

**BOARD MEETING AGENDA
SPECIAL MEETING OF THE BOARD OF DIRECTORS OF
CITRUS HEIGHTS WATER DISTRICT (CHWD)
MARCH 26, 2024 beginning at 6:00 PM**

**DISTRICT ADMINISTRATIVE OFFICE
6230 SYLVAN ROAD, CITRUS HEIGHTS, CA**



PHONE CALL IN: (669) 444-9171

PHONE MEETING ID: 822 2267 3110

COMPUTER AUDIO/LIVE MEETING PRESENTATIONS: <https://us06web.zoom.us/j/82222673110>

In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting, please contact the General Manager at (916) 725-6873. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

Members of the public may attend the meeting in person at the District headquarters or remotely through the phone number and link above.

Materials related to an agenda item for an open session of a regular meeting of the Citrus Heights Water District are posted on the Citrus Heights Water District website at www.chwd.org.

CALL TO ORDER:

Upon request, agenda items may be moved to accommodate those in attendance wishing to address that item. Please inform the General Manager.

ROLL CALL OF DIRECTORS:

PUBLIC COMMENT:

CLOSED SESSION:

CL-1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

- a. Pursuant to Section 54956.8:
Property: Parcel Number 261-0010-054-0000
Agency Negotiators: Brian Hensley, Rebecca Scott, Josh Nelson, Hilary Straus, Annie Liu, Steve Anderson, Brittney Moore
Negotiating Parties: Winter Water LLC
Under Negotiation: Price and Terms of Payment
- b. Pursuant to Section 54956.8:
Property: Parcel Number 261-0010-051-0000
Agency Negotiators: Brian Hensley, Rebecca Scott, Josh Nelson, Hilary Straus, Annie Liu, Steve Anderson, Brittney Moore
Negotiating Parties: Winter Water LLC
Under Negotiation: Price and Terms of Payment

CL-2 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of Litigation pursuant to Government Code, section 54956.9(d)(4):
(1 case)

CL-3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Government Code, section 54956.9(d)(1)

Name of case: *Citrus Heights Water District, et al. v. San Juan Water District, et al.*,
Sacramento Superior Court Case No. 23WM000080

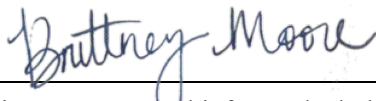
FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:

March 26, 2024	6:30 PM	Regular Meeting
April 23, 2024	6:30 PM	Regular Meeting
May 28, 2024	6:30 PM	Regular Meeting
June 25, 2024	6:30 PM	Regular Meeting
August 27, 2024	6:30 PM	Regular Meeting
September 24, 2024	6:30 PM	Regular Meeting
October 22, 2024	6:30 PM	Regular Meeting
November 26, 2024	6:30 PM	Regular Meeting
December 12, 2024	6:30 PM	Regular Meeting

ADJOURNMENT:

CERTIFICATION:

I do hereby declare and certify that this agenda for this Special Meeting of the Board of Directors of the Citrus Heights Water District was posted in a location accessible to the public at the District Administrative Office Building, 6230 Sylvan Road, Citrus Heights, CA 95610 at least 24 hours prior to the special meeting in accordance with Government Code Section 54956.



Brittney Moore, Chief Board Clerk

Dated: March 21, 2024

**BOARD MEETING AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS OF
CITRUS HEIGHTS WATER DISTRICT (CHWD)
MARCH 26, 2024 beginning at 6:30 PM**



**DISTRICT ADMINISTRATIVE OFFICE
6230 SYLVAN ROAD, CITRUS HEIGHTS, CA**

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PHONE MEETING ID: 822 2267 3110

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CALL TO ORDER:

Upon request, agenda items may be moved to accommodate those in attendance wishing to address that item. Please inform the General Manager.

ROLL CALL OF DIRECTORS:

PLEDGE OF ALLEGIANCE:

VISITORS:

PUBLIC COMMENT:

The Public shall have the opportunity to directly address the Board on any item of interest to the public before or during the Board's consideration of that item pursuant to Government Code Section 54954.3. Public comment on items of interest within the jurisdiction of the Board is welcome. The Presiding Officer will limit comments to three (3) minutes per speaker.

(A) Action Item

(D) Discussion Item

(I) Information Item

CONSENT CALENDAR: (I/A)

All items under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board, Audience, or Staff requests a specific item be removed for separate discussion/action before the motion to approve the Consent Calendar.

CC-1a. Minutes of the Special Meeting –February 21, 2024 (A)

CC-1b. Minutes of the Regular Meeting –February 21, 2024 (A)

Recommendation:

Approve the minutes of the February 21, 2024 Special and Regular

Meetings.

- CC-2. Revenue Analysis Report for February 2024 (I)
- CC-3. Assessor/Collector's Roll Adjustment for February 2024 (I)
- CC-4. Treasurer's Report for February 2024 (I)
- CC-5. Treasurer's Report of Fund Balances for February 2024 (I)
- CC-6. Operating Budget Analysis for February 2024 (I)
- CC-7. Capital Projects Summary for February 2024 (I)
- CC-8. Warrants for February 2024 (I)
- CC-9. Purchase Card Distributions for February 2024 (I)
- CC-10. Employee Recognitions (I)
- CC-11. Long-Range Agenda (I)
- CC-12. Engineering Department Report (I)
- CC-13. Operations Department Report (I)
- CC-14. 2024 Water Supply (I)
- CC-15. Water Supply Reliability (I)
- CC-16. Water Efficiency and Safety Program Update (I)
- CC-17. Discussion and Possible Action to approve amendments to Policy 3000.00:
Board Meetings (A)

Recommendation:

Approve updates to the District's Policy 3000.00: Board Meetings

PRESENTATIONS:

None.

PUBLIC HEARINGS:

None.

STUDY SESSION:

None.

BUSINESS:

- B-1. Discussion and Possible Action to Approve Design, Testing, and Construction Management Services for the Highland Well Project

Recommendation:

Approve the Professional Services Agreement with Water Systems Consulting, Inc. for the Design, Testing, and Construction Management Services for the Highland Well Project in the amount of \$800,586.00 and establish a contingency fund in the amount of \$80,059.00 (10%). Authorize the General Manager to execute an agreement with Water Systems Consulting, Inc.

MANAGEMENT SERVICES REPORTS (I):

None.

CONSULTANTS' AND LEGAL COUNSEL'S REPORTS (I):

None.

DIRECTOR'S AND REPRESENTATIVE'S REPORTS (I):

- D-1. Regional Water Authority (Sheehan/Straus).
- D-2. Sacramento Groundwater Authority (Sheehan).
- D-3. San Juan Water District (All).
- D-4. Association of California Water Agencies (Riehle/Wheaton).
- D-5. ACWA Joint Powers Insurance Authority (Wheaton/Moore).
- D-6. City of Citrus Heights (Pieri).
- D-7. Chamber of Commerce Update (Riehle).
- D-8. RWA Legislative and Regulatory Affairs Update (Nunes/Scott).
- D-9. Customer Advisory Committee (Riehle/Moore).
- D-10. Other Reports.

CLOSED SESSION:

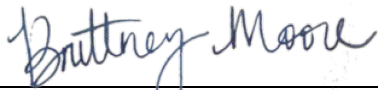
None.

FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:

April 23, 2024	6:30 PM	Regular Meeting
May 28, 2024	6:30 PM	Regular Meeting
June 25, 2024	6:30 PM	Regular Meeting
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November 26, 2024	6:30 PM	Regular Meeting
December 12, 2024	6:30 PM	Regular Meeting

ADJOURNMENT:**CERTIFICATION:**

I do hereby declare and certify that this agenda for this Regular Meeting of the Board of Directors of the Citrus Heights Water District was posted in a location accessible to the public at the District Administrative Office Building, 6230 Sylvan Road, Citrus Heights, CA 95610 at least 72 hours prior to the Regular meeting in accordance with Government Code Section 54954.2.



Brittney Moore, Chief Board Clerk

Dated: March 21, 2024

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
February 21, 2024

The Special Meeting of the Board of Directors was called to order at 6:00 p.m. by President Sheehan. Present were:

Caryl F. Sheehan, President
David C. Wheaton Vice President
Raymond A. Riehle, Director

Staff:

Steve Anderson, General Counsel
Annie Liu, Director of Administrative Services
Josh Nelson, Assistant General Counsel
Kayleigh Shepard, Management Analyst/Deputy Board Clerk
Hilary Straus, General Manager

PUBLIC COMMENT:

None.

President Sheehan adjourned the meeting to Closed Session at 6:00 p.m.

CLOSED SESSION:

CL-1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of Litigation pursuant to Government Code, section 54956.9(d)(4):
(2 cases)

No reportable action.

CL-2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code, section 54956.9(d)(1)
Name of case: *Citrus Heights Water District, et al. v. San Juan Water District, et al.*,
Sacramento Superior Court Case No. 23WM000080

No reportable action.

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 6:59 p.m.

APPROVED:

BRITTNEY C. MOORE
Chief Board Clerk
Citrus Heights Water District

CARYL F. SHEEHAN, President
Board of Directors
Citrus Heights Water District

CITRUS HEIGHTS WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
February 21, 2024

The Regular Meeting of the Board of Directors was called to order at 7:02 p.m. by President Sheehan and roll was called. Present were:

Caryl F. Sheehan, President
David C. Wheaton, Vice President
Raymond A. Riehle, Director

Also Present:

Annie Liu, Director of Administrative Services
Josh Nelson, Assistant General Counsel
Melissa Pieri, Director of Engineering/District Engineer
Rebecca Scott, Director of Operations
Kayleigh Shepard, Management Analyst/Deputy Board Clerk
Michael Shorter, Principal Accountant
Hilary Straus, General Manager

Deanne Woodring, Government Portfolio Advisors

VISITORS:

Tim Cutler
Brian Hensley
Paul Dietrich
Nick Spiers
Melinda Tupper

PLEDGE OF ALLEGIANCE:

President Sheehan led the Pledge of Allegiance.

PUBLIC COMMENT:

None.

CONSENT CALENDAR:

- CC-1a. Minutes of the Special Meeting –January 17, 2024 (A)
- CC-1b. Minutes of the Regular Meeting – January 17, 2024 (A)
- CC-1c. Minutes of the Special Meeting – February 8, 2024 (A)

Recommendation:

Approve the minutes of the January 17, 2024 Special and Regular Meetings, and February 8, 2024 Special Meeting.

- CC-2. Revenue Analysis Report for January 2024 (I)

- CC-3. Assessor/Collector's Roll Adjustment for January 2024 (I)
- CC-4. Treasurer's Report for January 2024 (I)
- CC-5. Treasurer's Report of Fund Balances for January 2024 (I)
- CC-6. Operating Budget Analysis for January 2024 (I)
- CC-7. Capital Projects Summary for January 2024 (I)
- CC-8. Warrants for January 2024 (I)
- CC-9. Purchase Card Distributions for January 2024 (I)
- CC-10. Employee Recognitions (I)
- CC-11. Long-Range Agenda (I)
- CC-12. Engineering Department Report (I)
- CC-13. Operations Department Report (I)
- CC-14. 2024 Water Supply (I)
- CC-15. Water Supply Reliability (I)
- CC-16. Water Efficiency and Safety Program Update (I)
- CC-17. Discussion and Possible Action to Approve a Professional Services Agreement with KASL Consulting Engineers, Inc.(A)

Recommendation:

Approve the Professional Services Agreement with KASL Consulting Engineers, Inc. and authorize the General Manager to execute the agreement.

- CC-18. Discussion and Possible Action to Adopt New Policy 1045.00: Filming and Photographing at District Locations and Amend Policy 10102.00 Social Media Usage and Content Moderation (A)

Recommendation:

Adopt the new proposed Policy 1045.00: Filming and Photographing at District Locations and approve amendments to Policy 10102.00: Social Media Usage and Content Moderation.

- CC-19. Discussion and Possible Action to Adopt Resolution 03-2024 Changing the Date for Regular Meetings of the Board of Directors (A)

Recommendation:

Adopt Resolution 03-2024 changing the date of the Regular Meeting of the Board of Directors to the fourth Tuesday of each month.

ACTION:

Director Riehle moved, and Vice President Wheaton seconded the motion to approve the consent calendar.

The motion carried 3-0 with all Directors voting yes.

PRESENTATIONS:

- P-1. Resolution Recognizing the Life and Service of Jason Tupper (A)

ACTION:

Vice President Wheaton moved, and Director Riehle seconded the motion to adopt Resolution 01-2024 recognizing the life of Jason Tupper and his contributions to the

Citrus Heights Water District and the Community of Citrus Heights.

The motion carried 3-0 with all Directors voting yes.

PUBLIC HEARINGS:

None.

STUDY SESSION:

None.

BUSINESS:

- B-1. Presentation Regarding Investment of District Funds and Discussion and Possible Action to Approve Updates to Policy 6200.00 Operating Reserve, 6210.00 Operating Fund, 6255.00 Water Main Replacement Reserve and 6300.00 Investment of District Funds and Adoption of Resolution 02-2024 Updating Authorizing Investment of Funds in the Local Agency Investment Fund (LAIF) (A)

ACTION:

Vice President Wheaton moved, and Director Riehle seconded the motion to approve updates to the District's Policy 6200.00, 6210.00 & 6255.00 related to the District's Reserves policy and 6300.00 Investments of District Funds policy; and adopt Resolution R02-2024 authorizing investment of funds in the Local Agency Investment Fund (LAIF).

The motion carried 3-0 with all Directors voting yes.

MANAGEMENT SERVICES REPORTS (I):

None.

CONSULTANTS' AND LEGAL COUNSEL'S REPORTS (I):

None.

DIRECTOR'S AND REPRESENTATIVE'S REPORTS (I):

- D-1. Regional Water Authority (Sheehan/Straus).
- D-2. Sacramento Groundwater Authority (Sheehan).
- D-3. San Juan Water District (All).
- D-4. Association of California Water Agencies (Riehle/Wheaton).
- D-5. ACWA Joint Powers Insurance Authority (Wheaton/Moore).
- D-6. City of Citrus Heights (Pieri).
- D-7. Chamber of Commerce Update (Riehle).
- D-8. RWA Legislative and Regulatory Affairs Update (Nunes/Scott).

- D-9. Customer Advisory Committee (Riehle/Moore).
- D-10. Other Reports.

CLOSED SESSION:

None.

ADJOURNMENT:

There being no other business to come before the Board, the meeting was adjourned at 7:56 p.m.

APPROVED:

BRITTNEY C. MOORE
Chief Board Clerk
Citrus Heights Water District

CARYL F. SHEEHAN, President
Board of Directors
Citrus Heights Water District

**CITRUS HEIGHTS WATER DISTRICT
FEBRUARY 2024
REVENUE ANALYSIS**

Outstanding Receivables

Aged Trial Balance					
Total	Current	31-90	91-150	>150	Unapplied Current
1,748,123	1,362,459	139,308	88,993	263,321	105,958

General Ledger Balance	Total
Outstanding A/R	1,829,651.21
Outstanding Liens	0.00
Outstanding Grants	0
A/R Other	25,348
Less Unapplied Payments	(145,353)
Total	\$ 1,709,646

**CITRUS HEIGHTS WATER DISTRICT
ASSESSOR/COLLECTOR'S ROLL ADJUSTMENTS
FOR FEBRUARY 29, 2024**

LID	CID	Charge Type	Trans.Date	Reason For Cancellation	Amount
8851	31504	DEFAULT	2/6/2024	ONE TIME COURTESY	6.62000
14429	41255	DEFAULT	2/6/2024	ONE TIME COURTESY	5.55000
9823	30667	NSF	2/8/2024	ONE TIME COURTESY	33.00000
18140	17594	DEFAULT	2/6/2024	ONE TIME COURTESY	7.12000
6240	40526	DEFAULT	2/6/2024	ONE TIME COURTESY	7.91000
12508	23282	DEFAULT	2/13/2024	ONE TIME COURTESY	7.26000
12008	40795	DEFAULT	2/6/2024	ONE TIME COURTESY	5.90000
9823	30667	DEFAULT	2/13/2024	ONE TIME COURTESY	5.47000
9677	17502	DEFAULT	2/13/2024	ONE TIME COURTESY	5.69000
17459	15413	DEFAULT	2/20/2024	ONE TIME COURTESY	5.35000
13150	11668	DEFAULT	2/6/2024	ONE TIME COURTESY	6.33000
13219	11668	DEFAULT	2/6/2024	ONE TIME COURTESY	6.90000
802	23282	DEFAULT	2/20/2024	02332-0023282	6.28000
2332	23282	DEFAULT	2/20/2024	ONE TIME COURTESY	6.29000
					\$ 115.67

March 26, 2024

To: Citrus Heights Water District Board of Directors

Re: Citrus Heights Water District Investment Portfolio Report for February 2024

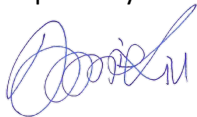
The attached Investment Report for February 2024 is submitted in accordance with the Citrus Heights Water District (District)'s Investment Policy. All investments are in compliance with the policy.

The Investment Report lists all short- term, mid-term and long-term investments held at the conclusion of business on the final day of the month. The combined cash and investments in the District's treasury total \$29,193,474 with \$8,854,015 under the management of the Local Agency Investment Fund, California Asset Management Program, Money Market Funds and BMO Bank.

Investments with original cost of \$20,339,459 are selected based on criteria contained in the District's Investment Policy, which emphasized safety, liquidity, yield, and diversification. The core investments are marked to market daily based on a current market price determined by U.S. Bancorp Investments. The aggregate investment portfolio and holdings are included in the Investment Report.

The Investment Report demonstrates that sufficient liquidity is available to meet anticipated expenditures during the next six months.

Respectfully submitted,



Annie Y. Liu

Director of Administrative Services/Treasurer

TREASURER'S REPORT TO THE BOARD OF DIRECTORS
For FEBRUARY 29, 2024

Summary of Funds

Fund Name	Par Amount	Book Value	Original Cost	Market Value
BMO Checking Plus Money Market Funds	2,477,309	2,477,309	2,477,309	2,477,309
Local Agency Investment Fund (LAIF)	687,882	687,882	687,882	687,882
California Asset Management Program (CAMP)	5,688,824	5,688,824	5,688,824	5,688,824
CHWD Investment CORE	20,846,174	20,453,607	20,339,459	20,442,232
Total	29,700,189	29,307,622	29,193,474	29,296,247

TREASURER'S REPORT TO THE BOARD OF DIRECTORS
For February, 2024
Funds Reconciliation

BMO Beginning Balance 2/1/2024	\$2,626,644
---------------------------------------	--------------------

RECEIPTS/TRANSFERS:

Receipts	1,519,879	
		1,519,879

DISBURSEMENTS/TRANSFERS:

Checks Issued / ACH Payments	1,239,792	
Returned Checks	2,387	
Payroll	427,036	
		1,669,215
		(149,335)

Balance Per Bank 02/29/2024	2,477,309
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Outstanding Checks		126,739
Deposit in Transit		159,372

Balance Per Books 02/29/2024	\$2,509,943
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RECONCILEMENT:

BMO Checking Plus Money Market Funds	\$2,477,309
CAMP Pool Account	\$5,688,824
Local Agency Investment Fund	687,882

TOTAL LIQUIDY BALANCE	\$8,854,015
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CASH & INVESTMENT SUMMARY:

CHWD-Liquidity	8,854,015
CHWD-Investment Core	20,339,459
Total	29,193,474

I certify that this report accurately reflects all pooled investments and is in compliance with applicable State of California Government Codes and is in conformity with Investment of District Funds Policy 6300. As Treasurer of the Citrus Heights Water District, I hereby certify that sufficient investment liquidity and anticipated revenue are available to meet the next six months' estimated expenditures.

ANNIE Y. LIU
Treasurer

HILARY M. STRAUS
Secretary

Signed: 3/26/2024

Monthly Investment Report Citrus Heights Water District

February 29, 2024

Total Aggregate Portfolio

Compliance Report	4
Summary Overview	6
Portfolio Activity	7
Return Management-Income Detail	8
Security Type Distribution	9
Risk Management-Credit/Issuer	10
Risk Management-Maturity/Duration	11
Holdings by Maturity & Ratings	12
Transactions	18

Citrus Heights Water District | Total Aggregate Portfolio

Month End Commentary - February 2024

Yields jumped in February led by the three-year Treasury note which increased by 43 basis points to 4.42% while the two-year and five-year tenors both advanced by 41 basis points to 4.62% and 4.25%, respectively. The climb in yields was catalyzed by January's muscular jobs report and reinforced over the month by inflation readings that showed the disinflationary trend faltering. Focusing on earnings, equities shrugged off the inflation reports and notched a fourth consecutive month of gains as the S&P 500 index charged ahead by 5.17%.

CPI beat expectations in January, advancing by 0.3% month over month (MoM) and 3.1% year over year (YoY) while core CPI advanced by 0.4% and 3.9%, respectively. The reading was heavily influenced by prices for core services, which advanced by an outsized 0.7% MoM led by costs for shelter and transportation. Economists subsequently revised their inflation forecasts higher as PCE later matched expectations accelerating by 0.3% MoM and 2.4% YoY while core PCE advanced by 0.4% and 2.8%, respectively. Again, the underlying trend showed the divergence between core goods, which have been in deflation for the past 8 months, and core services which continue to be the proverbial thorn in the side of a Federal Reserve seeking to restore price stability. While the January inflation readings may raise some eyebrows, one month of data does not make a trend and won't alter the path of policy. It is also worth noting that January economic data is infamous for being noisy and prone to revision.

GDP growth for Q4 2023 was revised down on the second measurement to 3.2% however, one could argue that the revision displayed an even stronger composition of growth. Consumption was revised up while inventories were revised down. The strong spending that closed out 2023 hasn't yet carried into 2024 as retail sales contracted by -0.8% in January versus an expected -0.2% while the control group, which excludes volatile items and feeds directly into GDP, retreated by -0.4% marking the first reduction since March 2023. The January report is certainly not immune to the noise mentioned above or seasonality however, the setback was broadly based and came alongside downward revisions to November and December sales data, potentially signaling that the consumer may be losing steam. With the Fed continuing to hold policy restrictive, any emerging downward trend in consumption is likely to garner attention as economic slowdowns are preempted by weakening consumer demand.

Spreads remain historically tight in most asset classes with little issuance in allowable names. We continue to observe better value and supply in supranationals for those entities that can invest in the asset class. Consequently, we advise clients to be patient when adding spread and to focus on maintaining duration near or slightly long relative to their respective benchmarks.

Treasury Curve Total Returns Last 12 Months

Treasuries	Total Return
3 month bill	5.22%
1 year note	4.80%
2 year note	3.66%
3 year note	3.68%
5 year note	3.02%

Treasury Benchmark Total Returns In Month

Benchmark	Period Return	YTM	Duration (Years)
ICE BAML 90 Day Bill	0.41%	5.30%	0.24
ICE BAML 0-1 Year Treasury	0.31%	5.26%	0.5
ICE BAML 0-3 Year Treasury	-0.17%	4.88%	1.38
ICE BAML 0-5 Year Treasury	-0.49%	4.72%	2.1

Changes In The Treasury Market (Absolute Yield Levels)

Treasuries	02/28/2023	12/31/2023	01/31/2024	02/29/2024	1 Month Change	12 Month Change
3 month bill	4.77%	5.33%	5.36%	5.38%	0.02%	0.61%
6 month bill	5.12%	5.25%	5.19%	5.32%	0.13%	0.20%
2 year note	4.82%	4.25%	4.21%	4.62%	0.41%	-0.20%
3 year note	4.53%	4.01%	3.98%	4.42%	0.43%	-0.11%
5 year note	4.18%	3.85%	3.84%	4.25%	0.41%	0.06%
10 year note	3.92%	3.88%	3.91%	4.25%	0.34%	0.33%

Compliance Report

Citrus Heights Water District | Total Aggregate Portfolio



February 29, 2024

Category

Policy Diversification Constraint	Policy Limit	Actual Value*	Status
US Treasury Obligations Maximum % of Holdings	100.000	19.415	Compliant
US Agency Securities Maximum % holdings	100.000	27.077	Compliant
Supranationals - Issuer is IADB, IBRD, or IFC	0.000	0.000	Compliant
Supranationals Maximum % of Holdings (NM only)	30.000	2.580	Compliant
Municipal Bonds - Other States Outside of CA	25.000	1.247	Compliant
Municipal Bonds - Other States Outside of CA Issuer Concentration	10.000	1.247	Compliant
Municipal Bonds - State of California	25.000	0.509	Compliant
Municipal Bonds - State of California Issuer Concentration	10.000	0.509	Compliant
Municipal Bonds CA Entities Issuer Concentration	10.000	0.759	Compliant
Municipal Bonds CA Entities Max. % of Holdings	30.000	3.020	Compliant
Mortgages, CMOs and Asset Backed Securities Maximum % of Holdings	20.000	5.541	Compliant
Corporate Notes & Commercial Paper Single Issuer %	10.000	1.724	Compliant
Corporate Notes Maximum % of Holdings	30.000	10.539	Compliant
Corporate Notes must be Issued by US Corporation	0.000	0.000	Compliant
Commercial Paper Issued and Operating in the US	0.000	0.000	Compliant
Commercial Paper Maximum % of Holdings	25.000	0.000	Compliant
Negotiable CDs Issuer Concentration	10.000	0.000	Compliant
Negotiable CDs Maximum % of Holdings	30.000	0.000	Compliant
Banker's Acceptance Issuer Concentration	30.000	0.000	Compliant
Banker's Acceptance Maximum % of Holdings	40.000	0.000	Compliant
Money Market Issuer Concentration	10.000	1.625	Compliant
Money Market Maximum % of Holdings	20.000	1.984	Compliant
LGIP Maximum % of Holdings	100.000	2.348	Compliant

1) Actual values are based on market value.

2) The compliance report allows for resolutions to be documented if an actual value exceeds a limit. The specific resolution can be found on the client portal site.

Compliance Report

Citrus Heights Water District | Total Aggregate Portfolio



February 29, 2024

Category

Policy Maturity Structure Constraint	Policy Limit	Actual %	Status
Maturity Constraints Under 5 years Minimum % of Total Portfolio	100.000	100.000	Compliant
Policy Maturity Constraint	Policy Limit	Actual Term	Status
US Treasury Maximum Maturity At Time of Purchase (years)	5.000	5.000	Compliant
US Agency Maximum Maturity At Time of Purchase (years)	5.000	4.992	Compliant
Supranationals Maximum Maturity At Time of Purchase (years)	5.000	4.934	Compliant
Municipals Maximum Maturity At Time of Purchase (years)	5.000	4.995	Compliant
Mortgages, CMOs and Asset Backed Securities Maximum Maturity At Time of Purchase (years)	5.000	4.565	Compliant
Corporate Maximum Maturity At Time of Purchase (years)	5.000	4.995	Compliant
Commercial Paper Days to Final Maturity (days)	270.000	0.000	Compliant
Negotiable CDs Maximum Maturity At Time of Purchase (years)	1.000	0.000	Compliant
Banker's Acceptance Maximum Maturity At Time of Purchase (days)	180.000	0.000	Compliant
Repurchase Agreements Maximum Maturity At Time of Purchase (days)	365.000	0.000	Compliant
Policy Credit Constraint			Status
Supranationals Ratings AA-/Aa3/AA- or better (Rated by 1 NRSRO)			Compliant
Municipal Bonds Ratings Minimum AA-/Aa3/AA- (Rated by 1 NRSRO)			Compliant
Mortgages, CMOs and Asset Backed Securities Minimum Credit Rating AA-/Aa3/AA (Rated by 1 NRSRO)			Compliant
Corporate Notes Ratings Minimum A-/A-/A3 (Rated by 1 NRSRO)			Compliant
Commercial Paper Ratings Minimum A1/P1/F1 (Rated by 1 NRSRO)			Compliant
Commercial Paper Minimum Long Term Rating A-/A3/A- (Rated by 1 NRSRO)			Compliant
Banker's Acceptance Ratings Minimum A-/A3/A- (Rated by 1 NRSRO)			Compliant
Money Market Ratings Minimum AAA/Aaa/AAA (Rated by 1 NRSRO)			Compliant

1) Actual values are based on market value.

2) The compliance report allows for resolutions to be documented if an actual value exceeds a limit. The specific resolution can be found on the client portal site.

Summary Overview

Citrus Heights Water District | Total Aggregate Portfolio

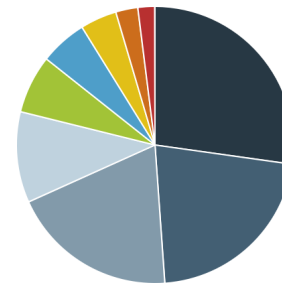


February 29, 2024

Portfolio Characteristics

Metric	Value
Cash and Cash Equivalents	8,959,414.21
Investments	20,507,476.12
Book Yield	4.69%
Market Yield	4.97%
Effective Duration	1.40
Years to Maturity	1.60
Avg Credit Rating	AAA

Allocation by Asset Class



US Agency	27.2%
Pooled Funds	21.6%
US Treasury	19.4%
Corporate	10.6%
Bank Deposit	6.8%
Asset Backed Securities	5.5%
Municipals	4.3%
Supranational	2.6%
Money Market Fund	2.0%
Cash	0.0%

Strategic Structure

Account	Par Amount	Book Value	Original Cost	Market Value	Net Unrealized Gain (Loss)	Accrued	Yield at Cost	Effective Duration	Benchmark Duration	Benchmark
CHWD-Investment Core	20,846,173.80	20,453,607.30	20,339,458.61	20,442,231.94	(11,375.36)	170,643.69	4.91%	2.00	2.10	ICE BofA 0-5 Year US Treasury Index
CHWD-Liquidity	8,854,014.70	8,854,014.70	8,854,014.70	8,854,014.70	0.00	0.00	4.16%	0.01	0.08	ICE BofA US 1-Month Treasury Bill Index
Total	29,700,188.50	29,307,622.00	29,193,473.31	29,296,246.64	(11,375.36)	170,643.69	4.69%	1.40		

Portfolio Activity

Citrus Heights Water District | Total Aggregate Portfolio



February 29, 2024

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (01/01/2024)
Beginning Book Value	29,349,401.72	29,439,746.67
Maturities/Calls	0.00	(400,000.00)
Purchases	0.00	3,017,432.21
Sales	0.00	0.00
Change in Cash, Payables, Receivables	(47,344.04)	(2,761,050.22)
Amortization/Accretion	18,140.43	35,975.13
Realized Gain (Loss)	0.00	0.01
Ending Book Value	29,307,622.00	29,307,622.00

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (01/01/2024)
Beginning Market Value	29,500,359.46	29,578,653.36
Maturities/Calls	0.00	(400,000.00)
Purchases	0.00	3,017,432.21
Sales	0.00	0.00
Change in Cash, Payables, Receivables	(47,344.04)	(2,761,050.22)
Amortization/Accretion	18,140.43	35,975.13
Change in Net Unrealized Gain (Loss)	(162,333.09)	(150,282.04)
Net Realized Gain (Loss)	0.00	0.01
Ending Market Value	29,296,246.64	29,296,246.64

Maturities/Calls	Market Value
Month to Date	0.00
Fiscal Year to Date	(400,000.00)

Purchases	Market Value
Month to Date	0.00
Fiscal Year to Date	3,017,432.21

Sales	Market Value
Month to Date	0.00
Fiscal Year to Date	0.00

Return Management-Income Detail

Citrus Heights Water District | Total Aggregate Portfolio



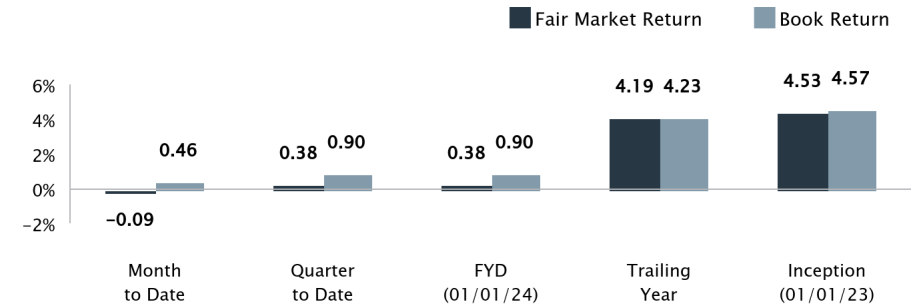
February 29, 2024

Accrued Book Return

	Month to Date	Fiscal Year to Date (01/01/2024)
Amortization/Accretion	18,140.43	35,975.13
Interest Earned	116,097.51	229,086.11
Realized Gain (Loss)	0.00	0.01
Book Income	134,237.94	265,061.25
Average Portfolio Balance	29,412,288.71	29,575,873.33
Book Return for Period	0.46%	0.90%

Return Comparisons

Periodic for performance less than one year. Annualized for performance greater than one year.



