



**REGULAR BOARD MEETING
AGENDA PACKET**

NOVEMBER 19, 2024

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Regular Board Meeting - Tuesday, November 19, 2024, 6:00 p.m.

Carmichael Water District Board Room
7837 Fair Oaks Boulevard
Carmichael, CA 95608

Join from computer, tablet or smartphone. Click on this URL to join:

<https://us02web.zoom.us/j/83596878004?pwd=b0FvJ6ch85NMSco2p52u9ox3O33J6v.1>

Join by phone: Dial US [+1 669 900 6833](tel:+16699006833)

Meeting ID: [835 9687 8004](https://us02web.zoom.us/j/83596878004) **Passcode:** 564283

AGENDA

The Board will discuss all items on its agenda, and may take action on any of those items, including information items and continued items. The Board will not take action on or discuss any item not appearing on the posted agenda, except: (a) upon a determination by a majority vote of the Board that an emergency situation exists; or (b) upon a determination by a two-thirds vote of the Board members present at the meeting, or, if less than two-thirds of the members of the Board are present, a unanimous vote of those members present, that the need to take immediate action became apparent after the agenda was posted. Agenda packets can be found at our website at carmichaelwd.org.

The Board of Directors welcomes and encourages participation in meetings. This meeting is being conducted in person and via videoconference and will be recorded. Public comment may be given on any agenda item as it is called and limited to three minutes per speaker. Matters not on the posted agenda may be addressed under Public Comment. Please follow Public Comment Guidelines found on the District's website at carmichaelwd.org/public-comment-guidelines/.

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 916-483-2452. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

CALL TO ORDER AND STATEMENT REGARDING PUBLIC PARTICIPATION: President Selsky

ROLL CALL

PRESIDENT'S COMMENTS

PUBLIC COMMENT

1. Public Comment

Any member of the public may address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board.

PRESENTATIONS

2. California Special District Association – District Transparency Certificate of Excellence

3. Engineering Staff and Projects Update

CONSENT CALENDAR

Consent Calendar items are expected to be routine and non-controversial, to be acted on by the Board in one motion. Should any Board member, staff member, or interested person request discussion on an item, the Board will consider the item separate from the Consent Calendar.

4. Minutes for the Regular Board Meeting – October 15, 2024
5. Monthly Expenditure Report – October 2024
6. Budget to Actual Report – September 2024
7. Directors Expenses and Reimbursements
8. Resolution 11192024-01 – A Resolution of Appreciation for Jeffrey Scott Bair

ANNOUNCE CLOSED SESSION AND ADJOURN OPEN SESSION TO CLOSED SESSION

CLOSED SESSION:

9. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION; Government Code sections 54954.5(c) and 54956.9(a) and (d)(1);**
Koch & Koch, Inc. v. Carmichael Water District, et al., Sacramento Superior Court Case No. 24CV000659
10. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of Government Code Section 54956.9 – one case
11. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION – INVOLVING THE GENERAL MANAGER (Government Code sections 54957 and 54957.6)**

ADJOURN CLOSED SESSION AND OPEN REGULAR SESSION

REPORT OUT OF CLOSED SESSION

ACTION ITEMS

12. **Sacramento Regional Water Bank – Phase 3 Agreement and Recent Activities**
Staff recommends that the Board of Directors 1) authorize the General Manager to execute a Sacramento Regional Water Bank Phase 3 Agreement with the Regional Water Authority for a total not-to-exceed amount of \$33,360 and 2) discuss previously banked water and provide direction to staff.
13. **Public Outreach Program Development and Consultant Agreement**
Staff recommends that the Board of Directors approves the Public Outreach Program Development with Kim Floyd Communications and authorize the General Manager to execute a Service Agreement for a not-to-exceed amount of \$131,770.
14. **ACWA Membership Meeting Voting**
15. **LAFCo – Nominations for Membership on SDAC**

INFORMATIONAL ITEMS:

16. **Lead Service Line Inventory (LSLI) Results**
17. **Water Forum 2.0 Update**
18. **Proposal to Change Regular Board Meeting Day**
19. **Unregulated Contaminants Monitoring Rule (UCMR) 5 Sampling Update**
20. **RWA and SGA Holiday Social**
21. **Cal OES – Notification of Payment**

COMMITTEE REPORTS

22. **Sacramento Groundwater Authority Board Meeting**
Director Selsky Reports Out.
23. **Regional Water Authority Executive Committee and Regular Meeting**
Director Greenwood Reports Out.
24. **Carmichael Chamber of Commerce**
Director Greenwood and Nelson Report Out
25. **Other Committee Reports**
Directors Report Out

STAFF REPORTS

26. **General Manager and District Activity Report – October 2024**
27. **Director's Expense Reimbursement Summary – October 2024**

GENERAL CORRESPONDENCE/INFORMATION

28. **Director's Written and/or Oral Reports**

**The next meeting of the Board of Directors will be a Regular Board Meeting held on:
Tuesday, December 17, 2024 at 6:00 p.m.**



**Regular Board Meeting
Tuesday, October 15, 2024, 6:00 p.m.**

**Carmichael Water District
7837 Fair Oaks Boulevard
Carmichael, CA 95608**

MINUTES

The Carmichael Water District Board of Directors met in Regular Session this 15th day of September at 6:00 p.m. in person and via teleconference.

ATTENDANCE:

Directors: Ronald Davis, Mark Emmerson, Ron Greenwood, Jeff Nelson, Paul Selsky
Staff: Cathy Lee, Gaby Padilla, Debbie Martin
Public: Two (2) Members of the Public

CALL TO ORDER: President Selsky called the meeting to order at: **6:00 p.m.**

PRESIDENTS COMMENTS: Welcomed the General Manager back.

PUBLIC COMMENT:

1. Public Comment

Mr. Hanscom commented about the EPA and that they want to remove all lead pipes. He was also curious if CWD had any lead pipes but he suspects that there are not any.

The General Manager informed Mr. Hanscom that CWD does not have any lead pipes or lead solder in the distribution system. There may be private lines or service lines that are connected to our main lines that are lead pipes. Staff is currently doing a survey of inventory based on the EPA's criteria to evaluate the potential of lead pipes in the private service area from the geographic information system (GIS). The survey is due on October 18th. There will be a presentation of the findings next month for the Board of Directors.

Directors commented that the EPA is requiring all the lead pipes be removed in ten years and inquired as to who is going to pay for that.

The General Manager informed the Board of Directors that it has not been written that the water agencies be required to do this. Currently the water agencies do not have the responsibility to service the service lines and it is the home owner's responsibility.

Directors inquired about a state law requiring water agencies to replace school faucets.

The General Manager commented that they thought they just had to do a sampling for lead in the schools which our staff has done but they were not sure if they were required to replace their lines.

Directors commented that they believe that the water purveyors do not have to replace the service lines but they do have to replace the faucets.

Mr. Christian commented that lead solder was typically in every valve system in houses at one point up until the requirements changed and it was switched to silver solder. This means it could be in the shower, kitchen sink, or a laboratory and the contamination could be in the appliances themselves. He then commented that he would like to follow up on the discussion last month about the water treatment plant and the tours. He wanted to find out if progress has been made.

Directors commented that staff already makes the plant available for tours to groups who request it, which is done at the District's expense. They then inquired what more does Mr. Christian think the District should be doing.

Mr. Christian commented that he is looking for a curriculum for the middle to upper grade schools that are in Carmichael. He thinks the District staff should include the cost of their time for the purposes of the tour which would only be during the school year. He mentioned that it would mostly depend on how many tours the schools would like to do. The curriculum would be similar to the tours that are already available but it would be directed to the students to stimulate their interests in work in the water field or becoming an engineer.

Directors inquired if Mr. Christian thinks CWD should reach out to the schools.

Mr. Christian informed the Board of Directors that he thinks CWD should reach out to the schools to make them aware that this tour is available to them.

Directors commented that they think this should start at the schools because we shouldn't be telling them what their curriculum should be.

Mr. Christian commented that the objective is to make the students aware of engineering type of models; so they can decide if this is something that is of interest to them. He also commented that he thinks CWD should propose it to the schools because he thinks that they do not know about the tour.

Directors commented that they think it would be best if this was just for schools within the District as San Juan Unified School District is fairly large and encompasses at least four to five water districts.

Mr. Hanscom commented that most schools have STEM programs and they would be the best people to contact about starting this.

The General Manager commented that the middle school students may be a bit young to fully grasp the concept of what goes on in the treatment plant.

Mr. Christian agreed with the General Manager but mentioned that there are students who are very bright at that age and this type of outreach could potentially lead them down a path to becoming an engineer.

Directors gave direction to the General Manager to reach out to the high school in our District to start the discussion of potentially doing this program.

CONSENT CALENDAR:**2. Minutes for the Regular Board Meeting – September 17, 2024****3. Paid Expenditure Report – September 2024**

Directors inquired as to who was signing the checks in the absence of the General Manager.

The General Manager informed the Board of Directors that Director Emmerson and Director Greenwood signed the checks in their absence.

Directors inquired as to how this was decided because normally the checks are signed by a staff member first.

The General Manager informed the Board of Directors that normally staff sign the checks and if the check is a high amount they would ask a Board Member to sign as well. During her absence, the Finance Manager sat with Director Emmerson and Director Greenwood to review the checks prior to signing.

Directors commented that they wish they would have known about that because they would have objected to it. Standard procedure is that the General Manager would have designated someone from staff.

The General Manager informed the Board of Directors that the reason the Board Members were signing the checks is because there is no other staff member on the signature card.

Directors inquired if there was a policy that defines who signs the checks in the absence of the General Manager.

The General Manager informed the Board of Directors that there is no policy on this. They mentioned that this is a check balance process and the District is not big enough to have two staff members be signatories. The Finance Manager reviews the checks before the General Manager receives them and it is incumbent of them to ask questions about the checks. If the Finance Manager signs them then it breaks that process.

Directors commented that it sounds like there is more than one Board Member that is willing to discuss if that should be the process or if a new one should be created.

The General Manager inquired if the Board would like to put that on the agenda then they could look into it.

Directors directed the General Manager to look into the policy because they are sensitive to these things.

The General Manager inquired what their concern is and if it's because the Directors are not in the day to day.

Directors informed the General Manager that this was their concern.

Directors inquired about what the auditing standards are on this and if the District was in compliance.

The Finance Manager informed the Board of Directors that it's really depends on what the Board would like as far as signing authorities. The auditors look for internal controls and make sure that a transaction has at least two people reviewing it. But it is better to have three because with just two there could be collusion. We have the Board sign the checks as a second signature on large checks per our policy but the bank does not require it.

The General Manager informed the Board of Directors that they will look into the policy.

Mr. Hanscom commented that this should be in the policy.

4. Budget to Actual Report – August 2024**5. Directors Expenses and Reimbursements****6. CalPERS Medical Benefits Resolutions**

M/S Greenwood / Emmerson to approve the consent calendar.

Mark Emmerson	Aye	✓	Nay		Absent		Abstain		
Jeff Nelson	Aye	✓	Nay		Absent		Abstain		
Ronald Davis	Aye	✓	Nay		Absent		Abstain		
Ron Greenwood	Aye	✓	Nay		Absent		Abstain		
Paul Selsky	Aye	✓	Nay		Absent		Abstain		
Board Totals:	Ayes:	5	Nays:	0	Absent:	0	Abstain:		0
Passed Unanimously:									

ACTION ITEMS**7. On-Call Asphalt Construction Services Contract**

Staff recommends that the Board of Directors award On-Call Asphalt Construction Services through June 30, 2027 to Planet Paving, Inc. and authorize the General Manager to execute a contract.

Directors commented that they notice a four to six percent increases per year and inquired if this was an accurate representation.

The General Manager informed the Board of Directors that the cost increase is hard to predict from year to year. If there is a huge percent increase staff usually brings it to the Board. Hopefully by including four to six percent it will average out for the next three years.

Directors commented that they have always heard that the price of asphalt coincides with the price of oil.

Directors commented that they thought it was interesting how wide apart the two bids are with the two companies and it is almost double. They then inquired if staff believes the recommended company is qualified.

The General Manager informed the Board of Directors that they do think Planet Paving is qualified and they have been holding this contract with the District for the last two contract cycles.

M/S Greenwood / Nelson to approve staff's recommendation.

Mark Emmerson	Aye	✓	Nay		Absent		Abstain		
Jeff Nelson	Aye	✓	Nay		Absent		Abstain		
Ronald Davis	Aye	✓	Nay		Absent		Abstain		
Ron Greenwood	Aye	✓	Nay		Absent		Abstain		
Paul Selsky	Aye	✓	Nay		Absent		Abstain		
Board Totals:	Ayes:	5	Nays:	0	Absent:	0	Abstain:		0
Passed Unanimously:									

8. Budget Adjustment, Construction Contract Award and Contingency Approval – Garfield Well Electrical Improvements

Staff recommends that the Board of Directors:

- 1) approve a fund transfer from the Capital Replacement Reserve Fund in the amount of \$1,100,000.00 to the current 2024-25 Budget for Capital Improvement Projects and adjust the 2024-25 Budget to increase Garfield Well Electrical Improvement expenditure to \$1,100,000, and
- 2) if the Budget Amendment is approved, award a Construction Contract with Vellutini Corporation, dba Royal Electric, in the amount of \$999,000 for the Garfield Well Electrical Improvement and authorize the General Manager to approve and pay for contract change orders that could increase the contract amount by no more than 10 percent, in the amount of \$101,000, for a not-to-exceed total contract amount of \$1,100,000.

Directors inquired if staff had an estimated timeline of when this well will be scheduled to be replaced.

The General Manager informed the Board of Directors that staff is anticipating at least 5 years to start the replacement of the Garfield Well because there are a lot of pipeline projects and the Ranney Collectors. Staff is hoping it will last a few years longer.

Directors inquired about whether the electrical equipment will be re-used on the new well.

The General Manager informed the Board of Directors that staff know the generator, as designed, will work with the new well. It's some the electrical component where staff is unsure. This is due to the positioning of the new well and whether the electrical components be pulled out.

Directors inquired if the new well would be in the exact same location of the current well.

The General Manager informed the Board of Directors that it will not be in the same location and it will have to be at least fifty feet away but it will be at the same site.

Directors commented that it seems like during the design of the wells electrical power equipment there could be features put in to allow the electrical components to be used at the new well site.

The General Manager informed the Board of Directors that this is something that staff was doing but the electrical lines will still need to be pulled and potentially not be viable for the new well.

Directors inquired as to who the engineering estimate was done by on this work.

The General Manager informed the Board of Directors that Frisch Engineering did the estimate.

Directors inquired if staff was proposing to get ten percent from the Capital Replacement Reserves Fund.

The General Manager informed the Board of Directors that this was correct.

Directors inquired if the remaining funds in that account was enough to fund other potential items that have been planned for.

The General Manager informed the Board of Directors that this reserve fund is just for reserves and is not used for anything else. There is also another fund for future Filter Skid Replacements and the Ranney Collectors.

Directors inquired if staff was planning to make this fund be at ten million dollars as soon as possible.

The General Manager informed the Board of Directors that staff was planning to do so and it will be included in the rate study.

Directors commented that unlike the previous bids these ones were all pretty close and inquired if staff knew who Vellutini Corporation, doing business as Royal Electric, was and if they were qualified to do this work.

The General Manager informed the Board of Directors that staff have heard of Royal Electric but have never worked with them. The contractor does have to meet certain requirements for the bid to be accepted.

Directors inquired if the engineers check references on these types of contracts and if they are required to have a written recommendation on the bid.

The General Manager informed the Board of Directors that they are supposed to and they did do a written recommendation.

M/S Davis / Nelson to approve staff's recommendation.

Mark Emmerson	Aye	✓	Nay		Absent		Abstain	
Jeff Nelson	Aye	✓	Nay		Absent		Abstain	
Ronald Davis	Aye	✓	Nay		Absent		Abstain	
Ron Greenwood	Aye	✓	Nay		Absent		Abstain	
Paul Selsky	Aye	✓	Nay		Absent		Abstain	
Board Totals:	Ayes:	5	Nays:	0	Absent:	0	Abstain:	0
Passed Unanimously:								

INFORMATIONAL ITEMS

9. Distribution Superintendent Position Update

Directors inquired if there has been more applicants since including the last two steps in the salary.

The General Manager informed the Board of Directors that there were more applicants after the salary was updated.

