

**BOARD MEETING AGENDA  
SPECIAL MEETING OF THE BOARD OF DIRECTORS OF  
CITRUS HEIGHTS WATER DISTRICT (CHWD)  
NOVEMBER 15, 2023 beginning at 6:00 PM**

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



**PHONE CALL IN: (669) 444-9171**

**PHONE MEETING ID: 869 9277 0558**

**COMPUTER AUDIO/LIVE MEETING PRESENTATIONS:** <https://us06web.zoom.us/j/86992770558>

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](http://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 LEGAL COUNSEL – ANTICIPATED LITIGATION**

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

**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

**CL-3. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

(Paragraph (1) of subdivision (d) of Section 54956.9)  
Name of case: In re: Aqueous Film-Forming Foams Products Liability Litigation, Case No.  
2:18-mn-2873-RMG

**CL-4. 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, Steve Anderson, Brittney Moore, Annie Liu  
Negotiating Parties: Winter Water LLC.

Under Negotiation: Price and Terms of Payment

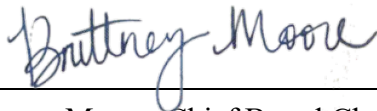
**FUTURE CHWD BOARD OF DIRECTORS MEETING DATES:**

November 15, 2023	6:30 PM	Regular Meeting
December 20, 2023	6:30 PM	Regular Meeting
January 17, 2024	6:30 PM	Regular Meeting
February 21, 2024	6:30 PM	Regular Meeting
March 20, 2024	6:30 PM	Regular Meeting
April 17, 2024	6:30 PM	Regular Meeting
May 15, 2024	6:30 PM	Regular Meeting
June 19, 2024	6:30 PM	Regular Meeting
August 21, 2024	6:30 PM	Regular Meeting
September 18, 2024	6:30 PM	Regular Meeting
October 16, 2024	6:30 PM	Regular Meeting
November 20, 2024	6:30 PM	Regular Meeting
December 18, 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.



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Brittney Moore, Chief Board Clerk

Dated: November 14, 2023

**BOARD MEETING AGENDA  
REGULAR MEETING OF THE BOARD OF DIRECTORS OF  
CITRUS HEIGHTS WATER DISTRICT (CHWD)  
NOVEMBER 15, 2023 beginning at 6:30 PM**



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

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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 – October 16, 2023 (A)

CC-1b. Minutes of the Special Meeting – October 18, 2023 (A)

CC-1c. Minutes of the Regular Meeting – October 18, 2023 (A)

CC-1d. Minutes of the Special Meeting – October 30, 2023 (A)

Recommendation:

Approve the minutes of the October 16, 2023 Special Meeting, the minutes of the October 18, 2023 Regular and Special Meetings, and the minutes of the October 30, 2023 Special Meeting.

- CC-2. Revenue Analysis Report for October 2023 (I)
- CC-3. Assessor/Collector's Roll Adjustment for October 2023 (I)
- CC-4. Treasurer's Report for October 2023 (I)
- CC-5. Treasurer's Report of Fund Balances for October 2023 (I)
- CC-6. Operating Budget Analysis for October 2023 (I)
- CC-7. Capital Projects Summary for October 2023 (I)
- CC-8. Warrants for October 2023 (I)
- CC-9. Purchase Card Distributions for October 2023 (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. 2023 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 Adopt Resolution 16-2023 Amending Policy 5300.00-Maintenance of Water Meters and District Owned Water Services; and Adopt New Policy-10102.00 Social Media Usage and Content Moderation (A)

Recommendation:

Adopt Resolution 16-2023 amending District Operations Policy No. 5300.00; and Approve the New Proposed Policy 10102.00.

**PRESENTATIONS:**

None.

**PUBLIC HEARINGS:**

None.

**STUDY SESSION:**

None.

**BUSINESS:**

- B-1. Discussion and Possible Action to Approve the American River Terms for Ecosystem Support and Infrastructure Assistance Needs (ARTESIAN) Project Agreement with the Regional Water Authority

Recommendation:

Approve the ARTESIAN agreement with the Regional Water Authority and authorize the General Manager to execute the agreement.

**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 (Straus).
- D-8. RWA Legislative and Regulatory Affairs Update (Nunes/Scott).
- D-9. Customer Advisory Committee (Riehle/Moore).
- D-10. Other Reports.

**CLOSED SESSION:**

None.

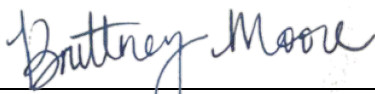
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November 20, 2024	6:30 PM	Regular Meeting
December 18, 2024	6:30 PM	Regular Meeting

**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.



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Brittney Moore, Chief Board Clerk

Dated: November 8, 2023

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS SPECIAL MEETING MINUTES  
October 16, 2023

The Special Meeting of the Board of Directors was called to order at 6:26 p.m. by President Riehle and roll was called. Present were:

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

Also Present:

Brittney Moore, Administrative Services Manager/Chief Board Clerk  
Hilary Straus, General Manager

Pat West, Facilitator

**PLEDGE OF ALLEGIANCE:**

President Riehle led the Pledge of Allegiance.

**PUBLIC COMMENT:**

None.

President Riehle adjourned the meeting to Closed Session at 6:27 p.m.

**CLOSED SESSION:**

CL-1. Pursuant to Government Section 54957:  
PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: General Manager

There was no reportable action.

President Riehle adjourned the meeting back to Open Session at 7:45 p.m.

**ADJOURNMENT:**

There being no other business to come before the Board, the meeting was adjourned at 7:45 p.m.

APPROVED:

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BRITTNEY C. MOORE  
Chief Board Clerk  
Citrus Heights Water District

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RAYMOND A. RIEHLE, President  
Board of Directors  
Citrus Heights Water District

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS SPECIAL MEETING MINUTES  
October 18, 2023

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

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

Also Present:

Steve Anderson, General Counsel  
Al Johnson, Strategic Advisor and Negotiator  
Annie Liu, Director of Administrative Services  
Brittney Moore, Administrative Services Manager/Chief Board Clerk  
Hilary Straus, General Manager

**PUBLIC COMMENT:**

None.

President Riehle 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):  
(1 case)

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

There was no reportable action from the Closed Session.

President Riehle adjourned the meeting back to Open Session at 6:43 p.m.

**ADJOURNMENT:**

There being no other business to come before the Board, the meeting was adjourned at 6:47 p.m.

APPROVED:

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BRITTNEY C. MOORE  
Chief Board Clerk  
Citrus Heights Water District

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RAYMOND A. RIEHLE, President  
Board of Directors  
Citrus Heights Water District

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING MINUTES  
October 18, 2023

The Regular Meeting of the Board of Directors was called to order at 6:47 p.m. by President Riehle and roll was called. Present were:

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

Also Present:

Brian Hensley, Water Resources Supervisor  
Timothy Katkanov, GIS/Engineering Technician  
Annie Liu, Director of Administrative Services  
Brittney Moore, Administrative Services Manager/Chief Board Clerk  
Jace Nunes, Management Analyst  
Melissa Pieri, Director of Engineering/ District Engineer  
Kayleigh Shepard, Management Analyst/Deputy Board Clerk  
Michael Shorter, Principal Accountant  
Hilary Straus, General Manager  
Hogai Zalmai, Senior Accountant

**VISITORS:**

Adrienne Beatty, Chief Executive Officer, ACWA JPIA  
Paul Dietrich, Customer  
Nick Spiers

**PLEDGE OF ALLEGIANCE:**

President Riehle led the Pledge of Allegiance.

**PUBLIC COMMENT:**

None.

**CONSENT CALENDAR:**

- CC-1a. Minutes of the Special Meeting – September 20, 2023 (A)
- CC-1b. Minutes of the Regular Meeting – September 20, 2023 (A)

**Recommendation:**

Approve the minutes of the September 20, 2023 Regular and Special Meetings.

- CC-2. Revenue Analysis Report for September 2023 (I)

- CC-3. Assessor/Collector's Roll Adjustment for September 2023 (I)
- CC-4. Treasurer's Report for September 2023 (I)
- CC-5. Treasurer's Report of Fund Balances for September 2023 (I)
- CC-6. Operating Budget Analysis for September 2023 (I)
- CC-7. Capital Projects Summary for September 2023 (I)
- CC-8. Warrants for September 2023 (I)
- CC-9. Purchase Card Distributions for September 2023 (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. 2023 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 an Agreement with Lund Construction Co. for the Patton Avenue Water Main Project (A)

Recommendation:

Accept the bid of LUND Construction Co. in the amount of \$598,631.00 and establish a contingency fund in the amount of \$59,863.10 (10%), for a total amount of \$658,494.10. Authorize the General Manager to execute an agreement with LUND Construction Co.

**ACTION:**

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

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

**PRESENTATIONS:**

- P-1. Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA) Update (I/D)

**PUBLIC HEARINGS:**

None.

**STUDY SESSION:**

- S-1. 2024 Miscellaneous Fees and Charges and Capacity Fees (A)

The Board provided consensus direction to staff concerning the draft Miscellaneous Fees, Charges and Capacity Fees for 2024.

**BUSINESS:**

None.

**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 (Straus).
- 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 8:40 p.m.

APPROVED:

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BRITTNEY C. MOORE  
Chief Board Clerk  
Citrus Heights Water District

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RAYMOND A. RIEHLE, President  
Board of Directors  
Citrus Heights Water District

CITRUS HEIGHTS WATER DISTRICT  
BOARD OF DIRECTORS SPECIAL MEETING MINUTES  
October 30, 2023

The Special Meeting of the Board of Directors was called to order at 6:03 p.m. by President Riehle. Present were:

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

Also Present:

Bryan Abaya, Principal Information Technology Analyst  
Steve Anderson, General Counsel  
Ashley Metzer, Senior Advisor  
Joshua Nelson, Assistant General Counsel  
Kayleigh Shepard, Management Analyst/Deputy Board Clerk  
Hilary Straus, General Manager

**PLEDGE OF ALLEGIANCE:**

President Riehle led the Pledge of Allegiance.

**PUBLIC COMMENT:**

None.

**BUSINESS:**

B-1. Customer Advisory Committee (CAC) Updates (A)

**ACTION:**

Director Sheehan moved and Vice President Wheaton seconded a motion to adopt Resolution 15-2023 Establishing a Customer Advisory Committee, approve the per diem for CAC residential alternate member participation, and appoint members and alternates to the CAC.

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

President Riehle adjourned the meeting to Closed Session at 6:18 p.m.

**CLOSED SESSION:**

CL-1. 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

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

There was no reportable action from the Closed Session.

President Riehle adjourned the meeting back to Open Session at 7:00 p.m.

**ADJOURNMENT:**

There being no other business to come before the Board, the meeting was adjourned at 7:00 p.m.

APPROVED:

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BRITTNEY C. MOORE  
Chief Board Clerk  
Citrus Heights Water District

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RAYMOND A. RIEHLE, President  
Board of Directors  
Citrus Heights Water District



## CITRUS HEIGHTS WATER DISTRICT

CC-02

Oct 2023

## REVENUE ANALYSIS

Outstanding Receivables

Aged Trial Balance					
Total	Current	31-90	91-150	>150	Unapplied Current
1,576,645	1,245,792	199,344	57,328	185,166	110,984

General Ledger Balance	Total
Outstanding A/R	1,644,623.06
Outstanding Liens	-
Outstanding Grants	0
A/R Other	
Less Unapplied Payments	(112,304)
Total	\$ 1,532,319

**CITRUS HEIGHTS WATER DISTRICT  
ASSESSOR/COLLECTOR'S ROLL ADJUSTMENTS FOR  
October 31, 2023**

CC-03

LID	CID	Charge Type	Trans.Date	Reason For Cancellation	Amount
3389	30683	DEFAULT	11/10/2014	Aged Pnlty	2.37
5441	4860	DEFAULT	2/6/2012	Aged Pnlty	5.55
1752	1570	NO CHARGE	3/22/2023	Unclaimed Refund	200.00
3866	28625	NO CHARGE	3/30/2023	Unclaimed Refund	53.75
4669	37272	NO CHARGE	3/23/2023	Unclaimed Refund	125.63
5093	38200	NO CHARGE	3/13/2023	Unclaimed Refund	30.71
10403	9197	NO CHARGE	4/3/2023	Unclaimed Refund	185.30
16838	14838	NO CHARGE	3/21/2023	Unclaimed refund	39.45
3455	3155	DEFAULT	9/18/2017	aged penalty	0.88
					<b>\$ 643.64</b>

November 15, 2023

To: Citrus Heights Water District Board of Directors

Re: Citrus Heights Water District Investment Portfolio Report for October 31, 2023

The attached Investment Report for October 31, 2023, 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 \$28,712,879 with \$11,068,014 under the management of the Local Agency Investment Fund, California Asset Management Program, Money Market Funds and BMO Bank.

Investments with original cost of \$17,644,865 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,

A handwritten signature in blue ink, appearing to read "Annie Y. Liu", is written over the text "Respectfully submitted,".

Annie Y. Liu

Director of Administrative Services/Treasurer

# **TREASURER'S REPORT TO THE BOARD OF DIRECTORS**

**For October 31, 2023**

## **Summary of Funds**

<b>Fund Name</b>	<b>Par Amount</b>	<b>Book Value</b>	<b>Original Cost</b>	<b>Market Value</b>
BMO Checking Plus Money Market Funds	3,316,276	3,316,276	3,316,276	3,316,276
Local Agency Investment Fund (LAIF)	2,166,121	2,166,121	2,166,121	2,166,121
California Asset Management Program (CAMP)	5,585,618	5,585,618	5,585,618	5,585,618
CHWD Investment CORE	18,151,652	17,707,929	17,644,865	17,524,761
<b>Total</b>	<b>29,219,666</b>	<b>28,775,943</b>	<b>28,712,879</b>	<b>28,592,775</b>

**TREASURER'S REPORT TO THE BOARD OF DIRECTORS****For October, 2023****Funds Reconciliation**


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<b>BMO Beginning Balance 10/1/2023</b>		<b>\$3,263,856</b>
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**RECEIPTS/TRANSFERS:**

Receipts	1,757,078	
		<u>1,757,078</u>

**DISBURSEMENTS/TRANSFERS:**

Checks Issued / ACH Payments	1,344,975	
Returned Checks	14,623	
Payroll	345,060	
		<u>1,704,658</u>
		<u>52,420</u>

**Balance Per Bank 10/31/2023****3,316,276**

Outstanding Checks		(166,097)
Deposit in Transit		<u>145,838</u>

**Balance Per Books 10/31/2023****\$3,296,017****RECONCILEMENT:**

BMO Checking Plus Money Market Funds	\$3,316,276
BMO Checking	\$0
CAMP Pool Account	\$5,585,618
Local Agency Investment Fund	2,166,121

**TOTAL LIQUIDY BALANCE****\$11,068,014****CASH & INVESTMENT SUMMARY:**

CHWD-Liquidity	11,068,014
CHWD-Investment Core	<u>17,644,865</u>
<b>Total</b>	<b><u>28,712,879</u></b>

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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.




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**ANNIE Y. LIU**  
Treasurer




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**HILARY M. STRAUS**  
Secretary

**Signed: 11/15/2023**



# Monthly Investment Report Citrus Heights Water District

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October 31, 2023

Total Aggregate Portfolio

## Citrus Heights Water District | Total Aggregate Portfolio

### Month End Commentary - October 2023

Longer-term yields inched higher in October while shorter-dated rates were largely unchanged as the Federal Reserve remained on hold while incoming data continued to show a solid underlying economy. Risk assets stabilized after a difficult September with the S&P 500 advancing by 1.34% while credit and agency spreads ended the month modestly higher.

The domestic economy continues to chug along at a solid pace with a resilient consumer offsetting weakness in housing and manufacturing. Third quarter GDP came in at 4.9% led by a sizeable rebound in consumption, which advanced at a steamy 4% annualized rate, while private fixed investment came in below trend at a 0.8% pace showing signs of tight monetary policy. Stripping out the noise around trade and inventory changes, final sales to domestic purchasers advanced 3.3%, which is well above the 2%-2.5% that is widely believed to be our sustainable trend rate. While the economy remains robust, price pressures continue to abate with year-over-year CPI at 3.7%, well below the 9.1% high seen a year ago, while measures excluding housing show inflation back near the upper end of the Fed's target range of 2%. We continue to expect inflation to moderate in the coming months, especially as lagged housing data enters the series.

The Federal Reserve stayed on pause again at the end of their November 1st meeting. Market pricing places low odds they will move again with a 15% chance of one last hike in the cycle before we start talking about rate cuts. We think they are done. Supporting this view was a cooler read on labor markets with a more tepid jobs report for October showing an economy that added 150 thousand jobs and downward revisions to prior months. Wage growth also showed signs of moderating with both average hourly earnings and the employment cost index showing annual wage gains of around 4%.

We grow in conviction on our desire to be long duration compared to strategic targets as we see the Fed as done with their cycle and believe their current stance to be too tight for the economy to handle going forward. We remain neutral in corporate credit and see good value in the agency market where spreads are attractive.

### Treasury Curve Total Returns Last 12 Months

Treasuries	Total Return
3 month bill	4.77%
1 year note	4.07%
2 year note	2.03%
3 year note	2.09%
5 year note	0.47%

### Treasury Benchmark Total Returns In Month

Benchmark	Period Return	YTM	Duration (Years)
ICE BAML 90 Day Bill	0.45%	5.45%	0.22
ICE BAML 0-1 Year Treasury	0.44%	5.51%	0.49
ICE BAML 0-3 Year Treasury	0.38%	5.26%	1.35
ICE BAML 0-5 Year Treasury	0.19%	5.15%	2.06

### Changes In The Treasury Market (Absolute Yield Levels)

Treasuries	10/31/2022	08/31/2023	09/30/2023	10/31/2023	1 Month Change	12 Month Change
3 month bill	4.06%	5.44%	5.45%	5.46%	0.02%	1.41%
6 month bill	4.54%	5.50%	5.54%	5.57%	0.03%	1.03%
2 year note	4.48%	4.86%	5.04%	5.09%	0.04%	0.61%
3 year note	4.44%	4.55%	4.80%	4.93%	0.13%	0.49%
5 year note	4.23%	4.25%	4.61%	4.85%	0.25%	0.63%
10 year note	4.05%	4.11%	4.57%	4.93%	0.36%	0.88%

# Compliance Report

Citrus Heights Water District | Total Aggregate Portfolio

## Category

Policy Diversification Constraint	Policy Limit	Actual Value*	Status
US Treasury Obligations Maximum % of Holdings	100.000	17.591	Compliant
US Agency Securities Maximum % holdings	100.000	23.947	Compliant
Supranationals - Issuer is IADB, IBRD, or IFC	0.000	0.000	Compliant
Supranationals Maximum % of Holdings (NM only)	30.000	0.000	Compliant
Municipal Bonds - Other States Outside of CA	25.000	1.234	Compliant
Municipal Bonds - Other States Outside of CA Issuer Concentration	10.000	1.234	Compliant
Municipal Bonds - State of California	25.000	0.507	Compliant
Municipal Bonds - State of California Issuer Concentration	10.000	0.507	Compliant
Municipal Bonds CA Entities Issuer Concentration	10.000	0.755	Compliant
Municipal Bonds CA Entities Max. % of Holdings	30.000	2.999	Compliant
Mortgages, CMOs and Asset Backed Securities Maximum % of Holdings	20.000	5.763	Compliant
Corporate Notes & Commercial Paper Single Issuer %	10.000	1.383	Compliant
Corporate Notes Maximum % of Holdings	30.000	9.718	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	11.598	Violating
Money Market Maximum % of Holdings	20.000	11.635	Compliant
LGIP Maximum % of Holdings	100.000	7.576	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

## 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	4.937	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	0.000	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

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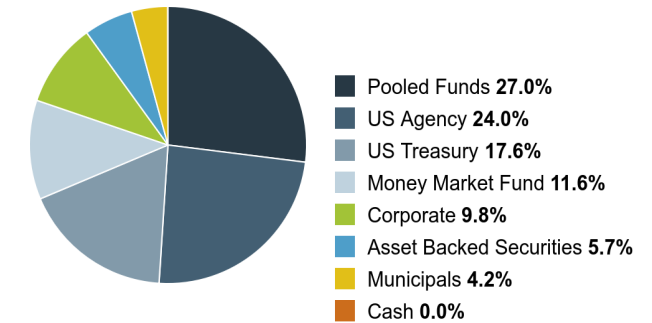
# Summary Overview

Citrus Heights Water District | Total Aggregate Portfolio

## Portfolio Characteristics

Metric	Value
Cash and Cash Equivalents	11,079,033.27
Investments	17,648,295.35
Book Yield	5.01%
Market Yield	5.23%
Effective Duration	1.25
Years to Maturity	1.47
Avg Credit Rating	AAA

## Allocation by Asset Class



## 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	18,151,652.26	17,707,928.81	17,644,864.94	17,524,761.09	(183,167.72)	134,553.38	4.99%	2.03	2.06	ICE BofA 0-5 Year US Treasury Index
CHWD-Liquidity	11,068,014.17	11,068,014.14	11,068,014.14	11,068,014.14	0.00	0.00	5.04%	0.01	0.08	ICE BofA US 1-Month Treasury Bill Index
<b>Total</b>	<b>29,219,666.43</b>	<b>28,775,942.95</b>	<b>28,712,879.08</b>	<b>28,592,775.23</b>	<b>(183,167.72)</b>	<b>134,553.38</b>	<b>5.01%</b>	<b>1.25</b>		

# Portfolio Activity

Citrus Heights Water District | Total Aggregate Portfolio



October 31, 2023

## Accrual Activity Summary

	Month to Date	Inception Date (01/01/2023)
Beginning Book Value	28,636,098.91	0.00
Maturities/Calls	(400,000.00)	(9,450,000.00)
Purchases	981,468.75	27,034,169.66
Sales	0.00	0.00
Change in Cash, Payables, Receivables	(450,132.40)	11,079,032.97
Amortization/Accretion	21,378.61	127,106.88
Realized Gain (Loss)	0.00	0.30
Ending Book Value	28,775,942.95	28,775,942.95

## Fair Market Activity Summary

	Month to Date	Inception Date (01/01/2023)
Beginning Market Value	28,500,832.58	0.00
Maturities/Calls	(400,000.00)	(9,450,000.00)
Purchases	981,468.75	27,034,169.66
Sales	0.00	0.00
Change in Cash, Payables, Receivables	(450,132.40)	11,079,032.97
Amortization/Accretion	21,378.61	127,106.88
Change in Net Unrealized Gain (Loss)	(47,901.39)	(183,167.72)
Net Realized Gain (Loss)	0.00	0.30
Ending Market Value	28,592,775.23	28,592,775.23

Maturities/Calls	Market Value
Month to Date	(400,000.00)
Inception Date	(9,450,000.00)

Purchases	Market Value
Month to Date	981,468.75
Inception Date	27,034,169.66

Sales	Market Value
Month to Date	0.00
Inception Date	0.00

# Return Management-Income Detail

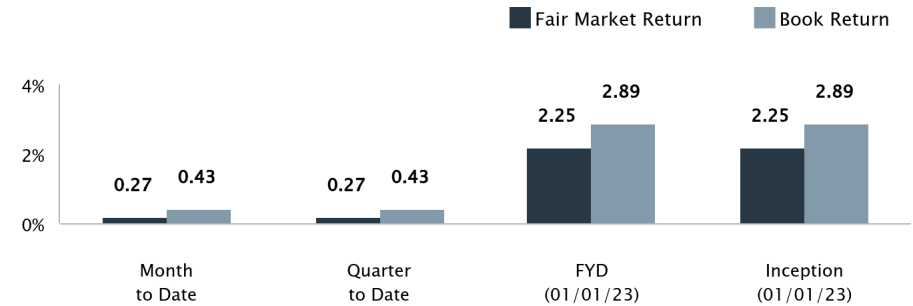
Citrus Heights Water District | Total Aggregate Portfolio

## Accrued Book Return

	Month to Date	Inception Date (01/01/2023)
Amortization/Accretion	21,378.61	127,106.88
Interest Earned	103,027.23	652,171.91
Realized Gain (Loss)	0.00	0.30
Book Income	124,405.84	779,279.09
Average Portfolio Balance	28,436,654.20	26,979,405.70
Book Return for Period	0.43%	2.89%

## Return Comparisons

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



## Fair Market Return

	Month to Date	Inception Date (01/01/2023)
Market Value Change	(69,279.99)	(310,274.60)
Amortization/Accretion	21,378.61	127,106.88
Interest Earned	103,027.23	652,171.91
Fair Market Earned Income	55,125.84	469,004.19
Average Portfolio Balance	28,436,654.20	26,979,405.70
Fair Market Return for Period	0.27%	2.25%

## Interest Income

	Month to Date	Inception Date (01/01/2023)
Beginning Accrued Interest	103,900.59	0.00
Coupons Paid	96,734.32	611,427.35
Purchased Accrued Interest	10,717.20	93,808.82
Sold Accrued Interest	0.00	0.00
Ending Accrued Interest	134,553.38	134,553.38
Interest Earned	103,027.23	652,171.91

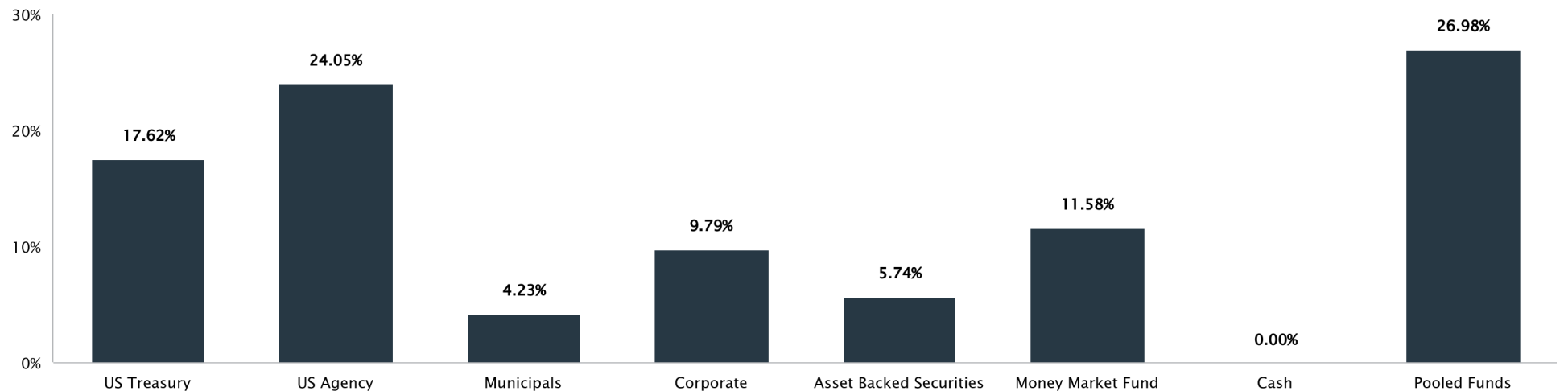
# Security Type Distribution

Citrus Heights Water District | Total Aggregate Portfolio

## Security Type Distribution

Security Type	Par Amount	Book Yield	Market Value + Accrued	% of Market Value + Accrued
US Treasury	5,225,000.00	5.01%	5,061,235.83	17.62%
US Agency	6,975,000.00	4.82%	6,908,332.05	24.05%
Municipals	1,380,000.00	4.68%	1,215,356.40	4.23%
Corporate	2,850,000.00	5.21%	2,813,408.92	9.79%
Asset Backed Securities	1,710,633.13	5.53%	1,649,962.15	5.74%
Money Market Fund	3,326,806.08	5.14%	3,326,806.05	11.58%
Cash	489.05	0.00%	489.05	0.00%
Pooled Funds	7,751,738.17	4.99%	7,751,738.17	26.98%
<b>Total</b>	<b>29,219,666.43</b>	<b>5.01%</b>	<b>28,727,328.62</b>	<b>100.00%</b>

## Security Type Distribution



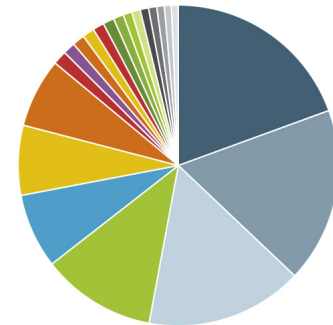
# Risk Management-Credit/Issuer

Citrus Heights Water District | Total Aggregate Portfolio

## Credit Rating S&P/Moody's/Fitch

	Market Value + Accrued	%
<b>S&amp;P</b>		
A	1,123,220.97	3.91
A+	1,109,768.00	3.86
A-	289,151.20	1.01
A-1+	496,320.00	1.73
AA	466,574.51	1.62
AA+	12,044,290.21	41.93
AAA	1,480,169.92	5.15
AAAm	3,326,806.05	11.58
NA	8,391,027.76	29.21
<b>Moody's</b>		
A1	1,468,802.69	5.11
A2	447,661.92	1.56
Aa1	746,422.45	2.60
Aa2	922,552.56	3.21
Aa3	251,605.61	0.88
Aaa	16,053,305.00	55.88
NA	8,340,658.39	29.03
P-1	496,320.00	1.73
<b>Fitch</b>		
A+	1,054,549.71	3.67
AA	4,240,201.80	14.76
AA+	11,072,384.21	38.54
AA-	1,364,273.98	4.75
AAA	1,239,228.95	4.31
F1+	897,183.67	3.12
NA	8,859,506.32	30.84
<b>Total</b>	<b>28,727,328.62</b>	<b>100.00</b>

## Issuer Concentration



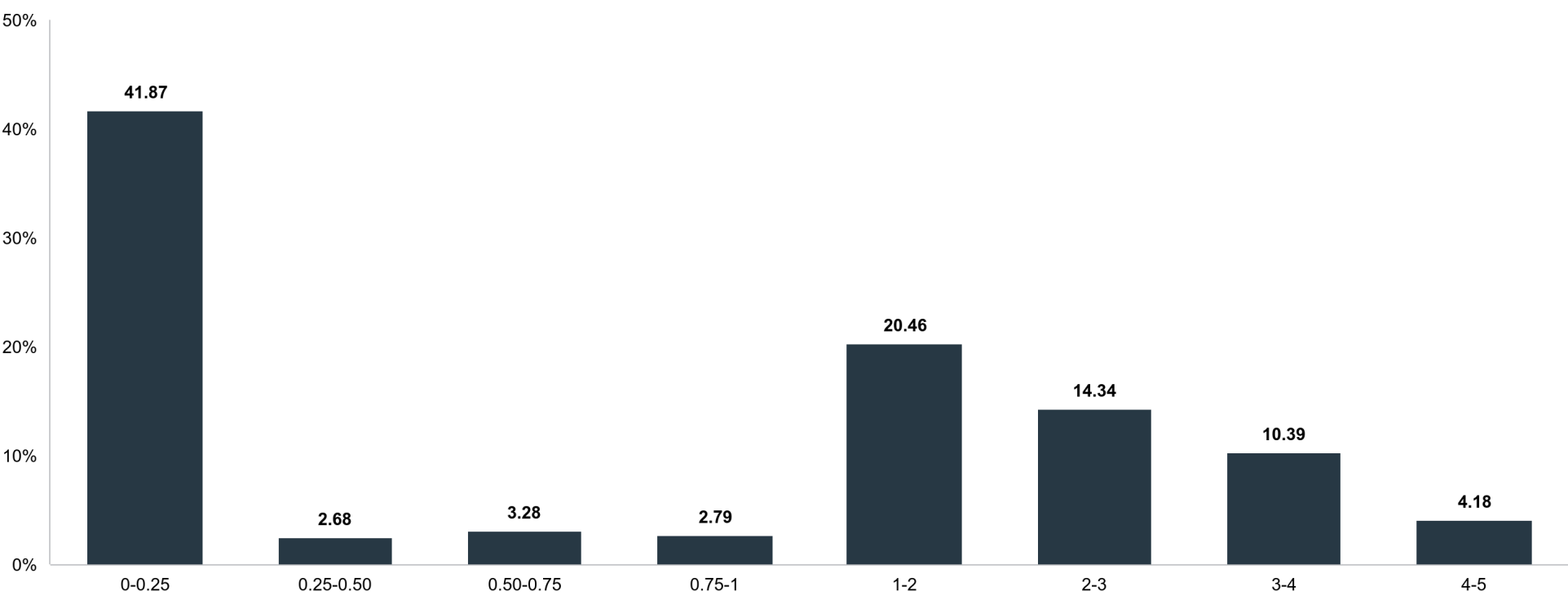
California Asset Management Program	19.4%
United States	17.6%
Farm Credit System	15.9%
Money Market Obligations Trust - Federated Government Obligations Fund	11.5%
CALIFORNIA LAIF	7.5%
Federal Home Loan Banks	7.0%
Other	7.0%
Bank of America Corporation	1.4%
Toyota Motor Corporation	1.2%
State of Hawaii	1.2%
The Toronto-Dominion Bank	1.2%
Federal National Mortgage Association	1.1%
Royal Bank of Canada	1.1%
Deere & Company	1.0%
Citigroup Inc.	0.9%
Wells Fargo & Company	0.9%
CNH Equipment Trust 2022-B	0.8%
Ford Credit Auto Owner Trust 2020-C	0.8%
San Ramon Valley Unified School District	0.8%
Toyota Auto Receivables 2022-A Owner Trust	0.7%
Capital One Multi-Asset Execution Trust, Series 2022-3	0.7%

