BUSINESS**

1. Update and discussion on the 2023 SJWD Wholesale Master Plan
2. Update on RFP to provide professional design services required to redrill and equip a new groundwater well at the existing Northridge Well Site in Fair Oaks
3. Discussion and possible action on the New York Water Main Replacement Projects

#### **VI. DISCUSSION AND ACTION ITEMS: NEW BUSINESS**

1. Discussion and possible action to accept and file the Fair Oaks Water District’s Annual Comprehensive Financial Report (ACFR), with Independent Auditor’s Report, for the years ended December 31, 2023 & 2022
2. Discussion on FOWD Water Supply for the month of March 2024
3. Public disclosure and discussion on press release “Water Agencies File Lawsuit to Protect Water Rates and Local Control”
4. Update and discussion on the combination of SSWD and CWD into one water purveyor
5. Update on the FOWD Corporation Yard Redevelopment Project

#### **VII. UPCOMING EVENTS**

1. April 16, 2024 / SJWD Finance Committee Meeting / SJWD Office
2. April 24, 2024 / SJWD Board Meeting / SJWD Office
3. May 9, 2024 / RWA Board Meeting / Sacramento
4. May 7-9, 2024 / ACWA Spring Conference / Sacramento
5. June 13, 2024 / SGA Board Meeting / Sacramento
6. June 23-26 / CSDA GM Leadership Summit / Anaheim

#### **VIII. REPRESENTATIVE REPORTS**

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

#### **IX. DIRECTORS’ REPORTS & COMMENTS**

1. Budget Committee – (Sarkovich, Dolby)
2. Technical Advisory Committee – (Marx, Petersen)
3. Capital Improvement Committee – (Petersen, Dolby)

4. Personnel Committee – (McRae, Dolby)
5. Public Relations Committee – (McRae, Dolby)
6. FOWD and SJWD 2x2 Ad-Hoc Committee – (McRae, Petersen)
7. FOWD and CWD 2x2 Ad-Hoc Committee – (McRae, Marx)
8. Corporate Yard Ad-Hoc Committee – (Sarkovich, McRae)

**X. GENERAL MANAGER’S REPORT**

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

**XI. PUBLIC COMMENT**

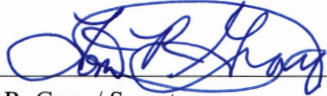
**XII. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS 54954 AND 54956**

1. Conference with legal counsel on existing litigation; Government Code Sections 54954.5 and 54956.9; Citrus Heights Water District & Fair Oaks Water District v. San Juan Water District; Sacramento Superior Court Case No. 23WM000080
2. Conference on Anticipated Litigation; Government Code Section 54956.9(d) – two cases

**XIII. REPORT FROM CLOSED SESSION**

**XIV. PUBLIC COMMENT**

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

  
\_\_\_\_\_  
Tom R. Gray / Secretary  
General Manager



04-12-2024  
Date



**April 15, 2024**

**Staff Report Briefing Materials**

**AGENDA ITEM III.2**

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



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**AGENDA ITEM III.2**

REGULAR Board Meeting April 15, 2024

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To: Board of Directors  
From: Chi Ha-Ly  
Date: April 11, 2024  
Subject: Accept and File Treasurer's Report for the month of March 2024

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**Recommendation:**

None.

**Discussion:**

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

**Policy Implications:**

None.

**Fiscal Impact:**

None.



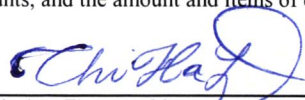
# Fair Oaks Water District

Treasurer's Report - March 31, 2024

Agenda Item III.2

Description	LAIF - remaining	General Fund U.S. Bank	Payroll Fund U.S. Bank (I)	Cash	Balance
<b>Designated and Undesignated Cash, February 29, 2024</b>	<b>\$10,069,183</b>	<b>\$103,836</b>	<b>\$9,476</b>	<b>\$2,450</b>	<b>\$10,184,945</b>
<b>Receipts</b>					
Deposit: Water Service		\$754,125			\$754,125
Deposit: Other		\$3,106			\$3,106
Interest Earnings					\$0
<b>Subtotal</b>	<b>\$0</b>	<b>\$757,231</b>	<b>\$0</b>	<b>\$0</b>	<b>\$757,231</b>
<b>Expenses</b>					
General Expenses		(\$324,160)			(\$324,160)
General Warrants		(\$172,630)			(\$172,630)
Payroll			(\$149,072)		(\$149,072)
Service Charges and Fees		(\$4,335)			(\$4,335)
<b>Subtotal</b>	<b>\$0</b>	<b>(\$501,125)</b>	<b>(\$149,072)</b>	<b>\$0</b>	<b>(\$650,197)</b>
<b>Transfers and Allocations</b>					
Net Transfer from or to LAIF					\$0
Transfer to Payroll		(\$148,000)	\$148,000		\$0
<b>Subtotal</b>	<b>\$0</b>	<b>(\$148,000)</b>	<b>\$148,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Designated and Undesignated Cash, March 31, 2024</b>	<b>\$10,069,183</b>	<b>\$211,942</b>	<b>\$8,404</b>	<b>\$2,450</b>	<b>\$10,291,979</b>

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

  
 Chi Ha-Ly, Finance Manager

4/11/24  
 Date

**FAIR OAKS WATER DISTRICT**

**Check Register**

**March 2024**

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>
<i>General Expenses</i>				
50570	3/6/2024	STAFF	\$ 215.00	Treatment 2 & Distribution 4 Certifications Renewal
50571	3/6/2024	STAFF	90.00	Distribution 3 Certification Renewal
50572	3/6/2024	CUSTOMER	50.00	Clothes Washer Rebate
50573	3/6/2024	CUSTOMER	350.00	Toilet Rebate
50574	3/6/2024	A. TEICHERT & SON, INC.	968.57	Sand & Aggregate
50575	3/6/2024	AVALON CUSTODIAL CARE	1,700.00	Janitorial Services
50576	3/6/2024	COUNTY OF SACRAMENTO	423.00	Pavement Inspections
50577	3/6/2024	ELEVATOR TECHNOLOGY INC.	316.00	Elevator Maintenance
50578	3/6/2024	J FRANKO ELECTRIC, INC.	960.00	Wells/Pumps Maintenance
50579	3/6/2024	INLAND BUSINESS SYSTEMS	1,562.19	Printing Costs
50580	3/6/2024	INTEGRITY DATA INC.	38.20	Dues & Subscription
50581	3/6/2024	KASL CONSULTING ENGINEERS, INC.	896.00	Engineering Services
50582	3/6/2024	NEPTUNE TECHNOLOGY GROUP, INC.	10,631.45	Registers
50583	3/6/2024	PACE SUPPLY CORP.	1,778.40	Inventory Parts/Distribution Repairs
50584	3/6/2024	SMUD	10,669.92	Utilities
50585	3/6/2024	SACRAMENTO VALLEY ALARM SECURITY	55.74	Security
50586	3/6/2024	TPX COMMUNICATIONS	7,293.79	Communications
50587	3/6/2024	TAK COMMUNICATIONS CA, INC.	4,000.00	Service Upgrades/Traffic Loop Replacement
50588	3/6/2024	VERIZON WIRELESS	350.94	Communications
50589	3/6/2024	AFLAC	349.79	Aflac Premium Coverage
50590	3/6/2024	CUSTOMER	152.62	Customer Refund
50591	3/6/2024	CUSTOMER	80.33	Customer Refund
50592	3/6/2024	CUSTOMER	571.88	Customer Refund
50593	3/6/2024	SMUD	1,532.67	Utilities
50594	3/6/2024	STANDARD INSURANCE COMPANY	1,707.56	Disability Insurance (February & March)
50595	3/6/2024	P G & E	571.05	Utilities
50596	3/11/2024	CARBON HEALTH MEDICAL GROUP OF CALIFORNIA, P.C.	135.00	Physicals
50597	3/11/2024	FRANCHISE TAX BOARD	100.00	Wage Garnishment
50599	3/11/2024	MFS 529 SAVING PLAN	175.00	529 Education Fund
50600	3/13/2024	AFLAC	349.79	Aflac Premium Coverage
50601	3/13/2024	AT&T MOBILITY	1,112.03	Communications
50602	3/13/2024	CUSTOMER	175.00	Toilet Rebate
50603	3/13/2024	DEPT. OF INDUSTRIAL RELATIONS	225.00	Elevator Permit

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>
50604	3/13/2024	FUSE 3 COMMUNICATIONS	6,695.00	IT Consulting
50605	3/13/2024	CUSTOMER	350.00	Toilet Rebate
50606	3/13/2024	PACE SUPPLY CORP.	11,043.25	Inventory Parts
50607	3/13/2024	PRINT PROJECT MANAGERS, INC.	145.46	Staff Business Cards
50608	3/13/2024	WASTE MANAGEMENT	605.04	Utilities
50609	3/13/2024	NEPTUNE TECHNOLOGY GROUP, INC.	13,253.25	Meters
50610	3/20/2024	A. TEICHERT & SON, INC.	1,056.33	Sand & Aggregate
50611	3/20/2024	COUNTY OF SACRAMENTO	141.00	Inspections
50612	3/20/2024	COUNTY OF SACRAMENTO	163.73	Utilities
50613	3/20/2024	CNA SURETY	1,500.00	Bonding
50614	3/20/2024	KASL CONSULTING ENGINEERS, INC.	2,943.50	Engineering Services
50615	3/20/2024	NEPTUNE TECHNOLOGY GROUP, INC.	21,334.50	AMR Warranty
50616	3/20/2024	PACE SUPPLY CORP.	18,685.73	Inventory Parts/Distribution Repairs/T-Mains Repairs
50617	3/20/2024	THE REGENTS OF THE UNIVERSITY	500.00	Conservation Outreach - 2024 Harvest Day Festival
50618	3/25/2024	COUNTY OF SACRAMENTO	18,378.90	Corporate Yard/Permits
* 50618 (VOIDED)	3/25/2024	COUNTY OF SACRAMENTO	(18,378.90)	Voided and Reissued with Check #50622
50619	3/25/2024	COUNTY OF SACRAMENTO	3,082.04	Corporate Yard/Permits
50620	3/25/2024	COUNTY OF SACRAMENTO	307.66	Corporate Yard/Permits
50621	3/25/2024	COUNTY OF SACRAMENTO	1,054.06	Corporate Yard/Permits
50622	3/25/2024	COUNTY OF SACRAMENTO	18,378.90	Corporate Yard/Permits
50623	3/27/2024	EAST BAY TIRE COMPANY	3,907.58	Equipment Repairs
50624	3/27/2024	FRANCHISE TAX BOARD	100.00	Wage Garnishment
50625	3/27/2024	FUSE 3 COMMUNICATIONS	6,595.00	IT Consulting
50626	3/27/2024	HAASE LANDSCAPES, INC.	655.00	District Site Maintenance
50627	3/27/2024	HERC RENTALS	1,094.42	Rental Fees
50628	3/27/2024	INLAND BUSINESS SYSTEMS	868.08	Printing Costs
50629	3/27/2024	STAFF	63.26	District Site Maintenance Reimbursement
50630	3/27/2024	MFS 529 SAVING PLAN	175.00	529 Education Fund
50631	3/27/2024	NEPTUNE TECHNOLOGY GROUP, INC.	1,766.94	Meter Testing Service
50632	3/27/2024	PACE SUPPLY CORP.	7,223.27	Project Parts
50633	3/27/2024	TESCO CONTROLS, INC.	1,643.20	SCADA, Wells/Pumps Maintenance
50634	3/27/2024	CUSTOMER	167.84	Customer Refund
50635	3/27/2024	CUSTOMER	42.43	Customer Refund
50636	3/27/2024	CUSTOMER	75.61	Customer Refund
50637	3/27/2024	CUSTOMER	54.07	Customer Refund
50349	11/8/2023	CUSTOMER	(39.38)	Voided Stale-dated Check
50425	12/13/2023	CUSTOMER	(350.00)	Voided and Reissued with Check #50605

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Check Amount</u>	<u>Description</u>
REMIT000000000004178	3/6/2024	BSK ASSOCIATES	5,004.00	Water Testing/Sampling
REMIT000000000004179	3/6/2024	STREAMLINE	375.00	Website Maintenance
REMIT000000000004181	3/6/2024	SIERRA CHEMICAL COMPANY	229.43	Chemicals
REMIT000000000004182	3/6/2024	SUPERIOR EQUIPMENT REPAIR, INC.	864.39	Vehicle Maintenance
REMIT000000000004183	3/11/2024	ELLISON,SCHNEIDER, HARRIS & DONLAN, LLP.	15,537.86	Legal Services
REMIT000000000004184	3/11/2024	KRONICK MOSKOVITZ TIEDEMANN & GIRARD	5,932.28	Legal Services
REMIT000000000004185	3/13/2024	BSK ASSOCIATES	2,252.00	Water Testing/Sampling
REMIT000000000004186	3/13/2024	HUNT & SONS INC.	2,609.35	Gas & Oil
REMIT000000000004189	3/20/2024	BSK ASSOCIATES	898.00	Water Testing/Sampling
REMIT000000000004190	3/20/2024	BURKETT'S OFFICE FURNISHINGS AND SUPPLIES	120.31	Office Supplies
REMIT000000000004191	3/20/2024	CLARK PEST CONTROL	110.00	Pest Services
REMIT000000000004192	3/20/2024	COGSDALE	4,837.50	IT Consulting
REMIT000000000004193	3/20/2024	GRAINGER	1,133.43	Safety Supplies
REMIT000000000004194	3/20/2024	ELLISON, SCHNEIDER, HARRIS & DONLAN, LLP.	444.07	Legal Services
REMIT000000000004195	3/20/2024	KRONICK MOSKOVITZ TIEDEMANN & GIRARD	2,746.75	Legal Services
REMIT000000000004196	3/27/2024	BSK ASSOCIATES	220.00	Water Testing/Sampling
REMIT000000000004197	3/27/2024	ELLISON,SCHNEIDER, HARRIS & DONLAN, LLP.	1,080.00	Legal Services
REMIT000000000004198	3/27/2024	GRAINGER	1,141.67	Hydrant Upgrades/Safety
REMIT000000000004199	3/28/2024	I.M.P.A.C. GOVERNMENT SERVICES	9,305.42	Credit Cards - See Cal-Card Summary for Details
WDL000006482	3/13/2024	IRS EFTPS	25,033.24	Federal Payroll Taxes
WDL000006483	3/7/2024	PERS-RETIREMENT	17,666.71	Retirement Contributions
WDL000006484	3/13/2024	EDD	4,695.37	State Payroll Taxes
WDL000006496	3/22/2024	PERS RETIREMENT	17,514.19	Retirement Contributions
WDL000006497	3/27/2024	IRS EFTPS	24,830.73	Federal Payroll Taxes
WDL000006498	3/27/2024	EDD	4,710.04	State Payroll Taxes
<b>Total General Expenses</b>			<b>\$ 324,160.43</b>	

**General Warrants**

REMIT000000000004187	3/18/2024	ACWA JPIA	\$ 69,213.19	Health/Dental/Vision/EAP/Life Insurance
REMIT000000000004188	3/18/2024	SIERRA NATIONAL CONSTRUCTION	73,416.60	Skyway Well
50598	3/11/2024	GUTIERREZ ASSOCIATES	30,000.00	Architectural Services
<b>Total General Warrants</b>			<b>\$ 172,629.79</b>	

**Service Charges and Fees**

REMIT000000000004180	3/6/2024	INVOICE CLOUD, INC.	\$ 2,106.85	Invoice Cloud Fees
WDL000006492	3/14/2024	US BANK	2,057.47	Analysis Fees
WDL000006493	3/1/2024	US BANK	132.82	Credit Card Fees



Check Number  
WDL000006516

Check Date Vendor Name  
3/31/2024 INVOICE CLOUD, INC.

	<u>Check Amount</u>	<u>Description</u>
	37.47	Invoice Cloud/Payment Tech (Fees) Settled
<i>Total Service Charges and Fees</i>	<u>\$ 4,334.61</u>	
<i>Total Expenses</i>	<u>\$ 501,124.83</u>	

April 15, 2024

Staff Report Briefing Materials

**AGENDA ITEM III.3**

**File Investment Report for the month of February 2024**

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**AGENDA ITEM III.3**

REGULAR Board Meeting on April 15, 2024

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To: Board of Directors  
From: Chi Ha-Ly  
Date: April 10, 2024  
Subject: File Investment Report for the month of February 2024

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**Recommendation:**

None.

**Discussion:**

Attached are the February 2024 LAIF monthly statement and LAIF monthly performance report. The March 2024 LAIF monthly performance report is not available for inclusion this month due to the timing of the Board meeting. The March 2024 LAIF monthly statement and LAIF monthly performance report will be included in the May 20, 2024 Board Consent Calendar.

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

**Policy Implications:**

None.

**Fiscal Impact:**

None.

California State Treasurer  
**Fiona Ma, CPA**



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

April 10, 2024

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

FAIR OAKS WATER DISTRICT

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

[Tran Type Definitions](#)

**Account Number:**

February 2024 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
2/22/2024	2/22/2024	RD	1748348	N/A	CHI HA-LY	275,000.00

**Account Summary**

Total Deposit:	275,000.00	Beginning Balance:	9,794,182.91
Total Withdrawal:	0.00	Ending Balance:	10,069,182.91



# PMIA/LAIF Performance Report as of 3/13/24



## Quarterly Performance Quarter Ended 12/31/23

LAIF Apportionment Rate <sup>(2)</sup> :	4.00
LAIF Earnings Ratio <sup>(2)</sup> :	0.00010932476863589
LAIF Administrative Cost <sup>(1)*</sup> :	0.29
LAIF Fair Value Factor <sup>(1)</sup> :	0.993543131
PMIA Daily <sup>(1)</sup> :	3.96
PMIA Quarter to Date <sup>(1)</sup> :	3.81
PMIA Average Life <sup>(1)</sup> :	230

## PMIA Average Monthly Effective Yields<sup>(1)</sup>

<b>February</b>	<b>4.122</b>
January	4.012
December	3.929
November	3.843
October	3.670
September	3.534

## Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 2/29/24 \$164.3 billion

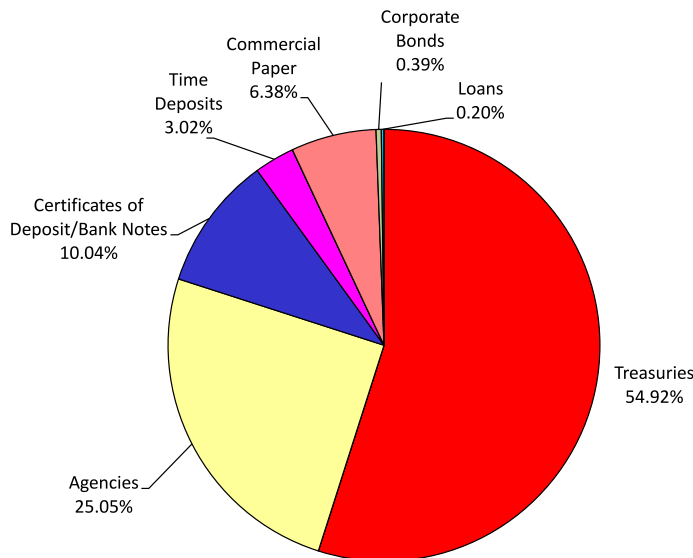


Chart does not include \$2,059,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

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

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

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

Source:

<sup>(1)</sup> State of California, Office of the Treasurer

<sup>(2)</sup> State of California, Office of the Controller





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April 15, 2024

Staff Report Briefing Materials

**AGENDA ITEM III.4**

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

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**AGENDA ITEM III.4**

REGULAR Board Meeting April 15, 2024

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To: Board of Directors  
From: Chi Ha-Ly  
Date: April 12, 2024  
Subject: Accept and File Financial Expense Report for the month of March 2024

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**Recommendation:**

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

**Discussion:**

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

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

As of March 2024, the District has 79.21% of remaining adjusted budget.

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

**Policy Implications:**

None as a result of recommended action.

**Fiscal Impact:**

None as a result of recommended action.

**FAIR OAKS WATER DISTRICT**  
**Company Consolidation**  
For the Three Months Ending Sunday, March 31, 2024

	March Actual	YTD Actual	Original Annual Budget	Adjusted Annual Budget	Remaining Adjusted Budget	% Remaining Adjusted Budget
<b>Labor</b>						
<b>Salaries and Wages</b>						
Salaries	\$186,608	\$600,797	\$3,301,100	\$3,301,100	\$2,700,303	81.80%
<b>Salaries and Wages Subtotal</b>	<b>\$186,608</b>	<b>\$600,797</b>	<b>\$3,301,100</b>	<b>\$3,301,100</b>	<b>\$2,700,303</b>	<b>81.80%</b>
<b>Benefits and Insurance</b>						
Auto Fringe Benefits	\$300	\$900	\$3,600	\$3,600	\$2,700	75.00%
Dental Insurance	2,996	11,344	44,900	44,900	33,556	74.74%
FICA	12,889	41,099	204,700	204,700	163,601	79.92%
Medicare	3,014	9,612	47,900	47,900	38,288	79.93%
Health Insurance	64,515	245,937	829,500	829,500	583,563	70.35%
Disability Insurance	1,644	2,479	13,200	13,200	10,721	81.22%
Life Insurance	715	2,806	8,500	8,500	5,694	66.99%
Pension Plan	20,494	61,004	620,900	620,900	559,896	90.17%
Deferred Compensation**		45,650	41,400	45,650		0.00%
Unemployment Insurance		15,000	15,000	15,000	15,000	100.00%
Vision Care	728	2,789	9,400	9,400	6,611	70.33%
Worker's Compensation	4,489	13,249	83,000	83,000	69,751	84.04%
<b>Benefits &amp; Insurance Subtotal</b>	<b>\$111,783</b>	<b>\$436,869</b>	<b>\$1,922,000</b>	<b>\$1,926,250</b>	<b>\$1,489,381</b>	<b>77.32%</b>
Salaries & Benefits Capitalized	(\$19,722)	(\$64,806)	(\$803,200)	(\$803,200)	(\$738,394)	91.93%
Salaries & Benefits to Damages	(1,905)	(3,671)	(11,600)	(11,600)	(7,929)	68.36%
<b>Labor Total</b>	<b>\$276,765</b>	<b>\$969,189</b>	<b>\$4,408,300</b>	<b>\$4,412,550</b>	<b>\$3,443,361</b>	<b>78.04%</b>
<b>Materials and Services</b>						
<b>Water Supply</b>						
Surface Water Supply, SJWD		\$539,132	\$2,217,600	\$2,217,600	\$1,678,468	75.69%
Chemicals	229	2,019	32,600	32,600	30,581	93.81%
Division of Drinking Water Annual Permit**		64,482	64,000	64,500	18	0.03%
Energy Cost, Wells	10,732	33,281	424,300	424,300	391,019	92.16%
Energy Cost, Other	162	618	3,100	3,100	2,482	80.08%
Testing & Sampling	3,206	12,781	31,000	31,000	18,219	58.77%
SCADA Support & Maintenance	404	404	10,000	10,000	9,596	95.96%
Cathodic Protection			4,000	4,000	4,000	100.00%
Hydrant Testing & Flushing			3,000	3,000	3,000	100.00%
<b>Water Supply Subtotal</b>	<b>\$14,735</b>	<b>\$652,716</b>	<b>\$2,789,600</b>	<b>\$2,790,100</b>	<b>\$2,137,384</b>	<b>76.61%</b>
<b>District Facilities and Maintenance &amp; Repairs</b>						
Wells Repairs and Upgrades	\$2,199	\$3,547	\$24,000	\$24,000	\$20,453	85.22%
Skyway Tank Inspection			5,000	5,000	5,000	100.00%
Skyway Booster #1 Inspection and Repair			5,000	5,000	5,000	100.00%
Annual Pump Efficiency Testing			5,000	5,000	5,000	100.00%
Tank Repairs and Maintenance			15,000	15,000	15,000	100.00%
District Site Maintenance	1,856	3,642	20,000	20,000	16,358	81.79%
Janitorial	1,750	5,249	23,000	23,000	17,751	77.18%
Elevator Maintenance*	541	1,798	9,500	10,125	8,327	82.24%
Security Costs	56	1,189	4,200	4,200	3,011	71.68%
<b>District Facilities Maint. Subtotal</b>	<b>\$6,401</b>	<b>\$15,425</b>	<b>\$110,700</b>	<b>\$111,325</b>	<b>\$95,900</b>	<b>86.14%</b>
<b>Vehicle and Equipment Maintenance</b>						
Vehicle Maintenance	\$2,371	\$4,026	\$16,500	\$16,500	\$12,474	75.60%
Vehicle Repairs*	385	2,393	15,000	15,000	12,607	84.05%
Other Equipment Maintenance	250	462	15,500	16,500	16,038	97.20%
Other Equipment Repair	3,908	5,044	15,000	15,000	9,956	66.37%
<b>Vehicle &amp; Equip. Maint. Subtotal</b>	<b>\$6,913</b>	<b>\$11,925</b>	<b>\$62,000</b>	<b>\$63,000</b>	<b>\$51,075</b>	<b>81.07%</b>
<b>Insurance</b>						
Auto and General Liability Insurance			\$115,000	\$115,000	\$115,000	100.00%
Bonding	1,500	1,500	1,600	1,600	100	6.25%
Property Insurance			45,000	45,000	45,000	100.00%
<b>Insurance Subtotal</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$161,600</b>	<b>\$161,600</b>	<b>\$160,100</b>	<b>99.07%</b>
<b>Printing and Postage</b>						
Advertisements & Legal Notices	\$180	\$180	\$5,000	\$5,000	\$4,820	96.40%
Online Bill Pay/Payment Processing	2,144	7,223	28,000	28,000	20,777	74.20%
Customer Bill Printing		1,784	17,500	17,500	15,716	89.80%
Customer Bill Postage		12,750	43,000	43,000	30,250	70.35%
Customer Collection Postage		2,100	7,000	7,000	4,900	70.00%
General Postage		150	1,000	1,000	850	85.00%
General Printing			1,800	1,800	1,800	100.00%
Collection Expense Printing		538	900	900	362	40.26%
<b>Printing and Postage Subtotal</b>	<b>\$2,324</b>	<b>\$24,725</b>	<b>\$104,200</b>	<b>\$104,200</b>	<b>\$79,475</b>	<b>76.27%</b>
<b>Office Expense and Other</b>						
Office Equipment Rental		\$151	\$700	\$700	\$549	78.40%
Office Supplies	1,004	4,294	17,000	17,000	12,706	74.74%
Office Equipment less than \$500		938	3,000	3,000	2,062	68.73%
Office Furniture less than \$500	252	252	2,000	2,000	1,748	87.41%
Office Equipment Maintenance			500	500	500	100.00%
Office Equipment Maintenance Agreements	2,430	3,415	18,100	18,100	14,685	81.13%
<b>Office Expense &amp; Other Subtotal</b>	<b>\$3,686</b>	<b>\$9,050</b>	<b>\$41,300</b>	<b>\$41,300</b>	<b>\$32,250</b>	<b>78.09%</b>
<b>Professional Services</b>						
Annual Audit Fees		\$8,000	\$22,000	\$22,000	\$14,000	63.64%
Actuarial services for pension calculation			800	800	800	100.00%

**FAIR OAKS WATER DISTRICT**  
**Company Consolidation**  
For the Three Months Ending Sunday, March 31, 2024

	March Actual	YTD Actual	Original Annual Budget	Adjusted Annual Budget	Remaining Adjusted Budget	% Remaining Adjusted Budget
Meter Testing Service*	1,767	1,767	5,000	6,800	5,033	74.02%
Dues and Subscription	38	18,661	52,000	52,000	33,339	64.11%
Grant Application			5,000	5,000	5,000	100.00%
Hydraulic Model Update			11,000	11,000	11,000	100.00%
Urban Water Management Plan			15,000	15,000	15,000	100.00%
Emergency Response Plan			500	500	500	100.00%
Legal Fees	25,741	44,314	150,000	150,000	105,686	70.46%
Coop. Trans. Pipeline O&M			7,000	7,000	7,000	100.00%
Website Design and Public Outreach			5,000	5,000	5,000	100.00%
Regional Support			108,000	108,000	108,000	100.00%
Banking Fees	2,245	7,189	36,000	36,000	28,811	80.03%
IT Consulting Service	17,503	34,535	123,500	123,500	88,965	72.04%
Annual IT Audit			5,600	5,600	5,600	100.00%
Answering Service	171	523	2,500	2,500	1,977	79.08%
Other Professional Fees*	58	6,450	150,000	169,589	163,140	96.20%
<b>Professional Fees Subtotal</b>	<b>\$47,523</b>	<b>\$121,438</b>	<b>\$698,900</b>	<b>\$720,289</b>	<b>\$598,851</b>	<b>83.14%</b>
<b>System Maintenance/Repairs</b>						
Aggregate/Sand/Cutback	\$2,025	\$4,521	\$25,000	\$25,000	\$20,479	81.92%
Paving			75,000	75,000	75,000	100.00%
Equipment and Tool Rental	1,290	1,290	1,500	1,500	210	13.99%
General Maint., Supplies & Consumables	832	3,113	15,000	15,000	11,887	79.25%
Distribution Repairs	14,163	19,499	25,000	25,000	5,501	22.00%
Distribution System Maintenance Programs	76	76	7,000	7,000	6,924	98.91%
T-Main Repairs	471	471	25,000	25,000	24,529	98.12%
Damages	9,329	11,117	25,000	25,000	13,883	55.53%
Backflow Testing and Supplies			4,800	4,800	4,800	100.00%
Meter Downsize Repairs/Upgrades			600	600	600	100.00%
Inventory Replenishment			10,000	10,000	10,000	100.00%
Gas & Oil	2,609	9,462	56,000	56,000	46,538	83.10%
Equipment & Tools less than \$500	470	1,313	12,000	12,000	10,687	89.06%
Safety, Signs & Cones	2,240	2,926	13,000	13,000	10,074	77.49%
<b>System Maint./Repairs Subtotal</b>	<b>\$33,504</b>	<b>\$53,788</b>	<b>\$294,900</b>	<b>\$294,900</b>	<b>\$241,112</b>	<b>81.76%</b>
<b>Fees</b>						
State and County Fees			\$1,300	\$1,300	\$1,300	100.00%
Air Quality			10,900	10,900	10,900	100.00%
NPDES Permit			4,000	4,000	4,000	100.00%
Haz-mat Disposal			2,000	2,000	2,000	100.00%
Haz-mat Permit		380	6,900	6,900	6,520	94.50%
<b>Fees Subtotal</b>		<b>\$380</b>	<b>\$25,100</b>	<b>\$25,100</b>	<b>\$24,720</b>	<b>98.49%</b>
<b>Utilities</b>						
Telephone/Communication	\$7,939	\$23,839	\$101,900	\$101,900	\$78,061	76.61%
District Site Utilities	2,648	6,989	36,500	36,500	29,511	80.85%
<b>Utilities Subtotal</b>	<b>\$10,587</b>	<b>\$30,828</b>	<b>\$138,400</b>	<b>\$138,400</b>	<b>\$107,572</b>	<b>77.73%</b>
<b>Information Technology</b>						
Computer Software Maint. & Agreements	\$2,109	\$9,117	\$140,500	\$140,500	\$131,383	93.51%
Computer Hardware <\$500			5,000	5,000	5,000	100.00%
Computer Software <\$500			1,000	1,000	1,000	100.00%
<b>Information Technology Subtotal</b>	<b>\$2,109</b>	<b>\$9,117</b>	<b>\$146,500</b>	<b>\$146,500</b>	<b>\$137,383</b>	<b>93.78%</b>
<b>Water Efficiency</b>						
Conservation Outreach	\$500	\$500	\$22,000	\$22,000	\$21,500	97.73%
Cons. Landscape Irrigation Review			2,000	2,000	2,000	100.00%
Conservation Water Waste			500	500	500	100.00%
Conservation Large Landscape			2,000	2,000	2,000	100.00%
Conservation Toilet Rebate Program	300	788	10,000	10,000	9,212	92.12%
Conservation Toilet Rebate Program (Reimb.)	225	600	7,500	7,500	6,900	92.00%
Washing Machine Rebate Program	50	50	500	500	450	90.00%
Conservation Internal Review			1,000	1,000	1,000	100.00%
<b>Conservation Subtotal</b>	<b>\$1,075</b>	<b>\$1,938</b>	<b>\$45,500</b>	<b>\$45,500</b>	<b>\$43,562</b>	<b>95.74%</b>
<b>Training &amp; Uniforms</b>						
DMV/Physicals	\$135	\$775	\$8,500	\$8,500	\$7,725	90.89%
Employee Recognition Program	329	716	11,000	11,000	10,284	93.49%
Training, Travel and Expenses	1,104	1,194	20,000	20,000	18,806	94.03%
Uniforms			12,800	12,800	12,800	100.00%
<b>Training &amp; Uniforms Subtotal</b>	<b>\$1,568</b>	<b>\$2,684</b>	<b>\$52,300</b>	<b>\$52,300</b>	<b>\$49,616</b>	<b>94.87%</b>
<b>Board</b>						
Election Expense			\$45,400	\$45,400	\$45,400	100.00%
Director's Fees	\$700	\$2,200	\$12,500	\$12,500	\$10,300	82.40%
Miscellaneous Board Expenses	220	652	2,500	2,500	1,848	73.90%
Travel and Seminars			10,000	10,000	10,000	100.00%
<b>Board Subtotal</b>	<b>\$920</b>	<b>\$2,852</b>	<b>\$70,400</b>	<b>\$70,400</b>	<b>\$67,548</b>	<b>95.95%</b>
<b>Materials &amp; Services Total</b>	<b>\$132,846</b>	<b>\$938,367</b>	<b>\$4,741,400</b>	<b>\$4,764,914</b>	<b>\$3,826,548</b>	<b>80.31%</b>
<b>GRAND TOTAL</b>	<b>\$409,611</b>	<b>\$1,907,556</b>	<b>\$9,149,700</b>	<b>\$9,177,464</b>	<b>\$7,269,909</b>	<b>79.21%</b>

**FAIR OAKS WATER DISTRICT**  
**Company Consolidation**  
**For the Three Months Ending Sunday, March 31, 2024**

	March Actual	YTD Actual	Original Annual Budget	Adjusted Annual Budget	Remaining Adjusted Budget	% Remaining Adjusted Budget
<b>CONTINGENCY FUND</b>	<b>\$71,585</b>	<b>\$76,335</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$123,665</b>	<b>61.83%</b>

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

\*\*Contingency Fund was used as follows:  
 \$500 was transferred to SWRCB-Division of Drinking Water Annual Permit - Board approved on January 16, 2024.  
 \$4,250 was transferred to Deferred Compensation - Board approved on January 16, 2024.  
 \$29,616 was transferred to Hazel Avenue Project #2004 - Board approved on March 18, 2024.  
 \$41,969 was transferred to Gum Ranch Unit 2 Project #1607 - Board approved on March 18, 2024.



**April 15, 2024**

**Staff Report Briefing Materials**

**AGENDA ITEM III.5**

**Approval of Warrants**

**AGENDA ITEM III.5**

REGULAR Board Meeting on April 15, 2024

To: Board of Directors  
 From: Tom R. Gray  
 Date: April 11, 2024  
 Subject: Approval of Warrants

**Recommendations:**


**Warrants**

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

<b>ACWA JPIA</b>	
<i>Benefits - health, dental, vision, life, and Employee Assistance Program</i>	\$ 66,659.11
<b>San Juan Water District</b>	
<i>Water Purchase</i>	485,519.95
<b>Central Valley Engineering &amp; Asphalt, Inc.</b>	
<i>Paving for service upgrades, minor main upgrades, and distribution system repairs</i>	168,042.90
<b>Total Warrants</b>	<b>\$ 720,221.96</b>

Board of Directors approve the attached purchase authorization(s) listed below and authorize purchase(s).

<b>Neptune Technology Inc.</b>	
<i>Meters and Registers</i>	\$ 41,607.45
<b>Total Purchases</b>	<b>\$ 41,607.45</b>




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Tom R. Gray, General Manager



Fair Oaks Water District, 000532  
Coverage Month: May 2024

Invoice Number: 0702477

Invoice Date: 04/02/2024

	Medical	Dental	Vision	Life	EAP	Totals
Insured Employees	29	29	29	29	29	
Previous Balance						\$69,213.19
Payment						(\$69,213.19)
Past Due Balance						\$0.00
Current Period Premium	\$62,050.85	\$2,867.91	\$703.25	\$964.56	\$71.92	\$66,658.49
Adjustment	\$0.00	\$0.00	\$0.00	\$0.62	\$0.00	\$0.62
Benefit Totals	\$62,050.85	\$2,867.91	\$703.25	\$965.18	\$71.92	\$66,659.11
<b>Total Due 05/01/2024</b>						<b>\$66,659.11</b>

*Ramona*  
4/5/2024  
*JPIA*  
4-10-2024

**Important Reminders**

Visit [www.jpia.bswift.com](http://www.jpia.bswift.com) to download invoices, make enrollment changes, run reports and more.

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

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

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

Thank you for choosing ACWA JPIA.

CY Budget: \$ 1,881,350 Project No: E24B1111S  
 Expenses TD: \$ 276,583.00 Cost Cat: Various  
 Committed Cost: \$ 0 Avail Budget: 1,605,291.70  
 Completed By: Ramona Date: 4/5/2024  
 Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Authorized By: JPIA Date: 4-10-2024

Keep this summary for your records.

*cfj*

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

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

Or  
ACH to:  
California Bank & Trust  
ABA: 122232109

Account #: 1030237181  
\* Please include Invoice # on  
Addenda

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

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

Please pay separately from other JPIA programs.