The General Manager informed the Board that there will be an appreciation resolution for Mr. Bair at the next month's board meeting.

Directors commented that if there will be an event for Mr. Bair if they Board could be included in it.

Directors inquired about the Public Information Officer position.

The General Manager informed the Board of Directors that the Public Information Officer is not a full time position but they are looking into what they can do to fulfill that need.

Directors commented that they are looking for someone to be able to respond to articles in the newspaper and to attend/do public outreach events and they could even take the lead on what Mr. Christian is proposing.

The General Manager commented that they agree that they need someone to do all those things but maintained their opinion that it would not be a full-time position. They commented that the last time they saw an article was a long time ago.

Directors commented that there was an article a week ago and another two months ago that CWD never responded to.

Directors inquired as to how much money CWD has in the turf replacement program. The General Manager informed the Board of Directors that CWD still has about \$25,000.

Directors commented that having that much left is unacceptable and that it should have been gone in January. The General Manager informed the Board of Directors that we have not been getting a lot of responses.

Directors commented that it was because CWD has not been marketing it which is another example of outreach. Directors commented that maybe the program was not enough money for people.

Directors then commented that they have seen other organizations with the same type of program get filled up within three hours of it going live. They also have seen people in their neighborhoods doing the turf replacement on their own who were unaware of CWD's program. They also mentioned that they do not think people would turn down that kind of money even if it was a small amount if they were already planning on do it.

Mr. Christian commented that they would have applied for the turf replacement program if he would have known about it. He mentioned that about a month ago he took his sod out but he did not know about the program.

10. Office of the Attorney General Legal Alert– The Water Shutoff Protection Act – As Amended by SB 2 (2023)

Directors commented that they believe that the District should never shut off anyone but instead go for pressure reduction to 25 PSI and when the customer pays then the pressure would be increased. This way there will never have to be a shutoff.

The General Manager informed the Board of Directors that staff is developing a program to avoid shutting people off but instead refer them to the tax roll or to do a pressure reduction. There should be options for the customer and staff is supposedly working on this.

Directors inquired if referring them to the tax roll was like a lien.

The General Manager informed the Board of Directors that it would appear on their property tax bills.

Directors inquired about how that would work with the renters.

The General Manager informed the Board of Directors that it would be transferred over to the owners.

Directors inquired whether the installation of the pressure reducer was straight forward.

The General Manager informed the Board of Directors that it is almost the same as just shutting customers off. They also mentioned that they have placed the pressure reducer on one customer who was wasting water and creating a hazard. This customer was essentially flooding all the neighbors. In that situation the water could not be shut off because the owner paid the water bill in full which was a \$3,500 payment.

Directors inquired when the flyer was put on the customer's door, the District did much better at collecting rates.

The General Manager informed the Board of Directors that when staff began the telephone notifications stating that the customer was going to be shut off they saw a higher rate of payment.

Directors commented that they like the pressure reduction idea but then again it's nice to have that incentive to make the customer pay.

Directors commented that they saw this happen at Live Oaks where there is 2,000 connections and every month they shut off about 30 connections and the next day about 29 of them come in to pay.

The General Manager informed the Board of Directors that this is why staff started the telephone notifications beforehand to make them aware of the shut off and fees associated to it and that has made the customers more responsive in paying their bills before getting shut off.

Directors commented that this is something that needs to be discussed in depth. They mentioned that everyone has a right to water but by putting in a pressure reducer they will not be able to use all their appliances at the same time. The Finance Manager commented that there needs to be a back stop at some point because it could go on for years without the customer paying. An example is that during COVID when the customers heard that the government was going to pay, people stopped paying their bills and it was reflected in the receivables.

COMMITTEE REPORTS

11. Sacramento Groundwater Authority (SGA) Board Meeting

Director Selsky Reports Out.

Director Selsky reported that a professional agreement was signed with Woodard & Curran for \$353,000 to help with the Sustainable Groundwater Management Act implementation and other groundwater management activities. A small contract for about \$30,000 was approved with GEI for some well monitoring and transducers at the wells that send

signals per DWR standards on the depths. SGA staff felt it was better for GEI to monitor the wells because GEI was better equipped.

Additionally, there was a presentation about the SGA engagement with the Sacramento Regional Water Bank. This was mostly on the issue of prior banked water (PBW) and a committee has been formed to look into the issue. It has only met once so far but he is encouraging SGA to schedule more meetings. The Committee needs to look into how much water will be credited for the water that is currently in the bank. Director Selsky mentioned that people wanted these meeting to be public but SGA has made the meetings closed but the committee is willing to meet with people privately to get their input on the matter. Citrus Heights Water District (CHWD) and Fair Oaks Water District (FOWD) are requesting that the committee gives consideration that they have banked groundwater over the years.

Directors inquired as to how CHWD and FOWD was getting the water that they were banking.

Director Selsky informed the Board of Directors that they buy water from San Juan Water District.

Directors commented that they are claiming that they used the purchased surface water in lieu of the groundwater.

Directors commented that they have expressed their opinions to Director Selsky on how to move forward but that they also expressed getting legal advice.

Director Selsky commented that he is passing that advice to SGA.

Directors commented that they are talking about CWD getting legal advice as well. They think it is important to do so to get an opinion regarding CWD's in lieu water and why anyone would think that the water does not belong to CWD. They also want to know if the other water districts who have been banking water would be okay with losing that water or if they have objected to it.

Director Selsky commented that other districts would like the credit as well but they have not said what amount of credit they desire. The City of Sacramento representative stated that they would like credit but they realized that it has to be legally defensible. There is a lot of cross current and complexities to this issue and districts have to be sensitive to any environmental feedback. They want to come up with something where they won't be having to fight in court to protect.

Directors commented that they get a DWR newsletter every week and about a month ago it included a two and a half minute video from RWA on the virtues of in lieu groundwater banking and calling it a game changer. They were also boasting about all the water that has been banked which is further validating our position.

The General Manager informed the Board of Directors that DWR does consider in lieu groundwater banking as banked water and it's the State Water Resource Control Board that is looking at that and is not quite agreeing with it.

Directors commented that they would like more information on this and hopefully next Board meeting there could be an agenda item with more information to help us decide on how to advise Director Selsky on how to protect CWD's rate payers' interests and the valuable resources. They also mentioned if legal counsel could be present as well.

The General Manager informed the Board of Directors that they talked to legal counsel about this issue and they are saying that it has to be a policy that needs to be made by SGA because they are the regulatory agency.

Directors inquired that they would like to find out what CWD's legal standing as far as the legal claim to the water.

Directors commented that they would like to advocate to SGA what CWD's legal position is on this matter.

The General Manager informed the Board of Directors that legal counsel stated that SGA first has to define what the policy is on the in lieu water banking.

Directors commented that they would like to have a voice in helping SGA find what the policy is and they need to know what CWD's legal standing is first.

Directors commented that there was something established by the State that they believe is in the water code that proclaimed how to account for water that is considered in lieu banked.

Directors requested a letter from legal counsel to give CWD their opinion on this matter because they feel like the Board does not have the legal knowledge to determine what CWD's rights are and what we should be fighting to protect. They mentioned that through these rough calculations the value of that in lieu water that belongs to CWD is worth about 59 million.

Directors commented that they think that CWD needs to coordinate with the other water agencies that are in the same situation.

Directors mentioned that they want to be able to tell the rate payers that this was looked at very thoroughly and fought to protect their assets.

Mr. Hanscom commented that the District has put a lot of money into building the water treatment plant to avoid using groundwater so the water used from the treatment plant becomes in lieu water since we did not pump water from the ground. He then mentioned there was a lot of money that went into not using groundwater so at a minimum we should be able to claim the money we spent in avoiding using groundwater. He gave the example of if CWD spent 30 million

dollars on building the treatment plant then we should get 30 million dollars' worth of groundwater in credit with the current rate of the water per acre.

Mr. Christian commented that if he remembers correctly Sacramento Suburban Water District, San Juan Water District and Carmichael have the most holdings on this water.

Directors informed Mr. Christian that it is actually not San Juan Water District but City of Sacramento.

Mr. Christian commented if we could just start a coalition with them and develop a legal defense with our interest because it seems like we all have the same opinion on what should be done and then we could split the legal cost between these water agencies.

Director Selsky commented that they have not gone to the alliance step just yet but they could be headed that way in the future.

Directors commented that they think it's important to do both and it's probably best to determine what CWD's interest are first and then make sure its identical or very close to the other two agencies.

Director Selsky commented that he does not feel like anyone is really an opponent but rather everyone has their own opinion on the amounts.

Director Selsky reported that Trevor Joseph gave a presentation on DWR and its series of four guidance documents called Interconnected Surface Water Guidance documents. It is about river water depletion from groundwater pumping and it's going to set the framework on surface water depletion factors. Trevor Joseph is reviewing these documents and he thinks it is all theoretical and there is no field work. Director Selsky also reported that he appointed a Nominations Committee and they are going to appoint the 2025 SGA Officers. He mentioned that they normally nominate the current Vice Chair to be the Chair for the following year.

Director Selsky also invited everyone to the RWA reception at ACWA in Palm Desert and the Annual Holiday party at the Delta King on December 12th.

12. Regional Water Authority Executive Committee and Regular Meeting

Director Greenwood Reports Out.

Director Greenwood reported that RWA only had two big items. The first being the revision to the retention policy as RWA staff realized that there was duplications of records and they want to make processes to reduce the redundancy. The second is the adjustment of compensation and titles for key staff. The Executive Assistant/Clerk of the Board and the Finance and Administrative Services Manager will receive a compensation and classification review. The Finance and Administrative Services Manager will have a new title as well which is Director of Finance.

13. Other Committee Report

Directors Report Out.

Director Greenwood reported that he will have a meeting with Gen H which has to do with energy and if it looks good and promising he will bring it back to the Board.

STAFF REPORTS:

14. General Manager and District Activity Report – September 2024

Discussed with the Board.

15. Director's Expense Reimbursement Summary – September 2024

No comments.

GENERAL CORRESPONDENCE/INFORMATION:

16. Director's Written and/or Oral Reports

Director Greenwood

1. Informed the Board of Directors that he is setting up a tour of the water treatment plant for the Kiwanis Club.

ADJOURNMENT: President Selsky adjourned the meeting at: **8:33 p.m.**

Paul Selsky, Board President

Cathy Lee, Board Secretary

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CARMICHAEL WATER DISTRICT
MONTHLY EXPENDITURES REPORT

For the period October 1 to October 31, 2024

AGENDA ITEM 5

Check #	Check date	Payee	Description: "Division: Department - Object - detail data"	Amount
76509	10/2/2024	ACI formerly Official Payments Corp	Admin svcs: Finance: Customer Service - Payment processing fees - August	61.05
76510	10/2/2024	Bay Alarm Company	Admin svcs: General admin - Facility expense, Prod: WTP Ops - Security	1,078.02
76511	10/2/2024	Best Cleaning Team LLC	Production: WTP Ops, Admin: General Admin - Facility Maint - Janitorial - August	1,500.00
76512	10/2/2024	Betty J Hunziker	Customer refund - Overpayment	123.40
76513	10/2/2024	Bryce Watkins	Production: Admin - Training and certification	105.00
76514	10/2/2024	BSK Associates	Production: WTP/Well Operations - Water quality	1,383.00
76515	10/2/2024	Carmichael Recreation & Park District	Admin svcs: Outreach and Water Efficiency - Outreach	55.00
76516	10/2/2024	Cisco Air Systems Inc	Production: WTP Ops - Systems maintenance	585.00
76517	10/2/2024	City of Sacramento	Production: WTP Operations - Water quality - Sanitary Survey	1,860.00
76518	10/2/2024	Clark Pest Control	Admin svcs: General admin- Facility expenses - Pest control	136.00
76519	10/2/2024	Comcast	Production: WTP Ops - Telecommunication	668.70
76520	10/2/2024	County of Sacramento - Encroachment Permits	CIP - Claremont mainline replacement, Distribution: Admin - Licenses, fees, permits	1,969.50
76521	10/2/2024	County of Sacramento - Environmental Mgmt	Production: Well Operations - License, fees and permits	705.00
76522	10/2/2024	Diane McKernon	Admin: Public Outreach and Water Efficiency - Outreach - Turf replacement	2,000.00
76523	10/2/2024	Domenichelli and Associates Inc	Engineering: Contract services - Fire Flow	6,511.23
76524	10/2/2024	EMA Inc	CIP - SCADA upgrade	8,009.10
76525	10/2/2024	GEI Consultants Inc	CIP- Ladera Well, CIP- Winding Way Well Replacement, CIP- Barret Rd well, CIP-Dewey Well, CIP- Garfield-Engle Pipeline	85,055.96
76526	10/2/2024	Grainger	Distribution: Admin - Equipment repairs	43.07
76527	10/2/2024	Harrington Industrial Plastics LLC	Production: WTP Ops - Systems maintenance	630.81
76528	10/2/2024	Hydrotex	Production: Well Operations- La Vista reservoir Repairs and maintenance	175.28
76529	10/2/2024	Idexx Distribution Inc	Production: Admin - Lab chemicals and supplies	812.54
76530	10/2/2024	Network Design Associates Inc	Admin svcs: IT - Network monitoring/Risk assessment, IT- Contract services	3,030.00
76531	10/2/2024	O'Reilly Auto Parts	Distribution: Admin - Equipment repairs , Production: General admin - Vehicle repair	114.11
76532	10/2/2024	Pace Supply Corp	Inventory	4,870.52
76533	10/2/2024	Patron Trucking Inc	Distribution: Transmission and distribution - Road materials	1,379.50
76534	10/2/2024	PG&E	Admin svcs: General admin - Facility expenses - Power	16.02
76535	10/2/2024	Pitney Bowes Global Financial Services	Admin svcs: General admin - Equipment rental expense	148.59
76536	10/2/2024	Pollardwater	Distribution: Admin - Tools	251.23
76537	10/2/2024	Quill.com	Admin svcs: General admin - Office supplies, Production: Admin - Office supplies	494.50
76538	10/2/2024	Rawles Engineering Inc	CIP- Winding way well replacement, Distribution: Transmission and distribution- Mainline repair, CIP- Mainline valve	59,128.70
76539	10/2/2024	Sacramento County Utilities	Production: WTP Operations - Utilities, Admin svcs: General admin - Utilities	694.99
76540	10/2/2024	San Juan Unified School District	CIP - Ladera well - Permanent easement	116,730.00
76541	10/2/2024	Steffany Osborn	Admin: Public Outreach and Water Efficiency - Outreach - Turf replacement	1,814.00
76542	10/2/2024	Technology Unlimited	Admin svcs: General admin - Office supplies	53.76
76543	10/2/2024	Telstar Instruments Inc	Production: WTP Ops - Systems maintenance	8,951.39
76544	10/2/2024	US Bank	See "Credit card expenses" below	
76545	10/2/2024	USA BlueBook	Production: Admin - Lab chemicals and supplies	197.67
76546	10/2/2024	Verizon Wireless	Admin svcs: Information technology - Telecommunications, Production: WTP Operations - Telecommunications	652.67
76547	10/2/2024	WestAmerica Bank - Petty Cash	Distribution: Admin - Vehicle repair	13.22
76548	10/14/2024	ACWA (Dues Books Subscription)	Admin svcs -Dues and memberships	24,440.00
76549	10/14/2024	ACWA JPIA (Dental vision life et al)	All Depts: October Dental, vision, life, EAP	2,815.88
76550	10/14/2024	All Seasons North Roofing & Weatherproof	CIP - WTP Roof replacement	109,155.47
76551	10/14/2024	Analytical Environmental Services Corpor	CIP - La Vista Tank and pump station	32,642.44

CARMICHAEL WATER DISTRICT
MONTHLY EXPENDITURES REPORT
For the period October 1 to October 31, 2024