Fair Market Return

	Month to Date	Fiscal Year to Date (01/01/2024)
Market Value Change	(180,473.52)	(186,257.17)
Amortization/Accretion	18,140.43	35,975.13
Interest Earned	116,097.51	229,086.11
Fair Market Earned Income	(46,235.58)	78,804.07
Average Portfolio Balance	29,412,288.71	29,575,873.33
Fair Market Return for Period	(0.09%)	0.38%

Interest Income

	Month to Date	Fiscal Year to Date (01/01/2024)
Beginning Accrued Interest	173,590.43	154,253.58
Coupons Paid	119,549.97	241,703.22
Purchased Accrued Interest	0.00	14,744.92
Sold Accrued Interest	0.00	0.00
Ending Accrued Interest	170,643.69	170,643.69
Interest Earned	116,097.51	229,086.11

Security Type Distribution

Citrus Heights Water District | Total Aggregate Portfolio

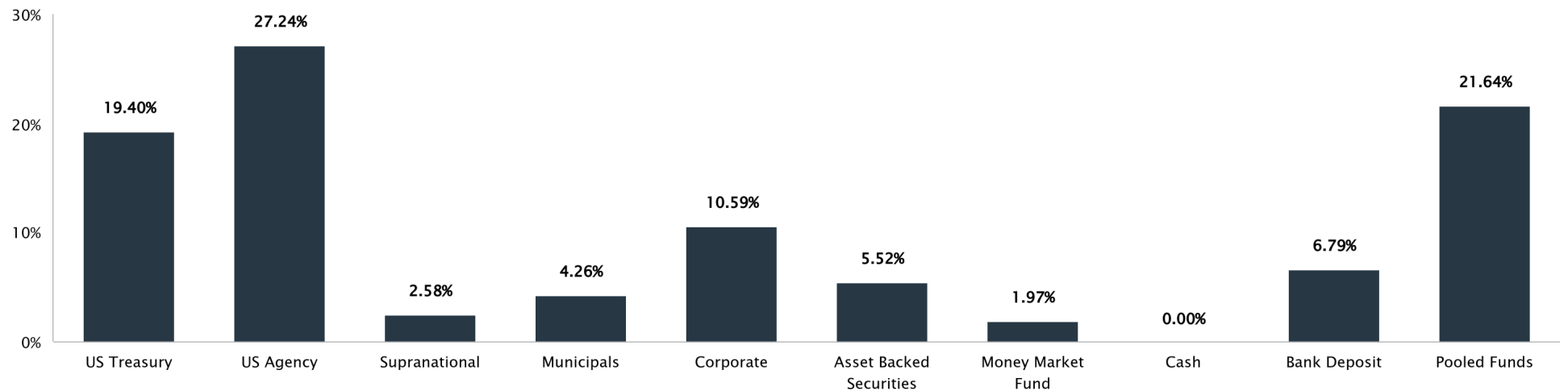


February 29, 2024

Security Type Distribution

Security Type	Par Amount	Book Yield	Market Value + Accrued	% of Market Value + Accrued
US Treasury	5,875,000.00	4.84%	5,717,734.25	19.40%
US Agency	7,975,000.00	4.75%	8,025,625.81	27.24%
Supranational	750,000.00	4.12%	760,644.58	2.58%
Municipals	1,380,000.00	4.68%	1,256,237.69	4.26%
Corporate	3,100,000.00	5.18%	3,121,887.12	10.59%
Asset Backed Securities	1,660,774.29	6.02%	1,625,346.66	5.52%
Money Market Fund	581,214.86	5.13%	581,214.86	1.97%
Cash	264.79	0.00%	264.79	0.00%
Bank Deposit	2,001,228.82	0.00%	2,001,228.82	6.79%
Pooled Funds	6,376,705.74	5.38%	6,376,705.74	21.64%
Total	29,700,188.50	4.69%	29,466,890.33	100.00%

Security Type Distribution



Risk Management-Credit/Issuer

Citrus Heights Water District | Total Aggregate Portfolio

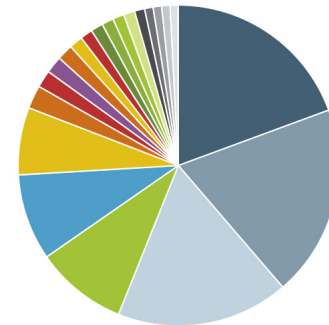


February 29, 2024

Credit Rating S&P/Moody's/Fitch

	Market Value + Accrued	%
S&P		
A	1,141,503.56	3.87
A+	1,382,411.86	4.69
A-	298,151.95	1.01
A-1+	617,643.75	2.10
AA	481,196.17	1.63
AA+	13,717,581.48	46.55
AAA	2,270,882.03	7.71
AAAm	581,214.86	1.97
NA	8,976,304.67	30.46
Moody's		
A1	1,803,251.52	6.12
A2	150,169.25	0.51
Aa1	759,889.14	2.58
Aa2	951,278.26	3.23
Aa3	514,527.94	1.75
Aaa	15,696,375.69	53.27
NA	8,973,754.78	30.45
P-1	617,643.75	2.10
Fitch		
A+	1,329,057.38	4.51
AA	1,426,622.63	4.84
AA+	12,717,076.65	43.16
AA-	1,391,942.17	4.72
AAA	1,299,589.84	4.41
F1+	1,026,283.42	3.48
NA	10,276,318.25	34.87
Total	29,466,890.33	100.00

Issuer Concentration



United States	19.4%
California Asset Management Program	19.3%
Farm Credit System	17.4%
Other	9.3%
Federal Home Loan Banks	8.7%
Bank of Montreal	6.8%
CALIFORNIA LAIF	2.3%
Citigroup Inc.	1.7%
International Bank for Reconstruction and Development	1.7%
Money Market Obligations Trust - Federated Government Obligations Fund	1.6%
Bank of America Corporation	1.4%
State of Hawaii	1.2%
Toyota Motor Corporation	1.2%
The Toronto-Dominion Bank	1.2%
Royal Bank of Canada	1.1%
Federal National Mortgage Association	1.1%
Deere & Company	1.0%
The World Bank Group	0.9%
Wells Fargo & Company	0.9%
CNH Equipment Trust 2022-B	0.8%
Ford Credit Auto Owner Trust 2020-C	0.8%

Risk Management-Maturity/Duration

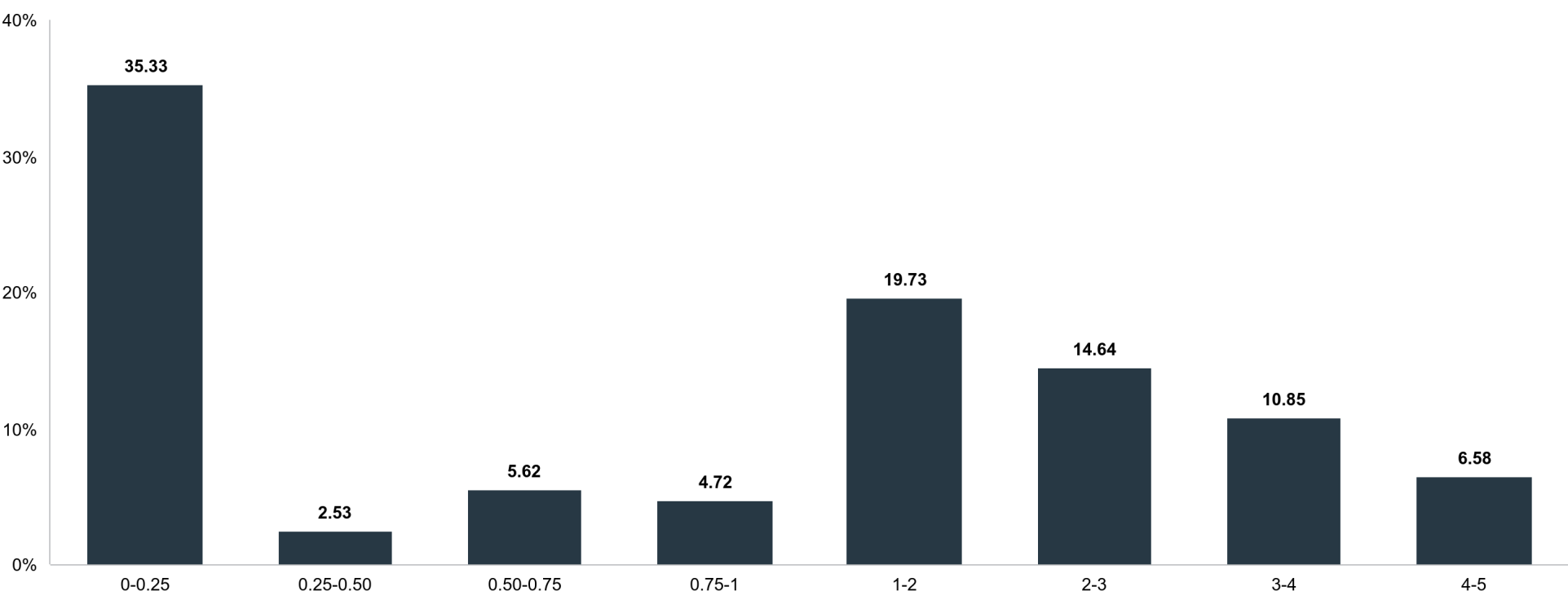
Citrus Heights Water District | Total Aggregate Portfolio



February 29, 2024

1.40 Yrs	Effective Duration	1.60 Yrs	Years to Maturity	585	Days to Maturity
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Distribution by Effective Duration



Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio



February 29, 2024

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
CHWD_BMO_D EP	2,001,228.82	BMO Deposit	0.000%	02/29/2024		2,001,228.82	0.00	2,001,228.82	0.00%		6.79	0.01	0.01	NA NA NA
CAL_LGIP	687,881.94	CALIFORNIA LAIF	3.929%	02/29/2024		687,881.94	0.00	687,881.94	3.93%	3.93%	2.33	0.01	0.01	NA NA NA
CAL_CAMP	5,688,823.80	California Asset Management Program	5.560%	02/29/2024		5,688,823.80	0.00	5,688,823.80	5.56%	5.56%	19.31	0.01	0.01	NA NA NA
60934N104	476,080.14	FEDERATED HRMS GV O INST	5.160%	02/29/2024		476,080.14	0.00	476,080.14	5.18%	5.18%	1.62	0.00	0.00	AAAm Aaa AA
31846V203	105,134.72	FIRST AMER:GVT OBLG Y	4.910%	02/29/2024		105,134.72	0.00	105,134.72	4.93%	4.93%	0.36	0.00	0.00	AAAm Aaa AAA
CCYUSD	264.79	Receivable	0.000%	02/29/2024		264.79	0.00	264.79	0.00%	0.00%	0.00	0.01	0.01	AAA Aaa AAA
3130ATUQ8	375,000.00	FEDERAL HOME LOAN BANKS	4.750%	03/08/2024		374,943.75	8,559.90	383,503.65	5.45%	5.23%	1.30	0.02	0.02	AA+ Aaa AA+
9128286R6	400,000.00	UNITED STATES TREASURY	2.250%	04/30/2024		397,968.00	3,016.48	400,984.48	5.35%	5.27%	1.36	0.17	0.17	AA+ Aaa AA+
912797JX6	625,000.00	UNITED STATES TREASURY	0.000%	05/21/2024		617,643.75	0.00	617,643.75	5.35%	5.32%	2.10	0.22	0.22	A-1+ P-1 F1+
9128286Z8	400,000.00	UNITED STATES TREASURY	1.750%	06/30/2024		395,264.00	1,173.08	396,437.08	5.31%	5.33%	1.35	0.33	0.33	AA+ Aaa AA+
91282CFA4	350,000.00	UNITED STATES TREASURY	3.000%	07/31/2024		346,720.50	865.38	347,585.88	5.53%	5.27%	1.18	0.42	0.41	AA+ Aaa AA+
3133EPDE2	400,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	5.375%	09/09/2024		400,120.00	10,272.22	410,392.22	5.28%	5.31%	1.39	0.53	0.50	AA+ Aaa AA+
3133EPVK8	400,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	5.250%	10/02/2024		399,948.00	8,691.67	408,639.67	5.44%	5.26%	1.39	0.59	0.56	AA+ Aaa F1+
91282CFX4	450,000.00	UNITED STATES TREASURY	4.500%	11/30/2024		447,574.50	5,090.16	452,664.66	5.41%	5.23%	1.54	0.75	0.72	AA+ Aaa AA+

Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio



February 29, 2024

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
3130ATUR6	350,000.00	FEDERAL HOME LOAN BANKS	4.625%	12/13/2024		348,050.50	3,507.29	351,557.79	5.14%	5.35%	1.19	0.79	0.76	AA+ Aaa AA+
91282CDS7	400,000.00	UNITED STATES TREASURY	1.125%	01/15/2025		386,564.00	568.68	387,132.68	5.33%	5.09%	1.31	0.88	0.85	AA+ Aaa AA+
3130AV7L0	300,000.00	FEDERAL HOME LOAN BANKS	5.000%	02/28/2025		299,727.00	125.00	299,852.00	4.98%	5.09%	1.02	1.00	0.96	AA+ Aaa AA+
3130AUZC1	350,000.00	FEDERAL HOME LOAN BANKS	4.625%	03/14/2025		348,579.00	7,509.20	356,088.20	5.08%	5.03%	1.21	1.04	0.98	AA+ Aaa AA+
3135G03U5	350,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.625%	04/22/2025		333,350.50	783.85	334,134.35	5.09%	4.94%	1.13	1.15	1.11	AA+ Aaa AA+
02582JJT8	200,000.00	AMXCA 2022-2 A	3.390%	05/15/2025		195,704.00	301.33	196,005.33	5.79%	5.28%	0.67	1.21	1.16	AAA NA AAA
254683CS2	200,000.00	DCENT 2022-2 A	3.320%	05/15/2025		195,548.00	295.11	195,843.11	6.17%	5.28%	0.66	1.21	1.16	NA Aaa AAA
912828XB1	400,000.00	UNITED STATES TREASURY	2.125%	05/15/2025		387,016.00	2,498.63	389,514.63	5.17%	4.92%	1.32	1.21	1.16	AA+ Aaa AA+
3133EPNB7	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.625%	06/20/2025		299,175.00	2,736.46	301,911.46	4.83%	4.84%	1.02	1.31	1.24	AA+ Aaa AA+
3133EPRS6	350,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.875%	07/28/2025		350,140.00	1,564.06	351,704.06	5.10%	4.84%	1.19	1.41	1.35	AA+ Aaa AA+
06428CAC8	250,000.00	BANK OF AMERICA NA	5.650%	08/18/2025	07/18/2025	251,805.00	510.07	252,315.07	5.66%	5.11%	0.86	1.47	1.32	A+ Aa1 AA
89236TKZ7	200,000.00	TOYOTA MOTOR CREDIT CORP	5.600%	09/11/2025		201,722.00	5,288.89	207,010.89	5.47%	5.01%	0.70	1.53	1.42	A+ A1 A+
91282CFK2	300,000.00	UNITED STATES TREASURY	3.500%	09/15/2025		294,222.00	4,846.15	299,068.15	4.65%	4.81%	1.01	1.54	1.45	AA+ Aaa AA+
17325FBA5	250,000.00	CITIBANK NA	5.864%	09/29/2025	08/29/2025	252,937.50	6,189.78	259,127.28	5.90%	5.04%	0.88	1.58	1.39	A+ Aa3 A+

Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio



February 29, 2024

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
14041NGB1	200,000.00	COMET 2022-3 A	4.950%	10/15/2025		199,512.00	440.00	199,952.00	5.20%	5.16%	0.68	1.63	1.52	AAA NA AAA
3133EPMB8	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.125%	12/08/2025		296,808.00	2,853.12	299,661.12	4.62%	4.75%	1.02	1.77	1.67	AA+ Aaa AA+
89115A2K7	200,000.00	TORONTO-DOMINION BANK	5.103%	01/09/2026		200,280.00	1,474.20	201,754.20	5.39%	5.02%	0.68	1.86	1.74	A A1 AA-
3133EPW68	500,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.125%	01/22/2026		494,630.00	2,234.38	496,864.38	4.36%	4.72%	1.69	1.90	1.79	AA+ Aaa AA+
91282CGL9	350,000.00	UNITED STATES TREASURY	4.000%	02/15/2026		345,831.50	576.92	346,408.42	4.70%	4.64%	1.18	1.96	1.86	AA+ Aaa AA+
3133EPNV3	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.375%	03/30/2026		298,497.00	5,505.21	304,002.21	4.50%	4.63%	1.03	2.08	1.94	AA+ Aaa AA+
3133EPPR0	400,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.625%	04/10/2026		400,192.00	7,245.83	407,437.83	4.72%	4.60%	1.38	2.11	1.96	AA+ Aaa AA+
14913UAA8	150,000.00	CATERPILLAR FINANCIAL SERVICES CORP	4.350%	05/15/2026		148,248.00	1,921.25	150,169.25	4.78%	4.91%	0.51	2.21	2.06	A A2 A+
3133EPUD5	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.750%	05/28/2026		300,807.00	3,681.25	304,488.25	4.86%	4.62%	1.03	2.24	2.09	AA+ Aaa AA+
24422EWX3	150,000.00	JOHN DEERE CAPITAL CORP	4.750%	06/08/2026		149,550.00	1,642.71	151,192.71	4.75%	4.89%	0.51	2.27	2.11	A A1 A+
89239KAC5	160,774.29	TAOT 2022-AA3	1.230%	06/15/2026		156,724.38	87.89	156,812.27	6.44%	5.56%	0.53	2.29	0.58	NA Aaa AAA
3133EPNG6	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.375%	06/23/2026		299,019.00	2,479.17	301,498.17	4.41%	4.52%	1.02	2.31	2.16	AA+ Aaa AA+
3133EPQC2	250,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.625%	07/17/2026		250,160.00	1,413.19	251,573.19	4.68%	4.59%	0.85	2.38	2.22	AA+ Aaa AA+
78016FZZ0	150,000.00	ROYAL BANK OF CANADA	5.200%	07/20/2026		150,525.00	888.33	151,413.33	5.30%	5.04%	0.51	2.39	2.21	A A1 AA-

Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio



February 29, 2024

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
06051GLA5	150,000.00	BANK OF AMERICA CORP	4.827%	07/22/2026	07/22/2025	148,738.50	784.39	149,522.89	5.36%	5.46%	0.51	2.39	1.33	A- A1 AA-
797272RN3	145,000.00	SAN DIEGO CALIF CMNTY COLLEGE DIST	1.445%	08/01/2026		134,222.15	174.60	134,396.75	4.72%	4.73%	0.46	2.42	2.33	AAA Aa1 NA
94988J6D4	250,000.00	WELLS FARGO BANK NA	5.450%	08/07/2026	07/07/2026	252,142.50	908.33	253,050.83	5.46%	5.06%	0.86	2.44	2.18	A+ Aa2 AA-
3133EPSW6	350,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.500%	08/14/2026		349,870.50	743.75	350,614.25	4.53%	4.52%	1.19	2.46	2.30	AA+ Aaa AA+
34533YAE0	250,000.00	FORDO 2020-C A4	0.510%	08/15/2026		241,985.00	56.67	242,041.67	6.85%	4.99%	0.82	2.46	0.72	AAA Aaa NA
3130AWTQ3	350,000.00	FEDERAL HOME LOAN BANKS	4.625%	09/11/2026		351,029.00	9,307.81	360,336.81	4.81%	4.50%	1.22	2.53	2.31	AA+ Aaa AA+
78016EZZ3	200,000.00	ROYAL BANK OF CANADA	1.400%	11/02/2026		181,868.00	925.56	182,793.56	5.11%	5.07%	0.62	2.68	2.56	A A1 AA-
13067WRD6	165,000.00	CALIFORNIA ST DEPT WTR RES CENT VY PROJ REV	0.920%	12/01/2026		149,211.15	379.50	149,590.65	5.03%	4.66%	0.51	2.76	2.66	AAA Aa1 NA
17325FBC1	250,000.00	CITIBANK NA	5.488%	12/04/2026	11/04/2026	252,085.00	3,315.67	255,400.67	4.87%	5.15%	0.87	2.76	2.44	A+ Aa3 A+
91282CJT9	500,000.00	UNITED STATES TREASURY	4.000%	01/15/2027		494,140.00	2,527.47	496,667.47	4.13%	4.44%	1.69	2.88	2.67	AA+ Aaa AA+
912828Z78	375,000.00	UNITED STATES TREASURY	1.500%	01/31/2027		345,206.25	463.60	345,669.85	4.44%	4.43%	1.17	2.92	2.80	AA+ Aaa AA+
3133ENV9	350,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	2.875%	04/26/2027		333,886.00	3,493.92	337,379.92	4.52%	4.45%	1.14	3.16	2.94	AA+ Aaa AA+
91412HFP3	200,000.00	UNIVERSITY CALIF REVS	1.366%	05/15/2027		180,572.00	804.42	181,376.42	4.47%	4.66%	0.62	3.21	3.06	AA Aa2 AA
91282CEW7	300,000.00	UNITED STATES TREASURY	3.250%	06/30/2027		289,560.00	1,633.93	291,193.93	4.19%	4.38%	0.99	3.33	3.10	AA+ Aaa AA+

Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio



February 29, 2024

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
7994082A6	250,000.00	SAN RAMON VALLEY CALIF UNI SCH DIST	1.184%	08/01/2027		223,340.00	246.67	223,586.67	4.69%	4.59%	0.76	3.42	3.28	AA+ Aa1 NA
799038NS9	220,000.00	SAN MATEO CNTY CALIF CMNTY COLLEGE DIST	1.467%	09/01/2027		197,395.00	1,613.70	199,008.70	4.77%	4.68%	0.68	3.51	3.32	AAA Aaa NA
65480BAD9	200,000.00	NAROT 2021-A A4	0.570%	09/15/2027		189,064.00	50.67	189,114.67	6.23%	4.93%	0.64	3.54	1.27	AAA Aaa NA
91282CFM8	300,000.00	UNITED STATES TREASURY	4.125%	09/30/2027		297,573.00	5,173.16	302,746.16	4.16%	4.37%	1.03	3.59	3.24	AA+ Aaa AA+
419792DB9	200,000.00	HAWAII ST	3.350%	10/01/2027	10/01/2025	192,076.00	2,791.67	194,867.67	4.51%	4.56%	0.66	3.59	3.02	AA+ Aa2 AA
89236TKL8	150,000.00	TOYOTA MOTOR CREDIT CORP	5.450%	11/10/2027		152,986.50	2,520.62	155,507.12	4.85%	4.85%	0.53	3.70	3.27	A+ A1 A+
12663JAC5	250,000.00	CNH 2022-B A3	3.890%	11/15/2027		245,282.50	432.22	245,714.72	6.15%	5.73%	0.83	3.71	1.05	NA Aaa AAA
023135CP9	150,000.00	AMAZON.COM INC	4.550%	12/01/2027	11/01/2027	149,541.00	1,706.25	151,247.25	4.62%	4.64%	0.51	3.76	3.32	AA A1 AA-
142921AD7	200,000.00	CARMX 2032-2 A3	5.050%	01/18/2028		199,414.00	448.89	199,862.89	5.27%	5.28%	0.68	3.89	1.77	AAA NA AAA
24422EWR6	150,000.00	JOHN DEERE CAPITAL CORP	4.750%	01/20/2028		149,838.00	811.46	150,649.46	4.73%	4.78%	0.51	3.89	3.50	A A1 A+
3133EPAV7	250,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	3.875%	02/14/2028		245,285.00	457.47	245,742.47	4.15%	4.40%	0.83	3.96	3.62	AA+ Aaa AA+
931142FB4	150,000.00	WALMART INC	3.900%	04/15/2028	03/15/2028	146,362.50	2,210.00	148,572.50	4.35%	4.55%	0.50	4.13	3.67	AA Aa2 AA
46647PDA1	150,000.00	JPMORGAN CHASE & CO	4.323%	04/26/2028	04/26/2027	146,377.50	2,251.56	148,629.06	5.14%	5.16%	0.50	4.16	2.87	A- A1 AA-
91282CCE9	300,000.00	UNITED STATES TREASURY	1.250%	05/31/2028		264,645.00	942.62	265,587.62	4.08%	4.31%	0.90	4.25	4.04	AA+ Aaa AA+

Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio



February 29, 2024

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
3130AWN63	300,000.00	FEDERAL HOME LOAN BANKS	4.000%	06/30/2028		297,078.00	2,033.33	299,111.33	4.08%	4.25%	1.02	4.33	3.91	AA+ Aaa AA+
89115A2U5	150,000.00	TORONTO-DOMINION BANK	5.523%	07/17/2028		152,518.50	1,012.55	153,531.05	5.34%	5.09%	0.52	4.38	3.84	A A1 AA-
419792YT7	200,000.00	HAWAII ST	1.145%	08/01/2028		173,220.00	190.83	173,410.83	4.62%	4.52%	0.59	4.42	4.22	AA+ Aa2 AA
459058KW2	500,000.00	INTERNATIONAL BANK FOR	4.625%	08/01/2028		504,590.00	1,927.08	506,517.08	4.15%	4.39%	1.72	4.42	3.95	AAA Aaa NA
3133EPUN3	350,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.500%	08/28/2028		351,536.50	131.25	351,667.75	4.33%	4.39%	1.19	4.50	4.03	AA+ Aaa AA+
45950VSM9	250,000.00	INTERNATIONAL FINANCE CORP	4.500%	11/27/2028		251,190.00	2,937.50	254,127.50	4.06%	4.39%	0.86	4.74	4.19	AAA Aaa NA
3130AXQK7	500,000.00	FEDERAL HOME LOAN BANKS	4.750%	12/08/2028		509,680.00	7,784.72	517,464.72	4.07%	4.29%	1.76	4.77	4.18	AA+ Aaa AA+
91282CDW8	425,000.00	UNITED STATES TREASURY	1.750%	01/31/2029		377,816.50	612.98	378,429.48	4.00%	4.28%	1.28	4.92	4.62	AA+ Aaa AA+
Total	29,700,188.50		3.801%			29,296,246.64	170,643.69	29,466,890.33	4.69%	4.97%	100.00	1.60	1.40	

Transactions

Citrus Heights Water District | Total Aggregate Portfolio



February 29, 2024

Cusip	Security	Trade Date	Settlement Date	Coupon Payment	Price	Par Amount	Principal Amount	Accrued Amount	Total Amount	Broker
Buy										
31846V203	FIRST AMER:GVT OBLG;Y	02/15/2024	02/15/2024	0.00	1.00	77,651.87	77,651.87	0.00	77,651.87	Direct
CAL_CAMP	California Asset Management Program	02/29/2024	02/29/2024	0.00	1.00	24,696.56	24,696.56	0.00	24,696.56	Direct
Total				0.00		102,348.43	102,348.43	0.00	102,348.43	
Sell										
31846V203	FIRST AMER:GVT OBLG;Y	02/23/2024	02/23/2024	0.00	1.00	116.07	116.07	0.00	116.07	Direct
60934N104	FEDERATED HRMS GV O;INST	02/29/2024	02/29/2024	0.00	1.00	149,146.12	149,146.12	0.00	149,146.12	Direct
CHWD_BMO_DEP	BMO Deposit	02/29/2024	02/29/2024	0.00	1.00	189.35	189.35	0.00	189.35	Direct
Total				0.00		149,451.54	149,451.54	0.00	149,451.54	
Coupon										
419792YT7	HAWAII ST 1.145 08/01/28	02/01/2024	02/01/2024	1,145.00		0.00	0.00	0.00	1,145.00	
7994082A6	SAN RAMON VALLEY CALIF UNI 1.184 08/01/27	02/01/2024	02/01/2024	1,480.00		0.00	0.00	0.00	1,480.00	
797272RN3	SAN DIEGO CALIF CMNTY COLLE 1.445 08/01/26	02/01/2024	02/01/2024	1,047.63		0.00	0.00	0.00	1,047.63	
459058KW2	IBRD 4.625 08/01/28 MTN	02/01/2024	02/01/2024	8,030.00		0.00	0.49	0.00	8,030.00	
94988J6D4	WELLS FARGO BANK 5.450 08/07/26 '26 MTN	02/07/2024	02/07/2024	6,736.81		0.00	0.00	0.00	6,736.81	
3133EPAV7	FEDERAL FARM 3.875 02/14/28	02/14/2024	02/14/2024	4,843.75		0.00	0.00	0.00	4,843.75	
3133EPSW6	FEDERAL FARM 4.500 08/14/26	02/14/2024	02/14/2024	7,875.00		0.00	0.00	0.00	7,875.00	
34533YAE0	FCAOT-20C-A4	02/15/2024	02/15/2024	106.25		0.00	0.00	0.00	106.25	
65480BAD9	NART-21A-A4	02/15/2024	02/15/2024	95.00		0.00	0.00	0.00	95.00	
89239KAC5	TART-22A-A3	02/15/2024	02/15/2024	177.68		0.00	(0.00)	0.00	177.68	
02582JIT8	AXCMT-222-A	02/15/2024	02/15/2024	565.00		0.00	0.00	0.00	565.00	
254683CS2	DCENT-222-A	02/15/2024	02/15/2024	553.33		0.00	(0.00)	0.00	553.33	
12663JAC5	CNHET-22B-A3	02/15/2024	02/15/2024	810.42		0.00	0.00	0.00	810.42	
14041NGB1	COMET-223-A	02/15/2024	02/15/2024	825.00		0.00	0.00	0.00	825.00	
91282CGL9	US TREASURY 4.000 02/15/26	02/15/2024	02/15/2024	7,000.00		0.00	0.00	0.00	7,000.00	
142921AD7	CARMAX-232-A3	02/15/2024	02/15/2024	841.67		0.00	0.00	0.00	841.67	
06428CAC8	BOA 5.650 08/18/25 '25	02/18/2024	02/18/2024	7,062.50		0.00	0.00	0.00	7,062.50	
3130AV7L0	FHLBANKS 5.000 02/28/25	02/28/2024	02/28/2024	7,500.00		0.00	0.00	0.00	7,500.00	
3133EPUN3	FEDERAL FARM 4.500 08/28/28	02/28/2024	02/28/2024	7,875.00		0.00	0.00	0.00	7,875.00	

Transactions

Citrus Heights Water District | Total Aggregate Portfolio



February 29, 2024

Cusip	Security	Trade Date	Settlement Date	Coupon Payment	Price	Par Amount	Principal Amount	Accrued Amount	Total Amount	Broker
Total				64,570.04		0.00	0.49	0.00	64,570.04	
Custody Fee										
CCYUSD	US DOLLAR	02/23/2024	02/23/2024	0.00		116.07	(116.07)	0.00	(116.07)	
Total				0.00		116.07	(116.07)	0.00	(116.07)	
Principal Paydown										
89239KAC5	TART-22A-A3	02/15/2024	02/15/2024	0.00		12,576.11	12,576.11	0.00	12,576.11	
Total				0.00		12,576.11	12,576.11	0.00	12,576.11	
Interest Income										
CAL_CAMP	California Asset Management Program	02/29/2024	02/29/2024	51,126.56		0.00	51,126.56	0.00	51,126.56	
31846V203	FIRST AMER:GVT OBLG;Y	02/29/2024	02/29/2024	264.79		0.00	14.21	0.00	264.79	
60934N104	FEDERATED HRMS GV O;INST	02/29/2024	02/29/2024	3,082.86		0.00	599.34	0.00	3,082.86	
Total				54,474.21		0.00	51,740.11	0.00	54,474.21	

This report is for general informational purposes only and is not intended to provide specific advice or recommendations. Government Portfolio Advisors (GPA) is an investment advisor registered with the Securities and Exchange Commission and is required to maintain a written disclosure statement of our background and business experience.

Questions About an Account: GPA's monthly & quarterly reports are intended to detail the investment advisory activity managed by GPA. The custodial bank maintains the control of assets and settles all investment transactions. The custodial statement is the official record of security and cash holdings and transactions. GPA recognizes that clients may use these reports to facilitate record keeping and that the custodial bank statement and the GPA report should be reconciled, and differences documented.

Trade Date versus Settlement Date: Many custodial banks use settlement date basis and post coupons or maturities on the following business days when they occur on weekend. These items may result in the need to reconcile due to a timing difference. GPA reports are on a trade date basis in accordance with GIPS performance standards. GPA can provide all account settings to support the reason for any variance.

Bank Deposits and Pooled Investment Funds Held in Liquidity Accounts Away from the Custodial Bank are Referred to as Line Item Securities: GPA relies on the information provided by clients when reporting pool balances, bank balances and other assets that are not held at the client's custodial bank. GPA does not guarantee the accuracy of information received from third parties. Balances cannot be adjusted once submitted however corrective transactions can be entered as adjustments in the following months activity. Assets held outside the custodial bank that are reported to GPA are included in GPA's oversight compliance reporting and strategic plan.

Account Control: GPA does not have the authority to withdraw or deposit funds from or to any client's custodial account. Clients retain responsibility for the deposit and withdrawal of funds to the custodial account. Our clients retain responsibility for their internal accounting policies, implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

Custodial Bank Interface: Our contract provides for the ability for GPA to interface into our client's custodial bank to reconcile transactions, maturities and coupon payments. The GPA client portal will be available to all clients to access this information directly at any time.

Market Price: Generally, GPA has set all securities market pricing to match custodial bank pricing. There may be certain securities that will require pricing override due to inaccurate custodial bank pricing that will otherwise distort portfolio performance returns. GPA may utilize Refinitiv pricing source for commercial paper, discount notes and supranational bonds when custodial bank pricing does not reflect current market levels. The pricing variances are obvious when market yields are distorted from the current market levels.

Performance Calculation: Historical returns are presented as time-weighted total return values and are presented gross and net of fees.

Amortized Cost: The original cost on the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discounts or premiums are amortized on a straight-line basis on all securities. This can be changed at the client's request.

Callable Securities: Securities subject to redemption in whole or in part prior to the stated final maturity at the discretion of the security's issuer are referred to as "callable". Certain call dates may not show up on the report if the call date has passed or if the security is continuously callable until maturity date. Bonds purchased at a premium will be amortized to the next call date while all other callable securities will be amortized to maturity. If the bond is amortized to the call date, amortization will be reflected to that date and once the call date passes, the bond will be fully amortized.

Duration: The duration is the effective duration. Duration on callable securities is based on the probability of the security being called given market rates and security characteristics.

Benchmark Duration: The benchmark duration is based on the duration of the stated benchmark that is assigned to each account.

Rating: Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

Coupon Payments and Maturities on Weekends: On occasion, coupon payments and maturities occur on a weekend or holiday. GPA's report settings are on the accrual basis so the coupon postings and maturities will be accounted for in the period earned. The bank may be set at a cash basis, which may result in a reconciliation variance.

Cash and Cash Equivalents: GPA has defined cash and cash equivalents to be cash, bank deposits, LGIP pools and repurchase agreements. This may vary from your custodial bank which typically defines cash and equivalents as all securities that mature under 90 days. Check with your custodial bank to understand their methodology.

Account Settings: GPA has the portfolio settings at the lot level, if a security is sold our setting will remove the lowest cost security first. First-in-first-out (FIFO) settings are available at the client's request.

Historical Numbers: Data was transferred from GPA's legacy system, however, variances may exist from the data received due to a change of settings on Clearwater. GPA is utilizing this information for historical return data with the understanding the accrual settings and pricing sources may differ slightly.

Financial Situation: In order to better serve you, GPA should be promptly notified of any material change in your investment objective or financial situation.

No Guarantee: The securities in the portfolio are not guaranteed or otherwise protected by GPA, the FDIC (except for non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested.