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

Client Code	532
Payment Due Date	05/01/2024
Total Due on or before 05/01/2024	\$66,659.11

*Ramona*  
4/5/2024

Invoice Number: 0702477

Invoice Date: 04/02/2024

**San Juan Water District**  
**9935 Auburn - Folsom Road**  
**Granite Bay, CA 95746**  
**Multiple Invoices for Warrant Approval**

<u>Invoice #</u>	<u>Dated</u>	<u>Amount</u>
INV02787	4/10/2024	\$ 438,000.00
INV02794	4/10/2024	47,519.95
<b>TOTAL</b>		<u><u>\$ 485,519.95</u></u>

*JRG*  
4-11-2024



9935 Auburn-Folsom Rd  
 Granite Bay, CA 95746  
 Phone: (916) 791-0115

# INVOICE

Billed To:  
 Fair Oaks Water District  
 Attn: Accounts Payable  
 10326 Fair Oaks Blvd  
 Fair Oaks, CA 95628

DATE: 4/10/2024  
 INVOICE #: INV02787  
 DUE DATE: \* 5/25/2024  
 TOTAL DUE: \$438,000.00

CUSTOMER ACCOUNT # : 1014

Fixed Charge April - June 2024

ITEM DESCRIPTION	UNITS	PRICE	AMOUNT
Fixed Charge April - June 2024	1.00	438,000.00	438,000.00
<b>TOTAL THIS INVOICE</b>			<b>\$438,000.00</b>

*LRB*  
*A-11-2024*

For questions, contact Accounts Receivable at (916) 791-6942.

**REMIT TO:**

San Juan Water District  
 9935 Auburn-Folsom Road  
 Granite Bay, CA 95746

Thank you!

*\* Payment Terms: Net 45 -  
 Balances not received by the due  
 date will be charged a 10% penalty  
 fee on balance due plus an  
 additional 1% per month until  
 balance is paid in full.*





9935 Auburn-Folsom Rd  
 Granite Bay, CA 95746  
 Phone: (916) 791-0115

# INVOICE

Billed To:  
 Fair Oaks Water District  
 Attn: Accounts Payable  
 10326 Fair Oaks Blvd  
 Fair Oaks, CA 95628

DATE: 4/10/2024  
 INVOICE #: INV02794  
 DUE DATE: \* 5/25/2024  
 TOTAL DUE: \$47,521.54

CUSTOMER ACCOUNT # : 1014

Water Sales Jan - Mar 2024

ITEM DESCRIPTION	UNITS	PRICE	AMOUNT
Water Usage - January 2024	237.54	52.96	12,581.71
Water Usage - February 2024	291.39	52.96	15,432.01
Water Usage - March 2024	368.35	52.96	19,507.82
<b>TOTAL THIS INVOICE</b>			<b><del>\$47,521.54</del></b>

\$47,519.95

*[Handwritten signature]*  
4/11/23

*[Handwritten signature]*  
4-11-2024

For questions, contact Accounts Receivable at (916) 791-6942.

REMIT TO:

San Juan Water District  
 9935 Auburn-Folsom Road  
 Granite Bay, CA 95746

Thank you!

*\* Payment Terms: Net 45 -  
 Balances not received by the due  
 date will be charged a 10% penalty  
 fee on balance due plus an  
 additional 1% per month until  
 balance is paid in full.*

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

Multiple Invoices for Warrant Approval

<u>Invoice #</u>	<u>Dated</u>	<u>Amount</u>
20111	3/31/2024	\$ 128,929.30
20112	3/31/2024	2,466.40
20113	3/31/2024	1,520.00
20114	3/31/2024	9,976.00
20115	3/31/2024	3,168.00
20116	3/31/2024	1,968.00
20117	3/31/2024	1,835.20
20119	3/31/2024	3,084.00
20121	3/31/2024	15,096.00
<b>TOTAL</b>		<b><u>\$ 168,042.90</u></b>

*JR*  
4-11-2024



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



# Invoice 20111

Bill to: Fair Oaks Water District 10326 Fair Oaks Boulevard Fair Oaks, CA 95628-7187	Job: 23205 FOWD 2023 Patch List
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Invoice #: 20111      Date: 03/31/24 Payment Terms: Net Due Upon Receipt Customer Code: FAIOAK	Customer P.O. #: Fair Oaks Courts - 9 Cour Salesperson:
--	--

Remarks: Fair Oaks Courts - Joshua Page

Quantity	Description	U/M	Unit Price	Extension
25,352.000	R&R 2" of 1/2" HMA at 9 locations	SF	3.600	91,267.20
1,702.000	R&R 4" AC plugs w 1/2" HMA at 9 location	SF	18.550	31,572.10
2.000	Adjust Utility/Box Manhole	EA	375.000	750.00
3.000	Traffic Control	DAY	1,780.000	5,340.00
			<b>Total:</b>	<b>128,929.30</b>
			<b>Current Due:</b>	<b>128,929.30</b>

Complete JP  
4/11/24

Joshua Page  
4/11/2024

PO Number: 8825  
 RCT Number: \_\_\_\_\_  
 INVENTORY  
 NON INVENTORY

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



## Invoice 20112

Bill to: Fair Oaks Water District 10326 Fair Oaks Boulevard Fair Oaks, CA 95628-7187	Job: 23205 FOWD 2023 Patch List
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Invoice #: 20112 Payment Terms: Net Due Upon Receipt Customer Code: FAIOAK	Date: 03/31/24 Customer P.O. #: 000008693 Salesperson:
--	--

Remarks:

Quantity	Description	U/M	Unit Price	Extension
68.000	Plug (4" Residential, 6" Arterial)	SF	12.000	816.00
122.000	Mat Grind (1.5")	SF	12.000	1,464.00
466.000	Black Sand Seal	SF	0.400	186.40
			<b>Total:</b>	<b>2,466.40</b>
			<b>Current Due:</b>	<b>2,466.40</b>

9046 Phoenix Avenue  
 9074 Winding Oak Drive

Complete  
 JP 4/11/24  
 Jim King  
 4/11/2024

PO Number: 8693  
 RCT Number: \_\_\_\_\_  
 INVENTORY  
 NON INVENTORY

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



## Invoice 20113

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

<b>Invoice #:</b> 20113	<b>Date:</b> 03/31/24	<b>Customer P.O. #:</b> 000008694
<b>Payment Terms:</b> Net Due Upon Receipt		<b>Salesperson:</b>
<b>Customer Code:</b> FAIOAK		

Remarks:

Quantity	Description	U/M	Unit Price	Extension
10.000	Plug (4" Residential, 6" Arterial)	SF	12.000	120.00
108.000	Mat Grind (1.5")	SF	12.000	1,296.00
260.000	Black Sand Seal	SF	0.400	104.00
			<b>Total:</b>	<b>1,520.00</b>
			<b>Current Due:</b>	<b>1,520.00</b>

7695 Greenridge Drive

Complete  
 JP 4/11/24  
 Dan King 4/11/2024

PO Number: 80094  
 RCT Number: \_\_\_\_\_  
 INVENTORY  
 NON INVENTORY



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



## Invoice 20114

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

Invoice #: 20114 Date: 03/31/24 Payment Terms: Net Due Upon Receipt Customer Code: FAIOAK	Customer P.O. #: 000008696 Salesperson:
--	--

Remarks:

Quantity	Description	U/M	Unit Price	Extension
270.000	Plug (4" Residential, 6" Arterial)	SF	12.000	3,240.00
540.000	Mat Grind (1.5")	SF	12.000	6,480.00
640.000	Black Sand Seal	SF	0.400	256.00
			<b>Total:</b>	<b>9,976.00</b>
			<b>Current Due:</b>	<b>9,976.00</b>

7805 Tamara Drive  
 5009 Filbert Avenue  
 8748 Pershing Avenue  
 8115 Blue Oak Drive

Complete  
 JP 4/11/24  
 Jim King  
 4/11/2024

PO Number: 8696  
 RCT Number: \_\_\_\_\_  
 INVENTORY  
 NON INVENTORY

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



## Invoice 20115

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

Invoice #: 20115 Date: 03/31/24 Payment Terms: Net Due Upon Receipt Customer Code: FAIOAK	Customer P.O. #: 000008773 Salesperson:
--	--

Remarks:

Quantity	Description	U/M	Unit Price	Extension
75.000	Plug (4" Residential, 6" Arterial)	SF	12.000	900.00
189.000	Mat Grind (1.5")	SF	12.000	2,268.00
			<b>Total:</b>	<b>3,168.00</b>
			<b>Current Due:</b>	<b>3,168.00</b>

4021 Main Street

Complete  
 JP 4/11/24  
 Jim King  
 4/11/2024

PO Number: 8773  
 RCT Number:  
 INVENTORY  
 NON INVENTORY

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



# Invoice 20116

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

Invoice #: 20116	Date: 03/31/24	Customer P.O. #: 000008774
Payment Terms: Net Due Upon Receipt	Salesperson:	
Customer Code: FAIOAK		

Remarks:

Quantity	Description	U/M	Unit Price	Extension
64.000	Plug (4" Residential, 6" Arterial)	SF	12.000	768.00
100.000	Mat Grind (1.5")	SF	12.000	1,200.00
			<b>Total:</b>	<b>1,968.00</b>
			<b>Current Due:</b>	<b>1,968.00</b>

8042 Sierra Street

Complete  
JP 4/11/24  
Jim Hy  
4/11/2024

PO Number: 8774  
RCT Number: \_\_\_\_\_  
INVENTORY  
NON INVENTORY



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



# Invoice 20117

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

Invoice #: 20117	Date: 03/31/24	Customer P.O. #: 000008695
Payment Terms: Net Due Upon Receipt	Salesperson:	
Customer Code: FAIOAK		

Remarks:

Quantity	Description	U/M	Unit Price	Extension
48.000	Plug (4" Residential, 6" Arterial)	SF	12.000	576.00
98.000	Mat Grind (1.5")	SF	12.000	1,176.00
208.000	Black Sand Seal	SF	0.400	83.20
			<b>Total:</b>	<b>1,835.20</b>
			<b>Current Due:</b>	<b>1,835.20</b>

8493 Rolling Creek Way

Complete  
JP 4/11/24  
John Hay  
4/11/2024

PO Number: 8695  
RCT Number: \_\_\_\_\_  
INVENTORY  
NON INVENTORY

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



# Invoice 20119

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

Invoice #: 20119 Date: 03/31/24 Payment Terms: Net Due Upon Receipt Customer Code: FAIOAK	Customer P.O. #: 000008795 Salesperson:
--	--

Remarks:

Quantity	Description	U/M	Unit Price	Extension
75.000	Plug (4" Residential, 6" Arterial)	SF	12.000	900.00
182.000	Mat Grind (1.5")	SF	12.000	2,184.00
			<b>Total:</b>	<b>3,084.00</b>
			<b>Current Due:</b>	<b>3,084.00</b>

5016 Gerhardt Place

Complete  
 JP 4/11/24  
 [Signature]  
 4/4/2024

PO Number: 8795  
 RCT Number: \_\_\_\_\_  
 INVENTORY  
 NON INVENTORY



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



# Invoice 20121

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

Invoice #: 20121 Date: 03/31/24 Payment Terms: Net Due Upon Receipt Customer Code: FAIOAK	Customer P.O. #: 000008748 Salesperson:
--	--

Remarks:

Quantity	Description	U/M	Unit Price	Extension
259.000	Plug (4" Residential, 6" Arterial)	SF	12.000	3,108.00
999.000	Mat Grind (1.5")	SF	12.000	11,988.00
			<b>Total:</b>	<b>15,096.00</b>
			<b>Current Due:</b>	<b>15,096.00</b>

5313 Rimwood Drive

Complete

JP 4/11/24

*John King*  
 4/11/2024

PO Number: 8748  
 RCT Number: \_\_\_\_\_  
 INVENTORY  
 NON INVENTORY

**Neptune Technology Group, Inc.**  
**P.O. Box 932957**  
**Atlanta, GA 31193-2957**  
**Multiple Purchases for Warrant Approval**

<u>Reference Number</u>	<u>Dated</u>	<u>Amount</u>
444210	4/4/2024	\$23,839.69
	3/6/2024	17,767.76
<b>Total</b>		<u>\$41,607.45</u>

*JRM*  
*4-11-2024*

PLEASE PRINT



# FAIR OAKS WATER DISTRICT PURCHASE AUTHORIZATION

<input type="checkbox"/>	CAL-CARD HOLDER NAME:	
<input type="checkbox"/>	DATE PURCHASED:	
<input type="checkbox"/>	WILL INVOICE - PO#	<input checked="" type="checkbox"/> FINANCE TO ORDER
<input type="checkbox"/>	CHECK REQUEST	<input type="checkbox"/> MISSING RECEIPT
<input type="checkbox"/>	REQUESTOR TO ORDER	

Name of Requestor: Joe DeBorba	Date of Request: 4/4/2024
Purchase Description: 1" Meters w R900i registers	Date Needed By: 4/11/2024
Vendor/Check Name: Neptune Technology	Vendor Contact Name: Matt Emslie
Address:	Phone Number:

Item#	Description	Quantity	Price Per Unit	Extended Price
ED2F22RPWF11S2788	1 T-10 BRZ 316 P-C R900i V4 PIT C/F (1" meter w/ R900i)	75	\$ 295.00	\$ 22,125.00
				\$ -
	M24MMMR - 75x \$147 meter = \$11,025 + tax (302.25) Total: \$11,879.44			\$ -
	M24MMAMR - 75x \$148 register = \$11,100 + Tax = \$11,960.25			\$ -
				\$ -
Approved Budget:	\$ 289,649.86	Project Number: M24MMAMR		\$ -
Expenses To Date:	\$ (39,153.89)	Cost Category: Register 900i		\$ -
Committed Cost:	\$ (27,105.83)	Completed By: Joe DeBorba		\$ -
Budget Available:	\$ 223,390.14	Date: 4/4/2024		\$ -

Subtotal:	\$ 22,125.00
Tax: 7.75%	\$ 1,714.69
Freight	\$ -
Other	\$ -
<b>Total:</b>	<b>\$ 23,839.69</b>

### Budget Availability (Authorized Personnel)

Approved Budget:	\$ 168,958.70	Project Number:	M24MMMR
Expenses To Date:	34,105.15	Cost Category:	1" Meters
Committed Cost:	-	Completed By:	Joe DeBorba
Budget Available:	\$ 134,853.55	Date:	4/4/2024

### Purchase Recommendation (Supervisor)

Joe DeBorba  
Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date 4/4/2024

### Purchase Authorization (Manager, Superintendent)

Nick Kepler  
Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date 4/4/24

### Purchase Authorization for All Purchases (Manager)

Shawn Huckaby  
Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date 4/5/24

### Purchase Authorization for \$10,000 or More (General Manager)

Tom R. Gray  
Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date 4-11-2024





# FAIR OAKS WATER DISTRICT PURCHASE AUTHORIZATION

FAIR OAKS  
WATER DISTRICT

**COPY**

*3/26/24 placed in  
Tom's mailbox. He'll  
be out 3/26-3/29.*

PLEASE PRINT

<input type="checkbox"/>	CAL-CARD HOLDER NAME:	
<input type="checkbox"/>	DATE PURCHASED:	
<input type="checkbox"/>	WILL INVOICE - PO#	<input checked="" type="checkbox"/> FINANCE TO ORDER
<input type="checkbox"/>	CHECK REQUEST	<input type="checkbox"/> MISSING RECEIPT
<input type="checkbox"/>	REQUESTOR TO ORDER	

**COPY**

Name of Requestor: Joe DeBorba  
 Date of Request: 3/25/2024  
 Purchase Description: AMR Warranty RMA:444210  
 Date Needed By: 4/1/2024  
 Vendor/Check Name: Neptune Technology  
 Vendor Contact Name: Matt E  
 Address:  
 Phone Number:

**COPY**

Item#	Description	Quantity	Price Per Unit	Extended Price
	AMR Warranty RMA:444210	1	16489.8	\$ 16,489.80
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

Subtotal:	\$ 16,489.80
7.75% Tax:	\$ 1,277.96
Freight:	\$ -
Other:	\$ -
<b>Total:</b>	<b>\$ 17,767.76</b>

### Budget Availability (Authorized Personnel)

Approved Budget:	\$ 289,649.86	Project Number:	M24MMAMR
Expenses To Date:	37,510.89	Cost Category:	AMR Warranty
Committed Cost:	25,620.81	Completed By:	Joe DeBorba
Budget Available:	\$ 226,518.16	Date:	3/25/2024

### Purchase Recommendation (Supervisor)

Joe DeBorba  
 Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date 3/25/2024

### Purchase Authorization (Manager, Superintendent)

\_\_\_\_\_  
 Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Verbal Authorization

### Purchase Authorization for All Purchases (Manager)

*SHAWN HOOKABY*  
 Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date 3/26/2024  
 Verbal Authorization

### Purchase Authorization for \$10,000 or More (General Manager)

Tom R. Gray  
 Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Verbal Authorization



Date: 3/6/2024  
RMA Number: 444210

**NEPTUNE TECHNOLOGY GROUP LIMITED**

1600 Alabama Highway 229 South,  
Tallahassee, AL 36078  
Telephone: (800) 633-8754 Fax: (334) 283-7293  
[www.neptunetg.com](http://www.neptunetg.com)

Below you will find a summary of items returned on **RMA #:444210**. If you would like to purchase replacements for prorated items, please issue a PO and fax to (334) 283-7434 or e-mail to [customerservice@neptunetg.com](mailto:customerservice@neptunetg.com).

Thank you,  
Neptune Customer Service

<b>Sell To:</b>	<b>End Customer:</b> Fair Oaks Water District
-----------------	--

Item	RMA Code	Part Number	Qty	Age	Discount %	Contract Price	Replacement Price	Extended Amount
1	Prorated	RPW2F41S2787	2.00	11.00	50.00	\$148.00	\$74.00	\$148.00
2	Prorated	RPW2F31S2787	1.00	12.00	50.00	\$148.00	\$74.00	\$74.00
3	Prorated	RPW2F31S2787	2.00	16.00	30.00	\$148.00	\$103.60	\$207.20
4	Prorated	.13342-200S2787	2.00	18.00	20.00	\$131.00	\$104.80	\$209.60
5	Prorated	.13342-200S2787	20.00	13.00	40.00	\$131.00	\$78.60	\$1,572.00
6	Prorated	.13342-200S2787	21.00	16.00	30.00	\$131.00	\$91.70	\$1,925.70
7	Prorated	.13342-200S2787	24.00	17.00	20.00	\$131.00	\$104.80	\$2,515.20
8	Prorated	.13342-200S2787	24.00	19.00	10.00	\$131.00	\$117.90	\$2,829.60
9	Prorated	.13342-200S2787	34.00	15.00	30.00	\$131.00	\$91.70	\$3,117.80
10	Prorated	.13342-200S2787	45.00	14.00	40.00	\$131.00	\$78.60	\$3,537.00

11	Prorated	.13342- 200S2787	3.00	19.00	10.00	\$131.00	\$117.90	\$353.70
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**Subtotal: \$16,489.80**

**Plus applicable taxes.**

**Comments:**

**Thank you for the opportunity to provide pricing. For more details on Neptune Technology Group and our products, please contact your sales person or visit our website at [www.neptunetg.com](http://www.neptunetg.com).**

This quote is valid for 30 days, acceptance will require a valid Purchase Order (PO) number. Neptune's Terms and Conditions of Sales and/or Master Services Agreement will apply. Refusal or cancellation may result in a cancellation fee.

**Thank You  
#WINYOURDAY**

**April 15, 2024**

**Staff Report Briefing Materials**

**AGENDA ITEM III.6**

**Approval of Cal-Card Statements for the month of March 2024**

**AGENDA ITEM III.6**

REGULAR Board Meeting on April 15, 2024

---

To: Board of Directors  
From: Tom R. Gray  
Date: April 10, 2024  
Subject: Approval of Cal-Card Statements for the month of March 2024

---

**Recommendation:**

None.

**Discussion:**

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

**Policy Implications:**

None.

**Fiscal Impact:**

None.



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

<u>Date</u>	<u>Merchant Name</u>	<u>Amount</u>	<u>Description</u>	<u>Personnel</u>
2/23/2024	California Special Districts Association	\$ 570.00	Training & Seminars	Staff
2/24/2024	Staples	25.47	Office Supplies	Staff
2/26/2024	Chipotle	107.59	Board Meeting Meals	Staff
2/28/2024	Kiefer Landfill	185.40	District Site Maintenance	Staff
2/28/2024	Home Depot	118.76	Tools	Staff
2/28/2024	Been Verified	58.48	Background Checks	General Manager
2/29/2024	Staples Inc.	263.98	Toner	Staff
2/29/2024	Batteries Plus	59.26	Light Bulbs	Staff
2/29/2024	Brake Masters	34.29	Vehicle Maintenance	Staff
2/29/2024	Otis Automotive	333.31	Vehicle Repairs	Staff
2/29/2024	Capitol Barricade	97.88	Rentals	Staff
3/1/2024	Amazon	30.04	Office Supplies	Staff
3/1/2024	Brake Masters	522.12	Vehicle Maintenance	Staff
3/1/2024	Americas Tire	996.54	Vehicle Maintenance	Staff
3/1/2024	Indeed	180.00	Recruitment	Staff
3/2/2024	Staples	38.94	Office Supplies	Staff
3/2/2024	DoorKing	291.56	Annual Renewal for Key Cards	Staff
3/4/2024	Home Depot	56.46	Tools	Staff
3/4/2024	New Answernet	171.00	Answering Service	Staff
3/5/2024	Fair Oaks Chicken Run	174.86	Funded by Wellness Grant	Staff
3/5/2024	Fair Oaks Chicken Run	43.72	Funded by Wellness Grant	Staff
3/6/2024	USA Bluebook	155.56	Distribution Repairs	Staff
3/6/2024	Capitol Barricade	97.88	Rentals	Staff
3/6/2024	Raley's	43.36	Employee Recognition	Staff
3/8/2024	Staples	339.40	Toner	Staff
3/8/2024	Staples	237.03	Office Furniture	Staff
3/11/2024	Amazon	54.98	Kitchen Supplies	Staff
3/11/2024	Amazon	79.17	Tools	Staff
3/11/2024	NAPA Store	14.77	Vehicle Repairs	Staff
3/11/2024	Home Depot	76.08	Distribution Repairs	Staff
3/11/2024	O'Reilly	36.62	Vehicle Repairs	Staff
3/12/2024	Ace Hardware	34.46	District Test/Sampling	Staff
3/12/2024	Farmtek	329.95	District Site Maintenance	Staff
3/13/2024	River City Rentals	175.63	Rentals	Staff

<u>Date</u>	<u>Merchant Name</u>	<u>Amount</u>	<u>Description</u>	<u>Personnel</u>
3/13/2024	Folsom Lake Ford	203.19	Vehicle Maintenance	Staff
3/14/2024	Allied Electronics	249.88	Skyway Well	Staff
3/14/2024	Fedex	54.93	Shipping Expense	Staff
3/14/2024	USA Bluebook	74.89	Distribution Repairs	Staff
3/14/2024	Home Depot	132.54	Maintenance Supplies	Staff
3/14/2024	Home Depot	(132.54)	Maintenance Supplies (Credit)	Staff
3/14/2024	CA-NV Section AWWA	229.00	Training & Seminars	Staff
3/14/2024	Home Depot	53.84	Maintenance Supplies	Staff
3/14/2024	Home Depot	132.54	Maintenance Supplies	Staff
3/14/2024	Home Depot	(94.53)	Maintenance Supplies (Credit)	Staff
3/15/2024	Burnshield	29.98	First Aid Kit Supplies	Staff
3/15/2024	First Aid Plus More	426.02	First Aid Kit Supplies	Staff
3/15/2024	Platt Electric	314.02	District Site Maintenance	Staff
3/15/2024	Home Depot	187.14	District Site Maintenance	Staff
3/15/2024	Home Depot	151.04	District Site Maintenance	Staff
3/16/2024	ULINE	221.80	First Aid Kits	Staff
3/17/2024	Staples	14.80	Office Supplies	Staff
3/19/2024	Dos Coyotes	112.60	Board Meeting Meals	Staff
3/19/2024	Sams Club	49.52	Janitorial Supplies	Staff
3/19/2024	Sams Club	304.04	Kitchen Supplies	Staff
3/19/2024	Sams Club	179.95	Kitchen/Janitorial Supplies	Staff
3/19/2024	Amazon	40.18	Office Supplies	Staff
3/19/2024	Ace Hardware	47.39	District Site Maintenance	Staff
3/20/2024	Red Wing Shoes	275.00	Safety Boots	Staff
3/20/2024	Home Depot	13.65	Maintenance Supplies	Staff
<b>TOTAL</b>		<b><u>\$ 9,305.42</u></b>		

**April 15, 2024**

**Staff Report Briefing Materials**

**AGENDA ITEM III.7**

**Accept and File Board Expense Report for the month of March 2024**

**AGENDA ITEM III.7**

REGULAR Board Meeting on April 15, 2024

---

To: Board of Directors

From: Chi Ha-Ly

Date: April 10, 2024

Subject: Approval of Board Expense Report for the month of March 2024

---

**Recommendation:**

None.

**Discussion:**

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

**Policy Implications:**

None as a result of recommended action.

**Fiscal Impact:**

None as a result of recommended action.

Board of Directors  
Expense Reimbursement Summary  
Monthly Activity - March 2024

Name	Meeting Date	Description	Date Paid	Compensation	Reimbursed Expenses	District Expenses
<b>Dolby</b>	2/5/2024	Special Board Meeting	3/7/2024	\$ 100.00	\$ -	\$ -
	2/26/2024	Regular Board Meeting	3/7/2024	100.00	-	-
				<b>\$ 200.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>McRae</b>	2/5/2024	Special Board Meeting	3/7/2024	\$ 100.00	\$ -	\$ -
	2/26/2024	Regular Board Meeting	3/7/2024	100.00	-	-
				<b>\$ 200.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Petersen</b>	2/5/2024	Special Board Meeting	3/7/2024	\$ 100.00	\$ -	\$ -
	2/26/2024	Regular Board Meeting	3/7/2024	100.00	-	-
				<b>\$ 200.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Sarkovich</b>	2/26/2024	Regular Board Meeting	3/7/2024	\$ 100.00	\$ -	\$ -
				<b>\$ 100.00</b>	<b>\$ -</b>	<b>\$ -</b>

Board of Directors  
Expense Reimbursement Summary  
Monthly Activity - March 2024

**March 2024 RECAP**

Name	Meeting Month	Meetings Attended (Paid)	Month Paid	Compensation	Reimbursed Expenses	District Expenses
Dolby	February	2	March	\$ 200.00	\$ -	\$ -
Marx		0		-	-	-
McRae	February	2	March	200.00	-	-
Petersen	February	2	March	200.00	-	-
Sarkovich	February	<u>1</u>	March	<u>100.00</u>	-	-
<b>TOTAL</b>		<b>7</b>		<b>\$ 700.00</b>	<b>\$ -</b>	<b>\$ -</b>

**Year-to-Date RECAP**

Name	Meetings Attended (Paid)	Compensation	Reimbursed Expenses	District Expenses
Dolby	5	\$ 500.00	\$ -	\$ -
Marx	5	500.00	-	-
McRae	4	400.00	-	-
Petersen	5	500.00	-	-
Sarkovich	<u>3</u>	<u>300.00</u>	-	-
<b>TOTAL</b>	<b>22</b>	<b>\$ 2,200.00</b>	<b>\$ -</b>	<b>\$ -</b>

**April 15, 2024**

**Staff Report Briefing Materials**

**AGENDA ITEM V.2**

**Update on RFP to provide professional design services required to redrill and equip a new groundwater well at the existing Northridge Well Site in Fair Oaks**

---

## AGENDA ITEM V.2

REGULAR Board Meeting April 15, 2024

---

To: Board of Directors  
From: Tom R. Gray  
Date: April 11, 2024  
Subject: Update on RFP to provide professional design services required to redrill and equip a new groundwater well at the existing Northridge Well Site in Fair Oaks

---

### **Recommendation:**

None – information item.

### **Discussion:**

In 2023 the FOWD Board of Directors approved the replacement of the existing groundwater production facility located at 8251 Kaula Drive in Fair Oaks.

- The existing well was drilled and equipped over thirty-three years ago using outdated methods and technology.
- The existing well is near the end of its estimated useful life and producing water at nearly 25% below its designed capacity.
- Given current water production design and construction methods, it is estimated that a replacement well at the same site will exceed the designed production capacity of the existing well.
- It is estimated that the FOWD will receive grant funding of over two million dollars to drill and equip the new well.

At the March 18, 2024 FOWD Board meeting, the Board directed staff to prepare a Request for Proposal (RFP) to provide professional design services to redrill and equip a new groundwater well at the existing Northridge Well Site in Fair Oaks.

- FOWD staff completed the RFP on March 29, 2024.
- FOWD staff posted the RFP for response from qualified consultants on April 1, 2024.
- Responses from qualified consultants are due for delivery to the FOWD office at 3:00 PM on Tuesday April 30, 2024.

A copy of the RFP has been attached for your information and use.

### **Policy Implications:**

None because of the recommended action.

### **Fiscal Impact:**

To be determined.



# Fair Oaks Water District

## Request for Proposal

Provide professional services required to redrill and equip a new groundwater well at the existing Northridge Well Site in Fair Oaks.



Prepared by:  
FOWD Staff  
10326 Fair Oaks Boulevard  
Fair Oaks, CA 95628  
FOWD Project No. C24WTNWRD

April 2024

**General Information**

Project Location: 8251 Kaula Drive. in Fair Oaks, CA 95628

- Attachments:       Exhibit "A" – Northridge Well site
- Exhibit "B" – Existing Northridge Well "As-Built" Drawings
- Exhibit "C" – FOWD Professional Services Agreement

**1.0 RFP Schedule**

- April 1, 2024                               Posting for Proposals
- April 15, 2024, at 3:00 PM               Proposal Inquires Due Date
- April 30, 2024, at 3:00 PM               Proposals Must Be Received at the FOWD Office
- May 7, 2024                                 Interviews if needed
- May 20, 2024                               FOWD Board Approval

**2.0 Contact Person and Mailing Address**

Inquiries about this request for proposal shall be submitted in writing and directed to:

Paul Siebensohn  
 Technical Services Manager  
 Phone: (916) 967-5723  
 E-Mail: [psiebensohn@fowd.com](mailto:psiebensohn@fowd.com)

Mailing Address:

Fair Oaks Water District  
 Attn: Paul Siebensohn  
 10326 Fairs Oaks Boulevard  
 Fair Oaks, CA 95628

**3.0 Minimum Consultant Qualifications**

The intent of this Request for Proposal is to select a professional consulting firm to develop a set of construction drawings, construction specifications, bid documents, and to provide construction management support required to successfully redrill and equip a new groundwater well at the existing Northridge Groundwater Well site.

Minimum Consultant Firm qualifications are listed below:

- 3.1 The Consultant must be engaged in the business of potable water well development and be experienced in planning, permitting, design, and construction management of potable water wells – having completed at least two (2) similar projects.
- 3.2 The Consultant must employ only a competent workforce for the execution of the work and all work must be performed under the direct supervision of one named Project Manager that is either a Professional Engineer or Professional Geologist.
- 3.3 Consultant must maintain in full force and effect all insurance requirements required to work with the Fair Oaks Water District.
- 3.4 Consultant must not have a conflict of interest as defined by State law and FOWD policy. Consultant agrees to make a disclosure in compliance with the law and District policy if, at any time after the execution of an agreement to perform professional services, a conflict of interest may occur.

#### **4.0 Existing Water Supply Facility**

- 4.1 The existing Northridge Well is located at 8251 Kaula Drive in Fair Oaks. The existing pumping unit has a design capacity of 1,100 gpm and is equipped with a 150-horsepower submersible well pump. The existing well was reverse mud-rotary drilled in 1991 with a 14-inch steel casing installed to a depth of 550 feet.
- 4.2 All available site data, well data, and water quality data for the existing Northridge Well will be provided to selected consultant.

#### **5.0 District's Objectives and Expectations**

- 5.1 The District's main objectives are:
  - ***Meet the December 31, 2025 deadline to have the project completed and accepted as a water supply source in the FOWD's Water Supply Permit.***
  - Increase water supply reliability for FOWD customers during period of drought and low availability of surface water supply.
  - Maximize production capacity without compromising water quality from the new well under normal operating conditions.
  - Meet all applicable US EPA and the State Division of Drinking Water water quality standards for groundwater wells.

- Maximize specific yield and reduce operation and maintenance cost of the new well under normal operating conditions.
- Utilize the best available technology in construction of the potable groundwater well.
- When deemed reasonable, utilize available existing infrastructure to minimize construction cost.
- Comply with all necessary State and County regulations for drilling of the new well and abandonment of the existing well.

## **6.0 Scope of Work**

The following minimum scope of work was developed for the project and all proposals must include listed deliverables for each listed task.

As a proposal addendum, it is requested all proposals include additional tasks that the consultant deems important for the successful completion of the project if not listed.

### **6.1 Task 1 - Preliminary Work and Site Evaluation**

- Complete site survey and general assessment.
- Prepare a Drinking Water Source Assessment Plan (DWSAP) and submit to it to the Division of Drinking Water (DDW). Address any comments to gain DDW approval.
- Coordinate completion of necessary Water Quality sampling.
- Prepare a Low Threat NPDES permit application and process it through regulatory agency for approval.
- Abandon Existing well.

### **6.2 Task 2 - Pilot Hole Construction and Initial Geophysical Surveys**

- Review existing well's drilling log and information.
- Prepare a set of construction specifications for completion of an 8-inch pilot hole at the proposed new well location.
- Provide Fair Oaks Water District with the list of qualified well drilling contractors.

- Based on the geophysical surveys, complete and present to the District a basis for design of the new well in a written Feasibility Memorandum outlining the potential yield, water quality, construction details and cost estimate for a new groundwater well at this location. Consideration should be given to ensuring that the new well will meet all drinking water standards without treatment and analyze impacts of potential treatment implementation if recommended.

### 6.3 Task 3 – New Well Design and Construction

- Based on the Feasibility Memorandum developed in task 2, prepare a complete bid package consisting of a set of construction specifications and plans for drilling a new groundwater well at the site.
- Complete required environmental documentation.
- Prepare topographic survey.
- Provide FOWD with the list of qualified well drilling contractors.
- Post and distribute bid package.
- Assist the District with bid Addendums and Requests for Information from qualified contractors.
- Upon receiving bids, provide District with the written recommendations for awarding construction contract.
- Provide full construction and engineering project management during the construction of the new well through completion. This shall, at a minimum, include pre-construction and weekly progress meetings, submittal review, site monitoring, drill cutting and soils sample logging, well development, water quality monitoring, and review / approval of invoices for payment by the FOWD.
- Provide FOWD with a Well Completion Report that summarizes the construction and testing of the new well. Report must include pilot hole logs, geophysical logs, permitting, construction methods and materials, as-built details, results of testing and recommendations for long-term pumping rate of the well. This report will be used to design equipment for the new well.

### 6.4 Task 4 - New Well **Equipping** Design and Construction

- Develop a preliminary site plan for FOWD approval.

- Handle utility coordination.
- Obtain required permits and permissions.
- Provide construction staking.
- Develop a complete set of plans and specifications that at a minimum include the following:
  - Cover Sheet
  - Grading and Drainage Plan (must include existing and proposed elevations extending 25 feet beyond the property lines)
  - Site Development Plan
  - Architectural Plans and Details (if required)
  - Civil Plans and Details
  - Mechanical Plans and Details
  - Electrical Plans and Details
  - Structural Plans and Details (if required)
  - Instrumentation and Controls (SCADA) and Integration Plan
- Provide an operation memorandum.
- Design Review Meetings
  - 50% Design Review – Prepare for, conduct, and document a 50% design review meeting to include civil, architectural, mechanical, electrical, and instrumentation designs; specifications outline; SMUD application and submittal.
  - 95% Design Review – Prepare for, conduct, and document a 95% design review meeting to include all drawings, all technical and construction specifications, engineering opinion of the probable construction cost, and preliminary operations plan for groundwater well.
- Provide FOWD with the list of qualified well equipping contractors.

- Post and distribute bid package.
- Assist FOWD with bid addendums and requests for information from qualified contractors.
- Upon receiving bids, provide FOWD with written recommendations for awarding construction contract.
- Construction Management and Inspection - The Consultant is to provide quality construction management services for successful completion of the project on schedule and within budget. The following specific tasks will be completed by the Consultant:
  - Attend pre-construction meeting, review construction schedule.
  - Provide Notice to Proceed
  - Review Contractor submittals for conformance to the design drawings and specifications.
  - Review and respond to Contractor's Requests for Information (RFI).
  - Issue field memorandums and clarifications as required.
  - Review Contractor change orders and provide recommendations to District staff.
  - Review Contractor progress payments and provide recommendations to District staff.
  - Assist in resolving conflicts caused by discrepancies in contract documents.
  - Assist in start-up and commissioning operations, attend contractor walkthroughs; final inspections and testing.
  - Prepare and provide record drawings depicting as-built conditions in AutoCAD (latest version) and pdf.
  - Provide Notice of Completion.
  - Provide an Operation and Maintenance Manual in Word and pdf formats.

## 7.0 How to Submit Proposals

Proposal shall be submitted in a sealed envelope, clearly marked on the outside with the Project Name **Northridge Well Replacement – Design**.

Respondents must submit one (1) unbound and two (2) bound copies of the response with all the information requested in this document. Respondents must submit all information related to fees in a separate sealed envelope included in the package. Proposals should be prepared simply and economically, by providing a straightforward, concise description of the proposer's capabilities related to specified services. Proposals should not include any information not specifically identified or specified as a required response. FOWD requests that proposals be limited to 20 pages (not counting resumes and example plan sets) submitted in the format outlined below.

- Cover Letter indicating RFP title, name of firm, local firm address, local firm phone number and contact person with an email address – 1 page.
- Table of Contents – 1 page.
- Brief description of the firm and qualifications for completing the project – 2 pages.
- Based on the scope of services outlined in the RFP, an overview of project understanding and a high-level plan for completing the project. This section must also include a proposed schedule for completing the project – including milestones for completion of each of the four listed project tasks. If different, please provide an alternate approach for meeting the December 31, 2025 deadline through construction project completion date – 6 pages.
- Information on the firm's Project Team for the term of the contract – 4 pages.
  - Organizational structure of firm.
  - Name of the point-of-contact in the firm that will be responsible for ALL Project issues – Project Manager. This is the person that will have direct and continued responsibility for the services provided to the FOWD. This person will be FOWD's first point-of-contact and will handle day-to-day activities through to the Project's completion.
  - List key Project personnel and project role.
  - Experience and resumes of key Project personnel.
  - Identification of subconsultants, if applicable.