Check #	Check date	Payee	Description: "Division: Department - Object - detail data"	Amount
76552	10/14/2024	APS Environmental Inc	Distribution: Admin - Facility maintenance - Wash rack	797.50
76553	10/14/2024	Bay Alarm Company	Admin svcs: General admin - Facility expense: Security	382.69
76554	10/14/2024	Brower Mechanical Inc	Admin svcs: General admin - Facility expense - Quarterly HVAC Maintenance	390.70
76555	10/14/2024	Bryce Watkins	Production: Admin - Training and certificates	320.00
76556	10/14/2024	BSK Associates	Production: WTP Operations, Well Operations - Water quality	8,489.09
76557	10/14/2024	California Surveying and Drafting Supply	Admin svcs: Engineering - Software and licensing - GIS monthly software fees - October	150.00
76558	10/14/2024	Cisco Air Systems Inc	Production: WTP - Systems maintenance - Compressor	2,896.30
76559	10/14/2024	Clark Pest Control	Production - WTP Operations - Facility maintenance - Pest control	160.00
76560	10/14/2024	Comcast	Admin svcs: IT - Telecommunications	605.42
76561	10/14/2024	Core & Main LP	Inventory	676.35
76562	10/14/2024	Dugan Management and Engineering Inc	CIP - Claremont MLR	4,975.77
76563	10/14/2024	GEI Consultants Inc	CIP - La Sierra, Ladera, Winding Way well, Barret Road well, Dewey Well, Garfield-Engle Pipeline	27,088.41
76564	10/14/2024	Grainger	Production: WTP Ops - Systems maintenance, Admin - Safety, Tools, Distribution: Admin - Equipment repair/maint, Shop	447.32
76565	10/14/2024	Harris Industrial Gases	Distribution: Admin - Equipment rental	187.25
76566	10/14/2024	Home Depot	Distrib: Admin - Tools, Shop supplies, Equipment repair, Safety, Trans/Dist - Road restoration	1,349.59
76567	10/14/2024	Hunt & Sons Inc	Distribution: Transmission and distribution - Fuel	3,269.26
76568	10/14/2024	Kimmel Construction Inc	CIP - District office security (Lobby remodel)	22,308.00
76569	10/14/2024	New Image Landscape Company	Admin svcs: Gen admin - Facility Maint	125.00
76570	10/14/2024	O'Reilly Auto Parts	Distribution: Admin - Equipment repairs/maint, Production: Well Ops - Well/reservoir maint	176.67
76571	10/14/2024	Olin corp - Chlor Alkali	Production: WTP Operations - Chemicals	15,618.97
76572	10/14/2024	Pace Supply Corp	CIP - Sac County impact project	4,531.50
76573	10/14/2024	Papas Arizona LP	Customer refund - Overpayment	7,799.00
76574	10/14/2024	PG&E	Production: WTP Operations - Power	19.42
76575	10/14/2024	PG&E Non- Energy Collection Unit	Admin svcs: General admin - Licenses, fees and permits: COTP - Oct	10.00
76576	10/14/2024	Quill. com	Admin svcs: General admin - Office supplies	178.01
76577	10/14/2024	Sacramento County Tax Collector's Office	Admin svcs: General admin - Licenses, fees and permits, Production: Well Ops - Licenses, Fees and permits	3,913.58
76578	10/14/2024	Sacramento County Recorder	Admin svcs: Finance: Customer Service - Lien release fee	20.00
76579	10/14/2024	Sacramento County Utilities	Production: WTP Operations - Utilities	67.84
76580	10/14/2024	Sacramento Housing & Redevelopment Agency	Refund - Fire flow fee overcharge - Property address not in CWD District boundaries	1,287.00
76581	10/14/2024	SMUD	Production: Well Operations and WTP Operations - Power, Admin svcs: General admin - Facility expenses - Power	158,657.80
76582	10/14/2024	Univar USA Inc	Production: WTP Operations - Chemicals	8,130.18
76583	10/14/2024	Waste Management of Sacramento	Admin svcs: General Admin - Facility expenses: Utilities, Production: WTP Operations- Utilities, CIP - La Vista	1,103.90
76584	10/14/2024	West Coast Energy Systems LLC	CIP - La Vista Tank and pump station	1,198.00
76585	10/24/2024	All Seasons North Roofing & Weatherproof	CIP - WTP Roof replacement	2,684.70
76586	10/24/2024	Bay Alarm Company	Admin svcs: General admin - Facility expense: Security, CIP - District Wide Security, Production: WTP Operations - Securi	737.84
76587	10/24/2024	BSK Associates	Production: WTP Operations - Water quality	210.00
76588	10/24/2024	Buckmaster Office Solutions	Admin svcs: IT - Equipment repairs and maintenance	131.12
76589	10/24/2024	Carmichael Tire & Auto Repair	Production: Admin- Vehicle repair	1,057.02
76590	10/24/2024	Central Valley Engineering & Asphalt Inc	Hydrant Meter deposit refund	4,310.00
76591	10/24/2024	Clark Pest Control	Admin svcs: General - Facility maintenance- Pest control	136.00
76592	10/24/2024	Comcast	Production: WTP - Telecommunications	679.38
76593	10/24/2024	Concrete Equipment Services Inc	Distribution : Admin - Equipment repairs	36.34
76594	10/24/2024	Core & Main LP	Inventory	2,788.07
76595	10/24/2024	County of Sacramento - Encroachment Perm	Distribution : Admin - Inspection services	615.00
76596	10/24/2024	DataProse LLC	Admin svcs: Finance: Customer service - Billing expense- September	6,267.20

CARMICHAEL WATER DISTRICT
MONTHLY EXPENDITURES REPORT
For the period October 1 to October 31, 2024

Check #	Check date	Payee	Description: "Division: Department - Object - detail data"	Amount
76597	10/24/2024	Domenichelli and Associates Inc	Engineering: Contract services - Fire Flow	10,992.15
76598	10/24/2024	Ferguson Waterworks	Inventory	9,094.10
76599	10/24/2024	Filmtec Corp (formerly Evoqua)	Production: WTP Operations - Systems maintenance	3,397.15
76600	10/24/2024	Frisch Engineering Inc	CIP - Garfield generator	967.50
76601	10/24/2024	Government Finance Officers Association	Admin svcs: HR- Training and certifications (Finance training)	285.00
76602	10/24/2024	Grainger	Production: WTP Operations - Systems maintenance, Building Maintenance, Production: Admin- Tools	266.44
76603	10/24/2024	Inland Business Systems Inc	Admin svcs: IT - Equipment repairs and maintenance	79.53
76604	10/24/2024	Invoice Cloud Inc	Admin svcs: Finance: Customer service - Payment processing fees - September	8,504.85
76605	10/24/2024	Network Design Associates Inc	Admin svcs: IT - Network monitoring/Risk assessment, Software and licensing	1,296.25
76606	10/24/2024	New Answernet Inc	Admin svcs: IT - Telecommunications - October answering services	200.00
76607	10/24/2024	PG&E	Admin svcs: General admin - Facility expenses - Power	17.31
76608	10/24/2024	Project Resources Group Inc	CIP- Winding Way well	1,371.08
76609	10/24/2024	Quill.com	Production: Admin - Office supplies	140.10
76610	10/24/2024	San Juan Water District	Admin svcs: Board - Water rights/ management	3,000.00
76611	10/24/2024	SMUD	Production: Well Operations - Power - Ladera	37.65
76612	10/24/2024	Verizon Wireless	Admin svcs: Information technology - Telecommunications, Production: WTP Operations - Telecommunications	629.92
76613	10/24/2024	WestAmerica Bank - Petty Cash	CIP - Ladera well	30.00

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34399	10/2/2024	CalPERS 457 Plan	457 Payment for the pay period 9/16/24-9/29/24	5,670.66
34400	10/17/2024	CalPERS 457 Plan	457 Payment for the pay period 9/30/24-10/13/24	5,835.79
34401	10/10/2024	CalPERS (Pension contribution)	Pension Contribution (ER and EE) Pay period 9/2/24-9/15/24	19,788.47
34402	10/22/2024	CalPERS (Pension contribution)	Pension Contribution (ER and EE) Pay period 9/16/24-9/29/24	19,788.48
34403	10/1/2024	CalPERS (Medical)	All Depts: Benefits - October Medical insurance premium	67,718.88
34404	10/1/2024	Mutual of Omaha	All Depts: Benefits -October LTD and life insurance premiums	1,466.43
34405	10/3/2024	Pitney Bowes	Admin svcs: Gen admin - Postage	200.00

Credit Card Expenses

76544	10/2/2024	US Bank		8051.84
		Amazon	Distribution: Admin - Office supplies, Admin svcs: General admin - Facility expense	68.89
		Amazon	Distribution: Admin - Uniforms	35.02
		C & Q Reseg Service	Distribution: Admin - Tools	352.80
		Carmichael Box shop	CIP- La Sierra well	15.00
		Cal-Neva AWWA	Distribution: Admin - Training/certification/travel/meetings	530.00
		Algoteles: Atlantis Casino Resort Spa	Distribution: Admin - Training/certification/travel/meetings	528.00
		ACWA	Admin svcs: Board of Directors - Travel and meetings - Qty (4) Registrations	3,596.00
		Amazon	Admin svcs: General admin - Office supplies	232.15
		Super Clean	Production: Admin, Admin svcs: General admin - Vehicle maintenance and repairs	41.98
		Water and Waste Water Jobs	Admin svcs: HR- Employment advertising - Distrib Superintendent	185.00
		BC Water Jobs	Admin svcs: HR- Employment advertising - Distrib Superintendent	200.00
		ACWA	Admin svcs: HR- Employment advertising - Distrib Superintendent	475.00
		AWWA	Admin svcs: HR- Employment advertising - Distrib Superintendent	299.00
		Water Education Foundation	Admin svcs: Board of Directors - Travel and meetings - Water Summit	295.00
		CalPERS	Admin svcs: HR - Training/Certification/ Travel and meetings - Qty (2) Registrations	1,198.00

CARMICHAEL WATER DISTRICT
MONTHLY EXPENDITURES REPORT
For the period October 1 to October 31, 2024

Check #	Check date	Payee	Description: "Division: Department - Object - detail data"	Amount
		Check register total		946,875.09
		Payroll	Employee and Director pay, payroll taxes, payroll processing fees (Pay dates: 10/2, 10/16, 10/30/24)	347,146.64
		Total cash expenditures		1,294,021.73

*****INFORMATIONAL*****

Bond expenditures to be reimbursed to the General Fund from the Bond Proceeds account

76551	10/14/2024	Analytical Environmental Services Corpor	CIP - La Vista Tank and pump station	32,642.44
76584	10/14/2024	West Coast Energy Systems LLC	CIP - La Vista Tank and pump station	1,198.00
76583	10/14/2024	Waste Management of Sacramento	CIP - La Vista Tank and pump station	455.07
		Total Bond expenditures		34,295.51

CARMICHAEL WATER DISTRICT
Budget to Actual
For the three months ended September 30, 2024
25% of the Budget expired

	September Actual	Fiscal YTD Actual	Fiscal Year Amended Budget*	Budget Available	% of Budget Used
Revenue					
District revenue					
Water sales	\$ 1,845,619	\$ 5,877,702	\$ 17,820,000	\$ 11,942,298	32.98%
Water service fees and charges	3,566	11,305	80,000	68,695	14.13%
Other service fees	23,969	43,439	107,000	63,561	40.60%
Grant revenue	216,376	216,376	7,650,000	7,433,624	2.83%
Interest income	23,675	47,391	400,000	352,609	11.85%
Miscellaneous	5,008	8,006	50,000	41,994	16.01%
Facility fees	-	-	50,000	50,000	0.00%
Total District revenue	2,118,213	6,204,219	26,157,000	19,952,781	23.72%
Outside boundary sales					
Treatment and delivery charges	85,311	255,934	1,452,000	1,196,066	17.63%
Total Outside boundary sales	85,311	255,934	1,452,000	1,196,066	17.63%
TOTAL REVENUE	2,203,524	6,460,153	27,609,000	21,148,847	23.40%
Expenditures					
Bond interest expense					
COPS Interest	80,326	240,979	947,131	706,152	25.44%
Administrative Services					
Board of Directors					
Director's Fees, taxes, insurance	490	2,454	37,948	35,494	6.47%
Board expenses	45	729	98,438	97,709	0.74%
Total Board of Directors Department	535	3,183	136,386	133,203	2.33%
Office of the General Manager					
Salaries, benefits, taxes	18,733	78,024	344,073	266,049	22.68%
Studies, contracts	5,460	7,800	180,000	172,200	4.33%
Total Office of the General Manager	24,193	85,824	524,073	438,249	16.38%
Engineering/Technical Services					
Salaries, benefits, taxes	52,739	154,848	760,041	605,193	20.37%
Departmental staff allocation to Production	(12,872)	(38,616)	(154,469)	(115,853)	25.00%
Software licensing, supplies, general office	967	3,200	28,500	25,300	11.23%
General engineering/contract services	2,566	5,716	45,000	39,284	12.70%
Total Engineering Department	43,400	125,148	679,072	553,924	18.43%
Finance					
Salaries, benefits, taxes	30,301	105,100	546,429	441,329	19.23%
Professional and contract services	700	700	80,000	79,300	0.88%
Fees and charges	990	2,926	17,160	14,234	17.05%
Total Finance Department	31,991	108,726	643,589	534,863	16.89%
Customer Service					
Salaries, benefits, taxes	29,230	83,104	392,781	309,677	21.16%
Billing expense	6,660	12,506	76,000	63,494	16.46%
Payment processing and collection fees	8,959	18,214	116,900	98,686	15.58%
Professional and contract services	-	-	5,000	5,000	0.00%
Total Customer Service Department	44,849	113,824	590,681	476,857	19.27%
Human Resources					
Salaries, benefits, taxes	11,206	25,697	127,402	101,705	20.17%
Recruitment, exams/screenings	-	-	9,000	9,000	0.00%
Legal and litigation expense	-	-	62,000	62,000	0.00%
Training/certification/travel/meetings	-	-	17,200	17,200	0.00%
Employee recognition	-	-	3,000	3,000	0.00%
Total Human Resources Department	11,206	25,697	218,602	192,905	11.76%

CARMICHAEL WATER DISTRICT
Budget to Actual
For the three months ended September 30, 2024
25% of the Budget expired

	September Actual	Fiscal YTD Actual	Fiscal Year Amended Budget*	Budget Available	% of Budget Used
Information Technology					
Contract services	780	4,155	70,200	66,045	5.92%
Software, licensing, website maintenance	8,863	29,648	153,500	123,852	19.31%
Hardware and supplies	-	55	20,500	20,445	0.27%
Equipment repairs/maintenance	605	955	10,000	9,045	9.55%
Telecommunications	805	2,790	15,000	12,210	18.60%
Allocation of IT expenses to Production	(3,592)	(10,776)	(43,100)	(32,324)	25.00%
Total Information Technology Department	7,461	26,827	226,100	199,273	11.87%
Public Outreach and Water Efficiency					
Public Outreach					
Outreach Printing, mailing, postage	-	-	15,000	15,000	0.00%
Total Public Outreach	-	-	15,000	15,000	0.00%
Water Efficiency					
Salaries, benefits, taxes	7,808	23,145	114,293	91,148	20.25%
Dues and memberships	1,312	3,937	15,500	11,563	25.40%
General expenses	-	-	5,250	5,250	0.00%
Water efficiency outreach	1,050	1,350	10,000	8,650	13.50%
Grant program and conservation supply expenses	-	2,758	140,270	137,512	1.97%
Total Water Efficiency	10,170	31,190	285,313	254,123	10.93%
Total Public Outreach/Water Efficiency Department	10,170	31,190	300,313	269,123	10.39%
General Administration					
Dues and memberships	10,242	34,766	169,001	134,235	20.57%
Facility expenses	4,464	12,162	116,500	104,338	10.44%
Fees and permits	10	30	13,570	13,540	0.22%
General administration expenses	380	1,813	17,850	16,037	10.16%
Retiree medical	20,905	62,733	275,000	212,267	22.81%
Insurance	8,963	26,888	163,900	137,012	16.41%
Total General Administration Department	44,964	138,392	755,821	617,429	18.31%
Total Administrative Services expenses	218,769	658,811	4,074,637	3,415,826	16.17%
Production expenses					
Production Administration					
Salaries, benefits, taxes	101,460	286,662	1,336,319	1,049,657	21.45%
General administration expenses	14,496	47,862	214,850	166,988	22.28%
Training/certification/travel/meetings	-	1,350	7,000	5,650	19.29%
Total Production Administration Department	115,956	335,874	1,558,169	1,222,295	21.56%
Treatment Plant Operations					
Facility expense	2,391	5,604	49,300	43,696	11.37%
Water quality	1,833	3,036	33,200	30,164	9.14%
Chemicals	9,817	64,610	257,000	192,390	25.14%
Power	117,843	217,003	951,600	734,597	22.80%
Systems maintenance	4,923	18,656	85,500	66,844	21.82%
Fees, permits, services	4,661	16,175	96,875	80,700	16.70%
Total Treatment Plant Operations Department	141,468	325,084	1,473,475	1,148,391	22.06%
Well Operations					
Power	41,848	81,556	367,750	286,194	22.18%
Well site/Reservoir maintenance	26,188	28,303	46,956	18,653	60.28%
Total Well Operations Department	68,036	109,859	414,706	304,847	26.49%
Total Production Expenses	325,460	770,817	3,446,350	2,675,533	22.37%