# Risk Management-Maturity/Duration

Citrus Heights Water District | Total Aggregate Portfolio

1.25 Yrs	Effective Duration	1.47 Yrs	Years to Maturity	535	Days to Maturity
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Distribution by Effective Duration



# Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio

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
CAL_LGIP	2,166,120.54	CALIFORNIA LAIF	3.534%	10/31/2023		2,166,120.54	0.00	2,166,120.54	3.53%	3.53%	7.54	0.01	0.01	NA NA NA
CHWD_CAMP	5,585,617.63	California Asset Management Program	5.560%	10/31/2023		5,585,617.63	0.00	5,585,617.63	5.56%	5.56%	19.44	0.01	0.01	NA NA NA
60934N104	3,316,276.00	FEDERATED HRMS GV O INST	5.210%	10/31/2023		3,316,275.97	0.00	3,316,275.97	5.14%	5.14%	11.54	0.00	0.00	AAAm Aaa AA
31846V203	10,530.08	FIRST AMER:GVT OBLG Y	4.960%	10/31/2023		10,530.08	0.00	10,530.08	4.97%	4.97%	0.04	0.00	0.00	AAAm Aaa AAA
CCYUSD	489.05	Receivable	0.000%	10/31/2023		489.05	0.00	489.05	0.00%	0.00%	0.00	0.00	0.00	AAA Aaa AAA
912797FV4	500,000.00	UNITED STATES TREASURY	0.000%	12/21/2023		496,320.00	0.00	496,320.00	5.41%	5.32%	1.73	0.14	0.14	A-1+ P-1 F1+
91282CDV0	400,000.00	UNITED STATES TREASURY	0.875%	01/31/2024		395,532.00	884.51	396,416.51	5.34%	5.39%	1.38	0.25	0.25	AA+ Aaa AA+
3130ATUQ8	375,000.00	FEDERAL HOME LOAN BANKS	4.750%	03/08/2024		374,013.75	2,622.40	376,636.15	5.45%	5.47%	1.31	0.35	0.35	AA+ Aaa AA+
9128286R6	400,000.00	UNITED STATES TREASURY	2.250%	04/30/2024		393,608.00	24.73	393,632.73	5.35%	5.53%	1.37	0.50	0.49	AA+ Aaa AA+
9128286Z8	400,000.00	UNITED STATES TREASURY	1.750%	06/30/2024		390,236.00	2,358.70	392,594.70	5.31%	5.53%	1.37	0.67	0.64	AA+ Aaa AA+
91282CFA4	350,000.00	UNITED STATES TREASURY	3.000%	07/31/2024		343,616.00	2,653.53	346,269.53	5.53%	5.51%	1.21	0.75	0.72	AA+ Aaa AA+
3133EPDE2	400,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	5.375%	09/09/2024		399,736.00	3,105.56	402,841.56	5.28%	5.45%	1.40	0.86	0.82	AA+ Aaa AA+
3133EPVK8	400,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	5.250%	10/02/2024		399,172.00	1,691.67	400,863.67	5.44%	5.48%	1.40	0.92	0.88	AA+ Aaa F1+
91282CFX4	450,000.00	UNITED STATES TREASURY	4.500%	11/30/2024		445,554.00	8,520.49	454,074.49	5.41%	5.45%	1.58	1.08	1.02	AA+ Aaa AA+



# Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio

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		347,014.50	6,205.21	353,219.71	5.14%	5.42%	1.23	1.12	1.05	AA+ Aaa AA+
91282CDS7	400,000.00	UNITED STATES TREASURY	1.125%	01/15/2025		380,516.00	1,332.88	381,848.88	5.33%	5.35%	1.33	1.21	1.17	AA+ Aaa AA+
3130AV7L0	300,000.00	FEDERAL HOME LOAN BANKS	5.000%	02/28/2025		298,563.00	2,625.00	301,188.00	4.98%	5.37%	1.05	1.33	1.25	AA+ Aaa AA+
3130AUZC1	350,000.00	FEDERAL HOME LOAN BANKS	4.625%	03/14/2025		346,605.00	2,113.37	348,718.37	5.08%	5.36%	1.21	1.37	1.30	AA+ Aaa AA+
3135G03U5	350,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.625%	04/22/2025		327,281.50	54.69	327,336.19	5.09%	5.26%	1.14	1.47	1.43	AA+ Aaa AA+
912828XB1	400,000.00	UNITED STATES TREASURY	2.125%	05/15/2025		381,876.00	3,926.63	385,802.63	5.17%	5.22%	1.34	1.54	1.47	AA+ Aaa AA+
3133EPNB7	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.625%	06/20/2025		296,922.00	5,048.96	301,970.96	4.83%	5.28%	1.05	1.64	1.53	AA+ Aaa AA+
3133EPRS6	350,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.875%	07/28/2025		347,959.50	4,407.81	352,367.31	5.10%	5.22%	1.23	1.74	1.63	AA+ Aaa AA+
06428CAC8	250,000.00	BANK OF AMERICA NA	5.650%	08/18/2025	07/18/2025	249,262.50	2,864.24	252,126.74	5.66%	5.82%	0.88	1.80	1.61	A+ Aa1 AA
89236TKZ7	200,000.00	TOYOTA MOTOR CREDIT CORP	5.600%	09/11/2025		200,262.00	1,555.56	201,817.56	5.47%	5.52%	0.70	1.86	1.73	A+ A1 A+
91282CFK2	300,000.00	UNITED STATES TREASURY	3.500%	09/15/2025		291,375.00	1,355.77	292,730.77	4.65%	5.13%	1.02	1.87	1.78	AA+ Aaa AA+
17325FBA5	250,000.00	CITIBANK NA	5.864%	09/29/2025	08/29/2025	250,302.50	1,303.11	251,605.61	5.90%	5.79%	0.88	1.91	1.71	A+ Aa3 A+
14041NGB1	200,000.00	COMET 2022-3 A	4.950%	10/15/2025		197,362.00	440.00	197,802.00	5.20%	5.72%	0.69	1.96	1.81	AAA NA AAA
3133EPMB8	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.125%	12/08/2025		293,742.00	4,915.62	298,657.62	4.62%	5.18%	1.04	2.10	1.95	AA+ Aaa AA+

# Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio

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
89115A2K7	200,000.00	TORONTO-DOMINION BANK	5.103%	01/09/2026		196,990.00	3,175.20	200,165.20	5.39%	5.84%	0.70	2.19	2.01	A A1 AA-
91282CGL9	350,000.00	UNITED STATES TREASURY	4.000%	02/15/2026		342,398.00	2,967.39	345,365.39	4.70%	5.01%	1.20	2.29	2.14	AA+ Aaa AA+
3133EPNV3	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.375%	03/30/2026		295,338.00	1,130.21	296,468.21	4.50%	5.06%	1.03	2.41	2.25	AA+ Aaa AA+
3133EPPR0	400,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.625%	04/10/2026		395,732.00	1,079.17	396,811.17	4.72%	5.09%	1.38	2.44	2.27	AA+ Aaa AA+
14913UAA8	150,000.00	CATERPILLAR FINANCIAL SERVICES CORP	4.350%	05/15/2026		146,383.50	3,008.75	149,392.25	4.78%	5.38%	0.52	2.54	2.32	A A2 A+
3133EPUD5	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.750%	05/28/2026		297,432.00	2,493.75	299,925.75	4.86%	5.11%	1.04	2.57	2.37	AA+ Aaa AA+
24422EWX3	150,000.00	JOHN DEERE CAPITAL CORP	4.750%	06/08/2026		147,763.50	2,830.21	150,593.71	4.75%	5.37%	0.52	2.60	2.37	A A2 A+
89239KAC5	210,633.13	TAOT 2022-AA3	1.230%	06/15/2026		203,640.11	115.15	203,755.26	6.07%	5.87%	0.71	2.62	0.71	NA Aaa AAA
3133EPNG6	300,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.375%	06/23/2026		295,050.00	4,666.67	299,716.67	4.41%	5.05%	1.04	2.64	2.43	AA+ Aaa AA+
3133EPQC2	250,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.625%	07/17/2026		247,047.50	3,340.28	250,387.78	4.68%	5.09%	0.87	2.71	2.48	AA+ Aaa AA+
78016FZZ0	150,000.00	ROYAL BANK OF CANADA	5.200%	07/20/2026		147,555.00	2,188.33	149,743.33	5.30%	5.85%	0.52	2.72	2.46	A A1 AA-
06051GLA5	150,000.00	BANK OF AMERICA CORP	4.827%	07/22/2026	07/22/2025	146,169.00	1,991.14	148,160.14	5.36%	6.41%	0.52	2.72	1.60	A- A1 AA-
797272RN3	145,000.00	SAN DIEGO CALIF CMNTY COLLEGE DIST	1.445%	08/01/2026		131,077.10	523.81	131,600.91	4.72%	5.24%	0.46	2.75	2.62	AAA Aa1 NA
94988J6D4	250,000.00	WELLS FARGO BANK NA	5.450%	08/07/2026	07/07/2026	247,650.00	3,103.47	250,753.47	5.46%	5.82%	0.87	2.77	2.46	A+ Aa2 AA-

# Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio

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
3133EPSW6	350,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.500%	08/14/2026		345,695.00	3,368.75	349,063.75	4.53%	4.98%	1.22	2.79	2.56	AA+ Aaa AA+
34533YAE0	250,000.00	FORDO 2020-C A4	0.510%	08/15/2026		236,815.00	56.67	236,871.67	5.46%	5.63%	0.82	2.79	1.04	AAA Aaa NA
3130AWTQ3	350,000.00	FEDERAL HOME LOAN BANKS	4.625%	09/11/2026		346,668.00	3,911.98	350,579.98	4.81%	4.98%	1.22	2.86	2.62	AA+ Aaa AA+
78016EZZ3	200,000.00	ROYAL BANK OF CANADA	1.400%	11/02/2026		175,624.00	1,392.22	177,016.22	5.11%	5.89%	0.62	3.01	2.84	A A1 AA-
13067WRD6	165,000.00	CALIFORNIA ST DEPT WTR RES CENT VY PROJ REV	0.920%	12/01/2026		145,054.80	632.50	145,687.30	5.03%	5.22%	0.51	3.08	2.95	AAA Aa1 NA
912828Z78	375,000.00	UNITED STATES TREASURY	1.500%	01/31/2027		337,237.50	1,421.54	338,659.04	4.44%	4.89%	1.18	3.25	3.09	AA+ Aaa AA+
3133ENV9D	350,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	2.875%	04/26/2027		325,997.00	139.76	326,136.76	4.52%	5.04%	1.14	3.48	3.25	AA+ Aaa AA+
91412HFP3	200,000.00	UNIVERSITY CALIF REVS	1.366%	05/15/2027		174,046.00	1,259.76	175,305.76	4.47%	5.45%	0.61	3.54	3.34	AA Aa2 AA
02582JJT8	200,000.00	AMXCA 2022-2 A	3.390%	05/17/2027		193,066.00	301.33	193,367.33	5.48%	5.81%	0.67	3.54	1.46	AAA NA AAA
254683CS2	200,000.00	DCENT 2022-2 A	3.320%	05/17/2027		192,862.00	295.11	193,157.11	5.80%	5.81%	0.67	3.54	1.46	NA Aaa AAA
91282CEW7	300,000.00	UNITED STATES TREASURY	3.250%	06/30/2027		283,770.00	3,285.33	287,055.33	4.19%	4.88%	1.00	3.66	3.36	AA+ Aaa AA+
7994082A6	250,000.00	SAN RAMON VALLEY CALIF UNI SCH DIST	1.184%	08/01/2027		216,267.50	740.00	217,007.50	4.69%	5.19%	0.76	3.75	3.57	AA+ Aa1 NA
799038NS9	220,000.00	SAN MATEO CNTY CALIF CMNTY COLLEGE DIST	1.467%	09/01/2027		191,182.20	537.90	191,720.10	4.77%	5.29%	0.67	3.84	3.63	AAA Aaa NA
65480BAD9	200,000.00	NAROT 2021-AA4	0.570%	09/15/2027		184,830.00	50.67	184,880.67	5.49%	5.43%	0.64	3.87	1.60	AAA Aaa NA

# Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio

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
91282CFM8	300,000.00	UNITED STATES TREASURY	4.125%	09/30/2027		291,996.00	1,081.97	293,077.97	4.16%	4.88%	1.02	3.91	3.55	AA+ Aaa AA+
419792DB9	200,000.00	HAWAII ST	3.350%	10/01/2027	10/01/2025	186,802.00	558.33	187,360.33	4.51%	5.23%	0.65	3.92	3.56	AA+ Aa2 AA
89236TKL8	150,000.00	TOYOTA MOTOR CREDIT CORP	5.450%	11/10/2027		149,581.50	3,883.12	153,464.62	4.85%	5.53%	0.53	4.03	3.48	A+ A1 A+
12663JAC5	250,000.00	CNH 2022-B A3	3.890%	11/15/2027		241,945.00	432.22	242,377.22	5.49%	5.93%	0.84	4.04	1.61	NA Aaa AAA
023135CP9	150,000.00	AMAZON.COM INC	4.550%	12/01/2027	11/01/2027	145,966.50	2,843.75	148,810.25	4.62%	5.29%	0.52	4.08	3.57	AA A1 AA-
142921AD7	200,000.00	CARMX 2032-2 A3	5.050%	01/18/2028		197,302.00	448.89	197,750.89	5.26%	5.76%	0.69	4.22	2.05	AAA NA AAA
24422EWR6	150,000.00	JOHN DEERE CAPITAL CORP	4.750%	01/20/2028		145,677.00	1,998.96	147,675.96	4.73%	5.52%	0.51	4.22	3.71	A A2 A+
3133EPAV7	250,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	3.875%	02/14/2028		238,730.00	2,072.05	240,802.05	4.15%	5.06%	0.84	4.29	3.85	AA+ Aaa AA+
931142FB4	150,000.00	WALMART INC	3.900%	04/15/2028	03/15/2028	142,198.50	260.00	142,458.50	4.35%	5.22%	0.50	4.46	4.00	AA Aa2 AA
46647PDA1	150,000.00	JPMORGAN CHASE & CO	4.323%	04/26/2028	04/26/2027	140,901.00	90.06	140,991.06	5.12%	6.29%	0.49	4.49	3.16	A- A1 AA-
91282CCE9	300,000.00	UNITED STATES TREASURY	1.250%	05/31/2028		255,810.00	1,577.87	257,387.87	4.08%	4.88%	0.90	4.58	4.32	AA+ Aaa AA+
3130AWN63	300,000.00	FEDERAL HOME LOAN BANKS	4.000%	06/30/2028		286,917.00	3,566.67	290,483.67	4.08%	5.06%	1.01	4.67	4.13	AA+ Aaa AA+
89115A2U5	150,000.00	TORONTO-DOMINION BANK	5.523%	07/17/2028		146,241.00	2,393.30	148,634.30	5.34%	6.14%	0.52	4.71	4.02	A A1 AA-
419792YT7	200,000.00	HAWAII ST	1.145%	08/01/2028		166,102.00	572.50	166,674.50	4.62%	5.22%	0.58	4.75	4.49	AA+ Aa2 AA

# Holdings by Maturity & Ratings

Citrus Heights Water District | Total Aggregate Portfolio

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
3133EPUN3	350,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.500%	08/28/2028		341,400.50	2,756.25	344,156.75	4.33%	5.08%	1.20	4.83	4.24	AA+ Aaa AA+
<b>Total</b>	<b>29,219,666.43</b>		<b>4.114%</b>			<b>28,592,775.23</b>	<b>134,553.38</b>	<b>28,727,328.62</b>	<b>5.01%</b>	<b>5.23%</b>	<b>100.00</b>	<b>1.47</b>	<b>1.25</b>	

# Transactions

Citrus Heights Water District | Total Aggregate Portfolio

Cusip	Security	Trade Date	Settlement Date	Coupon Payment	Price	Par Amount	Principal Amount	Accrued Amount	Total Amount	Broker
<b>Buy</b>										
254683CS2	DCENT-222-A	10/03/2023	10/05/2023	0.00	96.38	200,000.00	192,750.00	368.89	193,118.89	JP MORGAN
91282CFA4	US TREASURY 3.000 07/31/24	10/03/2023	10/05/2023	0.00	97.99	350,000.00	342,972.66	1,883.15	344,855.81	BMO-CHICAGO BRANCH
31846V203	FIRST AMER:GVT OBLG;Y	10/16/2023	10/16/2023	0.00	1.00	42,564.11	42,564.11	0.00	42,564.11	Direct
91282CFX4	US TREASURY 4.500 11/30/24	10/26/2023	10/31/2023	0.00	99.05	450,000.00	445,746.09	8,465.16	454,211.25	BMO-CHICAGO BRANCH
60934N104	FEDERATED HRMS GV O;INST	10/02/2023	10/02/2023	0.00	1.00	3,316,276.00	3,316,275.97	0.00	3,316,275.97	Direct
CAL_LGIP	CALIFORNIA LAIF	10/31/2023	10/31/2023	0.00	1.00	19,194.03	19,194.03	0.00	19,194.03	Direct
CHWD_CAMP	California Asset Management Program	10/31/2023	10/31/2023	0.00	1.00	26,237.56	26,237.56	0.00	26,237.56	Direct
<b>Total</b>				<b>0.00</b>		<b>4,404,271.70</b>	<b>4,385,740.42</b>	<b>10,717.20</b>	<b>4,396,457.62</b>	
<b>Sell</b>										
31846V203	FIRST AMER:GVT OBLG;Y	10/06/2023	10/06/2023	0.00	1.00	827,348.71	827,348.71	0.00	827,348.71	Direct
CHWD_BMO_MMF	BMO Money Market Fund	10/01/2023	10/01/2023	0.00	1.00	3,263,856.40	3,263,856.40	0.00	3,263,856.40	Direct
<b>Total</b>				<b>0.00</b>		<b>4,091,205.11</b>	<b>4,091,205.11</b>	<b>0.00</b>	<b>4,091,205.11</b>	
<b>Maturity</b>										
91282CDD0	US TREASURY 0.375 10/31/23 MATD	10/31/2023	10/31/2023	0.00	100.00	400,000.00	400,000.00	0.00	400,000.00	
<b>Total</b>				<b>0.00</b>		<b>400,000.00</b>	<b>400,000.00</b>	<b>0.00</b>	<b>400,000.00</b>	
<b>Coupon</b>										
419792DB9	HAWAII ST 3.350 10/01/27 '25	10/01/2023	10/01/2023	3,350.00		0.00	0.00	0.00	3,350.00	
3133EPVK8	FEDERAL FARM 5.250 10/02/24	10/02/2023	10/02/2023	1,458.33		0.00	(0.00)	0.00	1,458.33	
3133EPPR0	FEDERAL FARM 4.625 04/10/26	10/10/2023	10/10/2023	4,625.00		0.00	0.00	0.00	4,625.00	
34533YAE0	FCAOT-20C-A4	10/15/2023	10/15/2023	106.25		0.00	0.00	0.00	106.25	
65480BAD9	NART-21A-A4	10/15/2023	10/15/2023	95.00		0.00	0.00	0.00	95.00	
89239KAC5	TART-22A-A3	10/15/2023	10/15/2023	229.09		0.00	(0.00)	0.00	229.09	
02582JJT8	AXCMT-222-A	10/15/2023	10/15/2023	565.00		0.00	0.00	0.00	565.00	
12663JAC5	CNHET-22B-A3	10/15/2023	10/15/2023	810.42		0.00	0.00	0.00	810.42	
14041NGB1	COMET-223-A	10/15/2023	10/15/2023	825.00		0.00	0.00	0.00	825.00	
931142FB4	WALMART 3.900 04/15/28 '28	10/15/2023	10/15/2023	2,876.25		0.00	0.00	0.00	2,876.25	
142921AD7	CARMAX-232-A3	10/15/2023	10/15/2023	841.67		0.00	0.00	0.00	841.67	
254683CS2	DCENT-222-A	10/15/2023	10/15/2023	553.33		0.00	(0.00)	0.00	553.33	

# Transactions

Citrus Heights Water District | Total Aggregate Portfolio

Cusip	Security	Trade Date	Settlement Date	Coupon Payment	Price	Par Amount	Principal Amount	Accrued Amount	Total Amount	Broker
3135G03U5	FANNIE MAE 0.625 04/22/25	10/22/2023	10/22/2023	1,093.75		0.00	0.00	0.00	1,093.75	
46647PDA1	JP MORGAN 4.323 04/26/28 '27 FRN	10/26/2023	10/26/2023	3,242.25		0.00	0.00	0.00	3,242.25	
3133ENV9	FEDERAL FARM 2.875 04/26/27	10/26/2023	10/26/2023	5,031.25		0.00	0.00	0.00	5,031.25	
9128286R6	US TREASURY 2.250 04/30/24	10/31/2023	10/31/2023	4,500.00		0.00	0.00	0.00	4,500.00	
91282CDD0	US TREASURY 0.375 10/31/23 MATD	10/31/2023	10/31/2023	750.00		0.00	0.00	0.00	750.00	
<b>Total</b>				<b>30,952.59</b>		<b>0.00</b>	<b>(0.00)</b>	<b>0.00</b>	<b>30,952.59</b>	
<b>Custody Fee</b>										
CCYUSD	US DOLLAR	10/25/2023	10/25/2023	0.00		110.17	(110.17)	0.00	(110.17)	
<b>Total</b>				<b>0.00</b>		<b>110.17</b>	<b>(110.17)</b>	<b>0.00</b>	<b>(110.17)</b>	
<b>Principal Paydown</b>										
89239KAC5	TART-22A-A3	10/15/2023	10/15/2023	0.00		12,870.92	12,870.92	0.00	12,870.92	
<b>Total</b>				<b>0.00</b>		<b>12,870.92</b>	<b>12,870.92</b>	<b>0.00</b>	<b>12,870.92</b>	
<b>Interest Income</b>										
31846V203	FIRST AMER:GVT OBLG;Y	10/31/2023	10/31/2023	489.05		0.00	1.43	0.00	489.05	
CHWD_CAMP	California Asset Management Program	10/31/2023	10/31/2023	26,237.56		0.00	26,237.56	0.00	26,237.56	
60934N104	FEDERATED HRMS GV O;INST	10/31/2023	10/31/2023	6,218.41		0.00	(7,496.53)	0.00	6,218.41	
CAL_LGIP	CALIFORNIA LAIF	10/31/2023	10/31/2023	19,194.03		0.00	19,194.03	0.00	19,194.03	
<b>Total</b>				<b>52,139.05</b>		<b>0.00</b>	<b>37,936.49</b>	<b>0.00</b>	<b>52,139.05</b>	

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**  
**October 31, 2023**

Fund Name	Beginning Balance 01/01/2023	Year to Date Transfers In / Collections	Year to Date Transfers Out	Current Month Transfers In / Collections	Current Month Transfers Out	Ending Balance 10/31/2023	2023 Target Balance per Policy
<b>Operating Fund</b>	\$ 8,953,894	\$ 14,340,120	\$ (8,580,051)		\$ (10,770,371)	\$ 3,943,592	\$ 3,943,592
<b>Operating Reserve</b>	\$ 3,592,065	\$ -	\$ -	\$ 1,510,163		\$ 5,102,228	N/A
<b>Rate Stabilization Fund</b>	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
<b>Capital Improvement Reserve</b>	\$ 2,796,860	\$ -	\$ -	\$ 349,773	\$ -	\$ 3,146,633	\$ 3,146,633
<b>Restricted for Debt Service</b>	\$ 536,963	\$ -	\$ -	\$ -	\$ (536,963)	\$ -	N/A
<b>Water Supply Reserve</b>	\$ 2,623,173	\$ -	\$ -	\$ 200,000	\$ -	\$ 2,823,173	N/A
<b>Water Efficiency Reserve</b>	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000
<b>Water Meter Replacement Reserve</b>	\$ 1,725,000	\$ -	\$ -	\$ 200,000	\$ -	\$ 1,925,000	N/A
<b>Water Main Reserve - Project 2030</b>	\$ 1,189,350	\$ 995,503		\$ 378,596		\$ 2,563,449	N/A
<b>Fleet Equipment Reserve</b>	\$ 334,253	\$ -	\$ -	\$ 137,142	\$ -	\$ 471,395	\$ 471,395
<b>Employment-Related Benefits Reserve</b>	\$ 986,962	\$ -	\$ -	\$ 28,574	\$ -	\$ 1,015,536	\$ 1,015,536
	<u>\$ 23,938,519</u>	<u>15,335,623</u>	<u>\$ (8,580,051)</u>	<u>\$ 2,804,248</u>	<u>\$ (11,307,334)</u>	<u>\$ 22,191,006</u>	<u>\$ 9,777,156</u>



**ANNIE Y. LIU, Treasurer**

**TREASURER'S REPORT OF FUND BALANCES**  
**October 31, 2023**

**Fund Transfers Summary:**

**Operating Fund:**

Fund Collected/Transferred	\$ 4,805,974
Fund Disbursed/Transferred	<u>\$ (13,309,060)</u>
<b>Net Fund Transferred:</b>	<b>\$ (8,503,086)</b>

<b><u>Water Main Reserve - Project 2030</u></b>	<b><u>\$ 378,596</u></b>
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Citrus Heights Water District  
Budget Performance Report  
As of 10/31/2023

CC-06

	October Actual	Year-to-Date Actual	Year-to-Date Budget	YTD Variance Amount	Percent	Annual Budget
Revenues						
Metered Service Charges	\$970,382.42	\$9,690,450.25	\$9,228,825.83	\$461,624.42	5.00%	\$11,074,591.00
Metered Water Deliveries	\$852,901.56	\$5,326,585.62	\$4,833,096.67	\$493,488.95	10.21%	5,799,716.00
Water Main Replacement Revenue	\$112,169.77	\$1,107,671.83	\$1,145,082.50	(\$37,410.67)	-3.27%	1,374,099.00
Non-Metered Service Charges	\$0.00	\$0.00	\$116,666.67	(\$116,666.67)	-100.00%	140,000.00
Penalties	\$354.20	\$56,599.20	\$90,583.33	(\$33,984.13)	-37.52%	108,700.00
Interest	\$53,161.03	\$402,051.71	\$333,333.33	\$68,718.38	20.62%	400,000.00
Backflow Fees	\$8,068.50	\$64,447.30	\$62,250.00	\$2,197.30	3.53%	74,700.00
Water Service Install & S&R	\$0.00	\$9,632.30	\$311,583.33	(\$301,951.03)	-96.91%	373,900.00
Grant Funds	\$0.00	\$0.00	\$1,339,166.67	(\$1,339,166.67)	-83.33%	1,607,000.00
Miscellaneous *	\$4,688.53	\$16,810.37	\$0.00	\$16,810.37	n/a	0.00
Cost Reimbursements	\$0.00	\$6,647.66	\$0.00	\$6,647.66	n/a	0.00
Income - Wheeling Water		\$59,829.74	\$2,250.00	\$57,579.74	2132.58%	2,700.00
Total Revenue	\$2,001,726.01	\$16,740,725.98	\$17,462,838.33	(\$722,112.35)	-4.14%	20,955,406.00
Operating Expenses						
Cost of Water						
Purchased Water	\$0.00	\$1,900,375.45	\$2,671,250.00	(\$770,874.55)	-28.86%	3,205,500.00
Ground Water	\$60,394.69	\$657,320.78	\$1,114,308.88	(\$456,988.10)	-41.01%	1,337,170.66
	60,394.69	2,557,696.23	3,785,558.88	(1,227,862.65)	-32.44%	4,542,670.66
Labor & Benefits						
Labor Regular	\$281,041.85	\$2,961,031.15	\$3,262,127.50	(\$301,096.35)	-9.23%	3,914,553.00
Labor Non-Regular	\$291.38	\$2,168.48	\$500.00	\$1,668.48	333.70%	600.00
Labor Taxes	\$20,617.81	\$228,410.59	\$244,192.67	(\$15,782.08)	-6.46%	293,031.20
Labor Workers Comp	\$22,599.33	\$61,769.02	\$83,416.67	(\$21,647.65)	-25.95%	100,100.00
Labor External	\$2,250.00	\$15,900.00	\$82,881.67	(\$66,981.67)	-80.82%	99,458.00
			\$0.00	\$0.00	n/a	
Benefits Med/Den/Vis	\$41,433.26	\$407,492.51	\$430,084.75	(\$22,592.24)	-5.25%	516,101.70
Benefits LTD/Life/EAP	\$3,662.71	\$43,173.32	\$122,468.85	(\$79,295.53)	-64.75%	146,962.62
Benefits CalPers	\$28,222.68	\$254,072.16	\$297,452.51	(\$43,380.35)	-14.58%	356,943.01
Benefits Other	\$7,410.21	\$98,266.29	\$142,340.69	(\$44,074.40)	-30.96%	170,808.83
Benefits OPEB	\$0.00	\$0.00	\$112,750.00	(\$112,750.00)	-100.00%	135,300.00
Benefit Retiree Expenses	\$4,761.60	\$44,978.56	\$49,263.42	(\$4,284.86)	-8.70%	59,116.10
Benefit Unemployment	\$0.00	\$0.00	\$7,693.89	(\$7,693.89)	-100.00%	9,232.67
Benefit GASB 68	\$0.00	\$451,556.50	\$374,312.08	\$77,244.42	20.64%	449,174.50
			\$0.00	\$0.00	n/a	
Capitalized Labor & Benefit Contra	(\$40,492.83)	(\$317,555.81)	(\$470,833.33)	\$153,277.52	-32.55%	(564,999.99)
	371,798.00	4,251,262.77	4,738,651.37	(487,388.60)	-10.29%	5,686,381.64
General & Administrative						
Fees & Charges	\$16,525.04	\$144,835.86	\$155,404.17	(\$10,568.31)	-6.80%	186,485.00
Regulatory Compliance/Permits	\$8,484.25	\$80,195.58	\$168,158.33	(\$87,962.75)	-52.31%	201,790.00
District Events & Recognition	\$1,617.81	\$24,917.65	\$50,310.83	(\$25,393.18)	-50.47%	60,373.00

Citrus Heights Water District  
Budget Performance Report  
As of 10/31/2023

CC-06

	October Actual	Year-to-Date Actual	Year-to-Date Budget	YTD Variance Amount	Percent	Annual Budget
Maintenance/Licensing	\$1,320.00	\$180,041.20	\$183,406.67	(\$3,365.47)	-1.83%	220,088.00
Equipment Maintenance	\$5,208.39	\$95,208.32	\$97,833.33	(\$2,625.01)	-2.68%	117,400.00
Professional Development	\$3,132.21	\$57,798.46	\$137,490.83	(\$79,692.37)	-57.96%	164,989.00
Department Admin	\$0.00	\$0.00	\$8,916.67	(\$8,916.67)	-100.00%	10,700.00
Dues & Subscriptions	\$2,139.39	\$184,739.03	\$91,822.50	\$92,916.53	101.19%	110,187.00
Facility Improvements	\$0.00	\$2,625.00	\$0.00	\$2,625.00	n/a	
Fuel & Oil	\$7,658.88	\$63,328.75	\$72,750.00	(\$9,421.25)	-12.95%	87,300.00
General Supplies	\$2,551.90	\$56,860.08	\$97,750.00	(\$40,889.92)	-41.83%	117,300.00
Insurance - Auto/Prop/Liab	\$0.00	\$99,411.66	\$93,500.00	\$5,911.66	6.32%	112,200.00
Leasing/Equipment Rental	\$7,730.76	\$33,927.88	\$27,833.33	\$6,094.55	21.90%	33,400.00
Parts & Materials	\$156,545.08	\$649,297.60	\$133,333.33	\$515,964.27	386.97%	160,000.00
Postage/Shipping/Freight	\$12,776.98	\$70,591.74	\$114,085.00	(\$43,493.26)	-38.12%	136,902.00
Rebates & Incentives	\$1,200.00	\$7,486.38	\$26,666.67	(\$19,180.29)	-71.93%	32,000.00
Telecom/Network	\$4,421.67	\$40,717.51	\$57,166.67	(\$16,449.16)	-28.77%	68,600.00
Tools & Equipment	\$8,036.10	\$57,769.98	\$71,791.67	(\$14,021.69)	-19.53%	86,150.00
Utilities	\$3,629.09	\$32,429.58	\$0.00	\$32,429.58	n/a	
Write-Off Bad Debt Exp	\$16.87	\$17.95	\$4,166.67	(\$4,148.72)	-99.57%	5,000.00
Capitalized G&A Contra	(\$55,069.88)	(\$492,189.22)	\$416.67	(\$492,605.89)	n/a	500.00
Capitalized Equipment Contra	(\$43,428.70)	(\$425,109.56)	\$0.00	(\$425,109.56)	n/a	
	144,495.84	964,901.43	1,592,803.33	(627,901.90)	-39.42%	1,911,364.00
Professional & Contract Services						
Support Services	\$214,484.55	\$1,235,543.68	\$1,168,860.83	\$66,682.85	5.70%	1,402,633.00
Legal Services	\$39,285.71	\$372,829.49	\$267,502.50	\$105,326.99	39.37%	321,003.00
Printing Services	\$1,916.24	\$17,314.44	\$37,500.00	(\$20,185.56)	-53.83%	45,000.00
	255,686.50	1,625,687.61	1,473,863.33	151,824.28	10.30%	1,768,636.00
Reserves & Debt Services					n/a	
Interest Expense		\$67,540.31	\$58,128.48	\$9,411.84	16.19%	69,754.17
Net Increase(Decrease) in Value of Investments					n/a	
	0.00	67,540.31	58,128.48	9,411.84	16.19%	69,754.17
Total Operating Expenses	832,375.03	9,467,088.35	11,649,005.39	(2,181,917.04)	-18.73%	14,048,560.64
Net Income / (Expense)	1,169,350.98	7,273,637.63	5,813,832.94	1,459,804.69	25.11%	6,976,599.53