- Other pertinent information.
- Project References – provide public agency project references including client contact information – providing improvement plans (half-size) for **one (1)** of the referenced projects – 3 pages.
- ***In a separate sealed envelope***, provide a project fee proposal broken down by the four tasks listed in the RFP. Include fee estimates for all sub-consultants and vendors with supporting information. This initial fee estimate will be used to finalize the Professional Services Agreement developed between the selected consultant and FOWD. Please also include the following in the project fee proposal:
  - Hourly rate schedule for each person that will be assigned to the Project or bill to the project, including all sub-consultants.
  - Provide mark-up by percentage for reimbursable expenses and sub-consultants.
  - Provide list of typical reimbursable expenses.
  - Please note that the project fee proposal does not have a suggested page limit and that pages included in the project fee proposal do not count in the suggested total page limit of 20 pages.

## **8.0 Proposal Selection**

All proposals must be received no later than proposal due date. ***Late proposals will not be considered.***

- Cost of preparation of proposals will be borne by the proposer.
- In submittal of a proposal, proposer provides the FOWD with the right to contact all references listed in the proposal and to investigate all information listed in the proposals.
- This request does not constitute an offer of employment or to contract for services.
- The FOWD reserves the right to reject any or all proposals, wholly or in part, received by reason of this request.
- All proposals submitted shall become FOWD property.

- All proposals shall remain firm for sixty (60) days following the closing date for receipt of proposals.
- The FOWD reserves the right to award the contract to the firm who represents the proposal which in the judgment of the FOWD best accomplishes the desired results and shall include but not be limited to a consideration of the professional service fee.
- Selection will be made based on the proposals submitted.

**9.0 Selection of Consultant**

FOWD is seeking an engineering firm that offers qualifications and competence that best meets the needs of the District. FOWD, to the best of its ability, will utilize the Qualifications-Based Selection guidelines listed in the table below in evaluating the proposals.

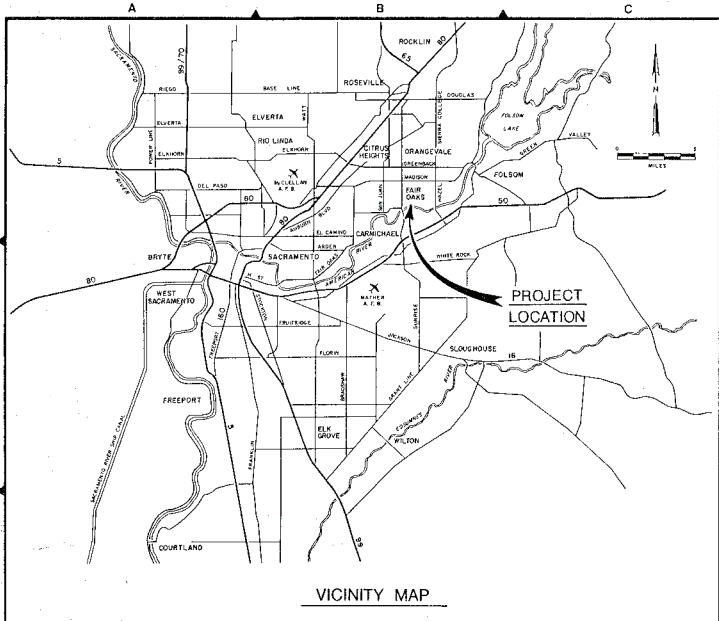
The following will be used by the selection committee for the use of ranking proposals, based on how fully each proposal meets the requirements of this RFP.	
Cover Letter	Pass / Fail
Active Required Professional License	Pass / Fail
Qualifications & Experience of Team	25 points out of 100 points
Resource Allocation	15 points out of 100 points
Work Approach	35 points out of 100 points
Ability to Meet Schedule	25 points out of 100 points
Notes:	
<ol style="list-style-type: none"> <li>1. If interviews are conducted, the proposers selected will be required to physically attend interviews conducted at the FOWD office.</li> <li>2. If interviews are conducted, the FOWD will not interview more than the top three ranking proposers.</li> </ol>	

A review panel will rank the proposals based upon the aforementioned criteria and make a selection or may select proposers to interview.

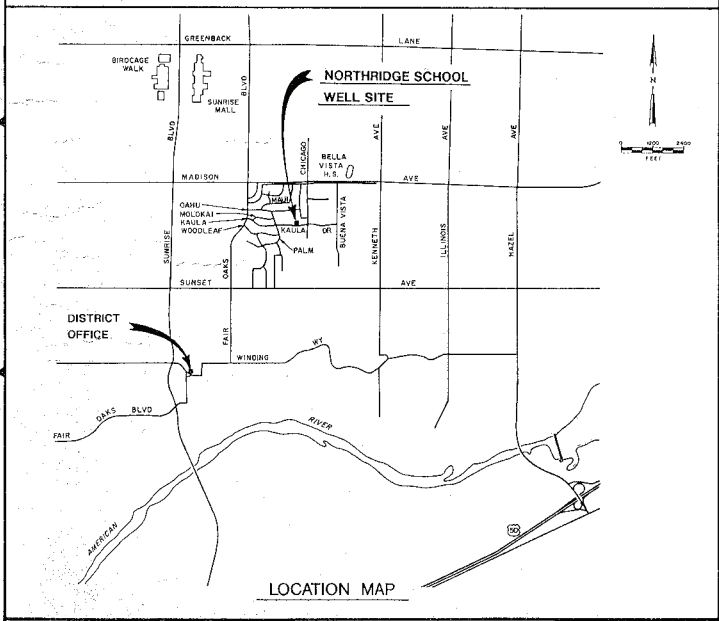
After a firm is selected, the District will negotiate with the firm to determine a final scope of work and fee proposal for the final Professional Services Agreement.

Exhibit "A"





VICINITY MAP



LOCATION MAP

REVISION	DESCRIPTION	BY	APP	DATE

**FAIR OAKS WATER DISTRICT**

FAIR OAKS, CALIFORNIA

CONTRACT DRAWINGS FOR

**NORTHDRIDGE SCHOOL WELL  
SURFACE FACILITIES**

BOARD OF DIRECTORS

- |                 |                |
|-----------------|----------------|
| Lynn Henson     | President      |
| William McPhail | Vice President |
| Barry Brown     | Director       |
| L. J. Carey     | Director       |
| Clifford Morgan | Director       |

*T.S. Gorman "AS BUILT"*

SUBMITTED: Fred J. Fahien  
Fred J. Fahien, Project Engineer RCE 20069

APPROVED: Linda Johnson  
Linda Johnson, General Manager

INDEX OF DRAWINGS

- |   |  |
|---|--|
| 1. LOCATION MAPS AND INDEX OF DRAWINGS    | 8. ELECTRICAL SYMBOLS AND ABBREVIATIONS          |
| 2. LEGEND, SYMBOLS, ABBREVIATIONS & NOTES | 9. SWITCHBOARD SINGLE LINE DIAGRAM AND ELEVATION |
| 3. SITE PLAN AND DETAILS                  | 10. PLOT PLAN & SITE PLAN                        |
| 4. PLOT PLAN                              | 11. CONTROL WIRING DIAGRAMS                      |
| 5. SITE SECTIONS AND DETAILS              | 12. ELECTRICAL DETAILS I                         |
| 6. WELL PUMP AND DETAILS                  | 13. ELECTRICAL DETAILS II                        |
| 7. MISCELLANEOUS DETAILS                  |  |



SCALE AS SHOWN	DATE JUNE 1991	DESIGNED EJF	SUBMITTED RECOMMENDED
	FILE 90362	DRAWN EJA	APPROVED
		CHECKED EJF	

**DEWANTE AND STOWELL**  
CONSULTING ENGINEERS  
SACRAMENTO, CALIFORNIA

FAIR OAKS WATER DISTRICT  
FAIR OAKS, CALIFORNIA  
**NORTHDRIDGE SCHOOL WELL  
SURFACE FACILITIES**

**LOCATION MAPS AND  
INDEX OF DRAWINGS**

DRAWING NUMBER	SHEET NUMBER
	<b>1 of 13</b>

A B C D E F G H

REVISION	DESCRIPTION	BY	APP	DATE

**GENERAL NOTES**

- BEFORE BEGINNING ANY EXCAVATION, THE CONTRACTOR SHALL NOTIFY THE UNDERGROUND SERVICE ALERT SYSTEM (1-800-642-2444) 48 HOURS PRIOR TO COMMENCEMENT OF EXCAVATION.
- LOCATIONS AND DEPTHS OF EXISTING UNDERGROUND PIPELINES ARE APPROXIMATE. CONTRACTOR IS RESPONSIBLE FOR EXACT FIELD LOCATIONS. A MINIMUM OF 6' CLEARANCE BETWEEN PIPES CROSSING UNDERGROUND SHALL BE MAINTAINED WHETHER SHOWN ON DRAWINGS OR NOT. ANY CONFLICTS IN PIPING WILL BE THE CONTRACTOR'S RESPONSIBILITY AND RESOLVED TO THE SATISFACTION OF THE ENGINEER.
- PIPELINES SHALL SLOPE UNIFORMLY BETWEEN ELEVATIONS SHOWN ON PLANS. ALL PIPE ELEVATIONS SHOWN REFER TO INVERT UNLESS OTHERWISE SHOWN. UNLESS OTHERWISE SHOWN, ALL PIPELINES SHALL HAVE A MINIMUM COVER OF 30 INCHES.
- CONTRACTOR WILL PROVIDE ALL TRAFFIC CONTROL, PAVEMENT CUTTING, TRENCHING, SHORING, BACKFILL AND PAVEMENT REPLACEMENT IN ACCORDANCE WITH THE LATEST EDITION OF THE SACRAMENTO COUNTY STANDARD CONSTRUCTION SPECIFICATIONS.

**ABBREVIATIONS**

- AB ANCHOR BOLT
- AC ASPHALTIC CONCRETE
- ACP ASBESTOS CEMENT PIPE
- BSP BLACK STEEL PIPE
- BUV BUTTERFLY VALVE
- CARV COMBINATION AIR RELEASE VALVE
- CC CENTER TO CENTER
- CL CHAIN LINK
- CMP CORRUGATED METAL PIPE
- CMU CONCRETE MASONRY UNIT
- CONC CONCRETE
- CONN CONNECTION
- CV CHECK VALVE
- DET DETAIL
- DIP DUCTILE IRON PIPE
- DWG DRAWING
- EL ELEVATION
- ELB ELBOW
- ELEC ELECTRIC
- EP EDGE OF PAVEMENT
- EW EACH WAY
- FCA FLANGED COUPLING ADAPTER
- FIN FINISH
- FIN GR FINISH GRADE
- FL FLOW LINE
- FLG FLANGE(D)
- GAF GALVANIZE AFTER FABRICATION
- GSP GALVANIZED STEEL PIPE
- GTV GATE VALVE
- HV HOSE VALVE
- IE INVERT ELEVATION
- MH MANHOLE
- MIN MINIMUM
- ML MATCH LINE
- NTS NOT TO SCALE
- OC ON CENTER
- PL PROPERTY LINE
- PP POWER POLE
- PRFV PRESSURE RELIEF VALVE
- PVC POLYVINYL CHLORIDE (PIPE)
- R & R REMOVE AND RELOCATE
- R & S REMOVE AND SAVE
- R & W REMOVE AND WASTE
- RED REDUCER
- RW RIGHT OF WAY
- RWD REDWOOD
- SH SHEET
- SST STAINLESS STEEL
- STL STEEL
- TBM TEMPORARY BENCH MARK
- XFMR TRANSFORMER

**PIPING SYMBOLS**

- GATE VALVE, BALL VALVE, GLOBE VALVE
- CHECK VALVE
- SPLIT DISC CHECK VALVE
- SOLENOID VALVE
- PRESSURE REDUCING VALVE
- SAUNDERS DIAPHRAGM VALVE
- PRESSURE RELIEF VALVE
- PLUG VALVE
- ANGLE VALVE
- BUTTERFLY VALVE
- UNION
- REDUCER
- STRAINER
- CLEANOUT
- PRESSURE GAUGE OR SWITCH
- HOSE VALVE
- FIRE OR WHARF HYDRANT
- MECHANICAL JOINT OR BELL & SPIGOT FITTING
- FLANGED FITTING
- FLANGED COUPLING ADAPTER
- FLEXIBLE COUPLING
- GROOVED COUPLING

**LEGEND**

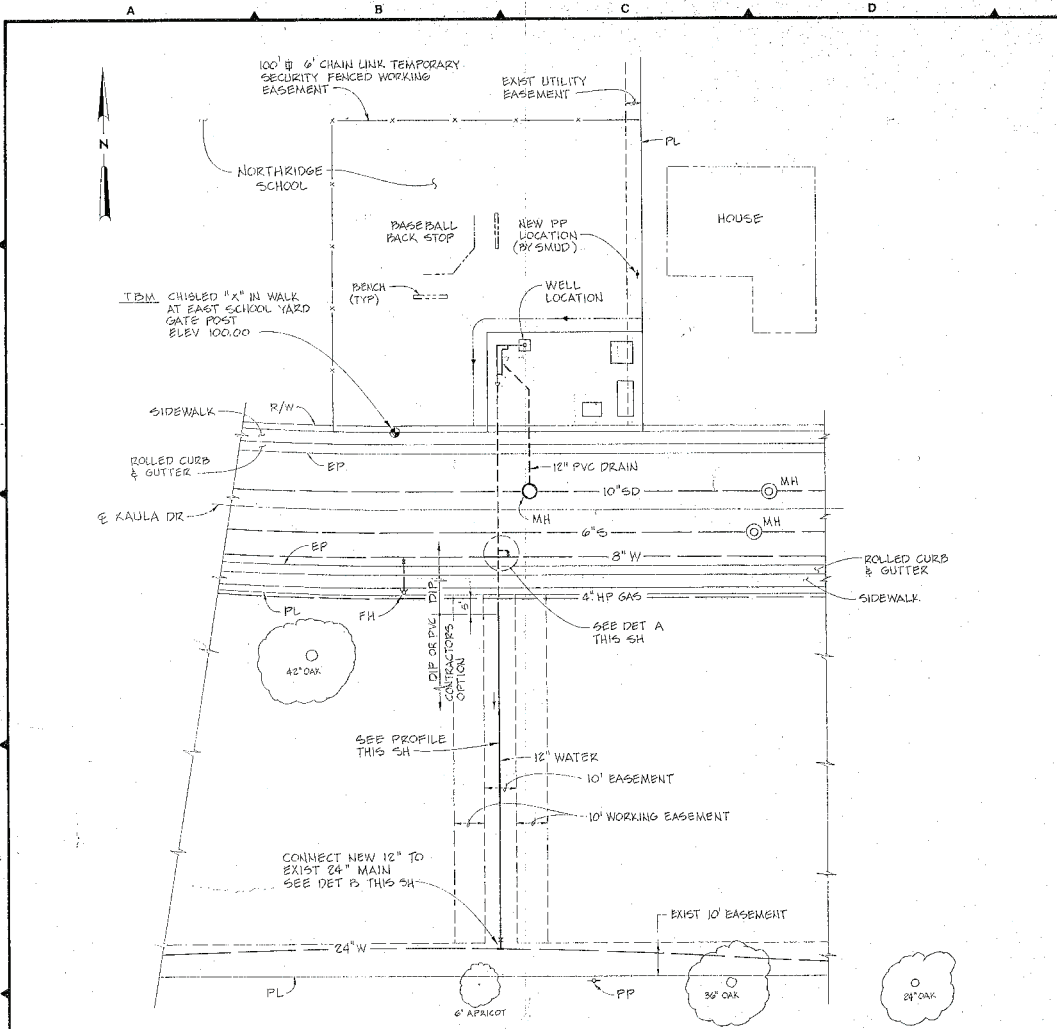
- SECTION IDENTIFICATION LETTER
- SHEET NUMBER WHERE SECTION APPEARS
- SECTION IDENTIFICATION LETTER
- SHEET NUMBER WHERE SECTION TAKEN
- DETAIL IDENTIFICATION LETTER
- SHEET NUMBER WHERE DETAIL IS TAKEN FROM OR APPEARS ON
- NEW FACILITIES
- EXISTING FACILITIES
- NEW FENCE
- EXISTING FENCE
- PROPERTY LINE
- EASEMENT
- NEW EMBANKMENT
- EXISTING EMBANKMENT
- EXISTING PIPE OR STRUCTURE TO BE ABANDONED OR REMOVED
- NEW SPOT ELEVATION
- EXISTING SPOT ELEVATION
- TREE & TRUNK DIAMETER
- TREE TO BE REMOVED
- EXISTING POWER POLE
- EXISTING UNDERGROUND CABLE
- NEW MANHOLE & PIPELINE
- EXIST MANHOLE & PIPELINE
- EXISTING GAS LINE
- EXISTING WATER LINE
- EXISTING SEWER LINE
- EXISTING STORM DRAIN
- EXISTING UNDERGROUND ELECTRICAL
- EXISTING DRAIN LINE



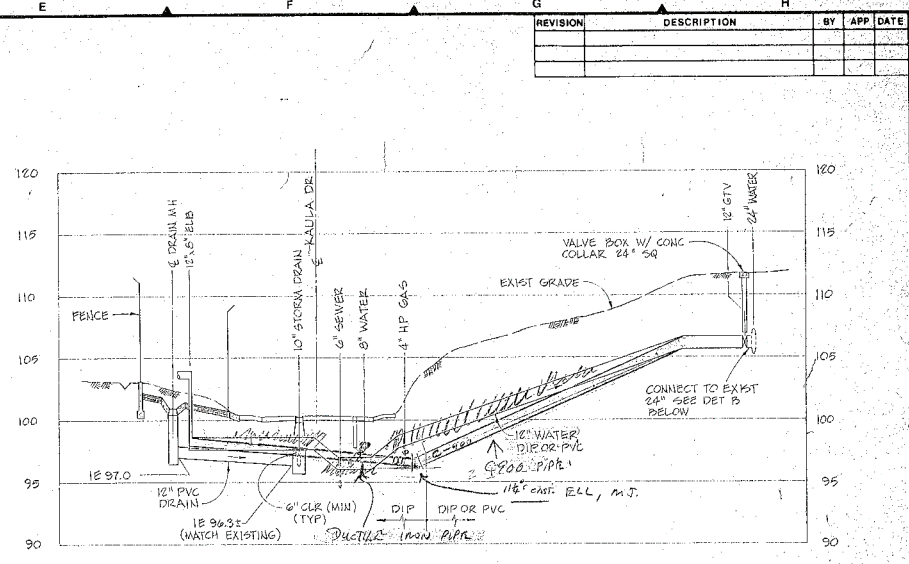
SCALE NONE	DATE JUNE 1991	DESIGNED FJP	SUBMITTED	<b>DEWANTE AND STOWELL</b> CONSULTING ENGINEERS SACRAMENTO, CALIFORNIA	FAIR OAKS WATER DISTRICT FAIR OAKS, CALIFORNIA NORTHRIDGE SCHOOL WELL SURFACE FACILITIES	<b>LEGEND, SYMBOLS, ABBREVIATIONS &amp; NOTES</b>	DRAWING NUMBER	SHEET NUMBER
	FILE 90302	DRAWN EJA	RECOMMENDED					2 OF 13



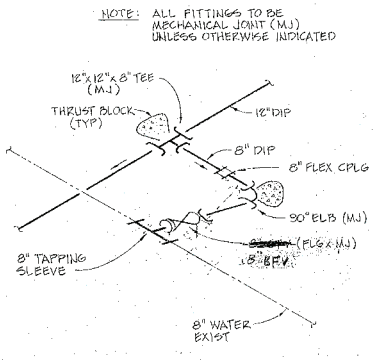
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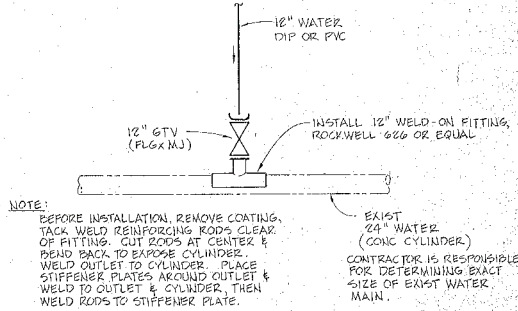
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SCALE: 1" = 20'



**PROFILE**  
SCALE: HORIZ 1" = 20'  
VERT 1" = 5'



**DETAIL A**  
NTS



**DETAIL B**  
NTS



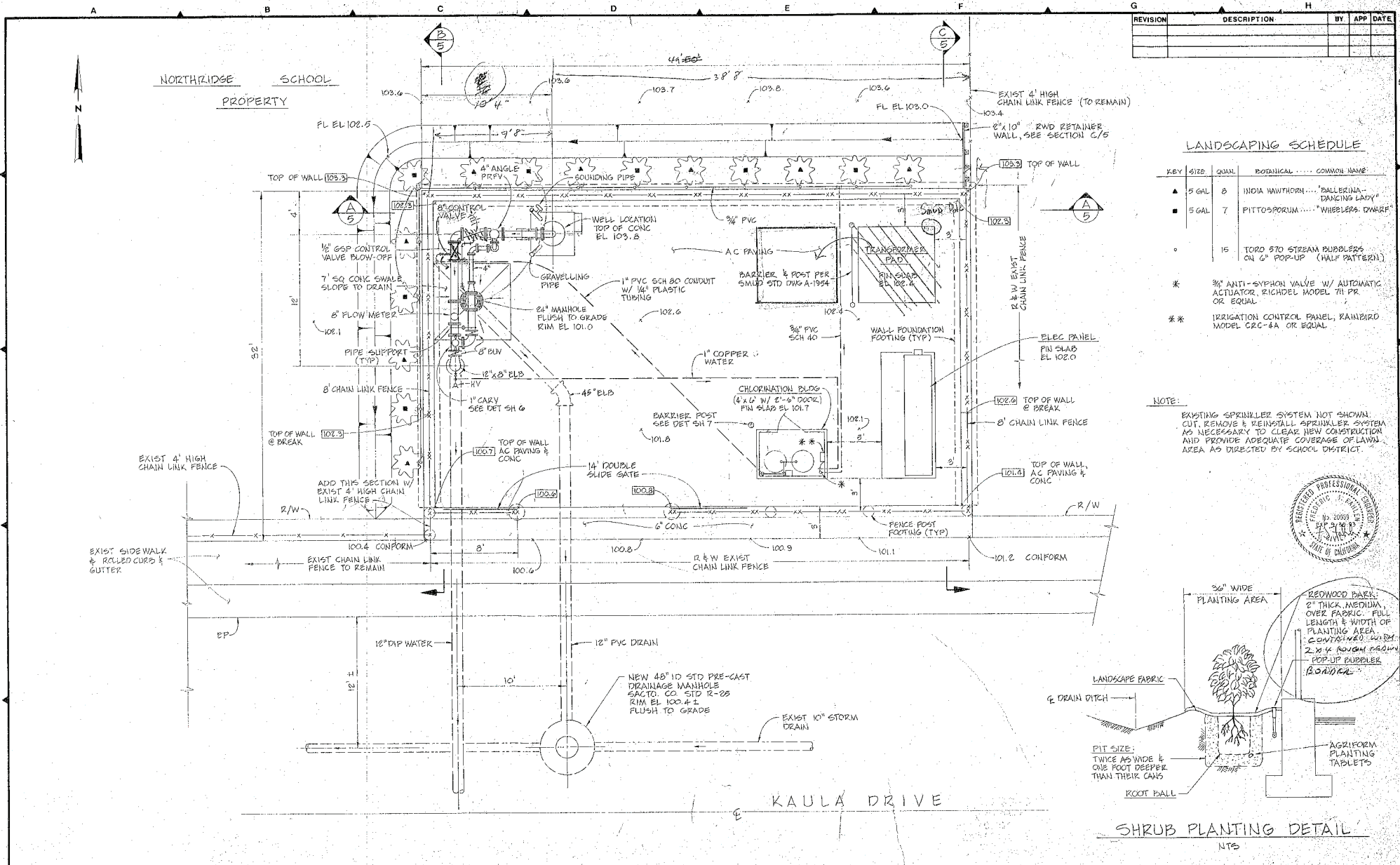
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	FILE 90582	DRAWN RJA	APPROVED
		CHECKED FJF	

**DEWANTE AND STOWELL**  
CONSULTING ENGINEERS  
SACRAMENTO, CALIFORNIA

FAIR OAKS WATER DISTRICT  
FAIR OAKS, CALIFORNIA  
NORTHBRIDGE SCHOOL WELL  
SURFACE FACILITIES

**SITE PLAN AND DETAILS**

DRAWING NUMBER	SHEET NUMBER
	3 of 13

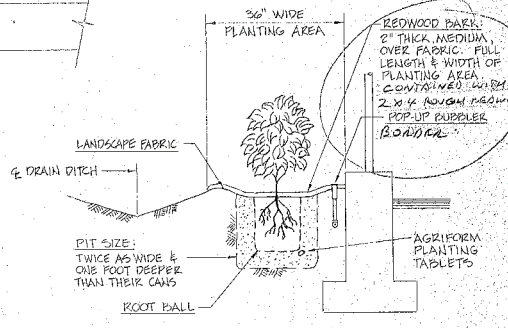


REVISION	DESCRIPTION	BY	APP	DATE

**LANDSCAPING SCHEDULE**

KEY	SIZE	QUANT	BOTANICAL	COMMON NAME
▲	5 GAL	8	INDIA HAWTHORN	"DANCING LADY"
■	5 GAL	7	PITTIOSPORUM	"WHEELERS DWARF"
○		15	TORO 570 STREAM BUBBLERS	ON 6" POP-UP (HALF PATTERN)
*			3/4" ANTI-SYPHON VALVE W/ AUTOMATIC ACTUATOR RICHDEL MODEL 7H PR OR EQUAL	
**			IRRIGATION CONTROL PANEL, RAINBIRD MODEL CRC-4A OR EQUAL	

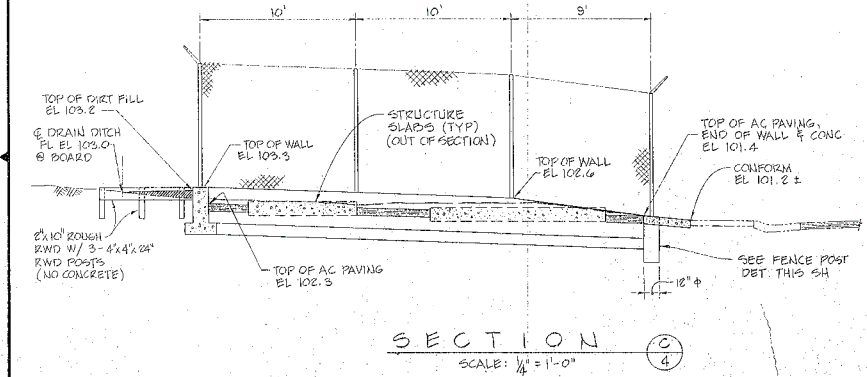
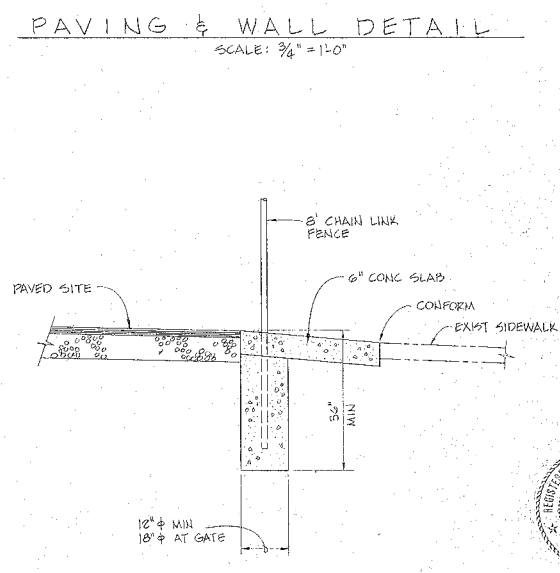
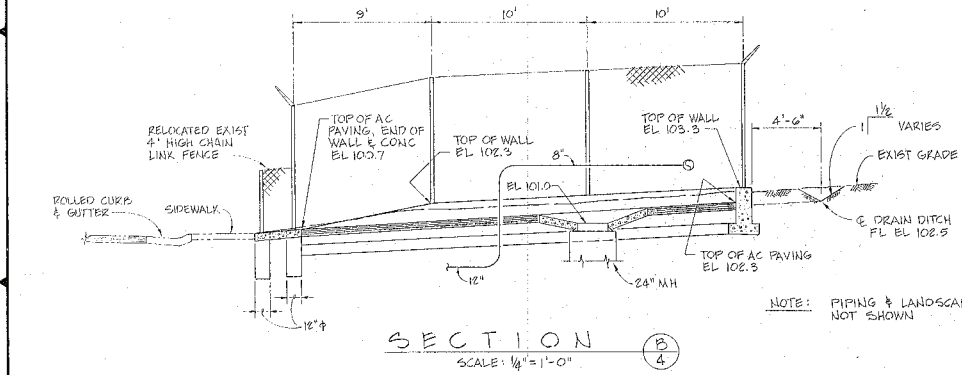
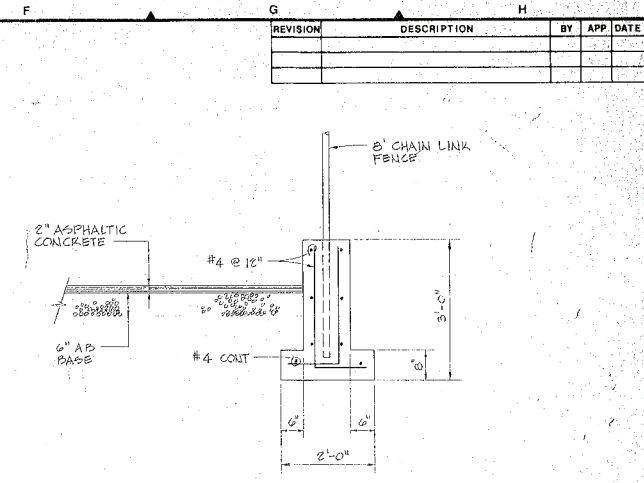
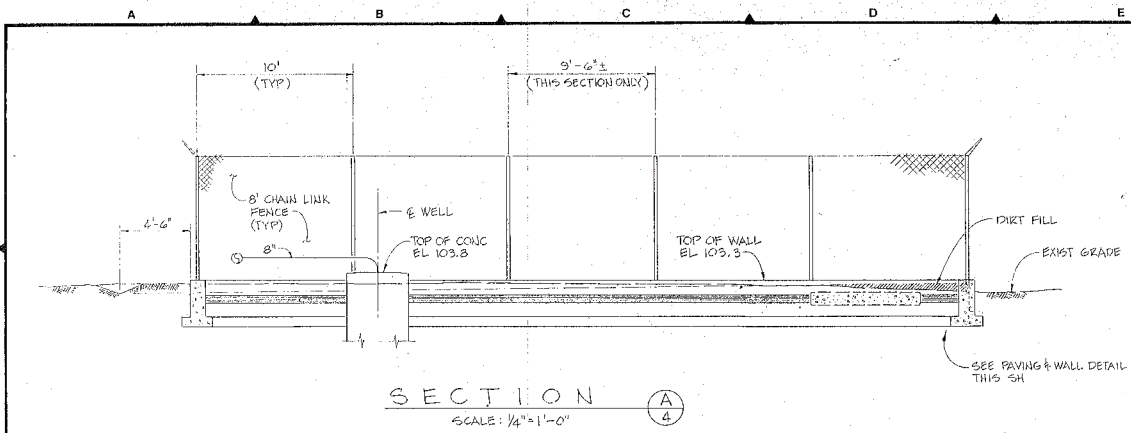
**NOTE:**  
 EXISTING SPRINKLER SYSTEM NOT SHOWN. CUR, REMOVE & REINSTALL SPRINKLER SYSTEM AS NECESSARY TO CLEAR NEW CONSTRUCTION AND PROVIDE ADEQUATE COVERAGE OF LAWN AREA AS DIRECTED BY SCHOOL DISTRICT.



**SHRUB PLANTING DETAIL**  
 NTS

SCALE 1/4" = 1'-0"	DATE JUNE 1991	DESIGNED F.J.F.	SUBMITTED	FAIR OAKS WATER DISTRICT FAIR OAKS, CALIFORNIA	DRAWING NUMBER <b>4</b>	SHEET NUMBER <b>13</b>
FILE 90382	DRAWN Z.J.A.	CHECKED F.J.F.	RECOMMENDED	NORTHBRIDGE SCHOOL WELL SURFACE FACILITIES		





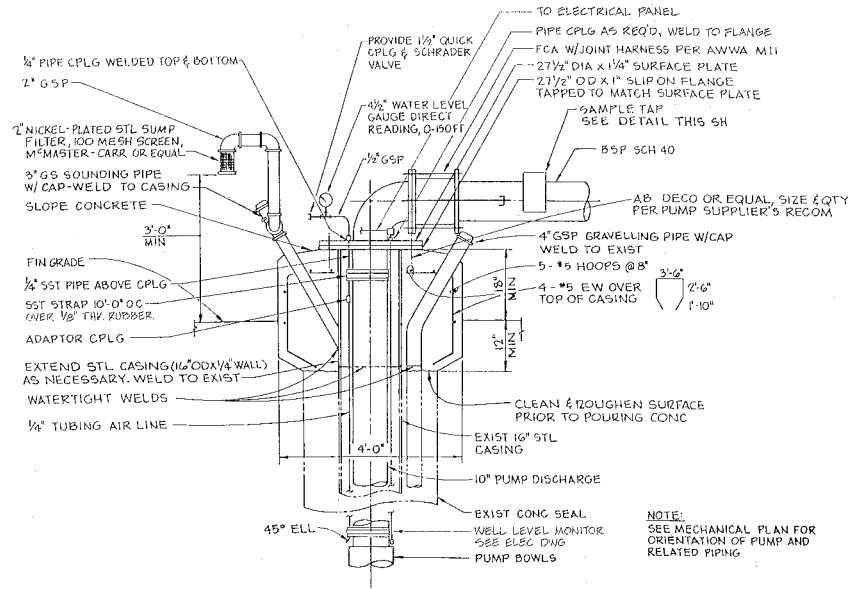
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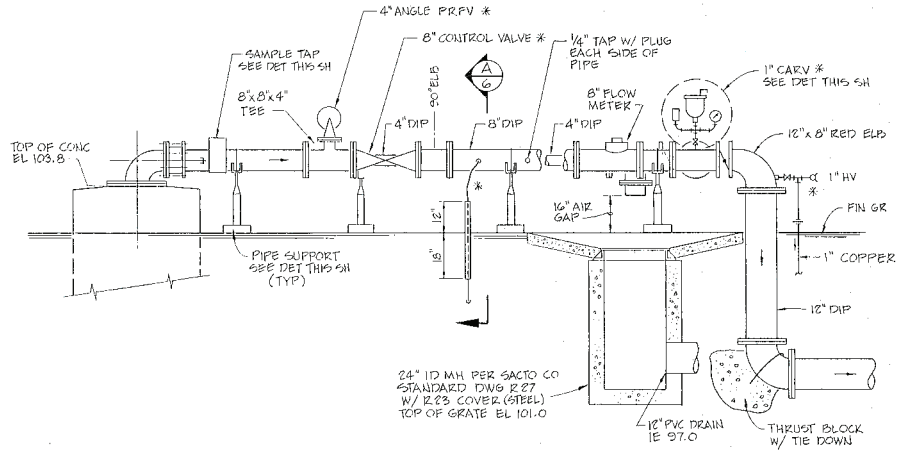
SCALE AS SHOWN	DATE JUNE 1991	DESIGNED F.J.F.	SUBMITTED RECOMMENDED		FAIR OAKS WATER DISTRICT FAIR OAKS, CALIFORNIA NORTHBRIDGE SCHOOL WELL SURFACE FACILITIES	SITE SECTIONS AND DETAILS	DRAWING NUMBER SHEET NUMBER <b>5 of 13</b>
	FILE 90382	DRAWN R.J.A.	APPROVED				
		CHECKED F.J.F.					



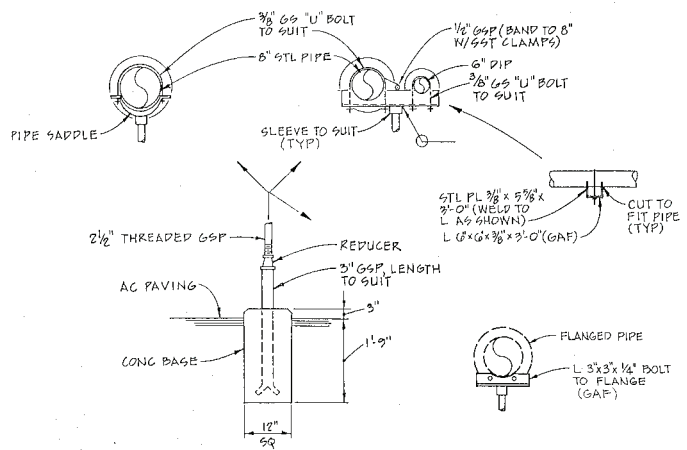
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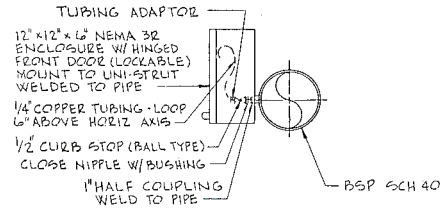
WELL PUMP



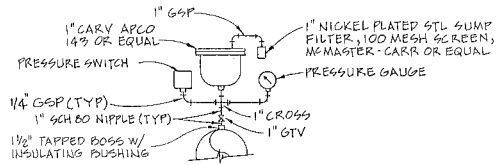
TYPICAL SECTION



PIPE SUPPORTS

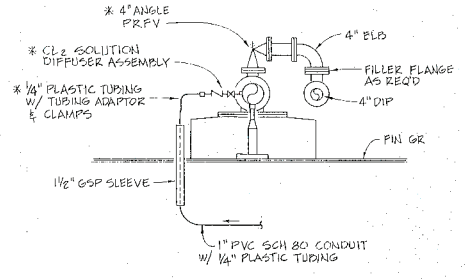


SAMPLE TAP



CARV DETAIL

\* NOTE: PROVIDE 2" OD FOAM SLEEVE INSULATION ON ALL CONTROL TUBING LINES, FITTINGS, VALVES AND SMALL PIPING. WRAP W/ FOIL TAPE.