CARMICHAEL WATER DISTRICT
Budget to Actual
For the three months ended September 30, 2024
25% of the Budget expired

	September Actual	Fiscal YTD Actual	Fiscal Year Amended Budget*	Budget Available	% of Budget Used
Distribution Expenses					
Distribution Administration					
General administration and facility expenses	3,842	9,409	76,800	67,391	12.25%
Fees, permits, services	-	5,982	30,400	24,418	19.68%
Vehicle repairs and maintenance	-	1,004	56,000	54,996	1.79%
Fuel	3,684	6,936	45,000	38,064	15.41%
Training/certification/travel/meetings	-	230	12,000	11,770	1.92%
Total Distribution Administration Department	7,526	23,561	220,200	196,639	10.70%
Transmission and Distribution Maintenance					
Salaries, benefits, taxes	85,241	264,238	1,473,797	1,209,559	17.93%
Capitalized labor, benefits, taxes	(3,702)	(39,952)	(493,319)	(453,367)	8.10%
Infrastructure repairs	3,288	35,723	505,500	469,777	7.07%
Road restoration	4,647	12,266	436,000	423,734	2.81%
Total Transmission and Distribution Maintenance Department	89,474	272,275	1,921,978	1,649,703	14.17%
Total Distribution Expenses	97,000	295,836	2,142,178	1,846,342	13.81%
TOTAL O&M EXPENSES	721,555	1,966,443	10,610,296	8,643,853	18.53%
Capital expenditures					
Capital funded by rates and grants					
Administrative Services- Capital improvements	-	-	40,000	40,000	0.00%
Production - WTP Facility improvements	20,090	20,090	1,275,000	1,254,910	1.58%
Production - Wells (Includes grant funded projects)	157,534	225,076	8,180,000	7,954,924	2.75%
Production - Vehicle and equipment	-	-	90,000	90,000	0.00%
Distribution - In house constructed assets	21,470	162,854	493,319	330,465	33.01%
Distribution - Mainline projects	9,959	17,498	2,750,000	2,732,502	0.64%
Distribution - Vehicles and equipment	-	-	270,000	270,000	0.00%
Total Capital funded by rates and grants	209,053	425,518	13,098,319	12,672,801	3.25%
Capital funded by reserves					
Membrane replacement expense	-	89,128	200,000	110,872	44.56%
Sacramento County impact projects	-	1,889	200,000	198,111	0.94%
Total Capital Funded by reserves	-	91,017	400,000	308,983	22.75%
Debt Service, Other sources/Uses of funds					
Series B (2010 COP's Refinanced)	-	-	1,545,000	1,545,000	0.00%
PERS unfunded Liability	-	-	300,000	300,000	0.00%
OPEB Liability Funding	-	-	200,000	200,000	0.00%
Total Debt Service, Other sources/Uses of funds	-	-	2,045,000	2,045,000	0.00%
Reserve Funding/(Uses)					
Filter skid replacement	-	-	650,000	650,000	0.00%
Membrane Replacement	-	-	200,000	200,000	0.00%
Facilities Fees	-	-	50,000	50,000	0.00%
Ranney Collector Reserve	-	-	500,000	500,000	0.00%
Total Reserve Funding/(Uses)	-	-	1,400,000	1,400,000	0.00%
Total Expenditure, Debt Service, Fund Sources/(Uses), Reserves	930,608	2,482,978	27,553,615	\$ 25,070,637	9.01%
Budget surplus (deficiency)	\$ 1,272,916	\$ 3,977,175	\$ 55,385		
Capital projects funded by Bonds					
CIP- La Vista Tank and Pump Station	\$ (2,290)	\$ 6,141	\$ -	\$ (6,141)	0.00%
Total Capital projects funded by Bonds	\$ (2,290)	\$ 6,141	\$ -	\$ (6,141)	0.00%

CARMICHAEL WATER DISTRICT
Budget amendments
As of September 30, 2024

Amendment #	General ledger account	Account description	Adopted Budget	Add (reduce)	Amended Budget
10-011105-33		Claremont/Coda MLR	2,500,000.00	(250,000.00)	2,250,000.00
10-011105-34		Dewey Well destruction		250,000.00	250,000.00

Board Meeting 9/16/24

Agenda Item #7

Net effect on total appropriations

-

MEMO

TO: Board of Directors
FROM: Gaby Padilla, Administrative Specialist
DATE: November 13, 2024
RE: Directors Expenses and Reimbursements

BACKGROUND

Section 9060.24 of Directors' Policy states that "*Requests for compensation for attending authorized meetings shall be submitted within 30 days after the occurrence of the meeting*". Section 9060.52 also states that "*A Director must substantiate all expenses on an expense report with the appropriate documentation attached within 60 days of incurring or paying the expense. An expense report submitted after the 60 days will only be paid if approved by the Board at a regular meeting. Any misreported or late-reported expenses incurred by a Director will not meet the requirements of the IRS Publications and will be considered income to the affected Director. To comply with the applicable tax laws, the District will include all misreported or late-reported expenses as income on the Director's W-2.*"

SUMMARY

Director Selsky submitted one compensation request for a meeting that was over 30 days ago for the following:

Date	Meeting
September 26, 2024	Pre-SGA Meeting with Jim Peifer to review agenda
October 10, 2024	SGA Board Meeting

Director Selsky also submitted an expense reimbursement form for the October 10, 2024 SGA Board Meeting. He is requesting to have his mileage reimbursed for a total of \$20.77.

RECOMMENDATION

Staff recommends that the Board of Directors approve Director Selsky's request for the meeting compensations and expense reimbursement and direct staff to process the requests accordingly.

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MEMO

TO: Board of Directors

FROM: Gaby Padilla, Administrative Specialist

DATE: November 8, 2024

RE: Resolution of Appreciation for Jeffrey Scott Bair

BACKGROUND

Jeffrey Scott Bair (Scott) has been a member of the staff of Carmichael Water District (CWD) since February of 1996. Scott was first hired as a Service Person, and after a little over a year of hard work and dedication he quickly was promoted to Foreman. Since then, he has been reliable, professional, and went above and beyond for his crew which is why within a few years he was promoted to what is now known as the position of Distribution Superintendent. He has held that position for almost his entire career at CWD and throughout the years has proven as to why he was promoted into that position. He had learned the entire distribution system at CWD within a year, he was a leader and mentor to all of his staff, and most importantly lead with respect and integrity.

SUMMARY

Recently, Scott announced his retirement date of November 23, 2024, after 28 years of service. The service he has rendered in those years has added to the District's success. The District is fortunate to have had Scott as an employee and wishes him well in his future endeavors.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the Board of Directors approve Resolution 11192024-01 - A Resolution of Appreciation.

ATTACHMENT

Resolution 11192024-01 - A Resolution of Appreciation

CARMICHAEL WATER DISTRICT
RESOLUTION 11192024-01
A RESOLUTION OF APPRECIATION

WHEREAS, Jeffrey Scott Bair has been a member of the staff of the Carmichael Water District (District) from February 1996 to November 2024.

WHEREAS, the District's Board of Directors desires to express its appreciation to Jeffrey Scott Bair for the years of service to the District as the Distribution Superintendent.

WHEREAS, the Board of Directors wishes to acknowledge Jeffrey Scott Bair's outstanding customer service, hard work, dedication, and devotion to the District throughout his 28 years of service.

THEREFORE, BE IT RESOLVED that the Board of Directors hereby recognizes with appreciation Jeffrey Scott Bair for his years of service to the District as an integral part of the Distribution team for the Carmichael Water District and wishes him well in his future endeavors.

PASSED AND ADOPTED by the Board of Directors by the following vote:

Jeff Nelson	Aye <input type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>	Abstain <input type="checkbox"/>
Mark Emmerson	Aye <input type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>	Abstain <input type="checkbox"/>
Paul Selsky	Aye <input type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>	Abstain <input type="checkbox"/>
Ron Greenwood	Aye <input type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>	Abstain <input type="checkbox"/>
Ronald Davis	Aye <input type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>	Abstain <input type="checkbox"/>
Board Totals:	Ayes: <input type="checkbox"/>	Nays: <input type="checkbox"/>	Absent: <input type="checkbox"/>	Abstain: <input type="checkbox"/>
Passed Unanimously:	<input type="checkbox"/>			
Motion Carried:	<input type="checkbox"/>			
Motion Not Carried:	<input type="checkbox"/>			

Signed after its passage this 19th day of November 2024:

Paul Selsky, Board President

ATTEST: _____
Cathy Lee, Secretary

MEMO

TO: Board of Directors

FROM: Cathy Lee, General Manager

DATE: November 5, 2024

RE: Sacramento Regional Water Bank – Phase 3 Agreement and Recent Activities

BACKGROUND

In 2019, the Board approved a Sacramento Regional Water Bank (SRWB or Water Bank) Phase 1 Agreement with RWA for \$12,000 to develop pre-feasibility activities including development of a regional modeling tool to evaluate Water Bank operations, outreach materials for stakeholder engagement, and facilitation of the project committee. In 2022, the Board approved SRWB Phase 2 Agreement with a not-to-exceed cost of \$50,000. Phase 1 and Phase 2 funding allocations are attached in Attachment 1.

As reported to the Board last month, the Water Bank Program Committee's main focus is 1) budget and funding and 2) the amount of previously banked water that has been in Sacramento Groundwater Authority's Water Accounting Framework (WAF) would be included in the starting balance (or baseline) for Water Bank's new Water Accounting System (WAS). Without a baseline amount of banked water, any future groundwater substitution transfers would be delayed until there is sufficient volume to accommodate the proposed transfer.

SUMMARY

Budget and Funding

RWA has requested additional funding, Phase 3, from Water Bank participating agencies for the following reasons:

- **Federal Acknowledgement** - Seeking federal acknowledgment requires adopting an environmental document that meets NEPA requirements. At the same time, the environmental document also satisfies California's CEQA requirement and technical data and analyses used for this work would be available for future technical studies for the region. Additionally, there will likely be considerable effort put into working with Reclamation by RWA's consultant for this activity that was not scoped in prior funding requests.
- **Water Accounting System and Governance** – Additional time and effort are necessary to coordinate with GSAs and the Program Committee related to governance/policy and the development of the Water Accounting System.
- **Modeling and Technical Analysis** – Additional clarity is now foreseen on the necessary modeling activities. The full extent of required modeling to evaluate future conditions and other analysis was not scoped in prior funding requests.

RWA developed the Phase 3 funding amounts based on the assumption that federal and state funding requests will be available in the near future. The base amount for Phase 3 is \$629,000 with a 20% contingency of \$125,800 as emergency funds if the scope of work is expanded and with the approval of the Water Bank Program Committee. The District's share of the base amount is \$27,800 with 20% contingency of \$5,560. Phase 3 funding agreement, including cost allocation, is in Attachment 2.

Previously Banked Water (PBW)

Since the last Board meeting, the Program Committee met on October 16, 2024, November 4, 2024, and November 12, 2024. The Program Committee directed RWA staff to obtain a scope of work and budget to utilize groundwater modeling to evaluate the previously banked water available for Water Bank's Water Account System as a starting balance. Specifically, the modeling is to address two questions:

- **Question #1** – How much water has been banked (recharged) in the North American and South American subbasins (NASb & SASb) by Water Bank Participating Agencies that is above and beyond what (1) is needed for sustainability under SGMA developed GSPs, (2) has already been transferred, and (3) has been lost from the subbasins?
- **Question 2** – If a volume of water were to be recognized as previously banked, what conditions should be imposed to ensure extraction of that banked water (1) does not exceed sustainability thresholds in the NASb & SaSb GSPs, and (2) is not inconsistent with the Water Bank goals, objectives, principles, and constraints?

To address Question #1, RWA's consultant proposed to conduct an analysis of the conditions of the surface water and groundwater system during the historical period without implementation of the WAF. This analysis assumes that the historical conditions would not be different in the area, including trends in population, water demands, development, changes in land use, development of infrastructure, and regulatory environment. This analysis is expected to result in the amount of remaining banked water that is available for use without causing an undesirable effect in the respective subbasins. The cost to conduct the analysis is about \$85,000 and the cost will be split among participating agencies with previously banked water benefits.

Question #2 is too speculative and beyond the scope of technical work. RWA, SGA, and Program Committee will continue to evaluate through future monitoring and data. The PBW presentation for the November 12, 2024 Program Committee meeting is attached in Attachment 3.

Additionally, the environmental community has taken a keen interest in the Water Bank for several years now. RWA staff also received a comment letter from Environmental Council of Sacramento (ECOS) seeking clarification on the Water Bank's loss accounting, leave behind policy, interaction with GSAs, and public interaction. A copy of the letter is included as Attachment 4.

FINANCIAL CONSIDERATIONS

The District's cost share for Water Bank Phase 3 is \$27,800 with a contingency of \$5,560 for a total not-to-exceed value of \$33,360. This would require a budget adjustment approval from the Board during mid-year adjustment.

RECOMMENDATION

Staff recommends that the Board of Directors 1) authorize the General Manager to execute a Sacramento Regional Water Bank Phase 3 Agreement with the Regional Water Authority for a total not-to-exceed amount of \$33,360 and 2) discuss previously banked water and provide direction to staff.

ATTACHMENTS

Attachment 1 – Phase 1 and Phase 2 funding allocations

Attachment 2 – Phase 3 funding agreement

Attachment 3 – Program Committee Meeting: Previously Banked Water discussion slides

Attachment 4 – Letter from Environmental Council of Sacramento (ECOS)

ATTACHMENT 1

EXHIBIT 3

FINANCING PLAN

REGIONAL WATER AUTHORITY

SACRAMENTO REGIONAL WATER BANK, PHASE 1 PROJECT

In developing the proposed fees for each agency, factors such as agency size and the likelihood and level of participation in a future bank were considered. One of the most significant considerations is whether the agency is also located within the South American Subbasin. This is because agencies in the North American Subbasin are funding much of the cost for the update of that portion of the model through a separate effort. A not-to-exceed fee was established to account for the possibility that not all proposed agencies will participate and to allow for a contingency in the event of unanticipated expenses. The not-to-exceed fee includes an additional 20 percent of the planned Phase 1 fee for each agency.

Proposed Fee Table

Agency	Planned Phase 1 Fee (1)	Not-to-Exceed Fee
California American Water (2)	\$ 50,000	\$ 60,000
Carmichael Water District	\$ 10,000	\$ 12,000
Citrus Heights Water District	\$ 20,000	\$ 24,000
City of Folsom (2)	\$ 30,000	\$ 36,000
City of Lincoln	\$ 15,000	\$ 18,000
City of Roseville	\$ 30,000	\$ 36,000
City of Sacramento (2)	\$ 60,000	\$ 72,000
Del Paso Manor Water District	\$ 3,000	\$ 3,600
El Dorado County Water Agency	\$ 10,000	\$ 12,000
El Dorado Irrigation District	\$ 10,000	\$ 12,000
Elk Grove Water District (2)	\$ 15,000	\$ 18,000
Fair Oaks Water District	\$ 20,000	\$ 24,000
Golden State Water Company (2)	\$ 20,000	\$ 24,000
Orange Vale Water Company	\$ 3,000	\$ 3,600
Placer County	\$ 3,000	\$ 3,600
Placer County Water Agency	\$ 30,000	\$ 36,000
Rio Linda/Elverta Community Water District	\$ 4,000	\$ 4,800
Sacramento County Water Agency (2)	\$ 60,000	\$ 72,000
Sacramento Regional County Sanitation District (2)	\$ 50,000	\$ 60,000
Sacramento Suburban Water District	\$ 35,000	\$ 42,000
San Juan Water District	\$ 25,000	\$ 30,000
Totals	\$503,000	\$603,600

EXHIBIT 3

FINANCING PLAN

REGIONAL WATER AUTHORITY

SACRAMENTO REGIONAL WATER BANK, PHASE 2 PROGRAM

In developing the proposed fees for each agency, factors such as agency size, past participation in a groundwater substitution transfer, and the likelihood and level of participation in the Water Bank in the future were considered. A not-to-exceed fee was established to account for the possibility that other sources of funding may become available during the course of the Phase 2 Program. Fees will be collected over two years as shown below, unless an agency requests to pay its not-to-exceed fee at the outset of the program.