**Citrus Heights Water District**  
**Capital Projects Summary**  
**Fiscal Period End as of 10/2023**

**CC-7**

		BUDGET	AMOUNTS PAID			PROJECTION
Project Number	Project Name	Approved 2023 Budget	Month to Date	Year to Date	Project to Date	Remaining Budget for Total Project
C16-134	Auburn Blvd-Rusch Park Placer	\$407,370	\$0	\$161	\$8,946	\$398,424
C20-108	Corp Yard PreArchitecture Stdy	\$98,324	\$0	\$0	\$1,676	\$96,648
C20-109	Corp Yard Plans Specs Estimate	\$0	\$0	\$0	\$0	\$0
<b>Construction in Progress</b>		<b>\$505,694</b>	<b>\$0</b>	<b>\$161</b>	<b>\$10,622</b>	<b>\$495,072</b>
C21-012	Water Service Connections	\$0	\$0	\$2,465	\$18,325	(\$18,325)
C23-010	Water Main Pipeline Replacemen	\$50,000	\$0	\$0	\$0	\$50,000
C23-011	Water Valve Replacements	\$115,000	\$13,637	\$97,029	\$97,029	\$17,971
C23-012	Water Service Connections	\$1,075,000	\$92,028	\$964,065	\$964,065	\$110,935
C23-013	Water Meter Replacements	\$120,000	\$26,672	\$109,826	\$109,826	\$10,174
C23-014	Fire Hydrants	\$175,000	\$0	\$106,841	\$106,841	\$68,159
<b>Annual Infrastructure</b>		<b>\$1,535,000</b>	<b>\$132,337</b>	<b>\$1,280,226</b>	<b>\$1,296,086</b>	<b>\$238,914</b>
C15-104B	Document Management System	\$127,639	\$0	\$63,524	\$179,755	(\$52,116)
C22-004	Technology Hardware/Software	\$0	\$0	\$35,639	\$45,527	(\$45,527)
C23-003	Fleet/Field Operations Equip	\$425,000	\$0	\$124,273	\$124,273	\$300,727
C23-004	Technology Hardware/Software	\$55,000	\$0	\$0	\$0	\$55,000
<b>Fleet and Equipment</b>		<b>\$607,639</b>	<b>\$0</b>	<b>\$223,436</b>	<b>\$349,555</b>	<b>\$258,084</b>
C20-105	Walnut Drive	\$0	\$0	\$683	\$28,819	(\$28,819)
C21-102	Old Auburn Road	\$0	\$0	\$0	\$2,029	(\$2,029)
C21-104	Mesa Verde HS	\$0	\$0	\$0	\$747,517	(\$747,517)
C21-105	Madison Ave & Dewey Dr	\$3,093	\$0	\$3,093	\$78,746	(\$75,653)
C22-101	Carriage Drive	\$5,749	\$0	\$6,337	\$579,234	(\$573,485)
C22-104	Patton Ave Main	\$63,651	\$4,500	\$78,389	\$78,389	(\$14,738)
C22-105	Reno Ln Main	\$63,387	\$6,610	\$72,650	\$72,828	(\$9,441)
C23-040A	City of Citrus Heights Wachtel	\$16,217	\$0	\$16,217	\$16,217	\$0
<b>Water Mains</b>		<b>\$152,097</b>	<b>\$11,110</b>	<b>\$177,369</b>	<b>\$1,603,779</b>	<b>(\$1,451,682)</b>
C17-103	Operations Building Remodel	\$10,851	\$0	\$0	\$21,180	(\$10,329)
C21-040	Other City Partnerships	\$0	\$0	\$0	\$0	\$0
C21-040B	Elec. Greenway Bike Trail	\$0	\$0	\$0	\$1,797	(\$1,797)
C21-041	Other Misc Infrastructure	\$50,000	\$0	\$0	\$0	\$50,000
C21-041B	Greenback Acquisition	\$45,445	\$71	\$46,516	\$346,990	(\$301,545)
C22-005	Facilities Improvements	\$0	\$0	\$0	\$44,748	(\$44,748)

Citrus Heights Water District  
Capital Projects Summary  
Fiscal Period End as of 10/2023

CC-7

		BUDGET	AMOUNTS PAID			PROJECTION
Project Number	Project Name	Approved 2023 Budget	Month to Date	Year to Date	Project to Date	Remaining Budget for Total Project
C22-040	Other City Partnerships	\$0	\$0	\$0	\$0	\$0
C22-040D	SACOG 22 AC Overlay P1	\$0	\$0	\$0	\$174	(\$174)
C22-040E	San Juan Ave Complete Streets	\$0	\$0	\$0	\$0	\$0
C22-041	Other Misc Infrastructure	\$0	\$0	\$0	\$0	\$0
C22-102	Well Site Acquisition	\$7,782	\$0	\$7,782	\$265,468	(\$257,686)
C23-005	Facilities Improvements	\$21,637	\$7,810	\$38,452	\$38,452	(\$16,815)
C23-040	Other City Partnerships	\$83,783	\$0	\$0	\$0	\$83,783
C23-041	Misc Infrastructure Projects	\$100,000	\$0	\$0	\$0	\$100,000
C23-104	Patton/Pardal/Alondra/Perdez	\$1,010,000	\$0	\$0	\$0	\$1,010,000
C23-105	Reno Lane 8-inch	\$705,000	\$192,438	\$192,438	\$192,438	\$512,562
C23-106	Admiral & Anchor 8-inch	\$75,000	\$544	\$4,363	\$4,363	\$70,637
<b>Miscellaneous Projects</b>		<b>\$2,109,498</b>	<b>\$200,863</b>	<b>\$289,551</b>	<b>\$915,610</b>	<b>\$1,193,888</b>
C17-104	Groundwater Well Property Acq	\$115,000	\$0	\$115,015	\$116,128	(\$1,128)
C17-104A	Well #7 Patton	\$0	\$0	\$0	\$67,434	(\$67,434)
C17-104B	Well #8 Highland	\$0	\$0	\$0	\$0	\$0
C18-106	Groundwater Well #7	\$0	\$0	\$0	\$10,780	(\$10,780)
C20-107	Well Design & Construction	\$3,045,500	\$112,052	\$896,800	\$1,224,161	\$1,821,339
C22-020	Groundwater Well Improvements	\$0	\$0	\$0	\$7,332	(\$7,332)
C22-102A	SJUSD Property	\$6,518	\$0	\$6,518	\$12,100	(\$5,582)
C22-103	Well Design Construct Highland	\$0	\$0	\$0	\$0	\$0
C23-020	Groundwater Well Improvements	\$148,753	\$0	\$0	\$0	\$148,753
C23-103	Highland Well	\$0	\$617	\$733	\$733	(\$733)
<b>Wells</b>		<b>\$3,315,771</b>	<b>\$112,669</b>	<b>\$1,019,066</b>	<b>\$1,438,668</b>	<b>\$1,877,103</b>
<b>Grand Totals:</b>		<b>\$8,225,699</b>	<b>\$456,979</b>	<b>\$2,989,809</b>	<b>\$5,614,320</b>	<b>\$2,611,379</b>

\$0

## OCTOBER 2023 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
76268	THE SAVENKO LIVING TRUST	Customer Refund	\$156.30
76269	STEVEN C MEDLEY	Customer Refund	\$178.32
76270	SEAN P DELANCEY	Customer Refund	\$8.63
76271	RIPSIME SHAMOYAN	Customer Refund	\$238.18
76272	CASCADE FNDG MTG TRUST HB3	Customer Refund	\$19.42
76273	PACIFIC GAS AND ELECTRIC CO	Customer Refund	\$10.54
76274	ZACHARIAH BEAUCHAMP	Customer Refund	\$15.90
76275	ANNE K MAILLIARD	Customer Refund	\$31.64
76276	ACWA JPIA	Workers Comp Insurance	\$101.68
76277	AFMAN SUPPLY	Small Tools	\$1,327.26
76278	ANSWERNET	Telephone-Answering Service	\$347.35
76279	BATTERIES PLUS BULBS	Small Tools	\$226.41
76280	BEST BEST AND KRIEGER	Legal & Audit	\$7,815.50
76281	CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS	Dues & Subscriptions	\$125.00
76282	CENTER FOR INTERNET SECURITY INC	Maintenance Agreement-Software	\$120.00
76283	CITY OF CITRUS HEIGHTS	Equipment Rental-Office	\$1,450.77
76284	DIANA MILLER PHOTOGRAPHY	Contract Services-Miscellaneous	\$650.00
76285	EVERBANK NA	Equipment Rental-Office	\$522.59
76286	GOVERNMENT FINANCE OFFICERS ASSOCIATION	Dues & Subscriptions	\$150.00
76287	GLOBAL MACHINERY WEST	Repair-Trucks	\$133.65
76288	JON D GRAY	Toilet Rebate Program	\$225.00
76289	MARCUS OR JENNIFER GUMM	Toilet Rebate Program	\$75.00
76290	RONDAL O HINES	Toilet Rebate Program	\$75.00
76291	INTEGRITY ADMINISTRATORS INC	Health Insurance	\$246.42
76292	J4 SYSTEMS	Contract Services-Other	\$35,074.74
76293	SUSAN KORLING	Toilet Rebate Program	\$150.00
76294	GARY LEWIS	Toilet Rebate Program	\$150.00
76295	JOHNNIE MITCHELL	Contract Services-Miscellaneous	\$1,250.00
76296	MMANC	Dues & Subscriptions	\$95.00
76297	MOSAIC PUBLIC PARTNERS LLC	Contract Services-Other	\$2,500.00
76298	NOR CAL PERLITE INC	Supplies-Field	\$2,739.80
76299	NOWSPEED INC	Contract Services-Other	\$250.00
76300	RDO EQUIPMENT	Repair-Trucks	\$573.93
76301	RENTAL GUYS	Equipment Rental-Field	\$3,572.81
76302	REGIONAL GOVERNMENT SERVICES	Consulting Services	\$626.94
76303	REGIONAL GOVERNMENT SERVICES	Consulting Services	\$8,353.01
76304	SDI PRESENCE LLC	Contract Services-Other	\$11,407.00
76305	SIMON AND COMPANY INC	Contract Services-Other	\$1,000.00
76306	SMUD	Utilities	\$15,193.38
76307	STEPPING THRU ACCESSIBILITY	Contract Services-Miscellaneous	\$5,821.97
76308	T MOBILE	Telephone-Wireless	\$918.86
76309	UNITED RENTALS NORTH AMERICA INC	Equipment Rental-Field	\$1,072.60
76310	DAVID OR PATRICIA CATALANO	Customer Refund	\$14.00
76311	LINDA ROMERO	Customer Refund	\$167.03
76312	ACWA JPIA	Workers Comp Insurance	\$22,599.33
76313	AFLAC	Employee Paid Insurance	\$290.74
76314	BATTERIES PLUS BULBS 310	Small Tools	\$150.80
76315	BEST BEST AND KRIEGER	Legal & Audit	\$15,970.70
76316	THERESA CARRILLO	Toilet Rebate Program	\$75.00
76317	CERTEX USA INC	Supplies-Field	\$2,942.93
76318	COGSDALE	Contract Services-Other	\$2,150.00
76319	COLANTUONO HIGHSMITH WHATLEY PC	Legal & Audit	\$5,943.50
76320	ROBIN COPE	Health Insurance	\$495.00
76321	CORELOGIC INFORMATION SOLUTIONS INC	Dues & Subscriptions	\$225.10
76322	EMPLOYEE RELATIONS INC	Contract Services-Other	\$194.60
76323	GRAINGER	Small Tools	\$142.21
76324	FERGUSON ENTERPRISES INC 1423	Material	\$111,006.43
76325	NATIONAL TRENCH SAFETY	Equipment Rental-Field	\$1,379.30
76326	NAVIANT	Maintenance Agreement-Software	\$438.75
76327	PLANNING PARTNERS INC	Contract Services-Wells	\$1,533.36

## OCTOBER 2023 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
76328	REGIONAL GOVERNMENT SERVICES	Consulting Services	\$12,151.58
76329	SAGENT	Contract Services-Other	\$7,245.17
76330	MARY LYNN SCHERRER	Health Insurance	\$164.90
76331	LES SCHWAB TIRES	Repair-Trucks	\$119.00
76332	SMUD	Well Project	\$55,073.00
76333	TEE JANITORIAL MAINTENANCE	Contract Services-Other	\$2,989.00
76334	HENLEY PACIFIC LA LLC	Repair-Trucks	\$297.76
76335	WEX BANK	Gas & Oil	\$5,344.73
76336	ZIM INDUSTRIES INC	Contract Services-Wells	\$578,270.13
76337	WATER SYSTEMS CONSULTING INC	Contract Services-Other	\$4,965.90
76338	NADER/FARIBA SHIRAKH	Customer Refund	\$296.07
76339	JOSEPH H CAROUBA	Customer Refund	\$169.89
76340	TIMOTHY OR KRISTEN S ARENDT	Customer Refund	\$257.13
76341	LONNIE MARILEE BLAKE LIVING TRUST	Customer Refund	\$444.30
76342	JESSICA APFEL	Customer Refund	\$196.02
76343	DANIEL OR ANGELA DUMITRASCUTA	Customer Refund	\$260.17
76344	VANESSA ECHAZARRETA	Customer Refund	\$128.90
76345	ANGELA RENAE DARE	Customer Refund	\$22.22
76346	KRISTIN M SAHL	Customer Refund	\$8.55
76347	LAURA DE LA TORRE	Customer Refund	\$48.75
76348	ROBERT A BOTHMAN CONSTRUCTION	Customer Refund	\$797.60
76349	ASTRO PAVING INC	Customer Refund	\$2,027.20
76350	19SIX ARCHITECTS	Contract Services-Engineering	\$6,545.00
76351	AIA SERVICES LLC	Contract Services-Other	\$165.05
76352	AICPA	Dues & Subscriptions	\$340.00
76353	BART RIEBES AUTO PARTS	Repair-Trucks	\$401.71
76354	BEST BEST AND KRIEGER	Legal & Audit	\$65,632.50
76355	BSK ASSOCIATES	Water Analysis	\$1,327.50
76356	CITY OF CITRUS HEIGHTS	Permit Fees	\$8,730.80
76357	AMY J CLAWSON	Toilet Rebate Program	\$150.00
76358	COMCAST	Equipment Rental-Office	\$93.45
76359	CONSOLIDATED	Telephone-Local/Long Distance	\$2,911.27
76360	COUNTY OF SACRAMENTO MUNICIPAL SERVICES	Field Miscellaneous	\$50.00
76361	SACRAMENTO COUNTY DEPT OF FINANCE	Utilities	\$170.90
76362	SACRAMENTO COUNTY UTILITIES	Utilities	\$433.20
76363	FAIR OAKS ARBORIST	Contract Services-Engineering	\$1,200.00
76364	RICKY FERRARI	Toilet Rebate Program	\$75.00
76365	FUTURE FORD	Repair-Trucks	\$181.89
76366	FERGUSON ENTERPRISES INC 1423	Material	\$1,820.34
76367	HUNT AND SONS INC	Gas & Oil	\$2,314.15
76368	IB CONSULTING LLC	Consulting Services	\$4,225.00
76369	ICONIX WATERWORKS	Material	\$2,943.92
76370	CHARLES KINTZ	Toilet Rebate Program	\$75.00
76371	CHERYL KINZEL	Toilet Rebate Program	\$75.00
76372	KIM MOGAN	Toilet Rebate Program	\$75.00
76373	PACE SUPPLY CORP	Material	\$18,319.63
76374	PACIFIC GAS AND ELECTRIC	Utilities	\$25.58
76375	POW R MOLE SALES LLC	Small Tools	\$3,299.30
76376	QUICK QUACK CAR WASH	Maintenance Agreement-Equipment	\$298.30
76377	REGIONAL GOVERNMENT SERVICES	Consulting Services	\$18,441.25
76378	SACRAMENTO METRO FIRE DISTRICT	Permit Fees	\$1,217.00
76379	REBECCA SCOTT	Professional Development	\$185.00
76380	SDI PRESENCE LLC	Contract Services-Other	\$396.00
76381	SONITROL	Equipment Rental-Office	\$209.26
76382	WATERWISE CONSULTING INC	Contract Services- Water Conservation	\$1,150.00
76383	WYJO SERVICES CORP	Repair-Trucks	\$270.00
76384	NANCY A LEAVITT OR MEEGAN MERAS	Customer Refund	\$173.17
76385	LOUISA O MINYARD	Customer Refund	\$24.14
76386	THE BUDMAN FAMILY TRUST	Customer Refund	\$29.12
76387	TIMOTHY TUCK ESTATE OR TAMARA SOOK	Customer Refund	\$23.56



## OCTOBER 2023 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
76388	BENN D BENSON	Customer Refund	\$28.34
76389	LINDA M ADAMS	Customer Refund	\$378.28
76390	DAVID OR DIANE C JONES	Customer Refund	\$526.24
76391	WAYNE B WATSON	Customer Refund	\$55.99
76392	MIRIAM KLIER	Customer Refund	\$51.27
76393	TODD OR ANASTASIA BOUGHTER	Customer Refund	\$14.67
76394	PHILLIP W JACOB	Customer Refund	\$41.39
76395	BRITTA K HAGBERG	Customer Refund	\$38.73
76396	JAMES F OR SUSAN M JORDAN	Customer Refund	\$57.85
76397	19SIX ARCHITECTS	Contract Services-Engineering	\$1,381.28
76398	ALEXANDERS CONTRACT SERVICES	Contract Services-Meter Reads	\$8,735.62
76399	AREA PORTABLE SERVICES	Equipment Rental-Field	\$110.58
76400	AWWA	Dues & Subscriptions	\$4,802.00
76401	BART RIEBES AUTO PARTS	Repair-Trucks	\$185.28
76402	BEST BEST AND KRIEGER	Legal & Audit	\$9,315.01
76403	BENDER ROSENTHAL INCORPORATED	Contract Services-Other	\$5,450.00
76404	BSK ASSOCIATES	Water Analysis	\$556.50
76405	CALIFORNIA LANDSCAPE ASSOCIATES INC	Janitorial	\$245.00
76406	CAVANAUGH AND ASSOCIATES PA	Contract Services-Water Conservation	\$6,500.00
76407	CSDA	Dues & Subscriptions	\$9,625.00
76408	COUNTY OF SACRAMENTO	Permit Fees	\$365.75
76409	FAST ACTION PEST CONTROL	Contract Services-Miscellaneous	\$184.80
76410	GOVERNMENT PORTFOLIO ADVISORS	Contract Services-Financial	\$1,191.86
76411	FERGUSON ENTERPRISES INC 1423	Material	\$11,428.40
76412	ICMA MEMBERSHIP RENEWALS	Dues & Subscriptions	\$1,200.00
76413	J4 SYSTEMS	Contract Services-Other	\$2,957.25
76414	KEI WINDOW CLEANING 12	Janitorial	\$120.00
76415	LOWES	Supplies-Field	\$1,321.47
76416	ONE PRINT SOURCE AND GRAPHICS	Printing	\$52.55
76417	PACE SUPPLY CORP	Material	\$271.68
76418	PAT WEST LLC	Consulting Services	\$4,556.25
76419	RED WING SHOE STORE	Small Tools	\$1,080.57
76420	REGIONAL GOVERNMENT SERVICES	Consulting Services	\$6,670.86
76421	STATE WATER RESOURCES CONTROL BOARD	Dues & Subscriptions	\$80.00
76422	TAK COMMUNICATIONS	Contract Services-Engineering	\$48,187.80
76423	A TEICHERT AND SON INC	Road Base	\$3,376.23
76424	HENLEY PACIFIC LA LLC	Repair-Trucks	\$102.73
76425	VERIZON WIRELESS	Telephone-Wireless	\$396.20
76426	WARREN CONSULTING ENGINEERS INC	Contract Services-Engineering	\$6,600.00
76427	WEST YOST ASSOCIATES	Contract Services-Engineering	\$5,446.00
76428	WOLF CONSULTING	Contract Services-Other	\$5,875.00
76429	WYJO SERVICES CORP	Repair-Trucks	\$561.78
76430	ZIM INDUSTRIES INC	Contract Services-Wells	\$40,788.15
76431	STATE WATER RESOURCES CONTROL BOARD	Dues & Subscriptions	\$310.00
<b>Total</b>			<b>\$1,277,219.70</b>
ACH	ADP 643510814	Contract Services-Financial	\$391.50
ACH	ADP 644460727	Contract Services-Financial	\$436.75
ACH	BMO SEPTEMBER 2023	Bank Fee	\$1,362.23
ACH	CHASE OCTOBER 2023	Bank Fee	\$5,254.32
ACH	ICMA 10/26/23 PAYDAY	Deferred Compensation	\$10,310.52
ACH	JP MORGAN SEPTEMBER 2023	See October Agenda Item CC-9	\$14,026.10
ACH	JP MORGAN SEPTEMBER 2023 AP	See October Agenda Item CC-9	\$1,265.07
ACH	PERS 10/12/23 PAYDAY	PERS	\$26,990.19
ACH	PERS 9/28/23 PAYDAY	PERS	\$26,314.97
ACH	PRINCIPAL LIFE NOVEMBER 2023	Health Insurance	\$9,343.10
ACH	1168-2023-9 IC	Bank Fee	\$7,152.60
ACH	ADP 644001553	Contract Services-Financial	\$139.00
ACH	CA CHOICE NOVEMBER 2023	Health Insurance	\$46,710.56

## OCTOBER 2023 WARRANTS

<u>CHECK</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
ACH	ICMA 10/12/23 PAYDAY	Deferred Compensation	\$10,180.99
ACH	PRINCIPAL LIFE FICA OCTOBER 2023	Health Insurance	\$204.06
ACH	MID AMERICA 9/26-10/2/2023	Deferred Compensation	\$280.00
ACH	MID AMERICA 10/10-10/16/2023	Deferred Compensation	\$360.00
ACH	MID AMERICA 10/17-10/23/2023	Deferred Compensation	\$84.00
<b>Total</b>			<u>\$160,805.96</u>
<b>Grand Total</b>			<u><u>\$1,438,025.66</u></u>

**JP Morgan Purchase Card Distributions  
Oct-23**

Name	Printing Services	Dues & Subscription	Tools & Equipment	District Events & Recognition	Maintenance/ Licensing	General Supplies	Professional Development	Equipment Maintenance	Reimbursed Expense	Telecom/ Network	Fees & Charges	Total Bill
Moore	\$ 3,168.79					\$ 26.09						\$ 3,194.88
Liu		\$ 8.99		\$ 121.00							\$ 1,039.18	\$ 1,169.17
Shockley		\$ 347.87	\$ 841.43	\$ 2,506.18		\$ 646.87	\$ 1,562.48					\$ 5,904.83
Pieri	\$ 229.50											\$ 229.50
Abaya			\$ 693.76		\$ 7.99	\$ 103.42			\$ 14.39	\$ 118.53		\$ 938.09
Spiers						\$ 224.11		\$ 1,102.39				\$ 1,326.50
Nunes						\$ 177.61						\$ 177.61
Shepard		\$ 2.95		\$ 431.05		\$ 29.18						\$ 463.18
Scott						\$ 2.13						\$ 2.13
<b>Total Bill</b>	<b>\$ 3,398.29</b>	<b>\$ 359.81</b>	<b>\$ 1,535.19</b>	<b>\$ 3,058.23</b>	<b>\$ 7.99</b>	<b>\$ 1,209.41</b>	<b>\$ 1,562.48</b>	<b>\$ 1,102.39</b>	<b>\$ 14.39</b>	<b>\$ 118.53</b>	<b>\$ 1,039.18</b>	<b>\$ 13,405.89</b>

# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS NOVEMBER 15, 2023 REGULAR MEETING

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SUBJECT : EMPLOYEE RECOGNITION  
 STATUS : Information Item  
 REPORT DATE : November 1, 2023  
 PREPARED BY : Brittney Moore, Administrative Services Manager/Chief Board Clerk  
 Kayleigh Shepard, Management Analyst/Deputy Board Clerk

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The following District employees were recognized for perfect attendance during September 2023, outstanding customer service, and quality of work during the month of October 2023.

### Administrative Services

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Bryan Abaya	Yes		<p>Worked on the weekend to assist the Finance team with accounting system year-end process.</p> <p>Assisted with A/V set up for the public budget/operations presentation at the 10/10 Citrus Heights Chamber Luncheon meeting.</p>
Dana Mellado		On 10/12, Management at Big Oaks Mobile Home Park thanked Dana for her fast coordination and response to help with a request to lock-off a valve.	
Brittney Moore	Yes		Assisted with the District budget process.
Viviana Munoz			Helped to organize the Employee Appreciation Event on 10/5/23.

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Kayleigh Shepard	Yes		Assisted with coordination set-up for the public budget/operations presentation at the 10/10 Citrus Heights Chamber Luncheon meeting.  Helped organize and coordinated a day-of activities for a CHWD photoshoot on 10/18.  10/21 – Staffed the CHWD booth for the Citrus Heights Community Marching Band’s Howl-O-Ween Parade.
Beth Shockley	Yes		Organized the Employee Appreciation Event on 10/5/23.
Michael Shorter			Presented at the October Regular Board Meeting.  Assisted with the District budget process.
Desiree Smith			10/21 – Participated in the Citrus Heights Community Marching Band’s Howl-O-Ween Parade.
Hogai Zalmai			Assisted with the District budget process.

### Engineering Department

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Tamar Dawson	Yes	On 10/10/23, attended the City of Citrus Heights Chamber of Commerce meeting.  Worked on Friday, 10/13/23, on a District water main project – Reno Lane.	

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Tim Katkanov	Yes	On 10/10/23, attended the City of Citrus Heights Chamber of Commerce meeting.  On 10/18/23, provided IT support and assisted with room set-up for the Regular Board meeting.	On 10/02/23 and 10/03/23, prepared GIS maps for Communications on short notice.
Neil Tamagni		Worked on Friday, 10/06/23 and 10/27/23, on a District water main project – Reno Lane.	Helped to organize the Employee Appreciation Event on 10/5/23.
Ali Shafaq			Ali completed extensive on-line and off-site easement research for the District's easement project.

### Operations Department

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Andrew Callister			10/21 – Participated in the Citrus Heights Community Marching Band's Howl-O-Ween Parade.
Brady Chambers	Yes		
Kelly Drake	Yes		
James Ferro			10/21 – Pulled the float for the Citrus Heights Community Marching Band's Howl-O-Ween Parade.  10/25 – Resident from the Meadows Apartments called and expressed his gratitude for the work the crews did in painting all the fire hydrants within the complex.

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Brandon Goad			10/21 – Dressed up as “Les Leaky” for the Citrus Heights Community Marching Band’s Howl-O-Ween Parade.
Brian Hensley	Yes		
Ricky Kelley			10/25 – Resident from the Meadows Apartments called and expressed his gratitude for the work the crews did in painting all the fire hydrants within the complex.
Mike Mariedth		10/12 - Management at Big Oaks Mobile Home Park thanked Mike for his fast coordination and response to help with a request to lock-off a valve.  10/12 – A customer at Auburn Oaks Village stated that Mike assisted her with a leak check, and she was so appreciative of his level of customer service. She stated he went above and beyond his call of duty. She wanted to thank him for being so wonderful!	10/25 – Resident from the Meadows Apartments called and expressed his gratitude for the work the crews did in painting all the fire hydrants within the complex.
Chris Nichols	Yes		10/16 – Tested a backflow device for a CIP project on short notice during a staff outage.

<u>Name</u>	<u>Attendance</u>	<u>Customer Service</u>	<u>Work Quality</u>
Jace Nunes	Yes		<p>Helped to organize the Employee Appreciation Event on 10/5/23.</p> <p>Distributed marketing materials at the 10/10 Citrus Heights Chamber Luncheon meeting.</p> <p>Helped organize and coordinated day-of activities for a CHWD photoshoot on 10/18.</p> <p>10/21 – Staffed the CHWD booth for the Citrus Heights Community Marching Band’s Harvest Festival.</p>
John Spinella	Yes	<p>10/30 – Customer on Pacific Palm Court called to request a meter check due to a recent high read. The customer was very thankful for Johnny’s level of service and stated that he had never experienced such pleasant and quick service from any business before. Johnny was truly “Johnny on the Spot!” and he was very thankful for his service and assistance.</p>	
Jason Tupper	Yes		<p>10/21 – Participated in the Citrus Heights Community Marching Band’s Howl-O-Ween Parade.</p>



**CITRUS HEIGHTS WATER DISTRICT  
DISTRICT STAFF REPORT TO BOARD OF DIRECTORS  
NOVEMBER 15, 2023 REGULAR MEETING**

SUBJECT : LONG RANGE AGENDA  
 STATUS : Consent/Information Item  
 REPORT DATE : NOVEMBER 8, 2023  
 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
December 20, 2023					
December 20, 2023	Annual	Committee Assignments	Moore	B	A
December 20, 2023	Annual	District Officers	Moore	B	A
December 20, 2023	Annual	Selection of President and Vice President	Moore	B	A
December 20, 2023		4101.AI Updates	Moore	B	A
January 17, 2024					
January 17, 2024		Strategic Plan Update/ 2024 Strategic Plan Preview	Moore	SS	I/D
January 17, 2024		Development Standards & Procedures	Pieri	SS	I/D
February 21, 2024					
February 21, 2024	Annual	Investment Portfolio Update	Liu	CC	A
March 20, 2024					
March 20, 2024	Annual	Poster Contest Presentation	Scott/Nunes	P	I/D
March 20, 2024	Biennial	Conflict-of Interest	Moore	B	A
April 17, 2024					
April 17, 2024		2024 Strategic Plan Update	Moore	SS	I/D
May 15, 2024					
May 15, 2024		Annual Financial Report	Liu	CC	A
June 19, 2024					
June 19, 2024	Annual	Form 470	Moore	MS	I/D
June 19, 2024	Biennial	Resolution calling for November Election	Moore	B	A
June 19, 2024	Annual	Finance Corporation officer appointment and status of Finance Corp	Liu	B	A
JULY-SUMMER RECESS					
August 21, 2024					
August 21, 2024	Annual	Approval of 2025 Strategic Plan	Straus	CC	A
August 21, 2024	Annual	Budget Rate Model Options Workshop	Liu	P	I/D
September 18, 2024					
September 18, 2024	Annual	Refined Budget Options/Prop 218 Direction	Liu/Straus	SS	I/D
October 16, 2024					
October 16, 2024	Annual	Misc charges and Fees -proposed	Liu	SS	I/D

# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS NOVEMBER 15, 2023 REGULAR MEETING

SUBJECT : ENGINEERING DEPARTMENT REPORT  
 STATUS : Information Item  
 REPORT DATE : November 8, 2023  
 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
<b>PROJECT 2030 Water Main Replacement Project - Pipeline Condition Assessment</b>	Engineering	Director of Engineering	Yes, updates as necessary	Yes	Pipeline Condition Assessment	Corrosion Test Stations installation complete. Segment 1 follow-up testing occurred in early November.  Begin Phase 1 of Segment 3. Field location in progress.
<b>CAPITAL IMPROVEMENT PROJECT Corporation Yard / Facilities Master Plan Buildout</b>	Engineering	Director of Engineering	Yes, 07/17/19 (Award of Contract)	Yes	Masterplan for office space requirements through 2045.	Pre-Architectural Alternatives Analysis underway.  Facility site plan options being prepared.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
<b>CAPITAL IMPROVEMENT PROJECT - Reno Lane Water Main Project</b>	Engineering	Director of Engineering and Assistant Engineer	Yes, 08/07/23 (Award of Contract)	No	2023 design, 2023 construction	Award of Contract on 08/07/23.  Construction began on 09/29/23. 50% Complete.
<b>CAPITAL IMPROVEMENT PROJECT - Patton Ave Water Main Project</b>	Engineering	Director of Engineering and Assistant Engineer	Yes, 10/18/23 (Award of Contract)	No	2023 design, 2023/24 construction	Award of Contract on 10/18/23.  Construction to begin in late November/early December.
<b>CAPITAL IMPROVEMENT PROJECT - Admiral Ave and Anchor Cir Water Main Project</b>	Engineering	Director of Engineering and Assistant Engineer	Yes, TBD	No	2023 design, 2023/2024 construction	Potholing complete.  District preparing 90% plans.
<b>PRIVATE DEVELOPMENT Mitchell Village - 7925 Arcadia Dr</b>	Engineering	Director of Engineering and Senior Construction Inspector	Yes, 03/30/20, 04/15/20 (Deferment of Fees)	No	200-300 unit development by Watt Communities.	Project re-started on 07/14/20. Water portion 99% Complete.  CHWD sent conditional project acceptance on 01/12/22.  Finalizing punch-list items.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
<b>PRIVATE DEVELOPMENT</b> <b>12057 Fair Oaks Blvd</b> <b>Fair Oaks Senior Apartments</b>	Engineering	Senior Construction Inspector, Director of Engineering and Assistant Engineer	No	No	Seniors 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 95% complete.
<b>PRIVATE DEVELOPMENT</b> <b>8043 Holly Dr</b> <b>Parcel Split 1 - 3</b>	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.
<b>PRIVATE DEVELOPMENT</b> <b>208 Langley Ave</b> <b>Parcel Split 1 - 2</b>	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.
<b>PRIVATE DEVELOPMENT</b> <b>8556 Pheasant Ridge Ln</b> <b>Fire Improvements</b>	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.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
<b>PRIVATE DEVELOPMENT</b> <b>6031 Sunrise Vista Dr</b> <b>Apartments</b>	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.
<b>PRIVATE DEVELOPMENT</b> <b>Talbot Way</b> <b>Citrus Place</b> <b>Subdivision</b>	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.
<b>PRIVATE DEVELOPMENT</b> <b>7311 Hickory Ave</b> <b>Single Family Home</b>	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.
<b>PRIVATE DEVELOPMENT</b> <b>7705 Hickory Ave</b> <b>Single Family Home</b>	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
<b>PRIVATE DEVELOPMENT</b> <b>8207 Oak Ave</b> <b>Parcel Split, Annexation &amp; Single Family Home</b>	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.
<b>PRIVATE DEVELOPMENT</b> <b>7803 Madison Ave</b> <b>MD Health</b>	Engineering	Director of Engineering and Assistant Engineer	No	No	Tenant Improvements of Building. Domestic backflow installation.	All fees paid.  Construction 50% complete.
<b>PRIVATE DEVELOPMENT</b> <b>7975 Twin Oaks Ave</b>	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.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
<b>PRIVATE DEVELOPMENT</b> <b>7501 Greenglen Ave</b>	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.
<b>PRIVATE DEVELOPMENT</b> <b>7641 Poplar Ave</b>	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.
<b>PRIVATE DEVELOPMENT</b> <b>6245 Sunrise Blvd</b>	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.
<b>CITY OF CITRUS HEIGHTS PROJECT</b> <b>Auburn Blvd - Complete Streets Phase 2</b>	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 out to bid.