TREASURER'S REPORT OF ACCOUNT BALANCES
FEBRUARY 29, 2024

Fund Name	Beginning Balance 01/01/2024	Year to Date Transfers In / Collections	Year to Date Transfers Out	Current Month Transfers In / Collections	Current Month Transfers Out	Ending Balance 02/29/2024
Operating Fund	\$ 3,943,592	\$ 1,665,990	\$ (1,665,990)	\$ 2,993,288	\$ (2,993,288)	\$ 3,943,592
Operating Reserve	\$ 9,826,555		\$ (869,125)	\$ 271,001		\$ 9,228,431
Rate Stabilization Fund	\$ 1,000,000					\$ 1,000,000
Capital Improvement Reserve	\$ 3,146,633					\$ 3,146,633
Restricted for Debt Service	\$ -					\$ -
Water Supply Reserve	\$ 2,823,173					\$ 2,823,173
Water Efficiency Reserve	\$ 200,000					\$ 200,000
Water Meter Replacement Reserve	\$ 1,925,000					\$ 1,925,000
Water Main Reserve - Project 2030	\$ 2,521,129	\$ 142,547		\$ 116,390		\$ 2,780,066
Fleet Equipment Reserve	\$ 471,395					\$ 471,395
Employment-Related Benefits Reserve	\$ 1,015,536					\$ 1,015,536
	<u>\$ 26,873,013</u>	<u>\$ 1,808,537</u>	<u>\$ (2,535,115)</u>	<u>\$ 3,380,679</u>	<u>\$ (2,993,288)</u>	<u>\$ 26,533,826</u>



ANNIE Y. LIU, Treasurer

**TREASURER'S REPORT OF FUND
BALANCES FEBRUARY 29, 2024**

Fund Transfers Summary:

Operating Fund:

Fund Collected/Transferred	\$ 2,993,288
Fund Disbursed/Transferred	<u>\$ (2,993,288)</u>
Net Fund Transferred:	\$ (0)

<u>Water Main Reserve - Project 2030</u>	<u>\$ 116,389</u>
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Citrus Heights Water District
Budget Performance Report
As of 02/29/2024

CC-06

	February Actual	Year-to-Date Actual	Year-to-Date Budget	YTD Variance		Annual Budget
				Amount	Percent	
Revenues						
Metered Service Charges	\$1,066,392.62	\$2,339,579.10	\$1,974,305.58	\$365,273.52	18.50%	\$11,845,833.44
Metered Water Deliveries	338,743.09	665,283.26	684,732.84	(19,449.58)	-2.84%	6,511,343.09
Water Main Replacement Revenue	116,389.78	258,936.85	228,666.66	30,270.19	13.24%	1,372,000.00
Penalties	13,499.23	31,427.93	11,531.36	19,896.57	172.54%	69,188.19
Interest	29,049.91	65,764.78	57,456.60	8,308.18	14.46%	344,739.60
Backflow Fees	7,270.10	16,397.35	9,210.06	7,187.29	78.04%	55,260.40
Water Service Install & S&R	0.00	0.00	1,600.00	(1,600.00)	-100.00%	9,600.00
Grant Funds	0.00	900.00	0.00	900.00	0.00%	3,107,000.00
Miscellaneous *	797.85	1,864.98	2,131.42	(266.44)	-12.50%	12,788.50
Cost Reimbursements	0.00	525.00	950.00	(425.00)	-44.74%	5,700.04
Income - Wheeling Water	0.00	0.00	12,189.54	(12,189.54)	-100.00%	73,137.28
Income - Connection Fees	0.00	0.00	21,485.24	(21,485.24)	-100.00%	128,911.46
Total Revenue	1,572,142.58	3,380,679.25	3,004,259.30	376,419.95	12.53%	23,535,502.00
*includes Assessments, New Account, Back Charges & other Miscellaneous Revenue Sources						
Operating Expenses						
Cost of Water						
Purchased Water	0.00	601,675.00	531,085.44	70,589.56	13.29%	3,186,512.73
Ground Water	43,409.22	140,930.48	175,952.88	(35,022)	-19.90%	1,027,917.89
	43,409.22	742,605.48	707,038.32	35,567.16	5.03%	4,214,430.62
Labor & Benefits						
Labor Regular	311,353.35	873,935.50	721,469.14	152,466.36	21.13%	4,328,814.89
Labor Non-Regular	0.00	613.12	772.99	(159.87)	-20.68%	3,353.11
Labor Taxes	23,587.86	72,773.30	55,072.46	17,700.84	32.14%	330,434.76
Labor Workers Comp	23,150.95	0.00	13,324.70	(13,324.70)	-100.00%	79,948.16
Labor External	900.00	1,950.00	3,785.86	(1,835.86)	-48.49%	22,715.11
Benefits Med/Den/Vis	58,687.64	152,087.66	96,759.25	55,328.41	57.18%	580,555.24
Benefits LTD/Life/EAP	5,180.42	15,817.54	10,386.42	5,431.12	52.29%	62,318.46
Benefits CalPers	31,945.94	52,192.34	61,087.44	(8,895.10)	-14.56%	366,524.65
Benefits Other	17,518.51	29,225.54	23,454.46	5,771.08	24.61%	140,726.74
Benefit Retiree Expenses	694.70	5,465.35	10,672.66	(5,207.31)	-48.79%	64,035.99
Benefit GASB 68	0.00	219,317.50	97,408.90	121,908.60	125.15%	584,453.37
Capitalized Labor & Benefit Contra	(32,265.56)	(69,168.23)	(75,850.90)	6,682.67	-8.81%	(455,105.49)
	440,753.81	1,354,209.62	1,018,343.38	335,866.24	32.98%	6,108,774.99
General & Administrative						

Citrus Heights Water District
Budget Performance Report
As of 02/29/2024

CC-06

	February Actual	Year-to-Date Actual	Year-to-Date Budget	YTD Variance		Annual Budget
				Amount	Percent	
Fees & Charges	24,934.20	28,794.97	38,395.80	(9,600.83)	-25.00%	230,374.69
Regulatory Compliance/Permits	3,025.00	89,911.74	20,085.38	69,826.36	347.65%	120,512.29
District Events & Recognition	4,499.05	4,074.05	7,148.66	(3,074.61)	-43.01%	40,634.73
Maintenance/Licensing	4,376.93	145,597.78	45,146.52	100,451.26	222.50%	270,879.08
Equipment Maintenance	5,598.37	9,473.00	26,555.80	(17,082.80)	-64.33%	159,334.78
Professional Development	6,855.92	14,345.30	15,955.14	(1,609.84)	-10.09%	91,526.93
Dues & Subscriptions	3,193.38	127,251.35	48,689.38	78,561.97	161.35%	291,208.39
Facility Improvements	0.00	0.00	636.24	(636.24)	-100.00%	3,817.47
Fuel & Oil	4,158.74	10,081.02	17,525.88	(7,444.86)	-42.48%	105,155.26
General Supplies	6,686.13	11,616.96	14,472.76	(2,855.80)	-19.73%	85,551.39
Insurance - Auto/Prop/Liab	0.00	93,901.11	30,457.54	63,443.57	208.30%	182,745.23
Leasing/Equipment Rental	7,215.25	13,349.94	8,755.09	4,594.85	52.48%	51,803.36
Parts & Materials	112,237.05	153,123.22	164,505.54	(11,382.32)	-6.92%	987,033.24
Postage/Shipping/Freight	6,181.61	10,810.51	18,860.18	(8,049.67)	-42.68%	112,773.97
Rebates & Incentives	150.00	1,200.00	2,141.76	(941.76)	-43.97%	12,850.53
Telecom/Network	3,823.18	6,450.27	10,704.50	(4,254.23)	-39.74%	64,226.99
Tools & Equipment	1,139.92	1,139.92	15,362.18	(14,222.26)	-92.58%	91,247.64
Utilities	3,296.09	5,533.59	8,583.20	(3,049.61)	-35.53%	51,499.20
Write-Off Bad Debt Exp	0	0.00	26.10	(26.10)	-100.00%	26.10
Capitalized G&A Contra	(4,824.20)	(33,327.67)	(138,307.34)	104,979.67	-75.90%	(829,844.00)
Capitalized Equipment Contra	0.00	(27,168.50)	(102,190.16)	75,021.66	-73.41%	(613,141.00)
	192,546.62	666,158.56	253,510.15	412,648.41	162.77%	1,510,216.27
Professional & Contract Services						
Support Services	108,023.11	146,929.77	323,667.72	(176,737.95)	-54.60%	1,942,006.21
Legal Services	43,347.21	43,203.51	109,952.60	(66,749.09)	-60.71%	655,788.35
Printing Services	424.00	7,537.00	5,894.40	1,642.60	27.87%	33,315.55
	151,794.32	197,670.28	439,514.72	(241,844.44)	-55.03%	2,631,110.11
Reserves & Debt Services						
Interest Expense	0.00	32,644.44	32,043.75	600.69	1.87%	64,088.00
	0.00	32,644.44	32,043.75	600.69	1.87%	64,088.00
Total Operating Expenses	828,503.97	2,993,288.38	2,450,450.32	542,838.06	22.15%	14,528,619.99
Net Income / (Expense)	743,638.61	387,390.87	553,808.98	(166,418.11)	-30.05%	9,006,882.01

Citrus Heights Water District
Capital Projects Summary
Fiscal Period End as of 2/2024

CC-7

Project Number	Project Name	BUDGET	AMOUNTS PAID			PROJECTION
		Approved 2024 Budget	Month to Date	Year to Date	Project to Date	Remaining Budget for Total Project
C16-134	Auburn Blvd-Rusch Park Placer	\$538,021	\$994	\$1,566	\$10,512	\$536,455
C20-108	Corp Yard PreArchitecture Stdy	\$100,000	\$0	\$0	\$1,676	\$100,000
C20-109	Corp Yard Plans Specs Estimate	\$400,000	\$0	\$0	\$0	\$400,000
C24-003	Fleet & Field Operations Eqpm	\$330,000	\$0	\$0	\$0	\$330,000
C24-004	Technology Hardware & Software	\$55,000	\$0	\$0	\$0	\$55,000
C24-005	Facilities Improvements	\$108,000	\$0	\$0	\$0	\$108,000
C24-011	Valve Replacement	\$120,000	\$520	\$520	\$520	\$119,480
C24-012	Water Service Connections	\$1,507,000	\$23,841	\$82,516	\$82,516	\$1,424,484
C24-013	Water Meter Replacement	\$125,000	\$984	\$1,422	\$1,422	\$123,578
C24-014	Fire Hydrants-Repl, Upgrades,	\$175,000	\$2,027	\$2,027	\$2,027	\$172,973
C24-020	Groundwater Well Improvement	\$200,000	\$0	\$0	\$0	\$200,000
C24-101	Minnesota Drive	\$727,000	\$0	\$79	\$79	\$726,921
C24-102	Fair Oaks Blvd at Leafcrest Wy	\$344,000	\$0	\$79	\$79	\$343,921
C24-103	Menke Way	\$103,000	\$0	\$0	\$0	\$103,000
Construction in Progress		\$4,832,021	\$28,365	\$88,209	\$98,832	\$4,743,812
C15-104B	Document Management System	\$0	\$0	\$0	\$179,755	(\$52,116)
C23-003	Fleet/Field Operations Equip	\$0	\$0	\$0	\$124,273	\$300,727
Fleet and Equipment		\$0	\$0	\$0	\$304,028	\$248,611
C21-102	Old Auburn Road		\$0	\$0	\$2,029	(\$1,003)
C21-104	Mesa Verde HS		\$0	\$0	\$747,517	(\$308)
C21-105	Madison Ave & Dewey Dr		\$0	\$0	\$78,746	\$5,908
C22-101	Carriage Drive		\$0	\$0	\$579,234	(\$152,130)
C22-104	Patton Ave Main	\$0	\$4,200	\$4,200	\$82,932	(\$82,932)
C23-040A	City of Citrus Heights Wachtel		\$0	\$0	\$16,217	(\$16,217)
Water Mains		\$0	\$4,200	\$4,200	\$1,506,675	(\$246,682)
C17-103	Operations Building Remodel		\$0	\$0	\$21,180	\$120
C21-040	Other City Partnerships		\$0	\$0	\$0	\$0
C21-040B	Elec. Greenway Bike Trail		\$0	\$0	\$1,797	(\$1,797)
C22-005	Facilities Improvements		\$0	\$0	\$44,748	\$55,252
C22-040	Other City Partnerships		\$0	\$0	\$0	\$100,000

Citrus Heights Water District
Capital Projects Summary
Fiscal Period End as of 2/2024

CC-7

		BUDGET	AMOUNTS PAID			PROJECTION
Project Number	Project Name	Approved 2024 Budget	Month to Date	Year to Date	Project to Date	Remaining Budget for Total Project
C22-040D	SACOG 22 AC Overlay P1		\$0	\$0	\$174	(\$174)
C22-040E	San Juan Ave Complete Streets	\$0	\$442	\$584	\$584	(\$584)
C22-041	Other Misc Infrastructure		\$0	\$0	\$0	\$82,347
C22-102	Well Site Acquisition		\$0	\$0	\$265,468	(\$265,468)
C23-005	Facilities Improvements	\$0	\$0	\$0	\$102,978	\$10,022
C23-040	Other City Partnerships	\$0	\$0	\$0	\$0	\$0
C23-041	Misc Infrastructure Projects	\$0	\$0	\$0	\$0	\$0
C23-104	Patton/Pardal/Alondra/Perdez	\$0	\$0	\$1,138	\$1,138	\$1,008,862
C23-105	Reno Lane 8-inch	\$0	\$2,087	\$7,859	\$358,488	\$419,207
C23-106	Admiral & Anchor 8-inch	\$897,819	\$10,190	\$12,914	\$65,290	\$832,529
C24-010	Annual Water Main Pipeline Rep	\$51,500	\$0	\$0	\$0	\$51,500
Miscellaneous Projects		\$949,319	\$12,719	\$22,495	\$861,846	\$2,291,815
C17-104A	Well #7 Patton		\$0	\$0	\$67,434	\$182,566
C18-106	Groundwater Well #7		\$0	\$0	\$10,780	\$786,080
C20-107	Well Design & Construction	\$4,442,536	\$10,334	\$11,926	\$1,244,511	\$3,198,025
C22-020	Groundwater Well Improvements		\$0	\$0	\$7,332	\$142,668
C22-102A	SJUSD Property		\$0	\$0	\$12,100	(\$12,100)
C22-103	Well Design Construct Highland		\$0	\$0	\$0	\$0
C23-020	Groundwater Well Improvements	\$0	\$0	\$0	\$0	\$100,000
C23-103	Highland Well	\$0	\$941	\$2,058	\$3,996	\$1,896,004
Wells		\$4,442,536	\$11,274	\$13,985	\$1,346,154	\$6,293,242
Grand Totals:		\$10,223,876	\$58,888	\$154,349	\$5,464,276	\$13,330,799

FEBRUARY 2024 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
77225	LOPEZ FAMILY REVOCABLE TRUST	Customer Refund	\$66.34
77226	GREGORY OR ALISON R WERNER	Customer Refund	\$18.23
77227	KUSTER THOMAS FAMILY TRUST	Customer Refund	\$44.65
77228	BRYAN OR SUZANNE Y MORGAN	Customer Refund	\$138.88
77229	DERRICK SMITH	Customer Refund	\$160.08
77230	NB COMPANIES LLC	Customer Refund	\$87.25
77231	MICHAEL A JORDAN	Customer Refund	\$53.97
77232	ACWA JPIA	Workers Comp Insurance	\$96.72
77233	AFLAC	Employee Paid Insurance	\$249.53
77234	ANSWERNET	Telephone-Answering Service	\$293.07
77235	CALIFORNIA NEVADA SECTION AWWA	Dues & Subscriptions	\$100.00
77236	BEST BEST AND KRIEGER	Legal & Audit	\$33,139.00
77237	BENDER ROSENTHAL INCORPORATED	Contract Services-Other	\$12,333.64
77238	BURKETTS	Office Expense	\$7.26
77239	CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS	Dues & Subscriptions	\$20.00
77240	CITY OF CITRUS HEIGHTS	Equipment Rental-Office	\$3,300.00
77241	COLANTUONO HIGHSMITH WHATLEY PC	Legal & Audit	\$8,737.50
77242	COVINO SMITH AND SIMON	Contract Services-Miscellaneous	\$1,000.00
77243	LINDA RUGGLES LIVING TRUST	Customer Refund	\$61.55
77244	EVERBANK NA	Equipment Rental-Office	\$571.09
77245	FLOWLINE CONTRACTORS INC	Contract Services-Engineering	\$2,847.00
77246	ERNESTINE FREEMAN	Retiree Insurance	\$174.70
77247	GOVERNMENT FINANCE OFFICERS ASSOCIATION	Dues & Subscriptions	\$160.00
77248	FERGUSON ENTERPRISES INC 1423	Material	\$17,372.82
77249	JOHN HARWELL	Toilet Rebate Program	\$150.00
77250	HUNT AND SONS INC	Gas & Oil	\$1,756.81
77251	INTEGRITY ADMINISTRATORS INC	Health Insurance	\$246.42
77252	MCCAMPBELL ANALYTICAL, INC	Wells Maintenance	\$1,920.00
77253	MOONLIGHT BPO LLC	Contract Services- Bill Print/Mail	\$5,944.60
77254	MOSAIC PUBLIC PARTNERS LLC	Consulting Services	\$8,700.00
77255	NAVIANT	Maintenance Agreement-Software	\$25,442.73
77256	NOWSPEED INC	Contract Services-Other	\$250.00
77257	PACE SUPPLY CORP	Material	\$550.70
77258	SAN JUAN WATER DISTRICT	Purchased Water	\$764,094.57
77259	LES SCHWAB TIRES	Repair-Trucks	\$1,594.47
77260	MICHAEL SHORTER	Professional Development	\$780.71
77261	SMUD	Utilities	\$10,199.01
77262	SONITROL	Equipment Rental-Office	\$418.52
77263	T MOBILE	Telephone-Wireless	\$659.88
77264	TEE JANITORIAL MAINTENANCE	Contract Services-Other	\$2,989.00
77265	LENAMARIE TUCCELLI LIVING TRUST	Toilet Rebate Program	\$118.44
77266	MELINDA M TUPPER	Retiree Insurance	\$520.00
77267	ULINE	Supplies-Field	\$45.96
77268	UNITED RENTALS NORTH AMERICA INC	Equipmente Rental-Field	\$1,221.05
77269	HOGAI ZALMAI	Professional Development	\$122.60
77270	NAPA AUTO PARTS	Repair-Equipment	\$255.88
77271	KATHRYN M MUELLER OR BUETTNER	Customer Refund	\$236.79
77272	JILL A POWELL	Customer Refund	\$263.18
77273	AMY M WEEKS OR ALEXANDRA R LORIS	Customer Refund	\$29.40
77274	KELLY OR RENE MAKKEY	Customer Refund	\$10.11
77275	AUSTIN J DAVIS OR CORAL S STUART	Customer Refund	\$14.87
77276	19SIX ARCHITECTS	Contract Services-Engineering	\$3,453.20
77277	ABA DABA RENTAL	Supplies-Field	\$466.63
77278	ACWA JPIA	Workers Comp Insurance	\$23,150.95
77279	ALEXANDERS CONTRACT SERVICES	Contract Services-Meter Read	\$8,273.32
77280	AREA PORTABLE SERVICES	Equipment Rental-Field	\$116.68
77281	AUL HEALTH BENEFIT TRUST MIDAMERICA	Health Insurance	\$4,762.44
77282	BEST BEST AND KRIEGER	Legal & Audit	\$8,662.21
77283	BENDER ROSENTHAL INCORPORATED	Contract Services-Other	\$3,023.97
77284	BSK ASSOCIATES	Water Analysis	\$1,161.50
77285	CDW GOVERNMENT INC	Maintenance Agreement-Software	\$2,099.68

FEBRUARY 2024 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
77286	CITY OF CITRUS HEIGHTS	Equipment Rental-Office	\$1,896.00
77287	CITRUS HEIGHTS CHAMBER OF COMMERCE	Professional Development	\$1,515.00
77288	CITRUS HEIGHTS SAW AND MOWER	Repair-Equipment	\$40.92
77289	CONSOLIDATED	Telephone-Local/Long Distance	\$2,529.03
77290	CORELOGIC INFORMATION SOLUTIONS INC	Dues & Subscriptions	\$231.85
77291	COUNTY OF SACRAMENTO	Permit Fees	\$141.00
77292	SACRAMENTO COUNTY UTILITIES	Utilities	\$190.10
77293	FERGUSON ENTERPRISES INC 1423	Material	\$4,229.19
77294	J4 SYSTEMS	Contract Services-Other	\$4,517.25
77295	KEI WINDOW CLEANING 12	Janitorial	\$120.00
77296	ANNIE LIU	Professional Development	\$340.00
77297	LOWES	Supplies-Field	\$862.30
77298	LSL CPAS	Contract Services-Financial	\$10,000.00
77299	MACQUARIE EQUIPMENT CAPITAL INC	Equipment Rental-Office	\$376.97
77300	MESSENGER PUBLISHING GROUP	Publication Notices	\$225.00
77301	BRITTNEY MOORE	Professional Development	\$650.00
77302	NAPA AUTO PARTS	Repair-Equipment	\$184.18
77303	PACE SUPPLY CORP	Material	\$6,791.87
77304	MISSY PIERI	Professional Development	\$340.00
77305	RDO EQUIPMENT	Repair-Trucks	\$664.88
77306	ROAD TECH SAFETY SERVICES INC	Contract Services-Other	\$3,120.00
77307	SCARSDALE SECURITY SYSTEMS INC	Contract Services-Other	\$532.44
77308	SDI PRESENCE LLC	Contract Services-Other	\$1,590.00
77309	CARYL SHEEHAN	Professional Development	\$250.00
77310	HILARY STRAUS	Professional Development	\$250.00
77311	WATERWISE CONSULTING INC	Contract Services-Conservation	\$1,725.00
77312	WARREN CONSULTING ENGINEERS INC	Contract Services-Engineering	\$7,450.00
77313	WEST YOST ASSOCIATES	Contract Services-Engineering	\$12,069.00
77314	WEX BANK	Gas & Oil	\$3,247.80
77315	DAVID WHEATON	Professional Development	\$250.00
77316	COUNTY OF SACRAMENTO	Permit Fees	\$50.00
77317	COOPER IRREVOCABLE TRUST	Customer Refund	\$129.17
77318	C BON LLC	Customer Refund	\$163.82
77319	BEST BEST AND KRIEGER	Legal & Audit	\$15,108.50
77320	CALTRONICS BUSINESS SYSTEM	Small Office Equipment	\$550.64
77321	COMCAST	Equipment Rental-Office	\$106.68
77322	INTEGRITY ADMINISTRATORS INC	Health Insurance	\$5,000.00
77323	NAPA AUTO PARTS	Repair-Equipment	\$138.40
77324	RED WING SHOE STORE	Small Tools	\$295.75
77325	ROSSMAN FAMILY TRUST	Customer Refund	\$58.57
77326	C NEILSON LIVING TRUST	Customer Refund	\$87.60
77327	CHARLES HERZOG	Customer Refund	\$54.59
77328	GLENDALEE SCULLY REVCABLE TRUST	Customer Refund	\$173.75
77329	ROSA M TEMPLE TRUST	Customer Refund	\$85.25
77330	SHANNON K FORD	Customer Refund	\$54.67
77331	EMILY C OR JACOB H SMITH	Customer Refund	\$167.66
77332	EVELYN L VILLALTA	Customer Refund	\$18.83
77333	BRYAN OR DANA TODD	Customer Refund	\$32.49
77334	WARREN ELDON PRYOR	Customer Refund	\$43.55
77335	BYUNG HEE KIM OR WON JEONG SEO	Customer Refund	\$18.82
77336	GURSHARN RAJPUT	Customer Refund	\$51.04
77337	TAK COMMUNICATIONS INC	Customer Refund	\$2,166.48
77338	ABA DABA RENTAL	Supplies-Field	\$202.60
77339	ADVANCED CHEMICAL TRANSPORT INC	Contract Services-Other	\$801.60
77340	AFMAN SUPPLY	Small Tools	\$140.31
77341	CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS	Dues & Subscriptions	\$55.00
77342	TODD B JOHNSON	Customer Refund	\$190.88
77343	FERGUSON ENTERPRISES INC 1423	Material	\$22,479.35

FEBRUARY 2024 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
77344	HUNT AND SONS INC	Gas & Oil	\$910.94
77345	J4 SYSTEMS	Contract Services-Other	\$4,696.25
77346	NOR CAL PERLITE INC	Supplies-Field	\$2,953.64
77347	PACE SUPPLY CORP	Material	\$35,691.09
77348	PACIFIC GAS AND ELECTRIC	Utilities	\$184.58
77349	PLANNING PARTNERS INC	Contract Services-Other	\$940.75
77350	ROBIN RAU	Office Miscellaneous	\$200.00
77351	REGIONAL GOVERNMENT SERVICES	Consulting Services	\$4,650.00
77352	SMAQMD	Permit Fees	\$2,884.00
77353	STAPLES BUSINESS CREDIT	Office Expense	\$56.65
77354	STATE WATER RESOURCES CONTROL BOARD	Dues & Subscriptions	\$60.00
77355	SYLVAN RANCH COMMUNITY GARDEN	Contract Services-Conservation	\$195.00
77356	A TEICHERT AND SON INC	Road Base	\$4,502.30
77357	HENLEY PACIFIC LA LLC	Repair-Equipment	\$212.90
77358	VERIZON WIRELESS	Telephone-Wireless	\$374.27
77359	WATER SYSTEMS CONSULTING INC	Contract Services-Other	\$2,570.00
77360	WIZIX TECHNOLOGY GROUP INC	Equipment Rental-Office	\$588.21
77361	WOLF CONSULTING	Contract Services-Other	\$2,750.00
77362	XSIGHT PRODUCTIONS INC	Contract Services-Miscellaneous	\$600.00
Total			<u>\$1,144,515.92</u>
ACH	1168-2024-1 IC	Bank Fee	\$7,323.65
ACH	ADP 653499596	Contract Services-Financial	\$416.10
ACH	ADP 654734802	Contract Services-Financial	\$341.95
ACH	BMO JANUARY 2024	Bank Fee	\$1,185.81
ACH	CALIFORNIA CHOICE MARCH 2024	Health Insurance	\$55,461.64
ACH	CHASE BANK JANUARY 2024	Bank Fee	\$3,884.26
ACH	ICMA 2/1/2024 PAYDAY	Deferred Compensation	\$11,783.69
ACH	ICMA 2/15/2024 PAYDAY	Deferred Compensation	\$11,528.19
ACH	ICMA 2/29/2024 PAYDAY	Deferred Compensation	\$11,645.56
ACH	JP MORGAN JANUARY 2024	See February Agenda Item CC-9	\$11,513.33
ACH	MID AMERICA 2/6-2/12/2024	Employee Paid Insurance	\$325.00
ACH	PRINCIPAL MARCH 2024	Health Insurance	\$10,832.14
ACH	VALIC 2/1/2024 PAYDAY	Deferred Compensation	\$2,810.10
ACH	VALIC 2/29/2024 PAYDAY	Deferred Compensation	\$2,810.10
ACH	VALIC 2/15/2024 PAYDAY	Deferred Compensation	\$2,810.10
ACH	ADP 653974200	Contract Services-Financial	\$204.60
ACH	ADP 654122955	Contract Services-Financial	\$357.00
ACH	PERS 2/1/2024 PAYDAY	PERS	\$30,441.82
ACH	PERS 2/15/2024 PAYDAY	PERS	\$29,012.44
Total			<u>\$194,687.48</u>
Grand Total			<u><u>\$1,339,203.40</u></u>

JP Morgan Purchase Card Distributions
Feb-24

Name	Professional Development	Dues & Subscription	Printing Services	District Events & Recognition	Tools & Equipment	General Supplies	Equipment Maintenance	Total Bill
Shockley	\$ 18,252.90	\$ 288.80		\$ 1,950.37	\$ 296.29	\$ 841.56		\$ 21,629.92
Moore			\$ 2,445.44	\$ 436.37				\$ 2,881.81
Pieri	\$ 21.98			\$ 186.03				\$ 208.01
Straus				\$ 6.00				\$ 6.00
Spiers					\$ 913.49		\$ 3,986.77	\$ 4,900.26
Shepard		\$ 2.95		\$ 465.21				\$ 468.16
Liu	\$ 135.00							\$ 135.00
Total Bill	\$ 18,409.88	\$ 291.75	\$ 2,445.44	\$ 3,043.98	\$ 1,209.78	\$ 841.56	\$ 3,986.77	\$ 30,229.16

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MARCH 26, 2024 REGULAR MEETING

SUBJECT : EMPLOYEE RECOGNITION
 STATUS : Information Item
 REPORT DATE : March 4, 2024
 PREPARED BY : Brittney Moore, Administrative Services Manager/Chief Board Clerk
 Kayleigh Shepard, Management Analyst/Deputy Board Clerk

The following District employees were recognized for perfect attendance, outstanding customer service, and quality of work during the month of February 2024.

Administrative Services

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Dana Mellado		2/29/24- A property owner on Greenback Ln. visited the office to complete a Commercial Tenant Agreement. He previously had a long-term tenant and was unfamiliar with the District's current process. Dana explained the deposit requirement and assisted with filling out the form for the customer. The customer expressed appreciation for Dana's patience and assistance.	
Brittney Moore	Yes		
Viviana Munoz	Yes		

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Kayleigh Shepard			Presented at the Customer Advisory Committee (CAC) make-up session on 2/13/2024. Assisted with facilitation of the February all-staff meeting due to planned staff outages.
Beth Shockley	Yes		Took initiative to cleaning and reorganizing Operations/Engineering building and the Shop storage rooms to accommodate for additional workspaces.
Mike Shorter	Yes		
Hogai Zalmai	Yes	2/26/24 – Assisted with Board room set-up and participated on the IT Manager interview panel.	

Engineering Department

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Tamar Dawson	Yes		
Todd Jordan	Yes	On 02/28/24, participated in the Citrus Heights Rotary Speech Contest	
Tim Katkanov		On 02/08/24, moved large flat files offsite to provide additional on-site storage space. On 02/28/24, participated in the Citrus Heights Rotary Speech Contest.	
Ali Shafaq	Yes		

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Neil Tamagni	Yes	On 02/08/24, moved large flat files offsite to provide additional on-site storage space. Worked on Friday, 02/16/24 on a District water main project – Reno Lane.	

Operations Department

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Chris Bell	Yes		Assisted Water Resources with backflow testing. Worked extended night shift to complete abandonment of water main at the intersection of Sunrise & Madison.
James Buford			Worked extended night shift to complete abandonment of water main at the intersection of Sunrise & Madison.
Aaron Cater	Yes		
Brady Chambers			Taught a safety training for Operations & Engineering staff during a planned staff outage.
Kelly Drake	Yes		Taught a forklift certification training class to staff.
Jarrett Flink	Yes		
Brandon Goad			Worked extended night shift to complete abandonment of water main at the intersection of Sunrise & Madison.

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Brian Hensley	Yes		
Ricky Kelley	Yes		
Chris Nichols	Yes		Assisted with the increased workload in the Water Resources Division due to a staff position vacancy.
Jace Nunes		2/28 – Helped push a customer’s motorized scooter back to her apartment when the battery died.	Helped clean out and reorganize a new office space and the Shop storage room and helped relocate flat files to offsite storage.
Ryon Ridner			Worked extended night shift to complete abandonment of water main at the intersection of Sunrise & Madison.
Nick Spiers	Yes		
John Spinella			Administered the hands-on forklift test to staff.

CITRUS HEIGHTS WATER DISTRICT
DISTRICT STAFF REPORT TO BOARD OF DIRECTORS
MARCH 26, 2024 REGULAR MEETING

SUBJECT : LONG RANGE AGENDA
STATUS : Consent/Information Item
REPORT DATE : MARCH 14, 2024
PREPARED BY : Brittney Moore, Administrative Services Manager/Chief Board Clerk

OBJECTIVE:

Listed below is the current Long Range Agenda.

Legend

S	Study Session
CC	Consent Calendar
P	Presentation
B	Business
PH	Public Hearing
CL	Closed Session

CITRUS HEIGHTS WATER DISTRICT LONG RANGE AGENDA

MEETING DATE	MEETING TYPE	ITEM DESCRIPTION	ASSIGNED	AGENDA TYPE	AGENDA ITEM
April 23, 2024					
April 23, 2024		Award Contract for Admiral and Anchor WaterMain	Pieri/Dawson	CC	A
April 23, 2024	Biennial	Conflict-of Interest Code Updates	Moore	B	A
May 28, 2024					
May 28, 2024	Annual	Poster Contest Presentation	Scott/Nunes	P	I/D
May 28, 2024		2024 Strategic Plan Update	Moore	SS	I/D
June 25, 2024					
June 25, 2024		Water MasterPlan Study Session	Pieri	SS	I/D
June 25, 2024		Development Standards & Procedures	Pieri	SS	I/D
June 25, 2024	Biennial	Resolution calling for November Election	Moore	B	A
June 25, 2024	Annual	Finance Corporation officer appointment and status of Finance Corp	Liu	B	A
JULY-SUMMER RECESS					
August 27, 2024	Annual	Approval of 2025 Strategic Plan	Moore	CC	A
August 27, 2024		Annual Financial Report	Liu/Shorter	CC	A
August 27, 2024	Annual	Budget Rate Model Options Workshop	Liu	P	I/D
September 24, 2024					
September 24, 2024	Annual	Refined Budget Options/Prop 218 Direction	Liu/Straus	SS	I/D
October 22, 2024					
October 22, 2024	Annual	Misc charges and Fees -proposed	Liu	SS	I/D
November 26, 2024					
November 26, 2024		2025 Board Meeting Schedule	Moore	CC	I/D
December 12, 2024					
December 12, 2024	Annual	Committee Assignments	Moore	B	A
December 12, 2024	Annual	District Officers	Moore	B	A
December 12, 2024	Annual	Selection of President and Vice President	Moore	B	A

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MARCH 26, 2024 REGULAR MEETING

SUBJECT : ENGINEERING DEPARTMENT REPORT
 STATUS : Information Item
 REPORT DATE : March 18, 2024
 PREPARED BY : Missy Pieri, Director of Engineering/District Engineer