Proposed Not-to-Exceed Fee Table

	2021	2022	Total
California American Water	\$ 22,500	\$ 32,500	\$ 55,000
Carmichael Water District	\$ 17,500	\$ 32,500	\$ 50,000
Citrus Heights Water District	\$ 25,000	\$ 35,000	\$ 60,000
City of Folsom	\$ 17,500	\$ 22,500	\$ 40,000
City of Lincoln	\$ 10,000	\$ 15,000	\$ 25,000
City of Roseville	\$ 22,500	\$ 32,500	\$ 55,000
City of Sacramento	\$ 87,500	\$102,500	\$ 190,000
El Dorado Water Agency	\$ 2,500	\$ 12,500	\$ 15,000
El Dorado Irrigation District	\$ 10,000	\$ 15,000	\$ 25,000
Elk Grove Water District	\$ 10,000	\$ 15,000	\$ 25,000
Fair Oaks Water District	\$ 25,000	\$ 35,000	\$ 60,000
Golden State Water Company	\$ 50,000	\$ 70,000	\$ 120,000
Placer County	\$ 2,500	\$ 7,500	\$ 10,000
Placer County Water Agency	\$ 17,500	\$ 22,500	\$ 40,000
Sacramento County Water Agency	\$ 50,000	\$ 70,000	\$ 120,000
Sacramento Regional County Sanitation District	\$ 22,500	\$ 32,500	\$ 55,000
Sacramento Suburban Water District	\$ 60,000	\$ 80,000	\$ 140,000
Sacramento Area Flood Control Agency	\$ 22,500	\$ 32,500	\$ 55,000
San Juan Water District	\$ 25,000	\$ 35,000	\$ 60,000
Totals	\$500,000	\$700,000	\$1,200,000

ATTACHMENT 2

REGIONAL WATER AUTHORITY PROGRAM AGREEMENT

SACRAMENTO REGIONAL WATER BANK, PHASE 3

This Agreement is made and entered into as of the _____ day of _____, 2024, by and between the Regional Water Authority (“RWA”), a joint exercise of powers authority formed under California Government Code section 6500, and following, and the Members and Contracting Entities of RWA listed in Exhibit 1 to this Agreement, upon their execution of this Agreement (who are collectively referred to in this Agreement as “Program Committee” or “Program Committee Agency(ies)”), 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 Program Committee Agencies.

RECITALS

A. 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.

B. The joint powers agreement (“RWA JPA”) pursuant to which RWA was formed and operates, and as was amended on October 8, 2013, authorizes RWA to enter into a “Project or Program Agreement,” which is defined in the RWA JPA 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.

C. 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.”

D. 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 Program 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.”

E. There is nothing in the RWA JPA or RWA policies that would prevent the participation of unaffiliated entities in projects conducted by RWA and its Members and Contracting Entities under a Project or Program Agreement, subject to approval of all participating Members and Contracting Entities and the unaffiliated entity’s execution of the Program Agreement.

F. RWA and the Program Committee Agency desire to carry out a Program and share in the costs and benefits of the Program, as a Project or Program Agreement as provided for in Articles 21 and 22 of the RWA JPA.

In consideration of the promises, terms, conditions and covenants contained herein, the parties to this Agreement hereby agree as follows:

1. Recitals Incorporated. The foregoing recitals are hereby incorporated by reference.

2. Defined Terms. Terms defined in the RWA JPA will have the same meaning in this Agreement.

3. Description of the Program. The program (“Program”) that RWA and the Program Committee Agency desire to carry out is the completion of activities required to establish the Sacramento Regional Water Bank (“Water Bank”). The Water Bank will be a sustainable groundwater storage and recovery program intended to increase conjunctive use capacity and operations in the region to improve the long-term reliability of water supplies. The Water Bank will include an accounting system of storage and recovery with a monitoring program to ensure long-term groundwater basin sustainability and consistency with the Sustainable Groundwater Management Act. This phase of work will be focused on final feasibility determinations, including environmental analysis, needed to achieve Federal recognition of the Water Bank. A general scope of work for Phase 3 is attached hereto as Exhibit 2 (“Program Description”).

4. Program Committee. Each Program Committee Agency previously formed a Program Committee consisting of one representative (and alternates) designated by each Program Committee Agency. The Program Committee will meet as necessary from time to time to administer and implement this Agreement on behalf of all Program Committee Agencies. A majority of the total members of the Program Committee will constitute a quorum. To proceed with a vote to take action, a quorum must be present at a meeting, with a majority of the number present required for an affirmative vote. Each member of the Program Committee will have one vote, either by its representative or an alternate. When a vote to take action will occur, notice of at least seven days shall be provided to all Program Committee members to provide reasonable opportunity to participate in the consideration of the action item.

5. Sharing in Program Costs and Benefits. The total estimated cost to complete the

Water Bank has been recently estimated at \$3,740,000. Funding to initiate the Water Bank project and advance multiple planning, modeling, and environmental efforts has agreed upon with the vast majority secured through multiple sources of funding including Phase 1 (\$493,000) and Phase 2 (\$1,150,000) Program agreements, and a Department of Water Resources (DWR) 2022 Urban Drought Grant (\$660,000). Additional funding is in the process of being obtained from a DWR Facilitation Support Services program currently estimated at \$100,000 and from the Federal Government (WIIN act appropriation) administered through the United States Bureau of Reclamation (USBR) currently estimated at \$710,000. These two proposed sources of funds have not been secured. For this reason, the estimated funding necessary to complete the Water Bank project is between \$629,000 (assuming proposed estimated amounts of funding are secured) and \$1,437,000 (without proposed funding).

The assessments and not-to exceed budgets for each Program Committee Agency are further described and attached hereto as Exhibit 3 (“Financing Plan”). Each Program Committee Agency will make one or more payments to RWA for completion of the Program. Program Committee Agencies shall have full access to final work products of the Program.

At the conclusion of the Program, the Program Committee will take action on the disposition of any remaining funds. If the Program Committee elects to return the surplus funds to the Program Committee Agencies, RWA will pay back such funds to the Program Committee Agencies on a pro rata basis reflecting the amount of the payments made by each of Program Committee Agency. 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 Program will be the obligations of the Program Committee Agency, and will not be the debts, liabilities, obligations and indebtedness of those Members and Contracting Entities who have not executed this Agreement.

6. Role of RWA. The RWA will (a) ensure that the interests of Members and Contracting Entities of RWA who do not participate in this Program are not adversely affected in performing this Agreement; (b) provide information to the Program Committee Agency on the status of implementation of the Program; (c) assist the Program Committee in carrying out its activities under this Agreement; d) secure consultant support services through a competitive selection process as identified in RWA Policy 300.2, where applicable; and e) manage consultant support services in completion of the Program.

7. Authorization to Proceed with the Program. Upon execution of this Agreement, the Program Committee Agencies agree to fund their portion of the Program costs in an amount and manner as described in Exhibit 3 (“Financing Plan”) to this Agreement.

8. Term. This Agreement will remain in effect for so long as any obligations under this Agreement and/or obligations from other sources of funding secured for completing the Program remain outstanding.

9. Withdrawal. A Program Committee Agency may withdraw from this Agreement without requiring termination of this Agreement, effective upon ninety days’ notice to RWA and

the other Program Committee Agencies, provided that, the withdrawing Program Committee Agency will remain responsible for any indebtedness incurred by the Program Committee Agency under this Agreement prior to the effective date of withdrawal. If any surplus funds remain after the withdrawing Program Committee Agency has met all of its financial obligations under this Agreement, then such funds will be returned to the withdrawing Program Committee Agency in proportion to the total contribution made by each Program Committee Agency.

10. Amendments. This Agreement may be amended from time to time with the approval of all of the Program Committee Agencies and RWA.

11. Privileges and Immunities. All of the privileges and immunities from liability; exemptions from laws, ordinances and rules; and all pension, relief, disability, worker's compensation and other benefits that apply to the activity of officers, agents or employees of RWA or the Program Committee Agencies when performing their respective functions for those agencies will, to the extent permitted by law, apply to them to the same degree and extent while engaged in the performance of any of the functions and other duties under this Agreement. It is further understood and agreed by RWA and the Program Committee Agencies that, notwithstanding anything contained herein, the employees of RWA and of each Program Committee Agency shall continue to be entirely and exclusively under the direction, supervision and control of the employing party.

12. No Third Party Beneficiary. RWA and the Program Committee Agencies understand and agree that this Agreement creates rights and obligations solely between RWA and the Program Committee Agencies and is not intended to benefit any other party. No provision of this Agreement shall in any way inure to the benefit of any third person so as to constitute any such third person as a third-party beneficiary of this Agreement or any of its items of conditions, or otherwise give rise to any cause of action in any person not a party hereto.

13. Liabilities. With respect to this Agreement, RWA and the Program Committee Agencies expressly agree that the debts, liabilities and obligations of RWA and of each Program Committee Agency shall remain the debts, liabilities and obligations of that party alone and shall not be the debts, liabilities and obligations of any other party to this Agreement, except as may be otherwise set forth herein or in an amendment to this Agreement.

14. Audits and Accounting. All funds provided under this Agreement shall be separately accounted for and maintained, with books and records of such funding open to inspection by the Program Committee Agencies. Funding under this Agreement shall be subject to and consistent with the audit and accounting procedures set forth in Articles 27 and 28 of the RWA JPA.

15. General Provisions. Any notice to be given under this Agreement shall 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 reputable overnight courier service; (c) transmission by electronic mail; or (d) personal delivery. This Agreement shall be governed by the laws of the State of California. The contact information for each Participant with respect

to this section of the Agreement is set forth in Exhibit 4 (“Notice Information”). 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.

16. Signatories’ Authority. The signatories to this Agreement represent that they have authority to execute this Agreement and to bind the Program Committee Agencies on whose behalf they execute it.

The foregoing Sacramento Regional Water Bank, Phase 3 Program Agreement is hereby agreed to by RWA and the Program Committee Agency.

Dated: _____, 2024

_____, 2024

Signature

Jim Peifer
Executive Director
Regional Water Authority

Signature

Cathy Lee
General Manager
Carmichael Water District

List of Agreement Exhibits

Exhibit 1 – Program Committee Agency
Exhibit 2 – Program Description
Exhibit 3 – Financing Plan
Exhibit 4 – Notice Information

EXHIBIT 1

PROGRAM COMMITTEE AGENCIES

REGIONAL WATER AUTHORITY

SACRAMENTO REGIONAL WATER BANK, PHASE 3 PROGRAM

Proposed Participating Agencies

California American Water
Carmichael Water District
Citrus Heights Water District
City of Folsom
City of Lincoln
City of Roseville
City of Sacramento
El Dorado Irrigation District
Elk Grove Water District
Fair Oaks Water District
Golden State Water Company
Placer County
Placer County Water Agency
Sacramento County Water Agency
Sacramento Regional County Sanitation District
Sacramento Suburban Water District
San Juan Water District

EXHIBIT 2

PROGRAM DESCRIPTION

REGIONAL WATER AUTHORITY

SACRAMENTO REGIONAL WATER BANK, PHASE 3 PROGRAM

The Sacramento Regional Water Bank Program Phase 3 scope of work and budget is described below in four primary tasks.

SCOPE OF WORK

The following tasks describe the overall work activities expected for the Sacramento Regional Water Bank (“Water Bank”) Program, Phase 3. More detailed scopes of work and deliverables would be specified upon the issuance of task orders to authorize the work. The description of tasks within each work category either provides for a continuation of task activities initiated in the Phase 2 agreement and/or DWR 2022 Urban Drought Grant or represent new tasks necessary to advance the completion of the Water Bank.

Work Category 1: Technical Activities

To reach an operational, federally-recognized Water Bank and the goals identified by the Program Committee Agencies, the following technical activities were identified:

- Develop and Analyze Preliminary Water Bank Scenarios – Confirmation and development of baseline for Water Bank Analysis, development of preliminary Water Bank scenario development, analysis and interpretation of modeling results, QC/verification of results, initial “loss factor” analysis using existing GSP scenarios, develop preliminary analysis of “loss factor”, and development preliminary analysis of “leave behind”.
- Develop Consistent CalSim-CoSANA Baselines – Develop existing conditions baseline, develop future conditions baseline with climate change, develop cumulative conditions baseline, analysis and interpretation of baseline results, and QC/verification of results.
- Ongoing Modeling Support – Technical team coordination calls, Water Bank check in recurring calls, and presentation of results.
- Water Accounting System – Develop Water Accounting System (WAS) concept paper establishing a set of policies and procedures to encourage and support conjunctive use operations to facilitate the long-term sustainability of the underlying groundwater basin as a source of public water supply. The WAS is a vital Water Bank task necessary to manage and track the movement of water in and out of the Water Bank. The WAS will include procedures on operational baseline (based on individual and detailed data analysis from each Program Committee Agency), recharge accounting, recovery accounting, recognition of previously banked water, banking losses/leave behind,

accounting, storage rights tracking, in-lieu recovery tracking, consistency with Groundwater Sustainability Plans, and implementation/administration activities. This will be developed in coordination with local Groundwater Sustainability Agencies to provide consistency with applicable Groundwater Sustainability Plans.

- Best Management Practices (BMPs) for Conjunctive Use Implementation - This task includes development of a set of BMPs to facilitate conjunctive use expansion that covers a range of operational, hydrogeological, technical, and public engagement issues that may face the Program Committee Agencies.
- Financial Analysis - This task includes the development of a financial analysis tool to assess potential long-term net returns, water markets, and scenarios for bridging the differences in cost between surface water and groundwater.

Work Category 2: Environmental Activities

The following are activities to support state, federal, and local environmental requirements. It includes regional and statewide impact analyses including (but not limited to) the use of CalSim 3 and regional models.

- CEQA/NEPA Scoping/Rescoping – Scoping provides an opportunity to develop the project definition and assumptions. In 2024, rescoping efforts informed the public about the inclusion of potential transfers associated with the Water Bank. The Project Description will be revised based on rescoping feedback. Rescoping also identified potential project proponents and opponents where RWA may want to focus on building partnerships, coordinating, etc. related to Water Bank operations.
- CEQA/NEPA Documents – This activity includes preparation of environmental documentation and associated impact analyses. An Environmental Impact Report (CEQA) and a separate Environmental Assessment (NEPA) are being prepared. The EIR will be both a project specific document that analyzes in-basin use of the Water Bank by Participating Agencies as well as a programmatic document that analyzes effects of water transfers that may involve partners located south of the Delta.

Work Category 3: Institutional Activities

The following activities will establish governance and create contracting templates for water banking operations. Although many of these tasks started during early phases of work, they will continue until project completion.

- Governance – This activity will determine and establish a formal governance structure for Water Bank operations and management, assuming an RWA-managed program. It will establish tools to support the governance structure, and roles and responsibilities. It will also address policy-related issues such as potential fees from transfers and environmental commitments.

- Legal Support – This activity will include development and review of environmental strategy, environmental documentation, and other policy related matters necessary to develop the Water Bank project.

Work Category 4: Miscellaneous Activities

In addition to the above activities, three more activities were identified which focus on collaboration and engagement efforts related to the Water Bank. Although many of these tasks started during early phases of work, they will continue until project completion.

- Program Committee Support – A Water Bank committee has been formed that consists of local water purveyors that may participate in the future Water Bank. This activity will provide support for up to 6 additional committee meetings during year 2025.
- United States Bureau of Reclamation (USBR) Engagement and Coordination – This activity will provide funding to engage and coordinate with the USBR staff to obtain Water Bank Federal Acknowledgement consistent with the USBR Groundwater Banking Guidelines for Central Valley Project Water Effective Date: November 12, 2014 and Updated October 4, 2019.