Items of Interest	Department	Project Team	To Board? If so, Date	Strategic Planning Item	Item Description	Update from Last Report/ Current Status
<b>CITY OF CITRUS HEIGHTS PROJECT</b> Arcade-Cripple Creek Trail Project	Engineering	Director of Engineering and Assistant Engineer	No	No	District & City finalized Cost Liability.  Awaiting final submittal.	Construction in progress.  Coordinating with the City on portion of bike trail through District easement.
<b>CITY OF CITRUS HEIGHTS PROJECT</b> San Juan Ave (Madison Ave to Spicer) Road Improvements	Engineering	Director of Engineering and Assistant Engineer	No	No	City of Citrus Heights Road Improvements	District and City finalized Cost Liability.  District to prepare Engineer's Estimate.  Project out to bid.
<b>COUNTY OF SACRAMENTO</b> 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.	Anticipate construction Spring of 2024. CHWD will need to perform valve box adjustments.  District to prepare Engineer's Estimate.
<b>District-wide Easement Project (Phase 4)</b>	Engineering	Director of Engineering and Assistant Engineer	Yes, updates as necessary	Yes	Obtaining easements for District-owned facilities.	Group 1 Easement Acquisition complete.  Group 2 Easement Acquisition in progress.



# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS NOVEMBER 15, 2023 REGULAR MEETING

SUBJECT : OPERATIONS DEPARTMENT REPORT  
 STATUS : Information Item  
 REPORT DATE : November 7, 2023  
 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 during October.

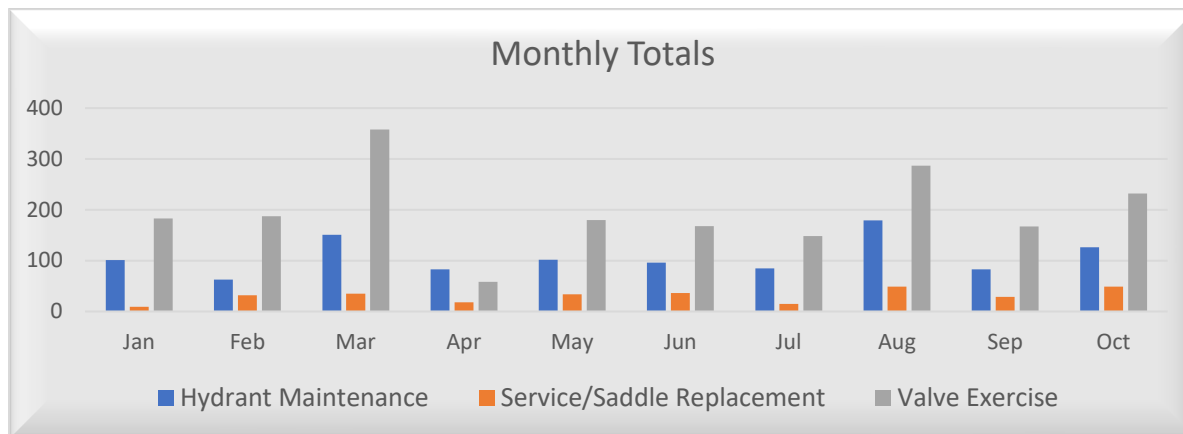
### OPERATIONS MONTHLY ACTIVITIES

#### A. Distribution Division

The Operations Department consists of 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 performs.

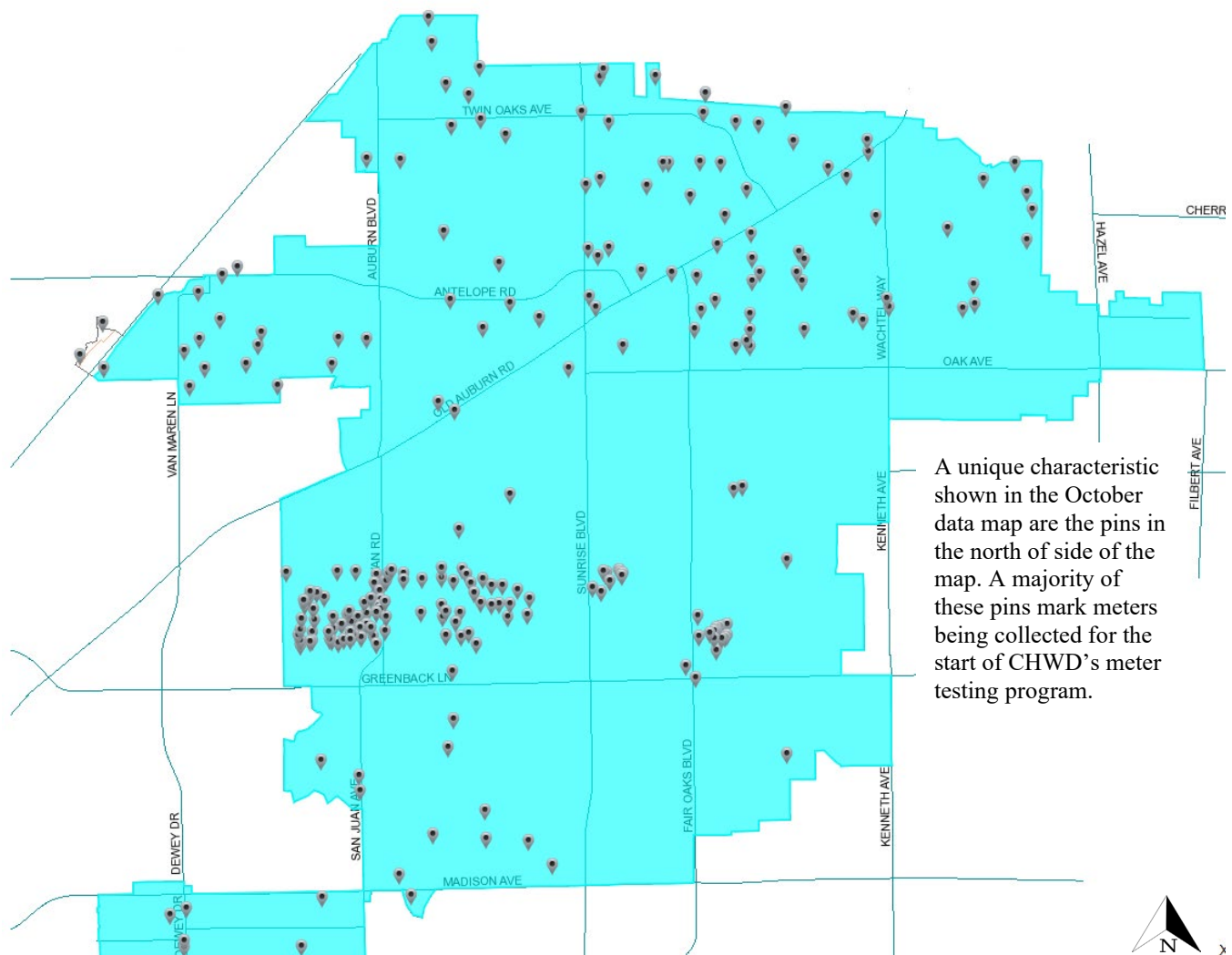
Distribution Maintenance	October 2023	Total CY 2023	Total # in System
Air Valve Inspection	0	2	147
Hydrant Maintenance	126	1069	2,170
Mainline Repair/Maintenance	1	6	
Meter Box Maintenance	8	45	21,007
Meter Register Replacement	12	115	21,007
Service/Saddle Replacement	49	309	21,007
Valve Exercise	232	1,958	4,631
<b>Total</b>	<b>428</b>	<b>3,504</b>	

CIP Projects	October 2023	Total CY 2023
C23-010 Water Mainline	0	0
C23-011 Water Valves	4	26
C23-012 Water Services	47	291
C23-013 Water Meters	76	255
C23-014 Fire Hydrants	2	15
C23-103 Pothole Main	0	0
<b>Total</b>	<b>129</b>	<b>587</b>



The map below shows the locations the Operations Crews worked in October.

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. A 2023 summary of standby activity is provided below.

Standby Summary			
Standby Reporting Month	Total Calls to After-Hours Answering Service	Site Visits	Resolutions Via Phone Call
January	34	16	18
February	18	8	10
March	13	7	6
April	23	13	10
May	27	18	9
June	38	21	17
July	37	22	15
August	34	15	19
September	36	17	19
October	14	7	7

## C. Operations Specialist

The District's Operations Specialist performs the USA markings. USA markings 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 ons/off (additional information in the chart below).

Operations Specialist Summary		
Work Description	October 2023	Total CY 2023
USA Markings	323	3,185
Check for Leak	37	336
Fire Hydrant Investigation	0	4
Locate a Meter	0	2
Turn Water On/Off	5	80
<b>Total</b>	<b>365</b>	<b>3,607</b>

## D. Water Quality/Sampling Summary

The Water Resources Division oversees routine monthly bacteriological testing as required by the California Division of Drinking Water. In October, 90 samples were collected with no positive results.

### Meter Testing Program

In 2022, a consortium of 12 local agencies led by CHWD completed a study to review new meter technologies and determine the best path forward for meter testing and replacement. The study recommended the District develop a meter testing program to verify the accuracy and condition of the District's meters. The District recently identified 200 meters in a variety of age and flow brackets throughout the District service area for testing. Operations staff is currently performing the field work of collecting the identified meters. Currently, approximately 55 of the 200 meters have been collected (some shown below). Once the 200 meters are collected, they will be sent off for testing. CHWD will analyze the results to better inform the District's future meter purchasing decisions.



**CITRUS HEIGHTS WATER DISTRICT**  
**DISTRICT STAFF REPORT TO BOARD OF DIRECTORS**  
**NOVEMBER 15, 2023 REGULAR MEETING**

SUBJECT : 2023 WATER SUPPLY - PURCHASED & PRODUCED  
STATUS : Information Item  
REPORT DATE : November 2, 2023  
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						2023				Year-to-Date	
	2018	2019	2020	2021	2022	Surface Water Purchased	Ground Water Produced	Total Water Monthly	Total Water Annual	Comparison to 2013		
	Total Water Monthly acre feet									acre feet		acre feet
Jan	602.52	531.38	520.86	519.03	575.54	528.73	450.70	51.22	501.92	501.92	-100.60	-16.7%
Feb	606.36	525.73	447.48	589.8	485.17	605.17	370.11	117.19	487.30	989.22	-219.66	-18.2%
Mar	819.55	540.78	516.87	654.31	601.02	774.74	376.25	96.40	472.65	1,461.87	-566.56	-27.9%
Apr	1,029.73	646.09	682.90	767.24	1,001.96	763.83	556.28	142.56	698.84	2,160.71	-897.45	-29.3%
May	1,603.43	1,072.27	977.41	1,168.99	1,277.33	1,133.06	833.35	182.72	1,016.07	3,176.78	-1,484.81	-31.9%
Jun	1,816.73	1,387.03	1,328.07	1,475.82	1,541.32	1,288.62	1,106.47	158.78	1,265.25	4,442.03	-2,036.29	-31.4%
Jul	2,059.21	1,737.13	1,582.40	1,682.83	1,643.73	1,536.69	1,445.97	67.05	1,513.02	5,955.05	-2,582.48	-30.2%
Aug	1,924.28	1,583.78	1,603.36	1,660.59	1,538.76	1,461.15	1,412.69	82.07	1,494.76	7,449.81	-3,012.00	-28.8%
Sep	1,509.82	1,330.19	1,297.12	1,381.14	1,333.29	1,228.49	1,165.38	55.08	1,220.46	8,670.27	-3,301.36	-27.6%
Oct	1,297.42	1,061.88	1,083.17	1,185.00	972.09	1,065.99	893.84	72.28	966.12	9,636.39	-3,632.66	-27.4%
Nov	911.55	807.7	839.06	779.34	576.37	637.25						
Dec	700.94	558.97	548.17	620.34	536.97	541.93						
Total	14,881.54	11,782.93	11,426.87	12,484.43	12,083.55	11,565.65	8,611.04	1,025.35	9,636.39	9,636.39		
% of Total							89.36%	10.64%				

# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS NOVEMBER 15, 2023 REGULAR MEETING

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SUBJECT	: WATER SUPPLY RELIABILITY
STATUS	: Information Item
REPORT DATE	: November 2, 2023
PREPARED BY	: Brian Hensley, Water Resources Supervisor Rebecca Scott, Director of Operations

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### **OBJECTIVE:**

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

### **BACKGROUND AND ANALYSIS:**

As of November 1, 2023, storage in Folsom Lake was at 548,964 acre-feet, fifty-six percent (56%) of the total capacity of 977,000 acre-feet. This represents a decrease in storage of 115,413 acre-feet in the past month.

The District's total water use during October 2023 (966.12 acre-feet) was twenty-five percent (25%) below that of October 2013 (1,297.42 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.

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# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS NOVEMBER 15, 2023 REGULAR MEETING

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SUBJECT : WATER EFFICIENCY & SAFETY PROGRAM UPDATE  
STATUS : Information Item  
REPORT DATE : November 7, 2023  
PREPARED BY : Jace Nunes, Management Analyst  
Rebecca Scott, Director of Operations

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

### **ACTIVITIES AND PROGRESS REPORT**

- Water Efficiency activities during the month of October 2023 included the following:
  - Ten High Efficiency Toilet (HET) rebates were processed.
  - Two High Efficiency Clothes Washer (HECW) rebates were processed.
  - Six smart irrigation controllers were installed.
  - Two Pressure Reducing Valve (PRV) rebates were issued.
- Nineteen reports of water waste were received in October. Staff continues reaching out to customers concerning water waste violations.
- The October safety meeting covered common accident causes.
- The 2023 WaterSmart schedule concluded in September. In total, the District offered five WaterSmart classes which included two in-person classes and three webinars. All classes from this year have been posted to CHWD's YouTube channel where they serve as resources for our customers and are viewable on-demand. YouTube viewership numbers for this year's WaterSmart classes are provided on page 3 of this report. WaterSmart classes from 2021-present are archived on the District's YouTube channel, where they can be viewed on-demand. The 2024 WaterSmart schedule will be finalized shortly.
- CHWD has three garden plots at the Sylvan Ranch Community Garden (SRCG) featuring water efficient landscaping. CHWD is working with a customer-based volunteer "Garden Corps," who maintains the plots by removing weeds and checking the irrigation system and controller timers. The Garden Corps met in October to discuss the fall planting plan and the group's role in the 2024 WaterSmart classes. The dedicated webpage for the garden, [chwd.org/garden](http://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 the Residential Gallons Per Capita Per Day (R-GPCD) values for CHWD for 2023:

Month	R-GPCD 2022	R-GPCD 2023	% CHANGE
January	84	64	-24%
February	78	71	-10%
March	88	60	-32%
April	135	88	-37%
May	169	128	-24%
June	172	167	-3%
July	230	191	-16%
August	187	189	1%
September	178	155	-13%
October	118	116*	-2%

\*Preliminary number as of the report date

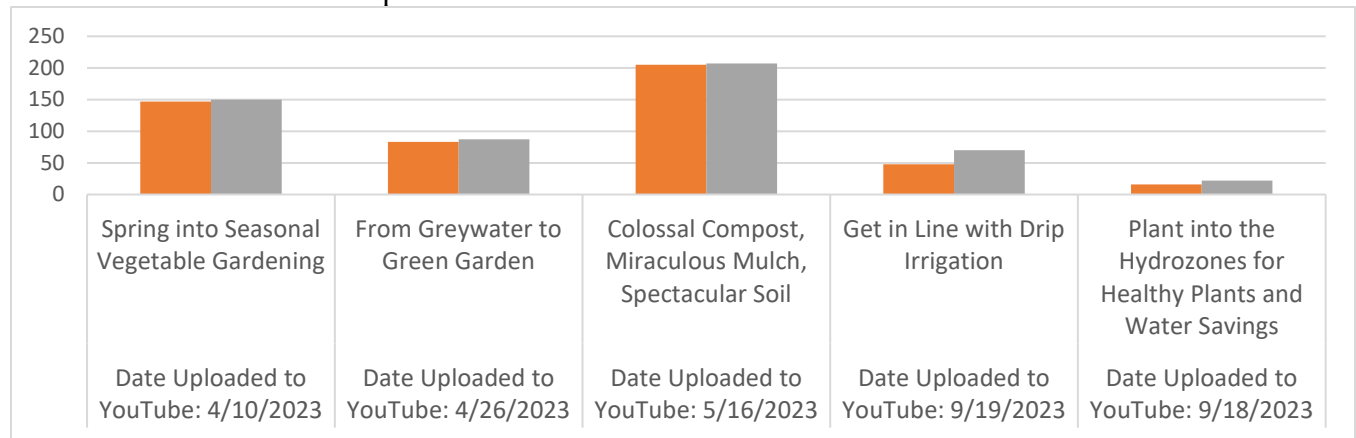
The following table summarizes the service requests and work orders of Water Efficiency staff for October 2023:

Work Orders	Oct 2023	Oct 2022
CHANGE TOUCH-READ TO RADIO READ	3	3
CONVERT TO RADIO-READ METER	34	36
METER BOX MAINTENANCE	3	6
METER REPAIR	0	2
METER REPLACEMENT	21	0
METER TESTING	0	0
REGISTER REPLACEMENT	12	25
RADIO-READ REGISTER REPLACEMENT	26	2
INSTALL METER	0	0
<b>TOTAL</b>	<b>99</b>	<b>74</b>

Service Requests	Oct 2023	Oct 2022
CONSERVATION REQUEST	19	24
CHECK FOR LEAK	0	1
UNABLE TO OBTAIN METER READ	74	35
TRIM SHRUBS	4	2
METER BURIED	32	30
METER MAINT.	30	20
LOCKED GATE	6	1
RE-READ METER	23	37
READ METER	3	0
METER BOX MAINT.	3	3
MOVE-IN/MOVE-OUT	16	18
CAR OVER METER	15	17
<b>TOTAL</b>	<b>225</b>	<b>188</b>



### WaterSmart Class Viewership



■ = Viewership, October 3, 2023  
■ = Viewership, November 1, 2023

# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS NOVEMBER 15, 2023 MEETING

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SUBJECT : DISCUSSION & POSSIBLE ACTION TO ADOPT RESOLUTION 16-2023  
UPDATING POLICY 5300.00: MAINTENANCE OF WATER METERS AND  
DISTRICT-OWNED WATER SERVICES AND ADOPT NEW POLICY  
10102.00: SOCIAL MEDIA USAGE AND CONTENT MODERATION

STATUS : Action Item

REPORT DATE : November 1, 2023

PREPARED BY : Kayleigh Shepard, Management Analyst/Deputy Board Clerk  
Brittney Moore, Administrative Services Manager/Chief Board Clerk  
Bryan Abaya, Principal Information Technology Analyst  
Rebecca Scott, Director of Operations  
Josh Nelson, Assistant General Counsel

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### **OBJECTIVE:**

Consider approving amendments to the District's Policy 5300 Maintenance of Water Meters and District-Owned Water Services, and consider a new policy proposal, Policy 10102.00 Social Media Usage and Content Moderation.

### **BACKGROUND AND ANALYSIS:**

#### **Proposed Update to Policy 5300:**

The District's current Maintenance of Water Meters and District-Owned Water Services Policy No. 5300 (Policy) describes ownership, maintenance and access to the water meters, and what happens if there is damage to water meters. District-owned water services are the water system components from the water main to the water meter. All equipment, including but not limited to any appliances, plumbing and/or facilities from the point of connection to the water meter are not considered District-owned.

Staff recommends that the Board consider renaming Policy No. 5300 "Maintenance of Water Meters and District-Owned Water Services" to "Maintenance of Water Meters and District-owned Services, Owner Responsibility For Equipment and Appliances From Point of Connection to Water Meter" and amending it to include language to further clarify the ownership and responsibility for equipment including but not limited to any appliances, plumbing and/or facilities from the point of connection to the water meter. The proposed amendment aims to define such equipment as private property; therefore, property owners are solely responsible for their maintenance and repair. The proposed amendment will provide a clear definition of ownership, reduce potential disputes, and promote accountability.

#### **Proposed New Policy 10102.00:**

Additionally, in today's digital age, social media has become an integral part of our personal and professional lives. It offers numerous benefits, including enhanced communication and marketing opportunities. However, it also presents potential risks to the District. To address these challenges and opportunities effectively, it is essential to establish a clear and comprehensive social media policy that addresses content moderation/content management. Staff recommends adopting the proposed new policy 10102.00 Social Media Usage and Content Moderation to provide guidelines for all stakeholders and participants involved in CHWD's social media activities.

**RECOMMENDATIONS:**

Adopt Resolution 16-2023 amending District Operations Policy No. 5300.00; and approve the new proposed policy 10102.00.

**ATTACHMENTS:**

1. Resolution 16-2023 Amending Operations Policy 5300 of the Citrus Heights Water District Policies Manual
2. Red-lined Version of Policy No. 5300 Maintenance of Water Meters and District-Owned Water Services with New Edits
3. Proposed Policy 10102.00 Social Media Usage and Content Moderation

**ACTION:**

Moved by Director \_\_\_\_\_, Seconded by Director \_\_\_\_\_, Carried \_\_\_\_\_

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**ATTACHMENT 1**  
**Resolution 16-2023 Amending Operations**  
**Policy 5300 of the Citrus Heights Water**  
**District Policies Manual**

CITRUS HEIGHTS WATER DISTRICT  
RESOLUTION NO. 16-2023

A RESOLUTION OF THE CITRUS HEIGHTS WATER DISTRICT AMENDING  
OPERATIONS POLICY 5300 OF THE CITRUS HEIGHTS WATER DISTRICT POLICIES  
MANUAL

WHEREAS, the Citrus Heights Water District (“District”) maintains a Policies and Procedures Manual (the “Manual”).

WHEREAS, the Manual contains, among other things, Operations Policy 5300, a policy reflecting the District’s responsibility for repairs to and maintenance of water meters and District-owned water services (“the Policy”).

WHEREAS, notwithstanding the foregoing, property owners remain wholly responsible for the maintenance, repair, and replacement of all plumbing, equipment, appliances, and/or facilities that are not a part of the District’s water services or water distribution system.

WHEREAS, the District desires to amend the Policy in order to clarify the responsibility of property owners for all plumbing, equipment, appliances, and/or facilities not part of the District’s water services, which services consist only of those components of the District’s water distribution system from the water main to the water meter.

WHEREAS, to that end, the District has prepared an amendment to the Policy, attached hereto as Exhibit “A.”

WHEREAS, The District does hereby find, order, and resolve as follows:

SECTION 1. The recitals set forth above are true and correct and are incorporated into this resolution by this reference.

SECTION 2. The District hereby amends Operations Policy 5300 of the Citrus Heights Water District Policies and Procedures Manual, to read in its entirety as set forth in Exhibit “A,” attached hereto.

SECTION 3. The District hereby finds that the amendments embodied in the attached Exhibit are declaratory of existing policy and consistent with applicable law, and are made for purposes of clarification only.

SECTION 4. This resolution shall be effective as of the date of adoption. The Clerk of the Board shall certify the adoption of this resolution.

PASSED AND ADOPTED by the Board of Directors of the CITRUS HEIGHTS WATER DISTRICT this 15th day of November 2023 by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

SEAL

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RAYMOND A. RIEHLE, President  
Board of Directors  
Citrus Heights Water District

ATTEST:

I HEREBY CERTIFY that the foregoing is a full, true and correct copy of Resolution 16-2023 adopted by the Board of Directors of Citrus Heights Water District at a Regular meeting held November 15<sup>th</sup>, 2023.

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BRITTNEY MOORE, Chief Board Clerk  
Citrus Heights Water District

Exhibit “A”

AMENDED OPERATIONS POLICY 5300

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CITRUS HEIGHTS WATER DISTRICT  
POLICIES AND PROCEDURES MANUAL

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POLICY TYPE : OPERATIONS  
POLICY TITLE : MAINTENANCE OF WATER METERS AND DISTRICT-OWNED  
WATER SERVICES, OWNER RESPONSIBILITY FOR EQUIPMENT  
AND APPLIANCES FROM POINT OF CONNECTION TO WATER  
METER  
POLICY NUMBER : 5300  
DATE ADOPTED : MAY 8, 2007  
DATES AMENDED : JUNE 17, 2020  
NOVEMBER 15, 2023

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5300.00 MAINTENANCE OF WATER METERS AND DISTRICT-OWNED  
WATER SERVICES, OWNER RESPONSIBILITY FOR EQUIPMENT  
AND APPLIANCES FROM POINT OF CONNECTION TO WATER  
METER

5300.10 Responsibility for Maintenance of Water Meters

Water meters are the property of the District and a part of the District's water distribution system. All maintenance and repair work on water meters and related equipment and facilities shall be performed by the District or its authorized representatives.

5300.15 Responsibility for Maintenance of District-Owned Water Services

Water services are the water system components from the water main to the water meter. All water services are considered to be District-owned unless where identified on the District's water facility map. All maintenance and repair work on District-owned water services and related equipment and facilities shall be performed by the District or its authorized representatives.

5300.20 Repairs to Water Meters and District-Owned Water Services

The District shall repair or replace water meters and District-owned water services at its sole discretion. When a water meter is determined to be non-operational or is removed for repair, property owners may be billed for water consumption using an estimate based on previous consumption history at the discretion of the Assessor/Collector or his or her designee.



5300.30      Access to Water Meters and District-Owned Water Services

Property owners are responsible for maintaining unrestricted and unobstructed access at all times to District water meters and other District equipment and facilities located on their property. Access shall be maintained in a manner that allows the District at all times to read, inspect, maintain, repair or replace the water meter and water system components. Access that is restricted by vegetation, landscaping materials or features, fencing, parking of vehicles or other obstructions shall be remedied by the property owner at the property owner's sole expense. Any restriction or obstruction not remedied by the property owner within 30 calendar days of written notification from the District may be remedied by the District. The District shall hold the property owner or the owner's legally-authorized representative responsible for any costs incurred by the District in remedying the restriction or obstruction.

Water meters and District-owned water services are generally located within a right-of-way, public utility easement, or dedicated easement to the District. For facilities that are not located within the above and are located on the property owner's private land, each property owner irrevocably licenses the District and its authorized employees and representatives to enter upon the property owner's land at all reasonable times for the purpose of reading, inspecting, testing, checking, repairing, maintaining, or replacing the District's facilities as a condition of receiving water service from the District.

5300.40      Damage to Water Meters and District-Owned Water Services

Damage to water meters, District-owned water services, and other District-owned equipment and facilities such as water meter boxes, valves, water meter setters, or curb stops, shall be repaired or replaced by the District and may be billed to the property owner at the sole discretion of the Assessor/Collector or his or her designee. Property owners shall be notified of damage in writing by the District. Tampering with water meters or other District facilities is a punishable offense under Section 498 of the Penal Code of the State of California.

5300.50      Equipment and Facilities from Point of Connection to the Water Distribution System are Not Water Services

Any and all plumbing, equipment, appliances, and/or facilities from the point of connection to, but not including, the District's water distribution system are not "water services" as defined in Section 5300.15 of this Policy. Property owners are solely responsible for all plumbing, equipment, appliances, and/or facilities from the point of connection to the District's water distribution system.

5300.60      Damage to Equipment and Facilities Between Point of Connection and Water Distribution System

Damage to any and all plumbing, equipment, appliances, and/or facilities from the point of connection to, but not including, the District's water distribution system shall be repaired or replaced by the property owner at the property owner's sole expense.

**ATTACHMENT 2**  
**Red-lined Version of Policy 5300:**  
**Maintenance of Water Meters and District-**  
**Owned Water Services with New Edits**

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CITRUS HEIGHTS WATER DISTRICT  
POLICIES AND PROCEDURES MANUAL

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POLICY TYPE : OPERATIONS  
POLICY TITLE : MAINTENANCE OF WATER METERS AND DISTRICT-OWNED  
WATER SERVICES, [OWNER RESPONSIBILITY FOR EQUIPMENT  
AND APPLIANCES FROM POINT OF CONNECTION TO WATER  
METER](#)  
POLICY NUMBER : 5300  
DATE ADOPTED : MAY 8, 2007  
DATES AMENDED : JUNE 17, 2020  
                    , ~~2023~~ [NOVEMBER 15, 2023](#)

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5300.00            [MAINTENANCE OF WATER METERS AND DISTRICT-OWNED  
WATER SERVICES, OWNER RESPONSIBILITY FOR EQUIPMENT  
AND APPLIANCES FROM POINT OF CONNECTION TO WATER  
METER](#)

5300.10            [Responsibility for Maintenance of Water Meters](#)

Water meters are the property of the District and a part of the District's water distribution system. All maintenance and repair work on water meters and related equipment and facilities shall be performed by the District or its authorized representatives.

5300.15            [Responsibility for Maintenance of District-Owned Water Services](#)

Water services are the water system components from the water main to the water meter. All water services are considered to be District-owned unless where identified on the District's water facility map. All maintenance and repair work on District-owned water services and related equipment and facilities shall be performed by the District or its authorized representatives.

5300.20            [Repairs to Water Meters and District-Owned Water Services](#)

The District shall repair or replace water meters and District-owned water services at its sole discretion. When a water meter is determined to be non-operational or is removed for repair, property owners may be billed for water consumption using an estimate based on previous consumption history at the discretion of the Assessor/Collector or his or her designee.

#### 5300.30      Access to Water Meters and District-Owned Water Services

Property owners are responsible for maintaining unrestricted and unobstructed access at all times to District water meters and other District equipment and facilities located on their property. Access shall be maintained in a manner that allows the District at all times to read, inspect, maintain, repair or replace the water meter and water system components. Access that is restricted by vegetation, landscaping materials or features, fencing, parking of vehicles or other obstructions shall be remedied by the property owner at the property owner's sole expense. Any restriction or obstruction not remedied by the property owner within 30 calendar days of written notification from the District may be remedied by the District. The District shall hold the property owner or the owner's legally-authorized representative responsible for any costs incurred by the District in remedying the restriction or obstruction.