Significant assignments and activities for the Engineering Department are summarized below. I will be available at the meeting to answer questions and/or provide additional details.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PROJECT 2030 Water Main Replacement Project - Pipeline Condition Assessment	Engineering	Director of Engineering	Yes, updates as necessary	Yes	Pipeline Condition Assessment	Corrosion Test Stations installation complete. Segment 1 follow-up testing occurred, and report submitted. District to review and determine next steps. Begin Phase 1 of Segment 3. Field location in progress.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
CAPITAL IMPROVEMENT PROJECT Corporation Yard / Facilities Master Plan Buildout	Engineering	Director of Engineering	Yes, 07/17/19 (Award of Contract)	Yes	Masterplan for office space requirements through 2045.	Pre-Architectural Alternatives Analysis underway. Building layout options and report being prepared.
CAPITAL IMPROVEMENT PROJECT - Reno Lane Water Main Project	Engineering	Senior Construction Inspector and Assistant Engineer	Yes, 08/07/23 (Award of Contract)	No	2023 design, 2023/24 construction	Award of Contract on 08/07/23. Construction began on 09/29/23. 100% Complete. Remaining items are punchlist items.
CAPITAL IMPROVEMENT PROJECT - Patton Ave Water Main Project	Engineering	Senior Construction Inspector and Assistant Engineer	Yes, 10/18/23 (Award of Contract)	No	2023 design, 2024 construction	Notice to Proceed issued 01/02/24. Construction started on 03/14/24. Construction 25% complete.
CAPITAL IMPROVEMENT PROJECT - Admiral Ave and Anchor Cir Water Main Project	Engineering	Director of Engineering and Assistant Engineer	Yes, 04/23/24 (Anticipated Award of Contract)	No	2023 design, 2024 construction	Project out to bid. Anticipate Award of Contract 04/23/23.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
CAPITAL IMPROVEMENT PROJECT - Minnesota Dr Water Main Project	Engineering	Director of Engineering and Assistant Engineer	Yes, TBD	No	2024 design, 2024 construction	District preparing 30% plans. Surveying complete.
CAPITAL IMPROVEMENT PROJECT - Fair Oaks Blvd to Leafcrest Water Main Project	Engineering	Director of Engineering and Assistant Engineer	Yes, TBD	No	2024 design, 2024/25 construction	District obtaining existing utility information. Surveying to be completed mid-2024.
PRIVATE DEVELOPMENT 12057 Fair Oaks Blvd Fair Oaks Senior Apartments	Engineering	Senior Construction Inspector, Director of Engineering and Assistant Engineer	No	No	Senior apartment complex with 42 one bedroom and 68 two-bedroom units.	All fees paid on 10/18/21. District signed plans on 10/19/21. Construction 100% complete.
PRIVATE DEVELOPMENT 8043 Holly Dr Parcel Split 1 - 3	Engineering	Director of Engineering and Assistant Engineer	No	No	Parcel being split into 3 for 3 home subdivision.	Plan check fees paid 04/13/21. Plans signed 06/07/22. Awaiting payment of fee balance.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 8258 Holly Dr Parcel Split 1 - 2	Engineering	Director of Engineering and Assistant Engineer	No	No	Parcel Split - 1 parcel to 2 parcels.	Received Project Review Request from City on 10/18/23. District provided a Will Serve letter on 10/24/23.
PRIVATE DEVELOPMENT 208 Langley Ave Parcel Split 1 - 2	Engineering	Director of Engineering and Assistant Engineer	No	No	Parcel being split into 2 lots. New single family home construction on one lot.	District sent correspondence to property owner on 04/20/20. New will serve letter sent on 10/17/22.
PRIVATE DEVELOPMENT 8556 Pheasant Ridge Ln Fire Improvements	Engineering	Director of Engineering and Assistant Engineer	No	No	Extension of water main, addition of fire hydrant, and fire sprinklers.	All fees paid on 03/11/21. District approved plans on 01/24/22. Awaiting construction.
PRIVATE DEVELOPMENT 6031 Sunrise Vista Dr Apartments	Engineering	Director of Engineering and Associate Civil Engineer	No	No	Proposed apartments.	Plan check fees paid. Plans signed on 08/28/23. Awaiting payment of fee balance & construction.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT Talbot Way Citrus Place Subdivision	Engineering	Director of Engineering and Assistant Engineer	No	No	8 lot subdivision.	Plan check fees paid 6/2022. Plans signed on 6/21/22. Awaiting remaining fees and construction.
PRIVATE DEVELOPMENT 7311 Hickory Ave Single Family Home	Engineering	Director of Engineering and Associate Civil Engineer	No	No	Customer requesting water service for a recently split lot.	Verify lot is split prior to initiating new water service.
PRIVATE DEVELOPMENT 7705 Hickory Ave Single Family Home	Engineering	Director of Engineering and Associate Civil Engineer	No	No	Parcel being split into 2 lots.	Plans submitted on 08/21/23. District provided Will Serve letter on 09/14/23.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 8207 Oak Ave Parcel Split, Annexation & Single Family Home	Engineering	Director of Engineering and Assistant Engineer	Yes, Inclusion approved by Board on 05/18/22.	No	Parcel Split, Annexation & 2 single family homes.	Plan check fees paid. Annexation/Inclusion fees paid and approved by Board on 05/18/22. Plans signed on 08/02/22. Awaiting payment of fee balance and construction.
PRIVATE DEVELOPMENT 7975 Twin Oaks Ave Parcel Split 1 - 3	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split - 1 to 3 lot split; 3 single family homes with frontage improvements.	All comments incorporated. Awaiting payment of fees.
PRIVATE DEVELOPMENT 7501 Greenglen Ave Parcel Split 1 - 2	Engineering	Director of Engineering and Assistant Engineer	No	No	Parcel Split - 1 to 2 lot split per SB9; 2 single family homes.	Plan check fees paid. Plans signed on 08/09/23. Awaiting payment of fee balance. CHWD to provide installation of water facilities.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 7641 Poplar Ave Parcel Split 1 - 2	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split - 1 parcel to 2 parcels.	Received Project Review Request from City on 6/29/23. District provided a Will Serve letter on 07/10/23.
PRIVATE DEVELOPMENT 6245 Sunrise Blvd Tenant Improvements	Engineering	Director of Engineering and Associate Engineer	No	No	Tenant Improvements & upgrade to fire system & supply.	Received plans on 06/29/23. District provided comments on 07/17/23.
PRIVATE DEVELOPMENT 7828 Old Auburn Blvd Parcel Split 1 - 4	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split - 1 parcel to 4 parcels.	Received Project Review Request from City on 10/12/23. District provided a Will Serve letter on 10/19/23.
PRIVATE DEVELOPMENT 7401 Mariposa Ave Parcel Split 1 - 2	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split - 1 parcel to 2 parcels.	Received Project Review Request from City on 10/18/23. District provided a Will Serve letter on 10/24/23.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 7939 Hanson Dr Parcel Split 1 - 2	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split - 1 parcel to 2 parcels.	Received Project Review Request from City on 11/20/23. District provided a Will Serve letter on 11/28/23.
PRIVATE DEVELOPMENT 7509 Twin Oaks Ave Food Truck Plaza	Engineering	Director of Engineering and Associate Engineer	No	No	Existing vacant site (with existing water service) to be used for a Food Truck Plaza.	Received Project Review Request from City on 11/20/23. District provided a Will Serve letter on 11/28/23.
PRIVATE DEVELOPMENT 7727 Wachtel Ave Parcel Split 1 - 2	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split - 1 parcel to 2 parcels.	Received Project Review Request from City on 11/28/23. District provided plan review comments on 11/29/23.
PRIVATE DEVELOPMENT 8461 Olivine Ave Accessory Dwelling Unit	Engineering	Director of Engineering and Associate Engineer	No	No	Accessory Dwelling Unit	Received Project Review Request from City on 12/05/23. District provided a Will Serve letter on 12/07/23.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
PRIVATE DEVELOPMENT 5740 San Juan Ave Parcel Split 1 - 4	Engineering	Director of Engineering and Associate Engineer	No	No	Parcel Split 1 parcel to 4 parcels.	Received Project Review Request from City on 12/06/23. District provided a Will Serve letter on 12/07/23.
PRIVATE DEVELOPMENT 8540 Auburn Blvd Starbucks	Engineering	Director of Engineering and Associate Engineer	No	No	New commercial development.	District provided a Will Serve letter on 04/27/22. Follow-up meeting on 03/14/24 with developer and City. Developer to review agreement and finalize plans for incorporation into City's Auburn Blvd - Complete Streets Phase 2 project.
CITY OF CITRUS HEIGHTS PROJECT Auburn Blvd - Complete Streets Phase 2	Engineering	Director of Engineering and Assistant Engineer	No	No	City of Citrus Heights Frontage Improvements and Utility relocation on Auburn Blvd from Rusch Park to north. 3 new irrigation services.	Final plans signed on 02/24/23. Awaiting fees for irrigation services. Project being re-bid, Feb 2024. Awaiting selection of contractor by the City. Bid Opening April 2024.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
CITY OF CITRUS HEIGHTS PROJECT San Juan Ave (Madison Ave to Spicer) Road Improvements	Engineering	Director of Engineering and Assistant Engineer	No	No	City of Citrus Heights Road Improvements.	Awaiting construction and submittal submission.
COUNTY OF SACRAMENTO AC Overlay Project SACOG 2022 Phase 1 to 3	Engineering	Director of Engineering and Associate Civil Engineer	No	No	County of Sacramento Road Improvements along Greenback Lane from Fair Oaks Blvd. to Hazel Ave. Valve box adjustments on CHWD facilities.	Project includes valve box adjustment but District to contract separately with the contractor. County Award of Construction in February 2024. District preparing contract for valve box adjustments.
District-wide Easement Project (Phase 4)	Engineering	Director of Engineering and Assistant Engineer	Yes, updates as necessary.	Yes	Obtaining easements for District-owned facilities.	Group 2 Easement Acquisition in progress. Properties for Group 3 Easement being determined.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MARCH 26, 2024 REGULAR MEETING

SUBJECT : OPERATIONS DEPARTMENT REPORT
 STATUS : Information Item
 REPORT DATE : March 6, 2024
 PREPARED BY : Jace Nunes, Management Analyst
 Rebecca Scott, Director of Operations

The Citrus Heights Water District has 20 employees in its Operations Department. The following report summarizes their work in February.

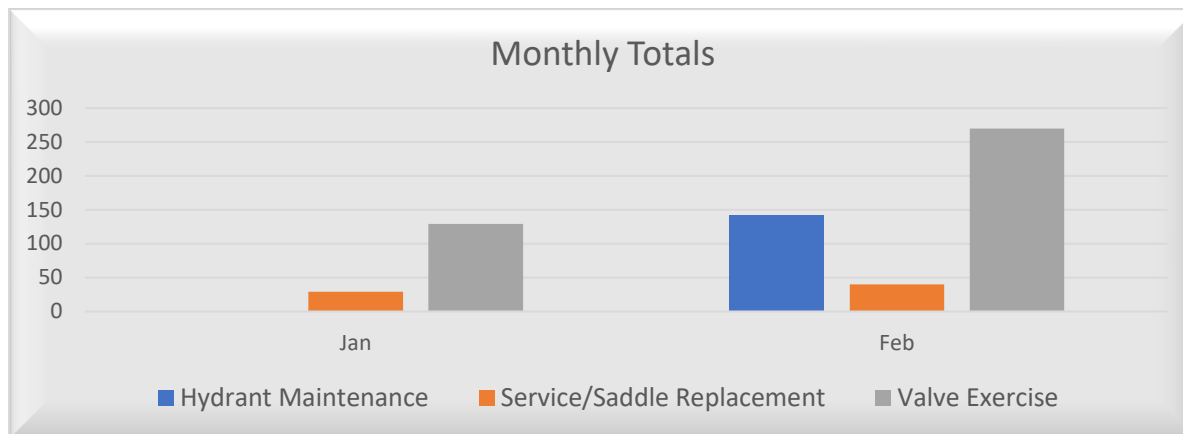
OPERATIONS MONTHLY ACTIVITIES

A. Distribution Division

The Operations Department includes 10 Distribution Operators who perform the necessary maintenance to properly operate and maintain over 250 miles of pipelines and more than 20,000 service connections. The table below summarizes noteworthy common tasks staff perform.

Distribution Maintenance	February 2024	Total CY 2024	Total # in System
Air Valve Inspection	0	0	147
Hydrant Maintenance	143	143	2,170
Mainline Repair/Maintenance	0	0	
Meter Box Maintenance	4	5	21,007
Meter Register Replacement	43	103	21,007
Service/Saddle Replacement	40	69	21,007
Valve Exercise	270	399	4,631
Total	500	719	

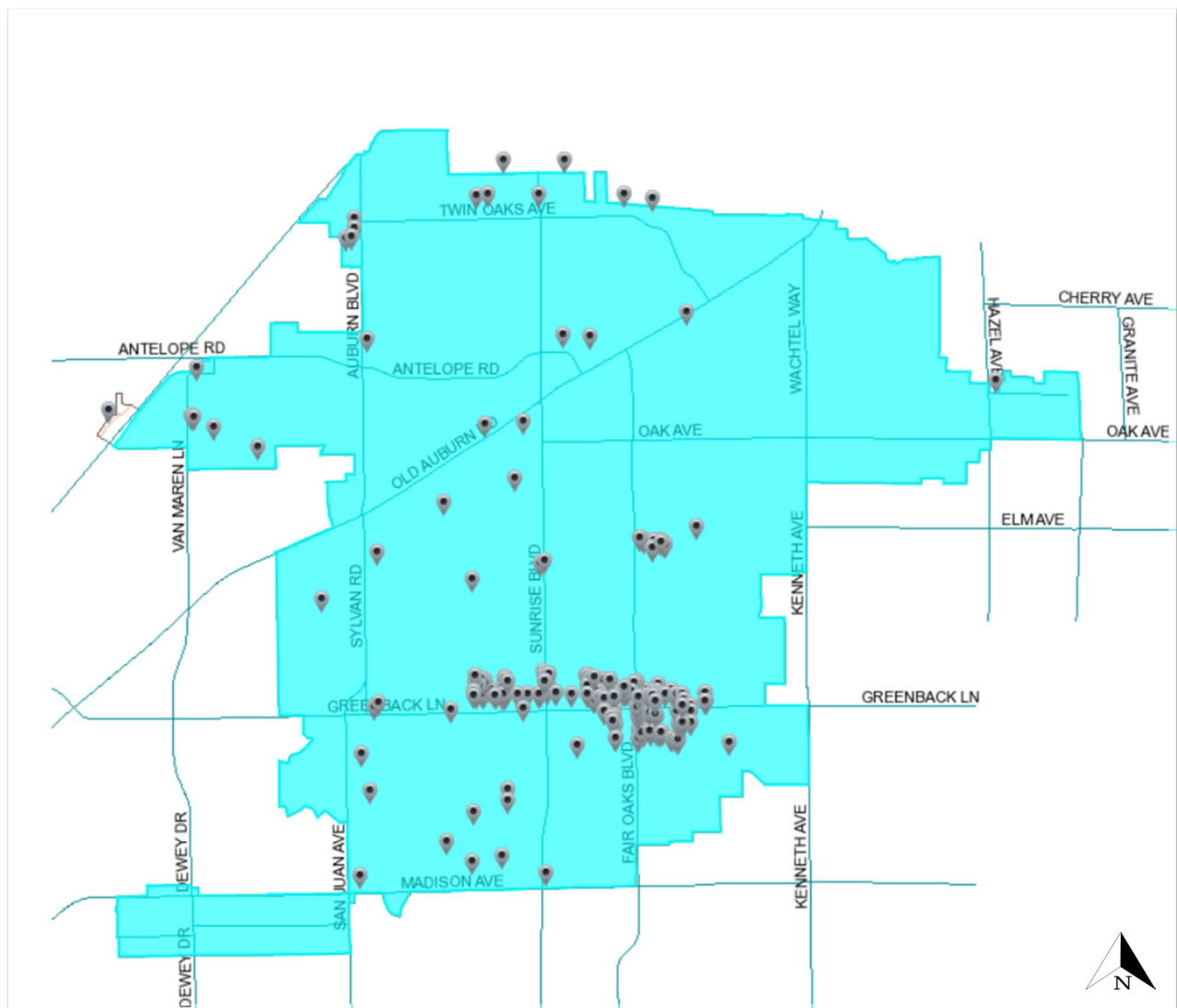
CIP Projects	February 2024	Total CY 2024
C24-010 Water Mainline	0	0
C24-011 Water Valves	3	4
C24-012 Water Services	39	66
C24-013 Water Meters	5	7
C24-014 Fire Hydrants	1	2
C24-103 Pothole Main	0	0
Total	48	79



Note: Hydrant Maintenance was not conducted in January due to the wet weather conditions.

The map below shows the locations where the Operations crews worked in February.

Locations Worked within the Citrus Heights Water District



B. Standby Summary

The Operations Department assigns employees to weekly standby duty to provide 24-hour coverage in case of water emergencies within the District. The year-to-date standby activity is provided below.

Standby Summary			
Standby Reporting Month	Total Calls to After-Hours Answering Service	Site Visits	Resolutions Via Phone Call
January	16	7	9
February	13	7	6

C. Operations Specialist

The District's Operations Specialist performs the USA markings to help protect the District's distribution system by identifying CHWD utilities for entities working in our area. The Operations Specialist also responds to leak investigations; requests to locate meters; and water turn on's/off's (additional information in the chart below).

Operations Specialist Summary		
Work Description	February 2024	Total CY 2024
USA Markings	393	778
Check for Leak	25	43
Fire Hydrant Investigation	0	0
Locate a Meter	0	0
Turn Water On/Off	6	12
Total	424	833

D. Water Quality/Sampling Summary

The Water Resources Division oversees routine monthly bacteriological testing as required by the California Division of Drinking Water. In February, 72 samples were collected with no positive results.

Traffic Control Plans:

When working on main thoroughfares, CHWD collaborates with the County or the City of Citrus Heights to develop a traffic control plan (TCP). A TCP is a comprehensive strategy designed to manage and regulate the flow of traffic in construction zones. These plans aim to ensure the safety of motorists, pedestrians, and workers while minimizing disruptions and delays. The plan may involve the deployment of traffic signs, signals, barricades, cones, and other devices to guide vehicles and pedestrians safely through the designated work area. Temporary signage and flaggers may be used to inform drivers of changes in road conditions or detours. For every job in which a TCP is required, there are several meetings to ensure every worker understands how to conduct their work safely. CHWD employees also attend an annual three-hour “Traffic Control & Flagger” safety training.



CITRUS HEIGHTS WATER DISTRICT
DISTRICT STAFF REPORT TO BOARD OF DIRECTORS
MARCH 26, 2024 REGULAR MEETING

SUBJECT : 2024 WATER SUPPLY - PURCHASED & PRODUCED
STATUS : Information Item
REPORT DATE : March 5, 2024
PREPARED BY : Brian M. Hensley, Water Resources Supervisor
: Rebecca Scott, Director of Operations

OBJECTIVE:

Monthly water supply report, including a comparison to the corresponding month in the prior 5 years. The 2013 data is included for reference as it is the baseline consumption year for water conservation mandates.

Month	2013	2019	2020	2021	2022	2023	2024				Year-to-Date	
	Total Water Monthly acre feet						Surface Water Purchased	Ground Water Produced	Total Water Monthly	Total Water Annual	Comparison to 2013	
							acre feet				acre feet	%
	Jan	602.52	520.86	519.03	575.54	528.73	501.92	460.92	54.37	515.29	515.29	-87.23
Feb	606.36	447.48	589.8	485.17	605.17	487.3	411.19	56.11	467.30	982.59	-226.29	-18.7%
Mar	819.55	516.87	654.31	601.02	774.74	472.65						
Apr	1,029.73	682.90	767.24	1,001.96	763.83	698.84						
May	1,603.43	977.41	1,168.99	1,277.33	1,133.06	1,016.07						
Jun	1,816.73	1,328.07	1,475.82	1,541.32	1,288.62	1,265.25						
Jul	2,059.21	1,582.40	1,682.83	1,643.73	1,536.69	1,513.02						
Aug	1,924.28	1,603.36	1,660.59	1,538.76	1,461.15	1,494.76						
Sep	1,509.82	1,297.12	1,381.14	1,333.29	1,228.49	1,220.46						
Oct	1,297.42	1,083.17	1,185.00	972.09	1,065.99	966.12						
Nov	911.55	839.06	779.34	576.37	637.25	648.08						
Dec	700.94	548.17	620.34	536.97	541.93	558.87						
Total	14,881.54	11,426.87	12,484.43	12,083.55	11,565.65	10,843.34	872.11	110.48	982.59	982.59		
% of Total							88.76%	11.24%				

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MARCH 26, 2024 REGULAR MEETING

SUBJECT	: WATER SUPPLY RELIABILITY
STATUS	: Information Item
REPORT DATE	: March 5, 2024
PREPARED BY	: Brian Hensley, Water Resources Supervisor Rebecca Scott, Director of Operations

OBJECTIVE:

Receive and file status report on surface water supplies available to the Citrus Heights Water District (District).

BACKGROUND AND ANALYSIS:

As of March 1, 2024, storage in Folsom Lake was at 605,377 acre-feet, sixty-two percent (62%) of the total capacity of 977,000 acre-feet. This represents an increase in storage of 63,097 acre-feet in the past month.

The District's total water use during February 2024 (467.30 acre-feet) was twenty-three percent (23%) below that of February 2013 (606.36 acre-feet).

The District's groundwater production wells: Bonita, Skycrest, Mitchell Farms, and Sylvan are operational and used on a rotational or as-needed basis. Other District groundwater production wells, Palm and Sunrise, are available for emergency use.

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MARCH 26, 2024 REGULAR MEETING

SUBJECT : WATER EFFICIENCY & SAFETY PROGRAM UPDATE
 STATUS : Information Item
 REPORT DATE : March 6, 2024
 PREPARED BY : Jace Nunes, Management Analyst
 Rebecca Scott, Director of Operations

Water Efficiency, Safety and Meter Program updates are summarized below.

ACTIVITIES AND PROGRESS REPORT

- Water Efficiency activities during the month of February 2024 included the following:
 - Two High Efficiency Toilet (HET) rebates were processed.
 - Three smart irrigation controllers were installed.
- Ten reports of water waste were received in February. Staff continues to reach out to customers concerning water waste violations.
- The District holds several safety meetings per month. The February safety meetings covered Forklift Operating and Ergonomics in the Workplace.
- The District offers a variety of WaterSmart classes throughout the year. The remaining 2024 WaterSmart classes are listed below.

Date	Title	Format
Wed., May 22	Beneficial Bees, Birds, and Butterflies: Pollinators for Your Yard	Webinar
Wed., Aug. 28	Leaf with the Right Tree: A Guide to Regional Tree Selection	Webinar
Sat., Oct. 5	Manageable Maintenance Part 1: Planning with Purpose for Your Easy-Care Landscape	In-person at the Citrus Heights Community Center
Sat., Oct. 19	Manageable Maintenance Part 2: DIY Do's & Don'ts for Your Landscape	In-person at the Citrus Heights Community Center

- CHWD has a demonstration garden at the Sylvan Ranch Community Garden featuring water efficient landscaping. CHWD works with a customer-based volunteer "Garden Corps," who maintain the plots by removing weeds and checking the irrigation system and controller timers. The Garden Corps helped teach the March 16th WaterSmart class and assisted participants with seed starting. The dedicated webpage for the garden, chwd.org/garden, allows viewers to see detailed information about each plant in the District's plots, and create a customized plant list for their property.

The following table summarizes CHWD's Residential Gallons Per Capita Per Day (R-GPCD) values for 2024:

Month	R-GPCD 2024	R-GPCD 2023	% CHANGE
January	67	64	4%
February	*66	71	-6%

**Preliminary number as of the report date*

The following table summarizes the service requests and work orders of Water Efficiency staff for February 2024:

Work Orders	Feb 2024	Feb 2023
CHANGE TOUCH-READ TO RADIO READ	4	1
CONVERT TO RADIO-READ METER	4	29
METER BOX MAINTENANCE	4	3
METER REPAIR	0	0
METER REPLACEMENT	1	3
METER TESTING	0	0
REGISTER REPLACEMENT	43	16
RADIO-READ REGISTER REPLACEMENT	20	19
INSTALL METER	0	0
TOTAL	76	71

Service Requests	Feb 2024	Feb 2023
CONSERVATION REQUEST	5	8
CHECK FOR LEAK	2	2
UNABLE TO OBTAIN METER READ	48	44
TRIM SHRUBS	6	6
METER BURIED	22	21
METER MAINT.	35	2
LOCKED GATE	0	1
RE-READ METER	13	47
READ METER	0	0
METER BOX MAINT.	1	4
MOVE-IN/MOVE-OUT	11	9
CAR OVER METER	15	12
TOTAL	158	156

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS
MARCH 26, 2024 REGULAR MEETING

SUBJECT : BOARD OF DIRECTORS REGULAR MEETING DATE
STATUS : Action Item
REPORT DATE : March 11, 2024
PREPARED BY: : Kayleigh Shepard, Management Analyst/Deputy Board Clerk
Brittney Moore, Administrative Services Manager/ Chief Board Clerk
Annie Liu, Director of Administrative Services

OBJECTIVE:

Consider approving an amendment to the District’s policy 3000.00: Board Meetings.

BACKGROUND AND ANALYSIS:

This item is administrative in nature and is intended to update the applicable Board policy to bring it into alignment with a recent change to the monthly recurring meeting date for regular Board meetings. The Citrus Heights Water District (CHWD) Board of Directors adopted Resolution 03-2024, Fixing the Regular Monthly Meeting Date of the Board of Directors to the fourth Tuesday of the month at the February 21, 2024, Board Meeting. In accordance with statutory requirements, the resolution was published once a week for two consecutive weeks in the Sacramento Bee and the Roseville Press Tribune newspapers on March 1, 2024, and March 8, 2024.

District policy 3000.00: Board Meetings has been updated to reflect the current day established as the regular monthly meeting of the Board of Directors.

RECOMMENDATION:

Approve updates to the District’s Policy 3000.00: Board Meetings.

ATTACHMENTS:

- 1. Policy 3000.00: Board Meetings – Redlined Copy
- 2. 3000.00 Series Board Meeting Policies – Clean Copy

ACTION:

Moved by Director _____, Seconded by Director _____, Carried _____

ATTACHMENT 1

Policy 3000.00: Board Meetings – Redlined Copy

CITRUS HEIGHTS WATER DISTRICT
BOARD MEETING POLICIES MANUAL

3000.00 BOARD MEETINGS

The Board of Directors shall conduct the business of the District via regular, special, or emergency meetings, which may be adjourned as provided by law. All meetings of the Board of Directors shall be open to the public except when the Board is convened in closed session as authorized under provisions of law.

3000.01 Regular Meetings

The Board of Directors shall hold one (1) regular meeting per month. The regular meeting shall be held on the ~~fourth Tuesday~~ third Wednesday of each month beginning at 6:30 PM.

If at any time any regular meeting falls on a District holiday, such regular meeting shall be held on the next business day. The Board of Directors may, by motion entered into its minutes, change the meeting date when it is known that a quorum will not be present. Such a change shall be noticed and posted in the same manner as required for a special meeting.

3000.02 Special Meetings

Special meetings of the Board of Directors may be called by the President of the Board of Directors or by a majority of the Board of Directors whenever required for District business.

3000.03 Emergency Meetings

Emergency meetings of the Board of Directors may be called by the President of the Board of Directors, by any Director in the absence of the President, or by the General Manager or any District officer in the absence of all Directors.

An emergency situation means a crippling disaster which severely impairs/disrupts or has the potential to severely impair or disrupt public facilities, public health, and/or public safety causing the need for prompt action.

3000.04 Adjourned Meetings

The Board of Directors may, by majority vote of those present, adjourn any Board of Directors meeting, whether regular, special, or emergency, at any place in the agenda to any time and place specified in the order of adjournment. The Secretary shall declare the meeting adjourned to a stated time and place and shall, within twenty-four (24) hours, cause a written

notice of adjournment to be posted at or near the place that the meeting was held.

ATTACHMENT 2

3000.00 Series Board Meeting Policies – Clean Copy

CITRUS HEIGHTS WATER DISTRICT
BOARD MEETING POLICIES MANUAL

3000.00 BOARD MEETINGS

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3000.02 Special Meetings

Special meetings of the Board of Directors may be called by the President of the Board of Directors or by a majority of the Board of Directors whenever required for District business.

3000.03 Emergency Meetings

Emergency meetings of the Board of Directors may be called by the President of the Board of Directors, by any Director in the absence of the President, or by the General Manager or any District officer in the absence of all Directors.

An emergency situation means a crippling disaster which severely impairs/disrupts or has the potential to severely impair or disrupt public facilities, public health, and/or public safety causing the need for prompt action.

3000.04 Adjourned Meetings

The Board of Directors may, by majority vote of those present, adjourn any Board of Directors meeting, whether regular, special, or emergency, at any place in the agenda to any time and place specified in the order of adjournment. The Secretary shall declare the meeting adjourned to a stated time and place and shall, within twenty-four (24) hours, cause a written

notice of adjournment to be posted at or near the place that the meeting was held.

3000.10 BOARD OF DIRECTORS MEETING NOTICE

All meetings of the Board of Directors shall be noticed and posted pursuant to appropriate Government Codes including the Ralph M. Brown Act.

3000.20 BOARD OF DIRECTORS MEETING LOCATION

Meetings of the Board of Directors shall be held in the room known as the Board Room located in the District's administrative office at 6230 Sylvan Road in Citrus Heights, CA. If for reason of fire, flood, earthquake, or other unusual condition, it shall be unsafe or impractical to meet at the aforementioned location, the meetings shall be held at a location designated by the President of the Board of Directors within the boundaries of the District. If there are no appropriate facilities within the boundaries of the District, the Board of Directors will meet at the closest adequate meeting facility.

Meetings may be held outside the District boundaries to participate in discussions of multi-agency significance. Such meetings must be held within the jurisdiction of one of the participating agencies and shall be appropriately noticed and posted.

The General Manager shall insure that physical facilities for said meetings are accessible, functional and appropriate.

3010.00 BOARD OF DIRECTORS MEETING AGENDA

An agenda containing a brief general description of each item to be transacted or discussed shall be prepared for all meetings of the Board of Directors.

3010.10 Agenda Preparation -- General

The General Manager or his/her designee shall prepare the agendas for Board of Directors meetings. Agendas shall be based upon items requested by any member of the Board of Directors and/or as determined by the General Manager.

3010.11 Submission of Agenda Items

In order to meet agenda preparation, posting and distribution requirements, all proposed agenda items for regular Board of Directors meetings shall be submitted to the General Manager no later than seven (7) business days prior to the meeting day, unless otherwise authorized by the General Manager.

3010.14 Posting of Agendas

The agenda or notice for each meeting shall be posted as provided by law.

3020.00 PRESIDING OFFICER

3020.10 Presiding Officer -- Board of Directors Meetings

The President of the Board of Directors shall serve as Presiding Officer at Board of Directors meetings. The Presiding Officer conducts the meeting of the Board of Directors, preserving order and decorum. He/she states each motion under consideration by the Board of Directors and announces each decision of the Board of Directors. He/she decides all questions of order, subject to appeal to the Board of Directors, in which event the majority of the Board of Directors shall govern and determine the question of order.

3020.20 Presiding Officer -- Rights

The Presiding Officer shall have the same rights as the other members of the Board of Directors in voting, introducing motions, resolutions and ordinances and any discussion of questions that follow these actions.

3020.30 Presiding Officer -- Absence, Order of Succession

In the absence of the President, the Vice-President shall preside. Upon the arrival of the President, the duties of Presiding Officer shall be relinquished to the President at the first opportunity.

3020.40 Presiding Officer -- Approval of Official Documents

The Presiding Officer shall sign all documents approved or adopted at the Board of Directors meeting such as resolutions, ordinances, agreements, and contracts unless otherwise delegated.

3030.00 BOARD OF DIRECTORS MEETING CONDUCT

Meetings of the Board of Directors shall be conducted by the Presiding Officer in a manner consistent with the policies of the District. The most recent edition of Rosenberg's Rules of Order may also be used as a general guideline for meeting protocol. District policies shall prevail whenever they are in conflict with Rosenberg's Rules of Order.

3030.10 Meeting Times

All meetings of the Board of Directors shall commence on or after the time stated on the posted agenda. At the sole discretion of the Presiding Officer, the beginning of the meeting may be delayed pending the anticipated arrival of absent members of the Board of Directors.

3030.20 Nature of Board of Directors Meeting Conduct

The conduct of Board of Directors meetings shall, to the greatest extent possible, enable Directors to consider issues to be addressed, weigh evidence related to the issues, and make sound decisions intended to address the issues. The conduct of meetings shall also enable

Directors to receive, consider and take any needed action with respect to reports of the status of District operations.

3030.40 Disruption of Board of Directors Meetings

Willful disruption of any meeting of the Board of Directors shall not be permitted. If the Presiding Officer finds that there is willful disruption of any meeting of the Board of Directors, he/she may order the room cleared and subsequently conduct the Board of Directors' business without the audience present.

3030.41 After clearing the meeting room, the Presiding Officer may permit those persons who, in his/her opinion, were not responsible for the willful disruption to re-enter the meeting room.

3030.42 Duly accredited representatives of the news media, whom the Presiding Officer finds not to have participated in the disruption, shall be admitted to the remainder of the Board of Directors' meeting.

3060.00 MINUTES OF BOARD OF DIRECTORS MEETINGS

The Secretary of the Board of Directors shall keep minutes of all regular meetings, special meetings, and emergency meetings of the Board of Directors. The Secretary may delegate to keeping, transcribing and preparation of the minutes to a member of the staff.

3060.10 Procedure for Minutes of Board of Directors Meetings

3060.11 Draft copies of meeting minutes shall be made for distribution to Directors with the agenda for the next regular Board of Directors meeting or as soon as practicable.

3060.12 Approved meeting minutes shall be entered into the official District minute book and signed by the Presiding Officer and the Secretary for the meeting being approved.

3060.13 The official minutes of the regular, special, and emergency meetings of the Board of Directors shall be kept in a location secure from damage or destruction by fire, theft, water or other means. A digitized version of the official minutes that is used to print the approved meeting minutes for the minute book shall be maintained in a form suitable for reproduction or viewing via computer or similar devices.

3060.50 Closed Sessions

Minutes shall not be kept of discussions held in closed session. However, the minutes shall reflect the section of the Government Code under which the closed session was conducted, and any actions taken during the closed session as reported in open session.

INDEX

POLICY NUMBER	POLICY TITLE	DATE ADOPTED	DATE AMENDED	PREVIOUS AMENDMENTS
3000	Board Meetings	April 15, 1996	March 26, 2024	(1) April 3, 2001; (2) December 14, 2010; (3) November 17, 2021
3010	Board of Directors Meeting Agenda	March 18, 1997	November 17, 2021	(1) July 20, 1999; (2) February 14, 2012
3020	Presiding Officer	March 18, 1997	February 14, 2012	(1) February 2, 1999
3030.00	Board Of Directors Meeting Conduct	March 18, 1997	November 17, 2021	(1) February 2, 1999; (2) February 14, 2012
3060.00	Minutes of Board of Directors Meetings	March 18, 1997	November 17, 2021	(1) February 2, 1999; (2) February 14, 2012

CITRUS HEIGHTS WATER DISTRICT

DISTRICT STAFF REPORT TO BOARD OF DIRECTORS MARCH 26, 2024 REGULAR MEETING

SUBJECT : DISCUSSION AND POSSIBLE ACTION TO APPROVE DESIGN, TESTING, AND CONSTRUCTION MANAGEMENT SERVICES FOR THE HIGHLAND WELL PROJECT

STATUS : Action Item

REPORT DATE : March 18, 2024

PREPARED BY : Brian Hensley, Water Resources Supervisor
Rebecca Scott, Director of Operations

OBJECTIVE:

Consider approval of an agreement for Design, Testing, and Construction Management Services for the Highland Well Project with Water Systems Consulting, Inc. (WSC)

BACKGROUND AND ANALYSIS:

The District purchased property on Highland Ave. (.52 Acres) in 2018 for a new groundwater well. In 2019, the District drilled and abandoned a test hole at the project site which determined there is adequate water available. The District has completed the environmental review for this project, including an Initial Study/Mitigated Negative Declaration; Mitigation Monitoring and Reporting Program; Phase 1 Environmental Site Assessment; and Preliminary Drinking Water Source Assessment. The 2024 District Strategic Plan lists the Highland Well design as a goal for this year. The project has \$3.5 million of State Grant funding available and has been awarded \$1.5 million in Federal Grant funds for facility construction.

The District issued a Request for Proposals for Design, Testing, and Construction Management Services for the Project on March 8, 2024.

The scope of work for the project includes the following items:

Phase 1: Well Drilling

Task 1 - Prepare a complete set of construction specifications and bid package for drilling a new groundwater well.

Task 2 - Provide Construction Management and oversight of testing and development of the new well.

Phase 2: Design and Construction Management of Surface Facilities

Task 1 - Complete a set of improvement plans for equipping the newly constructed well and a complete set of written construction specifications for equipping the well and all above-ground appurtenances.

Task 2 - Provide Construction Management, Inspection, and oversight of Testing of equipping of surface facilities.

The District received one responsive proposal on March 18, 2024, from Water Systems Consulting, Inc. (WSC, Inc.).

Based on the project scope, the quote received was as follows:

Engineering Firm	Amount
WSC, Inc.	\$800,586.00

The Professional Services Agreement, including WSC, Inc.'s proposal, scope, schedule and fee, accompanies this report.

RECOMMENDATION:

Approve the Professional Services Agreement with Water Systems Consulting, Inc. for the Design, Testing and Construction Management Services for the Highland Well Project in the amount of \$800,586.00 and establish a contingency fund in the amount of \$80,059.00 (10%). Authorize the General Manager to execute the accompanying agreement with Water Systems Consulting, Inc.

ATTACHMENT:

Professional Services Agreement with Water Systems Consulting

ACTION:

Moved by Director _____, Seconded by Director _____, Carried _____

CITRUS HEIGHTS WATER DISTRICT PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into as of _____, 20____ by and between the Citrus Heights Water District, an irrigation district organized and operating under the laws of the State of California with its principal place of business at 6230 Sylvan Road, Citrus Heights, California (“District”), and Water Systems Consulting, Inc., a Corporation with its principal place of business at 2330 East Bidwell Street, Suite 110, Folsom, CA (hereinafter referred to as “Consultant”). District and Consultant are sometimes individually referred to as “Party” and collectively as “Parties” in this Agreement.

RECITALS

A. District is a public agency of the State of California and is in need of professional services for the following project:

Ella Way Well Project (hereinafter referred to as “the Project”).

B. Consultant is duly licensed and has the necessary qualifications to provide such services.

C. The Parties desire by this Agreement to establish the terms for District to retain Consultant to provide the services described herein.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Services.

Consultant shall provide the District with the services described in the Scope of Services attached hereto as Exhibit “A.”

2. Compensation.

a. Subject to paragraph 2(b) below, the District shall pay for such services in accordance with the Schedule of Charges set forth in Exhibit “B.”

b. In no event shall the total amount paid for services rendered by Consultant under this Agreement exceed the sum of \$800,586.00. This amount is to cover all printing and related costs, and the District will not pay any additional fees for printing expenses. Periodic payments shall be made within 45 days of receipt of an invoice which includes a detailed description of the work performed. Payments to Consultant for work performed will be made on a monthly billing basis.

3. Additional Work.

If changes in the work seem merited by Consultant or the District, and informal consultations with the other party indicate that a change is warranted, it shall be processed in the following manner: a letter outlining the changes shall be forwarded to the District by Consultant with a statement of estimated changes in fee or time schedule. An amendment to this Agreement shall be prepared by the District and executed by both Parties before performance of such services, or the District will not be required to pay for the changes in the scope of work. Such amendment shall not render ineffective or invalidate unaffected portions of this Agreement.