SECTION A



SCALE	DATE	DESIGNED	SUBMITTED
NONE	JUNE 1991	FJF	
	FILE	DRAWN	RECOMMENDED
	90382	RJA	
	CHECKED	FJF	APPROVED

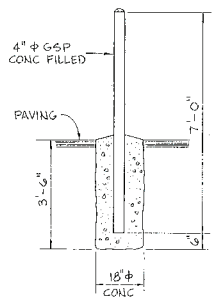
**DEWANTE AND STOWELL**  
CONSULTING ENGINEERS  
SACRAMENTO, CALIFORNIA

FAIR OAKS WATER DISTRICT  
FAIR OAKS, CALIFORNIA  
NORTHBRIDGE SCHOOL WELL  
SURFACE FACILITIES

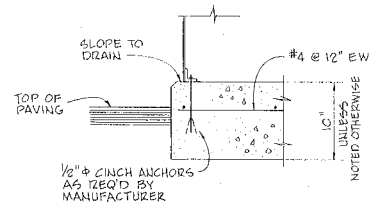
WELL PUMP AND DETAILS

DRAWING NUMBER	SHEET NUMBER
	6 OF 13

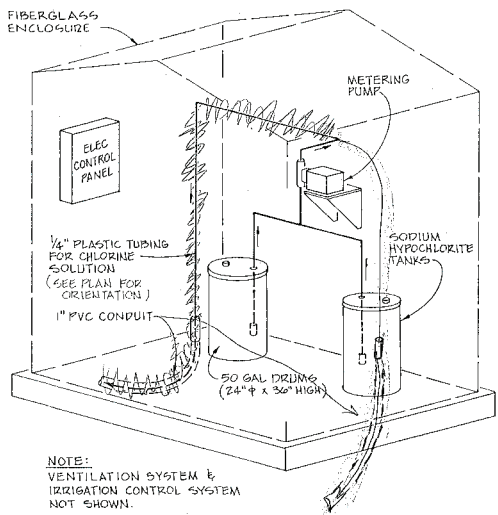
REVISION	DESCRIPTION	BY	APP	DATE



**BARRIER POST**  
NTS



**SLAB DETAIL**  
NTS



**HOUSED CHLORINATION SYSTEM**  
NTS

NOTE:  
VENTILATION SYSTEM &  
IRRIGATION CONTROL SYSTEM  
NOT SHOWN.

TYPE OF FITTING		REQUIRED BEARING AREA IN SQ FEET					
		90° BEND	45° BEND	1 1/4" OR 1 1/2" BEND	TEE OR DEAD END	TEE W/ PLUG	CROSS W/ PLUG
W/O	10"	9	5	3	7	9	10
W/	12"	14	6	4	9	14	14
W/	18"	6	3	2	4	6	6

NOTE:  
ABOVE BEARING AREAS ARE BASED ON 150 PSI SERVICE PRESSURE AND 1000 PSF SOIL BEARING CAPACITY. WHERE SOIL CONDITIONS REQUIRE ADJUSTMENT OF ALLOWABLE BEARING PRESSURE, REQUIRED BLOCKING AREAS WILL BE ADJUSTED.

**THRUST BLOCK SCHEDULE**



SCALE NONE	DATE JUNE 1991 FILE 90382	DESIGNED EJE DRAWN EJA CHECKED EJE	SUBMITTED RECOMMENDED APPROVED	<b>DEWANTE AND STOWELL</b> CONSULTING ENGINEERS SACRAMENTO, CALIFORNIA	FAIR OAKS WATER DISTRICT FAIR OAKS, CALIFORNIA <b>NORTHRIDGE SCHOOL WELL</b> SURFACE FACILITIES	<b>MISCELLANEOUS DETAILS</b>	DRAWING NUMBER	SHEET NUMBER <b>7 OF 13</b>
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REVISION	DESCRIPTION	BY	APP	DATE

### SYMBOLS LIST

SYMBOL	DESCRIPTION
	LIGHTING FIXTURE SYMBOL - TYPE & QUANTITY
	PANELBOARD
	CONTROL PANEL
	SWITCHBOARD
	AMMETER 250 DEGREE SCALE
	VOLT METER 250 DEGREE SCALE
	WATT HOUR METER AND SOCKET
	PHASE FAILURE RELAY
	ELAPSED TIME METER
	HAND-OFF-AUTO SELECTOR SWITCH
	HAND-OFF-REMOTE SELECTOR SWITCH
	LOCK-OFF-STOP SELECTOR SWITCH
	VOLT METER SWITCH, 4 POSITION
	AMMETER POSITION, 4 POSITION
	TRANSFORMER
	CONTROL POWER TRANSFORMER
	CURRENT TRANSFORMER
	METER & CURRENT TRANSFORMER
	SELECTOR SWITCH
	TIME DELAY RELAY (DELAY ON DE-ENERGIZATION)
	TIME DELAY RELAY (DELAY ON ENERGIZATION)
	LATCHING RELAY
	CONTROL RELAY
	INDUSTRIAL RELAY (MACHINE TOOL)
	LIMIT SWITCH
	INTRINSICALLY SAFE RELAY
	CEILING LIGHT FIXTURE
	BRACKET LIGHT FIXTURE
	WARNING LIGHT
	POLE MOUNTED LIGHT FIXTURE
	FLUORESCENT LIGHT FIXTURE, SEE FIXTURE SCHEDULE FOR MOUNTING
	FLOOD LIGHT
	EMERGENCY LIGHT PACK
	SINGLE POLE TOGGLE SWITCH, SWITCHING FIXTURES DENOTED
	THREE WAY TOGGLE SWITCH
	THERMAL MANUAL STARTER, 1 POLE
	THERMAL, MANUAL STARTER, 2 POLE
	DUPLEX CONVENIENCE OUTLET
	20A, 220V RECEPTACLE OUTLET
	FOURPLEX CONVENIENCE RECEPTACLE OUTLET 20A, 125V
	DUPLEX CONVENIENCE OUTLET, HALF SWITCHED

SYMBOL	DESCRIPTION
	PLUGMOLD, SINGLE RECEPTACLE OUTLET STRIP 20A, 125V, WALL MOUNTED AT +12" UDN
	MOUNT OUTLET OR SWITCH ABOVE COUNTER OR BACKSPASH
	ALARM HORN
	THERMOSTAT
	HEATER, ELECTRIC
	CIRCUIT BREAKER OPERATING HANDLE
	MOTOR, HORSEPOWER SIZE NOTED
	MOTOR STARTER CONTACTOR COIL
	MANUAL MOTOR STARTER
	SAFETY DISCONNECT SWITCH - NON FUSED
	SAFETY DISCONNECT SWITCH - FUSED
	SAFETY DISCONNECT SWITCH WITH LOS & AUX CONTACT
	SAFETY DISCONNECT SWITCH WITH START BUTTON, LOS & AUX CONTACT
	INDICATION FUSE HOLDER AMPERE SIZE SHOWN
	FUSE, AMPERE SIZE SHOWN
	CONDUIT RUN ON OR IN WALL OR CEILING
	EXISTING EQUIPMENT
	CONDUIT RUN UNDERFLOOR OR UNDERGROUND
	DENOTES NUMBER OF #12 WIRES, NO MARKS = 3/4" C, 2 #12
	DENOTES WIRE FOR GROUND FAULT CIRCUIT INTERRUPTER OR GROUND WIRE
	CIRCUIT RUN DIRECT TO DESTINATION
	SEAL-OFF FITTING, GROUSE HINDS EYS OR EO
	GROUND BUS
	NEUTRAL BUS
	PULL BOX
	NAMEPLATE
	WIRES CONNECTED
	WIRES NOT CONNECTED
	CONDUIT CROSSING NOT CONNECTED
	GROUND
	LIGHTNING ARRESTER
	CONDUIT & WIRE IDENTIFICATION TAG
	SHEET NOTE TAG
	TYPICAL MOTOR CONTROL CENTER/ SWITCHBOARD/FEEDBACK IDENTIFICATION TAG
	PHASE
	WELDER OUTLET, 50 AMP, 3Ø, 4W, 208V WITH ONE MATCHING CAP.
	TELEPHONE OUTLET, WALL
	JUNCTION BOX

SYMBOL	DESCRIPTION
	ANNUNCIATOR LIGHT
	PROGRAMMABLE CONTROLLER OUTPUT
	PROGRAMMABLE CONTROLLER INPUT
	FIELD CONNECTION TERMINAL BLOCK
	SPRING WOUND TIMER
	SOLENOID VALVE
	CIRCUIT BREAKER SHUNT TRIP
	CONTACT NORMALLY OPEN
	CONTACT NORMALLY CLOSED
	OVERLOAD DEVICE CONTACT
	OVERLOAD DEVICE HEAT ELEMENT
	PRESSURE TRANSDUCER
	PUSHBUTTON
	FLOW INDICATING METER
	FLOW INDICATING TOTALIZER
	LIMIT SWITCH, NORMALLY OPEN
	LIMIT SWITCH, NORMALLY CLOSED
	TIME DELAY CONTACT, NORMALLY CLOSED TIME OPEN
	TIME DELAY CONTACT, NORMALLY OPEN TIME CLOSED
	TIME DELAY CONTACT, NORMALLY OPEN TIME OPEN
	TIME DELAY CONTACT, NORMALLY CLOSED TIME CLOSED
	FLOAT SWITCH, NORMALLY OPEN
	FLOAT SWITCH, NORMALLY CLOSED
	FLOAT SWITCH, CLOSE ON HIGH LEVEL
	FLOAT SWITCH, CLOSE ON LOW LEVEL
	PRESSURE SWITCH, CLOSE HIGH PRESSURE
	PRESSURE SWITCH, CLOSE LOW PRESSURE
	DISCONNECT SWITCH
	PUSH BUTTON, NORMALLY OPEN OR MOMENTARILY CLOSED
	PUSH BUTTON, NORMALLY CLOSED OR MOMENTARILY OPEN
	TEMPERATURE SWITCH, NORMALLY CLOSED OPEN ON HIGH TEMP (CUT OUT)
	TEMPERATURE SWITCH, NORMALLY OPEN CLOSE ON HIGH TEMP
	WHITE PILOT LIGHT, PUSH TO TEST
	GREEN PILOT LIGHT, PUSH TO TEST
	RED PILOT LIGHT, PUSH TO TEST

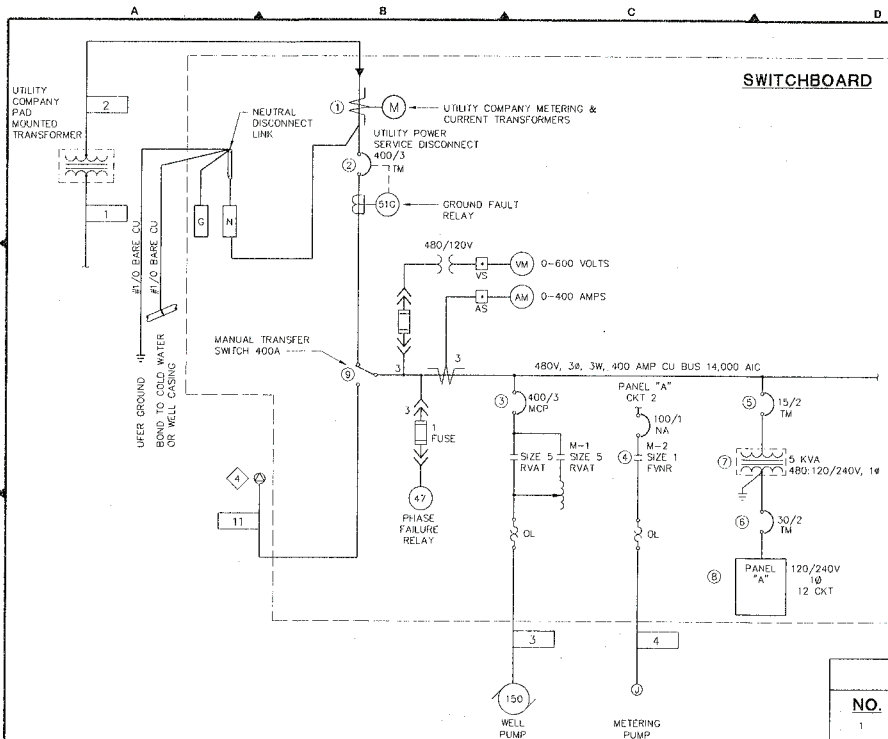
### ABBREVIATIONS

A	AMPERES	N	NEUTRAL
AIC	AMPS INTERRUPTING CAPACITY	NA	NON AUTOMATIC
BC	BARE COPPER	NL	NIGHT LIGHT CONTINUOUSLY ON
C	CONDUIT	(N)	NEW
CB	CIRCUIT BREAKER	N.J.C.	NOT IN CONTRACT
CNTL	CONTROL	NP	NAMEPLATE
OPT	CONTROL POWER TRANSFORMER	OL	OVERLOAD DEVICE
CR	CONTROL RELAY	PB	PULLBOX
CT	CURRENT TRANSFORMER	PB-1	PUSHBUTTON 1
CU	COPPER	PC	PROGRAMMABLE CONTROLLER
(E)	EXISTING	PL-1	PILOT LIGHT 1
EF	EXHAUST FAN	PNL	PANEL
EMT	ELECTRICAL METALLIC TUBING	POT	POTENTIOMETER
EYS	CATALOG NUMBER OF TYPICAL GAS TIGHT CONDUIT SEAL	PR	SHIELDED PAIR CABLE
EM	EMERGENCY LIGHT BALLAST	PS	PRESSURE SWITCH
ETM	ELAPSED TIME METER	PT	POTENTIAL TRANSFORMER
F	FUSE	PIT	PUSH TO TEST
(F)	FUTURE	PVC	POLYVINYL CHLORIDE
FS	FLOAT SWITCH	PWR	POWER
FVC	FULL VOLTAGE CONTACTOR	(R)	EXISTING TO BE REMOVED OR RELEASED
FVNR	FULL VOLTAGE NON REVERSING	RSC	RIGID STEEL CONDUIT
FVR	FULL VOLTAGE REVERSING	RSC/PVC	RIGID STEEL PVC COATED
G, GND	GROUND	RVAT	REDUCED VOLTAGE AUTOTRANSFORMER
GFI	GROUND FAULT CIRCUIT INTERRUPTER	2SPD	TWO SPEED STARTER
HPS	HIGH PRESSURE SODIUM	SS-1	SELECTOR SWITCH 1
ISR	INTRINSICALLY SAFE RELAY	SWBD	SWITCHBOARD
IWT	INSTANTANEOUS	TDD, TDE	TIME DELAY RELAY
KV	KILOVOLT	TM	THERMAL MAGNETIC
KVA	KILOVOLT AMPERES	TWSP	TWISTED SHIELDED PAIR
KW	KILOWATT	TWP	TWISTED PAIR
LA	LIGHTNING ARRESTER	TYP	TYPICAL
LOS	LOCK OFF STOP PUSH BUTTON	UG	UNDERGROUND
mA	MILLIAMPERES	UDN	UNLESS OTHERWISE NOTED
MCC	MOTOR CONTROL CENTER	V	VOLTS, VOLTAGE
MCP	MOTOR CIRCUIT PROTECTOR	VFD	VARIABLE FREQUENCY DRIVE
MH	MANHOLE	WP	WEATHERPROOF
NOT	MOTOR OVERTEMPERATURE SENSOR	XFMR	TRANSFORMER
MMS	MOTOR MOISTURE SENSOR	XP	EXPLOSION PROOF
MSB	MAIN SWITCHBOARD		
MT	EMPTY CONDUIT WITH NYLON PULL CORD		



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SCALE NO SCALE	DATE 90382	DESIGNED <u>DJA</u> DRAWN <u>RAY</u> CHECKED <u>SWT</u>	SUBMITTED _____ RECOMMENDED _____ APPROVED _____	<b>DEWANTE AND STOWELL</b> CONSULTING ENGINEERS SACRAMENTO, CALIFORNIA	FAIR OAKS WATER DISTRICT FAIR OAKS, CALIFORNIA NORTHBRIDGE SCHOOL WELL SURFACE FACILITIES	<b>ELECTRICAL SYMBOLS AND ABBREVIATIONS</b>	DRAWING NUMBER	SHEET NUMBER <b>8</b> OF <b>13</b>
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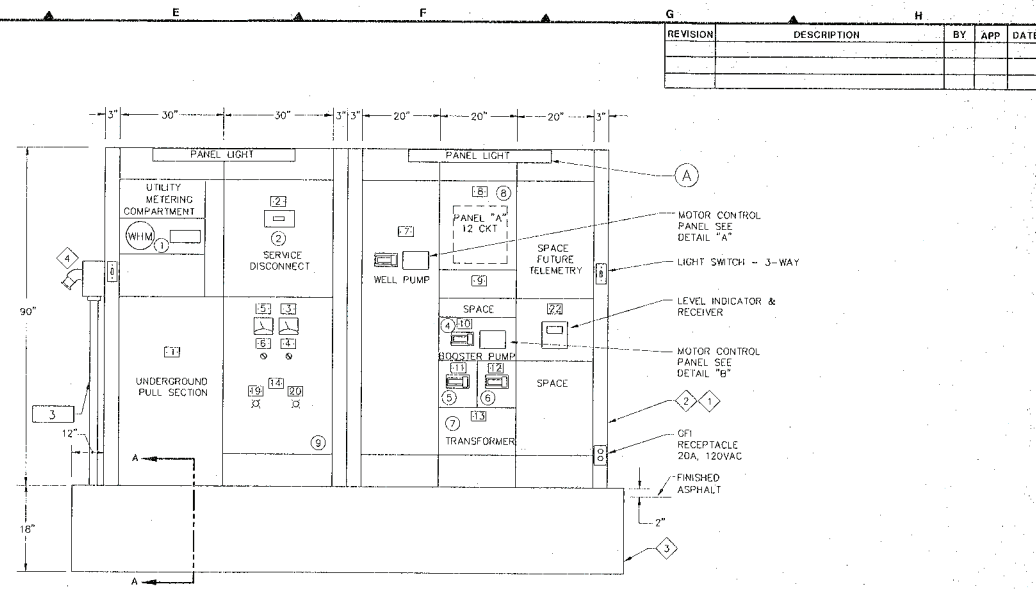


**SINGLE LINE DIAGRAM**  
NO SCALE

VOLTAGE: 120/240V		MCC		KVA 2.8	
BUS: 100A, 3R, 3W		FUSE:		CURRENT: 11.5	
LOAD	KVA	CB	FWD	CB	KVA
CHLORINATION BLDG CNTRL PNL	1.0	20/1	1	1	15/1 D.1
FLOW METER ENCLOSURE	0.3	20/1	1	1	15/1 D.1
SWITCHBOARD LIGHTS	0.7	20/1	1	1	15/1
SWITCHBOARD RECEPT	0.2	20/1	1	1	20/1
SWITCHBOARD HEATERS	0.4	20/1	1	1	PFB
SPARE		20/1	1	1	PFB

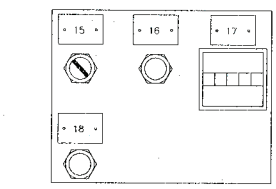
**SHEET NOTES**

- 1 NEMA 1A (GASKETED) INDOOR STRUCTURE, INDOOR FINISH: ASA-49 GRAY.
- 2 PROVIDE NEMA 3R WEATHERPROOF ENCLOSURE FOR SWITCHBOARD 30" DEEP, 90" HIGH.
- 3 CONCRETE PAD BY ELECTRICAL CONTRACTOR, WITH #4 REINFORCING STEEL AT 12" BOTHWAYS. SECURE SWITCHBOARD TO PAD AS DIRECTED BY SWITCHBOARD MANUFACTURER WITH 1/2" CONCRETE ANCHORS (10 MINIMUM).
- 4 GENERATOR RECEPTACLE 400 VOLTS, 3 Ø, CROUSE-HINDS AREX 40428-S22 OR APPROVED EQUAL. (VERIFY WITH DISTRICT).

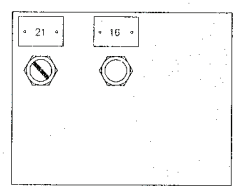


**SWITCHBOARD ELEVATION**  
NOT TO SCALE

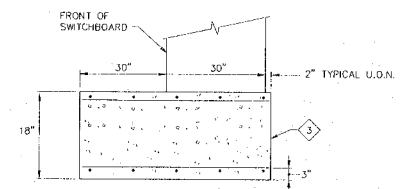
NAMEPLATE SCHEDULE		
NO.	LETTER SIZE	INSCRIPTION
1	1/4"	UNDERGROUND PULL SECTION
2		SERVICE DISCONNECT
3		VOLTAGE METER
4		VOLTAGE SELECTOR AB B5 CA OFF
5		AMMETER
6		AMMETER SELECTOR A# B# C# OFF
7		WELL PUMP
8		PANEL "A"
9		SPACE
10		METERING PUMP
11		TRANSFORMER DISCONNECT
12		PANEL "A" DISCONNECT
13		TRANSFORMER
14		MANUAL TRANSFER SWITCH
15	3/16"	HAND-OFF-AUTO
16		RUNNING
17		ELAPSED TIME METER
18		PUMP FAILURE
19		NORMAL POWER
20		EMERGENCY POWER
21		ON-OFF
22		WELL LEVEL



**MOTOR CONTROL PANEL**  
**DETAIL "A"**  
NOT TO SCALE



**MOTOR CONTROL PANEL**  
**DETAIL "B"**  
NOT TO SCALE



**SECTION A-A**  
NOT TO SCALE



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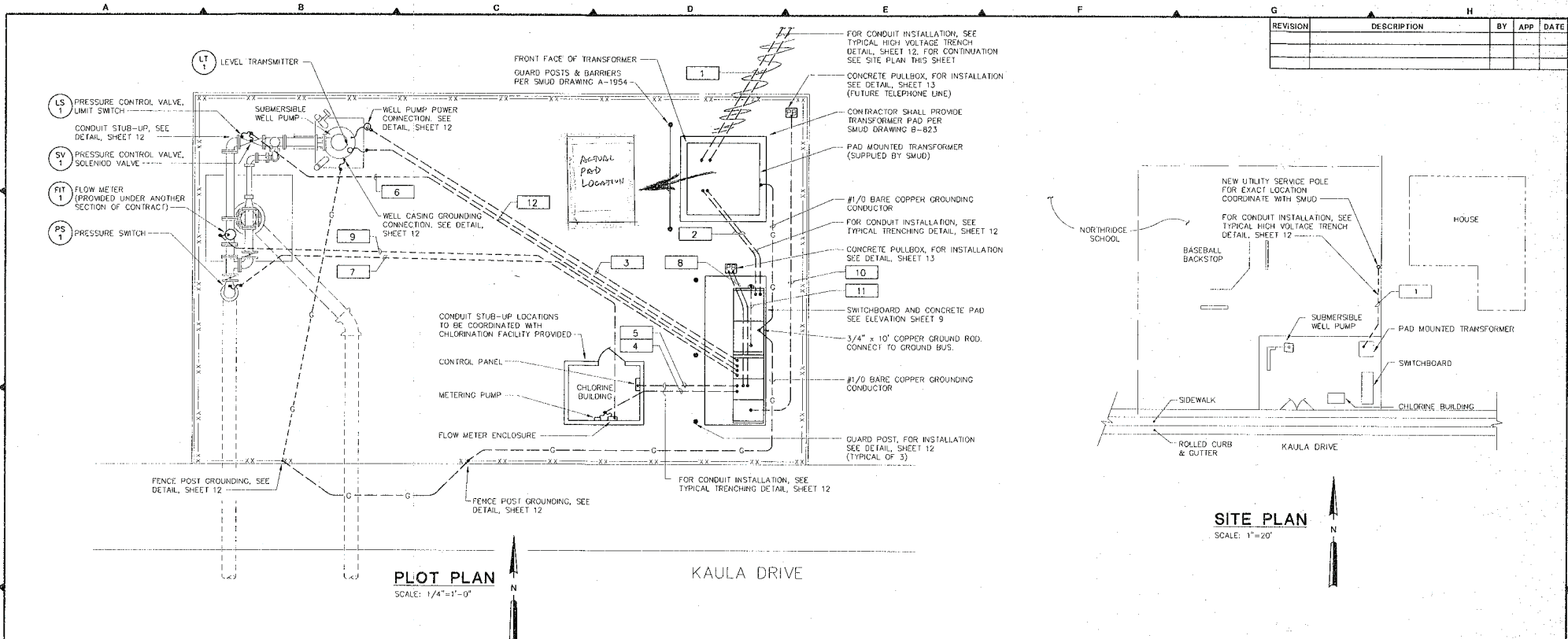
SCALE	DATE	DESIGNED	SUBMITTED
AS NOTED		DJA	
	FILE	DRAWN	RECOMMENDED
	90362	MSO	
	CHECKED	SWT	APPROVED

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CONSULTING ENGINEERS  
SACRAMENTO, CALIFORNIA

FAIR OAKS WATER DISTRICT  
FAIR OAKS, CALIFORNIA  
NORTHBRIDGE SCHOOL WELL  
SURFACE FACILITIES

**SWITCHBOARD**  
**SINGLE LINE DIAGRAM AND ELEVATION**

DRAWING NUMBER	SHEET NUMBER
	<b>9 OF 13</b>



**PLOT PLAN**  
SCALE: 1/4"=1'-0"

**SITE PLAN**  
SCALE: 1"=20'

**CONDUIT & WIRE ROUTING SCHEDULE**

LD	CONDUIT NO.	CONDUIT SIZE	CONDUCTOR NO.	CONDUCTOR SIZE	FROM	TO	REMARKS
1	2	4" PVC		PULL ROPE	UTILITY SERVICE POINT	UTILITY TRANSFORMER	
2	2	4" RSC	4	#3/0 PWR 1 #1/0 GND PER CONDUIT	UTILITY TRANSFORMER	SWITCHBOARD	
3	1	2 1/2" RSC/PVC	3	#3/0 PWR 2 #14 GND	SWITCHBOARD	WELL PUMP	
4	1	3/4" RSC/PVC	4	#12 PWR 1 #12 GND	SWITCHBOARD	METERING PUMP & FLOW METER ENCL.	
5	1	3/4" RSC/PVC	2	#12 PWR 1 #12 GND	SWITCHBOARD	CHLORINATION BLDG CONTROL PANEL	
6	1	3/4" RSC/PVC	5	#14 CNTL	SWITCHBOARD	PRESSURE CONTROL VALVE SV-1/LS-1	
7	1	3/4" RSC/PVC	3	#14 CNTL	SWITCHBOARD	PRESSURE SWITCH PS-1	
8	2	1" RSC/PVC		PULL ROPE	SWITCHBOARD	PULLBOX	FUTURE - CONDUIT TO BE CAPPED
9	1	3/4" RSC/PVC	1	#16 IWSP	FLOW METER ENCLOSURE	FLOW METER ENCLOSURE	
10	1	1" RSC/PVC		PULL ROPE	SWITCHBOARD	PULLBOX	FUTURE - CONDUIT TO BE CAPPED
11	1	3" RSC/PVC	3	#500 MCM PWR 1 #2 GND	SWITCHBOARD	GENERATOR RECEPTACLE	
12	1	3/4" RSC/PVC	1	#16 IWSP	SWITCHBOARD	LEVEL TRANSMITTER	

**ELECTRICAL SERVICE NOTE:**

CONTRACTOR SHALL INCLUDE IN HIS BID ALL COSTS CHARGED BY THE UTILITY COMPANIES. ALL WORK REQUIRED FOR UTILITY SERVICES SHALL BE IN ACCORD WITH CONTRACT DOCUMENTS, SPECIFICATIONS, DRAWINGS AND AS REQUIRED BY THE UTILITY COMPANIES.

COORDINATE REQUIREMENTS WITH.....

POWER COMPANY: SMUD  
P.O. BOX 15630  
SACRAMENTO, CA. 95852-1830

CONTACT: GENE HOPFES  
(916) 732-5794



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SCALE AS NOTED	DATE 90382	DESIGNED DJA	SUBMITTED
	FILE 90382	DRAWN MSO	RECOMMENDED
	CHECKED SWT		APPROVED

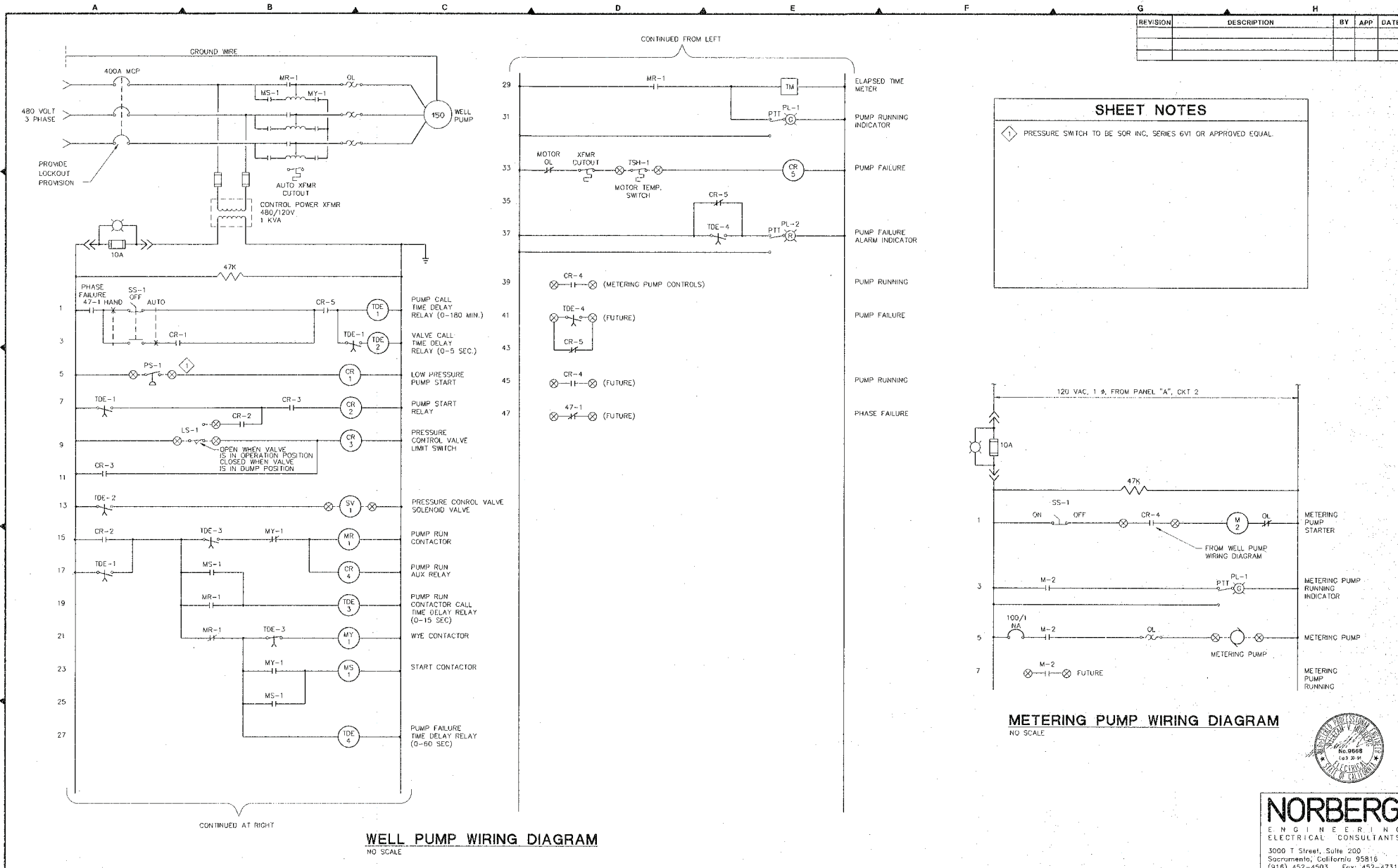
**DEWANTE AND STOWELL**  
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FAIR OAKS WATER DISTRICT  
PAR OAKS, CALIFORNIA  
NORTHBRIDGE SCHOOL WELL  
SURFACE FACILITIES

**PLOT PLAN AND SITE PLAN**

DRAWING NUMBER	SHEET NUMBER
	<b>10 OF 13</b>

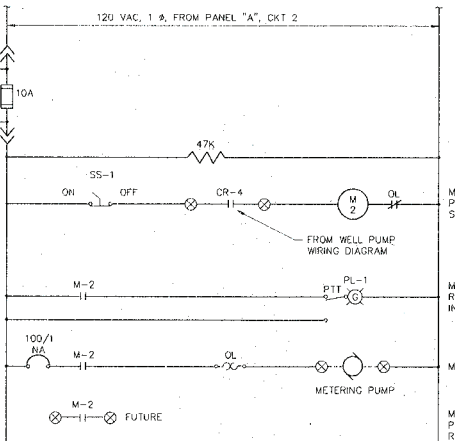




REVISION	DESCRIPTION	BY	APP	DATE

**SHEET NOTES**

◊ PRESSURE SWITCH TO BE SOR INC. SERIES 6V1 OR APPROVED EQUAL.