Water meters and District-owned water services are generally located within a right-of-way, public utility easement, or dedicated easement to the District. For facilities that are not located within the above and are located on the property owner's private land, each property owner irrevocably licenses the District and its authorized employees and representatives to enter upon the property owner's land at all reasonable times for the purpose of reading, inspecting, testing, checking, repairing, maintaining, or replacing the District's facilities as a condition of receiving water service from the District.

#### 5300.40      Damage to Water Meters and District-Owned Water Services

Damage to water meters, District-owned water services, and other District-owned equipment and facilities such as water meter boxes, valves, water meter setters, or curb stops, shall be repaired or replaced by the District and may be billed to the property owner at the sole discretion of the Assessor/Collector or his or her designee. Property owners shall be notified of damage in writing by the District. Tampering with water meters or other District facilities is a punishable offense under Section 498 of the Penal Code of the State of California.

#### 5300.50      Equipment and Facilities from Point of Connection to the Water Distribution System are Not Water Services

Any and all plumbing, equipment, appliances, and/or facilities from the point of connection to, but not including, the District's water distribution system are not "water services" as defined in Section 5300.15 of this Policy. Property owners are solely responsible for all plumbing, equipment, appliances, and/or facilities from the point of connection to the District's water distribution system.

#### 5300.60      Damage to Equipment and Facilities Between Point of Connection and Water Distribution System

Damage to any and all plumbing, equipment, appliances, and/or facilities from the point of connection to, but not including, the District's water distribution system shall be repaired or replaced by the property owner at the property owner's sole expense.

**ATTACHMENT 3**  
**Proposed New Policy 10102.00 Social Media**  
**Usage and Content Management**

10102.01 Purpose of Policy

The District runs several official social media accounts, with the purpose of sharing news, information, and updates regarding the District's activities, policies, and programs. The information and content contained on District social media sites is only intended to supplement—not replace—the information available through the District's official channels, including the District's website (chwd.org).

The District's social media pages are deemed to be a moderated online discussion site, and designated as a limited public forum. The District does not monitor third-party comments or posts in real time but reserves the right to review and/or screen comments during regular business hours or when possible.

10102.02 Comments on District Social Media Pages

The District is not responsible for comments, statements, messages, or other material posted to its social media sites by non-District sources, and does not in any way guarantee, ensure, or warrant the accuracy of any such content. The District specifically disclaims all liability for claims or damages that may result from non-District content on its social media sites. Opinions expressed by or through non-District sources are those of the expressing party only and do not necessarily reflect the opinions, practices, or policies of the District. In no event shall the District be liable to any person for any decisions made or actions taken in reliance on information posted by a non-District source on District social media sites.

By accessing, viewing, and/or posting content to a District social media page, third parties accept, without limitation or qualification, these terms and conditions of use, as well as any other terms of use required by the company that owns and operates the social media site. Use of District social media sites is deemed acceptance of these terms and conditions.

District social media sites are public pages that are viewable by any person. Comments and shared information become part of the public record and may be archived by the District in order to comply with applicable laws, e-discovery requirements, and document retention policies. Information shared through the District's social media sites may be subject to release through the California Public Records Act or other public information statutes. Use of the District's social media sites is deemed a waiver of any rights to privacy or confidentiality in accordance with state and federal law.

Users of District social media sites are advised that the District reviews all comments posted on its sites. Consistent with the purposes of this Policy, applicable law, and the nature of the District's social media sites as limited public forums, the District reserves the right to moderate, monitor, remove, prohibit, restrict, block, suspend, terminate, delete, discontinue, or reject comments or access to comments if they are:

- A. Profane, obscene, pornographic, abusive, threatening, racist, defamatory, offensive or contain violent language
- B. Trolling (posts that are deliberately offensive, provocative, or disruptive and

intended to hijack our content, deflect our information off-track, upset someone, or create angry responses from employees or other visitors)

- C. Messages that are a violation of existing law or regulation
- D. Violations of the intellectual property rights of the District or others
- E. Defamatory or libelous statements, or comments which contain any statements that are made for the purpose of holding up an individual or groups of people for public ridicule, derision, or embarrassment
- F. Personally identifiable information or sensitive personal information that if released violates federal or state law
- G. Inaccurately implying endorsement, approval, or sponsorship by the District
- H. Spam (unsolicited messages that are usually intended as advertising or messages that are repeatedly posted on the same site)
- I. Posts or links that contain malicious software (malware) such as viruses, worms, trojans, rootkits, spyware, adware or any other unwanted software
- J. Attacks or calls-to-action for attacks on specific groups
- K. Intended to harass, threaten, or abuse an individual or which are derogatory or represent personal attacks on any District official, employee, resident, or agent
- L. Hateful or discriminatory comments regarding or comments that promote, foster, or perpetuate discrimination of harassment on the basis of race, ethnicity, religion, gender, disability, sexual orientation, political beliefs, or a protected class under local, state, or federal law
- M. Intended to advocate for or oppose a religion or religious belief
- N. Political in nature, including, but not limited to, promotion or endorsement of a political campaign or candidate, advertisement of public meetings pertaining to political campaigns or candidates, or solicitation of public comments for meetings pertaining to political campaigns or candidates
- O. Links or comments containing sexually explicit content or material
- P. Links to malicious software or sites
- Q. Links to any site or content posted by automatic software programs (i.e. "bots")
- R. Cyber-stalking or threats to an individual or organization, or intended to collect or post private information and data without disclosure (e.g., doxxing)
- S. Messages that relate to confidential, private, or proprietary information
- T. Messages that are inappropriate, in poor taste, or otherwise contrary to the purposes and services of the District
- U. Self-promotion
- V. Solicitation of funds
- W. Unsolicited business proposals and inquiries, or otherwise represent solicitation,

promotion, or endorsement of specific commercial services, products, or entities

X. Reports of criminal or suspicious activity (Commenters should contact the local police agency directly with this type of information)

Y. Encouragement of illegal or unlawful activity

Z. Any form of legal and/or administrative notices or processes

AA. Posts not in compliance with the social media site's own terms and conditions

BB. Posts that attempt to or do take over a thread in ways that are contrary to these terms and conditions (including random or unintelligible posts)

Questions regarding removal of comments shall be directed to the District's General Manager and/or legal counsel.

Individuals who comment or post to District social media sites and who repeatedly violate this Policy may, among other things, be prohibited from posting future comments or be reported to the social media site.

The District will not edit posts or comments for the purpose of removing only objectionable or inappropriate content and leaving non-objectionable or appropriate content in a post.

Information contained on District social media sites may be intercepted, recorded, read, copied, and disclosed by and to authorized personnel for any official purpose, including criminal investigations. Unauthorized access or use of District social media sites, including attempting unauthorized copying, altering, destroying, or damaging site content may violate the Federal Computer Fraud and Abuse Act of 1986 and may subject violators to criminal, civil, and/or administrative action.

The District does not post or respond to reporters' questions on its social media sites; reporters are advised to direct any inquiries to the District's General Manager.

#### 10102.03      Non-Endorsement of Information on Social Media

The District does not endorse any non-District entities, products, services, or other non-governmental organizations or individuals through social media. References to such entities, products, services, or non-governmental organizations or individuals may be made for informational purposes but should in no circumstance be understood as an endorsement or approval of any non-District entity, service, practice, or procedure.

The information provided on District social media sites and any links or references thereon are provided as a courtesy. The District does not endorse, recommend, or approve of any person, product, or service mentioned on its social media sites nor referenced or contained on any other website or social media page.

External links may be provided at times and are posted only as additional information or resource material. The District does not attest to the accuracy of information provided by any links. Should any user access another site through a link on the District's social media sites, that user is subject to that destination site's own privacy policy and terms of use.



#### 10102.04      Non-District Posts Not Legal Advice or Official Notice

Any posts, interactions, and messages conveyed through District social media sites do not constitute legal advice. Likewise, anything posted by non-District sources is not considered an official notice or comment to the District or to any of its officials or employees for any purpose. The District disclaims all warranties, expressed or implied, for any of the information and content provided in its social media site.

Interested persons may contact the District by visiting its official website, calling its official phone number listed on the website, or visiting the District's offices at 6230 Sylvan Road, Citrus Heights, CA 95610.

#### 10102.05      Ownership of Content on District Social Media Sites; Intellectual Property Rights

The District does not own any comments, content, messages, or information posted by non-District sources, subject to any terms or conditions of the relevant social media site. By posting on the District social media sites, posters grant the District a non-exclusive, transferable, sub-licensable, royalty-free, worldwide license to use that content. That means the District can reproduce, distribute, publish, display, and otherwise use the posted content.

Images, photographs, written works and graphics used by the District on its social media site, unless otherwise noted, are the property of the District and are protected under both United States and International Copyright Laws. District images, photographs, written works, and graphics may not be reproduced, copied, transmitted, or manipulated without the written permission of the District. Use of any image or content from District social media sites as the basis for any other literary writing, photograph, or illustration (in any format) may constitute a violation of state, federal, or international copyright laws.

#### 10102.06      Personal Information and Privacy

For privacy reasons, individuals are advised to avoid including personal information (e.g., email address or phone number) in any comments or posts on the District's social media sites. The District can be reached for specific, individual questions through its official website, by phone, or in person at the District's office during regular business hours.

# CITRUS HEIGHTS WATER DISTRICT

## DISTRICT STAFF REPORT TO BOARD OF DIRECTORS NOVEMBER 15, 2023 REGULAR MEETING

SUBJECT : DISCUSSION AND POSSIBLE ACTION TO APPROVE THE ARTESIAN AGREEMENT WITH THE REGIONAL WATER AUTHORITY  
 STATUS : Action Item  
 REPORT DATE : November 8, 2023  
 PREPARED BY : Rebecca Scott, Director of Operations

### **OBJECTIVE:**

Consider approval of the ARTESIAN agreement with the Regional Water Authority.

### **BACKGROUND AND ANALYSIS:**

The State Water Resources Control Board (SWRCB) must periodically update its regulations governing water being put to beneficial use in the Bay-Delta. Voluntary Agreements (VAs) provide a collaborative alternative to the SWRCB's regulatory process. As part of the 2019 VA proposal for the American River region, 30,000 acre-feet (AF) of groundwater, coming from a combination of existing or new facilities within the Sacramento Region and the Sacramento Regional Water Bank, would be made available in up to three of eight Dry or Critical years. The request from American River groundwater providers in the 2019 VA proposal included a request for a combined amount of \$55 million for infrastructure to make this water available.

In late 2022, the California Natural Resources Agency and the Department of Water Resources (DWR) approached the Regional Water Authority (RWA) to offer the region \$55 million for American River groundwater projects, with the caveat that these projects could be contracted and completed quickly, with all work completed by December 21, 2025. RWA confirmed the presence of eligible projects in the region and submitted a project list, which included CHWD's Well #8, to DWR.

As originally proposed in 2019, the State required recipients of the \$55 million to construct necessary infrastructure and make 30,000 AF of water available over an eight-year period during three Dry and Critical years. As part of the project, the Bureau of Reclamation would release the same water quantity from Folsom Reservoir to the Lower American River from March through May. Groundwater providers receiving state funding would refrain from diverting this water during call years, shifting to groundwater supplies instead.

The water made available through this process would be considered environmental outflow and continue to flow to the Delta. The Funding Agreement between the State of California (Natural Resources Agency and DWR) and RWA - Voluntary Agreement Early Implementation for the American River ("Funding Agreement") allows the State to request groundwater in one Dry call year within the three years following if there are fewer than three Dry or Critical years in the eight-year period.

The Funding Agreement does not assign specific flow obligations to individual funding recipients, recognizing that the groundwater contribution is a shared regional obligation. RWA member agencies, through an ad hoc committee which included CHWD's Director of Operations, determined the proportional share of outflow commitments and funding for each agency.

**Table 1: Flow and Funding Commitments Based on Regional Diversions Funding Recipient**

<b>Funding Recipient</b>	<b>Flow Commitment (AF)</b>	<b>State Funding Provided (Million \$)</b>
Carmichael Water District	3,800	6.83
<b>Citrus Heights Water District</b>	<b>1,963</b>	<b>3.53</b>
City of Roseville	4,460	8.01
City of Sacramento	3,932	7.06
Fair Oaks Water District	1,374	2.47
Golden State Water Company	763	1.37
Orangevale Water Company	460	0.83
Sacramento Suburban Water District	10,488	18.84
Sacramento County Water Agency	2,760	4.96
RWA Administration		1.10
<b>Total</b>	<b>30,000</b>	<b>55.00</b>

The Funding Agreement stipulates that funding recipients will provide quarterly project status reports and submit invoices to RWA for reimbursement from the State. RWA will then distribute the reimbursement funds to recipients.

The Funding Agreement was approved by the RWA Board's Executive Committee on June 30, 2023, and the California Natural Resources Agency and DWR fully executed the Funding Agreement with RWA on July 21, 2023.

Each participating agency must adopt the American River Terms for Ecosystem Support and Infrastructure Assistance Needs (ARTESIAN) Project Agreement with RWA, similar to a sub-recipient agreement. It aligns with the Funding Agreement and includes flow commitments, in addition to outlining coordination responsibilities such as technical team meetings and annual collaboration.

The ARTESIAN Project Agreement safeguards non-participating RWA Members and contracting agencies as per the RWA Joint Powers Agreement. Considering the amount of infrastructure funding in exchange for temporary water dedication in call years, staff recommends that the Board approve the ARTESIAN Project Agreement.

Project level CEQA compliance for Well #8 was completed in 2020, and no additional CEQA action is required at this time. On July 3, 2023, RWA filed a CEQA Notice of Exemption with Placer County for the State Funding Agreement with DWR.

**RECOMMENDATION:**

Approve the ARTESIAN agreement with the Regional Water Authority and authorize the General Manager to execute the agreement.

**ATTACHMENT:**  
ARTESIAN Agreement

**ACTION:**

Moved by Director \_\_\_\_\_, Seconded by Director \_\_\_\_\_, Carried \_\_\_\_\_

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**REGIONAL WATER AUTHORITY**  
**AMERICAN RIVER TERMS for ECOSYSTEM SUPPORT and INFRASTRUCTURE**  
**ASSISTANCE NEEDS (ARTESIAN)**  
**PROJECT AGREEMENT**

This Agreement dated July 25, 2023 is entered into by Regional Water Agency, a California joint powers authority (“RWA”) and the RWA Members and Contracting Entities listed in Exhibit A (collectively “Participants”) who execute this Agreement and agree as follows:

1. Recitals

This Agreement is made with reference to the following background recitals:

1.1. The purpose of this Agreement is to create the American River Terms for Ecosystem Support and Infrastructure Assistance Needs (“ARTESIAN”) Project to govern administration of state funds provided to RWA on behalf of the Participants for early implementation of the American River region’s 2019 Voluntary Agreement proposal.

1.2. RWA is a joint powers authority, formed to serve and represent regional water supply interests and to assist its members in protecting and enhancing the reliability, availability, affordability, and quality of water resources.

1.3. The joint powers agreement pursuant to which RWA was formed and operates (“RWA JPA”), authorizes RWA to enter into a “Project or Program Agreement,” which is defined as an agreement between RWA and two or more of its Members or Contracting Entities to provide for carrying out a project or program that is within the authorized purposes of RWA, and sharing in the cost and benefits by the parties to the Project or Program Agreement.

1.4. Article 21 of the RWA JPA states: “The Regional Authority’s projects are intended to facilitate and coordinate the development, design, construction, rehabilitation, acquisition, or financing of water-related facilities (including sharing in the cost of federal, State or local projects) on behalf of Members and/or Contracting Entities. The Regional Authority may undertake the development, design, construction, rehabilitation, acquisition or funding of all or any portion of such projects on behalf of Members and/or Contracting Entities in the manner and to the extent authorized by such Members and/or Contracting Entities as provided in this Agreement, but shall not accomplish these functions, nor acquire or own water-related facilities in its own name.”

1.5. Article 22 of the RWA JPA states: “Prior to undertaking a project or program, the Members and/or Contracting Entities who elect to participate in a project or program shall enter into a Project or Program Agreement. Thereafter, all assets, benefits and obligations attributable to the project shall be assets, benefits and obligations of those

Members and/or Contracting Entities that have entered into the Project or Program Agreement. Any debts, liabilities, obligations or indebtedness incurred by the Regional Authority in regard to a particular project or program, including startup costs advanced by the Regional Authority, shall be obligations of the participating Members and/or Contracting Entities, and shall not be the debts, liabilities, obligations and indebtedness of those Members and/or Contracting Entities who have not executed the Project or Program Agreement.”

1.6. As further described in this Agreement, RWA and the Participants desire to carry out a project and share in the costs and benefits of a project as provided for in Articles 21 and 22 of the RWA JPA.

1.7. As part of the (unratified and unexecuted) 2019 Voluntary Agreement proposal (“2019 VA Proposal”) for the American River region, American River groundwater providers, including the Participants, proposed to make available 30 thousand acre-feet (“TAF”) of water available through groundwater replenishment in up to 3 of 8 Dry (D) or Critical (C) years<sup>1</sup> through a combination of existing or new facilities and the Sacramento Regional Water Bank. This water will be released from upstream storage through Folsom Reservoir by Reclamation or will occur downstream of Folsom Reservoir in the Lower American River as a result of reduced surface water diversions. Groundwater replenishment for flows made to the Lower American River will be completed no later than March 1 of the following calendar year. The 2019 VA Proposal included a request from American River groundwater providers for a combined amount of \$55 million for infrastructure to make this water available.

1.8. On June 14, 2023, the RWA Board of Directors approved a form of funding agreement (“Funding Agreement”) between RWA and the California Natural Resources Agency (“CNRA”) and the Department of Water Resources (“DWR”) effective June 1, 2023 under which CNRA and DWR will fund up to \$55 million in groundwater infrastructure projects through RWA as funding recipient in exchange for RWA obtaining commitments from the Participants to make available the 30 TAF according to the 2019 VA Proposal.

1.9. On June 30, 2023, the RWA Executive Committee approved the substantively final form of the Funding Agreement and authorized the RWA Executive Director to sign.

1.10. Upon the effective date of the Funding Agreement, the parties desire for this Agreement to govern their respective rights and obligations with respect to administration of state funding under the Funding Agreement.

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<sup>1</sup> Based on the Sacramento Valley Index as defined under the Revised State Water Resources Control Board’s Decision 1641.

## 2. Definitions

The following defined words and terms shall apply in this Agreement:

2.1. Call Year: A year type identified in this Agreement and the State Agreement in which outflow through groundwater replenishment will be provided and “called for” after assessing conditions through the Operations Review Group. This would occur in three out of eight D or C year types during the Agreement term, beginning in 2025. If the total of C and D years from and including 2025 and 2032 is fewer than three, then the State may implement another call year in a D year from and including 2033 and 2036. Specific details of this flow contribution are defined in Exhibit 1A and Exhibit 2, Appendix A.

2.2. Annual Flow Accounting Report (“AFAR”): A document to be produced annually to record the volume of outflow released by Reclamation at Folsom Dam, the flow volumes paid back from the Participants to Reclamation, and report a detailed accounting of which Participants made water available, the total volumes provided, mechanisms used to replenish water, deficits in contributions, over-production of contributions, any mitigation to make up for any Participant’s inability to meet its replenishment obligations, and a discussion of any challenges or lessons learned.

2.3. Master Flow Ledger (“MFL”): A document that will be updated regularly throughout the term of the Agreement to keep an accounting of outflow releases and replenishment. It will serve as a ledger that will summarize the total amount of water provided by each Participant and keep a running tally of total groundwater replenished by the region, provided as an estimate of the amount of water paid back during the current reporting period and the total amount paid back to-date. The MFL will carry forward from year-to-year through the Agreement term. When developing the MFL, Reclamation and the Participants will look at existing resources and sources of information to pull into its development.

2.4. Operations Review Group (“ORG”): The ORG will consist of operations and/or technical staff from Reclamation and each Participant who makes groundwater available for outflow. The ORG will serve as a collective entity to meet, review, confer, and report on water accounting for American River outflow.

2.5. Replenishment: The amount of water made available by Participants to backfill the amount released by Reclamation out of Folsom Reservoir.

2.6. Replenishment Schedule: An informed estimate that provides an explanation and forecast of how and when Participants are anticipating to pay back water releases that Reclamation has made available from Folsom Reservoir.

2.7. Readiness Review: A convening of Participants and other American River water providers with obligations to make outflow available meeting and discussing

each agency's overall readiness to perform and meet their agreed-upon obligations for the upcoming year. The Readiness Review will include the preparation of the Replenishment Schedule.

2.8. Any other term not expressly defined in this Agreement shall have the meaning provided in the Funding Agreement.

3. Term. This Agreement will remain in effect for as long as any obligations under this Agreement remain outstanding.

#### 4. Project Description

4.1. The project that RWA and the Participants create through this Agreement involves using state funds granted to RWA for Participants to design and construct a suite of proposed groundwater infrastructure projects which will make additional water supply capacity available for agencies that provide groundwater. These projects are identified in Exhibit 1 of this Project Agreement. This also includes making outflow available through 30 thousand acre-feet ("TAF") of groundwater substitution in up to three D or C years, and related reporting and coordination requirements, a schedule for which is provided as Exhibit 4, all as further described in this Agreement.

4.2. Eligible Participants in this Project are those RWA Members or Contracting Entities who have a project listed on Exhibit 1.

4.3. This Agreement will become effective upon the execution of this Agreement by RWA and at least one of the named Participants on Exhibit 1.

#### 5. RWA Responsibilities

5.1. RWA shall administer the Funding Agreement and this Agreement for the benefit of the Participants, including:

- Coordinating and administering all aspects of this Agreement;
- Coordinating invoicing, reimbursement, and communication to DWR for projects funded under the Funding Agreement; and,
- Preparing and submitting reports required by the Funding Agreement.

5.2. RWA agrees to subgrant a portion of those funds granted to RWA under the Funding Agreement to each Participant for reimbursement of Eligible Project Costs, as that term is defined in the Funding Agreement, up to the project amounts identified in Exhibit 1A and Exhibit 1B. RWA shall not be responsible for payment of any amounts in excess of the project amounts identified in Exhibit 1A and 1B without written modification of this Agreement. Participants shall invoice RWA for eligible project-related costs, in arrears.



5.3. Each Participant shall reimburse RWA for any erroneous or disallowed disbursement of state funds. Reimbursement shall occur within 30 days of written demand by RWA.

5.4. RWA shall not be obligated to disburse any remaining unpaid portion of state funds unless and until sufficient funds identified for allocation to a Participant are released by the state to RWA for expenditure under the Funding Agreement. RWA shall expeditiously seek the release of state funds held by the state for projects funded by this Agreement.

## 6. Participant Responsibilities

6.1. Participants, acting as Local Project Sponsors under the Funding Agreement, shall have sole responsibility for design, construction, management, oversight, compliance, operations, maintenance and legal compliance for the projects funded by this Agreement. As a condition of receiving state funds under this Agreement, Participants agree to complete their funded projects and assume all project costs not reimbursed with state funds through this Agreement.

6.2. Except for the RWA responsibilities in section 5, the Participants shall also assume and perform all of RWA's obligations under the Funding Agreement with respect to their projects funded under this Agreement. The responsibilities assumed by each Participant are those provided in the Funding Agreement attached Exhibit 2 and Exhibit 2, Appendix A of this Agreement.

6.3. Participants shall meet all reporting requirements in a timely manner, as well as providing an obligated portion of groundwater contributions to outflow as specified in Exhibit 1A. This includes participating in a regional total of 30 TAF available from groundwater replenishment in up to three D or C years out of eight years of the Agreement, and for an additional four years if three D or C years do not occur in the initial eight-year period, all in compliance with the specific terms of the Flow Contribution set forth in the Funding Agreement.

6.4. Participants agree not to take any action that will cause RWA or any other Participant to breach the Funding Agreement. RWA will have no obligation to prepare and submit invoices or take any other actions on behalf of, or liability for failing to take any action in regard to obtaining reimbursement for, any Participant that breaches one or more of its responsibilities provided in this Agreement hereof and that fails to cure such breach promptly after receipt of notice from RWA of the breach and requirements for curing the breach.

6.5. To ensure an external evaluation of water made available in support of the VA nets the 30 TAF of groundwater, participants agree that commensurate reductions of groundwater extractions at a level equal to or greater than water

commitments, or other beneficial actions such as direct groundwater recharge, during non-Dry or Critical years is vital.

#### 6.6. Flow Contribution.

6.6.1. Each Participant agrees that, as part of a regional arrangement with Reclamation, it will make available the agreed-upon quantity of outflow in up to three out of eight D or C years, provided in Exhibit 1A.

6.6.2. Assuming Reclamation provides outflow from Folsom Dam as early as March 1 of a call year, Participants will begin to replenish releases made by Reclamation as early as March 1 by reducing surface water diversions and providing groundwater substitution. The timing to achieve this complete replenishment from groundwater will rely on the rate of demand for water within the region, but shall not go beyond March 1 of the following calendar year.

6.6.3. Each Participant represents and warrants that it has and will maintain for the term of this Agreement sufficient water rights or rights to contract water to meet its outflow obligation under this Agreement. This representation and warranty shall be made effective as of the date the Participant first incurs costs for a funded project that may be reimbursable under this Agreement. Each Participant further represents and warrants that it will take actions to the satisfaction of RWA and the other Participants to ensure that the agreed quantity of water is made available for outflow from Folsom Reservoir.

#### 7. Project Coordination and Prioritization

7.1. Project Committee. The Participants may form a Project Committee consisting of one representative (and one or more alternates) designated by each Participant. The Project Committee may meet as necessary from time to time to administer and implement this Agreement on behalf of the Participants. The Project Committee may also use other forms of communication if appropriate, such as e-mail, in order to make decisions or reach intended outcomes.

7.1.1. The Project Committee may meet when needed to assess project status and review any related information. No later than December 31, 2023, if a project is determined by the Project Committee to be unforeseeably infeasible or impracticable, then the Project Committee may meet and confer with the project-specific Participant(s) with the affected project and provide recommendations to RWA on an alternative project that will still achieve the intended objectives of the Funding Agreement. The Project Committee may consider Priority 2 Projects (Exhibit 1B and Exhibit 2, Appendix A – Exhibit A) and any other relevant information provided by the Participant(s.).

7.2. Collaboration Schedule. In order for there to be coordination among the Participants and ensure efficient, effective, and collaborative engagement of the implementation of outflow replenishment associated with this Agreement, a schedule has been developed as guidance for making recommendations and ultimate decisions. This schedule is provided as Exhibit 4.

7.3. Commitment to Participate in a Readiness Review

7.3.1. In early February of each year during the term of the Agreement, a group comprised of one member from each of the Participants and other American River water providers, as necessary, with obligations to make outflow available will convene and discuss each agency's overall readiness to perform and meet their agreed-upon obligations (Readiness Review). From this conversation, parties will understand their commitments and will prepare to meet their current year's obligations.

7.3.2. As part of the Readiness Review, Participants will provide a Replenishment Schedule by March 15 of each call year. The Replenishment Schedule will provide an explanation and forecast of how and when Participants are anticipating to pay back water releases that Reclamation has made from Folsom Reservoir. The Replenishment Schedule will also include whether replenishment would pass through Folsom Reservoir. If a Participant is making replenishment available at or above Folsom Reservoir, then Reclamation would physically see this water showing up in the lake and it would reflect in the overall accounting of Folsom storage. Passing through Folsom Reservoir is important as Reclamation will need to account for replenishment of flows downstream. Since downstream pay back of released outflow to the Lower American River is anticipated to come from groundwater providers via a reduction in surface diversions and increased groundwater production (i.e., groundwater replenishment), Reclamation will need to use the Participant's predicted and real-time estimates of replenishment to keep an accounting. A designated RWA representative will compile feedback from each Participant to create the Replenishment Schedule and to submit it to Reclamation.

7.4. Commitment to Participate in the Operations Review Group (ORG)

7.4.1. A determination on whether releases will be made on an annual basis will be recommended by the ORG. By mid-February of each year of the Agreement term, the ORG will walk through various potential scenarios for the forthcoming water year, which includes the review of current information and forecasts, and discussion of potential risks that could cause changes to planned flow releases or replenishment.

7.4.2. If it appears to be a C or D year type, the ORG will discuss whether there should be environmental outflow, provided through groundwater substitution, in that year. Depending on current conditions, whether calls of a certain year type were made in prior years, whether future potential call years may have more favorable

conditions for flow releases, uncertainty related to initial Central Valley Project allocations, or other varying factors, the ORG may make a recommendation to Participants to make outflow releases that year or to hold off on providing outflow until a potential future year.

7.4.3. If the ORG determines that it will be a year that outflow will be provided (a “call year”), then it will also recommend a flow release schedule and assess biological conditions in the Lower American River to determine optimum timing and volumes of releases.

## 7.5. Flow Accounting

7.5.1. Starting as early as the week of March 1 or when Reclamation begins releasing outflow from Folsom Reservoir, the Master Flow Ledger (MFL) will begin keeping track of releases at Folsom Reservoir and of the following replenishment by Participants. The MFL will provide a running tally of outflow and replenishment, provided as an estimate of the amount of water paid back to Folsom storage during the current reporting period and the total amount paid back to-date within the year. The ledger will be placed in a readily and publicly accessible and version-controlled location. The ledger will be updated weekly throughout the year until committed replenishment volumes are fulfilled. Each Participant will provide weekly updates to the MFL during the course of their replenishment period.

7.5.2. In January following a call year, the ORG shall convene to review the accounting from Reclamation and the Participants and “true up” real-time flow numbers with actual volumes accounted for after outflows are fully replenished in Folsom Reservoir and through MFL accounting. These verified numbers will then be placed into an annual report summarizing findings, the Annual Flow Accounting Report (AFAR).

7.5.3. By February 1 of the year following a call year, the ORG will prepare and complete the AFAR. The AFAR will be made available after water is substantially replenished from all intended sources. This document will verify the flow volumes paid back and report a detailed accounting of which Participants made water available, the total volumes provided, mechanisms used to replenish water, deficits in contributions, over-production of contributions, any mitigation to make up for any Participant’s inability to meet its replenishment obligations, and a discussion of any challenges or lessons learned.

7.5.4. The MFL will be ongoing across all years of the term of the Agreement and is intended to carry forward into future years. This will allow Participants to have the ability to compare relative contributions across years, enable potential payback between Participants, and create multi-annual reports and assessments, as needed.

7.6. Role of RWA. The Executive Director of RWA will: (a) ensure that the interests of Members and Contracting Entities of RWA who do not participate in this Project are not adversely affected in performing this Agreement, (b) provide information to

the Participants on the status of implementation of the Project, (c) assist the Project Committee in carrying out its activities under this Agreement, and (d) administer implementation of the grant on behalf of RWA and the Participants consistent with the determinations of the Project Committee and the provisions of this Agreement.

7.7. RWA Project Management Expenses. RWA has developed an estimate of administrative expenses in coordinating aspects of the Funding Agreement, which is provided in Exhibit 3. RWA will submit invoices for reimbursement to DWR along with other project expenses from Participants. RWA will submit a quarterly statement to the Participants for the Project Management Expenses, which shall include a brief description of the work performed, the dates of work, number of hours worked, and staff positions in accordance with Exhibit 3. If RWA does not expend the estimated amount, the remaining funds will be utilized for Participant's projects.

## 8. Breach; Termination; Withdrawal

8.1. Termination by Default. Any Participant's failure to perform any obligation under this Agreement is a material breach of the Agreement. In the event of a material breach, the non-defaulting Participants or RWA may provide the defaulting Party with written notice of the breach and specify a reasonable opportunity to cure. If the defaulting Participant fails to cure a material breach after such notice and a reasonable opportunity to cure, the non-defaulting Participants and RWA may terminate a Participant's participation in this Agreement upon 30 days written notice to the defaulting Participant identifying the reason for termination.

8.2. Termination by Mutual Agreement. This Agreement also may be terminated by mutual written agreement of the parties.

8.3. Termination for Lack of Funding. The primary source of funding for this Project is the State of California under the Funding Agreement. If state funding is reduced, deleted, or delayed by the budget process or other budget control actions, RWA shall provide written notice to the Participants either suspending or canceling the Agreement.

8.4. Withdrawal of a Participant. A Participant may withdraw from this Agreement at any time, effective upon sixty days' notice to RWA and the other Participants.

### 8.5. Effect of Termination or Withdrawal.

8.5.1. A Participant whose participation in this Agreement has been terminated by default, withdrawal, or any other reason, and who have already submitted invoices and accepted state funds from RWA under the Funding Agreement, shall provide immediate reimbursement of all funds received.

8.5.2. A Participant whose participation in this Agreement has been terminated by withdrawal and who has not received any state funds from RWA under the Funding Agreement may withdraw without cost and shall be relieved of all future liability under this Agreement upon the effective date of the Participant's withdrawal.

## 9. Project Liability and Indemnity

9.1. In accordance with the provisions of Articles 21 and 22 of the RWA JPA, any debts, liabilities, obligations or indebtedness incurred by RWA in regard to the Project will be the obligations of the Participants, and will not be the debts, liabilities, obligations and indebtedness of those RWA Members and/or Contracting Entities who have not executed this Agreement.