4. Maintenance of Records.

Books, documents, papers, accounting records, and other evidence pertaining to costs incurred shall be maintained by Consultant and made available at all reasonable times during the contract period and for four (4) years from the date of final payment under the contract for inspection by District.

5. Time of Performance.

Consultant shall perform its services in a prompt and timely manner and shall commence performance upon receipt of written notice from the District to proceed ("Notice to Proceed"). Consultant shall complete the services required hereunder within Exhibit C. The Notice to Proceed shall set forth the date of commencement of work.

6. Delays in Performance.

a. Neither District nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage or judicial restraint.

b. Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

7. Compliance with Law.

a. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local government, including Cal/OSHA requirements.

b. If required, Consultant shall assist the District, as requested, in obtaining and maintaining all permits required of Consultant by federal, state and local regulatory agencies.

c. If applicable, Consultant is responsible for all costs of clean up and/ or removal of hazardous and toxic substances spilled as a result of his or her services or operations performed under this Agreement.

8. Standard of Care

Consultant's services will be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

9. Assignment and Subconsultant

Consultant shall not assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the District, which may be withheld for any reason. Any attempt to so assign or so transfer without such consent shall be void and without legal effect and shall constitute grounds for termination. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement. Nothing contained herein shall prevent Consultant from employing independent associates, and subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

10. Independent Consultant

Consultant is retained as an independent contractor and is not an employee of District. No employee or agent of Consultant shall become an employee of District. The work to be performed shall be in accordance with the work described in this Agreement, subject to such directions and amendments from District as herein provided.

11. Insurance. Consultant shall not commence work for the District until it has provided evidence satisfactory to the District it has secured all insurance required under this section. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has secured all insurance required under this section.

a. Commercial General Liability

(i) The Consultant shall take out and maintain, during the performance of all work under this Agreement, in amounts not less than specified herein, Commercial General Liability Insurance, in a form and with insurance companies acceptable to the District.

(ii) Coverage for Commercial General Liability insurance shall be at least as broad as the following:

(1) Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 00 01) or exact equivalent.

(iii) Commercial General Liability Insurance must include coverage for the following:

(1) Bodily Injury and Property Damage

- (2) Personal Injury/Advertising Injury
- (3) Premises/Operations Liability
- (4) Products/Completed Operations Liability
- (5) Aggregate Limits that Apply per Project
- (6) Explosion, Collapse and Underground (UCX) exclusion deleted
- (7) Contractual Liability with respect to this Contract
- (8) Broad Form Property Damage

(iv) The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; (3) products/completed operations liability; or (4) contain any other exclusion contrary to the Agreement.

(v) The policy shall give District, its officials, officers, employees, agents and District designated volunteers additional insured status using ISO endorsement forms CG 20 10 10 01 and 20 37 10 01, or endorsements providing the exact same coverage.

(vi) The general liability program may utilize either deductibles or provide coverage excess of a self-insured retention, subject to written approval by the District, and provided that such deductibles shall not apply to the District as an additional insured.

b. Automobile Liability

(i) At all times during the performance of the work under this Agreement, the Consultant shall maintain Automobile Liability Insurance for bodily injury and property damage including coverage for owned, non-owned and hired vehicles, in a form and with insurance companies acceptable to the District.

(ii) Coverage for automobile liability insurance shall be at least as broad as Insurance Services Office Form Number CA 00 01 covering automobile liability (Coverage Symbol 1, any auto).

(iii) The policy shall give District, its officials, officers, employees, agents and District designated volunteers additional insured status.

(iv) Subject to written approval by the District, the automobile liability program may utilize deductibles, provided that such deductibles shall not apply to the District as an additional insured, but not a self-insured retention.

c. Workers' Compensation/Employer's Liability

(i) Consultant certifies that he/she is aware of the provisions of Section 3700 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 he/she will comply with such provisions before commencing work under this Agreement.

(ii) To the extent Consultant has employees at any time during the term of this Agreement, at all times during the performance of the work under this Agreement, the Consultant shall maintain full compensation insurance for all persons employed directly by him/her to carry out the work contemplated under this Agreement, all in accordance with the “Workers’ Compensation and Insurance Act,” Division IV of the Labor Code of the State of California and any acts amendatory thereof, and Employer’s Liability Coverage in amounts indicated herein. Consultant shall require all subconsultants to obtain and maintain, for the period required by this Agreement, workers’ compensation coverage of the same type and limits as specified in this section.

d. Professional Liability (Errors and Omissions)

At all times during the performance of the work under this Agreement the Consultant shall maintain professional liability or Errors and Omissions insurance appropriate to its profession, in a form and with insurance companies acceptable to the District and in an amount indicated herein. This insurance shall be endorsed to include coverage limits applicable to this Agreement and shall be written on a policy form coverage specifically designed to protect against negligent acts, errors or omissions of the Consultant. “Covered Professional Services” as designated in the policy must specifically include work performed under this Agreement. The policy must “pay on behalf of” the insured and must include a provision establishing the insurer's duty to defend.

e. Minimum Policy Limits Required

(i) The following insurance limits are required for the Agreement:

Commercial General Liability	\$1,000,000 per occurrence / \$2,000,000 aggregate for bodily injury, personal injury, and property damage
Automobile Liability	\$1,000,000 combined single limit
Employer’s Liability	\$1,000,000 ea. Accident/ea. Employee/policy limit
Professional Liability	\$1,000,000 per claim and aggregate (errors and omissions)

(ii) Except for Professional Liability and Workers Compensation insurance, defense costs shall be payable in addition to the limits.

(iii) Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. Any available coverage shall be provided to the parties required to be named as Additional Insured pursuant to this Agreement.

f. Evidence Required

Prior to execution of the Agreement, the Consultant shall file with the District evidence of insurance from an insurer or insurers certifying to the coverage of all insurance

required herein. Such evidence shall include original copies of the ISO CG 00 01 (or insurer's equivalent) signed by the insurer's representative and Certificate of Insurance (Acord Form 25-S or equivalent), together with required endorsements. All evidence of insurance shall be signed by a properly authorized officer, agent, or qualified representative of the insurer and shall certify the names of the insured, any additional insureds, where appropriate, the type and amount of the insurance, the location and operations to which the insurance applies, and the expiration date of such insurance.

g. Policy Provisions Required

(i) Consultant shall provide the District at least thirty (30) days prior written notice of cancellation of any policy required by this Agreement, except that the Consultant shall provide at least ten (10) days prior written notice of cancellation of any such policy due to non-payment of premium. If any of the required coverage is cancelled or expires during the term of this Agreement, the Consultant shall deliver renewal certificate(s) including the General Liability Additional Insured Endorsement to the District at least ten (10) days prior to the effective date of cancellation or expiration.

(ii) The Commercial General Liability Policy and Automobile Policy shall each contain a provision stating that Consultant's policy is primary insurance and that any insurance, self-insurance or other coverage maintained by the District or any named insureds shall not be called upon to contribute to any loss.

(iii) The retroactive date (if any) of each policy is to be no later than the effective date of this Agreement. Consultant shall maintain such coverage continuously for a period of at least three years after the completion of the work under this Agreement. Consultant shall purchase a one (1) year extended reporting period A) if the retroactive date is advanced past the effective date of this Agreement; B) if the policy is cancelled or not renewed; or C) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement.

(iv) All required insurance coverages, except for the professional liability coverage, shall contain or be endorsed to waiver of subrogation in favor of the District, its officials, officers, employees, agents, and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against District, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

(v) Except for Professional Liability and workers compensation insurance, the limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Further the limits set forth herein shall not be construed to relieve the Consultant from liability in excess of such coverage, nor shall it limit the Consultant's indemnification obligations to the District and shall not preclude the District from taking such other actions available to the District under other provisions of the Agreement or law.

h. Qualifying Insurers

(i) All policies required shall be issued by acceptable insurance companies, as determined by the District, which satisfy the following minimum requirements:

(1) Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and admitted to transact in the business of insurance in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

i. Additional Insurance Provisions

(i) The foregoing requirements as to the types and limits of insurance coverage to be maintained by Consultant, and any approval of said insurance by the District, is not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Consultant pursuant to this Agreement, including but not limited to, the provisions concerning indemnification.

(ii) If at any time during the life of the Agreement, any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, District has the right but not the duty to obtain the insurance it deems necessary and any premium paid by District will be promptly reimbursed by Consultant or District will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, District may cancel this Agreement.

(iii) The District may require the Consultant to provide complete copies of all insurance policies in effect for the duration of the Project.

(iv) Neither the District nor any of its officials, officers, employees, agents or volunteers shall be personally responsible for any liability arising under or by virtue of this Agreement.

j. Subconsultant Insurance Requirements. Consultant shall not allow any subcontractors or subconsultants to commence work on any subcontract until they have provided evidence satisfactory to the District that they have secured all insurance required under this section. Policies of commercial general liability insurance provided by such subcontractors or subconsultants shall be endorsed to name the District as an additional insured using ISO form CG 20 38 04 13 or an endorsement providing the exact same coverage. If requested by Consultant, District may approve different scopes or minimum limits of insurance for particular subcontractors or subconsultants.

12. Indemnification.

a. To the fullest extent permitted by law, Consultant shall defend (with counsel reasonably approved by the District), indemnify and hold the District, its officials, officers, employees, agents and volunteers free and harmless from any and all claims, demands, causes of action, suits, actions, proceedings, costs, expenses, liability, judgments, awards, decrees, settlements, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, (collectively, "Claims") to the extent caused by the negligent acts, errors or

omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's services, the Project or this Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorneys' fees and other related costs and expenses. Notwithstanding the foregoing, to the extent Consultant's services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to Claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the District, its officials, officers, employees, agents or volunteers. Consultant agrees to reimburse Client for reasonable defense costs, provided however that such obligation is limited to the portion of such costs equal to the percentage of Consultant's liability as ultimately determined to be caused by the willful misconduct or negligence of Consultant.

13. California Labor Code Requirements.

a. Consultant is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws, if applicable. Consultant shall defend, indemnify and hold the District, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages, employment of apprentices, hours of labor and debarment of contractors and subcontractors. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Section 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Sections 1777.1).

b. If the services are being performed as part of an applicable "public works" or "maintenance" project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such Services must be registered with the Department of Industrial Relations. Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. This Project may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant's sole responsibility to comply with all applicable registration and labor compliance requirements.

14. Verification of Employment Eligibility.

By executing this Agreement, Consultant verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be

amended from time to time, and shall require all subconsultants and sub-subconsultants to comply with the same.

15. Laws and Venue.

This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of Sacramento, State of California.

16. Termination or Abandonment

a. District has the right to terminate or abandon any portion or all of the work under this Agreement by giving ten (10) calendar days written notice to Consultant. In such event, District shall be immediately given title and possession to all original field notes, drawings and specifications, written reports and other documents produced or developed for that portion of the work completed and/or being abandoned. District shall pay Consultant the reasonable value of services rendered for any portion of the work completed prior to termination. If said termination occurs prior to completion of any task for the Project for which a payment request has not been received, the charge for services performed during such task shall be the reasonable value of such services, based on an amount mutually agreed to by District and Consultant of the portion of such task completed but not paid prior to said termination. District shall not be liable for any costs other than the charges or portions thereof which are specified herein. Consultant shall not be entitled to payment for unperformed services, and shall not be entitled to damages or compensation for termination of work.

b. Consultant may terminate its obligation to provide further services under this Agreement upon thirty (30) calendar days' written notice to District only in the event of substantial failure by District to perform in accordance with the terms of this Agreement through no fault of Consultant.

17. Documents. Except as otherwise provided in "Termination or Abandonment," above, all original field notes, written reports, drawings and specifications and other documents, produced or developed for the Project ("Documents & Data") shall, upon payment in full for the services described in this Agreement, be furnished to and become the property of the District. Nothing contained in this Section shall be construed as limiting or depriving Consultant of its rights to use its basic knowledge and skills to carry out other projects or work for itself or others, whether or not such other projects or work are similar to the work to be performed pursuant to this Agreement. Consultant shall have the right to retain and use copies of any Documents & Data furnished or to be furnished by Consultant less any specific details provided by the District unless such details are within the public realm. All Documents & Data are instruments of service and are not intended to be modified or represented to be suitable for reuse on other projects by District except as may be contemplated pursuant to the terms of this Agreement. Any such modification or reuse without Consultant's prior written approval will be at District's sole risk, without liability or legal exposure to Consultant. Rights to intellectual property developed, utilized, or modified in the performance of the services under this Agreement including the Documents & Data developed hereunder ("Intellectual Property") shall remain the property of Consultant. Consultant hereby grants to District an irrevocable, nonexclusive, royalty-free license to utilize Intellectual Property provided to District as part of the Services for the purposes set forth in this Agreement.

18. Organization

Consultant shall assign Jeff Lawrence, P.E. as Project Manager. The Project Manager shall not be removed from the Project or reassigned without the prior written consent of the District.

19. Limitation of Agreement.

This Agreement is limited to and includes only the work included in the Project described above.

20. Notice

Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to:

DISTRICT:

Citrus Heights Water District
6230 Sylvan Road
Citrus Heights, California 95610
Attn: Hilary M. Straus
General Manager

CONSULTANT:

Water Systems Consulting, Inc.
2330 East Bidwell Street
Suite 110, Folsom, CA, 95630
Attn: Jeff Lawrence
Project Manager

and shall be effective upon receipt thereof.

21. Third Party Rights

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the District and the Consultant.

22. Equal Opportunity Employment.

Consultant represents that it is an equal opportunity employer and that it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex, age or other interests protected by the State or Federal Constitutions. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

23. Entire Agreement

This Agreement, with its exhibits, represents the entire understanding of District and Consultant as to those matters contained herein, and supersedes and cancels any prior or contemporaneous oral or written understanding, promises or representations with respect to those matters covered hereunder. Each party acknowledges that no representations, inducements,

promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. This Agreement may not be modified or altered except in writing signed by both Parties hereto. This is an integrated Agreement.

24. Severability

The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the provisions unenforceable, invalid or illegal.

25. Successors and Assigns

This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of each party to this Agreement. However, Consultant shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of District. Any attempted assignment without such consent shall be invalid and void.

26. Non-Waiver

None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is specifically specified in writing.

27. Time of Essence

Time is of the essence for each and every provision of this Agreement.

28. District's Right to Employ Other Consultants

District reserves its right to employ other consultants, including engineers, in connection with this Project or other projects.

29. Prohibited Interests

Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, District shall have the right to rescind this Agreement without liability. For the term of this Agreement, no director, official, officer or employee of District, during the term of his or her service with District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

[SIGNATURES ON FOLLOWING PAGE]

**SIGNATURE PAGE FOR PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITRUS HEIGHTS WATER DISTRICT
AND WATER SYSTEMS CONSULTING, INC.**

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITRUS HEIGHTS WATER DISTRICT WATER SYSTEMS CONSULTING, INC.

By: _____
Hilary M. Straus
General Manager

By: _____

Its: _____

Printed Name: _____

Federal ID No. _____

Business License Number _____ (City of
_____)

EXHIBIT A
Scope of Services

See Attached

EXHIBIT B

Schedule of Charges/Payments

Consultant will invoice District on a monthly cycle. Consultant will include with each invoice a detailed progress report that indicates the amount of budget spent on each task. Consultant will inform District regarding any out-of-scope work prior to commencing as stipulated in Item 3, Additional Work.

See Attached.

EXHIBIT C
Activity Schedule

See Attached.



Highland Well Project Design, Testing, and Construction Management



A. Proposal Submittal

All pages of this proposal are numbered consecutively and responses are organized as outlined in the District's RFP. As stated in the cover letter, WSC's proposals and the fee schedule are valid and binding for 120 days from March 18, 2024.

B. Letter of Transmittal



Mr. Brian Hensley

Water Resources Supervisor
Citrus Heights Water District
6230 Sylvan Road, Citrus
Heights, California 95610

Authorized Representative
for Proposal, Project, and
Correspondence

Peter Kvam ^{PE}
Project Manager
WSC Folsom
2330 East Bidwell Street,
Suite 110, Folsom, CA 95630
pkvam@wsc-inc.com
O: 916.778.4288 ext 355

Signatory

Rob Natoli ^{PE}
Principal in Charge
WSC Folsom
2330 East Bidwell Street,
Suite 110, Folsom, CA 95630
rnatoli@wsc-inc.com
O: 916.778.4288 ext 350

Dear Mr. Hensley,

Water Systems Consulting, Inc. (WSC) appreciates the opportunity to provide you with this proposal. WSC and our project team bring together key staff who have knowledge of your water system, Aquifer Storage and Recovery (ASR) design, and District standards. We will provide Citrus Heights Water District (District) with an efficient and effective engineering design, testing oversight, construction management, and grant compliance/reporting services for a new production well with ASR capabilities.

Our Project team will bring the District:

Continuity

Knowledge of the District's preferences, standards, and infrastructure are important to the Highland design so the final facility has the appearance, functionality, flexibility, and security features the District requires. The WSC team includes key staff who have that knowledge through their recent work on the Ella Way Well Site Design (Ella Way Well) project.

Value

WSC has identified areas where we can streamline our approach to the Highland Well scope based on our knowledge of the Ella Way Well design. Where applicable, details and specifications will be reused. WSC will also use our knowledge of the Ella Way ASR alternative assessment to make sure that the District receives an efficient design.

Integrated Team

WSC will self-perform the hydrogeologic and well equipping design services as well as construction management. This integrated delivery will help WSC to better coordinate and optimize the project schedule.

If you have any questions, or would like clarification on any aspect of our proposal, please contact WSC's Project Manager, Peter Kvam or WSC's QA/QC Lead, Jeff Lawrence. WSC's proposal and fee schedule are valid and binding for 120 days. Thank you for your consideration, and we value the opportunity to work with the District again.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Kvam'.

Peter Kvam, PE
Project Manager

A handwritten signature in black ink, appearing to read 'Rob Natoli'.

Rob Natoli, PE
Vice President | Principal in Charge

C. Table of Contents

CONTENTS

*Click through the
hyper linked TOC
to skip to a section.*



- A.** Proposal Submittal
- B.** Letter of Transmittal
- C.** Table of Contents
- D.** Summary
- E.** Statement of Understanding
- F.** Report Tasks
- G.** Background and Experience
- H.** Project Cost
- I.** Project Schedule
- J.** Additional Information

D. Summary

The WSC Team will Deliver a High-Value Project for Citrus Heights Water District



WSC's team and approach will minimize project costs and maximize current and future value.

The Highland Well will increase local supply reliability for the District and is an opportunity for the District to leverage the benefits of additional ASR during wet years. WSC will deliver a high-value project that minimizes implementation costs and maximizes current and future value by:

- **Designing a well that provides the function and flexibility the District desires through a collaborative design process and utilizing efficiencies and standards from the Ella Way Well.**
- **Delivering value and providing ideas/approaches for a cost effective, neighborhood-friendly, and operations-friendly facility.**
- **Informing and enabling future ASR functionality by delivering a phased and adaptive approach that considers capital costs and life cycle costs for ASR.**

WSC is uniquely qualified to perform the design, testing, and construction management for the Highland Well.

- Our team recently completed the Ella Way Well Site Design (Ella Way Well) project for the District. The team will also deliver on the Highland Well project, providing the District with continuity. The ASR alternatives analysis completed for Ella Way Well will provide valuable insight for the Highland Well.
- Having worked with the District on a recent, similar project, WSC brings a unique understanding of your standards, groundwater infrastructure, and the preferred injection components for this project. This enables our team to be efficient and provide reliable engineering services.
- Our team includes a local project manager, hydrogeology specialists, grant funding experts, and construction management professionals, among many other disciplines, to deliver on every aspect of this project. Having an integrated, in-house hydrogeology team will enable WSC to streamline work and bring in key staff at the right times.

WSC is a full-service civil and environmental engineering firm that specializes in the planning, design, and construction, of municipal drinking water, groundwater, recycled water, wastewater, and water supply solutions. Founded in 2007, WSC has a professional staff of over 70 professionals, focused exclusively on water clients and projects. Groundwater infrastructure planning, design, and construction management are core services for our company.

Our team has delivered several well design and construction management projects including the District's Ella Way Well project.



E. Statement of Understanding

Statement of Understanding



The District uses surface water and groundwater to supply its customers. The District purchases surface water from the San Juan Water District (SJWD). Groundwater is obtained from the District's six active wells that can provide a projected total yield of approximately 5,000 acre feet per year (AFY) based on operations for seven months of the dry season. Well production rates vary from 800 to 2,100 gpm. The District cycles its wells weekly to maintain operational readiness and to supplement the surface water supply.

Over the last three years, the District's total usage has averaged 3,000 AFY. This groundwater production represents approximately 25% of the District's 5-year average annual water use of 11,600 AFY. The District plans to maintain a groundwater production capacity of at least 5,000 AFY from its well system. The District also plans to construct three more wells over the next 10 years to provide additional dry-year supplies.

The Highland Well will increase local supply reliability for the District and will also be an opportunity for the District to leverage additional ASR capabilities. To meet these goals, the WSC team will deliver a high-value project for the District. Our approach to minimizing the total project implementation costs and maximizing the current and future value by:

- **Designing a well that provides the function and flexibility the District desires through a collaborative design process and utilizing efficiencies and standards from the Ella Way Well.**
- **Delivering value and providing ideas/approaches for a cost effective, neighborhood-friendly, and operations-friendly facility.**
- **Informing and enabling future ASR functionality by delivering a phased and adaptive approach that considers capital costs and life cycle costs for ASR.**

The District's new Highland Well will increase groundwater supply capacity, reduce reliance on Folsom Lake during dry years and enhance the District's ability to participate in groundwater banking.

Collaborative Process



- We understand the District has worked hard to develop well systems that meet the District's goals for operations and maintenance, we will listen to you and build upon your standards and preferences.
- We will work with you to understand your preferences and standards from other sites including the Ella Way Well site to incorporate these items, continuing to improve your well facilities.
- We use an efficient collaboration process when it comes to meetings—every meeting has a clear purpose and we come prepared to make them a productive use of your time.
- We will integrate operations and maintenance input into the design, including discussions with field staff to really understand your operational and maintenance concerns.

Cost Effective, Good Neighbor, Highly Functional Facility



- We understand the District's need to be a good neighbor to the residents in the community, including the adjacent private school.
- Our goal in the design will be to create a system that minimizes impacts to neighbors, while meeting your needs for operations and performance.
- The appearance of the new facility will likely be a concern for the neighbors. Our team brings innovative ideas and optional architectural services to provide the District with cost-effective ideas for building and site design. We will base this on District preferences with reference to similar District well sites and landscape design.
- Noise during well drilling and operations can be an issue with neighbors. Our team has designed well facilities in close proximity to residents and the public. We understand what it takes to make a facility quiet, and what will be required during construction to avoid interruptions to sleep schedules and school lessons.

Phased and Adaptive Design



- We can equip the well for use in ASR testing at a minimal cost. This will allow the District to begin use of the well in ASR mode at any time.
- We will perform an analysis of flow rates to determine if a separate ASR injection line is preferred (similar to Ella Way Well) or if a down well injection valve should be included in the design.
- We will lay out a phased plan for future ASR, from initial testing to full scale ASR operations, so there is a clear road map to ASR in the future.

Efficiency and Quality from Continuity with Earlier and Ongoing Services

Our team is ready to hit the ground running on this project as it integrates with earlier and ongoing services provided to the District by our team members. For example, we have recently completed the Ella Way Well equipping design giving us insight into the District's preferences for facilities, equipment, and materials.

Our team has a good understanding of the District's water system from developing the original hydraulic water model and working with the District recently to coordinate operations in conjunction with the San Juan Water District Hinkle Outage testing.

Overview of Exploratory Drilling in 2019

In 2019, the District contracted with Luhdorff and Scalmanini Consulting Engineers (LSCE) to perform exploratory drilling and test hole investigation of the Highland Well site in Citrus Heights. The work was completed so the District could decide whether or not to purchase the property for development of a future production well. LSCE's findings are summarized in letter report to the District dated July 24, 2019, which WSC has reviewed during development of the Project Scope. We are ready to make recommendations for refinement of the well design using the District's well specifications and the Ella Way Well design.

Optimizing Well Design and Construction

Well drilling is currently in high demand and getting a quality driller is important to the success of this project. We will provide recommendations for optimizing the procurement such as:

- Reaching out to known drillers with whom the District and our team have long-term experience with to increase bidder awareness of the project and provide a level of confidence they will be working with a known team.
- Getting better bid responses will increase cost competitiveness of the project.
- Environmental considerations during drilling will be important, especially with the close proximity to adjacent homes. Work hours, sound attenuation requirements, and discharge treatment are just a few key items that will be addressed early in the planning to avoid issues during implementation, and keep the neighbors informed and happy.
- Targeting drilling contractors with proven ability and methods for collection of depth discrete aquifer zone samples to minimize screening across high manganese (Mn) zones.
- Informed, future, decision-making on wells and ASR. Thoughtful logging of lithologic samples collected during drilling, precise geophysical logging, completed well development and testing will all be important in evaluating the feasibility of ASR at this location and in making future decision on ASR operations.

Example of design features to be considered for the Highland Well are provided on the following page.



Example of Well Design Features to Be Considered for the Highland Well

Injection Line with Engineered Orifice

This feature will prevent air entrainment during injection and allow ASR testing with minimal cost. Depending on well flow, the injection line may be substituted with a Down Well Injection Valve.

Stainless Steel Louvered Screen

- Same benefits of stainless steel casing and improved durability over the life of the well compare to wire wrap.
- Minimizes the potential for glass beads to spill into the well if the wire wrap screen is damaged during mechanical/chemical development/redevelopment.

Glass Bead Filter Pack

- Longer life than natural filter pack with improved hydraulics for flow into and out of the aquifer.
- Well clean-up more quickly during development/redevelopment yielding a more efficient well overall.
- Less settling and compaction of the filter pack over life of well.
- Less potential for chemical precipitation or biological fouling to form on bead surfaces.

Column Pipe

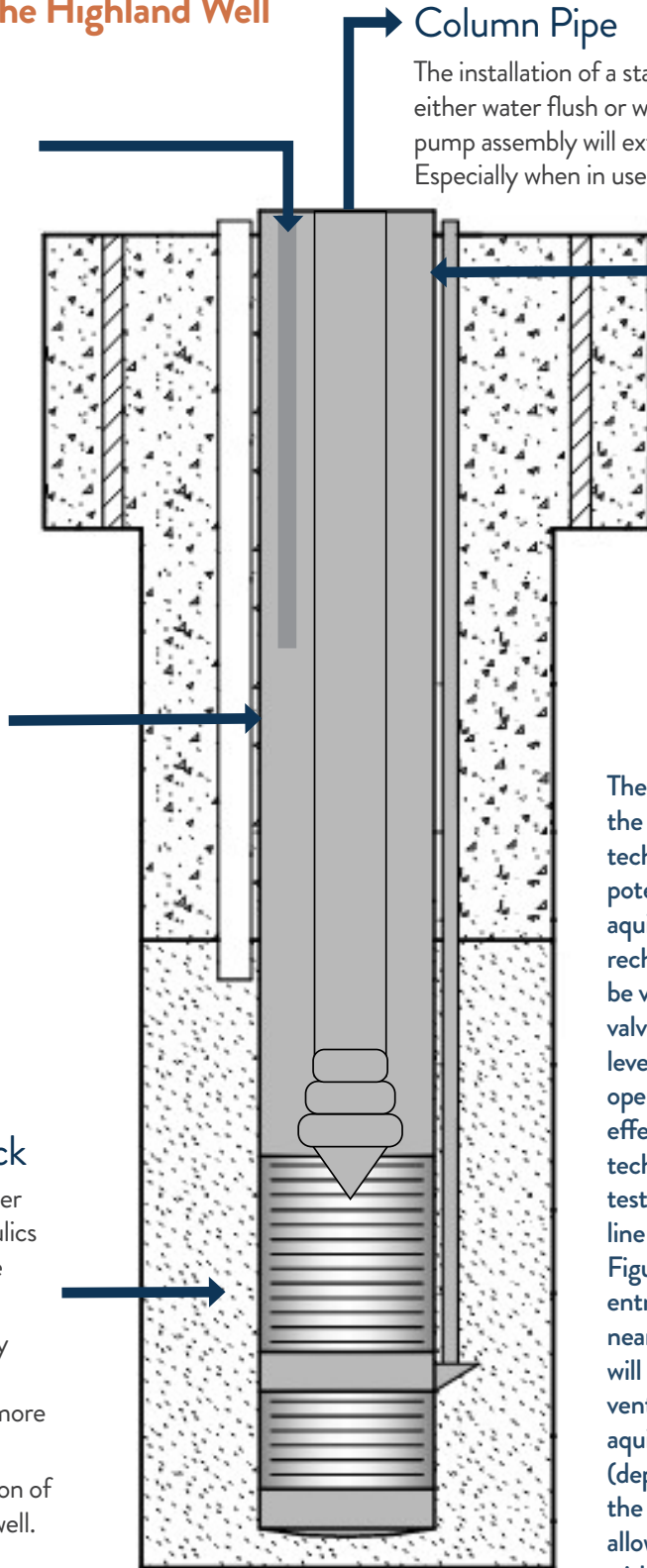
The installation of a stainless steel column pipe with either water flush or water tube and in-line turbine pump assembly will extend the lifetime of the well. Especially when in use for ASR in the future.

Casing

Consider the use of stainless steel to the surface for the following reasons:

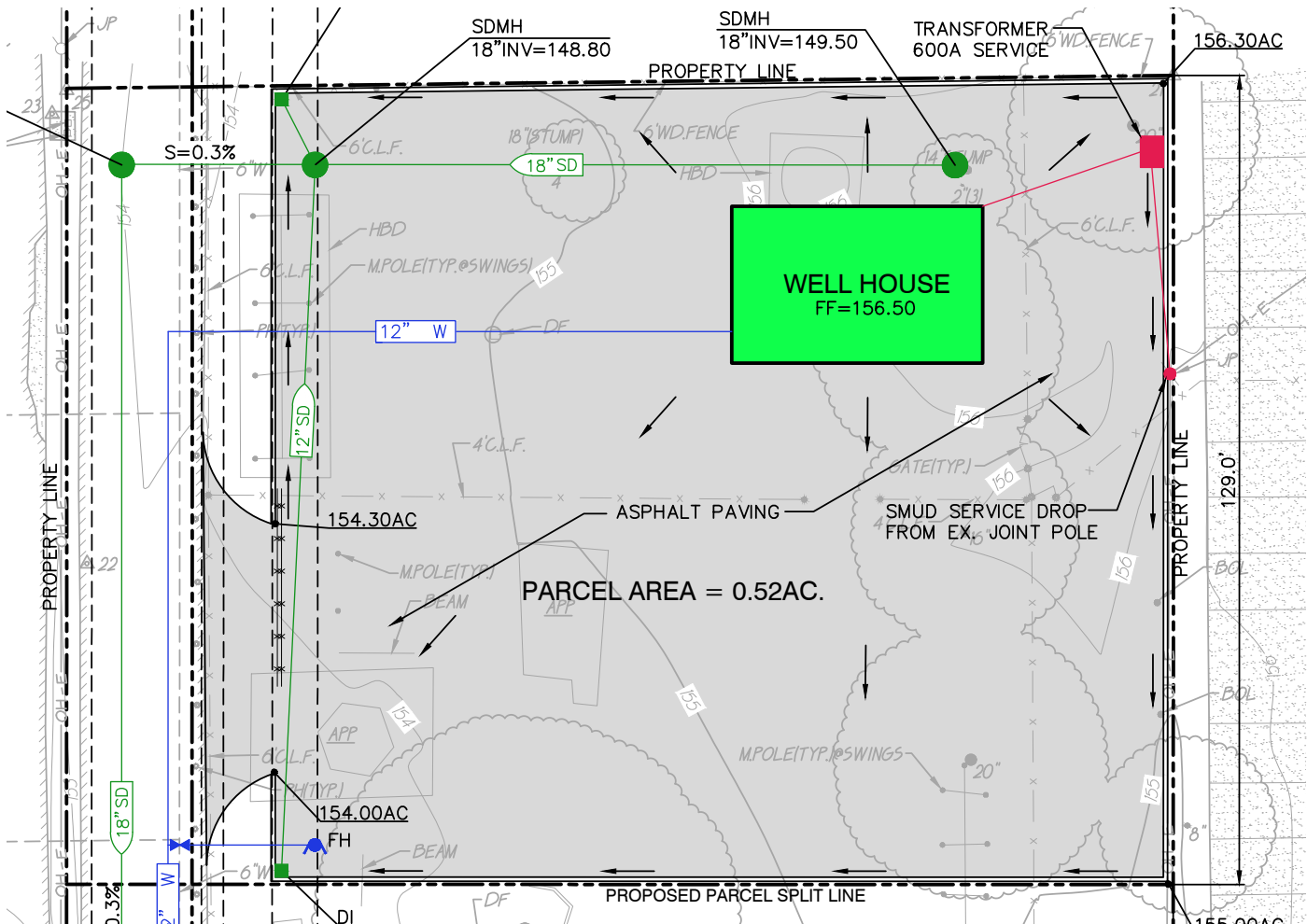
- Mounding of water in the well casing during injection causes repeated cycles of wetting and drying – stainless holds up better for the long term.
- Stainless steel will help reduce the population of iron bacteria in the well.

The down-hole flow control valves are the industry standard for injection technologies because it eliminates the potential for air entrainment into the aquifer (air binding results in reduced recharge rates) and injection rates can be varied due to supply demands. These valves are costly and require a high-level of programming sophistication to operate these systems properly. A cost-effective alternative option for recharge technology, especially for the pilot testing stage, is the design of an injection line with an engineered orifice (see Figure). To eliminate the potential for air entrainment, the injection line will be set near the static water level. Entrained air will be vented out through the well casing vent tube and will not be forced into the aquifer. Injection rates will be limited (depending on well casing diameter) but the simplicity of this recharge system will allow District operators to get familiar with the operational requirements for recharge and backwashing operations. Once system performance has been established, the well design will support the conversion to a down-hole flow control valve, if desired.



Highland Well Potential Site and Facility Considerations

PROPOSED SITE PLAN PROVIDED BY WARREN CONSULTING ENGINEERS



Meeting District Expectations

We will start the design process with discussions and gathering of information from District staff to make sure we understand your preferences, including:

- Equipment
- System layout
- Access, both outside and inside the facility building
- Control system and security
- Pump to waste system
- Chemical storage and metering
- Backup power connection
- Pump selection (vertical turbine or submersible)

All key design considerations will be documented in a brief technical memorandum (TM) for review by the District to confirm the design standards and preferences.

One consideration if the well is placed inside a building is access for future well development. Because the ability to back a development rig up to the well is necessary, providing access can be a challenge. Our team has experience with multiple options to achieve this, including:

- Buildings with rolling sections over the well
- Removable roof sections over the well
- Options for installing the well outside the building

Blending with Surrounding Uses

The new well site is surrounded by residential properties and a private school, and must blend in or be screened to preserve the existing character of the setting. Fortunately, the site contains some trees and plants around the perimeter to help transition the site from residential boundaries. Optional tasks to provide residential architectural details to the building as well as landscaping design have been provided in the project scope.

After consideration and review, we see at least a couple preliminary options for this site. If the site can be screened with a verticrete wall and strategic landscaping, it may be possible to use a traditional masonry building at the site and not impact the neighborhood aesthetics. The advantages of this would be reduced cost of construction and lower maintenance costs, but the concept would need to be accepted by the District working with property owners.

Alternatively, the building could be constructed to appear as a residential home to blend with the adjoining residential lots similar to the District's Bonita Well. While this may increase the cost of construction and future maintenance effort, it could limit landscaping and screening improvements.