**METERING PUMP WIRING DIAGRAM**  
NO SCALE



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SCALE NO SCALE	DATE FILE 90382	DESIGNED DRAWN CHECKED DJA RAY SWT	SUBMITTED RECOMMENDED APPROVED
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FAIR OAKS, CALIFORNIA  
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SURFACE FACILITIES

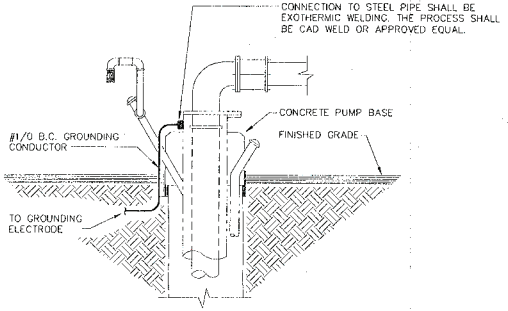
**CONTROL WIRING DIAGRAMS**

DRAWING NUMBER	SHEET NUMBER
	11 OF 13

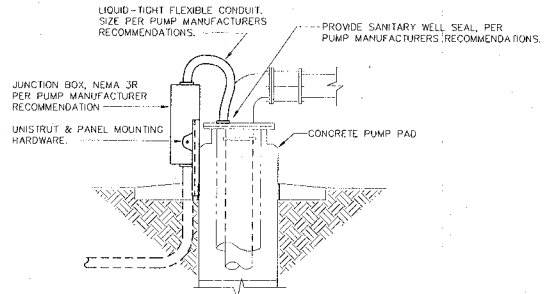
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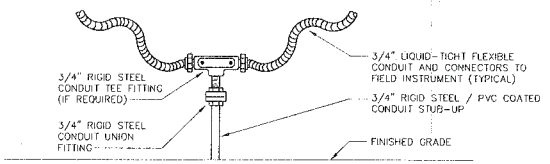
REVISION	DESCRIPTION	BY	APP	DATE



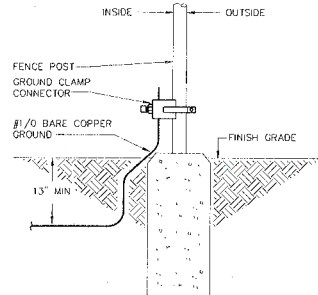
**WELL CASING GROUND CONNECTION DETAIL**  
NOT TO SCALE



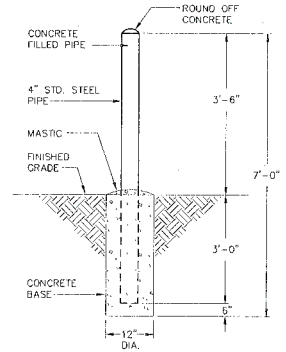
**WELL PUMP POWER CONNECTION DETAIL**  
NOT TO SCALE



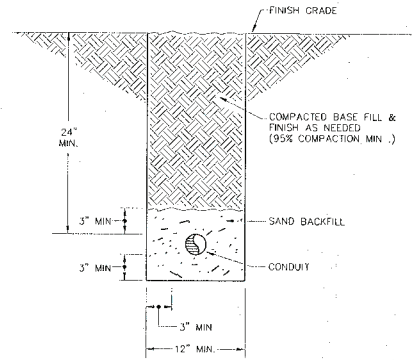
**CONDUIT STUB-UP DETAIL "A"**  
NOT TO SCALE



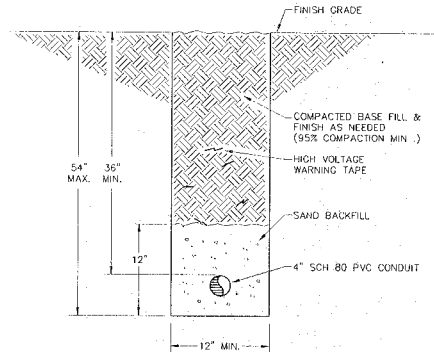
**FENCE POST GROUNDING DETAIL**  
NOT TO SCALE



**GUARD POST DETAIL**  
NOT TO SCALE



**TYPICAL TRENCH DETAIL**  
NOT TO SCALE



**HIGH VOLTAGE TRENCH DETAIL**  
NOT TO SCALE



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SCALE	DATE	DESIGNED	SUBMITTED
NO SCALE	FILE 90382	DJA MSO SWI	RECOMMENDED APPROVED

**DEWANTE AND STOWELL**  
CONSULTING ENGINEERS  
SACRAMENTO, CALIFORNIA

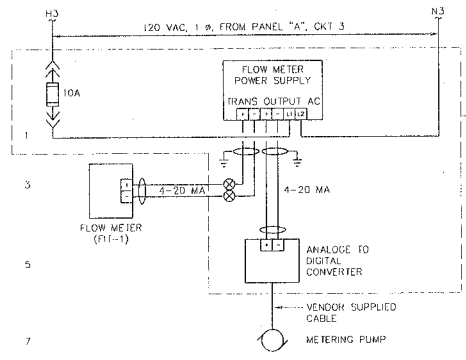
FAIR OAKS WATER DISTRICT  
FAIR OAKS, CALIFORNIA  
NORTHBRIDGE SCHOOL WELL  
SURFACE FACILITIES

**ELECTRICAL DETAILS I**

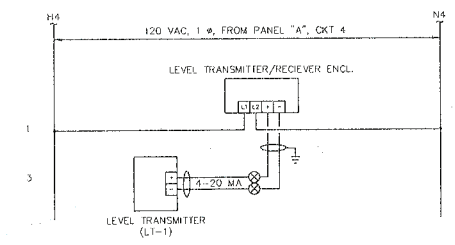
DRAWING NUMBER	SHEET NUMBER
	13 OF 13

File: 91130-5 Date: 06/14/91

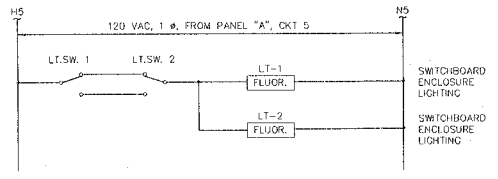
REVISION	DESCRIPTION	BY	APP	DATE



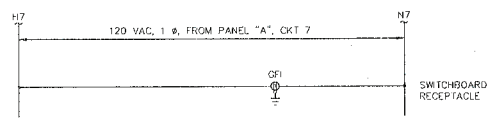
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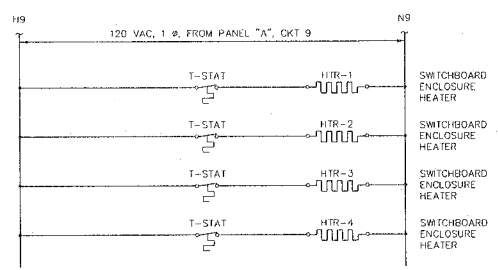
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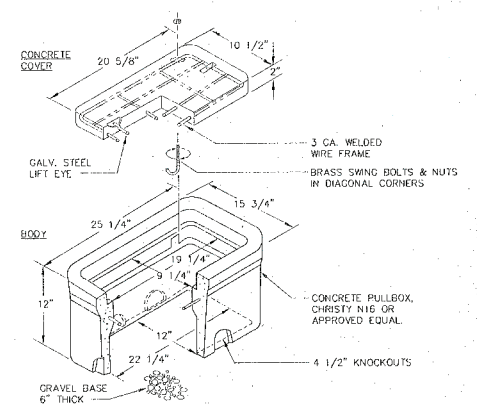
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NO SCALE



**SWITCHBOARD RECEPTACLE WIRING DIAGRAM**  
NO SCALE



**SWITCHBOARD HEATERS WIRING DIAGRAM**  
NO SCALE



**CONCRETE PULLBOX DETAIL**  
NOT TO SCALE

FIXTURE SCHEDULE						
TYPE	DESCRIPTION	MANUFACTURER	LAMPS	VA	MOUNTING	REMARKS
A	FLUORESCENT, 1x40W, WARM WHITE LAMPS, WITH END CAPS, CLASS P, HRF, CBM CERTIFIED STANDARD BALLAST UL LISTED WITH SYMMETRICAL REFLECTORS & ALUMINUM INSERTS.	DAY-BRITE, CAT. No. OC104-4 OR APPROVED EQUAL	1-F40 RS		MCC WEATHER-PROOF WRAP CEILING MOUNT	



**NORBERG**  
ENGINEERING  
ELECTRICAL CONSULTANTS  
3000 T Street, Suite 200  
Sacramento, California 95815  
(916) 452-4503 Fax: 452-4731

SCALE AS NOTED	DATE FILE 90382	DESIGNED DRAWN CHECKED DJA MSO SWT	SUBMITTED RECOMMENDED APPROVED
-------------------	-----------------------	---	--------------------------------------

**DEWANTE AND STOWELL**  
CONSULTING ENGINEERS  
SACRAMENTO, CALIFORNIA

FAIR OAKS WATER DISTRICT  
FAR OAKS, CALIFORNIA  
NORTHBRIDGE SCHOOL WELL  
SURFACE FACILITIES

**ELECTRICAL DETAILS II**

DRAWING NUMBER	SHEET NUMBER
	13 OF 13

## Exhibit "C"

### Fair Oaks Water District Standard Terms and Conditions

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CONSULTANT agrees with DISTRICT that:

- a. When the law establishes a professional standard of care for the CONSULTANT'S services, to the fullest extent permitted by law, CONSULTANT will immediately defend, indemnify and hold harmless DISTRICT, its directors, officers, employees, and authorized volunteers from all claims and demands of all persons that arise out of, pertain to, or relate to the CONSULTANT'S negligence, recklessness, or willful misconduct in the performance (or actual or alleged non-performance) of the work under this Agreement. CONSULTANT shall defend itself against any and all liabilities, claims, losses, damages, and costs arising out of or alleged to arise out of CONSULTANT'S performance or non-performance of the work hereunder and shall not tender such claims to DISTRICT nor to its directors, officers, employees, or authorized volunteers, for defense or indemnity.
- b. Other than in the performance of services, to the fullest extent permitted by law, CONSULTANT will immediately defend, indemnify and hold harmless DISTRICT, its directors, officers, employees and authorized volunteers from all claims and demands of all persons arising out the performance of the work or furnishing of materials; including but not limited to, claims by the CONSULTANT or CONSULTANT'S employees for damages to persons or property except for the sole negligence or willful misconduct or active negligence of DISTRICT, its directors, officers, employees, or authorized volunteers.
- c. By their signature hereunder, CONSULTANT certifies that they are aware of the provisions of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and that CONSULTANT will comply with such provisions before commencing the performance of the services under this Agreement. CONSULTANT and SUB-CONSULTANTS will keep workers' compensation insurance for their employees in effect during all work covered by this Agreement.
- d. **Professional Liability** – CONSULTANT will file with DISTRICT, before beginning professional services, a certificate of insurance satisfactory to Fair Oaks Water District evidencing professional liability coverage of not less than \$1,000,000 per claim and \$2,000,000 annual aggregate, that coverage shall not be cancelled except with notice to DISTRICT. Coverage is to be placed with a carrier with an AM best rating of no less than A-:VII, or equivalent, or as otherwise approved by DISTRICT. The retroactive date (if any) is to be no later than the effective date of this Agreement. CONSULTANT shall maintain such coverage continuously for a period of at least five (5) years after the completion of the contract work. CONSULTANT shall purchase a five-year extended reporting period; i) if the retroactive date is advanced past the effective date of this Agreement; ii) if the policy is canceled or not renewed; or iii) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement. In the event that the CONSULTANT employs other consultants (SUB-CONSULTANTS) as part of the work covered by this Agreement, it shall be the CONSULTANT's responsibility to require

## Exhibit "C"

and confirm that each sub-consultant meets the minimum insurance requirements specified above.

- e. **Minimum Insurance Requirements** – CONSULTANT shall procure and maintain for the duration of the contract insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the CONSULTANT, his agents, representatives, employees or SUB-CONSULTANTS.
- f. CONSULTANT will file with DISTRICT, before beginning services, certificates of insurance (Acord Form 25 or equivalent) satisfactory to DISTRICT evidencing:
  - a) **Coverage** – Coverage for commercial general liability and automobile liability insurance shall be at least as broad as the following:
    - i) Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01)
    - ii) Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto)
  - b) **Limit** – **The CONSULTANT shall maintain limits no less than the following:**
    - i) General liability - coverage of not less than two million (\$2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater for bodily injury, personal injury, and property damage; (\$4,000,000 general and products-completed operations aggregate (if used)).
    - ii) Auto liability - One million dollars (\$1,000,000) for bodily injury and property damage each accident limit;
    - iii) Workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable); Waiver of Subrogation: The insurer(s) named above agree to waive all rights of subrogation against the Fair Oaks Water District, its elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for the Fair Oaks Water District; but this provision applies regardless of whether or not the Fair Oaks Water District has received a waiver of subrogation from the insurer.
  - c) **Required Provisions**
    - i) The general liability coverage shall give Fair Oaks Water District, its directors, officers, employees (collectively the District), and authorized volunteers insured status (via ISO endorsement at least as broad as CG 20 10 10 01) specifically naming the Fair Oaks Water District, its directors, officers, employees, or authorized volunteers; or using the language that states "as required by written contract."
    - ii) The general liability coverage is to state or be endorsed (with as broad as ISO endorsement CG 20 01 04 13) to state "such insurance shall be primary and any insurance, self-insurance or other coverage maintained by DISTRICT, its directors,

## Exhibit "C"

officers, employees, or authorized volunteers shall not contribute to it.”

- iii) Coverage is to be placed with a carrier with an A.M. Best rating of no less than A- :VII, or equivalent, or as otherwise approved by DISTRICT.
  - iv) The coverage shall contain no special limitations on the scope of protection afforded to DISTRICT, its directors, officers, employees, or authorized volunteers.
  - v) In the event that the CONSULTANT employs other CONSULTANT (SUB-CONSULTANT) as part of the work covered by this Agreement, it shall be the CONSULTANT’S responsibility to require and confirm that each SUB-CONSULTANT meets the minimum insurance requirements specified above.
- g. If the CONSULTANT maintains broader coverage and/or higher limits than the minimums shown above, the DISTRICT requires and shall be entitled to the broader coverage and/or higher limits maintained by the CONSULTANT. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the DISTRICT.
  - h. If any of the required coverages expire during the term of this Agreement, the CONSULTANT shall deliver the renewal certificate(s) including the general liability additional insured endorsement to DISTRICT at least ten (10) days prior to the expiration date.
  - i. CONSULTANT shall not accept direction or orders from any person other than the General Manager or the person(s) whose name(s) is (are) inserted on Page 2 as “other authorized representative(s).”
  - j. Payment, unless otherwise specified on Page 1, is to be in accordance with DISTRICT policy after acceptance by DISTRICT.
  - k. Permits required by government authorities will be obtained at CONSULTANT’S expense, and CONSULTANT will comply with local, state, and federal regulations and statutes including, but not limited to Cal/OSHA requirements.
  - l. The CONSULTANT shall execute and maintain the CONSULTANT’S work to avoid injury or damage to any person or property. The CONSULTANT shall comply with the requirements and specification relating to safety measures applicable in particular operations or kinds of work.
  - m. Any change in the scope of the services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by a supplemental agreement executed by DISTRICT. CONSULTANT’S “authorized representative(s)” has (have) the authority to execute such written change for CONSULTANT.
  - n. **Ownership of Documents** – All works of authorship and every report, study, spreadsheet, worksheet, plan, design, blueprint, specification, drawing, map, photograph, computer model,

## Exhibit "C"

computer disk, magnetic tape, CAD data file, computer software and any other document or thing prepared, developed or created by CONSULTANT under this Agreement and provided to DISTRICT ("Work Product") shall be the property of DISTRICT, and DISTRICT shall have the rights to use, modify, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product without further compensation to CONSULTANT or any other party. CONSULTANT may retain a copy of any Work Product and use, reproduce, publish, display, broadcast and distribute any Work Product and prepare derivative and additional documents or works based on any Work Product; provided, however, that CONSULTANT shall not provide any Work Product to any third party without DISTRICT'S prior written approval, unless compelled to do so by legal process. If any Work Product is copyrightable, CONSULTANT may copyright the same, except that, as to any Work Product that is copyrightable by CONSULTANT, DISTRICT reserves a royalty-free, nonexclusive and irrevocable license to use, reuse, reproduce, publish, display, broadcast and distribute the Work Product and to prepare derivative and additional documents or works based on the Work Product. If DISTRICT reuses or modifies any Work Product for a use or purpose other than that intended by the scope of work under this Agreement, then DISTRICT shall hold CONSULTANT harmless against all claims, damages, losses and expenses arising from such reuse or modification. For any Work Product provided to DISTRICT in a paper format, upon request by DISTRICT at any time (including, but not limited to, at expiration or termination of this Agreement), CONSULTANT agrees to provide the Work Product to DISTRICT in a readable, transferable and usable electronic format generally acknowledged as being an industry-standard format for information exchange between computers (e.g., Word file, Excel spreadsheet file, AutoCAD file).

- o. **Confidentiality of Information** – CONSULTANT shall keep in strict confidence all confidential, privileged, trade secret, and proprietary information, data and other materials in any format generated, used or obtained by the DISTRICT or created by CONSULTANT in connection with the performance of the Work under this Agreement (the "Confidential Material"). CONSULTANT shall not use any Confidential Material for any purpose other than the performance of the Work under this Agreement, unless otherwise authorized in writing by DISTRICT. CONSULTANT also shall not disclose any Confidential Material to any person or entity not connected with the performance of the Work under this Agreement, unless otherwise authorized in advance in writing by DISTRICT. If there is a question if Confidential Material is protected from disclosure or is a public record or in the public domain, the party considering disclosure of such material shall consult with the other party concerning the proposed disclosure.

Unless otherwise directed in writing by the DISTRICT, upon contract completion or termination, CONSULTANT must destroy all Confidential Materials (written, printed and/or electronic) and shall provide a written statement to the DISTRICT that such materials have been destroyed.

- p. **Assignment** – CONSULTANT shall not assign or transfer this Agreement or any rights or obligations under this Agreement without DISTRICT'S prior written consent, which shall not be unreasonably withheld. A change in control of CONSULTANT constitutes an assignment under this Agreement. Any unauthorized assignment or transfer of this Agreement or any rights or obligations thereunder, shall be void and constitutes ground for immediate termination of



**Exhibit "C"**

this Agreement by DISTRICT. This Agreement binds and inures to the benefit of the Parties and their respective permitted successors and permitted assigns.

- q. **No Waiver of Rights** – Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default. No payment by DISTRICT to CONSULTANT shall be considered or construed to be an approval or acceptance of any Work or a waiver of any breach or default.

By signing below, the parties have read and agreed to the Standard Terms and Conditions.

**DISTRICT:**

**CONSULTANT:**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_



**April 15, 2024**

**Staff Report Briefing Materials**

**AGENDA ITEM V.3**

**Discussion and possible action on the New York Water Main Replacement Projects**

---

### **AGENDA ITEM V.3**

REGULAR Board Meeting April 15, 2024

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To: Board of Directors  
From: Tom R. Gray  
Date: April 8, 2024  
Subject: Discussion and possible action on the New York Water Main Replacement Projects

---

#### **Recommendation:**

Complete Phase I of the New York Avenue Water Main Replacement Project, from north of Lemon Street to Orange Avenue, in 2024.

Complete Phase II of the New York Avenue Water Main Replacement Project, south from Lemon Street to Monal Court, after New York Well Project has been completed.

#### **Discussion:**

The New York Avenue Water Main Replacement Project was developed to maximize the beneficial use of water production from the newly installed New York Well.

- The entire New York Avenue Water Main Replacement Project was included in the 2024 Board approved budget at an estimated cost of \$2,132,000.
- The existing New York Avenue water main is made of welded steel installed in the early fifties and cement lined in 1980.
- The existing New York Avenue water main is over 74 years old and has experienced several leaks in recent years.
- Given the age, and documented decline in structural integrity of the existing New York Avenue water main, FOWD staff is concerned that it could fail given the estimated water capacity and water pressure of the newly installed New York Well.
- In accordance with Board approval, FOWD pre-purchased 3,600' of 12" ductile iron pipe for the project at a cost of \$212,375.25 to avoid delays with procuring the pipe and to save contractor markup.

#### **Positives of Recommended Action:**

- Completing only Phase I of the New York Avenue Water Main Replacement Project in 2024 is estimated to save approximately \$1,000,000 in 2024 budgeted expenses.

- Avoids conflicts with upcoming above ground construction at the New York Well site.

Negatives of Recommended Action:

- FOWD must take delivery and store approximately 1,800 LF of purchased 12-inch water main until the Board authorizes the construction of Phase II of the New York Water Main Replacement Project.
- It is estimated that the cost of materials and construction will increase with delaying Phase II of the New York Water Main Project.
- Increased mobilization and material handling cost.
- Limited risk of failure of existing water main in New York Avenue from south of Lemon Street to Monal Court.

**Policy Implications:**

None because of the recommended action.

**Fiscal Impact:**

Estimated \$1M savings in 2024 Board approved budgeted expense.

**April 15, 2024**

**Staff Report Briefing Materials**

**AGENDA ITEM VI.1**

**Discussion and possible action to accept and file the Fair Oaks Water District's Annual Comprehensive Financial Report (ACFR), with Independent Auditor's Report, for the years ended December 31, 2023 & 2022**



# ANNUAL COMPREHENSIVE FINANCIAL REPORT

*YEARS ENDED DECEMBER 31, 2023 & 2022*

FAIR OAKS WATER DISTRICT — Fair Oaks, California





**FAIR OAKS  
WATER DISTRICT**

*Fair Oaks, California*

**ANNUAL COMPREHENSIVE  
FINANCIAL REPORT**

**YEARS ENDED  
DECEMBER 31, 2023 and 2022**

*Prepared By  
Finance Department*

FAIR OAKS WATER DISTRICT  
ANNUAL COMPREHENSIVE FINANCIAL REPORT

December 31, 2023 and 2022

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FAIR OAKS WATER DISTRICT

ANNUAL COMPREHENSIVE FINANCIAL REPORT

December 31, 2023 and 2022

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# **INTRODUCTORY SECTION**

April 12, 2024

The Board of Directors  
Fair Oaks Water District

The Fair Oaks Water District (“District”) hereby submits the Annual Comprehensive Financial Report (ACFR) for the years ended December 31, 2023 and 2022. Responsibility for both the accuracy of the presented data and the completeness and fairness of the presentation, including all disclosures, rests with management. To the best of our knowledge and belief, the enclosed data is accurate in all material aspects and is reported in a manner designed to fairly present the financial positions and results of operations of the District. All disclosures necessary to enable the reader to gain an understanding of the District’s financial activities have been included.

The Annual Comprehensive Financial Report includes the management discussion and analysis which should be read in conjunction with the transmittal letter. The District’s management discussion and analysis can be found immediately following the independent auditor’s report.

This report includes all funds, agencies, boards, commissions, and authorities that are financially accountable to the District’s Board of Directors. Financial accountability was determined on the basis of budget adoption, imposition of will, funding, and appointment of the governing board. Based upon these criteria, the Fair Oaks Water District Financing Corporation (the Financing Corporation) is considered a component unit of the District.

### **District History and Service Description**

Fair Oaks Water District was originally formed as the Fair Oaks Irrigation District in 1917. By 1979, residential development in the community had replaced all significant agricultural land; therefore, the Board of Directors passed a resolution declaring “irrigation district” no longer described the District’s actual functions and changed the name to Fair Oaks Water District. Even with the name change, the District is legally structured as an irrigation district operating under the California Water Code, Division 11. On March 26, 2017, the District celebrated 100 years of service to the community.

The District is a retail water agency supplying water to a population of approximately 36,200 people on approximately 6,240 acres in Fair Oaks and a small portion of Orangevale. The District purchases a majority of its water from San Juan Water District (“San Juan”) as treated water, and delivers it to approximately 14,380 residential and commercial service

connections. Additionally, the District maintains six groundwater wells, 186.12 miles of pipeline, a three-million-gallon water storage facility and a booster station.

**Mission Statement**

“Our mission is to provide our community with an adequate and reliable supply of water, exceeding all drinking water standards, at the lowest reasonable cost.”

**Economic Condition and Outlook**

Fair Oaks is primarily a residential community, with some commercial enterprises within its boundaries, located in the eastern portion of Sacramento County in Northern California. The District’s existing service area is almost built out; therefore, the District does not depend upon new growth to maintain revenue. Based on historic data, the District is forecasting a slow but steady revenue increase based on 10 new service connections per year from the demand for semi-custom housing in the Fair Oaks area.

The District continues the practice of establishing and maintaining funds to offset expected and unexpected significant expense fluctuations encountered year to year.

The Fair Oaks Water District and its wholesale water supplier continue to encounter changes in operations due to new regulations. The impact of current and future regulations, and the resulting cost on water supply operations, are an ongoing challenge for District management. The District anticipates 9% rate increase from its wholesale water suppliers in 2024. The District used the best available data at the time of its budget preparation to forecast the impact of the regulatory environment on operational costs in the 2024 budget as adopted by the FOWD Board of Directors on December 18, 2023.

**Significant Projects and Future Plans**

Water Supply Projects Scheduled for 2024

PROJECT DESCRIPTION	ESTIMATED COSTS
New York Well Drilling and Equipping	\$ 2,940,000
Northridge Well Replacement - Design	\$ 450,000
Northridge Well Replacement - Equipping	\$ 1,450,000
Gum Ranch (Kenneth) Tank Site Improvements	\$ 214,000

Infrastructure and Water Delivery

In 2023 the District continued to repair and replace aging infrastructure throughout the existing water system. The District completed the following projects in 2023: Installation of

two 24-inch Valves on Chicago and two 24-inch Valves on North T-Main, Main Replacement on California & Temescal, Hazel Avenue Widening Project, Hydrants Upgrades, Services Upgrades and Minor Mains Upgrades.

Projects scheduled for completion in 2024 are included in the following table.

PROJECT DESCRIPTION	ESTIMATED COSTS
Replace 1,570 LF of 12-inch in diameter Steel Water Main on New York Ave. South of New York Well	\$ 2,132,000
Sampling Station Upgrades	\$ 20,000
Greenvale Improvements	\$ 55,000
Riverfront Lane Services Upgrade	\$ 90,900
T-Main Phase I Design (Skyway Drive to Hazel)	\$ 145,000
County Overlay Project - Madison, Kenneth to McKay	\$ 100,000

Meters

The District completed the Metering Implementation Plan (MIP) program in 2011. The District maintains the meters through the Meter Maintenance Program. The District replaces meters based on manufacturers’ recommended replacement schedule, District’s maintenance records, and FOWD Policy 6300.

Cash Flow

FOWD Management is tasked with monitoring the cash flow of the District to ensure that the District is financially sound. The District prepares five-year financial projections each year during the annual budget process.

Water Efficiency

Efficient water use is an integral component of the District’s operations. The District’s water efficiency program was developed to meet local, state, and federal guidelines such as those outlined by the: State of California, Sacramento Water Forum Agreement, and the U.S. Bureau Reclamation Central Valley Project Improvement Act. The District’s objective is to implement water conservation best management practices (BMPs) in an efficient, cost effective and positive manner.

The District has developed the following proactive water efficiency outreach programs:

- Water-wise house calls; onsite water efficiency reviews that provide information on efficient water application at the specific property.
- The District low flow toilet incentive rebate program; offered in partnership with the Sacramento Regional County Sanitation District and Sacramento Regional Water Authority.
- The water efficiency poster contest. This program reaches out to grades 4 through 6 within the District, stressing an annual water efficiency theme.
- Public outreach through community events such as: Sacramento Convention Center Landscape Exposition, Home and Garden Shows, Fair Oaks Spring Fest, Get W.E.T. sponsored in part with the US Bureau of Reclamation, Fair Oaks Harvest Day and annual Department of Fish and Game events.
- Public information through full participation by the Fair Oaks Water District in the Sacramento Regional Water Authority's (RWA's) Water Efficiency Program (WEP).
- Student education events at local schools.
- Water waste prohibition education and enforcement.
- Water education programs.

These programs are designed to raise water efficiency awareness among our customers and increase water supply available to the District.

The District has formal water conservation requirements that are documented in District Policy Number 6060.

### Regional Planning

In early 1998, the District, along with other water utilities, initiated an effort to study and evaluate projects and programs for using surface water and groundwater resources better, particularly during supply shortages. This conjunctive use effort continues today, and generally calls for the use of surface water from lakes and rivers in wet periods, while storing underground water supplies for later use, when surface water is needed for environmental purposes. Participating members are motivated to meet the greater Sacramento areas' current and future water needs.

### **Financial Information**

#### Internal Control

Management is responsible for establishing and maintaining an internal control structure designed to ensure its assets are protected from loss, theft, or misuse; along with ensuring adequate accounting data is compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to:

- (1) provide reasonable, but not absolute, assurance these objectives are met;
- (2) ensure transactions are executed in accordance with management's authorization; and

- (3) ensure transactions are recorded properly.

The concept of reasonable assurance recognizes:

- (1) the cost of the control should not exceed the benefits likely to be derived; and
- (2) the evaluation of costs and benefits requires estimates and judgments by management.

### Budgetary Control

While the District is not mandated to prepare budgets by State law, the District does prepare budgets as a matter of policy and financial control. The budget is a financial plan for detailing operating expenses, capital infrastructure investments, debt obligations, designations and reserves. For the year ended December 31, 2023, the budget was adopted on December 19, 2022. This annual financial plan established project priorities based upon District goals, policies and water supply needs. The budget was developed following these steps:

- Assess current conditions and needs, including system quality and safety;
- Develop goals, objectives, policies, and plans based upon the assessment;
- Prioritize projects and develop work programs, based upon short-term and long-term cost effectiveness; and
- Prepare a plan to evaluate the effectiveness and shortcomings of the budget.

The annual budget was prepared on a cash basis, which differs from the basis used in preparing financial statements in conformity with generally accepted accounting principles (GAAP). The District staff worked with a budget committee, which extensively reviewed the proposed budget. The proposed budget was then presented to the Board of Directors for comments, suggestions, and feedback during public meetings.

The District follows a very extensive and open budget process. The process is designed to educate and inform customers about the District's financial operations and requirements. The District adopts its budget at a Public Hearing. The adopted budget is then used as a management tool for projecting and measuring revenues and expenses required to meet the future needs of the District.

### District Reserve Fund

The District adopted a new reserve policy on May 9, 2016. The current reserve policy includes the following funds: Certificate of Participation (COP) fund, connection fee fund, and emergency fund. The policy requires the District to maintain four months of operating expenses for emergency and other operating designation. The connection fee fund is used for capacity expansion based on proposed development and has no designated balance. The District paid off its 1999 COP in full in 2010, so the COP fund is no longer required but is kept in the policy for possible future use.



## **Other Information**

### Independent Audit

California Government Code Section 26909 requires independent annual audits to be conducted for special districts. JJACPA, Inc. was selected to conduct the annual audit of 2023 District operations. The auditor's report is included in the financial section of the Annual Comprehensive Financial Report.

### Awards and Acknowledgements

The preparation of the Annual Comprehensive Financial Report on a timely basis requires the dedicated efforts of several staff members. We wish to express our appreciation to all District staff and managers who contributed to this report. Additionally, thank you to the Fair Oaks Water District Board of Directors for their interest and support in planning and conducting the financial operations of the District. The preparation of this report could not have been accomplished without the combined effort of the District leadership, JJACPA, Inc. and the entire FOWD staff.

The Fair Oaks Water District received an award for its submission of the fiscal year 2022 Annual Comprehensive Financial Report for the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA). This was the 22<sup>nd</sup> consecutive year that the District received this award.

In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized Annual Comprehensive Financial Report. This report must satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. We believe that this report will again meet the program requirements to receive the award.

Respectfully submitted,

Tom R. Gray  
General Manager

Chi Ha-Ly  
Finance Manager



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**Fair Oaks Water District  
California**

For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

December 31, 2022

*Christopher P. Morill*

Executive Director/CEO

**FAIR OAKS WATER DISTRICT  
PRINCIPAL DISTRICT OFFICIALS**

**BOARD OF DIRECTORS – ELECTED OFFICIALS**

<u>Name</u>	<u>Title</u>	<u>Division</u>
Michael McRae	President	Division 2
Chris Petersen	Vice President	Division 1
Randy Marx	Director	Division 4
Mark Dolby	Director	Division 3
Misha Sarkovich	Director	Division 5

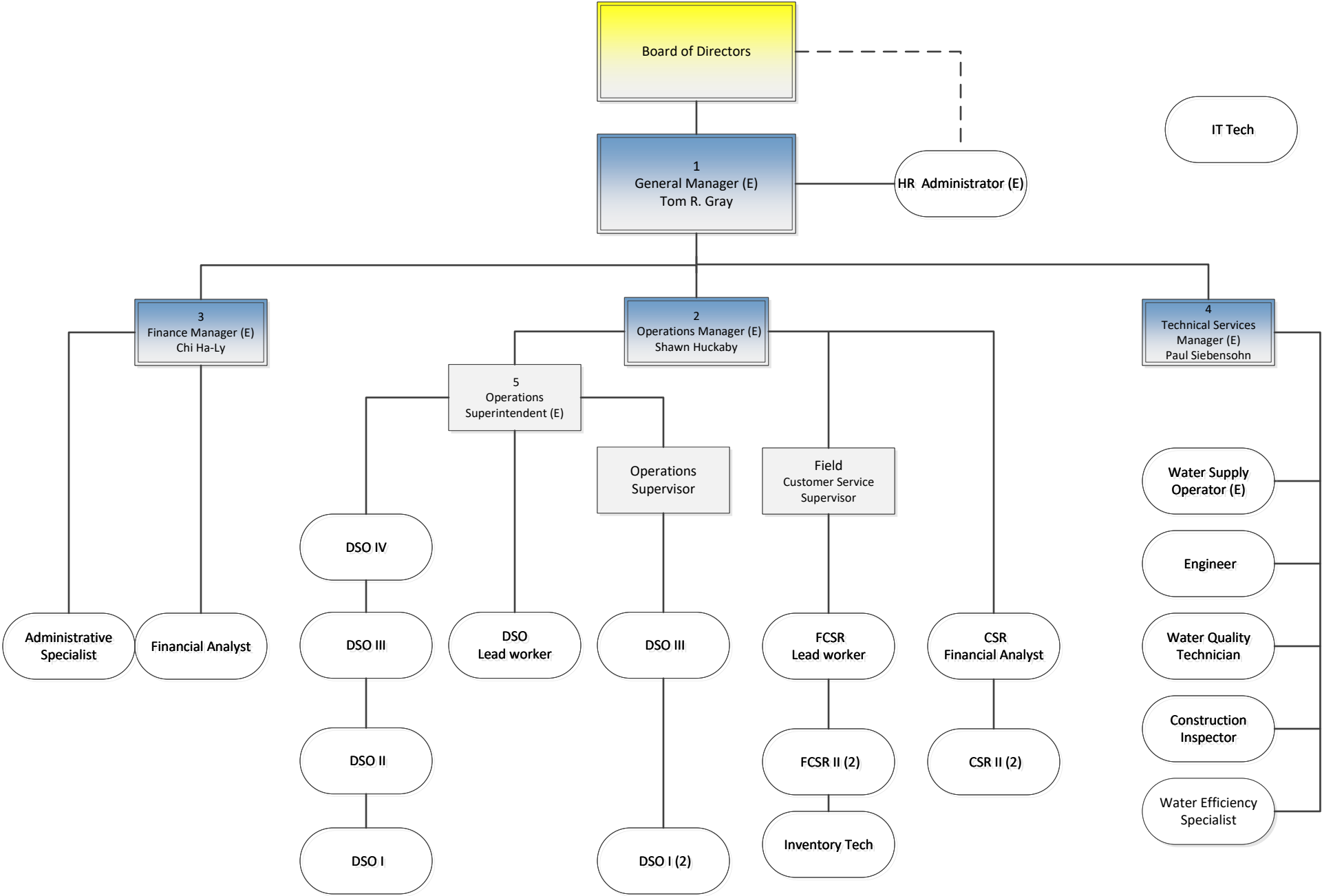
**MANAGEMENT**

<u>Name</u>	<u>Title</u>
Tom R. Gray	General Manager
Shawn Huckaby	Operations Manager
Chi Ha-Ly	Finance Manager
Paul Siebensohn	Technical Services Manager

# Fair Oaks Water District Organization Chart

DRAFT

2022-2023 ACFR





**FINANCIAL SECTION**



## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of the  
Fair Oaks Water District  
Fair Oaks, California

### Report on the Financial Statements

#### *Opinion*

We have audited the financial statements of the business-type activities of Fair Oaks Water District, as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the business-type activities of the District, as of December 31, 2023, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinion*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### *Other Matter*

##### *Prior-Year Comparative Information*

The financial statements include partial prior-year comparative information. Such information does not include all of the information required to constitute a presentation in accordance with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the District's financial statements for the year ended December 31, 2022, from which such partial information was derived.

***Responsibilities of Management for the Financial Statements***

The District's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.



***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4-12, the Schedule of the Proportionate Share of the Net Pension Liability – Miscellaneous Plan on page 36, and the Schedule of Contributions to the Pension Plan – Miscellaneous Plan on page 36, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

***Other Information***

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical section but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated April 12, 2024 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

April 12, 2024

*JJACPA, Inc.*  
**JJACPA, Inc.**  
**Dublin, CA**

**MANAGEMENT'S DISCUSSION  
AND ANALYSIS**

## MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Fair Oaks Water District (the District), we offer readers of the District financial statements this narrative overview and analysis of the financial activities for the District for the years ended December 31, 2023 and 2022. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal and the audited financial statements.

### Financial Highlights

The District has reviewed its current year financials and determined that its financial position remained the same (not improving or deteriorating) as prior year given the current economic conditions. The District had a 10% rate increase in 2023 and no rate increases in 2022.

- The net position of the District for 2023 was \$48,076,876 and for 2022 was \$47,527,342. The unrestricted net position amounts, \$7,098,625 for 2023 and \$7,021,035 for 2022, may be used to meet the District's ongoing obligations to citizens and creditors. The District designated \$3.0 and \$2.7 million of the unrestricted net position for emergencies and rate stabilization for 2023 and 2022, respectively.
- The District's total net position increased by \$549,534 in 2023 and increased by \$1,324,103 in 2022. The net increase in 2023 and 2022 was primarily from the water transfer revenue, capital grants and contributed capital assets.
- Water sales increased by \$741,438 (8.38% net increase) in 2023 due to a 10% increase in water rate and a decrease in water consumption by the District customers. The District received revenue of \$713,189 in 2022 from transferring water to other agencies and no water transfer was completed in 2023; amount collected in 2023 was from 2022 water transfer. Other operating revenues increased in 2023 by \$58,206 due to reconnection and processing fees collected.
- Water supply and pumping cost had a net decrease of \$5,797 in 2023. Operations and maintenance costs had a net increase of \$609,342 in 2023. Customer service costs had a net increase of \$28,122 in 2023. Administration and general costs had a net increase of \$335,179 in 2023. The net decrease in water supply and pumping was attributed to decrease in water demand. The net increase in the operating expenses was due to system maintenance and pension liability costs.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements which are comprised of the financial statements and the notes to the financial statements.

### Financial Statements

The financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the District's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the District's financial position is improving or deteriorating.

The statement of revenues, expenses and changes in net position presents information showing how net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (i.e. uncollected water sales and amounts due to vendors).

The District's primary function is to provide water delivery to its customers, with recovery of all the costs through user fees and charges.

The accounts of the District are organized on the basis of fund accounting. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Because the District provides water delivery services and recovers these costs through user fees and charges, the District's funds are accounted for as an enterprise fund type of the proprietary fund group.

The District has determined that the Fair Oaks Water District Financing Corporation (Financing Corporation) meets the requirements for inclusion within the financial reporting entity and has, therefore, included the Financing Corporation as a blended component unit in the District's financial statements. However, this Financing Corporation had no activity in 2023 and 2022.

The District maintains a single fund account for all its programs and operations.

The financial statements can be found on pages 13 to 16.

#### Notes to Financial Statements

The notes provide additional information that is essential to a full understanding of the financial data provided in the financial statements. The notes to the financial statements can be found on pages 17 to 35 of this report.

#### Other Information

In addition to the basic financial statements and accompanying notes, this report also includes a required supplemental information section and a statistical section that provides the selected District information over a 10-year period. This information can be found on pages 36 to 46 of this report.

## Financial Analysis

As noted earlier, net position may serve as a useful indicator of a government's financial position over time. In the case of the District, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$48,076,876 as of the current fiscal year.

The largest portion of the District's net position (85 percent) reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment). The District uses these capital assets to provide water delivery to its users. Consequently, these assets are not available for future spending.