9.2. Participants acknowledge that RWA entered into the Funding Agreement at their request and for their benefit. Each Participant agrees to indemnify, defend, protect, and hold harmless RWA and its officers, employees, agents, Members, and Contracting Entities from and against any claims, liability, losses, damages and expenses (including attorney, expert witness, and litigation costs), including, but not limited to, any matter tendered to RWA for indemnification or defense under the Funding Agreement that arise out of, pertain to, or are related to this Agreement or the Funding Agreement. This indemnity provision will not apply to any claim or matter arising from the sole negligence or willful misconduct of RWA. Obligations under this indemnification provision are joint and several and shall survive the termination of this Agreement.

9.3. Each Participant agrees to indemnify, defend, protect, and hold harmless RWA and its officers, employees, agents, Members, and Contracting Entities, and each other Participant and their officers, employees, and agents, from and against any claims, liability, losses, damages and expenses (including attorney, expert witness, and litigation costs) that arise out of, pertain to, or are related to the facilities funded through this Agreement or the flow contribution obligations provided for in this Agreement. This indemnity provision will not apply to any claim or matter arising from the sole negligence or willful misconduct of RWA.

## 10. General Provisions

10.1. Recitals. The Recitals in Section 1 are incorporated into and shall constitute a part of this Settlement Agreement.

10.2. Amendments. This Agreement may be amended from time to time with the approval of all of the Participants and RWA.

10.3. Authority. Each person signing this Agreement on behalf of a party represents and warrants that he or she has the authority and capacity to make the promises set forth in this Agreement.

10.4. Compliance with Laws. Each party shall comply with all applicable federal, state, and local laws, statutes, and regulations.

10.5. Cooperation. Each party to this Agreement agrees to do all things that may be necessary, including, without limitation, the preparation and execution of documents which may be required hereunder, in order to implement and effectuate this Agreement.

10.6. Notice. Any notice to be given under this Agreement may be made by: (a) depositing in any United States Post Office, postage prepaid, and shall be deemed received at the expiration of 72 hours after its deposit; (b) transmission by electronic mail; or (c) personal delivery.

10.7. Counterparts. This Agreement may be executed by the parties in counterpart, each of which when executed and delivered shall be an original and all of which together will constitute one and the same document.

10.8. Governing Law. Except as otherwise required by law, the Agreement shall be interpreted, governed by, and construed under the laws of the State of California.

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[Signatures on Following Pages]

[Participant Signature Blocks on Separate Pages – each Participant to provide their  
standard signature blocks]



## CITRUS HEIGHTS WATER DISTRICT

Approved by:

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Hilary M. Straus

Name

General Manager

Title

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Date

## EXHIBIT 1A

### PROJECT PARTICIPANT FUNDING AWARD AND FLOW CONTRIBUTION

<b>Funding Recipient</b>	<b>Flow Commitment<sup>2</sup> (AF)</b>	<b>State Funding Provided (Million \$)</b>
Carmichael Water District	3,800	6.83
Citrus Heights Water District	1,963	3.53
City of Roseville	4,460	8.01
City of Sacramento	3,932	7.06
Fair Oaks Water District	1,374	2.47
Golden State Water Company	763	1.37
Orangevale Water Company	460	0.83
Sacramento Suburban Water District	10,488	18.84
Sacramento County Water Agency	2,760	4.96
RWA Administration		1.10
<b>Total</b>	<b>30,000</b>	<b>55.00</b>

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<sup>2</sup> The total commitment provided here assumes streamflow depletion factor is included.

## EXHIBIT 1B

### PROJECTS TO BE FUNDED

Projects here are divided into two categories: Priority 1 Projects and Priority 2 Projects. Priority 1 Projects are projects that as the date of execution of the Funding Agreement that Participants intend to complete and for which they plan to seek reimbursement through the Funding Agreement. Priority 2 Projects are projects that are provided for in the Funding Agreement in the event that one or more Priority 1 Projects become unforeseeably infeasible or impracticable. RWA and Participants will work together as identified in ARTESIAN article 7.1.1 to identify another acceptable project. In the event a Priority 1 Project is determined to be infeasible or impracticable, RWA and the Participant will recommend an alternative Priority 2 project to DWR, and all entities shall mutually agree on a Priority 2 Project to replace the Priority 1 Project.

#### Priority 1 Projects

Agency	Project Name
City of Roseville	ASR Well - Mistywood ASR Well - Campus Oaks
Sacramento County Water Agency	Elk Grove Automall Well Poppy Ridge Storage Tank
Sacramento Suburban Water District	Well 84 Antelope/Don Julio (ASR-equipped) Wells 81, 82, and 83 Antelope North/Poker
Carmichael Water District	Construct two ASR wells (Ladera and Winding Way)
City of Sacramento	Groundwater Wells - Capacity Enhancements Well 168
Golden State Water Company	Upgrade existing connection between GSWC with SCWA in the Cordova System (Mercantile and Foyer)
Citrus Heights Water District	ASR Well Equipping
Fair Oaks Water District	Northridge Replacement Well
Orange Vale Water Company	Well 4 or Well 5

## Priority 2 Projects

Agency	Project Name
City of Roseville	ASR Well - Pleasant Grove ASR Well - Marlin Drive
Sacramento Suburban Water District	Well N35 Antelope North (Granular activated carbon treatment for PCE)
Carmichael Water District	Replace Garfield-San Juan-Lincoln transmission lines between two wells (includes intertie with CHWD) Backup power at existing well sites Intertie and pump station with SSWD
City of Sacramento	Florin Booster Pump Station Well 170 Well 171 Well 172 Groundwater Treatment at Wells (133,134,164, 166) Water Quality Sampling GW Power Reliability Project
Fair Oaks Water District	Fair Oaks Water District Regional Distribution Facility Carmichael Water District Interconnection Pipeline & Booster Facility Phoenix Park Well Project
Orange Vale Water Company	Well No. 4 or 5 Well No.3 Storage Tank Booster Pump Station

## **EXHIBIT 2**

### **PARTICIPANT/LOCAL PROJECT SPONSOR OBLIGATIONS UNDER CNRA AND DWR VOLUNTARY AGREEMENT EARLY INFRASTRUCTURE FUNDING**

Each Participant listed in Exhibit 1A and 1B, acting as a Local Project Sponsor, agrees that it will fully and timely perform all Local Project Sponsor obligations. Under Article 4 of the Funding Agreement, each Local Project Sponsor is to assume RWA's obligations for the purposes of individual project management, oversight, compliance, and operations and maintenance, and to act on behalf of RWA in the fulfillment of RWA's responsibilities under the Funding Agreement. For each Participant and its project or projects, these Funding Agreement obligations include, but are not limited to:

- Flow Contribution (Paragraph 1 and Exhibit A);
- Project CEQA compliance (Paragraph 5.C);
- Continuing Eligibility (Paragraph 12);
- DWR's Facilitating Improvements to Systemwide Habitat Program Guidelines Funding Requirements (Paragraph 12.F);
- Operation and Maintenance (Paragraph 14);
- Standard Conditions (Exhibit D); and,
- State Audit Document Requirements and Funding Match Guidelines for Funding Recipients (Exhibit H).

To the extent any Funding Agreement obligation assumed by a Participant requires coordination, communication, or submission of information to DWR, Participant shall coordinate its activities with RWA.

The Funding Agreement is attached as Appendix A to this Exhibit 2 and made a part hereof. The attached current draft agreement will be replaced as necessary with any amended drafts and, when executed, with the final document. RWA will provide each Participant with a copy of the operative Funding Agreement and any amendments to it. Any new or amended terms and conditions in subsequent versions of the Funding Agreement will govern over the similar terms and conditions stated in this Exhibit 2 Appendix A. Each Participant will include all applicable provisions in this Exhibit 2, Appendix A as contract terms, conditions or specifications in any consulting, construction or other contract let to a contractor or subcontractor to carry out any portion of a project funded under the Grant Agreement.

**EXHIBIT 2, APPENDIX A**

**FUNDING AGREEMENT BETWEEN THE STATE OF CALIFORNIA  
(DEPARTMENT OF WATER RESOURCES) AND REGIONAL WATER AUTHORITY**

**VOLUNTARY AGREEMENT EARLY IMPLEMENTATION FOR THE  
AMERICAN RIVER**

Agreement [#]

## **FUNDING AGREEMENT BETWEEN THE STATE OF CALIFORNIA (DEPARTMENT OF WATER RESOURCES) AND THE REGIONAL WATER AUTHORITY**

### **VOLUNTARY AGREEMENT EARLY IMPLEMENTATION FOR THE AMERICAN RIVER**

THIS FUNDING AGREEMENT is entered into by and between the Department of Water Resources of the State of California, herein referred to as the "State" or "DWR" and the Regional Water Authority, a joint powers authority in the State of California, duly organized, existing, and acting pursuant to the laws thereof, herein referred to as the "Funding Recipient," which parties do hereby agree as follows:

1. **PURPOSE.** The State shall provide funding from FY 2021-22 Budget Trailer Bill Assembly Bill 211 (Stats. 2022, Ch. 574, § 35 (a) (4)) and the FY 2021-22 Budget Act, Senate Bill 170 (Stats. 2021, Ch. 240, § 10 (h)) to the Funding Recipient to assist in financing the Project.

The Project is further described on Exhibit A, "Work Plan." The purpose of the Project is to provide new and enhanced infrastructure that will improve the American River region's ability to enhance groundwater production capabilities and flexibility in Dry and Critical Water Years as determined by the Sacramento River Index.

In consideration of the funding provided by DWR under this Funding Agreement, the American River water suppliers who receive that funding will provide 30,000 acre-feet of groundwater-substitution water to augment, through the Bureau of Reclamation's operation of Folsom Dam and Reservoir as part of coordinated Central Valley Project and State Water Project operations, streamflows in the Lower American River in each of three out of eight years beginning in 2025. Each of those three years will be either a critical or dry year on the Sacramento Valley Index under the State Water Resources Control Board's Revised Decision 1641. This commitment is herein referred to as the "Flow Contribution" and each annual contribution is referred to as an "Annual Flow Contribution." The Flow Contribution and Annual Flow Contribution are further described on Exhibit A, "Flow Contribution."

2. **TERM OF FUNDING AGREEMENT.** The term of this Funding Agreement begins upon execution of this agreement, through final payment plus three (3) years unless otherwise terminated or amended as provided in this Funding Agreement. However, all work shall be completed by December 31, 2025, with the Schedule as set forth in Exhibit C and no funds may be requested after March 31, 2026. The RWA Flow Contribution obligations stated in Paragraph 1, "Purpose," shall survive the termination date of this Funding Agreement until satisfied unless State terminates this Funding Agreement as provided herein.
3. **FUNDING AMOUNT.** The maximum amount payable by the State under this Agreement shall not exceed \$55,000,000. Any additional costs are the responsibility of the Funding Recipient.
4. **FUNDING RECIPIENT COST SHARE.** Funding Recipient and the Local Project Sponsors (LPS), through appropriate subagreements with Funding Recipient, agree to complete any LPS Projects listed in Exhibit A that receives State funds under this Funding Agreement. The amount needed to complete the LPS project, not covered by the Funding Amount, is the Funding Recipient Cost Share. This Funding Agreement does not require Funding Recipient to complete those LPS Projects listed in Exhibit A which are not selected for construction and do not receive State funds under this Funding Agreement.

## 5. BASIC CONDITIONS.

The State shall have no obligation to disburse money for the Project(s) under this Funding Agreement until the Funding Recipient has satisfied the following conditions:

- A. For the term of this Funding Agreement, the Funding Recipient shall submit Quarterly Progress Reports as required by Paragraph 13, "Submission of Reports." Reports must accompany an invoice and all invoice backup documentation.
- B. Funding Recipient submits all deliverables as specified in Paragraph 13 of this Funding Agreement and in Exhibit A.
- C. Prior to the commencement of construction or implementation of activities, if applicable, the Funding Recipient shall submit to the State:
  - i. Final plans and specifications certified, signed, and stamped by a California Registered Civil Engineer (or equivalent registered professional as appropriate) to certify compliance for each approved project as listed in Exhibit A of this Funding Agreement.
  - ii. Eligible Costs incurred for work that is subject to the California Environmental Quality Act (CEQA) and or environmental permitting will not be reimbursed by DWR under this Funding Agreement until the following actions are performed:
    - a) The Funding Recipient submits to the State all applicable environmental permits as indicated on the Environmental Information Form to the State,
    - b) Documents that satisfy the CEQA process are received by the State, and
    - c) State has completed its CEQA compliance review as a Responsible Agency, and
    - d) Funding Recipient receives written notification from the State of Lead Agency's CEQA document (s) and State notice of verification of environmental permit submittal.

State's concurrence of Lead Agency's CEQA documents is fully discretionary and shall constitute a condition precedent to funding any work (i.e., construction or implementation activities) for which it is required. Once CEQA documentation has been completed, State will consider the environmental documents and decide whether to continue to fund the Project or to require changes, alterations, or other mitigation. Funding Recipient must also demonstrate that it has complied with all applicable requirements of the National Environmental Policy Act (NEPA) by submitting copies of any environmental documents, including environmental impact statements, Finding of No Significant Impact, mitigation monitoring programs, and environmental permits as may be required prior to beginning construction/implementation.



6. DISBURSEMENT OF FUNDS. The State will disburse to the Funding Recipient the amount approved, subject to the availability of funds through the normal State processes. Notwithstanding any other provision of this Funding Agreement, no disbursement shall be required at any time or in any manner which is in violation of, or in conflict with, federal or state laws, rules, or regulations. Any and all money disbursed to Funding Recipient under this Funding Agreement shall be deposited in a separate account and shall be used solely to pay Eligible Project Costs.
7. ELIGIBLE PROJECT COST. Funding Recipient shall apply State funds received only to Eligible Project Costs in accordance with applicable provisions of the law and Exhibit B. Eligible Project Costs include the reasonable costs of studies, engineering, design, land and easement acquisition, legal fees, preparation of environmental documentation, environmental mitigations, monitoring, and project construction. Reimbursable administrative expenses are the necessary costs incidental but directly related to the Project included in this Agreement. Work performed on the Project after execution of this agreement shall be eligible for reimbursement.

Costs that are not eligible for reimbursement include, but are not limited to the following items:

- A. Costs, other than those noted above, incurred prior to date of execution of this funding agreement.
- B. Operation and maintenance costs, including post construction performance and monitoring costs.
- C. Purchase of equipment not an integral part of the Project.
- D. Establishing a reserve fund.
- E. Purchase of water supply.
- F. Monitoring and assessment costs for efforts required after Project construction is complete.
- G. Replacement of existing funding sources (e.g., bridge loans).
- H. Support of existing agency requirements and mandates (e.g., punitive regulatory agency requirement).
- I. Land and right-of-way acquisition.
- J. Overhead and indirect costs. "Indirect Costs" means those costs that are incurred for a common or joint purpose benefiting more than one cost objective and are not readily assignable to the funded project (i.e., costs that are not directly related to the funded project). Examples of Indirect Costs include but are not limited to: central service costs; general administration of the Funding Recipient; non-project-specific accounting and personnel services performed within the Funding Recipient's organization; depreciation or use allowances on buildings and equipment; the costs of operating and maintaining non-project-specific facilities; tuition; conference fees; and, generic overhead or markup. This prohibition applies to the Funding Recipient and any subcontract or sub-agreement for work on the Project that will be reimbursed pursuant to this Agreement.
- K. Payment of Federal and State taxes.
- L. Costs incurred as part of any necessary response and cleanup activities required under the Comprehensive Environmental Response, Compensation, and Liability Act; Resource Conservation and Recovery Act; Hazardous Substances Account Act; or other applicable law.

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M. Costs incurred for any work for which State's concurrence in Lead Agency's CEQA documents is required but not received prior to the deadline to request reimbursement of costs in accordance with Paragraph 2, "Term of Funding Agreement."

8. METHOD OF PAYMENT.

After the disbursement requirements in Paragraph 5 "Basic Conditions" are met, State will disburse the whole or portions of State funding to Funding Recipient, following receipt from Funding Recipient via US mail or Express mail delivery of a "wet signature" invoice, or an electronic invoice certified and transmitted via DocuSign for costs incurred, including Cost Share, and timely Quarterly Progress Reports as required by Paragraph 13, "Submission of Reports." Payment will be made no more frequently than quarterly, in arrears, upon receipt of an invoice bearing the Funding Agreement number. State will notify Funding Recipient, in a timely manner, whenever, upon review of an Invoice, State determines that any portion or portions of the costs claimed are not Eligible Project Costs or is not supported by documentation or receipts acceptable to State. Funding Recipient may, within thirty (30) calendar days of the date of receipt of such notice, submit additional documentation to State to cure such deficiency(ies). If Funding Recipient fails to submit adequate documentation curing the deficiency(ies), State will adjust the pending invoice by the amount of ineligible or unapproved costs.

Invoices submitted by the Funding Recipient shall include the following information:

- A. Costs incurred for work performed in implementing the Project during the period identified in a particular invoice.
- B. Invoices shall be submitted on forms provided by State and shall meet the following format requirements:
  - i. Invoices must contain the date of the invoice, the time period covered by the invoice, and the total amount due.
  - ii. Invoices must be itemized based on the categories (i.e., tasks) specified in Exhibit A. The amount claimed for salaries/wages/consultant fees must include a calculation formula (i.e., hours or days worked times the hourly or daily rate = the total amount claimed).
  - iii. One set of sufficient evidence (i.e., receipts, copies of checks, time sheets) must be provided for all costs included in the invoice.
  - iv. Each invoice shall clearly delineate those costs claimed for reimbursement from the State's funding amount, as depicted in Paragraph 4, "Funding Amount" and those costs that represent Funding Recipient's costs, as applicable, in Paragraph 5, "Funding Recipient Cost Share."
  - v. Original signature and date (in ink) of Funding Recipient's Project Representative. Submit the original "wet signature" copy of the invoice form to the following address: Michelle Jespersen, Environmental Program Manager, Division of Multibenefit Initiatives – 6<sup>th</sup> floor, P.O. Box 94283, Sacramento, CA 94236-0001, or an electronic signature certified and transmitted via DocuSign from authorized representative to Michelle Jespersen, Michelle.Jespersen@water.ca.gov.

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All invoices submitted shall be accurate and signed under penalty of law. Any and all costs submitted pursuant to this Agreement shall only be for the tasks set forth herein. The Funding Recipient shall not submit any invoice containing costs that are ineligible or have been reimbursed from other funding sources unless required and specifically noted as such (i.e., cost share). Any eligible costs for which the Funding Recipient is seeking reimbursement shall not be reimbursed from any other source. Double or multiple billing for time, services, or any other eligible cost is illegal and constitutes fraud. Any suspected occurrences of fraud, forgery, embezzlement, theft, or any other misuse of public funds may result in suspension of disbursements of grant funds and/or termination of this Agreement requiring the repayment of all funds disbursed hereunder. Additionally, the State may request an audit pursuant to Standard Condition Paragraph D.5 and refer the matter to the Attorney General's Office or the appropriate district attorney's office for criminal prosecution or the imposition of civil liability. (Civ. Code, §§ 1572-1573; Pen. Code, §§ 115, 470, 487-489.)

9. WITHHOLDING OF DISBURSEMENTS BY STATE. If State determines that the Project is not being implemented in accordance with the provisions of this Funding Agreement, or that Funding Recipient has failed in any other respect to comply with the provisions of this Funding Agreement, and if Funding Recipient does not remedy any such failure to State's satisfaction, State may withhold from Funding Recipient all or any portion of the State funding and take any other action that it deems necessary to protect its interests. Where a portion of the State funding has been disbursed to the Funding Recipient and State notifies Funding Recipient of its decision not to release funds that have been withheld pursuant to Paragraph 11, the portion that has been disbursed shall thereafter be repaid immediately, as directed by State. State may consider Funding Recipient's refusal to repay the requested disbursed amount a contract breach subject to the default provisions in Paragraph 11, "Default Provisions." If State notifies Funding Recipient of its decision to withhold the entire funding amount from Funding Recipient pursuant to this Paragraph, this Funding Agreement shall terminate upon receipt of such notice by Funding Recipient and the State shall no longer be required to provide funds under this Funding Agreement and the Funding Agreement shall no longer be binding on either party.
10. DEFAULT PROVISIONS. Funding Recipient will be in default under this Funding Agreement if any of the following occur:
- A. Substantial breaches of this Funding Agreement, or any supplement or amendment to it, or any other agreement between Funding Recipient and State evidencing or securing Funding Recipient's obligations.
  - B. Making any false warranty, representation, or statement with respect to this Funding Agreement or the application filed to obtain this Funding Agreement.
  - C. Failure to operate or maintain project in accordance with this Funding Agreement.
  - D. Failure to make any remittance required by this Funding Agreement, including any remittance recommended as the result of an audit conducted pursuant to Standard Condition Paragraph D.5.
  - E. Failure to submit timely progress reports.
  - F. Failure to routinely invoice State.
  - G. Failure to meet any of the requirements set forth in Paragraph 12, "Continuing Eligibility."

Should an event of default occur, State shall provide a notice of default to the Funding Recipient and shall give Funding Recipient at least ten (10) calendar days to cure the default from the date the notice is sent via first-class mail to the Funding Recipient. If the Funding Recipient fails to cure the default within the time prescribed by the State, State may do any of the following:

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- i. Declare the funding be immediately repaid.
- ii. Terminate any obligation to make future payments to Funding Recipient.
- iii. Terminate the Funding Agreement.
- iv. Take any other action that it deems necessary to protect its interests.

In the event State finds it necessary to enforce this provision of this Funding Agreement in the manner provided by law, Funding Recipient agrees to pay all costs incurred by State including, but not limited to, reasonable attorneys' fees, legal expenses, and costs.

11. CONTINUING ELIGIBILITY. Funding Recipient must meet the following ongoing requirement(s) to remain eligible to receive State funds:

- A. Funding Recipient must adhere to the protocols developed pursuant to The Open and Transparent Water Data Act (Wat. Code, § 12406) for data sharing, transparency, documentation, and quality control.
- B. If the Funding Recipient is diverting surface water, the Funding Recipient must maintain compliance with diversion reporting requirements as outlined in Water Code section 5100 et seq.
- C. If applicable, maintain compliance with the Urban Water Management Planning Act (Wat. Code, § 10610 et seq.).
- D. If applicable, maintain compliance with Sustainable Water Use and Demand Reduction requirements outlined in Water Code section 10608, et seq.
- E. On March 4, 2022, the Governor issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. The EO may be found at: <https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf>. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under State law. The EO directs DWR to terminate funding agreements with, and to refrain from entering any new agreements with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine that the Funding Recipient is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this Agreement. The State shall provide the Funding Recipient advance written notice of such termination, allowing the Funding Recipient at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.
- F. Facilitating Improvements to Systemwide Habitat Program Guidelines Funding Requirements.

12. SUBMISSION OF REPORTS. The submittal and approval of all reports is a required for the successful completion of this Funding Agreement. Reports shall meet generally accepted professional standards for technical reporting and shall be proofread for content, numerical accuracy, spelling, and grammar prior to submittal to State. All reports shall be submitted to the State's Project Manager. If requested, Funding Recipient shall promptly provide any additional information deemed necessary by State for the approval of reports. Reports shall be presented in the formats described in the applicable portion of Exhibit F. The timely submittal of reports is a requirement for initial and continued disbursement of State funds. Submittal and subsequent approval by the State, of a Project Completion Report is a requirement for the release of any funds retained for such project.

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- A. Quarterly Progress Reports: Funding Recipient shall submit Quarterly Progress Reports to meet the State's requirement for disbursement of funds. Quarterly Progress Reports shall, in part, provide a brief description of the work performed, Funding Recipients activities, milestones achieved, any accomplishments and any problems encountered in the performance of the work under this Funding Agreement during the reporting period. The first Quarterly Progress Report should be submitted to the State no later than three months after date of agreement execution with future reports then due on successive three-month increments based on the invoicing schedule and this date.
- B. Project Completion Report: Funding Recipient shall prepare and submit to State a Project Completion Report within ninety (90) calendar days of Project completion. The Project Completion Report shall include, in part, a description of actual work done, any changes or amendments to the Project, and a final schedule showing actual progress versus planned progress, copies of any final documents or reports generated or utilized during the Project. The Project Completion Report shall also include, if applicable, certification of final Project by a registered civil engineer, consistent with Standard Condition D.16, "Final Inspections and Certification of Registered Civil Engineer". A DWR "Certification of Project Completion" form will be provided by the State.
- C. Post-Performance Reports: Funding Recipient shall submit Post-Performance Reports. Post-Performance Reports shall be submitted to State within ninety (90) calendar days after the first operational year of the Project has elapsed. This record keeping and reporting process shall be repeated annually for a total of 3 years after the completed Project begins operation. The Post-Performance Report shall include well production information from the wells supporting the flow contribution defined in this agreement. This will include the names and locations of wells providing water as well as extraction and recharge data at those locations. See also Exhibit G, Requirements for Data Submittal, for web links and information regarding State monitoring and data reporting requirements. The report should also specify baseline conditions, data collection and method and/or systems used, frequency of data collection and location of data collection relative to the project site.

13. OPERATION AND MAINTENANCE OF PROJECT. For the useful life of construction and implementation projects and in consideration of the funding made by State, Funding Recipient agrees to ensure or cause to be performed the commencement and continued operation of the Project, and shall ensure or cause the Project to be operated in an efficient and economical manner; shall ensure all repairs, and replacements necessary to the efficient operation of the same are provided; and shall ensure or cause the same to be maintained in as good and efficient condition as upon its construction, ordinary and reasonable wear and depreciation excepted. The State shall not be liable for any cost of such maintenance, management, or operation. Funding Recipient or their successors may, with the written approval of State, transfer this responsibility to use, manage, and maintain the property. For purposes of this Funding Agreement, "useful life" means period during which an asset, property, or activity is expected to be usable for the purpose it was acquired or implemented; "operation costs" include direct costs incurred for material and labor needed for operations, utilities, insurance, and similar expenses, and "maintenance costs" include ordinary repairs and replacements of a recurring nature necessary for capital assets and basic structures and the expenditure of funds necessary to replace or reconstruct capital assets or basic structures. Refusal of Funding Recipient to ensure operation and maintenance of the Project in accordance with this provision may, at the option of State, be considered a breach of this Funding Agreement and may be treated as default under Paragraph 11, "Default Provisions."

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14. NOTIFICATION OF STATE. Funding Recipient shall promptly notify State, in writing, of the following items:
- A. Events or proposed changes that could affect the scope, budget, or work performed under this Funding Agreement. Funding Recipient agrees that no substantial change in the scope of a project will be undertaken until written notice of the proposed change has been provided to State and State has given written approval for such change. Substantial changes generally include changes to the scope of work, schedule or term, and budget.
  - B. Any public or media event publicizing the accomplishments and/or results of this Funding Agreement and provide the opportunity for attendance and participation by State's representatives. Funding Recipient shall make such notification at least 14 calendar days prior to the event.
  - C. Discovery of any potential archaeological or historical resource. Should a potential archaeological or historical resource be discovered during construction, the Funding Recipient agrees that all work in the area of the find will cease until a qualified archaeologist has evaluated the situation and made recommendations regarding preservation of the resource, and the State has determined what actions should be taken to protect and preserve the resource. The Funding Recipient agrees to implement appropriate actions as directed by the State.
  - D. The initiation of any litigation or the threat of litigation against the Funding Recipient or a Local Project Sponsor (LPS) regarding the Project or that may affect the Project in any way.
  - E. Final inspection of the completed work on a project by a Registered Civil Engineer, in accordance with Standard Condition D.16, "Final Inspections and Certification of Registered Civil Engineer." Funding Recipient shall notify the State's Project Manager of the inspection date at least 14 calendar days prior to the inspection in order to provide State the opportunity to participate in the inspection.
15. NOTICES. Any notice, demand, request, consent, or approval that either party desires or is required to give to the other party under this Funding Agreement shall be in writing. Notices may be transmitted by any of the following means:
- A. By delivery in person.
  - B. By certified U.S. mail, return receipt requested, postage prepaid.
  - C. By "overnight" delivery service; provided that next-business-day delivery is requested by the sender.
  - D. By electronic means.
  - E. Notices delivered in person will be deemed effective immediately on receipt (or refusal of delivery or receipt). Notices sent by certified mail will be deemed effective given ten (10) calendar days after the date deposited with the U. S. Postal Service. Notices sent by overnight delivery service will be deemed effective one business day after the date deposited with the delivery service. Notices sent electronically will be effective on the date of transmission, which is documented in writing. Notices shall be sent to the below addresses. Either party may, by written notice to the other, designate a different address that shall be substituted for the one below.

Agreement [#]

16. PROJECT REPRESENTATIVES. The Project Representatives during the term of this Funding Agreement are as follows:

Department of Water Resources  
Steve Rothert  
Manager, Division of Multibenefit Initiatives  
P.O. Box 94283  
Division of Multibenefit Initiatives- 6<sup>th</sup> Floor  
Sacramento, CA 94236-001  
Steve.Rothert@water.ca.gov

Regional Water Authority  
James Peifer  
Executive Director  
2295 Gateway Oaks, Suite 100  
Sacramento, CA 95833  
Phone: (916) 967-7692  
Email: jpeifer@rwah2o.org

Direct all inquiries to the Project Manager:

Department of Water Resources  
Michelle Jespersion  
Environmental Program Manager  
Division of Multibenefit Initiatives – 6<sup>th</sup> floor  
P.O. Box 94283  
Sacramento, CA 94236-0001  
[Michelle.Jespersion@water.ca.gov](mailto:Michelle.Jespersion@water.ca.gov)  
(916) 873-4035

Regional Water Authority  
Michelle Banonis  
Manager of Strategic Affairs  
2295 Gateway Oaks, Suite 100  
Sacramento, CA 95833  
Phone: (916) 967-7692  
Email: mbanonis@rwah2o.org

Either party may change its Project Representative or Project Manager upon written notice to the other party.

17. STANDARD PROVISIONS. This Funding Agreement is complete and is the final Agreement between the parties. The following Exhibits are attached and made a part of this Funding Agreement by this reference.

Exhibit A – Work Plan

Exhibit B – Budget

Exhibit C – Schedule

Exhibit D – Standard Conditions

Exhibit E – Funding Recipient Authorization

Exhibit F – Report Formats and Requirements

Exhibit G – Requirements for Data Submittal

Exhibit H – State Audit Document Requirements and Funding Match Guidelines for Funding Recipients

Exhibit I – Local Project Sponsors, Agency Designations, and Project Locations

Agreement [#]

IN WITNESS WHEREOF, the parties hereto have executed this Funding Agreement.  
STATE OF CALIFORNIA

DEPARTMENT OF WATER RESOURCES

REGIONAL WATER AUTHORITY



\_\_\_\_\_  
Steve Rothert  
Manager, Division of Multibenefit Initiatives

Date 7/21/2023  
\_\_\_\_\_



for James Peifer

\_\_\_\_\_  
James Peifer  
Executive Director

Date 7/21/2023  
\_\_\_\_\_

Approved as to Legal Form and Sufficiency



\_\_\_\_\_  
Robin Brewer  
Assistant General Counsel,  
Office of General Counsel

Date 7/21/2023  
\_\_\_\_\_



Agreement [#]

## EXHIBIT A

### WORK PLAN

#### Groundwater Infrastructure Projects

The purpose of the Project is to provide new and enhanced infrastructure that will improve the American River region's ability to enhance groundwater production capabilities and flexibility in Dry and Critical Water Years as determined by the Sacramento River Index. The Funding Recipient will administer the funds provided by this Funding Agreement and enter into subagreements with some or all of the Local Project Sponsors (LPSs) identified below who will undertake infrastructure projects (LPS Projects) consistent with the Funding Agreement's purpose. The LPS Projects will improve water supply capabilities and promote added flexibility and interconnectivity between suppliers. The LPS Projects will build out additional groundwater production capacity, provide regional redundancy, enhance existing infrastructure, and will also create additional connections between water providers that will allow for more effective conjunctive use capabilities. The LPS Projects provide multiple options for the American River region to enhance groundwater capabilities, which will collectively expand the region's ability to provide outflow.

Subject to the terms in the paragraph "LPS Project Implementation" below, Funding Recipient will act in a coordination role with the LPSs by (1) working with the LPSs to identify a subset selected LPS Project 1 and Priority 2 projects listed below to receive funds provided by this Funding Agreement, (2) ensure Funding Agreement compliance by LPSs, (3) obtaining and retaining evidence of Funding Agreement compliance (e.g., CEQA/NEPA documents, reports, etc.), (4) obtaining data for progress reports from LPSs, (5) assembling and submitting progress reports to the State, (6) and coordinating all invoicing to DWR.

State and Funding Recipient agree that the LPSs will design and construct a subset of the LPS Projects listed in this Exhibit A. Funding Recipient and the LPSs (through appropriate subagreements with Funding Recipient) agree to complete those LPS Projects which will receive State funds under this Funding Agreement. This Funding Agreement does not require Funding Recipient to complete those LPS Projects which are not selected for construction and do not receive State funds under this Funding Agreement.