Estimated Budget by Work Category

	Base	Contingency (20%)
Work Category 1: Technical Activities	\$250,000	\$50,000
Work Category 2: Environmental Activities	\$250,000	\$50,000
Work Category 3: Institutional Activities	\$45,000	\$9,000
Work Category 4: Miscellaneous Activities	\$84,000	\$16,800
Not-to-Exceed Total	\$629,000	\$125,800

EXHIBIT 3

FINANCING PLAN

REGIONAL WATER AUTHORITY

SACRAMENTO REGIONAL WATER BANK, PHASE 3 PROGRAM

In developing the proposed fees for each agency, factors such as agency size, past participation in a groundwater substitution transfer, and the likelihood and level of participation in the Water Bank in the future were considered. A not-to-exceed fee was established assuming the acquisition of other sources of funding will become available during the course of the Phase 3 Program. RWA staff will pursue the collection of fees immediately following signature with each Program Committee Agency. RWA staff will only pursue collection of contingency fees upon a majority approval of the Program Committee.

Proposed Not-to-Exceed Fee Table

Program Committee Agency	Base	Contingency (20%)
California American Water	\$30,600	\$6,120
Carmichael Water District	\$27,800	\$5,560
Citrus Heights Water District	\$33,400	\$6,680
City of Folsom	\$22,300	\$4,460
City of Lincoln	\$13,900	\$2,780
City of Roseville	\$30,600	\$6,120
City of Sacramento	\$105,800	\$21,160
El Dorado Irrigation District	\$13,900	\$2,780
Elk Grove Water District	\$13,900	\$2,780
Fair Oaks Water District	\$33,400	\$6,680
Golden State Water Company	\$66,800	\$13,360
Placer County	\$5,600	\$1,120
Placer County Water Agency	\$22,300	\$4,460
Sacramento County Water Agency	\$66,800	\$13,360
Sacramento Regional County Sanitation District	\$30,600	\$6,120
Sacramento Suburban Water District	\$77,900	\$15,580
San Juan Water District	\$33,400	\$6,680
Totals	\$629,000	\$125,800

EXHIBIT 4

NOTICE INFORMATION

REGIONAL WATER AUTHORITY

SACRAMENTO REGIONAL WATER BANK, PHASE 3 PROGRAM

California American Water

Attn: S. Audie Foster
4701 Beloit Drive
Sacramento, CA 95838
Phone: (916) 568-4259
Email: audie.foster@amwater.com

City of Lincoln
Attn: Chris Nelson
600 6th Street
Lincoln, CA 95648
Phone: (916) 434-2449
Email: Chris.Nelson@lincolnc.ca.gov

Carmichael Water District

Attn: Cathy Lee
7837 Fair Oaks Blvd
Carmichael, CA 95608
Phone: (916) 483-2452
Fax: (916) 483-5509
Email: cathy@carmichaelwd.org

City of Roseville
Attn: Sean Bigley
2005 Hilltop Circle
Roseville, CA 95747
Phone: (916) 774-5513
Email: SBigley@roseville.ca.us

Citrus Heights Water District

Attn: Hilary Straus
6230 Sylvan Road
Citrus Heights, CA 95610
Phone: (916) 725-6873
Fax: (916) 725-0345
Email: hstraus@chwd.org

City of Sacramento
Attn: Brett Ewart
1395 35th Avenue
Sacramento, CA 95822
Phone: (916) 808-1725
Email: bewart@cityofsacramento.org

City of Folsom

Attn: Marcus Yasutake
50 Natoma Street
Folsom, CA 95630
Phone: (916) 461-6161
Fax: (916) 351-8912
Email: myasutake@folsom.ca.us

El Dorado Irrigation District
Attn: Brian Mueller
2890 Mosquito Road
Placerville, CA 95667
Phone: (530) 642-4029
Fax: (530) 642-4329
Email: bmueler@eid.org

Elk Grove Water District
Attn: Bruce Kamilos
9257 Elk Grove Blvd.
Elk Grove, CA. 95624
Phone: (916) 685-3556
Fax: (916) 685-5376
Email: bkamilos@egwd.org

Fair Oaks Water District
Attn: Tom Gray
10326 Fair Oaks Blvd
Fair Oaks, CA 95628
Phone: (916) 967-5723
Fax: (916) 967-0153
Email: tgray@fowd.com

Golden State Water Company
Attn: Paul Schubert
3005 Gold Canal Drive
Rancho Cordova, CA 95670
Phone: (916) 853-3636
Fax: (916) 852-6608
Email: pschubert@gswater.com

Placer County
Attn: Christina Hanson
3091 County Center Drive, Ste 140
Auburn, CA 95603
Phone: (530) 745-3011
Fax: (530) 745-3080
Email: chanson@placer.ca.gov

Placer County Water Agency
Attn: Tony Firenzi
144 Ferguson Road
Auburn, CA 95603
Phone: (530) 823-4965
Email: tfirenzi@pcwa.net

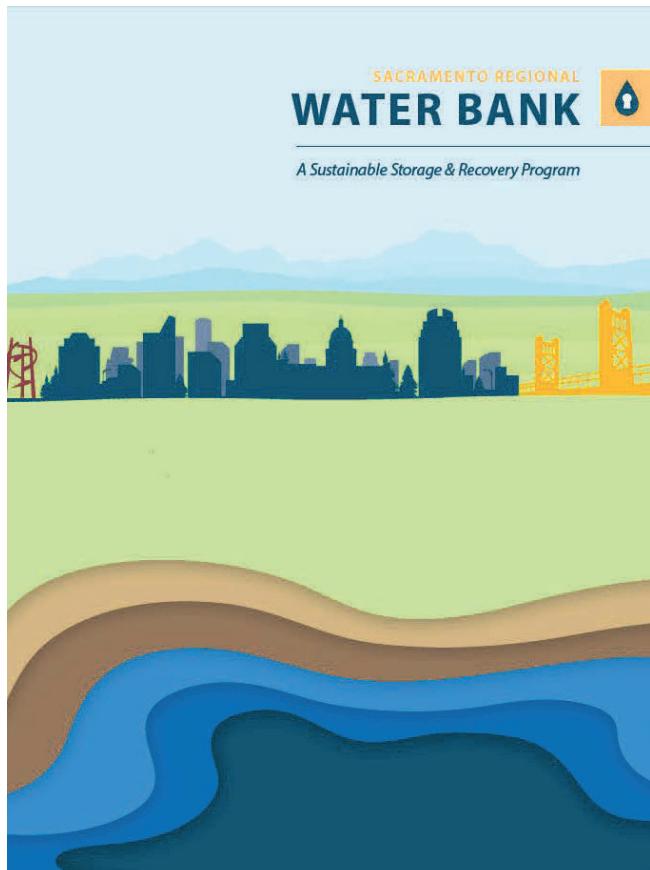
Sacramento County Water Agency
Attn: Kerry Schmitz
827 7th Street, Room 301
Sacramento, CA 95814
Phone: (916) 874-4681
Fax: (916) 874-8693
Email: schmitzk@SacCounty.NET

Sacramento Regional County Sanitation District
Attn: Jose Ramirez
10060 Goethe Road
Sacramento, CA 95827
Phone: (916) 876-6059
Email: ramirezj@sacsewer.com

Sacramento Suburban Water District
Attn: Dan York
3701 Marconi #100
Sacramento, CA 95821
Phone: (916) 679-3973
Fax: 916-972-7639
Email: dyork@sswd.org

San Juan Water District
Attn: Greg Zlotnick
P.O. Box 2157
Granite Bay, CA 95746
Phone: (916) 791-6933
Fax: (916) 791-6983
Email: gzlotnick@sjwd.org

Regional Water Authority
Attn: Jim Peifer
2295 Gateway Oaks Drive, Suite 100
Sacramento, CA 95833
Phone: (916) 967-7692
Fax: (916) 967-7322
Email: jpeifer@rwah2o.org



Program Committee Meeting – Ad Hoc

Previously Banked Water (PBW)

November 12, 2024



Water Bank Project – Tasks/Activities/Deliverables



Completed Tasks

- GOPC
- Governance
- Model Updates/Data Improvements
- Water Accounting System (WAS)

Ongoing Tasks

- Stakeholder Engagement/ Communication
- Modeling – Preliminary Baseline
- CEQA/NEPA strategy – Project Description/NOP

Future Tasks

- CEQA/NEPA analysis
- Modeling – Updated Baseline and Water Bank Scenarios
- Financial Agreements
- Conjunctive Use BMP
- Federal Acknowledgement



3 choose your own adventure options

Option B

WAF integration into the WAS (via a Starting Water Balance)

Recommended policy to maintain integrity/clarity of the WAS

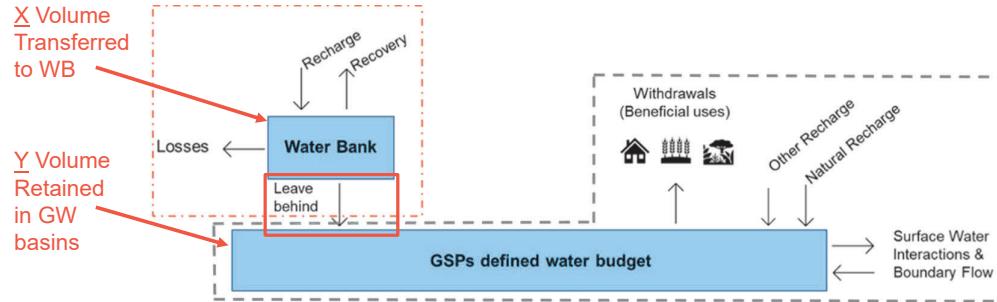
- Agreeing on a “Starting Balance”

Technical considerations

- Storage above 2015 levels ??
- Extractable volume without triggering MTs
- Operational limits to protect sustainability

Policy considerations – PC working with SGA

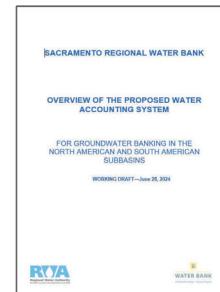
- Allocation of starting balances between WAF agencies
- Legal/administrative mechanisms for transfer of WAF balances into the WAS (one time transfer, or ability to “borrow” as needed for ops flexibility)



SGA WAF

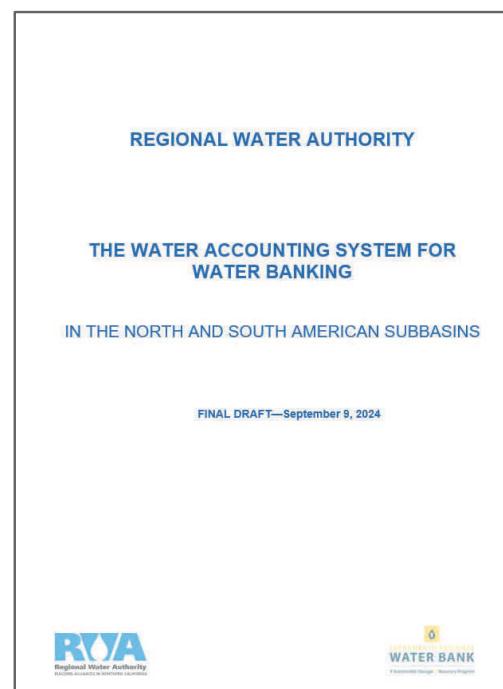
Exchangeable Water				
Surface Water Use	Water Transfer out of basin	Credits transferred	Net Banked Water	Exchangeable Water Balance
44,020	0	0	20,524	287,099
36,114	3,000	0	10,813	270,174
23,064	0	0	10,060	307,974
19,874	0	11,880	319,854	
29,733	0	0	20,332	340,186
25,759	0	0	12,743	347,434
24,299	8,302	0	7,303	365,034
34,395	0	0	24,298	389,313
23,807	13,412	0	3,204	392,519
19,375	0	0	7,000	400,675
16,631	10,029	496	496	400,675
39,111	0	0	31,337	432,034

Water Bank WAS



Water Bank Starting Balance, Water Accounting System, and the GOPC

- WBSB builds on existing conjunctive use operations across the subbasins
- Conjunctive use efforts have contributed to basin sustainability
- WAS updates and formalizes accounting:
 - consistent with SGMA, and
 - over larger footprint



Water Bank Starting Balance — Two questions to answer



- **Question #1** - How much water has been banked (recharged) in the North American and South American subbasins (NASb & SASb) by Water Bank Participating Agencies that is above and beyond what (1) is needed for sustainability under SGMA developed GSPs, (2) has already been transferred, and (3) has been lost from the subbasins?
- **Question #2** – If a volume of water were to be recognized as previously banked, what conditions should be imposed to ensure extraction of that banked water (1) does not exceed sustainability thresholds in the NASb & SASb GSPs, and (2) is not inconsistent with the Water Bank GOPC?

Water Bank Starting Balance — Two questions to answer



Question #1 - How much water has been banked (recharged) in the North American and South American subbasins (NASb & SASb) by Water Bank Participating Agencies that is above and beyond what (1) is needed for sustainability under SGMA developed GSPs, (2) has already been transferred, and (3) has been lost from the subbasins?

How would a Participating Agency get a recognized WBSB amount?

1. Groundwater Modeling ?
2. Agency obtains concurrence of its GSA (meets recognition criteria)
3. WB Coordinating Body approves Agency WBSB amount
4. RWA takes administrative action to add WBSB amount to WAS tracking

By when?

- Groundwater Modeling 2-3 months ?
- When SGA “sunsets” the WAF, it will need to rollover any WBSB that has been recognized
- Must occur prior to Water Bank Implementation (anticipated early 2026)

Water Bank Starting Balance — Two questions to answer



Question #2 – If a volume of water were to be recognized as previously banked, what conditions should be imposed to ensure extraction of that banked water (1) does not exceed sustainability thresholds in NASb & SASb GSPs, and (2) is not inconsistent with the Water Bank GOPC?

Adaptive management considerations to protect sustainability:

- Annual recovery limits
- Multi-year drought limits
- Geographic distribution of recovery operations
- Recoverable volume will not trigger MTs
- Recoverable volume will not compromise margin of operational flexibility for other users in the subbasin (especially during drought conditions)
- Subject to future banking losses
- Subject to leave-behind

Water Bank Starting Balance – Status Update



Roles and Responsibilities	Water Bank PC (responsible for developing the Water Bank Project)	SGA Ad-Hoc (responsible for aiding in the development of the Water Bank Project while protecting the sustainability of the NASb and supporting SGA's interest)	SGA Board (responsible for protecting the sustainability of the NASb and supporting projects and management actions (i.e. the Water Bank Project))	RWA Board (responsible for approving elements of the Water Bank Project development)	Other GSAs (responsible for protecting the sustainability of the NASb and SASbs and supporting projects and management actions (i.e. the Water Bank Project))	RWA Team (RWA staff and consultants supporting the PC develop the Water Bank Project)
Recent Activities	<ul style="list-style-type: none">• October 16th meeting discussing and providing direction on modeling• Today's meeting	<ul style="list-style-type: none">• Nov 4th discussion further education on the WAF and opportunities to model PBW	<ul style="list-style-type: none">• Oct 10th meeting discussion on ISW	<ul style="list-style-type: none">• Upcoming Nov 14th meeting – Khadam support contract extension	<ul style="list-style-type: none">• Discussed PBW process further with NASb GSAs	<ul style="list-style-type: none">• Met with many SGA agencies individually discussing data and approach to PBW• Obtained modeling estimates
End Goal or Action	<ul style="list-style-type: none">• Approves PBW outcome to advance Water Bank Modeling and Environmental components	<ul style="list-style-type: none">• Approves any changes to the WAF• Evaluates and decides on any recognition of banked water in the GSA area	<ul style="list-style-type: none">• Approves any changes to the WAF• Evaluates and decides on PBW proposal from Water Bank PC for the SGA GSA area	<ul style="list-style-type: none">• Approves PBW outcome???	<ul style="list-style-type: none">• Support PBW proposal from Water Bank PC	<ul style="list-style-type: none">• Complete PBW and incorporate into Water Bank Modeling and Environmental components

Previously Banked Water (Water Bank Starting Balance) – Groundwater Modeling Scope of Work

- Woodard & Curran provided SOW addressing Question #1
- Estimate \$85K
- If supported next steps include
 - Cost share of SOW and funding agreements with local agencies
 - Contract amendment to be recommended at next RWA Board of Directors meeting
- SOW likely to be started in early January 2025 and take 2-3 months
- Question #2 too speculative to be of value through modeling analysis
 - Question #2 to be addressed through analysis monitoring data and adaptive management

ATTACHMENT 4

Comments on “Water Bank Q&A Connect” – October 15, 2024

The latest addition of the “Water Bank Q&A Connect”, (August 27, 2024) Page 26, Item 21 “The Role of “Leave Behind” and “Loss” in Sustainable Groundwater Management “, deals with RWA’s proposed Water Bank deposit water “loss” and “leave behind” accounting approaches. ECOS seeks clarification on several key points before RWA reaches a final approach to handling the technical and policy issues of water loss and leave behind.