### Fair Oaks Water District Net Position

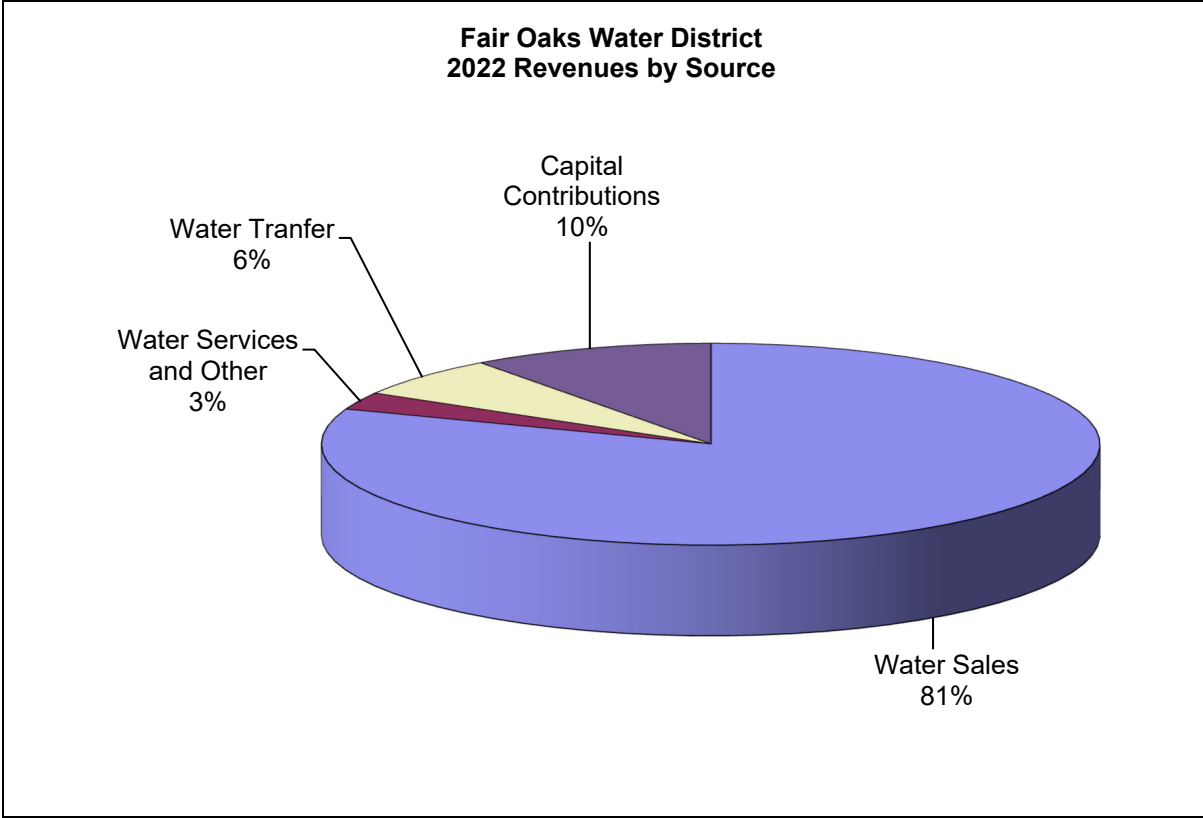
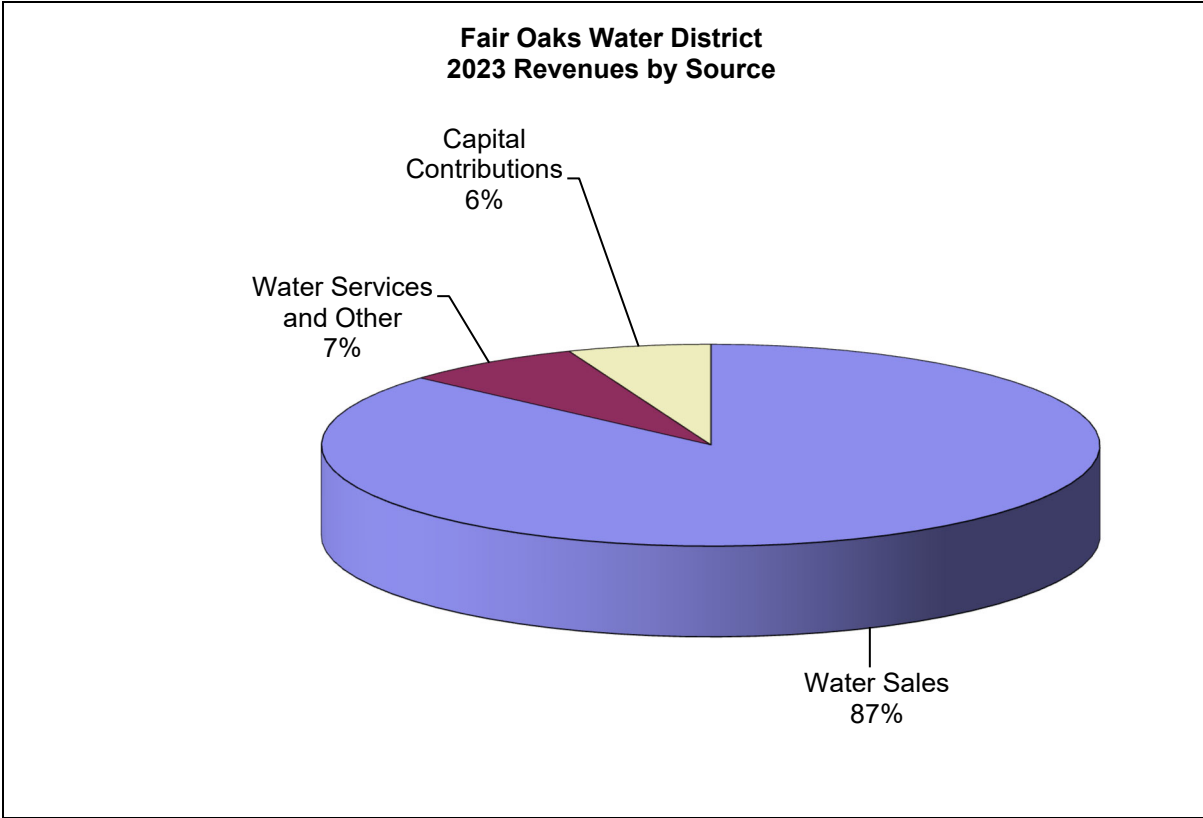
	<u>2023</u>	<u>2022</u>	<u>2021</u>
Current assets	\$ 11,893,946	\$ 11,236,649	\$ 10,059,100
Other assets	-	-	49,874
Capital assets	<u>40,978,251</u>	<u>40,447,517</u>	<u>40,303,517</u>
Total assets	52,872,197	51,684,166	50,412,491
Deferred outflow of resources	<u>1,709,499</u>	<u>1,821,800</u>	<u>690,060</u>
Current liabilities	1,892,254	1,650,404	1,777,951
Non-current liabilities	<u>4,373,499</u>	<u>3,984,214</u>	<u>1,602,048</u>
Total liabilities	6,265,753	5,634,618	3,379,999
Deferred inflow of resources	<u>239,067</u>	<u>344,006</u>	<u>1,519,313</u>
Net Position:			
Investment in capital assets	40,978,251	40,447,517	40,303,517
Restricted	-	58,790	122,855
Unrestricted	<u>7,098,625</u>	<u>7,021,035</u>	<u>5,776,867</u>
Total net position	<u>\$ 48,076,876</u>	<u>\$ 47,527,342</u>	<u>\$ 46,203,239</u>

The increase in net position in 2023 was due to water transfer revenue, capital grants and contributed capital. The increase in net position in 2022 and 2021 was due to an increase in capital contributions.

A portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The 2022 and 2021 restricted net position were related to connection fees that were not expended by year-end. The District has also designated \$3.0M in 2023, \$2.7M in 2022, and \$2.5M in 2021 for emergencies and rate stabilization (see footnote F, page 27).

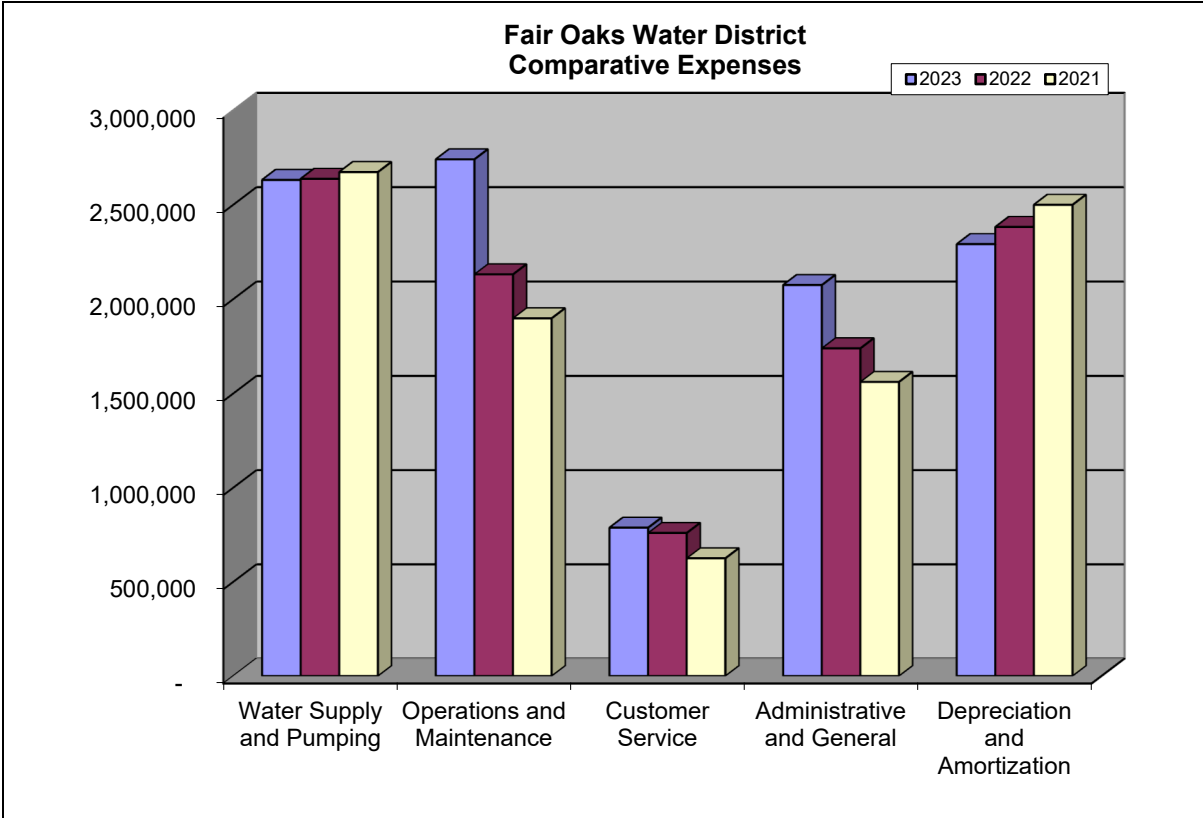
## Fair Oaks Water District Changes in Net Position

	<u>2023</u>	<u>2022</u>	<u>2021</u>
Operating Revenues:			
Water Sales	\$ 9,588,767	\$ 8,847,329	\$ 8,877,730
Water Sales - Water Transfer	5,184	713,189	-
Water Services	180,348	143,809	77,602
Other	194,908	173,241	163,077
Total Operating Revenues	<u>9,969,207</u>	<u>9,877,568</u>	<u>9,118,409</u>
Non-Operating Revenues:			
Interest Revenue	424,100	(42,278)	(16,245)
Other Revenues	23,283	31,641	90,777
Total Non-Operating Revenues	<u>447,383</u>	<u>(10,637)</u>	<u>74,532</u>
Revenues Before Capital Contrib.	10,416,590	9,866,931	9,192,941
Capital Contributions:			
Contributed Assets	-	-	673,764
Capital Grant Revenue	471,918	953,132	-
Connections	44,523	79,989	63,068
Other Capital Revenues	141,842	73,626	59,856
Total Capital Contributions	<u>658,283</u>	<u>1,106,747</u>	<u>796,688</u>
Total Revenues	11,074,873	10,973,678	9,989,629
Operating Expenses:			
Water Supply and Pumping	2,631,524	2,637,321	2,673,089
Operations and Maintenance	2,740,571	2,131,229	1,898,236
Customer Service	787,491	759,369	624,859
Administrative and General	2,074,509	1,739,330	1,561,099
Depreciation and Amortization	2,291,244	2,382,326	2,499,702
Total Operating Expenses	<u>10,525,339</u>	<u>9,649,575</u>	<u>9,256,985</u>
Total Expenses	10,525,339	9,649,575	9,256,985
Increase in Net Position	549,534	1,324,103	732,644
Net Position January 1	47,527,342	46,203,239	45,470,595
Net Position December 31	<u>\$ 48,076,876</u>	<u>\$ 47,527,342</u>	<u>\$ 46,203,239</u>





- Water sales increased by \$741,438 (8.38%) in 2023, decreased by \$30,401 (less than one percent) in 2022, and decreased by \$61,242 (less than one percent) in 2021. The net increase in 2023 water revenues was due to a 10% water rate increase and a decrease in water consumption. The decrease in water revenues in 2022 and 2021 was due to decrease in water consumption. The District did not have any water rate changes in 2022 or 2021.
- Interest income increased by \$466,378, decreased by \$26,033 in 2022, and decreased by \$152,974 in 2021 due to market interest rate fluctuations and investment balances.



- The operations and maintenance had a net increase in 2023 of \$609,342, a net increase of \$232,993 in 2022, and a net decrease of \$594,125 in 2021. The net increase in 2023 was due to an increase in paving costs of \$201,580 from Sacramento County requirements, a net increase in system maintenance and repairs and regulatory compliance of \$20,181, and net increase in salaries and benefits of \$387,581 (primarily from pension costs and filling of vacant positions). The net increase in 2022 was primarily from an increase in pension costs resulted from CalPERS' loss in investment return of -6.1% and reduction of the discount rate from 7.15% to 6.90%. The net decrease in 2021 is primarily due to net decrease in salaries and benefits (primarily pension costs) of \$563,093 and decrease in system maintenance and other costs of \$31,032.
- Customer service had a net increase of \$28,122 in 2023, a net increase of \$134,510 in 2022, and a net decrease of \$37,787 in 2021. The net increase in 2023 was due to salaries and benefits of \$61,526 with a net decrease in billing and processing of \$15,285, and a net decrease in water efficiency program of \$18,119. The net increase

in 2022 was primarily from an increase in pension costs. The net decrease in 2021 was due to salaries and benefits (primarily pension costs).

- Administration and general expenses had a net increase of \$335,179 in 2023, a net increase of \$178,231 in 2022, and a net decrease of \$86,016 in 2021. The net increase in 2023 was from salaries and benefits (primarily pension cost) of \$152,254, from professional services of \$118,933, maintenance and support of \$33,105, a net increase in insurance of \$21,485, a net increase in regional support of \$37,632 and a net decrease of \$28,230 from administration costs and other (i.e. public notices). The net increase in 2022 was primarily from an increase in pension costs. The net decrease in 2021 was primarily due to a net decrease in salaries and benefits (primarily pension costs) of \$135,436, a net increase in professional services and regional support of \$61,300 and net decrease in other administration costs of \$11,880.
- Water supply costs had a net decrease of \$5,797 in 2023, a net decrease of \$35,768 in 2022, and a net increase of \$46,680 in 2021. The net decrease in 2023 and 2022 was due to decrease in water consumption. The net increase in 2021 was due to increase in water supply costs and system maintenance and repairs.

### **Capital Asset and Debt Administration**

The District's investment in capital assets as of December 31, 2023, amounts to \$48,076,876 (net of accumulated depreciation and amortization). This investment in capital assets includes land, buildings, system and distribution construction and improvements, machinery and equipment, wells, tanks, office equipment, and vehicles. The total net increase in investment in capital assets for the current fiscal year was 1.3 percent.

Major capital asset projects that are in work in progress - to be carried forward 2023 included:

- Skyway Well Site with a total cost incurred in 2023 of \$1,262,874.
- New York Well Site with a total cost incurred in 2023 of \$887.
- Corporate Yard Project with a total cost incurred in 2023 of \$59,098.

Major capital asset projects completed in 2023 included:

- Installation of 2-24" Valves on Chicago with a total cost of \$125,112.
- Installation of 2-24" Valves on Madison with a total cost of \$99,774.
- Installation of Six-inch Fire Service on Madison with a total cost of \$25,118.
- Installation of Services on Piedra with a total cost of \$34,500.
- Main Replacement on California & Temescal with a total project cost of \$409,589.
- Hazel Avenue Widening Phase 3 with a total project cost of \$1,479,656.
- Metering Program with a total cost of \$268,413.
- Services Upgrades with a total cost incurred of 260,277.
- Hydrants Upgrades with a total cost incurred of 210,939.
- Replacement of ARVs and Blowoffs with a total cost of \$20,443.
- Minor Main Upgrades with a total cost incurred of 16,602.
- Replacement of ARV on Hazel with a total cost of \$33,500.
- Sampling Stations Replacement with a total cost of \$27,585.

## Fair Oaks Water District Capital Assets, net of depreciation

	2023	2022	2021
Intangible Asset			
Capacity Entitlements	\$ 3,956,248	\$ 3,956,248	\$ 3,956,248
Less: Amort. - Cap. Entitlements	(2,621,012)	(2,522,106)	(2,423,200)
Total Intangible Asset	1,335,236	1,434,142	1,533,048
Capital Assets, not being depreciated:			
Land	1,619,438	1,619,438	1,619,438
Construction in Progress	4,779,310	5,009,139	3,576,321
Total Capital Assets, not being depreciated	6,398,748	6,628,577	5,195,759
Capital Assets, being depreciated:			
Wells and Pumps	4,404,034	4,569,896	4,746,533
Transmission and Distribution System	21,119,733	19,584,915	20,298,701
Maintenance Equipment	131,033	140,634	150,867
Trucks, Trailers, and Mobile Equipment	301,294	407,504	340,253
Buildings	1,667,166	1,773,186	1,836,638
Office Equipment and Furnishings	21,715	23,667	31,017
Contributed Distribution Systems	5,247,176	5,496,587	5,745,999
Water Tank and Pumping	352,116	388,409	424,702
Total Capital Assets, being depreciated	33,244,267	32,384,798	33,574,710
Total	\$ 40,978,251	\$ 40,447,517	\$ 40,303,517

Additional information on the capital assets can be found in Note C on pages 24 to 26 of this report.

### Long-Term Debt

At the end of 2023, 2022 and 2021, the District has no outstanding debt.

### **Economic Factors and assumptions in preparing the 2024 Budget and Rates**

- The unemployment rate for the greater Sacramento County in which the District resides averaged 4.4% in 2023, up from an average of 4% in 2022.
- The District is largely built out, serving approximately 14,380 customers.
- Inflationary trends in the region are comparable to national indices.
- The District continues to face increasing regulatory requirements that ultimately add new costs to delivering the water service.
- There will be a 10% water rate increase in 2024.
- Health benefit premium costs on average are expected to increase by 8.7% in 2024.
- The District's 2024 budget shows a shortfall in revenues and intends to use the reserve to fund the shortfall.

All of these factors were considered in preparing the District's budget for the 2024 fiscal year.

### **Economic Factors related to future water supply**

The District is currently working to revise our Wholesale Water Supply Agreement, which could result in a financial impact related to future water purchases.

The District is currently completing an analysis of how to meet future water supply demand relative to groundwater and surface water – future implementation of a new water supply strategy may have a financial impact to the District.

### **Requests for Information**

This financial report is designed to provide a general overview of the District's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Finance Manager, Fair Oaks Water District, 10326 Fair Oaks Boulevard, Fair Oaks, CA 95628.

# **BASIC FINANCIAL STATEMENTS**

**FAIR OAKS WATER DISTRICT**  
**STATEMENTS OF NET POSITION**  
**December 31, 2023 and 2022**

	2023	2022
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$ 10,004,035	\$ 8,679,574
Accounts receivable	65,884	43,165
Due from other government	595,137	1,441,730
Water service receivable	676,799	585,665
Interest receivable	100,285	44,511
Inventory	209,469	203,673
Prepaid expenses	242,337	238,331
TOTAL CURRENT ASSETS	<u>11,893,946</u>	<u>11,236,649</u>
<b>NON-CURRENT ASSETS</b>		
Capital assets not depreciated	6,398,748	6,628,577
Capital assets depreciated, net	33,244,267	32,384,798
Capacity entitlements, net	1,335,236	1,434,142
TOTAL NON-CURRENT ASSETS	<u>40,978,251</u>	<u>40,447,517</u>
TOTAL ASSETS	<u>52,872,197</u>	<u>51,684,166</u>
Deferred outflow of resources - pension activities	1,709,499	1,821,800
TOTAL ASSETS AND DEFERRED OUTFLOW OF RESOURCES	<u>\$ 54,581,696</u>	<u>\$ 53,505,966</u>
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable	\$ 485,829	\$ 350,264
Accrued expenses	2,500	12,860
Accrued payroll expense	58,504	56,127
Deposits	22,822	15,687
Unearned revenue	1,137,778	1,056,951
Compensated absences	184,821	158,515
TOTAL CURRENT LIABILITIES	<u>1,892,254</u>	<u>1,650,404</u>
<b>NON-CURRENT LIABILITIES</b>		
Compensated absences	184,821	158,515
Net pension liability	4,188,678	3,825,699
TOTAL NON-CURRENT LIABILITIES	<u>4,373,499</u>	<u>3,984,214</u>
TOTAL LIABILITIES	6,265,753	5,634,618
Deferred inflow of resources - pension activities	239,067	344,006
<b>NET POSITION</b>		
Investment in capital assets	40,978,251	40,447,517
Restricted:		
Connection fees	-	58,790
Unrestricted	7,098,625	7,021,035
TOTAL NET POSITION	<u>48,076,876</u>	<u>47,527,342</u>
TOTAL LIABILITIES, NET POSITION AND DEFERRED INFLOW OF RESOURCES	<u>\$ 54,581,696</u>	<u>\$ 53,505,966</u>

The accompanying notes are an integral part of these financial statements.

## FAIR OAKS WATER DISTRICT

## STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

For the years ended December 31, 2023 and 2022

	2023	2022
OPERATING REVENUES		
Water sales	\$ 9,588,767	\$ 8,847,329
Water sales - water transfer	5,184	713,189
Water services	180,348	143,809
Other	194,908	173,241
TOTAL OPERATING REVENUES	<u>9,969,207</u>	<u>9,877,568</u>
OPERATING EXPENSES		
Water supply and pumping	2,631,524	2,637,321
Operations and maintenance	2,740,571	2,131,229
Customer service	787,491	759,369
Administrative and general	2,074,509	1,739,330
Depreciation and amortization	2,291,244	2,382,326
TOTAL OPERATING EXPENSES	<u>10,525,339</u>	<u>9,649,575</u>
NET (LOSS) INCOME FROM OPERATIONS	(556,132)	227,993
NON-OPERATING REVENUES (EXPENSES)		
Interest revenue	424,100	(42,278)
Other revenues	23,283	31,641
TOTAL NON-OPERATING REVENUES (EXPENSES)	<u>447,383</u>	<u>(10,637)</u>
NET (LOSS) INCOME BEFORE CAPITAL CONTRIBUTIONS	(108,749)	217,356
CAPITAL CONTRIBUTIONS		
Connection fees	44,523	79,989
Capital grants	471,918	953,132
Other capital revenues	141,842	73,626
TOTAL CAPITAL CONTRIBUTIONS	<u>658,283</u>	<u>1,106,747</u>
CHANGE IN NET POSITION	549,534	1,324,103
Net position at beginning of year	<u>47,527,342</u>	<u>46,203,239</u>
NET POSITION AT END OF YEAR	<u>\$ 48,076,876</u>	<u>\$ 47,527,342</u>

The accompanying notes are an integral part of these financial statements.

## FAIR OAKS WATER DISTRICT

## STATEMENTS OF CASH FLOWS

For the years ended December 31, 2023 and 2022

	2023	2022
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash receipts from customers	\$ 10,758,586	\$ 9,047,020
Cash paid to suppliers	(5,188,020)	(5,352,869)
Cash paid to employees	(2,597,141)	(2,341,670)
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>2,973,425</u>	<u>1,352,481</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>		
Proceeds from disposal of capital assets	23,283	31,641
Connection fees	44,523	79,989
Other capital revenues	33,233	73,626
Grant received	709,783	357,717
Purchases of capital assets	(2,730,179)	(2,369,571)
NET CASH USED BY CAPITAL AND RELATED FINANCING ACTIVITIES	<u>(1,919,357)</u>	<u>(1,826,598)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Dues from Deposit	-	49,874
Interest received	270,393	58,629
NET CASH PROVIDED BY INVESTING ACTIVITIES	<u>270,393</u>	<u>108,503</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS	1,324,461	(365,614)
Cash and cash equivalents at beginning of year	<u>8,679,574</u>	<u>9,045,188</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u><u>\$ 10,004,035</u></u>	<u><u>\$ 8,679,574</u></u>

(Continued)



## FAIR OAKS WATER DISTRICT

## STATEMENTS OF CASH FLOWS (Continued)

For the years ended December 31, 2023 and 2022

	2023	2022
RECONCILIATION OF NET INCOME FROM OPERATIONS TO NET CASH PROVIDED BY OPERATING ACTIVITIES:		
Net income from operations	\$ (556,132)	\$ 227,993
Adjustments to reconcile net income from operations to net cash provided by operating activities:		
Reclassifications of construction in progress	2,190	-
Depreciation and amortization	2,291,244	2,382,326
Cash paid for pipeline rehabilitation		
Changes in fair value	97,933	(139,525)
Changes in assets and liabilities:		
Accounts receivable and due from other governments	694,618	(717,198)
Water service receivable	(91,134)	(154,289)
Inventory	(5,796)	(16,514)
Prepaid expenses	(4,006)	(21,129)
Accounts payable	41,576	(515,468)
Accrued expenses	(10,360)	10,360
Accrued payroll expense	2,377	7,887
Deposits	7,135	(2,435)
Unearned revenue	80,827	182,899
Deferred inflow/outflow	7,362	(2,307,047)
Net pension liability	362,979	2,349,711
Compensated absences	52,612	64,910
	<u>\$ 2,973,425</u>	<u>\$ 1,352,481</u>

The accompanying notes are an integral part of these financial statements.

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS

December 31, 2023 and 2022

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**NOTE A – REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The basic financial statements of the Fair Oaks Water District (the District) have been prepared in conformity with generally accepted accounting principles as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the District's accounting policies are described below.

Reporting Entity: The District was formed March 26, 1917 under the provisions of the California Water Code. The District is governed by a five-member Board of Directors elected by the voters within the District for staggered, four-year terms, every two years. The District provides water to retail customers in the Fair Oaks area. The accompanying basic financial statements present the District and its component unit. The component unit discussed below is included in the District's reporting entity because of the significance of its operational and financial relationship with the District.

The District has created the Fair Oaks Water District Financing Corporation (the Financing Corporation) to provide assistance to the District in the issuance of debt. Although legally separate from the District, the Financing Corporation is reported as if it were part of the primary government because it shares a common Board of Directors with the District and its sole purpose is to provide financing to the District under the debt issuance documents of the District. Debt issued by the Financing Corporation is reflected as debt of the District in these financial statements. The Financing Corporation has no other transactions and does not issue separate financial statements.

Jointly Governed Organization: The District is a signatory to the Regional Water Authority's (the RWA) Joint Powers Agreement, formally known as Sacramento Metropolitan Water Authority. The mission of the RWA is to serve and represent the regional water supply interest, and to assist the members of the RWA in protecting and enhancing the reliability, availability, affordability and quality of water resources. The goals of the RWA are to assist in voluntary consolidation of services provided by existing industry associations; develop and provide subscription-based support services; and coordinate and implement regional water master planning, grant-funding acquisition, and related planning efforts.

RWA carries out its missions and goals, yet does not exercise governing or regulatory authority over its members. The relationship between the District and the RWA is such that the RWA is not a component unit of the District for financial reporting purposes. Additionally, the District does not have an ongoing financial responsibility to the RWA and therefore is

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

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**NOTE A – REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

considered a jointly governed organization. The District has only a residual equity interest in the related entity, and is not liable for the liabilities of the entities if they dissolve under the related JPA agreement. However, Senate Bill 1912, effective January 1, 2019, requires members of a JPA that participates in a public retirement system to agree on the apportionment of the JPA's retirement liability to the members of the JPA if the JPA dissolves or otherwise terminates its contract with the public retirement system. Separate financial statements are available from RWA.

Basis of Presentation – Fund Accounting: The District's resources are allocated to and accounted for in these basic financial statements as an enterprise fund type of the proprietary fund group. The enterprise fund is used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other policies. Net position for the enterprise fund represents the amount available for future operations.

Basis of Accounting: The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The enterprise fund type is accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of this fund are included on the statement of net position. Net position is segregated into investment in capital assets, restricted and unrestricted amounts. Enterprise fund type operating statements present increases and decreases in net total position.

The District uses the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Earned but unbilled water services are accrued as revenue. Water lines that are constructed by private developers and then dedicated to the District, which is then responsible for their future maintenance, are recorded as capital contributions when they pass inspection by the District. The estimated costs for materials and installation are capitalized as part of the distribution system.

Operating revenues and expenses consist of those revenues and expenses that result from the ongoing principal operations of the District. Operating revenues consist primarily of charges for water service. Non-operating revenues and expenses consist of those revenues and expenses that are related to financing and investing types of activities and result from nonexchange transactions or ancillary activities.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

**NOTE A – REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Budgetary Principles: The Board of Directors does not operate under any legal budgeting constraints. Budget integration is employed as a management control device. Budgets are formally adopted by the Board and take effect on each January 1.

Use of Estimates: The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents: For purposes of the statement of cash flows, the District considers all highly liquid debt instruments purchased with an initial maturity of three months or less to be cash equivalents, including restricted assets. Cash in banks, deposits in the State of California Local Agency Investment Fund (LAIF) and deposits with fiscal agents are considered to be cash and cash equivalents.

Water Service Receivable and Unearned Revenue: Under normal operations, bills for water service are rendered to each customer on a bi-monthly basis. Fixed charges (e.g. service charge) are billed in advance of the service period. Commodity charges are billed after the meters are read. Advanced collections on water service invoiced in the current year for service in the following year are recorded as unearned revenue since these collections have not been earned as of December 31. Customers who are invoiced on a metered basis receive their bills bimonthly in arrears of the service provided. Unpaid amounts as of December 31 are recorded as water service receivable. Water invoices that remain unpaid when the new water invoices are issued may have a lien placed on the property.

Capital Assets: Capital assets are recorded at historical cost. Contributed assets are valued at acquisition value on the date received. Depreciation is calculated using the straight line method over the following estimated useful lives:

<u>Description</u>	<u>Estimated Life</u>
Wells and pumps	10 - 40 years
Transmission and distribution system	10 - 40 years
Maintenance equipment	5 - 30 years
Trucks, trailers, and mobile equipment	5 - 10 years
Buildings	5 - 30 years
Office equipment and furnishings	3 - 5 years
Contributed distribution systems	40 years
Water tank and pumping stations	10 - 40 years

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

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**NOTE A – REPORTING ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Maintenance and repairs are charged to operations when incurred. It is the District's policy to capitalize all capital assets with a cost of \$500 or more. Costs of assets sold or retired (and the related amounts of accumulated depreciation) are eliminated from the statement of net position in the year of sale or retirement, and the resulting gain or loss is recognized in operations.

Inventory: Inventories are stated at cost, on a first-in, first-out basis. Inventories consist of materials and supplies.

Compensated Absences: The District's policy allows employees to accumulate earned unused vacation and administrative leave which will be paid to employees upon separation from the District's service, subject to a vesting policy. The cost of vacation and administrative leave is recorded in the period earned.

Deferred Outflows and Inflows of Resources: In addition to liabilities, the statement of net position reports separate sections for deferred outflows and deferred inflows of resources. *Deferred outflows of resources* represent a consumption of net assets that applies to future periods. *Deferred inflows of resources* represent an acquisition of net assets that applies to future periods. These amounts will not be recognized as an outflow of resources (expense) or an inflow of resources (revenue) until the earnings process is complete. Deferred outflows and inflows of resources represent amounts deferred related to the District's pension plan under the GASB 68 as described in Note G.

Pensions: For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Commission's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Reclassification: Certain amounts have been reclassified to provide for comparable results on a year-to-year basis.

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

**NOTE B – CASH AND INVESTMENTS**

Cash and investments as of December 31, 2023 and 2022 consisted of the following:

	2023	2022
Cash on hand	\$ 2,450	\$ 2,430
Deposits with financial institutions	72,216	110,102
Total cash	<u>74,666</u>	<u>112,532</u>
Investments in Local Agency Investment Fund (LAIF)	<u>9,929,369</u>	<u>8,567,042</u>
Total investments	<u>9,929,369</u>	<u>8,567,042</u>
Total cash and cash equivalents	<u>\$ 10,004,035</u>	<u>\$ 8,679,574</u>

Investment policy: California statutes authorize districts to invest idle or surplus funds in a variety of credit instruments as provided for in the California Government Code, Section 53600, Chapter 4 - Financial Affairs. The table below identifies the investment types that are authorized for the District by the California Government Code (or the District's investment policy, where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk.

During the year ended December 31, 2023 and 2022, the District's permissible investments included the following instruments:

Authorized Investment Type*	Maximum Maturity	Maximum Percentage Of Portfolio	Maximum Investment In One Issuer
Local Agency Bonds	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Bankers Acceptances	180 days	40%	5%
Commercial Paper	270 days	25%	10%
Negotiable Certificates and Time Deposits	5 years	30%	None
Repurchase Agreements	92 days	20%	None
Medium Term Corporate Notes	5 years	30%	None
Mutual Funds	N/A	20%	10%
LAIF	N/A	None	\$75M

\*Excluding amounts held by the bond trustee that are not subject to California Government Code restrictions.

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

**NOTE B – CASH AND INVESTMENTS (Continued)**

The District complied with the provisions of the California Government Code pertaining to the types of investments held, the institutions in which deposits were made and the security requirements. The District will continue to monitor compliance with applicable statutes pertaining to public deposits and investments.

Interest rate risk: Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. Information about the sensitivity of the fair values of the District's investments (including investments held by bond trustee) to market interest rate fluctuations is provided by the following table that shows the distribution of the District's investments by maturity:

	2023		2022	
	Total	<u>Remaining Maturity</u> 12 Months or Less	Total	<u>Remaining Maturity</u> 12 Months or Less
LAIF	\$ 9,929,369	\$ 9,929,369	\$ 8,567,042	\$ 8,567,042

LAIF has an average maturity of 230 days and 287 days as of December 31, 2023 and 2022, respectively.

Credit Risk: Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. LAIF is unrated.

Concentration of Credit Risk: The investment policy of the District limits the amount that can be invested in any one issuer to the California Government Code. There are no investments in any one issuer (other than external investment pools) that represent 5% or more of total District investments.

Custodial credit risk: Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the District's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

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**NOTE B – CASH AND INVESTMENTS (Continued)**

pool held by a depository regulated under state law (unless so waived by the governmental unit). The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure public agency deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

At December 31, 2023, the carrying amount of the District's deposits was \$72,216 and the balance in financial institutions was \$400,785. Of the balance in financial institutions, \$250,000 was covered by federal depository insurance and \$150,785 was collateralized as required by State law (Government Code Section 53630), by the pledging financial institution with assets held in a common pool for the District and other agencies, but not in the name of the District. At December 31, 2022, the carrying amount of the District's deposits was \$110,102 and the balance in financial institutions was \$190,828. The total amount of \$190,828 was covered by federal depository insurance.

Investment in LAIF: LAIF is stated at fair value. The LAIF is a special fund of the California State Treasury through which local governments may pool investments. The total amount invested on December 31, 2023 by all public agencies in LAIF is \$157,991,742,836 managed by the State Treasurer. Of that amount, 2.05% is investments in structured notes and asset-backed securities. The total amount invested on December 31, 2022 by all public agencies in LAIF is \$199,649,025,189 managed by the State Treasurer. Of that amount, 2.29% is investments in structured notes and asset-backed securities. The Local Investment Advisory Board (Board) has oversight responsibility for LAIF. The Board consists of five members as designated by State Statute. The fair value of the District's investment in this pool is reported in the accompanying financial statements at amounts based upon the District's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis.



## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

## NOTE C – CAPITAL ASSETS

Capital asset activity for the years ended December 31, 2023 and 2022 are as follows:

	Balance at January 1, 2023	Additions	Disposals	Transfers and Adjustments	Balance at December 31, 2023
Intangible Asset					
Capacity Entitlements	\$ 3,956,248	\$ -	\$ -	\$ -	\$ 3,956,248
Less: Amortization					
Capacity Entitlements	(2,522,106)	(98,906)	-	-	(2,621,012)
Total Intangible Asset	\$ 1,434,142	\$ (98,906)	\$ -	\$ -	\$ 1,335,236
Capital assets, not being depreciated:					
Land	\$ 1,619,438	\$ -	\$ -	\$ -	\$ 1,619,438
Construction in progress	5,009,139	2,800,318	-	(3,030,147)	4,779,310
Subtotal capital assets not being depreciated	6,628,577			(3,030,147)	6,398,748
Total capital assets, not being deprec.	8,062,719			(3,030,147)	7,733,984
Capital assets, being depreciated:					
Wells and pumps	7,534,760			10,668	7,545,428
Transmission and distribution system	46,581,984		(279,271)	3,013,693	49,316,406
Maintenance equipment	544,409	7,024			551,433
Trucks, trailers, and mobile equipment	1,754,935	6,176			1,761,111
Buildings	3,778,930			3,596	3,782,526
Office equipment and furnishings	1,279,865	10,650			1,290,515
Contributed distribution systems	11,388,278				11,388,278
Water tank and pumping	2,124,828				2,124,828
Total capital assets being depreciated, net	74,987,989	23,850	(279,271)	3,027,957	77,760,525
Less accumulated depreciation for:					
Wells and pumps	(2,964,864)	(176,530)			(3,141,394)
Transmission and distribution system	(26,997,069)	(1,478,875)	279,271		(28,196,673)
Maintenance equipment	(403,775)	(16,625)			(420,400)
Trucks, trailers, and mobile equipment	(1,347,431)	(112,386)			(1,459,817)
Buildings	(2,005,744)	(109,616)			(2,115,360)
Office equipment and furnishings	(1,256,198)	(12,602)			(1,268,800)
Contributed distribution systems	(5,891,691)	(249,411)			(6,141,102)
Water tank and pumping	(1,736,419)	(36,293)			(1,772,712)
Total accumulated depreciation	(42,603,191)	(2,192,338)	279,271	-	(44,516,258)
Total capital assets being depreciated, net	32,384,798	(2,168,488)	-	3,027,957	33,244,267
Capital assets, net book value	\$40,447,517	\$ (2,267,394)	\$ -	\$ (2,190)	\$ 40,978,251

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

## NOTE C – CAPITAL ASSETS (Continued)

	Balance at January 1, 2022	Additions	Disposals	Transfers and Adjustments	Balance at December 31, 2022
Intangible Asset					
Capacity Entitlements	\$ 3,956,248	\$ -	\$ -	\$ -	\$ 3,956,248
Less: Amortization					
Capacity Entitlements	(2,423,200)	(98,906)	-	-	(2,522,106)
Total Intangible Asset	\$ 1,533,048	\$ (98,906)	\$ -	\$ -	\$ 1,434,142
Capital assets, not being depreciated:					
Land	\$ 1,619,438	\$ -	\$ -	\$ -	\$ 1,619,438
Construction in progress	3,576,321	2,325,994	-	(893,176)	5,009,139
Subtotal capital assets not being depreciated	5,195,759			(893,176)	6,628,577
Total capital assets, not being deprec.	6,728,807			(893,176)	8,062,719
Capital assets, being depreciated:					
Wells and pumps	7,534,760				7,534,760
Transmission and distribution system	46,011,775		(284,485)	854,694	46,581,984
Maintenance equipment	536,990	7,419			544,409
Trucks, trailers, and mobile equipment	1,572,890	181,988		57	1,754,935
Buildings	3,740,505			38,425	3,778,930
Office equipment and furnishings	1,284,443	10,925	(15,503)		1,279,865
Contributed distribution systems	11,388,278				11,388,278
Water tank and pumping	2,124,828				2,124,828
Total capital assets being depreciated, net	74,194,469	200,332	(299,988)	893,176	74,987,989
Less accumulated depreciation for:					
Wells and pumps	(2,788,227)	(176,637)			(2,964,864)
Transmission and distribution system	(25,713,074)	(1,568,480)	284,485		(26,997,069)
Maintenance equipment	(386,123)	(17,652)			(403,775)
Trucks, trailers, and mobile equipment	(1,232,637)	(114,794)			(1,347,431)
Buildings	(1,903,867)	(101,877)			(2,005,744)
Office equipment and furnishings	(1,253,426)	(18,275)	15,503		(1,256,198)
Contributed distribution systems	(5,642,279)	(249,412)			(5,891,691)
Water tank and pumping	(1,700,126)	(36,293)			(1,736,419)
Total accumulated depreciation	(40,619,759)	(2,283,420)	299,988	-	(42,603,191)
Total capital assets being depreciated, net	33,574,710	(2,083,088)	-	893,176	32,384,798
Capital assets, net book value	\$40,303,517	\$ (2,181,994)	\$ -	\$ -	\$ 40,447,517

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

**NOTE C – CAPITAL ASSETS (Continued)**

Capacity Entitlements: In 1993, the District participated with four other water districts in a cooperative transmission pipeline project for the construction of additional transmission pipeline facilities. As a result of this project, the District participated with San Juan Water District (SJWD) to finance their share of the pipeline costs. The District's share of these pipeline costs totaled \$3,956,248. The Capacity Entitlements asset represents the capacity rights the District has purchased in the cooperative transmission pipeline project with SJWD. The asset will be amortized over the pipeline's estimated useful life of 40 years. In addition, the District has entered into an agreement with SJWD to pay for its share of these transmission pipeline facilities costs.