High Quality Work Starts with a Proven Approach to Project Management

WSC's approach to effective project delivery begins with a clear understanding of the District's objectives, a comprehensive project management plan, and a team of professionals with the collective goal of delivering a quality project. Highlights of the team's proven approach to project delivery are summarized below.

Critical Success Factors


We put people first and listen intently to define and deliver success. We will seek clarity on covert and overt success factors unique to the District. Critical success factors are used to guide delivery of the project from initial planning through design, construction, and operation and help meet the District's strategic goals.

Communication and Responsiveness

Peter Kvam, as Project Manager, will establish and maintain an open and continuous line of communication with the District. This well-established line of communication, and relationships based on trust, facilitates effective exchanges of information outside of regularly scheduled progress meetings, enabling quick resolution of questions and issues so the project can continue to progress smoothly. We know the importance of responding rapidly when you need us and are committed to being responsive, including being available for impromptu phone calls, in person meetings, and site visits.

Schedule and Budget

WSC uses an integrated project management and accounting system, Ajera, to manage project progress and budget in real time so our project managers have immediate access to key project performance metrics. We use earned value management to identify discrepancies between planned and actual progress, allowing corrective measures to be implemented early to prevent cost overruns and schedule delays. WSC holds internal kickoff meetings with our project teams to assure that each team member understands and shares the commitment to managing the scope, schedule, and budget.

 "I think I can speak for everyone here at SJWD, we thoroughly enjoyed working with both of you and the entire WSC team."

— Andrew Pierson | Director of Engineering Services
San Juan Water District

Resource Management

WSC built a robust and flexible team to meet the District's needs. We will consider each task at the outset to determine best fit and availability from the staff presented in the organizational chart of this proposal. We will proactively manage our staff's workload to avoid competing priorities. We hold weekly workload planning meetings with our local and company-wide team to assess workload and make adjustments as needed to assure we can meet our commitments to you and our other clients.

Staff Commitment to Quality

WSC strives for high quality in all our deliverables and we implement a workflow with QC measures. Our approach to QA/QC is outlined below.

Our QA/QC Leads, Jeff Lawrence and Joe Kingsbury, will follow progress and regularly check in with Peter and other team members. They will help anticipate, identify, and resolve issues as they arise. These periodic injections of a fresh perspective stimulate creativity, collaboration, and drive efficiency.

Align WSC's team with the District's goals—An internal kickoff meeting unites our team around project goals, known District requirements, preferred lines of communication, QA/QC roles and expectations, project schedule, and budget.

Early QA/QC engagement sets up your projects for success, identifies opportunities to refine approaches, and increases quality and efficiency—During the initial project phase, our QA/QC leads will coordinate or perform the review of conceptual work, assumptions, and preliminary results and work products. QA/QC leads will attend the internal project team kick-off meeting and other key team meetings.

WSC's project-specific QA/QC plans are grounded in the philosophies, policies, and best practices outlined in our corporate Quality Management System Manual, which is available upon request—WSC will develop a QA/QC Plan specific for the project. This QA/QC Plan outlines the QA activities of the Project Manager and team members, and QC expectations for other project participants.

WSC uses a combination of working technical sessions, constructability, value engineering, technical editing, formatting, and readability reviews to engage different levels of review throughout the process. Reviews include high-level working sessions focused on overall strategy and identification of innovative approaches, and detailed reviews are conducted on calculations, drawings, and technical writing to avoid errors.

We will consistently conduct QC reviews throughout a project. Proven tools and experienced staff drive QC processes, assuring review comments are discussed, tracked, and addressed before deliverables are submitted to the Department—When beneficial, we will assign additional QC staff with relevant expertise to review specific technical aspects of a project.

WSC uses QC checklists customized for each project to guide the QC reviewers—Our internal QC committee has developed thorough and comprehensive checklists for design deliverables that help our design teams provide the right information to reviewers at the right time in the process. The checklist also allows our senior technical staff to confirm that calculations, drawings, specifications, and reports are thoroughly reviewed.

WSC can provide value-added and quality-enhancing services during the design and pre-construction phases, including constructability reviews—With design, construction management, and operations specialists on staff, WSC brings real-world knowledge to capital improvement planning.



F. Report Tasks

WSC's approach for addressing the requested scope of services is provided below, and includes deliverables for each work element.

Highland Well Project

TASK 0.0 PROJECT MANAGEMENT AND MEETINGS

WSC shall provide project management including facilitation of project meetings, project scheduling, and project coordination through the Highland Well construction and equipping. The planned meetings and correspondence below are intended to provide project updates to CHWD as the design and construction progresses.

0.1 Project Kickoff Meeting and Site Visit

- WSC to organize and lead a project kickoff meeting, followed by a site visit to the Highland Avenue property. The purpose of the kickoff meeting will be to: (1) establish roles and responsibilities; (2) review scope, schedule, and deliverables; and (3) develop and discuss the data request log. The kickoff meeting is assumed to be 2 hours and attended by 3 WSC employees along with our electrical and architectural subcontractors.
- The site visit will be attended by two WSC team members and our electrical subcontractor. It is assumed the site visit will be 1 hour.

0.2 Well Installation Meetings

- Organize and lead well installation meetings:
 - (1) Well Installation Kickoff Meeting: The kickoff meeting will focus on discussion of scope and bidding strategy, establishing a range of well construction dates, reviewing the project data requests, and establishing data needs. Assumed to be virtual for a duration of up to 2 hours.
 - (2) Pre-construction Meeting: Assumes 2 hours.
 - (3) Well Design Meeting: The well design meeting will be held after the completion of the pilot hole drilling and geophysical logging to confirm well design details. The meeting is assumed to last up to 2 hours.
 - (4) Construction Progress Meetings: These meetings will update the District and discuss any field issues/decisions during all phases of drilling, construction, development and testing of the well. For purposes of this proposal, we anticipate 8 meetings, approximately 30-minutes each, will be required.

0.3 Monthly Invoicing and Progress Reports

- Provide monthly progress reports to CHWD summarizing the project status, schedule changes, and project costs to date. Assumes a project duration of 36 months.

0.4 Bi-Monthly Check in Meetings

- WSC will conduct periodic project status meetings for the duration of the well drilling and well equipping. This proposal assumes 20 check-in meetings that will be conducted virtually.

0.5 30% Basis of Design TM, Site and Building Layout Review Meetings

- WSC will meet with the District to review comments on the preliminary site layout and building floorplan, the basis of design TM prior to beginning the 50% design. WSC assumes the preliminary site layout meeting will be held virtually, and the basis of design TM meeting will be conducted in person at the District's office.

Highland Well Project

0.6 50% Design Review Meeting

- WSC and J Calton Engineering will prepare for, conduct, and document a 50% design review meeting to include civil, architectural, mechanical, electrical and instrumentation designs. The 50% design review will also cover the specifications outline; SMUD application and submittal; and a permit status report. This meeting will be conducted in person at the District's office.

0.7 95% Design Review Meeting

- WSC and J Calton Engineering will prepare for, conduct, and document a 95% design review meeting to discuss all drawings, technical specifications; engineering opinion of probable cost; and schedule. This meeting will be conducted in person at the District's office.

Task 0 Deliverables: Meeting Agendas and Minutes in PDF format for Tasks 0.2, 0.5, 0.6 and 0.7 meetings. Monthly invoices and progress reports.

TASK 1.0 WELL DRILLING

The Design of the Highland Avenue Well is intended to result in a clear set of biddable construction documents for pilot hole drilling and lithologic logging, geophysical logging, borehole reaming, selection of well materials, well construction, developing and testing.

1.1 Drilling and Well Construction Specifications and Plans

Our team will begin with the well design documents used for Ella Well and update the design parameters to be sure that the following activities are addressed.

- Operating hours
- Acceptable drilling methods and procedures
- Water available for drilling purposes
- Handling and characteristics of drilling fluid
- Drilling fluid and loss of circulation plan and approach
- Sanitary seal requirements
- Pilot and reamed borehole diameters and depths
- Formation sampling and lithologic classification
- Geophysical logging
- Length, diameter, slot size, and ASTM specifications for the well casing, well screen and ancillary pipe materials
- Preliminary filter pack gradation
- Acceptable construction, development and testing methods
- Well development and production testing equipment
- Well completion video and alignment survey
- Well disinfection procedures
- Drilling mud and cutting disposal

Highland Well Project

The specifications will require the contractor to:

- Provide Best Management Practices to prevent dust generation, erosion, sediment, and water pollution, and tracking mud onto public right-of-way.
- Provide flagmen and signage for as-need traffic control for ingress/egress of drilling equipment and deliveries.
- Provide sound barriers to mitigate construction-related noise.
- Comply with NPDES discharge permit conditions.
- Provide necessary permits to drill and construct the well.
- Provide required submittals.
- Submit copies of the well logs to Sacramento County Environmental Management Division and California Department of Water Resources.

WSC will combine the technical specifications along with the District's standard Invitation to Bid, General Conditions and Specific Conditions to complete the bidding documents at the 95 percent level of completion. We will incorporate District comments and the 100 percent completed bidding documents for the District's use. We will also provide an engineer's cost estimate for the construction of the new well.

1.1 Deliverables: 95% and Final Well Drilling, Construction, Development, and Testing Technical Specifications

1.2 Drilling and Well Construction Bid Phase Support

WSC will prepare a list of qualified bidders for the District's consideration in selecting a contractor for production well drilling, construction, development, and testing. These will be firms that we have worked successfully in the past that have the equipment and experience using reverse rotary drilling methods to the depth chosen. Zim Industries, Stonehouse Drilling and others will be included in the bidding process.

WSC will provide assistance during bidding of the well construction. The District will solicit bids for the work and contract directly with the contractor. We will attend the pre-bid meeting, respond to bidder's questions, and prepare any required addenda. All responses will be provided to the District for approval prior to us distributing them to the bidders. We anticipate the District will receive the bids and distribute a copy to us for review. We will provide a letter to the District recommending award of the contract.

1.2 Deliverable: Draft and final responses to bidders questions or addenda, Letter of recommendation to award

1.3 Drilling and Well Construction Phase Support

WSC will provide construction oversight during the drilling of the borehole, well construction, well development and aquifer testing, post-construction testing, disinfection, and final acceptance of the well including the following activities:

- Submittal Reviews: WSC will review contractor submittals and provide the District with recommendations to approve, accept with conditions, or reject. Assumes 12 hours.

Highland Well Project

- Conductor Casing Installation: During the drilling and installation of the conductor casing, WSC staff will be on-site continuously to coordinate contractor activities, log the drill cuttings and collect samples of the sediments, and confirm that the conductor casing conforms to specifications, is installed to the proper depth, and is plumb and centered in the borehole. Assumes one 12-hour day.
- Pilot Hole Logging: During the drilling of the pilot borehole, WSC staff will be on-site part time to coordinate contractor activities, log the drill cuttings and collect samples of the sediments, confirm the contractor is maintaining drilling fluid properties and observe and review the geophysical logging. Assumes four 12-hour days. Please note that part time coverage is proposed to be congruent with GEI's coverage for the Ella Way Well for cost comparison purposes. However, proper lithologic sampling is critical for a successful well project and WSC recommends full time coverage of this activity. The cost adder for full-time coverage is included as Optional Task 1.5.
- Final Well Design: Upon completion of the pilot hole drilling, sediment sampling, and geophysical logging, WSC will analyze and interpret the information and develop a final well design. We will present and discuss the recommended final design to the District for review and approval prior to releasing it to the contractor. Assumes 8 hours.
- Pilot Hole Reaming: Upon completion of the well design, and prior to commencing reaming of the pilot hole, the contractor shall order and coordinate delivery of the well construction materials. During borehole reaming, WSC staff will visit the well site daily to monitor the contractor's progress and drilling fluid parameters. Assumes 4 hours per day for 4 days.
- Well Construction: WSC staff will confirm that the materials used to construct the well comply with the specifications and the approved well design. WSC staff will be on-site continuously for the installation of the well casing and screens, gravel packing of the annular space and placement of cement annular seal. WSC will prepare the as-built well construction details. Assumes three 24-hour days.
- Mechanical (Preliminary) Well Development: The mechanical development of the well is a critical task because it removes residual drilling fluid and fine sediments from the adjacent water bearing formation, and from the gravel pack installed in the annulus between the formation and the well screen. WSC personnel will be on-site part time during the mechanical development to approve the methods used and to monitor discharges in accordance with the NPDES permit. Based on the results of the preliminary development, we will recommend whether to install the test pump and continue the development process. Assumes four 12-hour days. Please note that part time coverage is proposed to be congruent with GEI's coverage for the Ella Way for cost comparison purposes. However, proper mechanical development is one of the most crucial activities for a successful well project and WSC recommends full time coverage of this activity. The cost adder for full-time coverage is included as Optional Task 1.5.
- Pumping Development: After the test pump has been installed, WSC staff will be on-site part time to monitor the pumping development process. Pumping development will also be continuously monitored and recorded with a pressure transducer/data logger. WSC personnel will also evaluate the water conditions and approve whether it can be discharged off site and to monitor the discharge water quality for NPDES permit compliance. Assumes five 4-hour days. However, proper pumping development is important for a successful well project and WSC recommends full time coverage of this activity. The cost adder for full-time coverage is included as Optional Task 1.5.

Highland Well Project

- We will review the results of the pumping development and based on these results recommend the pumping rates for the step-drawdown test. Our staff will be present continuously during the step-drawdown testing. The step-drawdown test will also be continuously monitored and recorded with a pressure transducer/data logger. Assumes one 12-hour day.
- WSC will analyze the results of the step-drawdown test and recommend the pumping rate for the 24-hour constant rate discharge test, establishing the production capacity of the well.
- During the constant rate discharge test, WSC will be onsite part time to monitor the discharge rate and pumping water level. The constant rate discharge and recovery tests will also be continuously monitored and recorded with a pressure transducer/data logger. At the completion of the long-term test, we will remain on-site to make recovery measurements for a minimum of 2 hours and then return after 24 hours to confirm the aquifer has fully recovered and remove and download the data from the pressure transducer. Two 4-hour days are assumed for this task. However, proper oversight is important for a successful constant rate test and WSC recommends full time coverage of this activity. The cost for full-time coverage is included as Optional Task 1.5.
- Near the end of the long-term pumping test, a flowmeter spinner survey will be conducted by the contractor, and water quality samples will be collected for CA Title 22 drinking water analyses, per DDW District Engineer. WSC will collect the water samples and submit the samples to the District's contract laboratory.
- NPDES Monitoring and Reporting: During both the development and test pumping, WSC will monitor the effluent discharge. Based on our experience, it is likely the discharge will occur over a three-week period. During our on-site activities, we will monitor for volume of water discharged and turbidity. Total residual chlorine content will also be monitored after pilot hole drilling and well construction as water from the distribution system will be used during these periods, although it is unlikely to be present in the discharge. Monitoring will be performed at the on-site discharge point after any treatment (settling tanks). When WSC staff are not present District personnel will perform the monitoring. The District will report the discharge monitoring as part of annual report.
- Final Well Inspection and Disinfection: After the completion of aquifer testing and the removal of all equipment from the well, WSC will be on-site to observe the alignment testing, video survey and the well disinfection and to document the results. WSC will witness the video log survey to confirm the well was constructed as designed, that all residual mud cake has been removed from the well screens and that the screen are clean and open, and assess if there has been any damage caused by the contractor's activities. WSC will confirm the chlorine concentration and expiration date of the chlorine used for disinfection and confirm the proper amount is used to achieve the required concentration. We will analyze the alignment test for conformance with the specifications and calculate the effective diameter at the pump setting, and include this analysis in the well completion report. Upon completion of this work, Assumes one 8-hour day for well inspection and chlorination.
- Contractor Invoice Review: WSC will review contractor invoicing for accuracy and actual units used and provide the District with a recommendation to pay or reject the invoice (with instructions to resolve). Assumes 4 hours.

1.3 Deliverables: Submittal Reviews, Well Construction Status Updates, Contractor Invoice Review.
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Highland Well Project

1.4 Well Completion Report

- WSC will summarize the results of the well construction and testing in a Well Construction Summary Report. This report will present the lithologic log of the pilot hole; the geophysical logs; the as-built well construction details; the results of the production, plumbness, and alignment tests; and recommendations for the long-term pumping rate of the well. WSC personnel will then use the report to make any adjustments to the final engineering design for the pumping plant. WSC will submit a draft and final version of the completion report.

1.4 Deliverables: Draft and Final Well Completion Report with as-builts, permits, well test summaries and other well installation information.

TASK 2.0 DESIGN OF SURFACE FACILITIES

The Design of the proposed well surface facilities is intended to result in a clear set of biddable improvement plans for site development, grading, drainage, equipping, piping and mechanical, structural, architectural, instrumentation and controls, and electrical.

2.1 Preliminary Engineering and Field Investigations

- Background Data Review:
 - (1) Prepare a data log for submission to CHWD and coordinate to obtain required data for surface facility design.
 - (2) Review water system record drawings, subsurface and above ground utility maps, CHWD standard specification and details as well as contract documents for similar CHWD Projects.
 - (3) Review utility maps and incorporate findings into a project site base map.
 - (4) Review available Drainage Improvement Plans completed in the past two years for the storm drain alterations.
- Geotechnical Investigation and Report:
 - (1) WSC's subconsultant, Geocon, Inc. (Geocon), will conduct site reconnaissance, collect baseline maps, previous reports, drilling logs, and other information that may be available for the site.
 - (2) Geocon will visit the site, mark the boring locations and contact Underground Service Alert (USA) to perform utility clearances prior to beginning subsurface exploration.
 - (3) Geocon will perform a field exploration program to drill up to three (3) borings. The borings will be located in such a way to provide cross-sectional coverage across each site and will be drilled to depths of between 10 and 20 feet. Borings will be backfilled with soil cuttings.
 - (4) Geocon will review results of the field exploration program and assign laboratory tests to help characterize the subsurface conditions. The actual assignments and numbers of tests will be selected based on the results of the field exploration program.

Highland Well Project

- (5) Geocon will prepare a draft and final version of the Geotechnical Report for the design of well site. The report will be submitted for review in pdf format. The report will include site location, boring locations, boring logs, geotechnical constraints and mitigation alternatives, excavation characteristics, and suitability of onsite material for backfill. Results of the field investigation will also be included. The report will provide opinions and recommendations, data for code-based building design, and recommendations for excavations, trenching, grading, drainage, and site preparation.

➤ Survey and Base Map:

- (1) WSC assumes the survey file prepared by Warren Consulting Engineers for the site will be used for topography and as background for CAD files. WSC assumes the recent drainage approvement plans will be provided. No additional survey is included in the scope of work.

Deliverable: Data Request Log (Excel/PDF), Draft Geotechnical Report (PDF), Final Geotechnical Report (PDF)

2.2 Basis of Design TM

- WSC will prepare a Basis of Design Technical Memorandum (BOD TM) for the project presenting the preliminary site layout showing the positioning of facilities, site piping, and documentation of basis of design criteria for the well equipping design. The BOD TM will include considerations for design items including:
- (1) Type of well pump, including a submersible pump located outside the well building or a vertical turbine pump with a line shaft located within the well building with a removable roof.
 - (2) Potential future well treatment for iron or magnesium removal.
 - (3) Future stormdrain and roadway infrastructure improvements to Beam Dr. and Highland Avenue.
- WSC will prepare an initial (30%) site and building layout for CHWD review following the Kick-Off Meeting to confirm general placement of the well, building, fencing, gate, and landscaping.

Deliverable: Draft BOD TM (PDF), Final BOD TM (PDF)

2.3 50% Well Equipping Plans and Specifications

- WSC will prepare and submit 50% draft plans and specifications for the well equipping. The 50% submittal will include plan sheets indicated below. Detail sheets will be included in the 95% design.
- (1) See Attachment 1 for the proposed drawing list. This attachment indicates which drawings will be provided in the 50% deliverable.
- WSC's architectural subconsultant, El Dorado Engineering and Architecture, will prepare architectural design plans.
- WSC's electrical subconsultant, J Calton Engineering, will prepare electrical design plans.
- (1) WSC will complete the SMUD service application and information package for CHWD submittal.

Highland Well Project

- Technical Specifications. WSC will prepare a complete set of technical specifications in CSI format for the Highland Ave well surface facilities design. At the 50% design, up to 10 key specifications will be included with the drawings along with a complete specification list for the project.

Deliverable: 50% Design Plans and Specifications (PDF and Printed)

2.4 95% Well Equipping Plans and Specifications

- WSC will prepare a written response to CHWD comments on the 50% design documents, indicating how the 95% design will incorporate each comment.
- Design Plans. WSC will prepare design drawings indicated in Attachment 1 for the 95% design submittal.
- Technical Specifications. WSC will prepare a complete set of technical specifications in CSI format for the Highland Ave well surface facilities design. At the 95% design, a complete set of technical specifications will be included for the project.
- Front Ends. WSC will review the District's front ends, to ensure there is coordination with the project drawings and specifications. It is anticipated that the Ella Way well front ends will be used as a template starting place for the Highland well.

Deliverable: 95% Design Plans and Specifications (PDF and Printed)

2.5 Final (Issue for Bid) Well Equipping Plans and Specifications

- WSC will prepare a written response to CHWD comments on the 95% design documents, indicating how the Final design will incorporate each change.
- Design Plans. WSC will prepare final design drawings as indicated in section 2.3. All final drawings will be stamped and signed.

Technical Specifications. WSC will prepare a complete set of technical specifications in CSI format for the Highland Ave well surface facilities design. Deliverable: Final Issue for Bid Design Plans and Specifications (PDF and Printed)

TASK 3.0 BID ASSISTANCE

3.1 Surface Facilities Bid Phase Support

- WSC will compile and provide the District a list of qualified contractors for the well equipping.
- Receive questions from bidders, and prepare responses, and develop drawing and specification changes for up to two (2) project addenda.
- WSC will review bid results in comparison and provide the District with written recommendations for awarding the construction contract.

Deliverable: List of Qualified Contractors, Bid Addenda (PDF), Bid Comparison and Review.

TASK 4.0 SURFACE FACILITIES CONSTRUCTION PHASE SERVICES

WSC will provide construction and project management for the duration of the Highland Well construction contract. WSC will provide support to Citrus Heights Water District (CHWD) by assisting in daily/weekly

Highland Well Project

management and coordination of the project. In service of this task WSC will provide a hybrid Construction Manager, who will be on site 2 days per week on average. The Construction Manager will oversee construction administration and manage a team to include one Lead Inspector and one Specialty Inspector.

4.1 Pre-Construction Meeting

- WSC will coordinate a Preconstruction Schedule Meeting upon submittal of the Contractor's baseline schedule.
- Specifically, the meeting will review the overall critical path, construction strategy, discuss impacts and timing of anticipated equipment deliveries, set expectations on level of detail and formatting, and discuss important items.

4.2 Engineering Services During Construction

- Submittal Review
 - (1) Review submittals related to civil site, mechanical, equipment, electrical, and structural for compliance with the Contract Documents and provide responses to the Contractor.
 - (2) Maintain and update a record of submittals, copies of submittals supplied by the contractor and a record of actions taken on submittals for WSC design items.
 - (3) The budget is based on responding to 50 total project submittals, including resubmittals.
- RFC/RFI Response
 - (1) Respond to RFCs and RFIs and coordinate with the District's change order process. The budget is based on responding to 25 total RFCs/RFIs. This will include preparation of written clarifications of technical requirements of the drawings and specifications.
- Site Observations
 - (1) WSC and J Calton Engineering will perform site observations at critical milestones through the construction of the well facilities. Two site observations are assumed for WSC during construction and one site observance is assumed for J Calton Engineering.

4.3 Construction Management Services

- Bi-Monthly Construction Progress Meetings. WSC will organize, conduct, and lead regular construction progress meetings with CHWD, contractor, vendors, subcontractors, and inspectors. These regular progress meetings will have standing agendas focusing on safety, security, schedule updates, outstanding submittals and RFIs, change orders and contract modifications, coordination items, upcoming inspections, invoicing and progress payment, and other items of importance to CHWD. The scope includes 12 30-minute meetings based on a 6 month well equipping construction duration.
- Construction and Project Administration. Proactive communication and coordination will be key to managing expectations and controlling quality. WSC's Construction Manager will be responsible for coordination between CHWD and other parties including local municipalities, 3rd-party inspectors, and residents.

Highland Well Project

- Submittal and RFI logs will be maintained with online access provided to CHWD and the Contractor. Submittals and RFIs posted by the Contractor will be reviewed for completeness and general conformance before routing to the design or engineering team for response and/or approval.
- Schedule Control. WSC will prioritize review of the baseline schedule be approved as soon as possible following NTP so the schedule can be progressed, and the status of the project actively monitored. With the baseline schedule reviewed and approved, WSC's Construction Manager will be responsible for actively monitoring the schedule against construction progress. As part of the Contractor's monthly schedule submittal, WSC will evaluate if critical path items are on track and analyze near critical path items with minimal floats. In addition to monitoring the schedule, WSC will track non-construction delays such as rain impacts.
- Cost and Change Control. The schedule of values submittal will be used as the basis of the monthly progress payment requests. Our CM staff will verify installed quantities in the field and meet with the Contractor to reach agreement on completion percentages and quantities before the progress payment request is transmitted. WSC will create and maintain a log of potential changes with differentiation between CHWD-initiated and Contractor-initiated changes. WSC will evaluate the merit of the requested change to determine if a change order is justified and coordinate with CHWD to perform an in-depth analysis of the issue before providing a recommendation regarding entitlement. Prompt resolution of changes along with fair and transparent negotiations reduces the potential for construction claims and helps preserve relationships among the project team.

4.4 Inspection Services

- WSC will provide inspection and observation for the Highland Well construction contract. In service of this task, WSC will provide a hybrid Construction Manager to oversee a part-time Lead Inspector and part-time Specialty Inspector who will be onsite to witness and inspect critical activities and tasks. The scope of work includes a total of 480 hours inspection services over the course of a 6-month construction duration during one dry weather season. Inspection services to be provide will include:
 - (1) WSC's Lead Inspector will provide daily inspection reports. Reports will be provided at the end of each working week.
 - (2) Site Preparation Completion. Confirm site clearing and preparation match plans and specifications. Confirm Erosion Settlement and Control Plan implementation is complete.
 - (3) Pump installation and Operation Testing. Inspect pump installation and confirm correct setup was used during pump deployment.
 - (4) WSC Construction Manager and field staff will coordinate the efforts of materials testers and specialty inspectors. Specialty inspectors will inspect and test defined features of work (concrete, concrete epoxy anchor installation, and compaction) to conform with 2019 CBC 1705 and contract documents.
 - (5) WSC will track project deficiencies as Construction progresses. As the project approaches close out and commissioning, WSC will provide a comprehensive review of the contract documents and schedule looking ahead at the remaining tasks.

Highland Well Project

- WSC will provide a pre-final punch list. Outstanding deficiencies and remaining activities will form the basis of the pre-final punch list which will be used to verify final work items are completed in conformance with the Contract Documents. This pre-final punch list will be shared with the Contractor to help facilitate more efficient project close out and reduce back and forth.
- The Construction Manager will manage communication of the startup / testing plan with the contractor and key equipment suppliers.
- The Construction Manager will lead a Pre-startup/testing meeting. The pre-startup / testing meeting will focus on timing, roles, review of supplier specific procedures, safety, functional testing, and other key components. WSC will be present onsite for coordination and startup of facilities.
- WSC will facilitate the completion of construction closeout documentation. This will include the Contractor as-builts redlines, equipment O&M manuals, and warranties.

Deliverables: Inspection Test Results, Daily Inspection Reports, Pre-Final and Final Punch List

4.5 Record Drawing Development

- The WSC team will prepare Record Drawings documenting the installed well facilities. The Record Drawings will be developed based on Contractor field redlines of the Contract Documents.

Deliverables: Final As-Built Record Drawings (PDF and Printed)

4.6 Drinking Water Source Assessment Close-Out

- WSC will review and provide input on the Drinking Water Source Assessment prepared by the District. The District will submit to DDW.

Deliverables: Final Drinking Water Source Assessment (PDF)

4.7 Grant Administration and Reporting

- WSC will review the STAG and IRWM executed grant agreements and will coordinate with grant agencies to request formats or develop necessary reporting forms and tracking tools for project grant administration.
- WSC will develop a grant tracking sheet to track all the invoices and eligible expenses. This sheet will also track ineligible expenses and cost share requirements.
- WSC will prepare up to five progress reports summarizing construction activities and expenditures as required by the grant agreements.

Deliverables: Quarterly grant progress reports, invoices and tracking forms.

TASK 5.0 ARCHITECTURAL SERVICES

5.1 Architectural Design Phase

- WSC's architectural subconsultant, El Dorado Engineering and Architecture, will attend the kickoff meeting and site visit.
- El Dorado Engineering and Architecture (EDEA) will request documentation for the project through WSC required to prepare conceptual building elevations and a floor plan for the well building.

Highland Well Project

- WSC's CAD team will work with EDEA to prepare the Architectural drawings for the 50%, 95% and final design.
- EDEA will prepare architectural specifications for the proposed well building.

5.2 Architectural Bidding Support

- EDEA will provide written responses to bidder questions related to architectural design.
- EDEA will assist WSC in preparation of Addenda related with the architectural design.

5.3 Architectural Services during Construction

- EDEA will review architectural submittals.
- EDEA will conduct up to two site visits to the site during construction.
- EDEA will assist with preparing change documentation related to the architectural design.
- EDEA will provide record documents to reflect changes made during construction.

Deliverables: Architectural drawings and specifications. Bid Addenda and Submittal Review.

TASK 6.0 ENGINEER'S OPINION OF PROBABLE COST ESTIMATE

6.1 Project Cost Estimates

- An Engineer's Opinion of Probable Construction Cost estimate will be prepared and submitted for each design deliverable (BOD TM, 50%, 95% and Final). Estimates will be prepared in accordance with AACE standards at a level of detail appropriate to each design stage.

Highland Well Project

OT1 OPTIONAL TASKS

OT 1.1 Prepurchase of Long Lead Equipment

- WSC and J Calton Engineering will assist with the prepurchase of Long Lead equipment including MCC and Switchboard and Pump and Motor.
- WSC will compile and provide to the District a list of qualified contractors for the prepurchase equipment.
- Prepurchase bid documents including technical specifications and drawings will be prepared at the 95% design submittal phase.
- WSC will review equipment supplier submittal packages and provide the District with written recommendations for awarding the equipment purchase contracts.

OT 1.1 Deliverables: Technical Equipment Procurement Documents, Bid Comparison and Review

OT 1.2 Residential Architectural Details

- WSC and EDEA will provide additional architectural design sheets and details to give the well building the appearance of a residential home, similar to the District's Bonita Way well site.
- Design will include roofing, stucco or furred siding finish to match a residential style building.

OT 1.2 Deliverables: Additional Architectural Drawings and Details

OT 1.3 Landscape Design

- WSC will Subcontract the HLA Group to provide a landscape design for the Highland well property. The landscaping will be designed to provide a residential appearance to the property, similar to the District's Bonita Way well site. The landscape design will include irrigation, drought tolerant plantings and hardscape. WSC assumes no more than 3,500 square feet (approximately 25%) of the property will be landscaped.

OT 1.3 Deliverables: Landscape and Irrigation Design Plans and Specifications.

OT 1.4 Project Permit Coordination

- Similar to Ella Way, WSC will help facilitate a plan review with SASD and the City of Citrus Heights at the 95% design submittal. WSC will draft permit applications as necessary and incorporate agency comments into the final design. WSC assumes CHWD will submit all permit applications and pay associated fees.

OT 1.4 Deliverables: Draft permit applications, Response to Agency Comments.

Highland Well Project

OT 1.5 Full Time Coverage for Drilling Construction.

- WSC has scoped partial coverage for certain activities described below to be consistent with the Ella Way drilling oversight scope. However, based on the selected driller WSC recommends full-time coverage for oversight of the well construction and development.
 - (1) Full-time coverage during the pilot hole drilling to ensure the collection of representative lithologic samples.
 - (2) Full-time coverage during mechanical and pumping development to ensure thorough well development.
 - (3) Full-time coverage during the 24-hour constant rate test to ensure proper testing procedures.

<i>OT 1.5 Deliverables: Additional oversight during well construction.</i>

Highland Well Project

ASSUMPTIONS

- It is assumed the project duration will be 30 months through design and procurement and include 6 months of construction.
- Record drawings will show utilities in the project area and WSC will prepare utility request letters and coordination with individual utility owners for utilities outside of the site boundaries.
- Bi-Monthly Check-in Meetings will not occur during weeks where design workshops will be held. An average assumed duration for Bi-Monthly Check-ins is 30 minutes.
- Drawings will be developed in AutoCAD format per WSC CAD standards.
- Potholing of existing utilities is not included in the scope of design services.
- The total number of sheets included in the cost for this proposal is detailed in attachment 1 for all disciplines including civil, mechanical, structural, architectural, landscaping, and electrical disciplines.
- CHWD will prepare and provide their standard front-end documents covering bidding procedures and requirements, and general and supplemental conditions of the contract. Specific technical project input will be provided by WSC.
- Electrical service at the site will be new, coordinated with SMUD and include service expansion capability as necessary to support well head treatment. Power feed assumed to be 3 phase, 480V.
- Title 24 compliance energy calculations and completion of forms is not included in the scope of work. If required, Title 24 compliance documentation can be provided as an additional service if authorized by the District.
- Provide new provision for portable generator connection. Standby power components shall be rated for full pumping and treatment capacity at the well.
- Normal pump control assumed based on local zone pressure and local programmable automation controller (PAC).
- Project design will incorporate remote monitoring and controls to meet the current District SCADA standards and telemetry platforms. Control component details, communication medium, and any District standardized equipment and software shall be provided to J Calton Engineering for incorporation into the design.
- Equipment identification and tagging will be developed to ensure unique equipment identification within the facility following general ISA standards. District has no established equipment tagging standard.
- Scope assumes a new Well Building for housing the electrical equipment in standard NEMA 12 enclosures. HVAC for the Electrical Building may be required due to the high ambient summer temperatures and the possibility of a Variable Frequency Drive Operation.
- Task 5.0 services assume a standard CMU block building only. The additional scope and budget for residential type facades and architectural design is included in Optional Task 1.2.