Loss Accounting

1. What is the geographic and hydrologic area being considered for an individual depositor’s bank deposits? If losses and deposits are calculated across a subbasin then local impacts on points of interaction between surface and groundwater and groundwater dependent ecosystems can be overlooked. What actions will be taken to guard against this kind of unintended consequence?
2. Is a depositor expected to be able to recover its own deposits? If not, who retains title to the portion of the deposit that cannot be recovered? If a neighboring purveyor recovers groundwater that was deposited by another, how is that transaction accounted for?
3. How are natural water losses (deposited water held captive in interstitial spaces for example) accounted for in determining water losses?
4. RWA recently indicated that while a total of 65,000 TAF of water can be banked as part of conjunctive use programs only 55,000 TAF can be recovered which is an approximate 15% water loss. How is this loss attributed to individual deposits?
5. The policy mentions losses attributed to water that is gained by a stream or river or water that leaves the subbasin. How and when are these determinations of loss made?
6. Is there an annual or other timeframe assessment of water loss that results in an adjustment to deposit balances. What tools are used to assess deposits? Is the appropriate GSA involved in the process? How are the losses attributed to individual deposits?
7. Projected climate change will place a burden on maintaining sustainable groundwater subbasins. New industrial/commercial wells or other groundwater use could affect subbasin sustainability and banked deposits. How is RWA planning to interface with GSAs and What considerations have been given to dealing with short- or long-term impacts on bank operations due to a subbasin’s difficulty in maintaining sustainability under SGMA?
8. Some bank participants argue that past conjunctive use programs should be given deposit credit in the new water bank. ECOS does not agree with this approach but is interested in hearing the technical and policy arguments that can be made in support of it. We are especially interested in the required documentation a purveyor would be required to provide to substantiate any past deposits and how the bank could justify that the water is still in the subbasin and available for withdrawal.

Water Leave Behind Policy

ECOS agrees that leaving behind a portion of each deposit is a vitally important component of Bank operations and serves a key role in future groundwater sustainability/availability and climate change resiliency.

9. Why is the leave behind concept only applied to water that leaves the basin?
10. Building up the region's subbasin groundwater storage reserves beyond the sustainable levels established in the Groundwater Sustainability Plans developed under SGMA could be a cost-effective hedge against the uncertainty of climate change and future Bureau of Reclamation operation of the Folsom Reservoir Complex. Has RWA considered a leave behind approach for all groundwater deposits? If so, what are the reasons why such an approach has not been selected?

Interaction with Groundwater Sustainability Agencies

11. GSAs are investing/developing shallow domestic well protection programs. How will the Water Bank interact with GSAs to ensure Bank operations do not damage shallow well owners' wells and negatively impact water supply wells and other industrial/commercial and agricultural well owners.
12. GSA's are developing monitoring efforts to better understand and protect Groundwater Dependent Ecosystems (GDE) and areas of surface water/groundwater interaction. How will the Bank interact with the GSA to ensure Bank operations do no harm to these important areas of concern?
13. GSA's have made significant investments in groundwater monitoring systems and will need to continue to invest in these systems to ensure subbasin sustainability. How is the Bank planning to monitor its operations, share this data with the appropriated GSAs, and regulate Bank activities so that Bank operations do not negatively impact GSA monitoring systems and subbasin sustainability.

14. Current GSA monitoring protocols allow several years (from 2 to 4 years) of a percentage of monitoring well exceeding groundwater level action points before actions are taken to return the subbasin to sustainability. How will the Bank's operations including the monitoring of deposits and withdrawals prevent the creation of cones of depression that may only affect a few monitoring well's exceedance levels but may have a significant short or long term impact on subbasin sustainability, GDEs, and/or groundwater/surface water interactions?

Bank Governance document

15. The Bank Governance document seems to place the Coordinating Body in a decision-making position without any process for public involvement while shifting the responsibility for public

involvement as an administrative duty of the Bank staff. Why is there no public involvement in the Coordinating Body decision process?

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MEMO

TO: Board of Directors

FROM: Cathy Lee, General Manager

DATE: November 5, 2024

RE: Public Outreach Program Development and Consultant Agreement

BACKGROUND

Per direction from the Board, the District needs to be more engaged with our ratepayers and elected local officials and their staff to further educate on the status and concerns regarding the District's programs, operations, and needs.

SUMMARY

The District participates in Carmichael Chambers of Commerce's monthly Government Affairs Committee Meeting which is represented by staff members from Congressman Bera's office, Senator Niello's office, Assembly Member Hoover's office, Supervisor Desmond's office, and two of the District's Board of Directors. District staff attends the meetings as a chamber member. The upcoming meeting is November 21, 2024. The District also hosted a legislative day and will continue to do so in the future.

Additionally, the District participates in several local events but has not held events with our customers. To further reach out to our customers, staff proposes to develop an outreach program to promote the District's mission and programs. Many water agencies in the region employ consultants in this effort and staff contacted Kim Floyd Communication to assist with this effort which includes:

- strategic planning – to identify the best methods to reach out to customers and gauge customers' interest areas,
- outreach materials and content – for District's webpages and other preferred means of communication including social media such as Nextdoor.com, and
- media relation management – to address posts and articles in the media or online

Kim Floyd Communications' proposed fee for the scope of service is based on time and materials with a not-to-exceed amount of \$131,770 for the next 12 months.

RECOMMENDATION

Staff recommends that the Board of Directors approves the Public Outreach Program Development with Kim Floyd Communications and authorize the General Manager to execute a Service Agreement for a not-to-exceed amount of \$131,770.

ATTACHMENTS

Attachment 1 – Kim Floyd Communications Proposed Public Outreach Scope of Work



Proposed Public Outreach Scope

Carmichael Water District

11.11.24

The Carmichael Water District (district) is proposing to develop and implement a comprehensive public outreach program to strengthen relationships with customers and maximize awareness of the district's services and programs. The program will include activities designed to:

- Increase & maintain awareness of District's mission, goals and objectives
- Provide meaningful opportunities and avenues for two-way communication
- Provide easy-to-understand, detailed information about District services
- Increase participation in District programs
- Communicate and address potential issues of concern in a proactive, straightforward manner

Strategic Planning

Prior to initiating the public outreach program, the district should conduct an online survey of customers to determine communication preferences for prioritization of investment in year one public outreach tactics. The survey should also gauge customers' interest areas, general awareness of district programs and services, and satisfaction with levels of service. Incentivizing customer participation is recommended to increase survey response rates. This task would include the development, programming and management of an online survey, along with a report and analysis of findings. The survey would be advertised via NextDoor and monthly bill inserts.

Deliverables:

- Survey development and programming
- Report of findings

Outreach Materials

The public outreach consultant will work with the district to develop the content and design for a semi-annual newsletter to share updates on district programs and projects. The newsletter will be posted to the district's website and distributed to customers according to preferences identified via the survey. In the remaining months, outreach materials – such as fact sheets, post card mailers, FAQs, and program marketing materials – will be developed to highlight topics of interest and promote opportunities for engagement. A schedule for content for the website will be created in partnership with the district. The consultant will also assist the district in developing outreach materials specific to district priorities, such as increasing participation in the Cash for Grass program.

Deliverables:

- Newsletters (2)
- Outreach materials (12)

- Website content schedule and content development

Community & Small Group Meetings

The district will host one open house to engage with customers on areas of interest as identified in the customer survey (water wise landscaping, projects, water quality, water conservation, etc.). The district will also build a portfolio of presentations on topics of interest and actively seek opportunities to speak to business and civic groups – such as the Chamber, Rotary and Kiwanis - within the district's boundaries. Additionally, the district will host bi-monthly brown bag lunch presentations on topics of interest, and offer at least one water treatment plant open house/tour per year.

Deliverables:

- Open House
- WTP tour
- Brown bag lunch presentations (6)
- Presentations to civic/business groups (6)

Community Booth/Events

The consultant will work with the district to continue its participation in community events, such as the Carmichael Farmer's Market, Carmichael 4th of July Parade, Senior Resource Fair, Taste of Carmichael, and the Founder's Harvest Festival. The district will also partner with the Mission Oaks Recreation & Parks District to identify other event opportunities.

Deliverables:

- Improvements to community event booth

Media Relations

Media relations will be conducted to ensure project information is accurately relayed to local and regional media, to include organizations that publish regular newsletters (e.g. business and civic organizations). The public outreach consultant will also provide strategic guidance to the district on crisis communications/responsive media engagement.

Deliverables:

- Media advisories/releases (up to 12/per year)

Social Media

The district will maximize the use of NextDoor to share information with customers within the district's boundaries. At a minimum, the district will develop and manage two posts per month. The district will also explore creation of a Facebook page, if identified as a preferred means of communication in the customer survey.

Deliverables:

- NextDoor posts (24)

- Development and maintenance of one other social media platform, if supported by customer survey findings (1)

Team Meetings

The consultant will participate in a program kick off meeting and regular meetings with the client to coordinate on district communication priorities and deliverables.

Deliverables:

- Kick off meeting agenda and summary (1)
- Participation in bi-weekly team meetings (24)

Project Management

The consultant will produce monthly reporting on program metrics/deliverables and expenditures.

- Monthly summary of activities and expenditures

Kim Floyd Communications
Proposed Budget Spreadsheet

Prepared by Kim Floyd

Project name:	Carmichael Water District
Estimated length of project:	12 months

Rates		\$155												
Tasks	Total Hours	Principal										Total Fees	Direct Costs	Project TOTAL
Strategic Communications Planning		30										\$ 4,650	\$ 100	\$ 4,750
Outreach Materials/Website Content		180										\$ 27,900	\$ 15,000	\$ 42,900
Community & Small Group Meetings		100										\$ 15,500	\$ 500	\$ 16,000
Community Booth/Events		60										\$ 9,300	\$ 2,000	\$ 11,300
Media Relations		70										\$ 10,850		\$ 10,850
Social Media		120										\$ 18,600	\$ 1,500	\$ 20,100
Team Meetings		130										\$ 20,150		\$ 20,150
Project Management/Ancillary Expenses		24										\$ 3,720	\$ 2,000	\$ 5,720
														\$ -
SUBTOTAL	-	714.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$ 110,670	\$ 21,100	\$ 131,770	
Optional Tasks														
												\$ -	\$ -	\$ -
SUBTOTAL	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$ -	\$ -	\$ -	\$ -
GRAND TOTAL	-	714.00	0.00	\$ 110,670	\$ 21,100	\$ 131,770								

Budget is not to exceed proposed amount without approval from client. This is a time and materials budget.

Budget may be adjusted based upon district priorities and public opinion research findings. Out of scope items will be subject to separate cost/budget approval.

Budget assumes CWD will pay direct costs for printing and mailing.

Other direct costs will be billed as incurred. There will be a 5% markup on all direct costs.

Mileage will be billed from Galt, CA

Rates will not increase during the term of the contract.

Kim Floyd

PRINCIPAL



Principal Kim Floyd is a leading practitioner in meaningful public outreach for integrated flood management, water resources, and land use issues. She opened her practice in 2009 after recognizing a need within the public sector for affordable, effective approaches to public outreach. Over the past decade, Kim has developed unmatched expertise in public outreach programs for Proposition 218 assessment elections for flood risk reduction projects and programs. Many of her long-term clients, including the Sutter Butte Flood Control Agency and the Three Rivers Levee Improvement Authority, retained Kim for all public outreach services following the success of her Proposition 218 outreach. She is as much valued for her strategic counsel as she is for her "no task is too small" commitment to getting the job done. She's at her best when acting as an extension of her clients' staff and is trusted by many to represent them at the local and state levels. And, Kim is a respected voice on local-level flood management issues by state and federal agencies.

In general, Kim has a strong track record in the successful design and implementation of public outreach programs both in rural and urban environments. In the Central Valley, She currently works with the San Joaquin Area Flood Control Agency, the Sutter Butte Flood Control Agency, and the counties of Colusa, San Joaquin and Madera, among others, in support of more than \$1 billion in public works projects and programs. Kim has served as the Coordinator for the Central Valley Flood Protection Board's Coordinating Committee since its inception in 2012.

PROFESSIONAL EXPERIENCE SUMMARY

From 2007 to 2009, Kim served as the client services manager for a Sacramento-based public outreach firm that specialized in water resources. In that role, she acted as principal and was responsible for overseeing project managers and outreach specialists, developing and implementing strategic communication programs, and marketing on behalf of the firm, among other duties. She also led the firm's public opinion research group.



AREAS OF EXPERTISE

Grassroots Public Outreach

Strategic Communications

Public Affairs

Community Relations

EDUCATION

Bachelor of Arts,
Communication and Public
Relations,
University of the Pacific

Earlier in her career, Kim served as the manager of government and corporate communications for one of the nation's largest electric utility cooperatives. She was responsible for developing and managing a public outreach strategy to gain community support for the siting and construction of new energy generation facilities. She was also responsible for monitoring and negotiating local and state legislation, along with planning and land use policies and regulations. In that capacity, she successfully represented the utility's interests in dealings with local municipalities and government agencies, elected officials, key stakeholders and members of the public.

Kim also spent six years as a public information specialist in Alaska's second-largest K-12 public school system, during which time she led four successful school bond campaigns and facilitated hundreds of public meetings on issues as diverse as school closures, budget cuts, boundary changes and privatization of district operations. She was responsible for all legislative relations, and represented the district at the local, state and federal levels on policy and funding issues.

Kim began her career as an account executive at a mid-size Sacramento-based public relations firm where she worked on public awareness programs, water conservation programs, and transportation and special land use projects. She is an honors graduate of University of the Pacific in Stockton, California, having earned a B.A. in Communications and Public Relations.



WOODLAND-DAVIS
Clean Water Agency

Woodland-Davis Clean Water Agency

Public Outreach Budget: \$350,000

Year Completed: ongoing

Project Manager: Kim Floyd, Principal

Client Contact: Dennis Diemer, Former General Manager

dennis@diemerengineering.com (925) 876-0111

KEY TASKS

- Agency Naming Process
- Agency Branding
- Public Opinion Research
- Strategic Public Outreach Plan
- Outreach Materials
- Hotline
- Construction Outreach
- Rate Increase Outreach
- Events & Tours
- Legislative Advocacy Messaging & Materials
- State/Federal Agency Coordination
- Member-Agency Coordination
- Coordination with local, State & Federal Elected Officials

In October 2009, Kim was retained to conduct strategic public outreach planning and implementation for the Woodland-Davis Clean Water Agency, a joint powers authority responsible for developing a surface water supply project to serve two-thirds of Yolo County. The project was completed in 2016.

Kim created a strategic public outreach plan, conducted public opinion research, "branded" the agency and developed a comprehensive website (www.wdcwa.com). She assisted both the cities of Woodland and Davis with Prop 218 processes for water rate increases necessary to support the project, managed a Speakers' Bureau and separate Key Communicators Network, created outreach materials (brochure, fact sheet, quarterly newsletter), planned public meetings and special events, provided strategic input and key messaging for water right acquisition and purchase and federal funding, wrote opinion pieces for elected officials, and handled media relations. She continues to provide on-call assistance to the Agency, as needed.

The collage includes:

- Header Screenshot:** Shows the website navigation bar with links to HOME, OUR WATER, PROJECT, NEWS & EVENTS, BOARD, DOCUMENTS, RESOURCES, and CONTACT.
- Newsletter Screenshot:** Features a large image of a water treatment facility with the headline "SUSTAINABLE FUTURE" and a "LEARN MORE" button.
- FAQ Screenshot:** A banner titled "Frequently Asked Questions" with the "WOODLAND-DAVIS Clean Water Agency" logo.
- Project Update Screenshot:** A banner titled "INTRODUCTION TO SURFACE WATER" with the "WOODLAND-DAVIS Clean Water Agency" logo.
- Construction Update Screenshot:** A banner titled "Regional Water Project Construction Update" with the "WOODLAND-DAVIS Clean Water Agency" logo.