Depreciation and Amortization Reconciliation: Depreciation and amortization for 2023 of \$2,291,244 included capacity entitlements amortization of \$98,906 and capital assets depreciation of \$2,192,338. Depreciation and amortization for 2022 of \$2,382,326 included capacity entitlements amortization of \$98,906 and capital assets depreciation of \$2,283,420.

**NOTE D – ECONOMIC DEPENDENCY**

The District purchased 64.59% and 62.10% of its water supply from SJWD in 2023 and 2022, respectively. During the years ended December 31, 2023 and 2022, the District's total cost for water purchases from SJWD were \$1,941,906 and \$1,967,020, respectively.

**NOTE E – LONG-TERM LIABILITIES**

The activity of the District's long-term liabilities during the years ended December 31, 2023 and 2022 are as follows:

Description	Balance at January 1, 2023	Additions	Reductions	Balance at December 31, 2023	Due within One Year
Compensated absences	\$ 317,030	\$ 179,556	\$ (126,944)	\$ 369,642	\$ 184,821
Net pension liability	3,825,699	362,979	-	4,188,678	
Total	4,142,729	\$ 542,535	\$ (126,944)	4,558,320	
Less: Current portion	(158,515)			(184,821)	
Total non-current liabilities	\$ 3,984,214			\$ 4,373,499	

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

**NOTE E – LONG-TERM LIABILITIES (Continued)**

Description	Balance at January 1, 2022	Additions	Reductions	Balance at December 31, 2022	Due within One Year
Compensated absences	\$ 252,120	\$ 160,578	\$ (95,668)	\$ 317,030	<u>\$ 158,515</u>
Net pension liability	<u>1,475,988</u>	<u>2,349,711</u>	<u>-</u>	<u>3,825,699</u>	
Total	1,728,108	<u>\$2,510,289</u>	<u>\$ (95,668)</u>	4,142,729	
Less: Current portion	<u>(126,060)</u>			<u>(158,515)</u>	
Total non-current liabilities	<u>\$ 1,602,048</u>			<u>\$ 3,984,214</u>	

**NOTE F – NET POSITION**

Restrictions: Restricted net position consists of constraints placed on net position use through external requirements imposed by creditors (such as through debt covenants), grantors, contributors, or laws and regulations of other governments or constraints by law through constitutional provisions or enabling legislation. Restrictions include connection and annexation fees that are restricted by California Water Code for future water system capacity.

Designations: Designations of unrestricted net position may be imposed by the Board of Directors to reflect future spending plans or concerns about the availability of future resources. Designations may be modified, amended or removed by Board action. The following is a summary of designated net position balances at December 31:

	2023	2022
<u>Designated for Emergency:</u>		
For capital projects, operating and maintenance expenses not currently budgeted	<u>\$ 3,049,900</u>	<u>\$ 2,738,067</u>
Total designated net position	<u>\$ 3,049,900</u>	<u>\$ 2,738,067</u>

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

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**NOTE G – EMPLOYEES' RETIREMENT PLAN**

Plan Description: The District contributes to the California Public Employees Retirement System (PERS), a cost-sharing multiple-employer public employee defined benefit pension plan. PERS provides retirement and disability benefits, annual cost-of-living adjustments and death benefits to plan members and beneficiaries. PERS acts as a common investment and administrative agent for participating public employers within the State of California. PERS requires employers with less than 100 active members in the plan to participate in the risk pool. All full and part time District employees working at least 1,000 hours per year are eligible to participate in PERS. Under PERS, benefits vest after five years of service. Upon retirement, participants are entitled to an annual retirement benefit, payable for life, in an amount equal to a benefit factor times the monthly average salary of their highest thirty-six consecutive months full-time equivalent monthly pay. Copies of the PERS annual financial report may be obtained from their Executive Office, 400 P Street, Sacramento, CA 95814.

The District has the following rate plans:

- Miscellaneous Plan
- PEPRAs Miscellaneous Plan

Benefit provisions under the Plan are established by State statute and Board resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website at [www.calpers.ca.gov](http://www.calpers.ca.gov).

Funding Policy: Active plan members are required to contribute 7% (for Miscellaneous 2 percent at 55 members) of their annual covered salary. The District makes 0% in 2023 and 2022 of the contributions required of District employees on their behalf and for their account.

Under the Public Employees' Pension Reform Act of 2013 (PEPRA), District employees hired on or after January 1, 2013 will have a retirement formula of 2.0 percent at 62 and are required to contribute 50% of the total normal cost rate for the benefits for miscellaneous members.

The District also requires classic members hired on or after January 1, 2013 to pay the 100% of the normal member contribution amount. Classic members are employees that have PERS retirement benefits from previous employment that do not fit within the definition of a new member.

Benefits Provided: CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 (52 for PEPRA Miscellaneous Plan) with statutorily reduced benefits. All members are eligible for non-

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

**NOTE G – EMPLOYEES' RETIREMENT PLAN (Continued)**

duty disability benefits after 10 years of service. The death benefit is the following: the 1957 Survivor Benefit or the Optional Settlement 2W Death Benefit. The cost-of-living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The Plans' provisions and benefits in effect at December 31, 2023 and 2022, are summarized as follows:

Hire date	Miscellaneous	PEPRA
	Miscellaneous Plan (Prior to January 1, 2013)	Miscellaneous Plan (On or after January 1, 2013)
Benefit formula (at full retirement)	2.0% @ 55	2.0% @ 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 63	52 - 67
Monthly benefits, as a % of eligible compensation	1.100% to 2.5%	1.0% to 2.5%
Required employee contribution rates - January to June 2022	7.000%	6.750%
Required employee contribution rates - July to December 2022	7.000%	6.750%
Required employee contribution rates - January to June 2023	7.000%	6.750%
Required employee contribution rates - July to December 2023	7.000%	7.750%
Required employer contribution rates - January to June 2022	10.340%	7.590%
Required employer contribution rates - July to December 2022	10.320%	7.470%
Required employer contribution rates - January to June 2023	10.320%	7.470%
Required employer contribution rates - July to December 2023	11.840%	7.680%

In addition to the contribution rates above, the District was required to make a payment of \$230,095 in 2023 and \$247,976 in 2022 toward its unfunded actuarial liability.

The Miscellaneous Plan is closed to new members that are not already CalPERS eligible participants.

Contributions: Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

**NOTE G – EMPLOYEES' RETIREMENT PLAN (Continued)**

For the years ended December 31, 2023 and 2022, District's contributions to the Plan were \$243,927 and \$206,137, respectively. Employee contributions to the Plan were \$177,535 in 2023 and \$153,907 in 2022.

Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions: As of December 31, 2023 and 2022, the District reported a net pension liability for its proportionate share of the net pension liability of the Plan of \$4,188,678 and \$3,825,699, respectively.

The District's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2023 and 2022, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2021 and 2020 rolled forward to June 30, 2023 and 2022, respectively, using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The District's proportionate share of the net pension liability as of December 31, 2023 and 2022 was as follows:

Proportion - December 31, 2022	0.08176%
Proportion - December 31, 2023	0.08377%
Change - Increase (Decrease)	0.00201%
Proportion - December 31, 2021	0.07773%
Proportion - December 31, 2022	0.08176%
Change - Increase (Decrease)	0.00403%

For the years ended December 31, 2023 and 2022, the District recorded pension expense of \$732,574 and \$399,472 for the Plan. At December 31, 2023 and 2022 to the Plan from the following sources:

	Deferred Outflows of Resources		Deferred Inflows of Resources	
	2023	2022	2023	2022
Pension contributions subsequent to measurement date	\$ 362,232	\$ 356,809	\$ -	\$ -
Changes in assumptions	252,889	392,023	-	-
Difference between expected and actual experience	213,980	76,828	(33,193)	(51,456)
Change in employer's proportion	202,213	295,374	-	-
Differences between the employer's contribution and the employer's proportionate share of contributions	-	-	(205,874)	(292,550)
Net differences between projected and actual earnings on plan investments	678,185	700,766	-	-
Total	<u>\$ 1,709,499</u>	<u>\$ 1,821,800</u>	<u>\$ (239,067)</u>	<u>\$ (344,006)</u>

FAIR OAKS WATER DISTRICT

NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

**NOTE G – EMPLOYEES' RETIREMENT PLAN (Continued)**

The \$362,232 and \$356,809 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2024 and 2023, respectively. Other amounts reported as net deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Fiscal Year Ended December 31	
2024	\$ 346,379
2025	232,389
2026	509,972
2027	<u>19,460</u>
	<u>\$ 1,108,200</u>

Fiscal Year Ended December 31	
2023	\$ 290,736
2024	256,425
2025	145,212
2026	<u>428,613</u>
	<u>\$ 1,120,986</u>

Actuarial Assumptions: The total pension liabilities in the June 30, 2023 and 2022 actuarial valuations were determined using the following actuarial assumptions:

	June 30, 2023	June 30, 2022
Valuation Date	June 30, 2022	June 30, 2021
Measurement Date	June 30, 2023	June 30, 2022
Actuarial Cost Method	Entry-Age Normal Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:		
Discount Rate	6.90%	6.90%
Inflation	2.30%	2.30%
Projected Salary Increase	Varies by Entry Age and Service	Varies by Entry Age and Service
Mortality	Derived using CalPERS Membership Data for all Funds	Derived using CalPERS Membership Data for all Funds

(1) Net of pension plan investment expenses, including inflation



## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

**NOTE G – EMPLOYEES' RETIREMENT PLAN (Continued)**

The underlying mortality assumptions used in the June 30, 2023 valuation includes mortality improvements using Society of Actuaries Scale 80% MP 2020. For more details, please refer to the 2021 experience study report that can be found on the CalPERS website. The underlying mortality assumptions used in the June 30, 2022 valuation includes 15 years of mortality improvements using Society of Actuaries Scale 90% MP 2016. For more details on this table, please refer to the December 2017 experience study report that can be found on the CalPERS website.

Discount Rate: The discount rates used to measure the total pension liability were 6.90% as of June 30, 2023 and 6.90% as of 2022. The current rate of 6.90% reflects the long-term expected rate of return for the Plan net of investment expenses and without reduction for administrative expenses. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS used the amortization and smoothing periods adopted by the Board in 2013. For the Plan, the crossover test was performed for a miscellaneous agent plan selected as being more at risk of failing the crossover test and resulting in a discount rate that would be different from the long-term expected rate of return on pension investments. Based on the testing of the plans, the tests revealed the assets would not run out. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The crossover test results are presented in a detailed report that can be obtained from the CalPERS website.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set to equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The table below reflects the long-term expected real rate of return by asset class for each of the Plans. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

## NOTE G – EMPLOYEES' RETIREMENT PLAN (Continued)

Asset Class	2023		2022	
	Assumed	Real Return Years	Assumed	Real Return Years
	Asset	1 - 10 <sup>a,b</sup>	Asset	1 - 10 <sup>a,b</sup>
	Allocation		Allocation	
Global Equity - Cap-weighted	30.0%	4.54%	30.0%	4.54%
Global Equity - Non-Cap-weighted	12.0%	3.84%	12.0%	3.84%
Private Equity	13.0%	7.28%	13.0%	7.28%
Treasury	5.0%	0.27%	5.0%	0.27%
Mortgage-backed Securities	5.0%	0.50%	5.0%	0.50%
Investment Grade Corporates	10.0%	1.56%	10.0%	1.56%
High Yield	5.0%	2.27%	5.0%	2.27%
Emerging Market Debt	5.0%	2.48%	5.0%	2.48%
Private Debt	5.0%	3.57%	5.0%	3.57%
Real Assets	15.0%	3.21%	15.0%	3.21%
Leverage	-5.0%	-0.59%	-5.0%	-0.59%
Total	100.0%		100.0%	

(a) An expected inflation of 2.30% used for this period.

(b) Figures are based on the 2021-2022 Asset Liability Management study.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate: The following presents the District's proportionate share of the net pension liability, calculated using the discount rate, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1% point lower or 1% point higher than the current rate:

	2023	2022
1% Decrease	5.90%	5.90%
Net Pension Liability	\$ 6,542,427	\$ 6,092,682
Current Discount Rate	6.90%	6.90%
Net Pension Liability	\$ 4,188,678	\$ 3,825,699
1% Increase	7.90%	7.90%
Net Pension Liability	\$ 2,251,340	\$ 1,960,534

Pension Plan Fiduciary Net Position: Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

Payable to the Pension Plan: At December 31, 2023 and 2022, the District reported no payables for the outstanding amount of contributions to the pension plan.

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

**NOTE H – POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB)**

The District currently does not provide post-employment benefits other than pensions.

**NOTE I – INSURANCE**

The District participates in the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) a public entity risk pool of California water agencies, for general and auto liability, public officials' liability property damage and fidelity insurance. ACWA/JPIA provides insurance through the pool up to a certain level, beyond which group-purchased commercial excess insurance is obtained.

The District pays an annual premium to ACWA/JPIA that includes its pro-rata share of excess insurance premiums, charges for the pooled risk, claims adjusting and legal costs, and administrative and other costs to operate the ACWA/JPIA. The District's deductibles and maximum coverage are as follows:

Coverage	ACWA/JPIA	Commercial Insurance	Deductible
General and Auto Liability (includes public officials' liability)	\$ 5,000,000	\$ 50,000,000	None
Property Damage	10,000,000	500,000,000	\$500 to \$50,000
Fidelity	100,000		1,000
Workers Compensation	2,000,000	Statutory	None
Employers Liability	2,000,000	2,000,000	None
Cyber Liability		3,000,000	100,000

The District continues to carry commercial insurance for all other risks of loss to cover all claims for risk of loss to which the District is exposed. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

**NOTE J – COMMITMENTS AND CONTINGENCIES**

Contract and Purchase Commitments: The District has the following outstanding commitments as of December 31, 2023.

- Skyway Well Equipping with an estimated cost of \$35,210.
- Skyway Well Design and Construction with an estimated cost of \$590.
- New York Well Design Services with an estimated cost of \$53,723.
- New Building Design with an estimated cost of \$79,990.
- Services Upgrade with an estimated cost of \$4,350.
- Recruitment of Assistant General Manager with an estimated cost of \$11,586.

## FAIR OAKS WATER DISTRICT

## NOTES TO THE BASIC FINANCIAL STATEMENTS (Continued)

December 31, 2023 and 2022

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**NOTE K – WATER TRANSFER**

The Fair Oaks Water District entered into an agreement with San Juan Water District in 2022 to complete a water transfer. The total revenues recorded in 2022 and 2023 for this transfer were \$713,189 and \$5,184, respectively.

**NOTE L – SKYWAY AND NEW YORK WELLS**

Working with the Regional Water Authority, the District secured grant funding from the Department of Water Resources for the Skyway and New York Well Projects of \$1.89 million. These funding will be used to pay down the total cost of each project.

**NOTE M – NEW PRONOUNCEMENTS**

GASB has issued the following statement which may impact the District's financial reporting requirements in the future. The District is currently analyzing the impact of implementing this new statement.

In December 2023, the GASB issued Statement No. 102, *Certain Risk Disclosures*. The objective of this Statement is to provide users of government financial statements with essential information about risks related to government's vulnerabilities due to certain concentrations or constraints. The requirements of this Statement are effective for fiscal years beginning after June 15, 2024, and all reporting periods thereafter.

## **REQUIRED SUPPLEMENTAL INFORMATION**

FAIR OAKS WATER DISTRICT  
 REQUIRED SUPPLEMENTARY INFORMATION  
 For the Year Ended December 31, 2023 and 2022

SCHEDULE OF THE PROPORTIONATE SHARE OF THE  
 NET PENSION LIABILITY - MISCELLANEOUS PLAN (UNAUDITED)  
 Last 10 Years

Measurement Dates:	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
Proportion of the net pension liability	0.08377%	0.08176%	0.07773%	0.07288%	0.06848%	0.06443%	0.06274%	0.05884%	0.05204%	0.05480%
Proportionate share of the net pension liability	\$ 4,188,678	\$ 3,825,699	\$ 1,475,988	\$ 3,074,282	\$ 2,742,450	\$ 2,428,162	\$ 2,473,181	\$ 2,044,170	\$ 1,427,761	\$ 1,354,267
Covered payroll - measurement period	\$ 2,421,829	\$ 2,184,012	\$ 2,212,487	\$ 2,260,614	\$ 2,096,825	\$ 2,070,380	\$ 1,983,103	\$ 2,007,347	\$ 1,911,508	\$ 1,890,899
Proportionate share of the net pension liability as a percentage of covered payroll	172.96%	175.17%	66.71%	135.99%	130.79%	117.28%	124.71%	101.83%	74.69%	71.62%
Plan fiduciary net position as a percentage of the total pension liability	75.93%	77.00%	90.28%	78.32%	79.91%	80.56%	78.57%	79.86%	78.40%	79.82%

Notes to Schedule:

Change in Benefit Terms: The figures above do not include any liability impact that may have resulted from plan changes which occurred after December 31, 2013 as they have minimal cost impact. This applies for voluntary benefit changes as well as any offers of Two Years Additional Service Credit (a.k.a. Golden Handshakes).

Changes in assumptions: The Discount rate was reduced as follows: from 7.65% to 7.15% in 2017 and from 7.15% to 6.90% in 2022.

SCHEDULE OF CONTRIBUTIONS TO THE PENSION PLAN - MISCELLANEOUS PLAN (UNAUDITED)  
 Last 10 Years

	December 31, 2023	December 31, 2022	December 31, 2021	December 31, 2020	December 31, 2019	December 31, 2018	December 31, 2017	December 31, 2016	December 31, 2015	December 31, 2014
Contractually required contribution (actuarially determined)	\$ 243,927	\$ 206,137	\$ 205,428	\$ 205,071	\$ 181,541	\$ 167,092	\$ 166,074	\$ 155,871	\$ 171,806	\$ 175,689
Contributions in relation to the actuarially determined contributions	(243,927)	(206,137)	(205,428)	(205,071)	(181,541)	(167,092)	(166,074)	(155,871)	(171,806)	(175,689)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll - calendar year	\$ 2,519,399	\$ 2,239,340	\$ 2,204,483	\$ 2,259,411	\$ 2,138,298	\$ 2,059,085	\$ 2,060,588	\$ 1,966,712	\$ 2,004,379	\$ 1,888,603
Contributions as a percentage of covered payroll	9.68%	9.21%	9.32%	9.08%	8.49%	8.11%	8.06%	7.93%	8.57%	9.30%

Valuation Dates:

Methods and assumptions used to determine contribution rates:

Method	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014	June 30, 2013	June 30, 2012
Amortization method	Entry age normal									
Remaining amortization period	Level percentage of payroll, closed									
Asset valuation method	Varies, not more than 30 years									
Inflation	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Smoothed Fair Value	Smoothed Fair Value	Smoothed Fair Value	Smoothed Fair Value
Salary increases	2.300%	2.500%	2.500%	2.500%	2.625%	2.750%	2.750%	2.750%	2.750%	2.750%
Payroll growth	0.40% to 6.3%	0.30% to 6.4%	0.30% to 6.4%	0.30% to 6.4%	0.30% to 6.4%	3.40% to 9.50%	3.20% to 12.20%	3.20% to 12.20%	3.20% to 12.20%	3.20% to 12.20%
Investment rate of return	2.800%	2.750%	2.750%	2.750%	2.875%	3.00%	3.00%	3.00%	3.00%	3.00%
Retirement age	6.800%	7.000%	7.000%	7.000%	7.250%	7.375%	7.50%	7.50%	7.50%	7.50%

Changes in assumptions: Inflation, Salary increases, Payroll growth and Investment rate of return for contribution rates were changed from prior year as shown above



## **STATISTICAL SECTION**

## STATISTICAL SECTION

This part of the District’s annual comprehensive financial statement report presents detailed information as a context for understanding what the information in the financial statement, note disclosures, and required supplementary information says about the District’s overall financial health.

<b><u>Content</u></b>	<b><u>Page</u></b>
<p><b>Financial Trends</b>  <i>These schedules contain trend information to help the reader understand how the District’s financial performance and well-being changed over time.</i></p>	38-39
<p><b>Revenue Capacity</b>  <i>These schedules contain information to help the reader assess the District’s most significant local revenue source, water sales.</i></p>	40-41
<p><b>Debt Capacity</b>  <i>These schedules present information to help the reader assess the affordability of the District’s current level of outstanding debt and the District’s ability to issue additional debt in the future.</i></p>	42-43
<p><b>Demographic and Economic Information</b>  <i>These schedules offer demographic and economic indicators to help the reader understand the environment within which the District’s financial activities take place.</i></p>	44-45
<p><b>Operating Information</b>  <i>This schedule contains service and infrastructure data to help the reader understand how the information in the District’s financial report relates to the services the District provides and the activities it performs.</i></p>	46



**FAIR OAKS WATER DISTRICT**  
**Schedule of Net Position by Component**  
**(Accrual Basis of Accounting)**  
**Last Ten Years**

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Net Position:										
Investment in Capital Assets	\$ 35,938,143	\$ 35,615,871	\$ 35,726,924	\$ 36,734,853	\$ 36,994,582	\$ 36,229,598	\$ 38,283,094	\$ 40,303,517	\$ 40,447,517	\$ 40,978,251
Restricted	-	144,521	-	584,895	1,620,304	1,646,504	931,024	122,855	58,790	-
Unrestricted	<u>4,494,411</u>	<u>5,823,154</u>	<u>6,865,365</u>	<u>7,437,764</u>	<u>6,747,891</u>	<u>6,043,969</u>	<u>6,256,477</u>	<u>5,776,867</u>	<u>7,021,035</u>	<u>7,098,625</u>
Total Net Position	<u>\$ 40,432,554</u>	<u>\$ 41,583,546</u>	<u>\$ 42,592,289</u>	<u>\$ 44,757,512</u>	<u>\$ 45,362,777</u>	<u>\$ 43,920,071</u>	<u>\$ 45,470,595</u>	<u>\$ 46,203,239</u>	<u>\$ 47,527,342</u>	<u>\$ 48,076,876</u>

Source:  
District Finance Department

**FAIR OAKS WATER DISTRICT**  
**Schedule of Changes in Net Position**  
**(Accrual Basis of Accounting)**  
**Last Ten Years**

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
<b>Operating Revenues:</b>										
Water Sales	\$ 7,761,988	\$ 7,495,787	\$ 7,661,048	\$ 7,822,281	\$ 8,638,571	\$ 8,664,555	\$ 8,938,972	\$ 8,877,730	\$ 8,847,329	\$ 9,588,767
Water Sales-Groundwater				922,647	-	-	-	-	-	-
Water Sales-Water Transfer					397,293	24,037	133,475	-	713,189	5,184
Water Service and Other	<u>253,614</u>	<u>351,270</u>	<u>309,614</u>	<u>496,810</u>	<u>430,275</u>	<u>369,397</u>	<u>272,117</u>	<u>240,679</u>	<u>317,050</u>	<u>375,256</u>
Total Operating Revenues	8,015,602	7,847,057	7,970,662	9,241,738	9,466,139	9,057,989	9,344,564	9,118,409	9,877,568	9,969,207
<b>Operating Expenses:</b>										
Water Supply and Pumping	\$ 1,737,491	\$ 1,734,274	\$ 1,951,434	\$ 2,338,221	\$ 2,608,597	\$ 2,749,523	\$ 2,628,409	\$ 2,673,089	\$ 2,637,321	\$ 2,631,524
Operations and Maintenance	1,572,160	1,583,836	1,959,525	2,045,739	1,915,621	2,171,907	2,492,361	1,898,236	2,131,229	2,740,571
Customer Service	462,377	473,289	479,512	533,080	551,642	568,516	662,646	624,859	759,369	787,491
Administrative and General	1,232,436	1,252,214	1,443,107	1,551,666	1,524,294	1,824,575	1,647,115	1,561,099	1,739,330	2,074,509
Depeiciation and Amortization	<u>2,149,267</u>	<u>2,140,364</u>	<u>2,262,124</u>	<u>2,325,912</u>	<u>2,396,432</u>	<u>2,445,861</u>	<u>2,590,206</u>	<u>2,499,702</u>	<u>2,382,326</u>	<u>2,291,244</u>
Total Operating Expenses	7,153,731	7,183,977	8,095,702	8,794,618	8,996,586	9,760,382	10,020,737	9,256,985	9,649,575	10,525,339
Net Income From Operations	861,871	663,080	(125,040)	447,120	469,553	(702,393)	(676,173)	(138,576)	227,993	(556,132)
<b>Non-Operating Revenues (Expenses):</b>										
Interest Revenue	14,785	17,955	48,255	73,313	215,612	293,477	136,729	(16,245)	(42,278)	424,100
Other Revenues	70,495	22,744	78,772	70,019	38,372	38,228	5,224	90,777	31,641	23,283
Pipeline Rehabilitation	-	-	-	(57,062)	(1,415,654)	(1,281,525)	(164,949)	-	-	-
Interest Expense	-	-	-	-	-	-	-	-	-	-
Total Non-Operating Revenues (Expenses)	85,280	40,699	127,027	86,270	(1,161,670)	(949,820)	(22,996)	74,532	(10,637)	447,383
Net Income (Loss) Before Capital Contributions	947,151	703,779	1,987	533,390	(692,117)	(1,652,213)	(699,169)	(64,044)	217,356	(108,749)
<b>Capital Contributions:</b>										
Connection Fees and Annexation Fees	131,165	203,699	77,860	822,741	1,027,551	43,071	69,221	63,068	79,989	44,523
Other Capital Revenues	20,656	12,209	31,776	70,492	73,228	166,436	86,071	59,856	73,626	141,842
Capital Contributions	-	134,800	288,000	738,600	196,603	-	1,978,901	673,764	-	-
Capital Grant Revenue	-	96,505	609,120	-	-	-	115,500	-	953,132	471,918
Total Capital Contributions	151,821	447,213	1,006,756	1,631,833	1,297,382	209,507	2,249,693	796,688	1,106,747	658,283
Changes in Net Position	<u>\$ 1,098,972</u>	<u>\$ 1,150,992</u>	<u>\$ 1,008,743</u>	<u>\$ 2,165,223</u>	<u>\$ 605,265</u>	<u>\$ (1,442,706)</u>	<u>\$ 1,550,524</u>	<u>\$ 732,644</u>	<u>\$ 1,324,103</u>	<u>\$ 549,534</u>

Source:  
District Finance Department

**FAIR OAKS WATER DISTRICT**  
**Water Sales by Type of Customers**  
**Last Ten Years**

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018*</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Water Sales:										
Residential	\$ 6,504,193	\$ 6,315,023	\$ 6,444,271	\$ 6,580,577	\$ 7,260,156	\$ 7,282,766	\$ 7,534,167	\$ 7,471,901	\$ 7,448,624	\$ 8,077,835
Non-residential <sup>(a)</sup>	<u>1,257,795</u>	<u>1,180,764</u>	<u>1,216,777</u>	<u>1,241,704</u>	<u>1,378,415</u>	<u>1,381,789</u>	<u>1,404,805</u>	<u>1,405,829</u>	<u>1,398,705</u>	<u>1,510,932</u>
Total Water Sales	\$ 7,761,988	\$ 7,495,787	\$ 7,661,048	\$ 7,822,281	\$ 8,638,571	\$ 8,664,555	\$ 8,938,972	\$ 8,877,730	\$ 8,847,329	\$ 9,588,767
Total Water Deliveries (AF)	9,591	8,130	8,701	9,576	9,691	9,399	10,452	9,973	9,589	9,043
Rate per Acre Foot (AF)	\$ 809.30	\$ 921.99	\$ 880.48	\$ 816.86	\$ 891.40	\$ 921.86	\$ 855.24	\$ 890.18	\$ 922.65	\$ 1,060.35

(a) Non-residential includes multi-family, institutional, industrial, commercial and landscape irrigation.

\* 2018 has been reclassified to reflect proper category.

Source:

District Finance Department

**FAIR OAKS WATER DISTRICT**  
**Principal Rate Payers**  
**Current Year and Nine Years Prior**

	<u>2023</u>			<u>2014</u>		
	<u>Revenues Collected</u>	<u>Rank</u>	<u>Percent of Total Water Sales</u>	<u>Revenues Collected</u>	<u>Rank</u>	<u>Percent of Total Water Sales</u>
<b>Rate Payers</b>						
Rollingwood, LLC	\$ 162,652	1	1.70%	\$ 135,769	1	1.75%
San Juan School District	92,684	2	0.97%	89,378	2	1.15%
Fair Oaks Recreation & Park District	88,699	3	0.93%	57,662	4	0.74%
Primrose HOA	71,972	4	0.75%	60,300	3	0.78%
Watermarke Properties	55,692	5	0.58%	45,488	6	0.59%
NMC Madison Marketplace, LLC	55,350	6	0.58%	-		
Fair Oaks Fountains LLC	37,422	7	0.39%	30,128	9	0.39%
Sacramento Fair Oaks Blvd. Apts. LP	36,814	8	0.38%			
Madison Hills Property Owner LLC	36,507	9	0.38%	30,289	8	0.39%
County of Sacramento	36,420	10	0.38%	21,873	10	0.28%
The Realty Associates Fund				55,727	5	0.72%
Sacramento Bella Lago, LLC				44,465	7	0.57%
Village @ Fair Oaks	-		-	26,856	9	0.35%
<b>Total</b>	<b>\$ 674,212</b>		<b>7.03%</b>	<b>\$ 597,935</b>		<b>7.70%</b>
<b>Total Water Sales</b>	<b>\$ 9,588,767</b>			<b>\$ 7,761,988</b>		

Source:  
District Finance Department

**FAIR OAKS WATER DISTRICT**  
**Ratios of Outstanding Debt by Type and Number of Connections**  
**Last Ten Years**

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Debt:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-	-	-	-	-
Total Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Number of Service Connections	14,278	13,894	13,996	13,986	14,031	14,241	14,390	14,390	14,371	14,380
Debt Per Capita	-	-	-	-	-	-	-	-	-	-

Source:  
 District Finance Department

**FAIR OAKS WATER DISTRICT**  
**Schedule of Debt Service**  
**Last Ten Years**

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Net Revenue										
Debt Service	None	None	None	None	None	None	None	None	None	None
Coverage										

Source:  
District Finance Department

**FAIR OAKS WATER DISTRICT  
Demographic and Economic Statistics\*\*  
Last Ten Years**

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Personal Income <sup>(1)*</sup>	\$ 65,126,187	\$ 69,870,482	\$ 72,878,458	\$ 76,832,120	\$ 80,969,087	\$ 85,775,621	\$ 90,908,707	98,105,641	97,517,936	unavailable
Population <sup>(1)</sup>	1,482,026	1,501,335	1,514,460	1,530,615	1,540,975	1,552,058	1,559,146	1,588,106	1,584,169	unavailable
Per Capita Personal Income <sup>(1)</sup>	\$ 43,944	\$ 46,539	\$ 48,122	\$ 50,197	\$ 52,544	\$ 55,266	58,307	61,775	61,558	unavailable
Unemployment Rate <sup>(2)</sup>	7.3%	6.0%	5.4%	4.6%	3.8%	3.7%	9.3%	7.0%	4.0%	4.4%

\*Amounts are expressed in thousands.

\*\*Information on Demographic and Economic statistics are for the County of Sacramento since Fair Oaks is unincorporated and is reported under the County of Sacramento. Separate demographic and economic statistical information for Fair Oaks are not available.

Sources:

<sup>(1)</sup>Bureau of Economic Analysis, US Department of Commerce

<sup>(2)</sup>California State Employment Development Department: Some of the prior year data was adjusted to reflect actual because December preliminary was used.

**FAIR OAKS WATER DISTRICT  
Top Ten Employers\*  
Current Year and Nine Years Prior**

<u>Employers</u>	<u>2023</u>			<u>2014</u>		
	<u>Total Employee</u>	<u>Rank</u>	<u>Percent of Total Employed</u>	<u>Total Employee</u>	<u>Rank</u>	<u>Percent of Total Employed</u>
State of California	107,876	1	11.84%	72,220	1	11.46%
UC Davis Health System	16,075	2	2.30%	9,905	4	1.57%
Sacramento County	13,252	3	1.90%	10,700	2	1.70%
Kaiser Permanente	10,934	4	1.57%	5,421	8	0.86%
US Government	10,507	5	1.50%	9,906	3	1.57%
Sutter Health Sacramento Sierra Region	9,350	6	1.34%	7,352	5	1.17%
Dignity Health	7,353	7	1.05%	6,212	6	0.99%
Intel Corp.	5,000	8	0.72%	6,000	7	0.95%
San Juan Unified School District	4,801	9	0.69%	-		
Los Rios Community College District	3,049	10	0.44%			
Sacramento City Unified School District	-		-	4,200	10	0.67%
Elk Grove Unified School District	-		-	5,410	9	0.86%
<b>Total</b>	<b>188,197</b>		<b>23.34%</b>	<b>137,326</b>		<b>21.78%</b>
<b>Total Employed by Sacramento County<sup>(2)</sup></b>	<b>698,500</b>			<b>630,392</b>		

\*Information on Demographic and Economic statistics are for the County of Sacramento since Fair Oaks is unincorporated and is reported under the County of Sacramento. Separate demographic and economic statistical information for Fair Oaks are not available.

Sources:

<sup>(1)</sup>Sacramento Business Journal

<sup>(2)</sup>California State Employment Development Department



**FAIR OAKS WATER DISTRICT  
Operating Information  
Last Ten Years**

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
<b>Water Services:</b>										
Number of Service Connections	14,278	13,894	13,996	13,986	14,031	14,241	14,390	14,390	14,371	14,380
Annual Demand in AF	9,591	8,130	8,701	9,576	9,691	9,399	10,452	9,973	9,589	9,043
Average Daily Demand in MGD	8.56	7.26	7.77	8.55	8.65	8.40	9.31	9.97	8.38	8.07
Maximum Day Demand in MGD	15.98	11.82	14.7	16.4	16.2	16.1	16.6	16.1	14.6	15.0
<b>Meters:</b>										
New Installations	4	115	95	4	10	105	149	14	11	7
Replacement	454	493	195	295	113	134	121	73	132	237
<b>Leaks:</b>										
Water Main	17	19	13	9	10	10	8	7	6	5
Service	32	61	35	45	28	40	41	53	63	35
<b>Hydrants:</b>										
New Installations	2	13	6	4	-	-	-	-	1	-
Upgrades	13	31	13	17	17	12	12	16	18	12
<b>Main Line Valves:</b>										
New Installations	5	44	17	2	-	-	2	6	3	4
Replacement	24	-	18	-	2	1	9	3	-	2
<b>Services:</b>										
New Installations	4	115	95	4	17	105	149	14	15	9
Replacement	59	95	123	83	67	46	64	54	67	47
<b>Major Facilities:</b>										
Wells	6	6	6	7	6	6	6	6	5	6
Tank	1	1	1	1	1	1	1	1	1	1
Booster Station	1	1	1	1	1	1	1	1	1	1
Pressure Regulation Valves	4	4	4	4	4	4	4	4	4	4
Miles of Pipeline	180	180	181.9	182.36	182.82	183.05	185.59	185.59	185.59	186.12
<b>Personnel (FTE)</b>										
Customer Service	3	3	2.5	3	3	3	3	3	3	3
Administration	5	5	5	5	5	5	5	5	5	5
Operations & Maintenance*	20	20	20	19.5	19	19	21	19	18	19
Water Supply & Pumping	1	1	1	1	1	1	1	1	1	1
Total (FTE)**	29	29	28.5	28.5	28	28	30	28	27	28

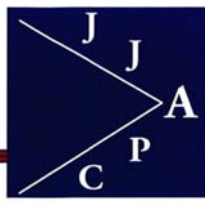
\*Combined Operations & Maintenance to reflect current District reporting.

\*\*Some years have been updated to reflect part-time/temporary employees.

Source:  
District Finance Department



**COMPLIANCE SECTION**



**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON  
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING  
STANDARDS**

**INDEPENDENT AUDITOR'S REPORT**

To the Board of Directors of the  
Fair Oaks Water District  
Fair Oaks, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities of Fair Oaks Water District (District) as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise District's basic financial statements, and have issued our report thereon dated April 12, 2024.

***Report on Internal Control over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions 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. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified certain deficiencies in internal control, described in the schedule of findings and responses as item 2023-001 that we consider to be significant deficiencies.