Highland Well Project

Attachment 1 Proposed Sheet List and Deliverables

Sheet	#	Sheet Title	BOD TM	50%	95%	100%
G-1	1	Title Sheet and Location Maps		X	X	X
G-2	2	General Notes and Sheet Index		X	X	X
G-3	3	Legends, Abbreviations and Pipe Schedule			X	X
G-4	4	CHWD Standard Notes		X	X	X
C-1	5	Existing Site Conditions and Demolition Plan			X	X
C-2	6	Site Piping Plan	X	X	X	X
C-3	7	Site Grading and Paving Plan		X	X	X
C-4	8	Erosion and Sediment Control Plan		X	X	X
C-5	9	Erosion Control Details			X	X
C-6	10	Civil Details			X	X
C-7	11	CHWD Standard Details I			X	X
C-8	12	CHWD Standard Details II			X	X
C-9	13	Wall and Fence Details			X	X
C-10	14	Site Photos			X	X
M-1	15	Mechanical Plan	X	X	X	X
M-2	16	Mechanical Sections			X	X
M-3	17	Mechanical Details I			X	X
M-4	18	Mechanical Details II			X	X
S-1	19	General Notes		X	X	X
S-2	20	Special Inspections			X	X
S-3	21	Typical Reinforcing Steel Details			X	X
S-4	22	Typical Concrete Details - 1			X	X
S-5	23	Typical Concrete Details - 2			X	X
S-6	24	Typical Joist and Metal Deck Details			X	X
S-7	25	Typical Wall Details			X	X
S-8	26	Foundation Plan		X	X	X
S-9	27	Roof Framing plan		X	X	X
S-10	28	Building Full Sections			X	X
S-11	29	Wall Elevations		X	X	X
S-12	30	Sections and Details-1			X	X
S-13	31	Sections and Details-2			X	X
A-1	32	Floor Plan		X	X	X
A-2	33	Reflected Ceiling & Roof Plan			X	X
A-3	34	Exterior Elevations		X	X	X
A-4	35	Bldg Sections & Details			X	X
A-5	36	Wall Sections (Optional)			X	X
A-6	37	Schedules & Details (Optional)			X	X

Highland Well Project

Sheet	#	Sheet Title	BOD TM	50%	95%	100%
L-1	38	Landscape Planting Plan (Optional)		X	X	X
L-2	39	Landscape Planting Plan (Optional)		X	X	X
L-3	40	Landscape Details (Optional)			X	X
E-1	41	Electrical Legends and Abbreviation			X	X
E-2	42	Electrical Details I			X	X
E-3	43	Electrical Details II			X	X
E-4	44	Single Line, Load Calculations		X	X	X
E-5	45	Equipment Elevations		X	X	X
E-6	46	Site and Grounding Plan		X	X	X
E-7	47	Building Plan I			X	X
E-8	48	Building Plan II			X	X
E-9	49	Conduit, Panelboard, Lighting Schedules			X	X
E-10	50	Well Pump Schematic			X	X
E-11	51	Misc. Schematics			X	X
E-12	52	PLC Panel Elevations and Wiring I			X	X
E-13	53	PLC Panel Elevations and Wiring II			X	X
E-14	54	P&ID	X	X	X	X
-	-	Technical Specifications		Partial	X	X
-	-	Cost Estimate	X	X	X	X

G. Background and Experience

Meet Your Team

Our proposed team is assembled with the mission to be a trusted partner, deliver tailored solutions, support confident decisions, and achieve cost-effective results for the District.

G1—Consulting Team Information

WSC's has assembled a consulting team with the expertise and resources needed to meet your project needs for the Highland Well.

 Relationships First

 Local Team, Local Knowledge

 Unrelenting Performance

Your Expert Team	Team Role	Address
Water Systems Consulting, Inc.	Project Management, Surface Facilities, Hydrogeological Service, Civil and Mechanical Design	2330 East Bidwell Street, Suite 110 Folsom, CA 95630
Tavangar Engineers LLC	Structural	3452 Tah Nee Way El Dorado Hills, CA 95762
El Dorado Engineering and Architecture (EDEA)	Architecture	2066 Shelby Circle El Dorado Hills, CA 95762
Geocon	Geotechnical	2480 Hilborn Road, Suite 240 Fairfield, CA 94534
John Calton	Electrical and Controls	5723 Oak Creek Place Granite Bay, CA 97546
The HLA Group (HLA)	Landscape Architecture	301 University Avenue, Suite 110 Sacramento, CA 95825



G2— Firm Background and Expertise



WSC is a full-service civil and environmental engineering firm that specializes in the planning, design, construction, and optimization of municipal drinking water, recycled water, wastewater, and water supply solutions. WSC was founded in 2007 with a mission to provide high-quality and responsive engineering services to water agencies and municipalities.

WSC has been providing groundwater infrastructure planning, design and construction management for over 16 years. Our staff includes engineers, planners, operators, hydrogeologists, construction, and communications professionals operating out of nine offices, including our local office in Folsom. We are organized to work collaboratively with the District to apply proven approaches and knowledge-driven innovation to deliver truly outstanding results.

The WSC team expertise in well facility design, equipping, well drilling, hydrogeology, and ASR—brings a significant depth of knowledge to the Highland Well facility project.

Team Leaders Bring Relevant, Local, Groundwater Well Facility Experience

Proposed Project Manager, Peter Kvam, brings 17 years of engineering experience centered on groundwater pump and treatment systems. He has managed the operation and maintenance of several groundwater treatment facilities in the California central valley and has designed well equipping and water treatment processes to ensure water quality objectives were met. He has experience with project management, groundwater data review, and regulatory permit compliance.

Peter will be supported by Jeff Lawrence and Rob Natoli. Together, Rob and Jeff bring nearly 50 years of experience including well design, equipping, and construction management projects. Peter, Jeff, and Rob are all based out of WSC's Folsom Office and bring relevant experience working on the District's Ella Way Well.

Select Experience | Peter Kvam, Project Manager

Church Well 25 Equipping, Golden State Water Company, Rancho Cordova, CA. Lead Project Engineer. Provided design of a 1,000 gpm well head equipping and treatment system. Design work included relocation of an existing perchlorate treatment system, pump sizing, and well headworks.

Ella Well Site Equipping, Citrus Heights Water District, Citrus Heights, CA. Project Engineer. Assisted the design of a groundwater well head, which included an aquifer supply recharge (ASR) component allowing the client to store groundwater during periods when system capacity exceeds demand. Worked with client to select an appropriate ASR technology, and designed wellhead equipment.

Well Equipping, Hayward Area Recreation and Park District, Hayward, CA. Project Manager.

Prepared well equipping design plans and specifications for three non-potable park irrigation wells. The project design included conveyance piping to existing park infrastructure. Performed hydraulic calculations to size well pumps and hydrostatic pressure tanks.

Well Installation and Equipping, City of Pismo Beach, CA. Project Engineer. Provided preliminary engineering for the well equipping design of a replacement well. The well equipping design included a new well building, chlorination system, pump-to-waste outfall structure, and perimeter wall. Site constraints included a small parcel size and limited availability for well water disposal.

Pilot Filtration System at Well 23, Golden State Water Company, Rancho Cordova, CA. Lead Project Engineer. Designed, built, and tested a pilot filtration system to protect exchange treatment media from excessive solids loading. Pilot tested filtration options at both a column scale and intermediate process scale.

El Rio Water Treatment Plant (El Rio WTP) Upgrades, California American Water, Ventura District, CA. Project Engineer. Prepared design plans and specifications for the upgrade of an active water treatment plant. Design components included a booster pump station, replacement electrical system, standby generator, and chlorination system.

Ella Way Well Site Design

Citrus Heights Water District, CA

WSC provided design services for a groundwater wellhead, which included an ASR component enabling the client to store groundwater during periods when system capacity exceeds demand. WSC worked with the District to select an appropriate ASR technology, and designed wellhead equipment. WSC developed cost estimates and project specifications as part of the design scope. The project includes well drilling, surface facilities design, and construction. The facility is designed to meet the operations and functionality that the District requires, while also meeting the aesthetic and low noise levels expected by the surrounding property owners. The new well site is surrounded by residential properties and must blend in to preserve the existing character of the setting.

Sunflower Well Replacement

Golden State Water Company

WSC provided design services to replace a production well as part of the client's Columbia Plant for the San Dimas System. WSC conducted preliminary engineering services to provide clearance and siting of the newly constructed Sunflower Well and drafted a preliminary design. In addition, WSC provided technical plans, specifications, bid assistance, and construction management services. WSC also provided well equipping design, bid phase, and construction support. WSC collaborated with another firm to provide field inspection and oversight of construction and destruction activities and provide pump setting recommendations.

Church Well No. 25 Equipping and Site Improvements

Golden State Water Company

Provided professional engineering design services to develop plans and specifications for the initial equipping of a 1,000 gallon per minute potable groundwater replacement well. Improvements included a disinfection building, relocation of existing ion exchange wellhead treatment, and various site improvements including grading, drainage, mechanical piping, masonry screen walls and gate, electrical and instrumentation conduits and equipment, and all-weather access surface improvements. WSC worked with the client to ensure the site layout could accommodate potential future improvements including a standby generator, granular activated carbon contactors, and various pre-treatment filtration technologies.

Well 13 Pump Design

Helendale Community Services District, CA

The District currently operates two of their seven wells. The wells that are not being used for groundwater production are in standby status due to various well condition and water quality issues, including corroding or clogged well screens and elevated arsenic, total dissolved solids (TDS), and manganese concentration levels. The District is developing the Well 13 project to improve water supply reliability, especially during peak demands in the dry weather season. WSC helped the District in acquiring a well site and completing the report for the test boring of the new production well. Tasks included developing a pre-design technical memorandum that evaluated the well site layout, pipeline alignment, discharge location, electrical and SCADA requirements, preliminary pump sizing, and permitting requirements. WSC will be preparing a final design for the pumping system, and reviewing RFIs and providing bid support.



Coyle Avenue Groundwater Well and Pumping Station

Sacramento Suburban Water District, Sacramento, CA

WSC's proposed QA/QC lead, Jeff Lawrence, was the project manager for design, permitting and construction support services to install a new groundwater well in Sacramento. Sacramento Suburban Water District (SSWD) provides drinking water to customers primarily through a large network of ground water wells, many which are aging and in need of replacement. This project included construction of a new production well, beginning with the installation of a nested monitoring well on the site. The production well design and construction was managed for SSWD, including disposal of drilling fluids and monitoring of water discharge during well development. The new production well produces over 2,000 gpm of high quality groundwater. Through careful selection of screened zones, the levels of manganese often encountered in the area were kept well below the drinking water standard.

As the well was being installed, the pumping facility was designed so that construction could follow closely behind the well installation. The facility was designed to accommodate future manganese treatment, if necessary in a small footprint due to the urban setting. Because the facility was visible to the public, the design included aesthetic features to address an adjacent school and residential properties, site screening for visual and noise impact reduction, and careful access layout to minimize impacts and maintain the safety of the adjacent properties. To minimize noise at the site and increase security, the entire facility was design inside a concrete building with separate electrical and chemical rooms. The new well is a primary source for the District, so it was equipped with a backup power generator running on natural gas to reduce the District's emissions. The pumping system included variable frequency drive (VFD) pumping and full SCADA integration with the District's system.

Permitting of the pump to waste storm drain discharge was completed and engineering services during construction, inspection services, and startup/testing support were also included in the project scope. The facility has become a standard for the District due to the layout and design which allows for efficient operation and maintenance activities.



Because the facility was visible to the public, the design included aesthetic features to address an adjacent school and residential properties, site screening for visual and noise impact reduction, and careful access layout to minimize impacts and maintain the safety of the adjacent properties.



Engineering Services for Wells A and B, North Pleasant Valley Groundwater Desalter Project

City of Camarillo, CA

WSC supported the City of Camarillo on a wide range of engineering and hydrogeological services as part of the NPV Desalter, including the evaluation and rehabilitation of two existing potable water supply wells, design and construction management of monitoring wells, and annual water quality evaluation and reporting for the Monitoring and Contingency Plan.

The City's NPV Desalter includes pumping a total of 4,500-acre feet of brackish groundwater per year from two existing wells (Wells A and B). WSC provided construction management services for the NPV Desalter and supported the City with other hydrogeology services including monitoring well design and construction oversight, well repair design and oversight, annual water quality evaluation and reporting, and bid document preparation.

For rehabilitation of Wells A and B, WSC provided design, bid support, and construction oversight. These wells were essential to the NPV Desalter program and needed to operate efficiently upon completion of the NPV Desalter construction.

Managing Construction Impacts to Community

Both wells are located within a hospital and medical complex, and it was critical that proper mitigations be followed. Well A is located adjacent to an eye surgery center, who had expressed specific concerns about vibration and noise of the drill rig during their operating times. Well B is located adjacent to the emergency room driveway, where accessibility had to be maintained during construction. Overall, due to the stringent noise mitigation requirements and well described requirements, proper mitigation measures were maintained at no additional cost to the City and without any complaints from the hospital and medical complex.



Designed to Meet Performance Requirements

Based on WSC's review of operational data, production capabilities needed to be improved to meet the source water capacity requirements for the NPV Desalter. WSC compiled and evaluated available data and information, reviewed the condition of the wells based on performance trends and maintenance histories, determined required permitting, prepared technical specifications for the well cleaning and redevelopment and replacement of the vertical turbine pumping system, provided inspection during the work, and submitted a completed summary report.

WSC designed the program to properly and thoroughly remove sulfur-reducing bacteria colonies which had developed within the well screen openings and adjacent near-zone artificial gravel pack and formation sediments. A combination of mechanical, chemical, pumping and surging methods were used to successfully clean and redevelop the wells, and resulted in doubling the specific capacity from pre-rehabilitation conditions.

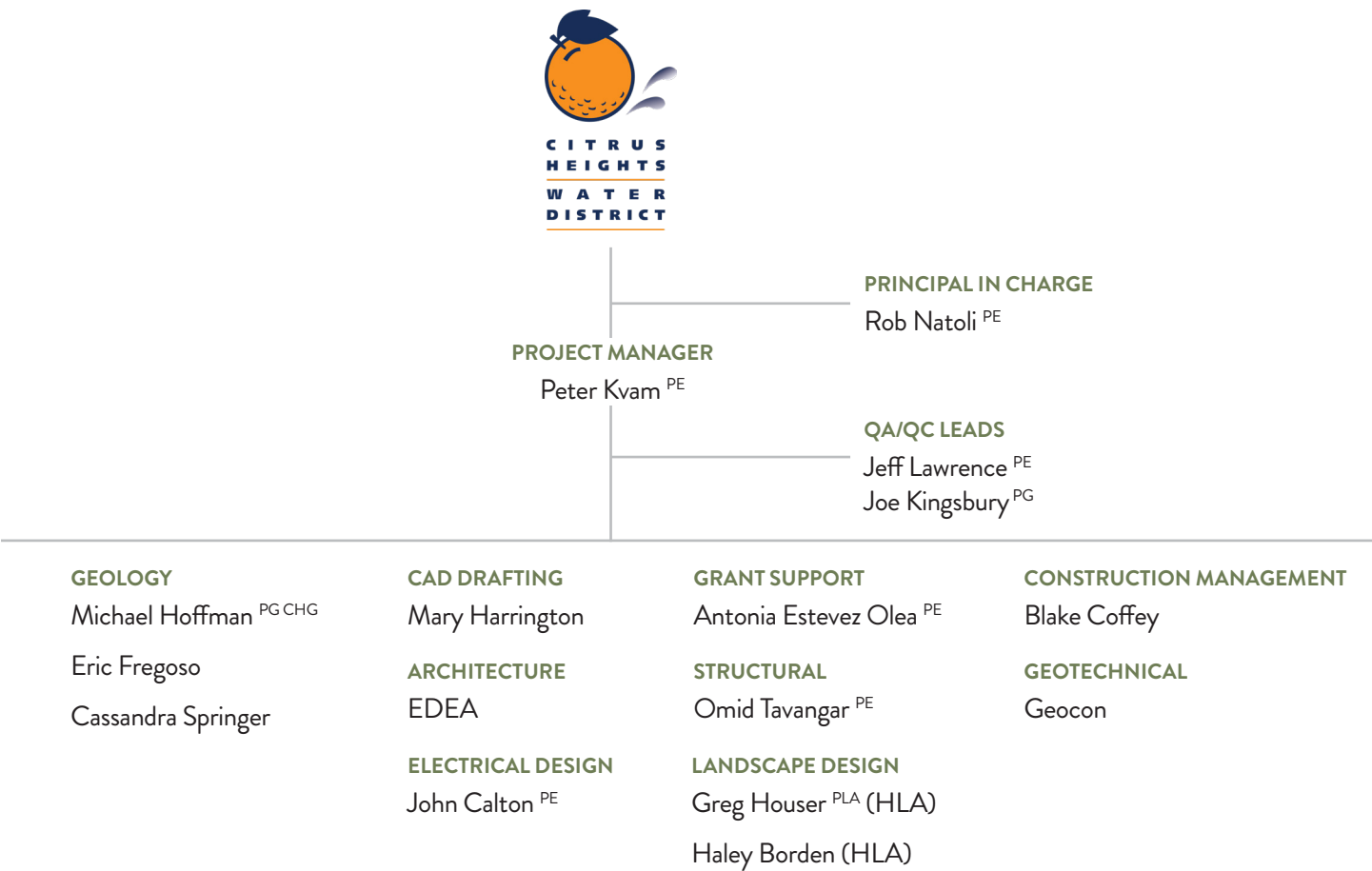
G3—Office Locations Serving the District

WSC's Project Manager and key team members are located within a few miles from the District and your project site. Peter Kvam, Jeff Lawrence, and Rob Natoli work collaboratively in our Folsom office and are supported by local engineering staff and our other QA/QC Lead Joe Kingsbury is based in our Rancho Cucamonga office.

Our team for the Highland Well is structured to bring the right expertise to each project component, to work as an integrated team, and to deliver a value-added project for the District. Our proposed team members have existing working relationships on past and current projects, including the recent Ella Way Well design, and long histories of high-quality, responsive service.

Construction management will be lead by our in-house construction management expert, Blake Coffey. Blake brings more than a decade of experience working on complex projects, including potable water infrastructure. He has worked alongside the team on several recent projects and brings valuable experience.

WSC has also assembled a team of subconsultants to provide structural, electrical, architectural, geotechnical, and landscape design services. We have build strong working relationships with each of our subconsultants and can provide streamlined coordination.



Resumes for WSC's key staff members are provided in this section. Resumes for supporting and administrative staff are available upon request.

G4—References

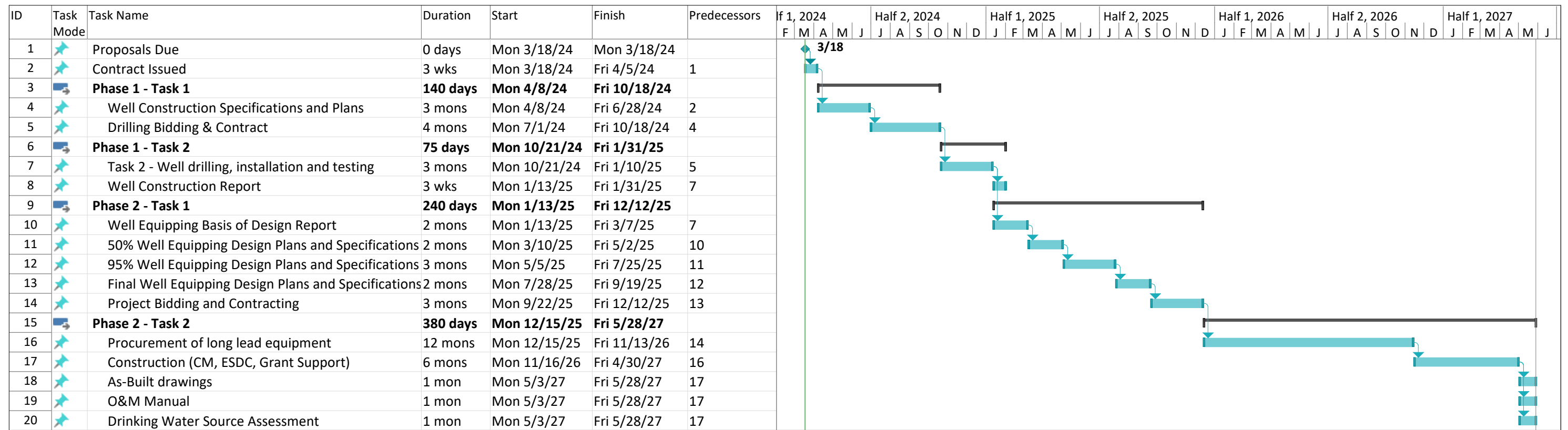
CONTACT	PROJECT
Brian Hensley Water Resources Supervisor (916) 735-7730 bhensley@chwd.org	Ella Way Well, Citrus Heights Water District
Tom Whalen Capital Program Engineer (916) 853-3620 Thomas.Whalen@gswater.com	Church Well No. 25 Equipping and Site Improvements, Golden State Water Company
Dale Reynolds Water Superintendent (805) 388-5376 dreynolds@cityofcamarillo.org	Engineering Services for Wells A and B, North Pleasant Valley Groundwater Desalter Project, City of Camarillo
Kimberly Cox General Manager (760) 951-0006 x224 kcox@helendalecsd.org	Well 13 Pump Design, Helendale Community Services District
Dan York General Manager (916) 972-7171 dyork@sswd.org	Coyle Avenue Groundwater Well and Pumping Station, Sacramento Suburban Water District




















H. Project Costs

Task No. Task Description	WSC															J Calton	Geocon	El Dorado	HLA Group	Tavangar	ALL FIRMS
	QA/QC	Senior PE	Senior PG QA/QC	Project Geologist	Grant Administration	Project Manager, PE	CAD Drafter	CM Supervisor	Admin	Field Geologist	Field Geologist	WSC Labor Hours	WSC Labor Fee	Expenses	WSC Fee	Labor Fee	Labor Fee	Labor Fee	Labor Fee	Labor Fee	Total Fee
	Jeffery Lawrence	Robert Natoli	Joseph Kingsbury	Michael Hoffman	Antonia Estevez-Olea	Peter Kvam	Mary Harrington	Blake Coffey	Roxanne Collins	Eric Fregoso	Cassandra Springer										
Billing rates, \$/hr	\$340	\$300	\$275	\$255	\$245	\$220	\$190	\$185	\$170	\$165	\$165										
0 Project Management and Meetings																					
0.1 Project Kickoff Meeting	2	2		2		3				2	2	13	\$ 3,110	\$ 100	\$ 3,210	\$ 1,804		\$ 847			\$ 5,861
0.2 Well Installation Meetings	4	4		18		8					8	42	\$ 10,230	\$ 200	\$ 10,430						\$ 10,430
0.3 Monthly invoicing and progress reports	4	4				48			36			92	\$ 19,240	\$ 400	\$ 19,640						\$ 19,640
0.4 Bi-Monthly Client Check in Meetings	10	10				20						40	\$ 10,800	\$ 200	\$ 11,000						\$ 11,000
0.5 30% Site and Building Layout Review Meetings	4					6						10	\$ 2,680	\$ 100	\$ 2,780						\$ 2,780
0.6 50% Design Review Meeting	3					6						9	\$ 2,340	\$ -	\$ 2,340						\$ 2,340
0.7 95% Design Review Meeting	3					6						9	\$ 2,340	\$ -	\$ 2,340						\$ 2,340
SUBTOTAL	30	20	0	20	0	97	0	0	36	2	10	215	\$ 50,740	\$ 1,000	\$ 51,740	\$ 1,804	\$ -	\$ 847	\$ -	\$ -	\$ 54,391
1 Well Drilling																					
1.1 Drilling and Well Construction Specifications and Plans	2		6	48		2	8				20	86	\$ 19,830	\$ 400	\$ 20,230						\$ 20,230
1.2 Drilling and Well Construction Bid Phase Support	1		2	16		2						21	\$ 5,410	\$ 100	\$ 5,510						\$ 5,510
1.3 Drilling and Well Construction Phase Support	2		4	58		2	4			36	212	318	\$ 58,690	\$ 6,052	\$ 64,742						\$ 64,742
1.4 Well Completion Report	2		8	24		2	8				24	68	\$ 14,920	\$ 300	\$ 15,220						\$ 15,220
SUBTOTAL	7	0	20	146	0	8	20	0	0	36	256	493	\$ 98,850	\$ 6,852	\$ 105,702	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,702
2 Well Equipping Design																					
2.1 Preliminary Engineering and Field Investigations		3				10	8					21	\$ 4,620	\$ 100	\$ 4,720		\$ 9,900				\$ 14,620
2.2 Basis of Design Technical Memorandum	8	6		4		40	36		6			100	\$ 22,200	\$ 400	\$ 22,600	\$ 4,224				\$ 2,525	\$ 29,349
2.3 50% Well Equipping Plans and Specifications	6	6				50	72		2			136	\$ 28,860	\$ 600	\$ 29,460	\$ 12,672				\$ 15,147	\$ 57,279
2.4 95% Well Equipping Plans and Specifications	6	10				56	60		2			134	\$ 29,100	\$ 600	\$ 29,700	\$ 16,896				\$ 15,147	\$ 61,743
2.5 Final Well Equipping Plans and Specifications	6	8				42	60		2			118	\$ 25,420	\$ 500	\$ 25,920	\$ 9,664				\$ 12,623	\$ 48,206
SUBTOTAL	26	33	0	4	0	198	236	0	12	0	0	509	\$ 110,200	\$ 2,200	\$ 112,400	\$ 43,456	\$ 9,900	\$ -	\$ -	\$ 45,441	\$ 211,197
3 Bid Assistance																					
3.1 Bid Assistance for Well Equipping Contract	4	4				12	12					32	\$ 7,480	\$ 100	\$ 7,580	\$ 1,353				\$ 3,080	\$ 12,013
SUBTOTAL	4	4	0	0	0	12	12	0	0	0	0	32	\$ 7,480	\$ 100	\$ 7,580	\$ 1,353	\$ -	\$ -	\$ -	\$ 3,080	\$ 12,013
4 Construction Phase Services																					
4.1 Pre-Construction Meeting	2	2				3		2				9	\$ 2,310	\$ -	\$ 2,310						\$ 2,310
4.2 Engineering Services During Construction	12	16				112	10		10			160	\$ 37,120	\$ 700	\$ 37,820	\$ 43,065				\$ 6,160	\$ 87,045
4.3 Construction Management Services								320				320	\$ 59,200	\$ 1,200	\$ 60,400						\$ 60,400
4.4 Inspection Services								480				480	\$ 88,800	\$ 1,800	\$ 90,600						\$ 90,600
4.5 Record Drawing Development		2				6	18	2				28	\$ 5,710	\$ 100	\$ 5,810						\$ 5,810
4.6 Drinking Water Source Assesement Close-out	2					10						12	\$ 2,880	\$ 100	\$ 2,980						\$ 2,980
4.7 Grant Administration and Reporting					36	54		27				117	\$ 25,695	\$ 500	\$ 26,195						\$ 26,195
SUBTOTAL	16	20	0	0	36	185	28	831	10	0	0	1126	\$ 221,715	\$ 4,400	\$ 226,115	\$ 43,065	\$ -	\$ -	\$ -	\$ 6,160	\$ 275,340
5 Achitectoral Services																					
5.1 Architectural Design Phase	4					8	36					48	\$ 9,960	\$ 200	\$ 10,160			\$ 14,654			\$ 24,814
5.2 Architectural Bidding Support						2						2	\$ 440	\$ -	\$ 440			\$ 2,376			\$ 2,816
5.3 Architectural Construction Phase Support						2						2	\$ 440	\$ -	\$ 440			\$ 6,050			\$ 6,490
SUBTOTAL	4	0	0	0	0	12	36	0	0	0	0	52	\$ 10,840	\$ 200	\$ 11,040	\$ -	\$ -	\$ 23,080	\$ -	\$ -	\$ 34,120
6 Engineer's Opinion of Probable Cost Estimate																					
6.1 Project Cost Estimates	4	4				40						48	\$ 11,360	\$ 200	\$ 11,560						\$ 11,560
SUBTOTAL	4	4	0	0	0	40	0	0	0	0	0	48	\$ 11,360	\$ 200	\$ 11,560	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,560
COLUMN TOTALS	91	81	20	170	36	552	332	831	58	38	266	2475	\$ 511,185	\$ 14,952	\$ 526,137	\$ 89,678	\$ 9,900	\$ 23,927	\$ -	\$ 54,681	\$ 704,323
OT 1 Optional Tasks																					
OT 1.1 Prepurchase of Long Lead Equipment	6	4				36	16					62	\$ 14,200	\$ 300	\$ 14,500	\$ 12,177					\$ 26,677
OT 1.2 Residential Architecture Details	2	2				4	32					40	\$ 8,240	\$ 200	\$ 8,440			\$ 11,000		\$ 3,080	\$ 22,520
OT 1.3 Landscape Design Services	2	2				8	4					16	\$ 3,800	\$ 100	\$ 3,900				\$ 8,206		\$ 12,106
OT 1.4 Project Permit Coordination	4	2				16	16					38	\$ 8,520	\$ 200	\$ 8,720						\$ 8,720
OT 1.5 Adder for Full Time Coverage during Drilling										58	98	156	\$ 25,740	\$ 500	\$ 26,240						\$ 26,240
Optional Tasks TOTAL	14	10	0	0	0	64	68	0	0	58	98	312	\$ 60,500	\$ 1,300	\$ 61,800	\$ 12,177	\$ -	\$ 11,000	\$ 8,206	\$ 3,080	\$ 96,263
OPTIONAL TASKS TOTAL	14	10	0	0	0	64	68	0	0	58	98	312	\$ 60,500	\$ 1,300	\$ 61,800	\$ 12,177	\$ -	\$ 11,000	\$ 8,206	\$ 3,080	\$ 96,263

10% mark-up on direct expenses; 10% mark-up for sub-contracted services
Standard mileage rate \$0.625 per mile (or current Federal Mileage Reimbursement Rate)
Rates are subject to revision as of January 1 each year.

I. Project Schedule



Project: CHWD Highland Well Date: Mon 3/18/24	Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
	Split		External Tasks		Inactive Summary		Manual Summary		Progress	
	Milestone		External Milestone		Manual Task		Start-only		Manual Progress	
	Summary		Inactive Task		Duration-only		Finish-only			

J. Additional Information

Resumes for WSC's key staff members are provided in this section. Resumes for supporting and administrative staff are available upon request.

Peter Kvam ^{PE}

PROFESSIONAL EXPERIENCE

Peter Kvam brings 17 years of engineering experience centered on groundwater pumping and treatment systems. He has managed the operation and maintenance of several groundwater treatment facilities in the California central valley and has designed well equipping and treatment processes to ensure water quality objectives were met. He has experience with project management, groundwater data review, and regulatory permit compliance.

REPRESENTATIVE PROJECTS

Church Well 25 Equipping, Golden State Water Company, Rancho Cordova, CA. Lead Project Engineer. Provided design of a 1,000 gpm well head equipping and treatment system. Design work included relocation of an existing perchlorate treatment system, pump sizing, and well headworks. The design included a variable frequency drive to meet operational well capacity despite treatment capacity limitations and fluctuating pressure loss. Additional facility improvements included installation pump to waste, chlorination system, a CMU perimeter wall, and facility landscaping.

Ella Well Site Equipping, Citrus Heights Water District, Citrus Heights, CA. Project Engineer. Assisted the design of a groundwater well head, which included an aquifer supply recharge (ASR) component allowing the client to store groundwater during periods when system capacity exceeds demand. Worked with client to select an appropriate ASR technology, and designed wellhead equipment. Additional design components included a well building with rooms for piping, electrical and chlorination systems, perimeter fencing, site grading and other improvements. Developed project specifications and engineering cost estimates.

El Rio Water Treatment Plant (El Rio WTP) Upgrades, California American Water, Ventura District, CA. Project Engineer. Prepared design plans and specifications for the upgrade of an active water treatment plant. Design components included a booster pump station, replacement electrical system, standby generator, and chlorination system. Coordinated with electrical and structural engineers on the design. Assisted with generator permitting and electrical service application and coordination.

Well Equipping, Hayward Area Recreation and Park District, Hayward, CA. Project Manager.

Prepared well equipping design plans and specifications for three non-potable park irrigation wells. The project design included conveyance piping to existing park infrastructure. Performed hydraulic calculations to size well pumps and hydrostatic pressure tanks. Assisted with permitting and bidding.

Well Installation and Equipping, City of Pismo Beach, CA. Project Engineer. Provided preliminary engineering for the well equipping design of a replacement well. The well equipping design included a new well building, chlorination system, pump-to-waste outfall structure, and perimeter wall. Site constraints included a small parcel size and limited availability for well water disposal.

Operation and Maintenance of Groundwater Extraction and Treatment (GET) Facilities, Aerojet Rocketdyne, Rancho Cordova, CA. Project Manager. Supervised the operation and maintenance of nine GET facilities processing approximately 20 MGD. Engineer in charge of maintaining effluent water quality, while treating multiple contaminants of concern. Designed process flow diagrams and established equipment inventories, which were used to implement preventative maintenance schedules. Treatment technologies included a biological fluidized bed reactor, ion exchange and GAC filters, UV advanced oxidation and air stripping.

Pilot Filtration System at Well 23, Golden State Water Company, Rancho Cordova, CA. Lead Project Engineer. Designed, built, and tested a pilot filtration system to protect ion exchange treatment media from excessive solids loading. Pilot tested filtration options at both a column scale and intermediate process scale. Authored a pilot test report with recommendations of filtration media.



EDUCATION

BS, Chemical Engineering, University of California Santa Barbara

MBA, University of California Davis

PROFESSIONAL REGISTRATIONS

Professional Engineer - Civil, California, No. C78499

“Working to improve water infrastructure is an amazing opportunity which allows me to help communities maintain an essential service.”

Peter Kvam

Rob Natoli PE

PROFESSIONAL EXPERIENCE

Rob Natoli brings 15 years of engineering experience designing and planning of water and wastewater projects. He has managed both large and small projects across California. He has directed design teams and functioned as the project manager and design manager for infrastructure projects that included managing multi-disciplinary teams of geotechnical, structural, electrical, instrumentation, controls, mechanical, and process engineering disciplines.

REPRESENTATIVE PROJECTS

Ella Well Site Equipping, Citrus Heights Water District, Citrus Heights, CA. Project Manager.

Led the design of a groundwater well head, which included an aquifer supply recharge (ASR) component allowing the client to store groundwater during periods when system capacity exceeds demand. Worked with client to select an appropriate ASR technology, and designed wellhead equipment. Additional design components included a well building with rooms for piping, electrical and chlorination systems, perimeter fencing, site grading and other improvements. Developed project specifications and engineering cost estimates.

Church Well 25 Equipping, Golden State Water Company, Rancho Cordova, CA. Lead Project Manager.

Led design of a 1,000 gpm well head equipping and treatment system. Design work included relocation of an existing perchlorate treatment system, pump sizing, and well headworks. The design included a variable frequency drive to meet operational well capacity despite treatment capacity limitations and fluctuating pressure loss. Additional facility improvements included installation pump to waste, chlorination system, a CMU perimeter wall, and facility landscaping.

Seawater Intrusion Prevention Wells Project of the Pure Water Soquel Program, Montgomery and Associates, Soquel, CA. Well Design/QC.

Pure Water Soquel is a groundwater replenishment and seawater intrusion prevention project. Reviewed design of civil site improvements at three recycled water injection well sites including piping and valving, well backwash pumps, buried backwash

water equalization tanks, electrical, telemetry, site grading and finishing, and well operation procedures.

North Pleasant Valley Groundwater Desalter Construction Management, City of Camarillo, CA. QA/QC and Technical Advisor.

Provided construction management support for the development and implementation of a reverse osmosis groundwater desalter facility. The new desalter facility will treat 4,500 AFY of brackish groundwater and yield up to 3,800 AFY of potable water, allowing the City to more than double its local water supply. Brine from the RO treatment will be disposed of through an existing brine pipeline and ocean outfall.

Sonoma Booster Pumping Station Redundancy and Reliability Expansion, Sonoma County Water Agency, Santa Rosa, CA. Project Manager.

Project manager for preliminary design and final design of redundancy and reliability expansion improvements to the Sonoma Booster Pumping Station, which included expanding the existing CMU building to house two new vertical turbine pumps. A structural analysis of the new and existing components identified retrofit improvements needed to meet current seismic and structural code. Electrical, transfer switch, and control system modified so any one of the three vertical turbine pumps can be operated on the existing standby generator. A new standby generated was added with an 8-hour fuel tank and an automatic transfer switch that can simultaneously operate any two of the three existing 300 HP centrifugal pumps and controls, new surge tank controls, and miscellaneous building loads. The incoming bus duct was removed and a new incoming electrical service to booster pumping station was added per PG&E requirements.