State and Funding Recipient agree that, as to the LPS Projects and the Flow Contribution described in Paragraph 1, "Purpose", this Funding Agreement shall be considered a preliminary agreement pursuant to section 15004, subdivision (b)(4) of Title 14 of the California Code of Regulations. Receipt of state funds by a LPS for any LPS Project, and approval of the Flow Contribution by each LPS that will be subject to it, are expressly conditioned upon compliance with CEQA, and this Funding Agreement shall not be construed to (a) bind or commit State or Funding Recipient to any specific LPS Project or the Flow Contribution prior to CEQA, (b) restrict any LPS (or other agency if serving as CEQA lead agency for a LPS Project) from considering any feasible mitigation measures and alternatives, including the "no project" alternative, or (c) restrict any LPS (or other agency if serving as CEQA lead agency for a LPS Project) from denying any LPS Project or the Flow Contribution.

## **Project Administration by Funding Recipient**

### Task 1: Agreement Administration

The Funding Recipient will (1) enter into subagreements with LPSs for a subset of LPS Projects to be funded under this Funding Agreement, (2) respond to the State's reporting and compliance requirements associated with the grant administration, and (3) coordinate with the project managers responsible for implementing the LPS Projects contained in this agreement.

### Task 2: Invoicing

The Funding Recipient will be responsible for compiling invoices for submittal to the State. This includes collecting invoice documentation from each of the Local Project Sponsors (LPS) and compiling the information.

#### **Deliverables:**

- Quarterly Invoices and associated backup documentation.

### Task 3: Reporting

The Funding Recipient will be responsible for compiling progress reports for submittal to the State. The Grantee will coordinate with LPS staff to retain consultants as needed to prepare and submit progress reports and final project completion reports for each project, as well as the grant completion report.

#### **Deliverables:**

- Quarterly Progress Reports
- Final Project Completion Report
- Grant Completion Report
- Post-Performance Reports

## **LPS Project Implementation (by LPSs through subagreements with Funding Recipient)**

The following are LPS Projects that may be eligible for funding under this Funding Agreement through subagreements with Funding Recipient. The projects are divided into two categories: Priority 1 Projects and Priority 2 Projects. Priority 1 Projects are projects that as the date of execution of this agreement LPSs intend to complete and for which they plan to seek reimbursement through this Funding Agreement. Priority 2 Projects are projects that are provided for in this agreement in the event that one or more Priority 1 Projects become unforeseeably infeasible or impracticable. If a Priority 1 Project becomes infeasible or impracticable, the Funding Recipient will work with the LPS to select a Priority 2 Project that can also fulfill the expectations of this Funding Agreement. In the event a Priority 1 Project is determined to be infeasible or impracticable, Funding Recipient and DWR shall mutually agree on a Priority 2 Project to replace the Priority 1 Project.

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**Priority 1 Projects**

<b>Agency</b>	<b>Project Name</b>
City of Roseville	ASR Well - Mistywood ASR Well - Campus Oaks
Sacramento County Water Agency	Elk Grove Automall Well Poppy Ridge Storage Tank
Sacramento Suburban Water District	Well 84 Antelope/Don Julio (ASR-equipped) Wells 81, 82, and 83 Antelope North/Poker
Carmichael Water District	Construct two ASR wells (Ladera and Winding Way)
City of Sacramento	Groundwater Wells - Capacity Enhancements Well 168
Golden State Water Company	Upgrade existing connection between GSWC with SCWA in the Cordova System (Mercantile and Foyer)
Citrus Heights Water District	ASR Well Equipping
Fair Oaks Water District	Northridge Replacement Well
Orange Vale Water Company	Well 4 or Well 5

**Priority 2 Projects**

<b>Agency</b>	<b>Project Name</b>
City of Roseville	ASR Well - Pleasant Grove ASR Well - Marlin Drive
Sacramento Suburban Water District	Well N35 Antelope North (Granular activated carbon treatment for PCE)
Carmichael Water District	Replace Garfield-San Juan-Lincoln transmission lines between two wells (includes intertie with CHWD) Backup power at existing well sites Intertie and pump station with SSWD
City of Sacramento	Florin Booster Pump Station Well 170 Well 171 Well 172 Groundwater Treatment at Wells (133,134,164, 166) Water Quality Sampling GW Power Reliability Project
Fair Oaks Water District	Fair Oaks Water District Regional Distribution Facility Carmichael Water District Interconnection Pipeline & Booster Facility Phoenix Park Well Project
Orange Vale Water Company	Well No. 4 or 5 Well No.3 Storage Tank Booster Pump Station

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## Flow Contribution

The Flow Contribution in Paragraph 1, "Purpose," is subject to the following terms:

- If the State Water Resources Control Board does not approve or accept voluntary agreements based on the March 29, 2022 Memorandum Of Understanding Advancing A Term Sheet For The Voluntary Agreements To Update And Implement The Bay-Delta Water Quality Control Plan, And Other Related Actions (2022 MOU) until after May 1, 2025, then any American River water supplier's obligation to contribution to the Flow Contribution shall start on the January 1 following the State Board's approval or acceptance of voluntary agreements under that Memorandum of Understanding. This memorandum is herein referred to as the "2022 MOU."
- The parties support the proposed contribution and will request that the State Water Resource Control Board recognize the Flow Contribution as the American River water suppliers' contribution from groundwater-substitution operations toward any Bay-Delta water quality control plan amendments based on, or related to, the 2022 MOU, and as a beneficial use of the water right(s) being exercised by a party to provide its portion of the Flow Contribution. The parties recognize that implementation of the Flow Contribution will depend on the Bureau of Reclamation's operation of Folsom Dam and Reservoir and collectively will seek to coordinate with the Bureau of Reclamation as soon as possible.
- DWR may call an Annual Flow Contribution in no more than three critical or dry years during the eight years from and including 2025 and 2032. If the total of critical and dry years from and including 2025 and 2032 is fewer than three, then DWR may call one Annual Flow Contribution in a dry year from and including 2033 and 2036. DWR may not call an Annual Flow Contribution in a critical year after 2032. After 2036, the American River water suppliers shall have no obligation to make any Annual Flow Contribution under this Funding Agreement, unless the parties collectively agree to extend this Funding Agreement, as it may be modified. The time periods stated in this paragraph shall be shifted to later years, without change in their duration, based on the State Water Resources Control Board approving or accepting voluntary agreements based on the 2022 MOU after May 1, 2025 as stated elsewhere in this Funding Agreement.

The Flow Contribution is also subject to the following limitations concerning regulatory and other limits on groundwater substitution operations:

- If a regulatory or other action by the State of California, or one of its agencies, imposes or effects a constraint on the ability of one or more Local Project Sponsors so that they collectively cannot make the full volume of the Flow Contribution, the required amount of the Flow Contribution, and each Annual Flow Contribution, will be reduced consistent with the scope of that constraint, as documented by the Funding Recipient.
- If the Funding Recipient, or one or more Local Project Sponsors, are unable to make an Annual Flow Contribution due to reasons beyond their control, including the Bureau of Reclamation's operation of Folsom Dam and Reservoir, the Funding Recipient, Local Project Sponsors, and DWR will meet and confer regarding potential adjustments in the Flow Contribution commitment. The parties acknowledge that the Local Project Sponsors pump groundwater from basins that are subject to the Sustainable Groundwater Management Act (Water Code § 10720 et seq.) and regulatory actions taken under that act could limit those

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Local Project Sponsors' ability to make the Flow Contribution and any Annual Flow Contribution. The parties would address any such limits through meet-and-confer discussions as described above.

- This section applies to an American River water supplier's obligation to participate in making any part of the Flow Contribution, and any part of any Annual Flow Contribution, whether required during those Contributions' initial 2025-2032 term, during a dry year in the 2032-2036 period or during any shift of any of those terms to a later period as provided elsewhere in this Funding Agreement.

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EXHIBIT B

BUDGET

Project Administration by Funding Recipient

Project administration by the Funding Recipient shall not exceed \$1,100,000 of the Funding Agreement award, which is approximately 2% of the total funded amount. The table below outlines the estimate of administrative costs:

Project Management Tasks	Staff	FY 2023/2024				FY 2024/2025				FY 2025/2026				
		Hrs	Rate	Total	Assumptions	Hrs	Rate	Total	Assumptions	Hrs	Rate	Total	Assumptions	
Finalize Grant Agreement with DWR (includes update of scope, schedule, budget)	Mgr of Strategic Services	48	160.48	\$ 7,703			168.50	\$ -			176.93	\$ -		
	Finance Manager	24	118.96	\$ 2,855			124.91	\$ -			131.15	\$ -		
	Senior Project Manager	0	120.68	\$ -			126.71	\$ -			133.05	\$ -		
	Project Research Asst.	8	72.88	\$ 583			76.52	\$ -			80.35	\$ -		
Grant Agreement Support to Grant Recipients (includes modification requests)	Mgr of Strategic Services	120	160.48	\$ 19,258	10 hr/month	120	168.50	\$ 20,220	10 hr/month	96	176.93	\$ 16,985	8 hr/month	
	Finance Manager	240	118.96	\$ 28,550	20 hr/month	240	124.91	\$ 29,978	20 hr/month	120	131.15	\$ 15,738	10 hr/month	
	Senior Project Manager	60	120.68	\$ 7,241	5 hr/month	60	126.71	\$ 7,603	5 hr/month	60	133.05	\$ 7,983	5 hr/month	
	Project Research Asst.	24	72.88	\$ 1,749	2 hr/month	24	76.52	\$ 1,837	2 hr/month	24	80.35	\$ 1,928	2 hr/month	
Conduct and Document Grant Recipient Meetings (up to 4 meetings)	Mgr of Strategic Services	8	160.48	\$ 1,284	2 hr/mtg	8	168.50	\$ 1,348	2 hr/mtg	8	176.93	\$ 1,415	2 hr/mtg	
	Finance Manager	96	118.96	\$ 11,420	8 hr/mtg	96	124.91	\$ 11,991	8 hr/mtg	96	131.15	\$ 12,591	8 hr/mtg	
	Senior Project Manager	16	120.68	\$ 1,931	4 hr/mtg	16	126.71	\$ 2,027	4 hr/mtg	16	133.05	\$ 2,129	4 hr/mtg	
	Project Research Asst.	16	72.88	\$ 1,166	4 hr/mtg	16	76.52	\$ 1,224	4 hr/mtg	16	80.35	\$ 1,286	4 hr/mtg	
Compile and Submit Requirements for Disbursement for Projects (includes Performance Monitoring Plan)	Mgr of Strategic Services	4	160.48	\$ 642		4	168.50	\$ 674		4	176.93	\$ 708		
	Finance Manager	198	118.96	\$ 23,554	6 hr/project	198	124.91	\$ 24,732	6 hr/project	198	131.15	\$ 25,968	6 hr/project	
	Senior Project Manager	99	120.68	\$ 11,947	3 hr/project	99	126.71	\$ 12,545	3 hr/project	99	133.05	\$ 13,172	3 hr/project	
	Project Research Asst.	33	72.88	\$ 2,405	1 hr/project	33	76.52	\$ 2,525	1 hr/project	33	80.35	\$ 2,652	1 hr/project	
Prepare Invoices for Grant Reimbursement to DWR (up to 20 total) (4 per year)	Mgr of Strategic Services	4	160.48	\$ 642	1 hr/invoice	4	168.50	\$ 674	1 hr/invoice	4	176.93	\$ 708	1 hr/invoice	
	Finance Manager	48	118.96	\$ 5,710	12 hr/invoice	96	124.91	\$ 11,991	12 hr/invoice	96	131.15	\$ 12,591	12 hr/invoice	
	Senior Project Manager		120.68	\$ -			120.68	\$ -			120.68	\$ -		
	Project Research Asst.		72.88	\$ -			65.20	\$ -			65.20	\$ -		
Prepare Quarter Reports to DWR (up to 14)	Mgr of Strategic Services	16	160.48	\$ 2,568	4 hr/report	16	168.50	\$ 2,696	4 hr/report	16	176.93	\$ 2,831	4 hr/report	
	Finance Manager	96	118.96	\$ 11,420	24 hr/report	96	124.91	\$ 11,991	24 hr/report	96	131.15	\$ 12,591	24 hr/report	
	Senior Project Manager	8	120.68	\$ 965	2 hr/report	8	120.68	\$ 965	2 hr/report	8	120.68	\$ 965	2 hr/report	
	Project Research Asst.		72.88	\$ -		100	65.20	\$ 6,520		100	65.20	\$ 6,520		
Prepare Project Completion Reports (33 projects)	Mgr of Strategic Services		160.48	\$ -	1 hr/project		168.50	\$ -	1 hr/project	33	176.93	\$ 5,839	1 hr/project	
	Finance Manager		118.96	\$ -	4 hr/project		124.91	\$ -	4 hr/project	132	131.15	\$ 17,312	4 hr/project	
	Senior Project Manager		120.68	\$ -	1 hr/project		126.71	\$ -	1 hr/project	33	133.05	\$ 4,391	1 hr/project	
	Project Research Asst.		72.88	\$ -			76.52	\$ -		40	80.35	\$ 3,214		
Prepare Grant Completion Report	Mgr of Strategic Services		160.48	\$ -			168.50	\$ -		40	176.93	\$ 7,077		
	Finance Manager		118.96	\$ -			124.91	\$ -		240	131.15	\$ 31,477		
	Senior Project Manager		120.68	\$ -			126.71	\$ -		16	133.05	\$ 2,129		
	Project Research Asst.		72.88	\$ -			76.52	\$ -		8	80.35	\$ 643		
Coordination Meetings with DWR (up to 6 meetings)	Mgr of Strategic Services	12	166.58	\$ 1,999	2 hr./mtg	12	174.91	\$ 2,099	2 hr./mtg	12	183.65	\$ 2,204	2 hr./mtg	
	Finance Manager	24			4 hr./mtg	24			4 hr./mtg	24			4 hr./mtg	
	Senior Project Manager	12	120.68	\$ 1,448	2 hr./mtg	12	126.71	\$ 1,521	2 hr./mtg	12	133.05	\$ 1,597	2 hr./mtg	
	Project Research Asst.		72.88	\$ -			76.52	\$ -			80.35	\$ -		
Legal Support - Agreement Review and Amendments				\$ 10,000				\$ 5,000				\$ 5,000		
Consultant Support for Grant Administration	Consultant			\$ 100,000	(annual estimate)			\$ 130,000	(annual estimate)			\$ 150,000	(annual estimate)	
Total RWA Project Management		1214		\$ 257,041		1282		\$ 290,162		1680		\$ 369,542		Total Costs
														\$ 916,845
													Contingency 20%	\$ 183,369
													Total	\$ 1,100,214

LPS Project Implementation

(Priority 1 Projects Budget Table Below)

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**Priority 1 Projects:**

<b>Agency</b>	<b>Project Name</b>	<b>Total Project Cost</b>	<b>Eligible Project Cost (Estimated)</b>
City of Roseville	ASR Well - Mistywood	\$ 9,600,000	
	ASR Well - Campus Oaks	\$ 9,600,000	\$ 8,010,000
Sacramento County Water Agency	Elk Grove Automall Well	\$ 6,000,000	
	Poppy Ridge Storage Tank	\$ 8,265,000	\$ 4,960,000
Sacramento Suburban Water District	Well 84 Antelope/Don Julio (ASR-equipped)	\$ 14,400,000	
	Wells 81, 82, and 83 Antelope North/Poker	\$ 8,200,000	\$ 18,840,000
Carmichael Water District	Construct two ASR wells (Ladera and Winding Way)	\$ 12,000,000	\$ 6,830,000
City of Sacramento	Groundwater Wells - Capacity Enhancement	\$ 3,000,000	
	Well 168	\$ 8,000,000	\$ 7,060,000
Golden State Water Company	Upgrade existing connection between GSWC with SCWA in the Cordova System (Mercantile and Foyer)	\$ 1,600,000	\$ 1,370,000
Citrus Heights Water District	ASR Well Equipping	\$ 4,500,000	\$ 3,530,000
Fair Oaks Water District	Northridge Replacement Well	\$ 3,200,000	\$ 2,470,000
Orange Vale Water Company	Well 4 or Well 5	\$ 2,800,000	\$ 830,000
Grant Administration (2%)			\$ 1,100,000
<b>Total Priority 1 Projects:</b>		<b>\$ 87,329,000</b>	<b>\$ 55,000,000</b>

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**EXHIBIT C**

**SCHEDULE**

**Funding Agreement Administration**

CATEGORY	START DATE	END DATE
Project Administration	Date of Agreement Execution	3/31/2026

**LPS Project Implementation**

CATEGORY	START DATE	END DATE
LPS Project Implementation	Date of Agreement Execution	12/31/2025

The Project shall be complete with all Eligible Project Costs incurred no later than December 31, 2025.



**Exhibit D****STANDARD CONDITIONS****D.1. ACCOUNTING AND DEPOSIT OF FUNDING DISBURSEMENT:**

- A. **Separate Accounting of Funding Disbursements:** Funding Recipient shall account for the money disbursed pursuant to this Funding Agreement separately from all other Funding Recipient funds. Funding Recipient shall maintain audit and accounting procedures that are in accordance with generally accepted accounting principles and practices, consistently applied. Funding Recipient shall keep complete and accurate records of all receipts and disbursements on expenditures of such funds. Funding Recipient shall require its contractors or subcontractors to maintain books, records, and other documents pertinent to their work in accordance with generally accepted accounting principles and practices. Records are subject to inspection by State at any and all reasonable times.
- B. **Disposition of Money Disbursed:** All money disbursed pursuant to this Funding Agreement shall be deposited in a separate account, administered, and accounted for pursuant to the provisions of applicable law.
- C. **Remittance of Unexpended Funds:** Funding Recipient shall remit to State any unexpended funds that were disbursed to Funding Recipient under this Funding Agreement and were not used to pay Eligible Project Costs within a period of sixty (60) calendar days from the final disbursement from State to Funding Recipient of funds or, within thirty (30) calendar days of the expiration of the Funding Agreement, whichever comes first.

**D.2. ACKNOWLEDGEMENT OF CREDIT AND SIGNAGE:** Funding Recipient shall include appropriate acknowledgement of credit to the State for its support when promoting the Project or using any data and/or information developed under this Funding Agreement. Signage shall be posted in a prominent location at Project site(s) (if applicable) or at the Funding Recipient's headquarters and shall include the Department of Water Resources color logo and the following disclosure statement: "Funding for this project has been provided in full or in part from the Budget Act of 2021 and the FY 2021-22 Budget Trailer Bill Assembly Bill 211 and through an agreement with the State Department of Water Resources." The Funding Recipient shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this Paragraph.

**D.3. AMENDMENT:** This Funding Agreement may be amended at any time by mutual agreement of the Parties, except insofar as any proposed amendments are in any way contrary to applicable law. Requests by the Funding Recipient for amendments must be in writing stating the amendment request and the reason for the request. Requests solely for a time extension must be submitted at least 90 days prior to the work completion date set forth in Paragraph 2. Any other request for an amendment must be submitted at least 180 days prior to the work completion date set forth in Paragraph 2. State shall have no obligation to agree to an amendment.

**D.4. AMERICANS WITH DISABILITIES ACT:** By signing this Funding Agreement, Funding Recipient assures State that it complies with the Americans with Disabilities Act (ADA) of 1990, (42 U.S.C. § 12101 et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA.

**D.5. AUDITS:** State reserves the right to conduct an audit at any time between the execution of this Funding Agreement and the completion of the Project, with the costs of such audit borne by State. After completion of the Project, State may require Funding Recipient to conduct a final

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audit to State's specifications, at Funding Recipient's expense, such audit to be conducted by and a report prepared by an independent Certified Public Accountant. Failure or refusal by Funding Recipient to comply with this provision shall be considered a breach of this Funding Agreement, and State may elect to pursue any remedies provided in Paragraph 11 or take any other action it deems necessary to protect its interests. The Funding Recipient agrees it shall return any audit disallowances to the State.

Pursuant to Government Code section 8546.7, the Funding Recipient shall be subject to the examination and audit by the State for a period of three (3) years after final payment under this Funding Agreement with respect of all matters connected with this Funding Agreement, including but not limited to, the cost of administering this Funding Agreement. All records of Funding Recipient or its contractor or subcontractors shall be preserved for this purpose for at least three (3) years after receipt of the final disbursement under this Agreement.

- D.6. BUDGET CONTINGENCY: If the Budget Act of the current year covered under this Funding Agreement does not appropriate sufficient funds for this program, this Funding Agreement shall be of no force and effect. This provision shall be construed as a condition precedent to the obligation of State to make any payments under this Funding Agreement. In this event, State shall have no liability to pay any funds whatsoever to Funding Recipient or to furnish any other considerations under this Funding Agreement and Funding Recipient shall not be obligated to perform any provisions of this Funding Agreement. Nothing in this Funding Agreement shall be construed to provide Funding Recipient with a right of priority for payment over any other Funding Recipient. If funding for any fiscal year after the current year covered by this Funding Agreement is reduced or deleted by the Budget Act, by Executive Order, or by order of the Department of Finance, the State shall have the option to either cancel this Funding Agreement with no liability occurring to State, or offer a Funding Agreement amendment to Funding Recipient to reflect the reduced amount.
- D.7. CEQA: Activities funded under this Funding Agreement, regardless of funding source, must be in compliance with the California Environmental Quality Act (CEQA). (Pub. Resources Code, § 21000 et seq.) Any work that is subject to CEQA and funded under this Agreement will not be reimbursed until documents that satisfy the CEQA process are received by the State's Project Manager and the State has completed its CEQA compliance. Work funded under this Agreement that is subject to a CEQA document will not be reimbursed until and unless approved by the Department of Water Resources. Such approval is fully discretionary and shall constitute a condition precedent to reimbursing any work for which it is required. If CEQA compliance by the Funding Recipient is not complete at the time the State signs this Agreement, once State has considered the environmental documents, it may decide to require changes, alterations, or other mitigation to any Project that receives funds under this agreement.
- D.8. CHILD SUPPORT COMPLIANCE ACT: The Funding Recipient acknowledges in accordance with Public Contract Code section 7110, that:
- A. The Funding Recipient recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Family Code section 5200 et seq.; and
  - B. The Funding Recipient, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

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- D.9. CLAIMS DISPUTE: Any claim that the Funding Recipient may have regarding performance of this Agreement including, but not limited to, claims for additional compensation or extension of time, shall be submitted to the DWR Project Representative, within thirty (30) days of the Funding Recipient's knowledge of the claim. State and Funding Recipient shall then attempt to negotiate a resolution of such claim and process an amendment to this Agreement to implement the terms of any such resolution.
- D.10. COMPETITIVE BIDDING AND PROCUREMENTS: Funding Recipient's contracts with other entities for the acquisition of goods and services and construction of public works with funds provided by State under this Funding Agreement must be in writing and shall comply with all applicable laws and regulations regarding the securing of competitive bids and undertaking competitive negotiations. If the Funding Recipient does not have a written policy to award contracts through a competitive bidding or sole source process, the Department of General Services' *State Contracting Manual* rules must be followed and are available at: <https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/State-Contracting>.
- D.11. COMPUTER SOFTWARE: Funding Recipient certifies that it has appropriate systems and controls in place to ensure that state funds will not be used in the performance of this Funding Agreement for the acquisition, operation, or maintenance of computer software in violation of copyright laws.
- D.12. CONFLICT OF INTEREST: All participants are subject to State and Federal conflict of interest laws. Failure to comply with these laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent contract being declared void. Other legal action may also be taken. Applicable statutes include, but are not limited to, Government Code section 1090 and Public Contract Code sections 10410 and 10411, for State conflict of interest requirements.
- A. Current State Employees: No State officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any State agency, unless the employment, activity, or enterprise is required as a condition of regular State employment. No State officer or employee shall contract on his or her own behalf as an independent contractor with any State agency to provide goods or services.
  - B. Former State Employees: For the two-year period from the date he or she left State employment, no former State officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any State agency. For the twelve-month period from the date he or she left State employment, no former State officer or employee may enter into a contract with any State agency if he or she was employed by that State agency in a policy-making position in the same general subject area as the proposed contract within the twelve-month period prior to his or her leaving State service.
  - C. Employees of the Funding Recipient: Employees of the Funding Recipient shall comply with all applicable provisions of law pertaining to conflicts of interest, including but not limited to any applicable conflict of interest provisions of the California Political Reform Act. (Gov. Code, § 87100 et seq.)
  - D. Employees and Consultants to the Funding Recipient: Individuals working on behalf of a Funding Recipient may be required by the Department to file a Statement of Economic

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Interests (Fair Political Practices Commission Form 700) if it is determined that an individual is a consultant for Political Reform Act purposes.

- D.13. DELIVERY OF INFORMATION, REPORTS, AND DATA: Funding Recipient agrees to expeditiously provide throughout the term of this Funding Agreement, such reports, data, information, and certifications as may be reasonably required by State.
- D.14. DISPOSITION OF EQUIPMENT: Funding Recipient shall provide to State, not less than 30 calendar days prior to submission of the final invoice, an itemized inventory of equipment purchased with funds provided by State. The inventory shall include all items with a current estimated fair market value of more than \$5,000.00 per item. Within 60 calendar days of receipt of such inventory State shall provide Funding Recipient with a list of the items on the inventory that State will take title to. All other items shall become the property of Funding Recipient. State shall arrange for delivery from Funding Recipient of items that it takes title to. Cost of transportation, if any, shall be borne by State.
- D.15. DRUG-FREE WORKPLACE CERTIFICATION: Certification of Compliance: By signing this Funding Agreement, Funding Recipient, its contractors, or subcontractors hereby certify, under penalty of perjury under the laws of State of California, compliance with the requirements of the Drug-Free Workplace Act of 1990 (Gov. Code, § 8350 et seq.) and have or will provide a drug-free workplace by taking the following actions:
- A. Publish a statement notifying employees, contractors, and subcontractors that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees, contractors, or subcontractors for violations, as required by Government Code section 8355.
  - B. Establish a Drug-Free Awareness Program, as required by Government Code section 8355 to inform employees, contractors, or subcontractors about all of the following:
    - i. The dangers of drug abuse in the workplace,
    - ii. Funding Recipient's policy of maintaining a drug-free workplace,
    - iii. Any available counseling, rehabilitation, and employee assistance programs, and
    - iv. Penalties that may be imposed upon employees, contractors, and subcontractors for drug abuse violations.
  - C. Provide, as required by Government Code section 8355, that every employee, contractor, and/or subcontractor who works under this Funding Agreement:
    - i. Will receive a copy of Funding Recipient's drug-free policy statement, and
    - ii. Will agree to abide by terms of Funding Recipient's condition of employment, contract, or subcontract.
- D.16. FINAL INSPECTIONS AND CERTIFICATION OF REGISTERED CIVIL ENGINEER: Upon completion of the Project, Funding Recipient shall provide for a final inspection and certification by a California Registered Civil Engineer that the Project has been completed in accordance with submitted final plans and specifications and any modifications thereto and in accordance with this Funding Agreement.
- D.17. FUNDING RECIPIENT'S RESPONSIBILITIES: Funding Recipient and its representatives shall:
- A. Faithfully and expeditiously perform or cause to be performed all project work as described in Exhibit A (Work Plan) and in accordance with Project Exhibit B (Budget) and Exhibit C (Schedule).

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- B. Accept and agree to comply with all terms, provisions, conditions, and written commitments of this Funding Agreement, including all incorporated documents, and to fulfill all assurances, declarations, representations, and statements made by Funding Recipient in the application, documents, amendments, and communications filed in support of its request for funding.
  - C. Comply with all applicable California, federal, and local laws, and regulations.
  - D. Implement the Project in accordance with applicable provisions of the law.
  - E. Fulfill its obligations under the Funding Agreement and be responsible for the performance of the Project.
  - F. Obtain any and all permits, licenses, and approvals required for performing any work under this Funding Agreement, including those necessary to perform design, construction, or operation and maintenance of the Project. Funding Recipient shall provide copies of permits and approvals to State.
  - G. Be solely responsible for design, construction, and operation and maintenance of projects within the work plan. Review or approval of plans, specifications, bid documents, or other construction documents by State is solely for the purpose of proper administration of funds by State and shall not be deemed to relieve or restrict responsibilities of Funding Recipient under this Agreement.
  - H. Be solely responsible for all work and for persons or entities engaged in work performed pursuant to this Agreement, including, but not limited to, contractors, subcontractors, suppliers, and providers of services. The Funding Recipient shall be responsible for any and all disputes arising out of its contracts for work on the Project, including but not limited to payment disputes with contractors and subcontractors. The State will not mediate disputes between the Funding Recipient and any other entity concerning responsibility for performance of work.
- D.18. GOVERNING LAW: This Funding Agreement is governed by and shall be interpreted in accordance with the laws of the State of California.
- D.19. INDEMNIFICATION: Funding Recipient shall indemnify and hold and save the State, its officers, agents, and employees, free and harmless from any and all liabilities for any claims and damages (including inverse condemnation) that may arise out of the Project and this Agreement, including, but not limited to any claims or damages arising from planning, design, construction, maintenance and/or operation of levee rehabilitation measures for this Project and any breach of this Agreement. Funding Recipient shall require its contractors or subcontractors to name the State, its officers, agents, and employees as additional insureds on their liability insurance for activities undertaken pursuant to this Agreement.
- D.20. INDEPENDENT CAPACITY: Funding Recipient, and the agents and employees of Funding Recipients, in the performance of the Funding Agreement, shall act in an independent capacity and not as officers, employees, or agents of the State.
- D.21. INSPECTION OF BOOKS, RECORDS, AND REPORTS: During regular office hours, each of the parties hereto and their duly authorized representatives shall have the right to inspect and to make copies of any books, records, or reports of either party pertaining to this Funding Agreement or matters related hereto. Each of the parties hereto shall maintain and shall make available at all times for such inspection accurate records of all its costs, disbursements, and receipts with respect to its activities under this Funding Agreement. Failure or refusal by Funding Recipient to comply with this provision shall be considered a breach of this Funding Agreement, and State may withhold disbursements to Funding Recipient or take any other action it deems necessary to protect its interests.

Agreement [#]

- D.22. INSPECTIONS OF PROJECT BY STATE: State shall have the right to inspect the work being performed at any and all reasonable times during the term of the Funding Agreement. This right shall extend to any subcontracts, and Funding Recipient shall include provisions ensuring such access in all its contracts or subcontracts entered into pursuant to its Funding Agreement with State.
- D.23. LABOR CODE COMPLIANCE: The Funding Recipient agrees to be bound by all the provisions of the Labor Code regarding prevailing wages and shall monitor all contracts subject to reimbursement from this Agreement to assure that the prevailing wage provisions of the Labor Code are being met. Current Department of Industrial Relations (DIR) requirements may be found at: <http://www.dir.ca.gov/lcp.asp>. For more information, please refer to DIR's *Public Works Manual* at: <http://www.dir.ca.gov/dlse/PWManualCombined.pdf>. The Funding Recipient affirms that it is aware of the provisions of section 3700 of the Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance, and the Funding Recipient affirms that it will comply with such provisions before commencing the performance of the work under this Agreement and will make its contractors and subcontractors aware of this provision.
- D.24. MODIFICATION OF OVERALL WORK PLAN: At the request of the Funding Recipient, the State may at its sole discretion approve non-material changes to the portions of Exhibits A, B, and C which concern the budget and schedule without formally amending this Funding Agreement. Non-material changes with respect to the budget are changes that only result in reallocation of the budget and will not result in an increase in the amount of the State Funding Agreement. Non-material changes with respect to the Project schedule are changes that will not extend the term of this Funding Agreement. Requests for non-material changes to the budget and schedule must be submitted by the Funding Recipient to the State in writing and are not effective unless and until specifically approved by the State's Program Manager in writing.
- D.25. NONDISCRIMINATION: During the performance of this Funding Agreement, Funding Recipient and its contractors or subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex (gender), sexual orientation, race, color, ancestry, religion, creed, national origin (including language use restriction), pregnancy, physical disability (including HIV and AIDS), mental disability, medical condition (cancer/genetic characteristics), age (over 40), marital/domestic partner status, gender identity, and denial of medical and family care leave or pregnancy disability leave. Funding Recipient and its contractors or subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Funding Recipient and its contractors or subcontractors shall comply with the provisions of the California Fair Employment and Housing Act (Gov. Code, § 12990.) and the applicable regulations promulgated there under (Cal. Code Regs., tit. 2, § 11000 et seq.). The applicable regulations of the Fair Employment and Housing Commission are incorporated into this Agreement by reference. Funding Recipient and its contractors or subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. Funding Recipient shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Funding Agreement.
- D.26. OPINIONS AND DETERMINATIONS: Where the terms of this Funding Agreement provide for action to be based upon, judgment, approval, review, or determination of either party hereto, such terms are not intended to be and shall never be construed as permitting such opinion, judgment, approval, review, or determination to be arbitrary, capricious, or unreasonable.