***Report on Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Fair Oaks Water District's Response to Findings**

*Government Auditing Standards* requires the auditor to perform limited procedures on the District's response to the findings identified in our audit and described in the accompanying schedule of findings and responses. The District's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

April 12, 2024

*JJACPA, Inc.*

**JJACPA, Inc.**

**Dublin, CA**



10326 Fair Oaks Boulevard  
Fair Oaks, CA 95628  
Tel: (916) 967-5723  
Fax: (916) 967-0153  
[www.fowd.com](http://www.fowd.com)

**April 15, 2024**

**Staff Report Briefing Materials**

**AGENDA ITEM VI.2**

**Discussion on FOWD Water Supply for the month of March 2024**

**AGENDA ITEM VI.2**

REGULAR Board Meeting April 15, 2024

To: Board of Directors  
 From: Tom R. Gray  
 Date: April 8, 2024  
 Subject: Discussion on FOWD Water Supply for the month of March 2024

**Recommendation:**

None.

**Discussion:**

According to the Accuweather.com website, the recorded average daily temperature in March 2024 was 54.0° F, which is 1.0 degree below the historic average of 55.0° F for March. Precipitation for March 2024 was recorded at 2.84” according to the Department of Water Resources Chicago rain station located in Fair Oaks.

The wholesale connections provided **368.35** AC-FT (92.27%) of surface water and FOWD groundwater wells produced **30.87** AC-FT (7.73%) to meet the total water demand of **399.22** AC-FT.

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

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

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

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

	Forward <u>Flow, AC-FT</u>	Reverse <u>Flow, AC-FT</u>	<u>Total, AC-FT</u>
CTP Connection	232.99	0.00	232.99
FO-40 (39”)	135.37	0.01	135.36
<b>TOTAL FROM SJWD</b>	<b>368.36</b>	<b>0.01</b>	<b>368.35</b>

The average daily flow from wholesale connections for the month of March 2024 was recorded at 2,701 GPM.

The maximum day water demand was reached on March 17, 2024, and was recorded at approximately 5.34 million gallons (MG) with the wholesale connections providing 4.54 MG and FOWD groundwater wells providing 0.80 MG. The minimum day water demand was recorded on March 4, 2024, at 3.37 MG. The average day demand was calculated at 4.24 MG.

The 10-year total average water use for the month of March is 438.99 AC-FT and March 2013 total water demand was recorded at 661.68 AC-FT. The March 2024 total water demand of 399.22 AC-FT represents

a decrease of 9.06% from the March 10-year average, a 39.67% decrease from March 2013 consumption, and an 18.96% increase from 2023 consumption.

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

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

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

Town Well	–	3.99 AC-FT
Heather Well	–	8.01 AC-FT
Northridge Well	–	1.84 AC-FT
Madison Well	–	7.89 AC-FT
Skyway Well	--	<u>9.14 AC-FT</u>
<b>TOTAL GROUNDWATER</b>		<b>30.87 AC-FT</b>

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

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

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

**Fiscal Impact:**

None.

**Policy Implications:**

None.



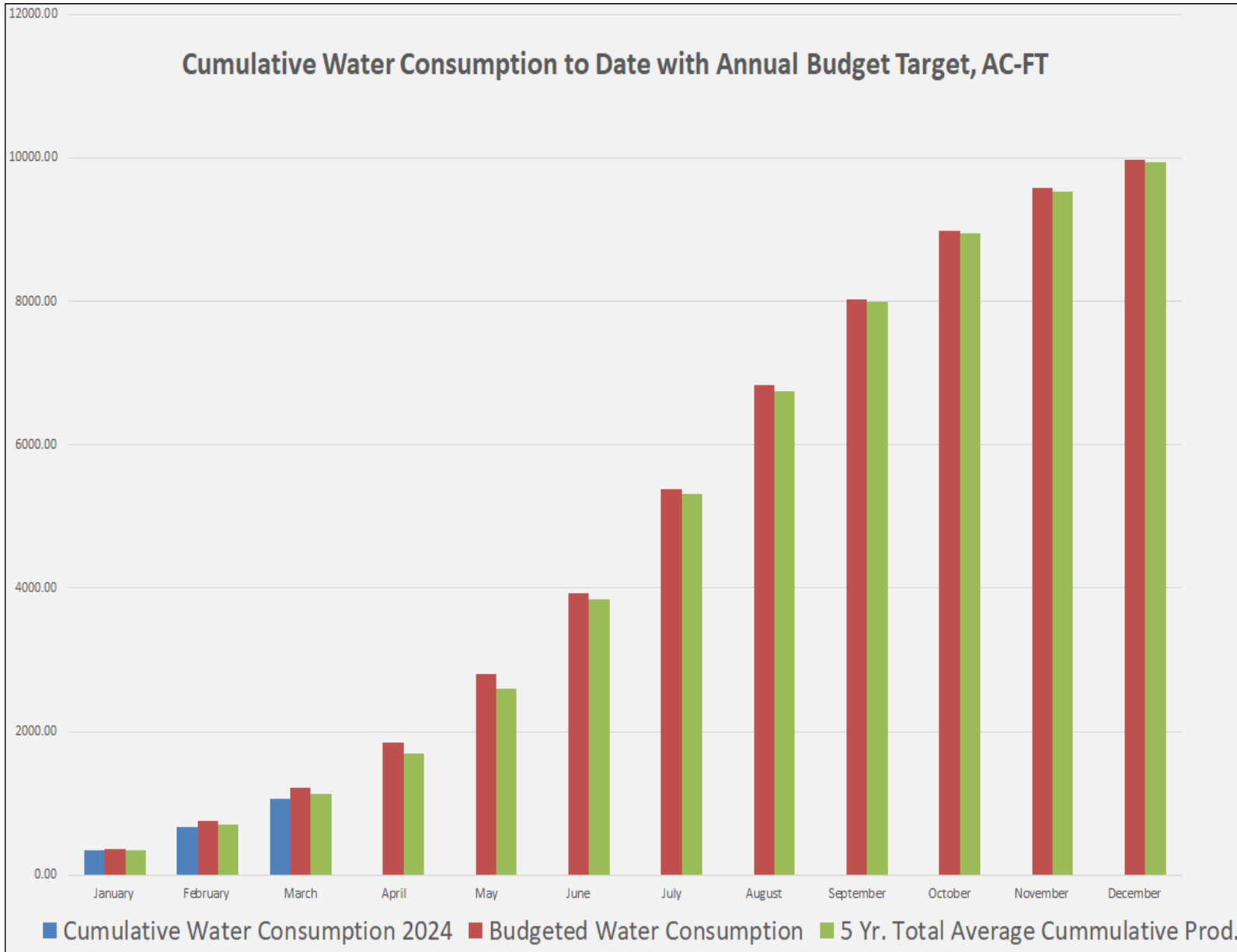


Exhibit A



### Fair Oaks Water District 2024 Surface and Groundwater Production

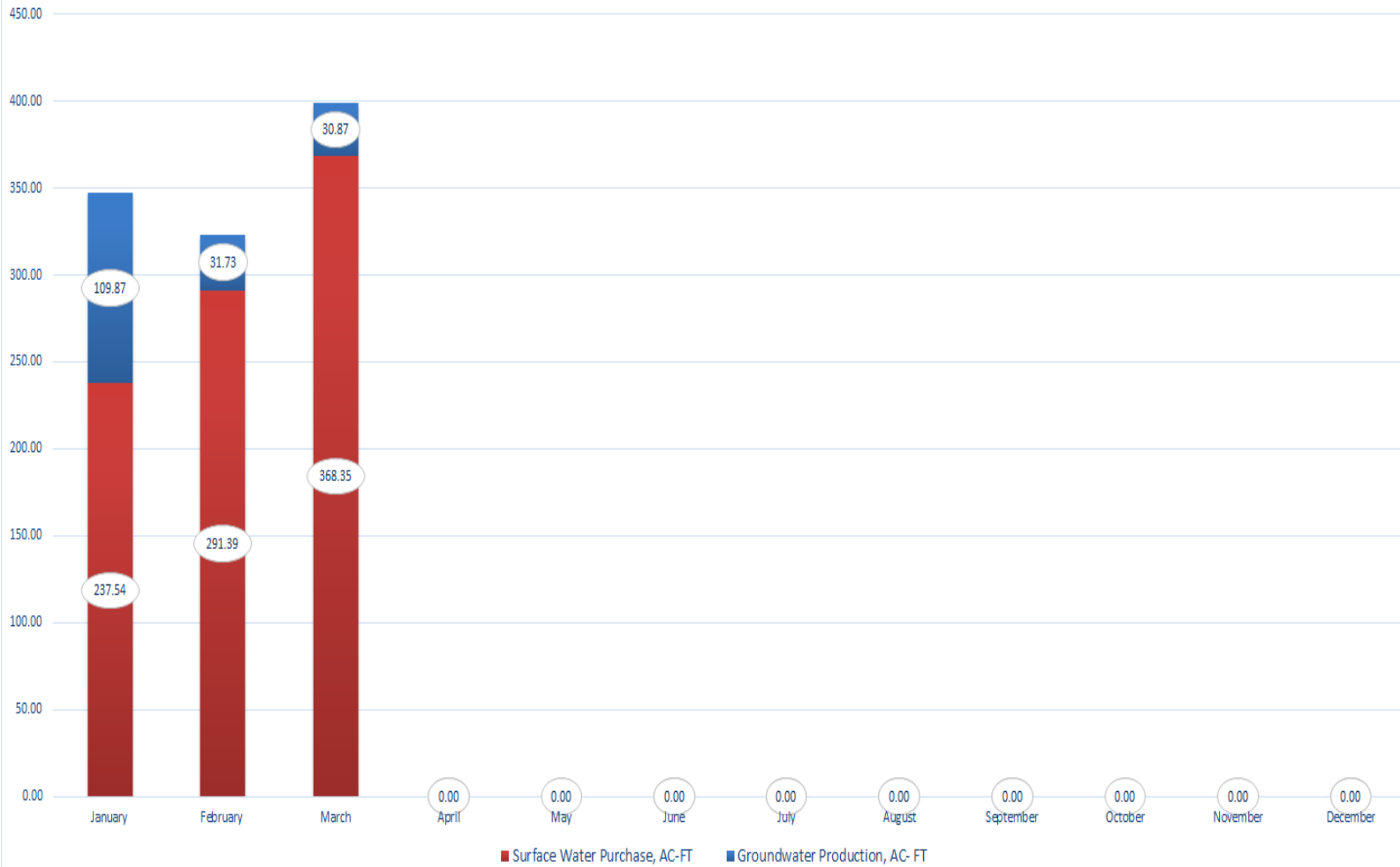
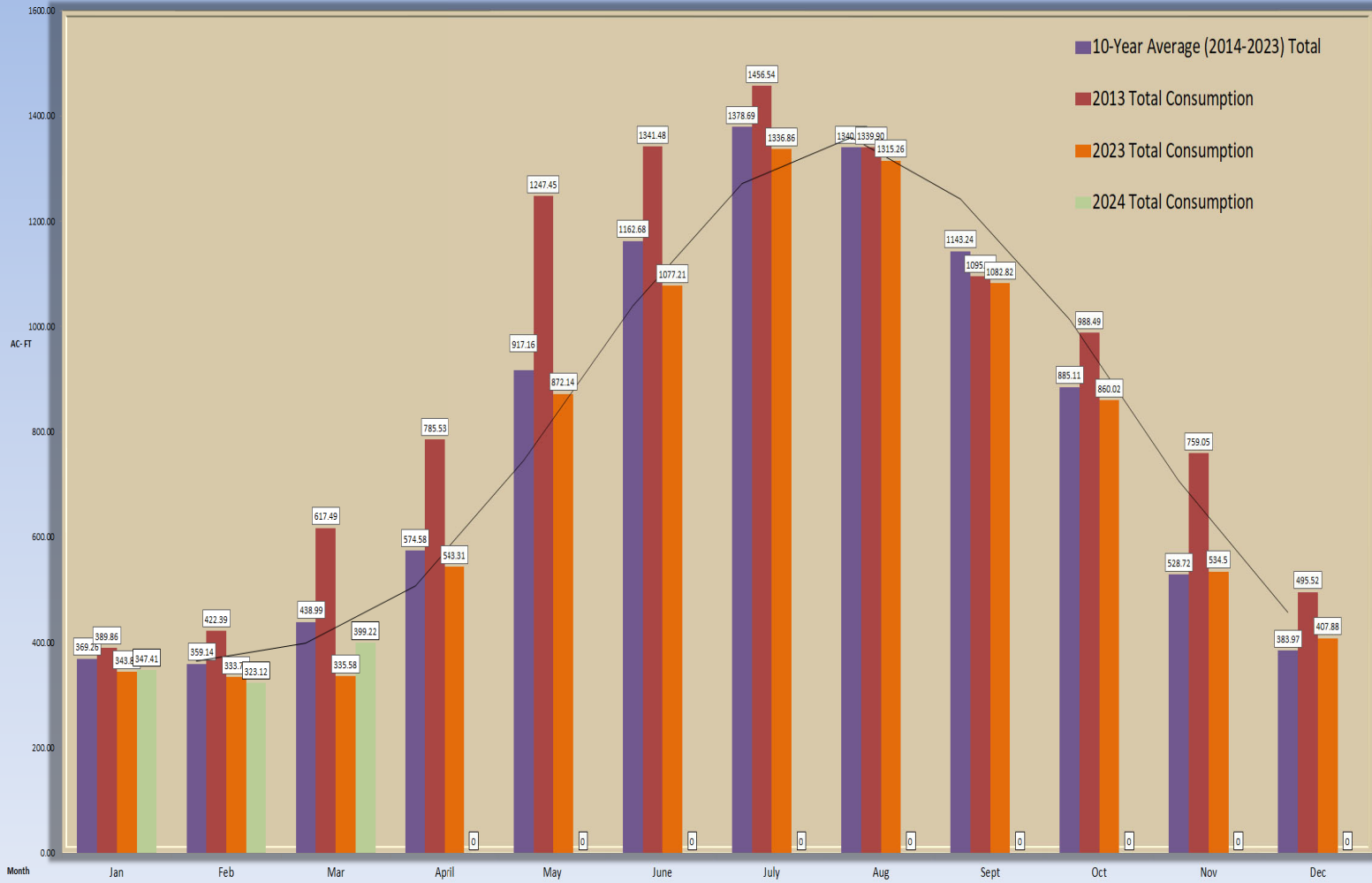


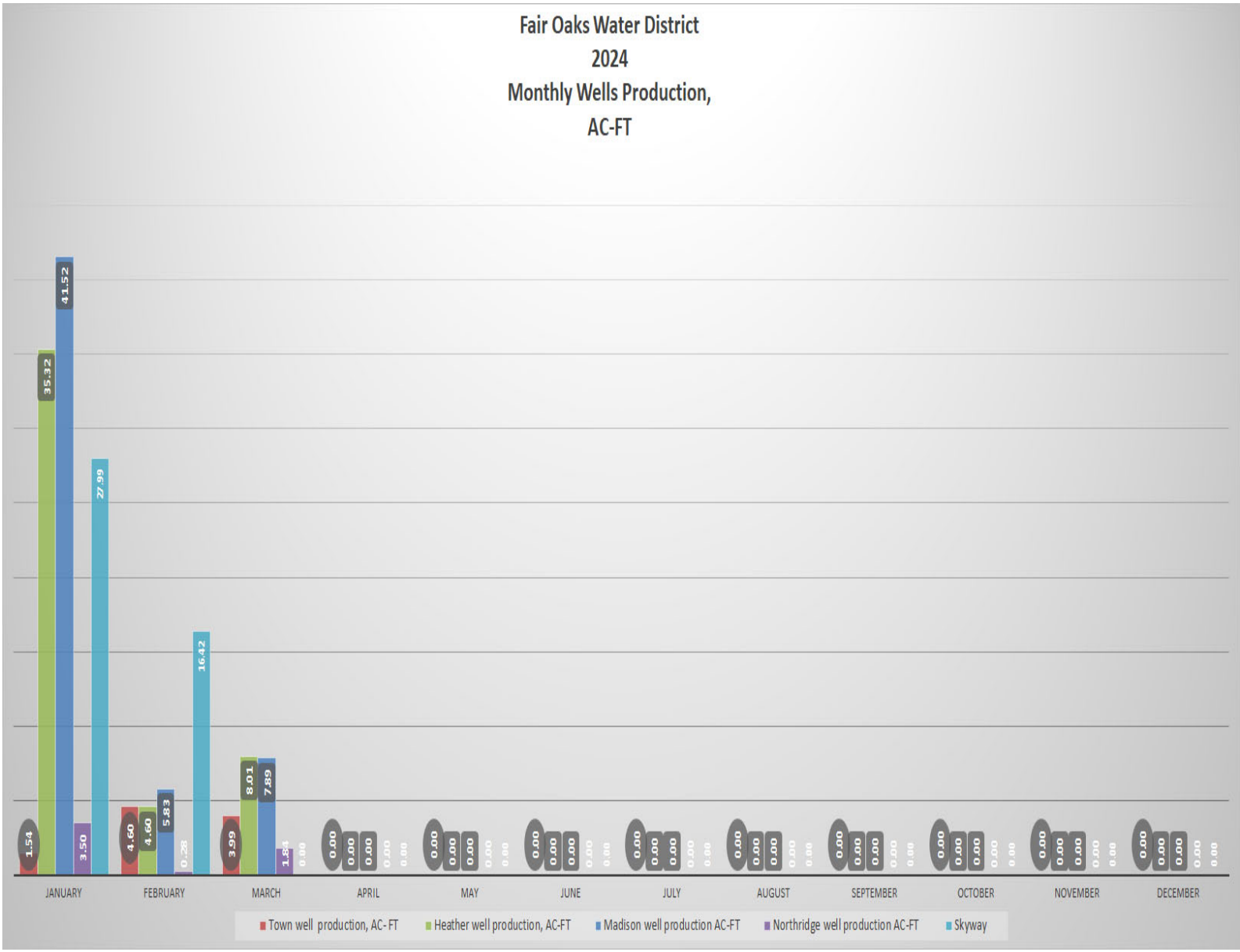
Exhibit B



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



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



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**April 15, 2024**

**Staff Report Briefing Materials**

**AGENDA ITEM VI.3**

**Public disclosure and discussion on press release “Water Agencies File Lawsuit to Protect Water Rates and Local Control”**

**AGENDA ITEM VI.3**

REGULAR Board Meeting April 15, 2024

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To: Board of Directors  
From: Tom R. Gray  
Date: April 11, 2024  
Subject: Public disclosure and discussion on press release “Water Agencies File Lawsuit to Protect Water Rates and Local Control”

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**Recommendation:**

None – information item.

**Discussion:**

On April 10, 2024 the Citrus Heights Water District and Fair Oaks Water District jointly filed Sacramento Superior Court Case No. 24WM000064.

As a public disclosure to FOWD customers, we have attached a copy of the CHWD Board and FOWD Board approved April 11, 2024 press release related to the litigation.

Copies of both the documents filed for Sacramento Superior Court Case No. 24WM000064 and the related press release can be found on the FOWD website at [www.fowd.com](http://www.fowd.com).

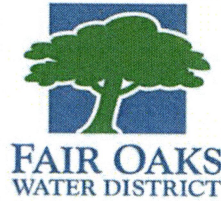
**Policy Implications:**

None because of the recommended action.

**Fiscal Impact:**

To be determined.





FOR IMMEDIATE RELEASE

Media Contact: Kayleigh Shepard, (916) 725-6873 ext 134

## **Water Agencies File Lawsuit to Protect Water Rates and Local Control**

*Citrus Heights Water District and Fair Oaks Water District stand with customers against alleged San Juan Water District wholesale water rate overcharge*

Citrus Heights, CA (**April 11, 2024**) – As a last resort, Citrus Heights Water District (CHWD) and Fair Oaks Water District (FOWD) filed a joint lawsuit against their wholesale water provider, San Juan Water District (SJWD). CHWD and FOWD elected officials, who represent about two-thirds of SJWD’s population, unanimously backed the case. The districts allege that SJWD’s rate increase illegally overcharges CHWD and FOWD customers.

“Wholesale water from SJWD is CHWD’s single largest outbound cost. We are committed to making sure our customers pay their fair share - and no more,” said CHWD Board President Caryl Sheehan. “Local residents, business owners, and our Districts pleaded with the SJWD Board to work with us, but they simply approved the rates over our opposition.”

SJWD’s Board of Directors voted to approve the higher rates on December 13, 2023, with only Director Pam Tobin voting against the increase, and urging more coordination with CHWD and FOWD.

“SJWD approved unfair rates that also make it more expensive to use local water supplies that we’ve already invested in,” said Chris Petersen, FOWD Board President. “At the end of the day, litigation is something that FOWD and CHWD wanted to avoid, but found necessary for better, fairer rates.”

SJWD is a wholesale water agency that provides water to local water agencies, including FOWD and CHWD, who in turn deliver it to homes and businesses. SJWD provides water directly to homes and businesses in the Granite Bay area. SJWD also sells much of its least expensive water to others, which the districts allege leaves CHWD and FOWD customers with higher bills.

The complaint suggests that under the new rate plan that SJWD recently approved, local water agencies are *disincentivized to conserve or use local, reliable groundwater*. This appears to conflict with State policy or decades-long efforts to build regional water supply resiliency. The current rate plan could make the region more vulnerable to water shortages and keep rates artificially high for CHWD and FOWD customers.

The Superior Court of California, County of Sacramento will assign a judge to oversee the case. CHWD and FOWD will keep the community up to date as the lawsuit progresses. The Districts encourage customers to stay informed about this important issue.

Stay informed:

[www.chwd.org/lawsuit](http://www.chwd.org/lawsuit)

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

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**April 15, 2024**

**Staff Report Briefing Materials**

**AGENDA ITEM X.1**

**Maintenance Work Report**



# FAIR OAKS WATER DISTRICT

## GENERAL MANAGER'S REPORT TO BOARD OF DIRECTORS APRIL 15, 2024 REGULAR MEETING

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

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

Service Count - by service type					
	Active	Disconnected		Total	
		Maintenance	Collection	No Meter	Meter
Single Family	12,821	158	14	0	12,993
Multi Family	620	3	0	0	623
Commercial	293	11	1	0	305
Industrial	0	0	0	0	0
Institutional	90	9	0	2	97
Irrigation	222	32	5	0	259
Fire	99	2	0	101	0
			Subtotal	103	14,277
<b>Total</b>	<b>14,145</b>	<b>215</b>	<b>20</b>		<b>14,380</b>

Service Count - by meter size										
	1"	1.5"	2"	3"	4"	6"	8"	10"	Total	
Metered	13,324	604	303	11	19	9	4	3	14,277	
Not Metered	2	0	1	0	35	41	23	1	103	

2024 Water Supply - units of production: acre-feet (AF)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
SW	237.54	291.39	368.35										897.28
GW	109.87	31.73	30.87										172.47
CWD	0.00	0.00	0.00										0.00
<b>Total</b>	<b>347.41</b>	<b>323.12</b>	<b>399.22</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,069.75

Groundwater Supply - percentage (%)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2024	32%	10%	8%										16%

Drought Reduction By Volume - acre-feet (AF)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2024	347.41	323.12	399.22										1,069.75
2013	401.21	428.28	661.68										1,491.17
%	13.41	24.55	39.67										28.26

Residential Water Use - residential gallons per-capita per day (R-GCPD) <sup>1</sup>													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average
2024	76	75	87										79

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



# Monthly Maintenance Work Report

Date	Address	Type
<b>AMR Replacements</b>	<b>Monthly Total</b>	<b>49</b>
		<b>AMR / R900i #</b>
3/8/2024	7839 MAGNOLIA AVE	1578469750
3/8/2024	7813 NEAL ST	1578486180
3/8/2024	7529 WILLOWVIEW CT	1578485230
3/8/2024	4928 VIR MAR ST	1578455392
3/8/2024	7816 PALMYRA DR	1578440564
3/8/2024	5051 ROMERO WAY	1578440554
3/8/2024	7533 WESTOVER CT	1578432966
3/8/2024	7794 SUNSET AVE	1577324720
3/8/2024	4704 MINNESOTA AVE	1577301976
3/8/2024	7712 OLIVE ST	1577292182
3/8/2024	4433 NEW YORK AVE	1577278740
3/8/2024	7445/7447 TIERRA WAY	1578458556
3/8/2024	7456 FAIRWAY TWO AVE	1578440558
3/8/2024	7981/7983 CAVALLI WAY	1578468758
3/8/2024	7965/7967 CAVALLI WAY	1578443016
3/11/2024	8701 EL CHAPUL WAY	1577302382
3/11/2024	4431 BIJAN CT	1577300582
3/12/2024	8101 SHANGRILA DR	1577286240
3/18/2024	8805 JONNIE WAY	1544413038
3/18/2024	5541 WALDRON ST	1578480502
3/18/2024	8666 PERSHING AVE	1578458544
3/18/2024	5607 BOLTRES ST	1578037160
3/18/2024	5000 SHAMROCK DR	1577275938
3/19/2024	4250 SUNRISE BLVD	1546623586
3/21/2024	8255 OAHU DR	1578443300
3/21/2024	8133 KAULA DR	1578143926
3/21/2024	8139 KAULA DR	1578039802
3/21/2024	8279 KAULA DR	1577902392
3/21/2024	8204 KAULA DR	1577902352
3/22/2024	5550 KENNETH AVE	1577286230
3/22/2024	5446 CANNES WAY	1577307988

Date	Address	Type
3/22/2024	4348 CENTRAL AVE	1577320572
3/22/2024	5032 OSGOOD WAY	1578440568
3/22/2024	8728 JONNIE WAY	1578457796
3/22/2024	5030 SHAMROCK DR	1574606598
3/22/2024	4124 NATOMA AVE	1577297042
3/22/2024	5251 MAUI WAY	1578443008
3/22/2024	8766 MOHAWK WAY	1578486094
3/22/2024	4140 SUNRISE BLVD	1577956946
3/22/2024	8163 WOODLEAF DR	1578455400
3/28/2024	8713 MCHERN CT	1574406252
3/28/2024	8806 VILLA CAMPO WAY	1574426790
3/28/2024	8301 HIDDEN VALLEY CIR	1574607758
3/28/2024	5025 GERHARDT PL	1577321102
3/28/2024	5212 LINCOLN VILLA WAY	1574611948
3/28/2024	8304 WINDING WAY	1577286220
3/28/2024	5440 GREENBRIER WAY	1577292160
3/28/2024	4532 OAK GLEN WAY	1574413544
3/28/2024	5448 BUENA VENTURA WAY	1577286216

1" Meter Install	Monthly Total	3	Meter #
3/7/2024	4230 OLGA LN		16411302
3/11/2024	8701 EL CHAPUL WAY		16411304
3/15/2024	5034 BLANCHARD CT		16411305

Leaks	Monthly Total	6	DETAIL
3/1/2024	4901 MINNESOTA AVE		MAIN LEAK
3/8/2024	5521 NORWAY DR		SERVICE LEAK
3/12/2024	5010 HAZEL AVE		TRANSMISSION MAIN LEAK
3/14/2024	5230 MAUI WAY		SERVICE LEAK
3/20/2024	3995 VILLA CT		SERVICE LEAK
3/21/2024	5523 BROME CT		SERVICE LEAK

Distribution Repairs	Monthly Total	3	DETAIL
3/1/2024	4901 MINNESOTA AVE		8" MAIN REPAIR
3/4/2024	4532 PENNSYLVANIA AVE		6" MAIN REPAIR
3/26/2024	5010 HAZEL AVE		28" MAIN REPAIR

Date	Address		Type
<b>System Upgrades</b>	<b>Monthly Total</b>	<b>10</b>	<b>DETAIL</b>
3/5/2024	8982 LEEDY LN		1" SVC UPGRADE
3/6/2024	5004 RUNWAY DR		1" SVC UPGRADE
3/8/2024	8164 RIDGETOP CT		HYDRANT UPGRADE
3/12/2024	5072 COCOA PALM DR		HYDRANT UPGRADE
3/14/2024	5230 MAUI WAY		1" SVC UPGRADE
3/19/2024	5521 NORWAY DR		1" SVC UPGRADE
3/19/2024	5511 NORWAY DR		1" SVC UPGRADE
3/21/2024	3995 VILLA CT		1" SVC UPGRADE
3/27/2024	9216 BLUE OAK DR		1" SVC UPGRADE
3/28/2024	5523 BROME CT		1" SVC UPGRADE



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April 15, 2024

Staff Report Briefing Materials

**AGENDA ITEM X.2**

Capital Projects Status Report

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

Project Description	2024 Year-to-Date								Total Project					Project Status Comments
	2024 Approved Budget	Budget Transfers	2023 C/F**	Adjusted Budget Amount	Year-to-Date-Expenses	Remaining Funds	YTD Percent \$ Expended	Percent Completed	Total Budget/Fund to Date	Total Expenses to Date	Total Project Remaining Fund	Total Project Percent \$ Expended	Prior Years Expenses (WIP Projects)	
1 New York Well Design (C24WTNYWD)	\$ -	\$ -	\$ 23,404	\$ 23,404	\$ -	\$ 23,404	0%	96%	\$ 365,546	\$ 342,142	\$ 23,404	94%	\$ 342,142	Plans and specifications are being revised prior to bidding the project.
2 New York Well Drilling & Equipment (C24WTNYWDE)	2,940,000	-	-	2,940,000	2,335.50	2,937,665	0%	50%	3,855,744	918,079	2,937,665	24%	915,744	KASL/Frisch Engineering are in the process of reviewing the second submittal from Trillium for the order for the pump, motor and 3R aquifer storage and recovery valve.
3 Skyway Drilling & Equipment (C24WTSDE)	-	-	341,966	341,966	95,592.93	246,373	28%	85%	2,762,903	2,516,529	246,373	91%	2,420,936	Project is near completion. Outstanding items remaining are replacement of a failed breaker for the generator and providing final As-Built plans, along with closeout paperwork.
4 Northridge Well Replacement - Design (C24WTNWRD)	450,000	-	-	450,000	362.59	449,637	0%	0%	450,000	363	449,637	0%	-	A request for proposal for engineering services has been distributed and posted on 4/1/24.
5 Northridge Well Replacement - Equipping (C24WTNWRE)	1,450,000	-	-	1,450,000	-	1,450,000	0%	0%	1,450,000	-	1,450,000	0%	-	
6 Gum Ranch Tank Site (C24WTGRTS)	214,000	-	56,335	270,335	471.01	269,864	0%	14%	317,700	47,836	269,864	15%	47,365	
<b>Subtotal Wells &amp; Tanks</b>	<b>\$ 5,054,000</b>	<b>\$ -</b>	<b>\$ 421,705</b>	<b>\$ 5,475,705</b>	<b>\$ 98,762.03</b>	<b>\$ 5,376,943</b>			<b>\$ 9,201,892</b>	<b>\$ 3,824,949</b>	<b>\$ 5,376,943</b>		<b>\$ 3,726,187</b>	
7 Hydrant Upgrades (C24TDHU)	\$ 250,000	\$ -	\$ 3,200	\$ 253,200	\$ 70,354.59	\$ 182,845	28%	25%	\$ 253,200	\$ 70,355	\$ 182,845	28%	\$ -	
8 New Hydrants (C24TDNH)	80,000	-	-	80,000	-	80,000	0%	0%	80,000	-	80,000	0%	-	
9 Minor Main Upgrades (C24TDMU)	75,000	-	-	75,000	4,210.09	70,790	6%	6%	75,000	4,210	70,790	6%	-	
10 Services Upgrade (C24TDSU)	538,200	-	-	538,200	17,740.91	520,459	3%	10%	538,200	17,741	520,459	3%	-	
11 Developer's Paid - Service Installation and Main Line Projects*	59,100	-	112,558	171,658	12,067.28	159,591	7%	7%	171,658	81,711	89,947	48%	69,644	
12 Replacement of Four Distribution Sampling Stations (C24TDSS)	20,000	-	-	20,000	400.03	19,600	2%	0%	20,000	400	19,600	2%	-	
<b>Subtotal</b>	<b>\$ 1,022,300</b>	<b>\$ -</b>	<b>\$ 115,758</b>	<b>\$ 1,138,058</b>	<b>\$ 104,772.90</b>	<b>\$ 1,033,285</b>			<b>\$ 1,138,058</b>	<b>\$ 174,417</b>	<b>\$ 963,641</b>		<b>\$ 69,644</b>	
13 Hazel Ave. Widening Project Phase III (C24TD255)	\$ -	\$ -	\$ 1,976	\$ 1,976	\$ -	\$ 1,976	0%	100%	\$ 1,481,632	\$ 1,479,656	\$ 1,976	100%	\$ 1,479,656	Our portion of the project has been confirmed to be completed by Sacramento County.
14 ARV's and Blow-offs (C24TDARV)	50,000	-	-	50,000	2,181.79	47,818	4%	4%	50,000	2,182	47,818	4%	-	
15 Replace 12" Steel Main New York Ave. (C24TDNYASW)	2,132,000	-	-	2,132,000	885.33	2,131,115	0%	5%	2,376,800	245,685	2,131,115	10%	244,800	Bid specification and plans are drafted for bidding. 12-inch pipe for the project has been purchased and is available for use.
16 T-Main Replacement Phase I (Skyway Dr. to Hazel) (C24TDSH)	145,000	-	-	145,000	-	145,000	0%	0%	145,000	-	145,000	0%	-	
17 County Overlay Project- Madison, Kenneth to McKay (C24TDHAKM)	100,000	-	-	100,000	-	100,000	0%	0%	100,000	-	100,000	0%	-	Sacramento County DOT reported this portion of their project is being moved to the spring of 2026.
18 Greenvale Improvements (C24TDGI)	55,000	-	-	55,000	-	55,000	0%	0%	55,000	-	55,000	0%	-	
19 Riverfront Lane Service Upgrade (C24TDRFL)	90,900	-	-	90,900	1,056.66	89,843	1%	8%	100,001	10,157	89,843	10%	9,101	Easements and exhibits have been drafted for review and resident's signatures. Staff reviewing options for main replacement.
<b>Subtotal</b>	<b>\$ 2,572,900</b>	<b>\$ -</b>	<b>\$ 1,976</b>	<b>\$ 2,574,876</b>	<b>\$ 4,124</b>	<b>\$ 2,570,752</b>			<b>\$ 4,308,433</b>	<b>\$ 1,737,681</b>	<b>\$ 2,570,752</b>		<b>\$ 1,733,557</b>	
<b>TOTAL CAPITAL IMPROVEMENT PROGRAM</b>	<b>\$ 8,649,200</b>	<b>\$ -</b>	<b>\$ 539,439</b>	<b>\$ 9,188,639</b>	<b>\$ 207,658.71</b>	<b>\$ 8,980,980</b>			<b>\$ 14,648,383</b>	<b>\$ 5,737,046</b>	<b>\$ 8,911,337</b>		<b>\$ 5,529,388</b>	
20 AMR Replacement (M24MMAMR)	\$ 250,000	\$ -	\$ 39,650	\$ 289,650	\$ 37,903.05	\$ 251,747	13%	13%	\$ 289,650	\$ 37,903	\$ 251,747	13%	-	On-going.
21 Large Meter Replacement (M24MMLMR)	25,000	-	-	25,000	-	25,000	0%	0%	25,000	-	25,000	0%	-	
22 Meter Replacement (M24MMMR)	140,000	-	28,959	168,959	34,105.15	134,854	20%	10%	168,959	34,105	134,854	20%	-	On-going.
23 Meter Installation - Residential (M24MMMRRES)	5,000	-	-	5,000	181.72	4,818	4%	4%	5,000	182	4,818	4%	-	On-going.
<b>METER MAINTENANCE PROGRAM</b>	<b>\$ 420,000</b>	<b>\$ -</b>	<b>\$ 68,609</b>	<b>\$ 488,609</b>	<b>\$ 72,189.92</b>	<b>\$ 416,419</b>			<b>\$ 488,609</b>	<b>\$ 72,190</b>	<b>\$ 416,419</b>		<b>\$ -</b>	
24 10317 Corporate Yard Project (A24BUMQDC)	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ 52,822.66	\$ 147,177	26%	35%	\$ 394,500	\$ 247,323	\$ 147,177	63%	\$ 194,500	G/A has submitted plans to Sacramento County. FOWD is paying County review fees as they are being received.
25 10326 Admin. Building (A24BUNB)	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000	0%	0%	\$ 5,000	\$ -	\$ 5,000	0%	\$ -	
<b>GRAND TOTAL</b>	<b>\$ 9,274,200</b>	<b>\$ -</b>	<b>\$ 608,048</b>	<b>\$ 9,882,248</b>	<b>\$ 332,671.29</b>	<b>\$ 9,549,576</b>			<b>\$ 15,536,491</b>	<b>\$ 6,056,559</b>	<b>\$ 9,479,933</b>		<b>\$ 5,723,888</b>	

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

**April 15, 2024**

**Staff Report Briefing Materials**

**AGENDA ITEM X.3**

**Authorizations of Additional Funding**



**GENERAL MANAGER'S REPORT**  
**April 15, 2024 REGULAR BOARD MEETING**  
*Report as of March 31, 2024*

**X.3 Authorizations of Additional Funding**

**Accounting for 2024 Contingency Fund**  
**Project No. E24CONT**

<u>Date</u>	<u>Description</u>	<u>Beginning</u> <u>Balance</u>	<u>Amount</u> <u>Transferred</u>	<u>Ending Balance</u>
1/1/2024	Beginning Balance	\$ 200,000.00	\$ -	\$ 200,000.00
1/16/2024	SWRCB - Water System Fees	200,000.00	(500.00)	199,500.00
1/16/2024	Deferred Compensation	199,500.00	(4,250.00)	195,250.00
3/18/2024	Hazel Avenue Project #2004	195,250.00	(29,616.00)	165,634.00
3/18/2024	Gum Ranch Unit 2 Project #1607	165,634.00	(41,969.00)	123,665.00
<b>Total from Contingency</b>			<b>\$ (76,335.00)</b>	

**Funds Drawn from Reserves**

<b>Total from Reserves</b>	<u>\$ -</u>
<b>Total Authorizations of Additional Funding</b>	<b>\$ 76,335.00</b>





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**April 15, 2024**

**Staff Report Briefing Materials**

**AGENDA ITEM X.5**

**Claims Against District**

# FAIR OAKS WATER DISTRICT

## GENERAL MANAGER'S REPORT TO BOARD OF DIRECTORS APRIL 15, 2024 REGULAR MEETING

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

### DISTRICT CLAIMS RECEIVED

Claim #	Date Claim Received	Type of Claim	Claim Amount	JPIA Contacted ?	Claim Status	Settlement Amount
<b>No Open Claims</b>						