EDUCATION

BS, Civil Engineering, California Polytechnic State University, San Luis Obispo, CA

REGISTRATIONS

Professional Engineer - Civil, California, No. C78271

Professional Engineer - Civil, Nevada, No. 23188

Professional Engineer - Civil, Oregon, No. 96253 (Expires 12/31/2022)

“I enjoy the personal and technical aspects of being a water engineer and being a part of finding great solutions on projects. I strive to communicate well, take initiative and bring a high level of quality to everything I do.”

Rob Natoli

Jeff W. Lawrence^{PE}

PROFESSIONAL EXPERIENCE

Jeff Lawrence has over 30 years of engineering experience centered on a balance of planning studies and detailed design, as well as construction management and operations optimizations. He has served as project manager/engineer for preparation of dozens of water system capital improvement plans for water and sewer systems throughout the Central Valley and Bay Area. Jeff's experience embodies virtually all aspects of water resources engineering and all the infrastructure and equipment associated with planning and designing facilities to produce, pump, store and convey water and wastewater. His experience includes project/program management of water treatment, storage, transmission and power generation systems; water resources planning and recycled water planning; design, construction and operation; water system network modeling; infrastructure rehabilitation; industrial facilities process engineering and optimization; design-build project management; stormwater design; and quality control.

REPRESENTATIVE PROJECTS

Ella Well Site Equipping, Citrus Heights Water District, Citrus Heights, CA. QA/QC & Technical Advisor. Assisted the design of a groundwater well head, which included an ASR component allowing the client to store groundwater during periods when system capacity exceeds demand. Worked with client to select an appropriate ASR technology, and designed wellhead equipment. Design components included a well building with room for piping, electrical and chlorination systems, perimeter fencing, site grading and other improvements.

Coyle Avenue Groundwater Well and Pumping Station, Sacramento, CA. Project Manager. Project manager for design, permitting, and construction support services to install a new groundwater well for Sacramento Suburban Water District. Installed a production well and designed the pumping station and its accompanying building, including chemical storage rooms and an electrical room. Unique aspects of the project included layout design to accommodate future manganese treatment, aesthetic design to address an adjacent school and residential properties, site screening for visual and noise impact reduction, and careful access layout to minimize impacts and maintain the safety of the adjacent properties. The project included VFD pumping and full SCADA integration.

Church Well 25 Equipping, Golden State Water Company, Rancho Cordova, CA. QA/QC & Technical Advisor. Provided design of a 1,000 gpm well head equipping and treatment system. Design work included relocation of an existing perchlorate treatment system, pump sizing, and well headworks. The design included a variable frequency drive to meet operational well capacity despite treatment capacity limitations and fluctuating pressure loss. Additional facility improvements included installation pump to waste, chlorination system, a CMU perimeter wall, and facility landscaping.

Pure Water Soquel Injection Wells, Soquel Creek Water District, Soquel, CA. QA/QC. Pure Water Soquel is a groundwater replenishment and seawater intrusion prevention project. Provided QA/QC for designs of civil site improvements at three recycled water injection well sites including piping and valving, well backwash pumps, buried backwash water equalization tanks, electrical, telemetry, site grading and finishing, and well operation procedures. Prior to the design, conducted a well siting study.

Water Supply Well, Orangevale, CA. Design Engineer. Prepared the design and completed permitting for a water supply production well Orangevale Water Company. When the water quality of the well did not meet the drinking water standards, provided technical expertise recommending solutions for treatment. The project included meetings with the company board, San Juan Water District, and staff/board presentations.



EDUCATION

Bachelor of Science, Civil Engineering,
California State University, Sacramento,
1990

PROFESSIONAL REGISTRATIONS

Professional Civil Engineer, California,
No. 54303, 1993

Project Management Professional,
1458731, 2011

"I dive into every project with a vision for what is possible and embrace a collaborative approach with my clients to make that vision a reality."

Jeff Lawrence

Joe Kingsbury PG, CHG

PROJECT MANAGER

Joe is a Professional Geologist and Certified Hydrogeologist with over 20 years of diversified experience with groundwater, geotechnical, and environmental projects performed for numerous municipalities, state agencies, and private clients located throughout the southern and central California regions. His recent project expertise includes well siting assessments, preliminary and final municipal well designs, construction management and inspection (CMI) for municipal supply and injection wells, and well rehabilitation prioritization plans. Joe has a keen ability to recognize how and when to initiate leadership and effective communication needed to maintain successful collaboration among groups consisting of technical and non-technical participants alike on water supply projects.

REPRESENTATIVE PROJECTS

Sunflower Well Replacement, Golden State Water Company, San Dimas, CA. Project Manager. Provided design services to replace a now-defunct production well as part of the client's Columbia Plant for the San Dimas system. Tasked with providing preliminary engineering services to provide clearance and siting of the newly constructed Sunflower Well and draft a preliminary design. In addition, provided technical plans, specifications, bid assistance, and construction management services. Collaborated with another firm to provide field inspection and oversight of construction and destruction activities and provide pump setting recommendations.

Wells A and B, North Pleasant Valley Desalter Project, City of Camarillo, Camarillo, CA. Hydrogeologist. Joe applied his technical experience to assist the program director and other team members with reviewing downhole video surveys and proposed mitigation demonstrations during post-construction events of three new nested monitoring wells installed for a reverse osmosis desalter facility in the Fox Groundwater Basin.

On-Call Hydrogeological Services, Eastern Municipal Water District, Perris, CA. Project Manager. Since 2019, Joe has been providing on-call services to the District's Groundwater Development group for a variety of groundwater resource studies, groundwater supply and

monitoring projects, and new groundwater well installations. The District relies on his technical expertise and support to assist their staff with the development and implementation of complex projects that are designed to protect and maintain the groundwater resources. A highlight includes Joe's support on the Perris North Groundwater Program, for which he has assisted during the siting, design, and construction of six production wells and the preliminary design and bid packages for associated monitoring wells at 15 locations in Moreno Valley. Joe has also supported with the oversight during construction of production and monitoring wells, development of groundwater sampling SOPs, and updating the District's standard technical specifications for multiple well drilling methods and applications.

Studebaker Well 3, Golden State Water Company, Norwalk, CA. Project Manager. Joe served as project manager to provide site assessment, preliminary design report, technical specifications and bid package, CMI and final reporting for a replacement well. He assisted with developing a work plan for the destruction of the original well. Provided a pre-design for the new well that allowed the drilling contractor to construct, develop, and test the replacement well in 60 days. Another requirement associated with the limited size of the site was the new well could not require any wellhead treatment. The new well has a higher specific capacity than the original well, and water which is free of sand and meets all federal and state drinking water quality standards.



EDUCATION

BA, Geology, The Ohio State University

PROFESSIONAL REGISTRATIONS

Professional Geologist, California, No. 8680

Certified Hydrogeologist, California, No. 1019

"I strive to provide my clients the type of service that I would expect: responsive, informed and committed to their success. The reward comes with identifying effective ways to reduce costs and working through technical challenges."

Joe Kingsbury

Mike Hoffman PG, CHG

PROFESSIONAL EXPERIENCE

Mike Hoffman is a hydrogeologist with over 18 years of experience in production and monitoring well design, installation and testing; well rehabilitation; groundwater monitoring and sampling; soil sampling; aquifer testing and analysis; and groundwater modeling. He is familiar with the reverse rotary, direct rotary, air rotary casing hammer and other percussion methods, sonic rotary, NQ and HQ core barrel, cone penetration test (CPT), direct push (Geoprobe) and hollow-stem auger drilling methods. He has been involved in over 60 production, injection, and extraction wells via reverse circulation drilling method, and has also completed a week-long drilling fluid class at the Baroid Industrial Drilling Products facility. Mr. Hoffman is proficient in the aquifer testing analysis software Aqtesolv for Windows, and Aquifer Win32; the groundwater modeling software Groundwater Vistas, Visual MODFLOW, and Groundwater Modeling System, and completed a five-day PEST training course; Geographic Interface program (gINT), Surfer, ArcMap, and Microsoft Office software.

REPRESENTATIVE PROJECTS

PCE Proposition 1 Round 3 Implementation, City of San Luis Obispo, CA. Hydrogeologist. Supported the development of a Proposition 1 Groundwater Grant Program conceptual planning proposal to characterize the PCE plume impacting many of the City of San Luis Obispo's production wells.

Chino Basin Preliminary Design Report, Inland Empire Utilities Agency, Chino, CA. Hydrogeologist. Supporting preliminary design and siting of approximately 16 injection wells, and 20 extraction wells. The program includes alternative model runs to evaluate sustainability criteria in existing production wells, determination of hydraulic control, and migration of known groundwater contaminate plumes.

Drought Contingency Plan, New Production Well Siting – East Valley Water District, Highland, CA. Hydrogeologist. Identified potential sites to construct new production wells per EVWD's Drought Contingency Plan in accordance with California Title 22 standards and regulatory setbacks. Compiled and analyzed local geology, historical groundwater and well data of the site vicinity to create site plans and layouts with GIS. Prepared a technical memorandum discussing well siting results.

Design and Installation of Well L-5, United States Army Corp of Engineers, Fort Irwin, CA. Project Manager. Duties included project management, permitting, assessment and implementation of well design and construction procedures, field supervision, staff training, well performance assessment, aquifer testing analysis, and preparing well completion report.

Drilling and Construction of Eleven Water Supply Wells, Camp Pendleton, CA. Lead Field Geologist. Duties included collection and logging of drill cuttings, performing and reviewing sieve analyses, preliminary well design, construction materials approval, monitoring the installation of the well, well development monitoring, collecting and analyzing pumping test data, maintaining a record of the field activities, and preparing data packages for each site. Scheduled, trained and supervised junior staff in the above field tasks. The 11 wells were drilled using the reverse rotary drilling method.

Drilling and Construction of Water Supply Wells 20 and 21, Yorba Linda Water District, CA. Assistant Project Manager. Duties included coordination with the client and subcontractor, submittal review, scheduling, budget tracking, training, invoice approval, well design, data analysis, preparing the preliminary design reports, DWSAP, and well completion reports.



EDUCATION

MS, Geology, California State University at Fullerton, 2013

BS, Geology, Western Washington University, 1997

PROFESSIONAL REGISTRATIONS

Professional Geologist: California, No. 7735, 2004

Certified Hydrogeologist: California, No. 817, 2005

40-hour HAZWOPPER

OSHA 30-hour Construction Safety Training

MSHA Surface New Miner Certification (24-hour) Part 48b

Westbay®

“Inspirational quote”

Mike Hoffman

Blake Coffey

PROFESSIONAL EXPERIENCE

Blake Coffey is a results-driven construction and program management professional with more than 10 years of experience overseeing all phases of multimillion-dollar industrial, residential, and commercial projects within time and budgetary constraints. He has a strong record of success coordinating the construction process, providing accurate estimates, collaborating with teams worldwide, and creating innovative solutions and methodologies for cost-efficient operations. He has demonstrated expertise in installation of electrical components and systems, definition of scope of work and development of detailed proposal documents.

REPRESENTATIVE PROJECTS

Westlake Station 011 Booster Station Project, California Water Service Company. *Construction Manager.* Construction management for replacement of 2 vertical turbine booster pumps with pump control valves, two bladder surge tanks (2,000 and 3,000 gallon), 175kW electric generator, 8" magnetic flow meter, pump shelters, and portable booster pump connections. Project also included contractor coordination, schedule and budget control, document control, inspection, Startup, Commissioning and Project Close Out.

Westlake Station 006 & 010 Generator Installation Project, California Water Services Company. *Construction Manager.* Construction oversight for installation of a new generator at Station 006, which is located in a residential neighborhood. Project includes construction of a new 100kW electric generator to accompany a new automatic transfer switch, grading, earthwork, retaining wall, concrete, and restoration work prior to installation of the generator. Services include contractor coordination, schedule and budget control, document control, inspection, Startup, Commissioning and Project Close Out.

Chemical System Improvement, Camarillo Sanitary District. *Construction Manager.* Management of construction upgrades to the existing chemical systems at the water reclamation plant to improve reliability. Improvement includes piping, fittings, valves, meters, electrical, pumps, storage tanks, outlets, concrete masonry containment wall, concrete improvements, insulated

piping, transfer piping, secondary containment piping, packaged feed system, containment coating, containment shed, injection piping, inspection, field testing, startup testing, O&M manuals, and training for the Camarillo Sanitary District.

Goleta Sanitary District Headquarters, Goleta West Sanitary District, Goleta, CA. *Senior Project Manager.* The Goleta West Sanitary District (District) is the lead agency under the California Environmental Quality Act (CEQA) for their new Administration Building project. The District has conducted administrative activities in a converted garage since the mid-1960s and was looking to modernize its operations by constructing a new 3,298-square-foot Administration Building. The project site is located on the District's headquarters complex at the southwestern edge of the Santa Barbara Municipal Airport, on an easement over City of Santa Barbara property.

Carpinteria Sanitary District Administration Building, City of Carpinteria, Carpinteria, CA. *Senior Project Manager.* The new Administrative Office replaced the modular trailer office building that served as the District's headquarters since 1991 at the same 5300 6th Street location. The building designer incorporated a multitude of green building elements into the structure and the overall site design. Super high efficiency lighting, heating and cooling are augmented with features that enhance natural light and air flow. A rooftop photovoltaic solar system makes the building essentially energy neutral. The District Board Room is separate from the main office building, but connected by a breezeway.



EDUCATION

BS, Construction Management, College of the Canyons, Santa Clarita, CA

PROFESSIONAL REGISTRATIONS

C-10 Electrical Contracting License

PMP Certified

Scrum Master Certified

Procore Certified

CPR / First-Aid Certified

EM-385-1 Certified

OSHA 30 Certified

USACE Certified (CQM)

SSHO Certified

Antonia Estevez-Olea ^{PE, MS}



PROFESSIONAL EXPERIENCE

Antonia Estevez-Olea is a Professional Engineer with over five years of experience in water and wastewater asset management. She is the deputy project manager for the Replenish Big Bear program, aimed to recover water for the Big Bear community by treating its wastewater and using it to enhance water levels at multiple locations in the community. She developed a pipeline prioritization model to identify and prioritize water mains in need of rehabilitation for the California American Water Monterey County District. Antonia has also supported several sewer rehabilitation projects and is PACP, MACP, and LACP certified.

REPRESENTATIVE PROJECTS

Central Coast Blue -Prop 1 Planning Grant Activities, City of Pismo Beach, CA. Engineering Support. Provided permitting assistance, led an antidegradation analysis evaluation, and supported the initial study and mitigated negative declaration for the Central Coast Blue indirect potable reuse project. Central Coast Blue will recover secondary effluent from the City of Pismo Beach and the South San Luis Obispo County Sanitation District's wastewater treatment plants, a resource currently discharged to the Pacific Ocean. The advanced treatment facility will use microfiltration or ultrafiltration, reverse osmosis, and ultraviolet radiation and advanced oxidation process before being injected into the Santa Maria Groundwater Basin to supplement groundwater supplies and protect the basin from seawater intrusion.

Replenish Big Bear, Big Bear Area Regional Wastewater Agency, Big Bear City, CA. Deputy Project Manager. Manages the Replenish Big Bear program by conducting program administration, coordinating with the project team to complete preliminary engineering for treatment upgrades and distributions lines. Leads the regulatory effort to obtain the necessary permits to implement the project. Also helping lead Leading funding opportunity analysis and application efforts for a regional surface water augmentation project that will retain recycled water in Big Bear Valley. Led efforts to complete a USBR WaterSMART Title XVI feasibility study, Title XVI WIIN Act application, DWR IRWM grant application, and DWR IRWM DCI grant application. In addition, coordination is ongoing with USDA, the State Coastal

Conservancy, the California Natural Resources Agency, State Water Resources Control Board, and Wildlife Conservation Board to procure additional funding and financing for the project.

Water Reclamation Plant Facility Plan, Camarillo Sanitary District, Camarillo, CA. Deputy Project Manager. Antonia is serving as the Deputy Project Manager for the WRP Facility Plan, an engineering study that will investigate, develop, and propose a preferred design solution to the significant WRP upgrades required. It will investigate various detailed design alternatives including the location of the improvements, how flooding risk is mitigated, how future regulations will be met, and other factors. The Facility Plan will also perform a detailed cost benefit analysis comparing two alternatives: keeping part of the existing WRP and expanding with new treatment systems versus decommissioning the existing WRP and building a new WRP at the existing site or on adjacent property.

Clean Water State Revolving Fund (CWSRF) Wastewater Planning Application, Arbuckle Public Utility District (Arbuckle PUD), CA. Project Manager. Submitted application for the Arbuckle Public Utilities District. The current application is under review. Antonia communicates with state staff to get regular updates. The assistance requested was for \$6,36,188 This Plan of Study was prepared on behalf of Arbuckle PUD to complete the CWSRF Planning or Design Financial Assistance Application. Arbuckle PUD is seeking grant funds to upgrade its 70-year-old wastewater treatment plant and its collection system that serves most of the Arbuckle township.



EDUCATION

MS, Environmental Management,
University of San Francisco, San Francisco

BS, Environmental Engineering,
California Polytechnic State University,
San Luis Obispo

PROFESSIONAL REGISTRATIONS

Professional Engineer, Civil, CA, No.
91274

PACP, MACP, & LACP, No.
U-0818-0703001316

"I am committed to protecting our water resources to ensure sustainable futures for our communities and environment."

Antonia Estevez-Olea

Casey Springer ^{GIT}

HYDROGEOLOGY SUPPORT

Casey is a hydrogeologist skilled supporting and collaborating with teams to find creative and sustainable solutions for groundwater project of all sizes. Casey has experience providing hydrogeology support on a variety of WSC's groundwater projects from as-needed services to transformational project such as the North Pleasant Valley Desalter. Her work includes data coordination, evaluation, and management, including preparing and uploading data to the California Water Board GeoTracker website. In addition, she produces graphics, presentation and reports that convey information with clarity, and leads fieldwork services. Her work in the field includes construction oversight for well profiling and sampling, and communications with subcontractors.

REPRESENTATIVE PROJECTS

North Pleasant Valley Desalter Project, City of Camarillo, Camarillo, CA. Staff Geologist. Created well profiles figures two wells and created well location figures and organized data for the Desalter Baseline Report. Assisted with the bidding process of the monitoring wells project and well evaluations of select wells within the Fox Canyon Groundwater Basin monitoring network. Provided well construction oversight and management services and well rehabilitation recommendations.

Golden State Sunflower Well Installation and Replacement Project. Staff Geologist. Assisted with gravel pack sieve analysis for well installation. Field oversight of drilling operation, mainly the soil characterization used for determining well construction.

Eastern Municipal Water District, Perris II ROTF 2022 Annual Operational Report. Staff Geologist. Prepared figures that illustrated the progress in reducing COPC (contaminants of primary concern) concentration and showing change in groundwater elevation. Provided general support to prepare the draft annual report. Created water quality profiles, which illustrate the well profile, well location, and measurements of various water quality parameters, for wells that were sampled in accordance with the MRP.

Perris North Program MRP, Eastern Municipal Water District, Perris, CA. Staff Geologist. Project includes creating a Monitoring and Reporting plan for drilling nested monitoring wells in the area.

Helped create figures using ArcGIS for the work plan, showing well sites and drilling specifications.

PCE Plume Delineation and Groundwater Development Program & Fieldwork, City of San Luis Obispo, San Luis Obispo, CA. Staff Geologist. Supported the development of a Proposition 1 Groundwater Grant Program conceptual planning proposal to characterize the PCE plume impacting many of the City of San Luis Obispo's production wells. Provided groundwater fieldwork to support development of a calibrated fate and transport model to investigate and delineate the existing PCE plume in the basin. Provided monitoring and construction oversight for well profiling and sampling, observed a 24-hr pump test and 8-hr step test; assisted with groundwater and soil sampling to evaluate extent of PCE Plume; and prepared permits for CalTrans and SLO County Environmental Health Services. Responsible for project coordination and communications including creating maps on QGIS that illustrate well locations and contaminant concentrations; preparing reports and presentations and maintaining communication with sub-contractors and partners on the project to keep everyone updated on fieldwork progress.

Extension of Staff Support Services, Eastern Municipal Water District, Perris, CA. Staff Geologist. Extension of staff services to the District's Groundwater Development Department, including services to create maps using QGIS that show contaminant concentrations measured during the baseline event; developing graphical visuals that illustrate water quality results from sampling events; and managing well data.



EDUCATION

BS, Geology, University of California, Davis

PROFESSIONAL REGISTRATIONS

Geologist-in-Training, CA, No.1394

CERTIFICATIONS AND TRAINING

40-hr HAZWOPER Training Certificate

"I am passionate about using my knowledge as a hydrogeologist to ensure our clients and their communities have access to safe and sustainable water resources."

Casey Springer

J Calton Engineering

John C. Calton, PE - Principal

J Calton Engineering

5723 Oak Creek Place, Granite Bay, CA 97546

Email: jcalton@surewest.net, phone: (916) 375-9797

Education B.S. /1985 / Electrical Engineering, University of California, Los Angeles

Registrations Registered Professional Electrical Engineer, CA No. E14099
Registered Professional Electrical Engineer, NV No. 17605
Registered Professional Electrical Engineer, AR No. 12497
Registered Professional Electrical Engineer, AZ No. 51217

Professional Background Mr. Calton has been sole proprietor of J Calton Engineering since September 2006. He has over thirty years of experience in water and waste water related projects. He has performed electrical designs for water treatment facilities, pumping plants, storm drain facilities, ground water wells, reservoirs, irrigation canals and fish screens. John has also provided instrumentation design for above-mentioned projects, in addition to programming programmable logic controllers (PLC) and configuring in-plant supervisory control and data acquisition (SCADA) systems. He has been involved on numerous projects during the construction phase providing construction management support ranging from shop drawings review, cost estimates, contract document clarifications, change order negotiations, construction inspection, field testing, weekly coordination meetings, staff training and system start-up. Mr. Calton has assisted with configuration and witnessed testing of electrical protective relays and overcurrent devices.

Key Project Experience **Orinda Water Treatment Plant UV Disinfection Project – East Bay Municipal Utility District, Oakland, CA** – Mr. Calton is lead electrical engineer for design of new ultraviolet disinfection facility, maintenance buildings, distribution switchgear building with standby generator for this 200 MGD direct filtration water treatment plant. Project includes design of two prefabricated power distribution centers with medium voltage switchgear and automatic protection and controls. Provided new starters for 2400VAC pump station with three 500 hp units. Project under construction with bid price of \$280 million.

Sewerage Agency of Southern Marin On-Call Support – Mill Valley, CA

Mr. Calton has an on-going On-Call contract with the Sewerage Agency of Southern Marin (Mill Valley Waste Water Treatment Plant) to provide electrical and instrumentation design, construction support services, and technical assistance, as needed. On-Call support provided since 2013. Projects to date include new MCC's with variable frequency drives, new main plant switchgear, operator training on standby power switchover, gas digester compressor replacement, and review of facility for NFPA and NEC violations.

Water Treatment Plants Rehabilitation Project – City of Sacramento, CA

Lead electrical engineer performing detailed design for the project. Work included preparation of detailed construction bid documents; over 170 contract drawings and Division 16 specifications for this \$114 million-dollar project. Electrical design of water treatment plant rehabilitation project including new 21 kV SMUD services to 4160 V electrical substation. Design of new High Service Pump Station with eight 1000 hp motors; including four on 4160 V variable frequency drives. Design included new Flocculation/Sedimentation Basins, eight new Filters, Dewatering Buildings with 250 hp centrifuges, Thickeners, and Waste Water Lagoons and miscellaneous process pump stations. Construction completed in 2016.

Omid Tavangar^{PD PE}

Omid Tavangar has more than 35 years of experience as a civil and structural engineer with special expertise in the areas of vertical construction, water, and wastewater engineering. His experience includes design and construction of water and wastewater treatment plants, solids handling facilities, pumping stations, pipelines, storage facilities, and a variety of high-, mid-, and low-rise structures. His experience also includes constructing UV treatment systems. Omid brings expertise in analyzing and improving structural systems to achieve optimum performance and cost effectiveness and is effective in facilitating communication between the client and project team, and have a proven record for high quality work and maintaining project schedules.

EXPERIENCE

Walnut Grove and Isleton Arsenic Treatment Systems, California American Water, Walnut Grove and Isleton, CA. Structural Engineer.

Provided structural design services for new arsenic treatment facilities at the Walnut Grove and Isleton water treatment plant sites. The 300 GPM Walnut Grove Groundwater Treatment Plant includes three 150 GPM vertically-oriented pressure vessels, 26,000-gallon backwash supply tank, and 750 GPM backwash supply pumps and 30 GPM backwash recycle pumps enclosed in a small building.

Phase I Bayside Groundwater Facilities, East Bay Municipal Utility District, Oakland, CA. Structural Engineer. Predesign and design services for

Phase 1 of the Bayside Groundwater project, which includes a new 2 MGD aquifer storage and recovery (ASR) system to ensure a reliable alternative water source in the event of drought or other interruption of the Mokelumne River supply.

Copper Cove Water System Zone C Pumping Station and Transmission Main Improvements, Calaveras County Water District, San Andreas, CA. Structural Engineer. Design of a new 2,000 GPM

(4,500 GPM buildout) water pumping station and approximately 10,000 linear feet (LF) of 20-inch-diameter water transmission main.

Hinkle-Crown Point Booster Pumping Station Improvements -

San Juan Water District, Granite Bay, CA. Structural Engineer. Provided structural engineering services during design and construction of the new 6,000 GPM pumping station, which includes variable frequency drives (VFDs) and an air-conditioned control building housing the electrical controls and motor control center.

Granite Bay Pumping Stations, San Juan Water District, Granite Bay, CA. Structural Engineer. Predesign, final design, and construction of

improvements to the Granite Bay Booster Pumping Stations. Improvements included replacing both of the existing pump station segments: the north and south banks.



EDUCATION

PhD program, Structural Engineering, University of Virginia, Charlottesville

Master of Science, Structural Engineering, University of Michigan

Bachelor of Science, Civil Engineering, University of Michigan

PROFESSIONAL REGISTRATIONS

Professional Engineer, Civil, California, No. C 54655, 1995

Professional Engineer, Civil, Commonwealth of the Northern Mariana Islands, No. 399, 2011

Professional Engineer, Civil, Alaska, No. CE-12070, 2008

Professional Engineer, Civil, Nevada No. CE 018463, 2007

Professional Engineer, Civil, Oregon, No. 79686PE, 2007

Professional Engineer, Civil, Washington, No. 47551, 2010

Staff Resume

Greg P. Hauser, PLA, ASLA

Principal Landscape Architect

Landscape Architect, California #3757



With 32 years of experience, Greg is accomplished in a wide variety of landscape architecture and planning projects. His approach to projects is to maximize aesthetic design and explore each project's maximum potential, while respecting project budgets and client needs. He understands the need to understand political issues, interface with regulatory agencies and win the trust of his clients and the community. Greg is skilled at facilitating the community input process and fostering communication among municipalities, regulatory agencies and the communities they serve. He has extensive experience in a wide variety of urban and civic design projects at local, state, and federal levels using multiple delivery methods including design/bid/build, design/build, and lease/lease back methods. As Principal of the firm, Greg is responsible for all aspects of project management and development including contractual set-up, client and sub-consultant coordination, scheduling, design and document preparation, construction administration and oversight of the project team.

Education

1988, Bachelor of Science in Landscape Architecture
California Polytechnic State University at San Luis Obispo

Professional Affiliations

American Society of Landscape Architects, Sierra Chapter
Urban Land Institute, Member
Landscape Architecture Department Advisory Council, Cal Poly SLO
California Parks & Recreation Society, Member

Project Experience

Placer County Health and Human Services Center, Auburn, CA
Palo Alto Fire Station, Palo Alto, CA
Walnut Park Library, Davis, CA
Archway Recovery Services, Fairfield, CA
Pittsburg Boat Launch Facility, Pittsburg, CA
Stanislaus County Agricultural Center, Ceres, CA
Sacramento Fire Station #14, Sacramento, CA
Belvedere- Tiburon Library Expansion, Tiburon, CA
Yolo Branch Library, Yolo, CA
CHP Tracy Area Office #268, Tracy, CA
DGS Richards Boulevard Office Complex – Sacramento, CA
Butte Fire Center CCC Camp, Magalia, CA
Cal Fire Vina Helitack Base Replacement Facility – Vina, CA
Red Bluff Forest Fire Station/Unit Headquarters, Red Bluff, CA

Staff Resume

Haley Borden, ASLA, LEED GREEN ASSOCIATE

Landscape Job Captain



Haley serves as a Landscape Job Captain for a wide range of project types including parks and recreation, master planned communities, streetscapes, and civic related facilities. Her contributions include design concept development, coordinating project work with clients and sub-consultants and creating construction documentation. Haley applies a well-rounded graphics skill set to projects assisting with visual communication through the development and production of colored plan and perspective renderings utilizing a variety of graphics software. She brings a strong background in AutoCAD production techniques, which results in accurate work. Haley is fueled to work on projects which emphasize the interaction of people and the environment and draws on a foundation of sustainable practices to maximize its value.

Education

Bachelor of Landscape Architecture, 2017, Utah State University

Firm Tenure

6 years

Professional Affiliations

American Society of Landscape Architects- Vice President of the CA Sierra Chapter
United States Green Building Council, Member

Project Experience

3425 Marshall Road, West Sacramento, CA
Gold Rush Park, Rancho Cordova, CA
Gardner Parke Neighborhood Park, Sacramento, CA
Walnut Park Library, Davis, CA
Palo Alto Fire Station, Palo Alto CA
Archway Recovery Services, Fairfield, CA
Pasillas Park, Lincoln, CA
Gerber Creek and Gardner Parke Streetscapes, Sacramento, CA
Placer Vineyards Property 2, Placer County, CA
Grantline 220, Rancho Cordova, CA
Placer Vineyards Property 1A, 4B and 7 Placer County, CA
Kassis, Rancho Cordova, CA
GAP Properties, Sacramento County, CA
Rio del Oro Parcel 67, Rancho Cordova, CA
Rio del Oro Parcel 66, Rancho Cordova, CA
Grand Park, North Natomas, CA
Sierra Vista, Roseville, CA

EL DORADO ENGINEERING AND ARCHITECTURE

David A. Pivetti, P.E., A.I.A., LEED® AP

Project Role

Principal

Education

M.S., Environmental Engineering, University of California, Davis, 1977

B.S., Civil Engineering, University of California, Davis, 1975

Registration

Professional Civil Engineer, 1979, California No. 30782; 1985, Nevada No. 6940

Registered Architect, 1987, California No. 18291

Experience

Mr. Pivetti is President of El Dorado Engineering and Architecture, Inc. and has more than 40 years engineering and architectural experience. Mr. Pivetti is both a registered architect and licensed professional engineer. Mr. specializes in the design all civil, process, space planning and architectural and structural features of water and wastewater treatment plants, and public utility structures. He has served as project principal or manager on many large projects, including more than \$120 million in improvements and 30 projects to the City of Las Vegas' wastewater treatment facility. In addition, Mr. Pivetti is also a LEED accredited professional. Architectural project experience includes:

ARCHITECTURAL/SPACE PLANNING/DESIGN/CONSTRUCTION

Cayucos Sustainable Water Project/ Architectural Programming/Design Development- Cayucos Sanitary District

Laboratory Rehabilitation Improvements - Fairfield-Suisun Sewer District, Fairfield, California.

Maintenance Building - Dublin San Ramon Services District, Pleasanton, California.

Correctional Training Facility - California Department of Corrections, Soledad, California.

California Correctional Center - California Department of Corrections, Susanville, California.

New Natomas Pumping Station Buildings - Sacramento Regional County Sanitation District, Sacramento, California.

South River Pumping Station Buildings - Sacramento Regional County Sanitation District, Sacramento, California.

New Buildings for Yuba City Wastewater Treatment Plant Expansion to 12 mgd - City of Yuba City, California.

Building 783-T Renovation - Boeing American Services, Inc., Sacramento, California.

O&M Building and Laboratory Expansion (Contract 27) - City of Las Vegas, Nevada.

Ozone Treatment Plant Building - Glenbrook Water Cooperative, Glenbrook, Nevada

Operations Building - Fairfield-Suisun Sewer District, Fairfield, California.

Maintenance Facility - Fairfield-Suisun Sewer District, Fairfield, California.

Operations Building - City of Woodland, California.

Laboratory - City of Visalia, California.

Education

- MS, Civil Engineering (Geotechnical), California State University, Sacramento
- BS, Civil Engineering, California State University, Sacramento

Registrations

- CA: Geotechnical Engineer, No. 2636
- CA: Professional Engineer, Civil, No. 60936

Mr. Zorne has 24 years of experience conducting and managing geotechnical and materials testing, as well as special inspection projects throughout California and has been with Geocon for his entire professional career. His diverse project experience includes transportation infrastructure (roadways, bridges, and retaining walls), public buildings, parks and recreation facilities, water/wastewater treatment and distribution facilities, educational facilities, commercial/industrial development, and residential developments. He is currently managing several on-call contracts for various agencies throughout California. He has a well-known reputation for responsive service and his dedication to providing cost-effective, practical solutions for difficult geotechnical challenges.

WOODLAND WELL #28, WOODLAND, CALIFORNIA

Mr. Zorne managed a geotechnical investigation for the Well #28 project at Freeman Park in the City of Woodland. The project consisted of constructing a replacement municipal well, well building, and associated improvements. During our investigation, we identified the presence of loose sandy soils within the upper few feet within the proposed well building area. To provide a more uniform building pad and to reduce potential for excessive post-construction settlement, we recommended that the structural building pad area be over excavated at least 2 feet below existing grade and replaced as engineered fill. During installation of the replacement water well, the soils underlying the proposed well building were disturbed. Therefore, we performed a supplemental geotechnical investigation to evaluate the post-well installation subsurface conditions and provide revised site preparation and grading recommendations to reduce the potential for post-construction settlement of the proposed well building.

WOODLAND SOUTHWEST AREA WATER TANK, WOODLAND, CALIFORNIA

Mr. Zorne served as geotechnical project manager for the new water storage tank, pump station, and associated improvements at David Douglass Park in Woodland. Geotechnical constraints identified during our investigation included marginally compressible and moderately expansive soils which could impact proposed improvements. Mitigation recommendations, including the use of Rammed Aggregate Pier (RAP) ground improvement, for these constraints were provided in our geotechnical report.

SACRAMENTO SUBURBAN WATER DISTRICT, ON-CALL GEOTECHNICAL ENGINEERING AND MATERIALS TESTING AND SPECIAL INSPECTIONS SERVICES, SACRAMENTO, CALIFORNIA

Mr. Zorne is the contract manager overseeing the geotechnical engineering and construction materials testing and special inspection services. Mr. Zorne managed the geotechnical investigations for Well 78 Butano/Cottage Pump Station. He also managed the peer review for Well 78 Butano/Cottage Pump Station, Palm Avenue Pump Station, and Verner Avenue Well and Treatment Facility. Geocon provided materials testing on the following projects: Parkland Estates Waterline, Marconi Office Upgrades, Edison Juliesse, Edison Meadows, Well N6A, Plover Main, Jonas Main Replacement and Well 59A Paving Project.

PLACER COUNTY WATER AGENCY (PCWA), ON-CALL GEOTECHNICAL ENGINEERING AND MATERIALS TESTING SERVICES, PLACER COUNTY, CALIFORNIA

Mr. Zorne is the Project Manager overseeing the geotechnical engineering, and materials testing and special inspection services, supplementing PCWA's current construction team to provide materials testing and inspection for asphalt, concrete, and soil, on an on-call basis. Geocon has provided geotechnical, materials testing, and inspection services to over 50 PCWA projects since 2008 for roadways, pipelines, tanks, treatment plants, pump stations and other related facilities. Projects in Lincoln include the Whitney Ranch Highway 65 Interchange Pipeline and the Lincoln Metering and Hydroelectric Station.