Agreement [#]

- D.27. PERFORMANCE BOND: Where contractors are used, the Funding Recipient shall not authorize construction to begin until each contractor has furnished a performance bond in favor of the Funding Recipient in the following amounts: faithful performance (100%) of contract value, and labor and materials (100%) of contract value. This requirement shall not apply to any contract for less than \$25,000.00. Any bond issued pursuant to this paragraph must be issued by a California-admitted surety. (Civ. Code, § 9550, et seq.; Pub. Contract Code, § 7103; Code Civ. Proc., § 995.311.)
- D.28. PRIORITY HIRING CONSIDERATIONS: If this Funding Agreement includes services in excess of \$200,000, the Funding Recipient shall give priority consideration in filling vacancies in positions funded by the Funding Agreement to qualified recipients of aid under Welfare and Institutions Code section 11200 in accordance with Public Contract Code section 10353.
- D.29. PROHIBITION AGAINST DISPOSAL OF PROJECT WITHOUT STATE PERMISSION: The Funding Recipient shall not sell, abandon, lease, transfer, exchange, mortgage, hypothecate, or encumber in any manner whatsoever all or any portion of any real or other property necessarily connected or used in conjunction with the Project, or with Funding Recipient's service of water, without prior permission of State. Funding Recipient shall not take any action, including but not limited to actions relating to user fees, charges, and assessments that could adversely affect the ability of Funding Recipient meet its obligations under this Funding Agreement, without prior written permission of State. State may require that the proceeds from the disposition of any real or personal property be remitted to State.
- D.30. PROJECT ACCESS: The Funding Recipient shall ensure that the State, the Governor of the State, or any authorized representative of the foregoing, will have safe and suitable access to the Project site at all reasonable times during Project construction and thereafter for the term of this Agreement.
- D.31. REMAINING BALANCE: In the event the Funding Recipient does not submit invoices requesting all the funds encumbered under this Funding Agreement, any remaining funds revert to the State. The State will notify the Funding Recipient stating that the Project file is closed and any remaining balance will be disencumbered and unavailable for further use under this Funding Agreement.
- D.32. REMEDIES NOT EXCLUSIVE: The use by either party of any remedy specified herein for the enforcement of this Funding Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.
- D.33. RETENTION: The State shall withhold ten percent (10%) of the funds requested by the Funding Recipient for reimbursement of Eligible Project Costs until the Project is completed and Final Report is approved. Any retained amounts due to the Funding Recipient will be promptly disbursed to the Funding Recipient, without interest, upon completion of the Project.
- D.34. RIGHTS IN DATA: Funding Recipient agrees that all data, plans, drawings, specifications, reports, computer programs, operating manuals, notes and other written or graphic work produced in the performance of this Funding Agreement shall be made available to the State and shall be in the public domain to the extent to which release of such materials is required under the California Public Records Act. (Gov. Code, § 7920.000 et seq.) Funding Recipient may disclose, disseminate, and use in whole or in part, any final form data and information received, collected, and developed under this Funding Agreement, subject to appropriate acknowledgement of credit to State for financial support. Funding Recipient shall not utilize the materials for any profit-making venture or sell or grant rights to a third party who intends to do so. The State shall have the right to use any data described in this paragraph for any public purpose.

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- D.35. SEVERABILITY: Should any portion of this Funding Agreement be determined to be void or unenforceable, such shall be severed from the whole and the Funding Agreement shall continue as modified.
- D.36. SUSPENSION OF PAYMENTS: This Funding Agreement may be subject to suspension of payments or termination, or both if the State determines that:
- A. Funding Recipient, its contractors, or subcontractors have made a false certification, or
  - B. Funding Recipient, its contractors, or subcontractors violates the certification by failing to carry out the requirements noted in this Funding Agreement.
- D.37. SUCCESSORS AND ASSIGNS: This Funding Agreement and all of its provisions shall apply to and bind the successors and assigns of the parties. No assignment or transfer of this Funding Agreement or any part thereof, rights hereunder, or interest herein by the Funding Recipient shall be valid unless and until it is approved by State and made subject to such reasonable terms and conditions as State may impose.
- D.38. TERMINATION BY FUNDING RECIPIENT: Subject to State approval which may be reasonably withheld, Funding Recipient may terminate this Agreement and be relieved of contractual obligations. In doing so, Funding Recipient must provide a reason(s) for termination. Funding Recipient must submit all progress reports summarizing accomplishments up until termination date.
- D.39. TERMINATION FOR CAUSE: Subject to the right to cure under Paragraph 11, the State may terminate this Funding Agreement and be relieved of any payments should Funding Recipient fail to perform the requirements of this Funding Agreement at the time and in the manner herein, provided including but not limited to reasons of default under Paragraph 11.
- D.40. TERMINATION WITHOUT CAUSE: The State may terminate this Agreement without cause on 30 days' advance written notice. The Funding Recipient shall be reimbursed for all reasonable expenses incurred up to the date of termination.
- D.41. TRAVEL: Travel includes the reasonable and necessary costs of transportation, subsistence, and other associated costs incurred by personnel during the term of this Funding Agreement. Any reimbursement for necessary travel and per diem shall be at rates not to exceed those set by the California Department of Human Resources for excluded employees. These rates may be found at: <https://www.calhr.ca.gov/employees/pages/travel-reimbursements.aspx>. Reimbursement will be at the State travel and per diem amounts that are current as of the date costs are incurred. No travel outside the State of California shall be reimbursed unless prior written authorization is obtained from the State.
- D.42. THIRD PARTY BENEFICIARIES: The parties to this Agreement do not intend to create rights in, or grant remedies to, any third party as a beneficiary of this Agreement, or any duty, covenant, obligation or understanding established herein.
- D.43. TIMELINESS: Time is of the essence in this Funding Agreement.
- D.44. UNION ORGANIZING: Funding Recipient, by signing this Funding Agreement, hereby acknowledges the applicability of Government Code sections 16645 through 16649 to this Funding Agreement. Furthermore, Funding Recipient, by signing this Funding Agreement, hereby certifies that:
- A. No State funds disbursed by this Funding Agreement will be used to assist, promote, or deter union organizing.



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- B. Funding Recipient shall account for State funds disbursed for a specific expenditure by this Funding Agreement to show those funds were allocated to that expenditure.
  - C. Funding Recipient shall, where State funds are not designated as described in (b) above, allocate, on a pro rata basis, all disbursements that support the program.
  - D. If Funding Recipient makes expenditures to assist, promote, or deter union organizing, Funding Recipient will maintain records sufficient to show that no State funds were used for those expenditures and that Funding Recipient shall provide those records to the Attorney General upon request.
- D.45. VENUE: The State and the Funding Recipient hereby agree that any action arising out of this Agreement shall be filed and maintained in the Superior Court in and for the County of Sacramento, California, or in the United States District Court in and for the Eastern District of California. The Funding Recipient hereby waives any existing sovereign immunity for the purposes of this Agreement.
- D.46. WAIVER OF RIGHTS: None of the provisions of this Funding Agreement shall be deemed waived unless expressly waived in writing. It is the intention of the parties here to that from time to time either party may waive any of its rights under this Funding Agreement unless contrary to law. Any waiver by either party of rights arising in connection with the Funding Agreement shall not be deemed to be a waiver with respect to any other rights or matters, and such provisions shall continue in full force and effect.

Agreement [#]

## **EXHIBIT E**

### **AUTHORIZATION FOR EXECUTIVE DIRECTOR TO SIGN**

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Agreement [#]



**RWA Special Executive Committee Meeting  
Record of Minute Order  
June 30, 2023**

**CALL TO ORDER**

Vice Chair Ewart called the special meeting of the Executive Committee to order on June 30, 2023, at 1:30 p.m. at 5620 Birdcage Street, Suite 110, Citrus Heights, CA 95610. A quorum was established of 6 participating members present in person. Individuals who were present are listed below:

**RWA Executive Committee Members**

S. Audie Foster, CA American Water  
Caryl Sheehan, Citrus Heights Water District  
Sean Bigley, City of Roseville  
Brett Ewart, City of Sacramento  
William Roberts, City of West Sacramento  
Michael Saunders, Georgetown Divide Public Utilities District

**Agenda Item 5:** Early Implementation Voluntary Agreement Funding for Groundwater Infrastructure.

**Motion:** Sean Bigley, City of Roseville, Approve the Funding Agreement with DWR and authorize the RWA Executive Director or his delegate to execute the final Funding Agreement.

**Second:** William Roberts, City of West Sacramento.

**Votes:** Yes – 6      S. Audie Foster, California American Water; Caryl Sheehan, Citrus Heights Water District; Sean Bigley, City of Roseville; Brett Ewart, City of Sacramento; William Roberts, City of West Sacramento; and Michael Saunders, Georgetown Divide Public Utilities District

Noes – 0

Abstain – 0

Absent – 3      Anthony Firenzi, Placer County Water Agency; Ron Greenwood, Carmichael Water District; and Bruce Kamilos, Elk Grove Water District

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**ADJOURNMENT**

With no further business to come before the Committee, Vice Chair Ewart adjourned the meeting at 2:10 p.m.

By:   
Brett Ewart, Vice Chair

Attest:   
Ashley Flores, CMC, Secretary

## EXHIBIT F

### REPORT FORMATS AND REQUIREMENTS

The following reporting formats should be utilized. Please obtain State approval prior to submitting a report in an alternative format.

#### **PROGRESS REPORTS**

Progress reports shall generally use the following format. This format may be modified as necessary to effectively communicate information. For each Project, discuss the following at the task level:

- Percent complete (by work)
- Discussion of work accomplished during the reporting period.
- Milestones or deliverables completed/submitted during the reporting period.
- Meetings held or attended.
- Scheduling concerns and issues encountered that may delay completion of the task.

For each Project, discuss the following at the Project level:

- Work anticipated for the next reporting period.
- Photo documentation, as appropriate.
- Budget projections for grant share for the next year.
- Any schedule or budget modifications approved by DWR during the reporting period.

#### **PROJECT COMPLETION REPORT**

The Project Completion Report shall generally use the following format provided below for each project after completion.

##### **Executive Summary**

The Executive Summary should include a brief summary of project information and include the following items:

- Brief description of work proposed to be done in the original Grant application.
- List any official amendments to this Grant Agreement, with a short description of the amendment.

##### **Reports and/or Products**

The following items should be provided, unless already submitted as a deliverable:

- A copy of any final technical report or study, produced for or utilized in this Project.
- Electronic copies of any data collected, not previously submitted.

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- Discussion of problems that occurred during the work and how those problems were resolved.
- Final project schedule showing actual progress versus planned progress.

Additional information that may be applicable for implementation projects includes the following:

- Record drawings
- Final geodetic survey information
- Project photos

### **Cost & Disposition of Funds**

A list showing:

- Summary of Project costs including the following items:
  - Accounting of the cost of project expenditure;
  - Include all internal and external costs not previously disclosed (i.e., additional cost share); and
  - A discussion of factors that positively or negatively affected the project cost and any deviation from the original Project cost estimate.

### **Additional Information**

- Benefits derived from the Project, with a discussion of such benefits provided, including anticipated capacity made available and added flexibility to the American River regional water supply.

## **GRANT COMPLETION REPORT**

The Grant Completion Report shall generally use the following format. This format may be modified as necessary to effectively communicate information on the various projects funded by this Grant Agreement, and includes the following:

- Executive Summary: consisting of a maximum of ten (10) pages summarizing information for the grant as well as the individual projects.
- Brief discussion whether the level, type, or magnitude of benefits of each project are comparable to the original project proposal; any remaining work to be completed and mechanism for their implementation; and a summary of final funds disbursement for each project.

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**POST-PERFORMANCE REPORT**

The Post-Performance Report (PPR) should be concise and focus on how each project is performing compared to its expected performance; whether the project is being operated and maintained and providing intended benefits as proposed. A PPR template may be provided by the assigned DWR Grant Manager upon request. The PPR should follow the general format of the template and provide requested information as applicable. The following information, at a minimum, shall be provided:

**Reports and/or Products**

- Header including the following:
  - Grantee Name
  - Implementing Agency (if different from Grantee)
  - Grant Agreement Number
  - Project Name
  - Funding grant source
  - Report number
- Post-Performance Report schedule
- Time period of the annual report
- Project Description Summary
- Discussion of the project benefits, including performance of operational groundwater infrastructure.
- Discussion of challenges in providing the replenishment of flows to the American River for releases made at Folsom Reservoir from the American River region's enhanced facilities (e.g., Bureau of Reclamation not releasing flows out of Folsom Reservoir, changed hydrologic conditions, etc.).
- An assessment of any differences between the expected versus actual project benefits as stated in the original application. Where applicable, the reporting should include quantitative metrics (e.g., new acre-feet of water produced, etc.).
- Summary of any additional costs and/or benefits deriving from the project since its completion, if applicable.  
Any additional information relevant to or generated by the continued operation of the project.

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## Exhibit G

### REQUIREMENTS FOR DATA SUBMITTAL

#### Surface and Groundwater Quality Data:

Groundwater quality and ambient surface water quality monitoring data that include chemical, physical, or biological data shall be submitted to the State as described below, with a narrative description of data submittal activities included in project reports.

Surface water quality monitoring data shall be prepared for submission to the California Environmental Data Exchange Network (CEDEN). The CEDEN data templates are available on the CEDEN website. Inclusion of additional data elements described on the data templates is desirable. Data ready for submission should be uploaded to your CEDEN Regional Data Center via the CEDEN website. CEDEN website: <http://www.ceden.org>.

If a project's Work Plan contains a groundwater ambient monitoring element, groundwater quality monitoring data shall be submitted to the State for inclusion in the State Water Resources Control Board's Groundwater Ambient Monitoring and Assessment (GAMA) Program Information on the GAMA Program can be obtained at: [https://www.waterboards.ca.gov/water\\_issues/programs/gama/](https://www.waterboards.ca.gov/water_issues/programs/gama/). If further information is required, the Funding Recipient can contact the State Water Resources Control Board (SWRCB) GAMA Program. A listing of SWRCB staff involved in the GAMA program can be found at: [https://www.waterboards.ca.gov/water\\_issues/programs/gama/contact.shtml](https://www.waterboards.ca.gov/water_issues/programs/gama/contact.shtml).

#### Groundwater Level Data

For each project that collects groundwater level data, Funding Recipient will need to submit this data to DWR's Water Data Library (WDL), with a narrative description of data submittal activities included in project reports, as described in Exhibit E. Information regarding the WDL and in what format to submit data in can be found at: <http://www.water.ca.gov/waterdatalibrary/>.

In the near future, DWR's WDL will be replaced by the California Statewide Groundwater Elevation Monitoring program (CASGEM). Once this Program comes online Funding Recipient will then submit groundwater level data to CASGEM. Information regarding the CASGEM program can be found at: <http://www.water.ca.gov/groundwater/casgem/>.



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**Exhibit H****STATE AUDIT DOCUMENT REQUIREMENTS AND  
FUNDING MATCH GUIDELINES FOR FUNDING RECIPIENTS**

The following provides a list of documents typically required by State Auditors and general guidelines for Funding Recipients. List of documents pertains to both State funding and Funding Recipient's Funding Match and details the documents/records that State Auditors would need to review in the event of this Funding Agreement is audited. Funding Recipients should ensure that such records are maintained for each funded project.

**State Audit Document Requirements**Internal Controls

1. Organization chart (e.g., Agency's overall organization chart and organization chart for the State funded Program/Project).
2. Written internal procedures and flowcharts for the following:
  - a) Receipts and deposits
  - b) Disbursements
  - c) State reimbursement requests
  - d) Expenditure tracking of State funds
  - e) Guidelines, policy, and procedures on State funded Program/Project
3. Audit reports of the Agency internal control structure and/or financial statements within the last two years.
4. Prior audit reports on the State funded Program/Project.

State Funding:

1. Original Funding Agreement, any amendment(s) and budget modification documents.
2. A listing of all bond-funded grants, loans, or subventions received from the State.
3. A listing of all other funding sources for each Program/Project.

Contracts:

1. All subcontractor and consultant contracts and related or partners' documents, if applicable.
2. Contracts between the Agency and member agencies as related to the State funded Program/Project.

Invoices:

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1. Invoices from vendors and subcontractors for expenditures submitted to the State for payments under the Funding Agreement.
2. Documentation linking subcontractor invoices to State reimbursement, requests, and related Funding Agreement budget line items.
3. Reimbursement requests submitted to the State for the Funding Agreement.

Cash Documents:

1. Receipts (copies of warrants) showing payments received from the State.
2. Deposit slips (or bank statements) showing deposit of the payments received from the State.
3. Cancelled checks or disbursement documents showing payments made to vendors, subcontractors, consultants, and/or agents under the grants or loans.
4. Bank statements showing the deposit of the receipts.

Accounting Records:

1. Ledgers showing entries for funding receipts and cash disbursements.
2. Ledgers showing receipts and cash disbursement entries of other funding sources.
3. Bridging documents that tie the general ledger to requests for Funding Agreement reimbursement.

Administration Costs:

1. Supporting documents showing the calculation of administration costs.

Personnel:

1. List of all contractors and Agency staff that worked on the State funded Program/Project.
2. Payroll records including timesheets for contractor staff and the Agency personnel who provided services charged to the program.

Project Files:

1. All supporting documentation maintained in the project files.
2. All Funding Agreement related correspondence.

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**Exhibit I****LOCAL PROJECT SPONSORS, AGENCY DESIGNATIONS, AND PROJECT LOCATIONS**

The Funding Recipient has assigned, for each project, a Local Project Sponsor (LPS). LPSs may act on behalf of the Funding Recipient for the purposes of individual project management, oversight, compliance, and operations and maintenance. LPSs are identified for each sponsored Project below. All projects listed here are Priority 1 Projects.

**Local Project Sponsor Agency Designation****Sponsored Project:** Mistywood Aquifer Storage and Recovery (ASR) Well**Sponsor Agency:** City of Roseville**Agency Address:** 2005 Hilltop Circle  
Roseville, CA 95747**Project Location:** Lat: 38.771294; Long: -121.31834**Sponsored Project:** Campus Oaks ASR Well**Sponsor Agency:** City of Roseville**Agency Address:** 2005 Hilltop Circle  
Roseville, CA 95747**Project Location:** Lat: 38.791801; Long: -121.321859**Sponsored Project:** Elk Grove Automall Well**Sponsor Agency:** Sacramento County Water Agency**Agency Address:** 827 7<sup>th</sup> Street, Room 301  
Sacramento, CA 95814**Project Location:** 38°24'07.8"N 121° 23'24.9"W

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**Sponsored Project:** Poppy Ridge Storage Tank

**Sponsor Agency:** Sacramento County Water Agency

**Agency Address:** 827 7<sup>th</sup> Street, Room 301  
Sacramento, CA 95814

**Project Location:** 38°23'24.2"N 121°24'53.9"W

**Sponsored Project:** Well 84 – Antelope/Don Juilo (ASR-equipped)

**Sponsor Agency:** Sacramento Suburban Water District

**Agency Address:** 3701 Marconi #100  
Sacramento, CA 95821

**Project Location:** Lat. 38d 42m 29s N, Long. 121d 19m 53s W

**Sponsored Project:** Wells 81, 82, and 83 – Antelope/North Poker

**Sponsor Agency:** Sacramento Suburban Water District

**Agency Address:** 3701 Marconi #100  
Sacramento, CA 95821

**Project Location:** Lat 38d 42m 14s N, Lon 121d 20m 43s W

**Sponsored Project:** Ladera and Winding Way ASR Wells

**Sponsor Agency:** Carmichael Water District

**Agency Address:** 7837 Fair Oaks Boulevard  
Carmichael, CA 95608

**Project Location:** Ladera: 4501 Ladera Way (38.645436, -121.298551).  
Winding Way: 4513 Charleston Dr (38.645519, -121.306841)

**Sponsored Project:** Groundwater Well Capacity Enhancements

**Sponsor Agency:** City of Sacramento

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**Agency Address:** 1395 35<sup>th</sup> Avenue  
Sacramento, CA 95822

**Project Location:** Sites under consideration include:

38°39'4.32"N, 121°28'10.26"W  
38°38'50.88"N, 121°27'33.40"W  
38°36'43.54"N, 121°28'47.11"W  
38°35'48.98"N, 121°27'32.57"W  
38°35'46.81"N, 121°25'38.60"W  
38°33'19.01"N, 121°25'0.89"W  
38°27'11.26"N, 121°24'52.51"W

**Sponsored Project:** Well 168

**Sponsor Agency:** City of Sacramento

**Agency Address:** 1395 35<sup>th</sup> Avenue  
Sacramento, CA 95822

**Project Location:** 38°38'56.54"N, 121°26'54.10"W

**Sponsored Project:** Upgrade of Existing Connection Between Golden State Water Company with Sacramento County Water Agency in the Cordova System (Mercantile and Foyer)

**Sponsor Agency:** Golden State Water Company

**Agency Address:** 3005 Gold Canal Drive  
Rancho Cordova, CA 95670

**Project Location:** Mercantile: Lat. 38.601016, Long. -121.261133; Femoyer: Lat. 38.574722, Long. -121.291418

**Sponsored Project:** ASR Well Equipping

**Sponsor Agency:** Citrus Heights Water District

**Agency Address:** 6230 Sylvan Road  
Citrus Heights, CA 95610

**Project Location:** 7725 Highland Avenue, Citrus Heights, CA 95610

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**Sponsored Project:** Northridge Well Replacement

**Sponsor Agency:** Fair Oaks Water District

**Agency Address:** 10326 Fair Oaks Boulevard  
Fair Oaks, CA 95628

**Project Location:** 38.659635609867514, -121.25559110698903

**Sponsored Project:** Well 4 or Well 5

**Sponsor Agency:** Orange Vale Water Company

**Agency Address:** 9031 Central Avenue  
Orangevale, CA 95662

**Certificate Of Completion**

Envelope Id: 74D1782CCFAC42C484DE39F50778E6CF

Status: Completed

Subject: Complete with DocuSign: American River RWA-DWR Final Docusign .pdf

FormID:

Optional 1:

Source Envelope:

Document Pages: 40

Signatures: 3

Envelope Originator:

Certificate Pages: 5

Initials: 0

Michelle Jespersen

AutoNav: Enabled

715 P Street

Envelopeld Stamping: Enabled

Sacramento, CA 95814

Time Zone: (UTC-08:00) Pacific Time (US &amp; Canada)

Michelle.Jespersen@water.ca.gov

IP Address: 73.241.139.59

**Record Tracking**

Status: Original

Holder: Michelle Jespersen

Location: DocuSign

7/21/2023 1:30:00 PM

Michelle.Jespersen@water.ca.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Department of Water Resources

Location: DocuSign

**Signer Events****Signature****Timestamp**

Trevor Joseph

tjoseph@rwah2o.org

Security Level: Email, Account Authentication  
(None)

Sent: 7/21/2023 1:44:16 PM

Viewed: 7/21/2023 1:50:03 PM

Signed: 7/21/2023 1:57:36 PM

Signature Adoption: Pre-selected Style

Using IP Address: 98.255.110.163

**Electronic Record and Signature Disclosure:**

Accepted: 7/21/2023 1:50:03 PM

ID: 45c762a1-3dd7-4632-9750-e0dfe8e8258a

Robin Brewer

Robin.Brewer@water.ca.gov

Assistant General Counsel

Security Level: Email, Account Authentication  
(None)

Sent: 7/21/2023 1:57:38 PM

Viewed: 7/21/2023 1:59:57 PM

Signed: 7/21/2023 2:00:07 PM

Signature Adoption: Drawn on Device

Using IP Address: 172.56.232.204

Signed using mobile

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Steve Rothert

Steve.Rothert@water.ca.gov

Manager, DMI

Department of Water Resources

Security Level: Email, Account Authentication  
(None)

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Viewed: 7/21/2023 3:48:42 PM

Signed: 7/21/2023 3:48:59 PM

Signature Adoption: Pre-selected Style

Using IP Address: 98.97.56.66

Signed using mobile

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

**In Person Signer Events****Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp**

Certified Delivery Events	Status	Timestamp
<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
Michelle Jesperson michelle.jesperson@water.ca.gov Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	COPIED	Sent: 7/21/2023 3:49:01 PM Resent: 7/21/2023 3:49:07 PM
Michelle Banonis mbanonis@rwah2o.org Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	COPIED	Sent: 7/21/2023 3:49:02 PM Viewed: 7/21/2023 4:38:00 PM
Brian Fuller Brian.Fuller@water.ca.gov Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	COPIED	Sent: 7/21/2023 3:49:03 PM
Jim Peifer jpeifer@rwah2o.ORG Executive Director Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Accepted: 4/25/2023 1:08:51 PM ID: 4703b52e-5a52-414b-bb7f-6a5e7d87f089	COPIED	Sent: 7/21/2023 3:49:04 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	7/21/2023 1:44:16 PM
Certified Delivered	Security Checked	7/21/2023 3:48:42 PM
Signing Complete	Security Checked	7/21/2023 3:48:59 PM
Completed	Security Checked	7/21/2023 3:49:04 PM
Payment Events	Status	Timestamps
<b>Electronic Record and Signature Disclosure</b>		



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Department of Water Resources

P.O. Box 942836

Sacramento, CA 95236-0001

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### **Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account

Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> <li>• Allow per session cookies</li> <li>• Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li> </ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

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## RWA COST ESTIMATE – PROJECT ADMINISTRATION

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	Staff	FY 2023/2024				FY 2024/2025				FY 2025/2026			
		Hrs	Rate	Total	Assumptions	Hrs	Rate	Total	Assumptions	Hrs	Rate	Total	Assumptions
Project Management Tasks	Mgr of Strategic Services	48	160.48 \$	7,703	-	120	168.50 \$	20,220	10 hr/month	96	176.93 \$	16,985	8 hr/month
	Finalize Grant Agreement with DWR (includes update of scope, schedule, budget)	24	118.96 \$	2,855	-	240	124.91 \$	29,978	20 hr/month	120	131.15 \$	15,738	10 hr/month
	Senior Project Manager	0	120.68 \$	-	-	60	126.71 \$	7,603	5 hr/month	60	133.06 \$	7,983	5 hr/month
	Project Research Asst.	8	72.88 \$	583	-	24	76.52 \$	1,837	2 hr/month	24	80.36 \$	1,928	2 hr/month
Grant Agreement Support to Grant Recipients (includes modification requests)	Mgr of Strategic Services	120	160.48 \$	19,258	10 hr/month	120	168.50 \$	20,220	10 hr/month	96	176.93 \$	16,985	8 hr/month
	Finance Manager	240	118.96 \$	28,550	20 hr/month	240	124.91 \$	29,978	20 hr/month	120	131.15 \$	15,738	10 hr/month
	Senior Project Manager	60	120.68 \$	7,241	5 hr/month	60	126.71 \$	7,603	5 hr/month	60	133.06 \$	7,983	5 hr/month
	Project Research Asst.	24	72.88 \$	1,749	2 hr/month	24	76.52 \$	1,837	2 hr/month	24	80.36 \$	1,928	2 hr/month
Conduct and Document Grant Recipient Meetings (up to 4 meetings)	Mgr of Strategic Services	8	160.48 \$	1,284	2 hr/mg	8	168.50 \$	1,348	2 hr/mg	8	176.93 \$	1,415	2 hr/mg
	Finance Manager	96	118.96 \$	11,420	8 hr/mg	96	124.91 \$	11,991	8 hr/mg	96	131.15 \$	12,591	8 hr/mg
	Senior Project Manager	16	120.68 \$	1,931	4 hr/mg	16	126.71 \$	2,027	4 hr/mg	16	133.06 \$	2,129	4 hr/mg
	Project Research Asst.	16	72.88 \$	1,166	4 hr/mg	16	76.52 \$	1,224	4 hr/mg	16	80.36 \$	1,286	4 hr/mg
Compile and Submit Requirements for Disbursement for Projects (includes Performance Monitoring Plan)	Mgr of Strategic Services	4	160.48 \$	642	1 hr/mo/ce	4	168.50 \$	674	1 hr/mo/ce	4	176.93 \$	708	1 hr/mo/ce
	Finance Manager	198	118.96 \$	23,554	6 hr/project	198	124.91 \$	24,732	6 hr/project	198	131.15 \$	25,968	6 hr/project
	Senior Project Manager	99	120.68 \$	11,947	3 hr/project	99	126.71 \$	12,545	3 hr/project	99	133.06 \$	13,172	3 hr/project
	Project Research Asst.	33	72.88 \$	2,405	1 hr/project	33	76.52 \$	2,525	1 hr/project	33	80.36 \$	2,652	1 hr/project
Prepare Invoices for Grant Reimbursement to DWR (up to 20 total) (4 per year)	Mgr of Strategic Services	4	160.48 \$	642	1 hr/mo/ce	4	168.50 \$	674	1 hr/mo/ce	4	176.93 \$	708	1 hr/mo/ce
	Finance Manager	48	118.96 \$	5,710	12 hr/mo/ce	96	124.91 \$	11,991	12 hr/mo/ce	96	131.15 \$	12,591	12 hr/mo/ce
	Senior Project Manager		120.68 \$	-	-		120.68 \$	-	-		120.68 \$	-	-
	Project Research Asst.		72.88 \$	-	-		65.20 \$	-	-		65.20 \$	-	-
Prepare Quarter Reports to DWR (up to 14)	Mgr of Strategic Services	16	160.48 \$	2,568	4 hr/report	16	168.50 \$	2,696	4 hr/report	16	176.93 \$	2,831	4 hr/report
	Finance Manager	96	118.96 \$	11,420	24 hr/report	96	124.91 \$	11,991	24 hr/report	96	131.15 \$	12,591	24 hr/report
	Senior Project Manager	8	120.68 \$	965	2 hr/report	8	120.68 \$	965	2 hr/report	8	120.68 \$	965	2 hr/report
	Project Research Asst.		72.88 \$	-	-	100	65.20 \$	6,520	-	100	65.20 \$	6,520	-
Prepare Project Completion Reports (33 projects)	Mgr of Strategic Services		160.48 \$	-	1 hr/project		168.50 \$	-	1 hr/project	33	176.93 \$	5,889	1 hr/project
	Finance Manager		118.96 \$	-	4 hr/project		124.91 \$	-	4 hr/project	132	131.15 \$	17,312	4 hr/project
	Senior Project Manager		120.68 \$	-	1 hr/project		126.71 \$	-	1 hr/project	33	133.06 \$	4,391	1 hr/project
	Project Research Asst.		72.88 \$	-	-		76.52 \$	-	-	40	80.36 \$	3,214	-
Prepare Grant Completion Report	Mgr of Strategic Services		160.48 \$	-	-		168.50 \$	-	-	40	176.93 \$	7,077	-
	Finance Manager		118.96 \$	-	-		124.91 \$	-	-	240	131.15 \$	31,477	-
	Senior Project Manager		120.68 \$	-	-		126.71 \$	-	-	16	133.06 \$	2,129	-
	Project Research Asst.		72.88 \$	-	-		76.52 \$	-	-	8	80.36 \$	643	-
Coordination Meetings with DWR (up to 6 meetings)	Mgr of Strategic Services	12	166.58 \$	1,999	2 hr/mg	12	174.91 \$	2,099	2 hr/mg	12	183.65 \$	2,204	2 hr/mg
	Finance Manager	24			4 hr/mg	24			4 hr/mg	24			4 hr/mg
	Senior Project Manager	12	120.68 \$	1,448	2 hr/mg	12	126.71 \$	1,521	2 hr/mg	12	133.06 \$	1,597	2 hr/mg
	Project Research Asst.		72.88 \$	-	-		76.52 \$	-	-		80.36 \$	-	-
Legal Support – Agreement Review and Amendments													
Consultant Support for Grant Administration													
Total RWVA Project Management													
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## EXHIBIT 4

### Schedule for Making Outflow From Groundwater Substitution Available for the Lower American River

*Actions to occur in up to three D or C years out of eight years, or one additional D year in the following three years if there are not three D or C years in the initial eight-year period*

	Reclamation/State Actions Related to Tributary Actions	American River-Specific Actions				
February	Mid-February: Initial CVP Allocations	Early February (every year): Participants convene to determine readiness	Mid-February (every year): Reclamation and Participants convene the ORG for scenario and risk planning	End of February (every year): ORG makes recommendation on whether outflows will be provided in the current water year.		
March	March: Initial Release of B-120	By March 15: Participants to provide a Replenishment Schedule to define quantities and timing of payback, including whether replenishment is expected to pass through Folsom Reservoir or occur in the Lower American River		March – April: Release of 30 TAF of outflow through Folsom or to the Lower American River through replenishment in 3 D or C years		
April	April: B-120 Update	Late March/Early April: CVP Allocation Updates				
May		Reclamation to share with Participants actual volumes of outflows released from Folsom				
June						
July						
August					March – March (or ending sooner if replenishment is completed sooner): Master Flow Ledger (MFL) accounting based on reporting of groundwater replenishment	
September						
October						
November						
December						
January			First week of January: ORG to convene to “true up” replenished outflow to date.			
February			By February 1: Preparation and completion of an Annual Flow Accounting Report (AFAR)			