San Joaquin Area FLOOD CONTROL Agency

KEY TASKS

- Prop 218 Ballot & Ballot Information Guide
- Outreach Materials (fact sheets, newsletters)
- Community Meetings
- Small Group Meetings
- Hotline
- Specialized Stakeholder Outreach
- Presentation Materials
- Strategic Counsel

San Joaquin Area Flood Control Agency & RD 1614

Public Outreach Budget: \$150,000, since inception

Year Completed: ongoing

Project Manager: Kim Floyd, Principal

Client Contact: Juan Neira, Senior Civil Engineer

juan.neira@stocktonca.gov (209) 937-8113

In 2013, Kim designed and implemented the key messaging and public outreach program for SJAFCA's and RD 1614's successful benefit assessment election for the Smith Canal Gate Project. In addition, she worked with RD 1614 on its related successful benefit assessment election, the proceeds from which will pay the local cost share for the Wisconsin Pump Station fix. The approval of the assessments was especially significant given the City's tough economic conditions at that time.

She was retained to continue public outreach for the design and environmental phases of the Smith Canal Gate Project. The comprehensive outreach program included key messages, outreach materials (newsletters, fact sheets, and presentation documents), public meetings and workshops, media relations and website content. She is also a member of the Construction Management team and will provide public outreach services throughout project construction.

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MEMORANDUM

Via U.S. Mail and Electronic Mail

TO: ACWA Member Agency Board Presidents and General Managers
CC: ACWA Board of Directors
FROM: Dave Eggerton, ACWA Executive Director
DATE: October 8, 2024
SUBJECT: Notice of Membership Meeting — December 4

A Membership Meeting will be held at ACWA's 2024 Fall Conference & Expo to conduct a vote by the membership on proposed Amended and Restated Bylaws of the Association of California Water Agencies. The in-person meeting will be held on **Wednesday, December 4 at 1:30 p.m.** at the Main Stage in the Springs Ballroom F & G at the JW Marriott Desert Springs Resort & Spa, Palm Desert.

Each member agency is entitled to one vote that will be cast by its authorized voting representative. Member agencies must designate their voting representative and alternate by submitting the attached Voting Representative Form by **Monday, November 25**.

Important Next Steps

1. **Designate your voting representative:** Fill out the attached Voting Representative Form by Monday, November 25.
2. **Review the proposed Amended and Restated Bylaws:** These are available online at www.acwa.com.
3. **Have your designated voter pick up their keypad:** During ACWA's Fall Conference & Expo, have your designated voter go to the ACWA Membership Meeting Check-in Desk on **Wednesday, December 4, between 9 a.m. and noon** to sign in and pick up their voting keypad. If your voting representative does not get a keypad by noon, they will not be able to vote. ACWA staff will also be available at the desk to answer questions.
4. **Have your designated voter attend the Membership Meeting:** Make sure your designated voter takes their keypad to the Membership Meeting on December 4 at 1:30 p.m. The voting representative must be present to vote.

More information on the proposed Amended & Restated Bylaws, voting process and next steps is available at www.acwa.com. If you have any questions regarding the proposed Amended and Restated Bylaws or the voting process, please contact Senior Clerk of the Board Donna Pangborn at 916-669-2425 or donnap@acwa.com.

Attachments:

1. Authorized Voting Representative Form
2. Proposed Amendments to ACWA's Bylaws Table
3. Proposed Amended and Restated Bylaws (redline version) – see website [link](#)
4. Proposed Amended and Restated Bylaws (clean version) – see website [link](#)



2024 ACWA MEMBERSHIP MEETING AUTHORIZED VOTING REPRESENTATIVE FORM

There will be a Membership Meeting at ACWA's 2024 Fall Conference & Expo.

Date & Time: December 4, 2024, 1:30 p.m.

Location: JW Marriott Desert Springs Resort & Spa, Palm Desert
Main Stage in the Springs Ballroom F & G

The purpose of the meeting is to conduct a vote by the membership on proposed Amended and Restated Bylaws of the Association of California Water Agencies as recommended by the Board of Directors at its meeting on September 20, 2024.

As set forth in Board Policy 2.8.1.5, each authorized voting representative has the responsibility to do the following in order to vote:

- Pick up handheld keypad or other designated voting mechanism prior to the start time of the membership meeting as specified in the meeting notice.
- Be physically present and inside the meeting room at the start of the membership meeting as specified on the meeting agenda.

Pick up Voting Keypad and Ask Questions

ACWA staff will be at the **Membership Meeting Check-In Desk on Wednesday, December 4, from 9:00 a.m. to noon** to answer questions about the membership meeting and voting process. Voters must sign in during this time to pick up their voting keypads. Note: *If you do not have your keypad by noon, you will not be able to vote, consistent with established Board Policy 2.8.1.5.*

The person designated below will attend the Membership Meeting on December 4 as our voting representative. An alternate has also been identified as a backup voter in the event one is needed.

Member Agency's Name	Agency's Phone No.
Authorized Voting Representative's Name	Authorized Voting Representative's Email Authorized Voting Representative's Phone No.
Alternate Authorized Voting Representative's Name	Alternate Authorized Voting Representative's Email Alternate Authorized Voting Representative's Phone No.

Member acknowledges that this information has been communicated to their authorized voting representative.

Print Name of Member Agency's Authorized Signatory

Date

X

Authorized Signatory Signature

SUBMIT YOUR FORM

To: Donna Pangborn, Senior Clerk of the Board
Email: donnap@acwa.com
Fax: 916-669-2425

SUBMISSION DEADLINE
NOVEMBER 25, 2024

Proposed Amendments to the Bylaws of the Association of California Water Agencies

Amendment 1: ARTICLE 3, Officers

Current Bylaw	Proposed Bylaw	Rationale
<p>Section 3.01. (c) Vice President. The vice president shall, in the absence of the president, assume all of the duties of that office and, if a vacancy occurs, succeed thereto for the unexpired term. The vice president shall sit as a member of the Executive Committee of the ACWA Joint Powers Insurance Authority and shall perform such other duties as assigned by the president.</p>	<p>Section 3.01. (c) Vice President. The vice president shall, in the absence of the president, assume all of the duties of that office and, if a vacancy occurs, succeed thereto for the unexpired term. The vice president shall sit as a member of the Executive Committee of the ACWA Joint Powers Insurance Authority and shall perform such other duties as assigned by the president. <u>The vice president shall be a non-voting, <i>ex officio</i> member of each committee, but shall not be an <i>ex officio</i> member of the Election Committee or the region boards.</u></p> <p><u>The vice president may be expelled from office with or without cause, upon the satisfaction of the following two events: (1) a two-thirds vote of the Board of Directors; and (2) a subsequent simple majority vote of the members of the Association during a meeting of the membership.</u></p>	<p>Amendment to add these provisions to the Vice President position, similar to Section 3.01(b) to provide procedural consistency to the two Board Officer positions.</p>

Note: Green text throughout this document reflects edits recommended by the Legal Affairs Committee (LAC) Workgroup in response to its review and analysis of the proposed amendments to the Bylaws, consistent with Section 9.09 of ACWA's Bylaws. The ACWA Board included the LAC Workgroup's recommended edits as part of its recommendation to the members.

Proposed Amendments to the Bylaws of the Association of California Water Agencies

Amendment 2: ARTICLE 4, Board of Directors

Current Bylaw	Proposed Bylaw	Rationale
<p>Section 4.07. Quorum. At any meeting of the Board of Directors, the attendance of 50 percent of the voting members of the Board of Directors, or their permitted alternates as specified in these bylaws, shall constitute a quorum for the transaction of any business. The Board may hold a closed session for discussion of personnel matters, enforcement of violations of the code of conduct, or pending or anticipated litigation or other legal matters, including, but not limited to, considering whether to file or join in an amicus brief, real property negotiations and discussions, and other confidential matters as determined by the Board to the extent permitted by applicable law. (See Board Policy 2.1.8.3.)</p>	<p>Section 4.07. Quorum. At any meeting of the Board of Directors, the attendance of 50 percent of the voting members of the Board of Directors, or their permitted alternates as specified in these bylaws, shall constitute a quorum for the transaction of any business. The Board may hold a closed session for discussion of personnel matters, enforcement of violations of the code of conduct, or pending or anticipated litigation or other legal matters, including, but not limited to, considering whether to file or join in an amicus brief, real property negotiations and discussions, and other confidential matters as determined by the Board to the extent permitted by applicable law. (See Board Policy 2.1.8.3.)</p>	<p>Amendment to clarify the scope of issues that can be addressed by the Board in closed session.</p>

Proposed Amendments to the Bylaws of the Association of California Water Agencies

Amendment 3, ARTICLE 3, Board of Directors

Current Bylaw	Proposed Bylaw	Rationale
<p>Section 4.12. Code of Conduct of Board Members.</p> <p>(a) Code of Conduct Purpose and Adoption. The Board of Directors shall establish, and update as appropriate, a code of conduct for its Directors that recognizes the Association's commitment of integrity, respect, and fair representation to its members and the public they serve and establishes minimum ethical standards for the performance of the duties of office. The code shall be consistent with the procedural processes contained in this section. The code shall be distributed to all new Directors and shall be distributed annually to all members of the Association.</p>	<p>Section 4.12. Code of Conduct of Board Members.</p> <p>(a) Code of Conduct Purpose and Adoption. The Board of Directors shall establish, and update as appropriate, a code of conduct for its Directors that recognizes the Association's commitment of integrity, respect, and fair representation to its members and the public they serve and establishes minimum ethical standards for the performance of the duties of office. The code shall be consistent with the procedural processes contained in this section. (See Code of Conduct Policy, Board Policy Manual, Policy No. GO-2.1A). The code shall be consistent with the procedural processes contained in <u>the Code of Conduct Policy</u> (See sections 2.1.3A and <u>2.1.4A of Policy No. GO-2.1A of the Board Policy Manual</u>). The code shall be distributed to all new Directors and shall be distributed annually to all members of the Association.</p>	<p>Amendment to reflect consistency with recently adopted Board Policy GO-2.1A Code of Code and to delete reference to the Legal Affairs Committee Chair in Section 4.12(b). Amendment reflects deletion to this text to be less prescriptive due to the details in Board Policy GO-2.1A.</p>

Proposed Amendments to the Bylaws of the Association of California Water Agencies

Amendment 3 (cont'd), ARTICLE 3, Board of Directors

Current Bylaw	Proposed Bylaw	Rationale
<p>Section 4.12. Code of Conduct of Board Members.</p> <p>(b) Violations and Enforcement Process. A violation of the code of conduct may result in removal, public censure, or private reprimand of a Director, or such other action as contained in the code of conduct. However, removal and public censure shall be reserved only for serious violations. A Director may not be removed or publicly censured absent an affirmative vote of two-thirds of the voting members of the Board of Directors. A Director may be privately reprimanded for a violation of the code of conduct upon the majority vote of the quorum. Complaints of violation of the code of conduct may be filed with the president, or the vice-president if the allegations are made against the president. The president may refer a complaint to the executive director/secretary for investigation. The executive director/secretary may retain a special investigator or special counsel to conduct or assist the investigation. A Director accused of a violation shall be provided a</p>	<p>Section 4.12. Code of Conduct of Board Members.</p> <p>(b) Violation-and-Enforcement Process. A violation of the code of conduct may result in removal, public censure, or private reprimand of a Director, or such other action as contained in the code of conduct. However, removal and public censure shall be reserved only for serious violations. A Director may not be removed or publicly censured absent an affirmative vote of two-thirds of the voting members of the Board of Directors. A Director may be privately reprimanded for a violation of the code of conduct upon the majority vote of the quorum. Complaints of violation of the code of conduct may be filed with the president, or the vice-president if the allegations are made against the president. The president may refer a complaint to the executive director/secretary for investigation. The executive director/secretary may retain a special investigator or special counsel to conduct or assist the investigation. A Director accused of a violation shall be provided a</p>	<p>Amendment to reflect consistency with recently adopted Board Policy GO-2.1A Code of Code and to delete reference to the Legal Affairs Committee Chair in Section 4.12(b). Amendment reflects deletion to this text to be less prescriptive due to the details in Board Policy GO-2.1A.</p>

Proposed Amendments to the Bylaws of the Association of California Water Agencies

Amendment 4, Article 6, Executive Committee

Current Bylaw	Proposed Bylaw	Rationale
<p>Section 6.02 Powers. Personnel.</p> <p>(a) Subject to the budget adopted by the Board of Directors, the Executive Committee shall perform the following personnel actions: (1) recommend compensation for the executive director/secretary to the Board of Directors for approval; (2) perform annual reviews of the executive director/secretary and submit that review to the Board of Directors; (3) review and approve the classification and compensation plan and publicly posted salary schedule for Association employees submitted by the executive director/secretary, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors; . . .</p>	<p>Section 6.02 Powers. Personnel.</p> <p>(a) Subject to the budget adopted by the Board of Directors, the Executive Committee shall perform the following personnel actions: (1) recommend compensation for the executive director/secretary to the Board of Directors for approval; (2) perform annual reviews of the executive director/secretary and submit that review to the Board of Directors; (3) review and approve the classification and compensation plan and publicly posted salary schedule for Association employees submitted by the executive director/secretary, which shall be reviewable approved by the Board of Directors; . . .</p>	<p>Amendment to clarify that the ACWA Board is the approving authority for the public salary schedule, as required by CalPERS. The Executive Committee will review and make a recommendation to the Board.</p>

Proposed Amendments to the Bylaws of the Association of California Water Agencies

Amendment 5, ARTICLE 8, Special Council, Committees, and Task Forces

Current Bylaw	Proposed Bylaw	Rationale
<p>Section 8.01 Council of Past Presidents.</p> <p>There shall be a Council of Past Presidents composed of all past presidents of the Association who serve on the council until each is no longer able to or wishes to serve. The council shall provide a mechanism for past presidents to continue to make valuable contributions to the Association. With approval of the Board of Directors, the president and/or executive director/secretary may assign specific responsibilities to the council from time to time. Members of the Council of Past Presidents are invited to attend and participate in the Association's Board meetings.</p>	<p>Section 8.01 Council of Past Presidents.</p> <p>There shall be a Council of Past Presidents composed of all past presidents of the Association who serve on the council until each is no longer able to or wishes to serve. The council shall provide a mechanism for past presidents to continue to make valuable contributions to the Association. With approval of the Board of Directors, the president and/or executive director/secretary may assign specific responsibilities to the council from time to time. Members of the Council of Past Presidents are invited to attend and participate in the Association's Board <u>and Executive Committee</u> meetings, <u>including attending closed sessions.</u> With the exception of the immediate past president, members of the Council of Past Presidents are non-voting.</p>	<p>Amendment to clarify that Past Presidents are non-voting representatives on ACWA's Board and Executive Committee with the ability to participate in the full range of activities, including closed session.</p>

Proposed Amendments to the Bylaws of the Association of California Water Agencies

Amendment 6, ARTICLE 8, Special Council, Committees, and Task Forces

Current Bylaw	Proposed Bylaw	Rationale
<p>Section 8.02 Election Committee.</p> <p>(b) Qualification. In order to serve on the Election Committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the election cycle, the individual may not continue to serve. When the disqualified member represented a Region Board, the affected Region Board shall select a replacement representative. When the disqualified member represented the President, the President shall select an alternate representative.</p>	<p>Section 8.02 Election Committee.</p> <p>Qualification. In order to serve on the Election Committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. <u>Past presidents, who are Honorary Life Members of the Association, may also serve on the Election Committee without meeting stated qualifications unless otherwise disqualified.</u> Where an individual ceases to meet these criteria during the election cycle, the individual may not continue to serve. When the disqualified member represented a Region Board, the affected Region Board shall select a replacement representative. When the disqualified member represented the President, the President shall select an alternate representative.</p>	<p>Amendment to allow unaffiliated Past Presidents to serve on the Election Committee without meeting the stated criteria since they are Honorary Life Members of the Association.</p>

Proposed Amendments to the Bylaws of the Association of California Water Agencies

Amendment 7, ARTICLE 9, Meetings of Members

Current Bylaw	Proposed Bylaw	Rationale
<p>Section 9.06 Voting. Each member of the Association in good standing at the time of the annual or special meeting shall be entitled to one vote that shall be cast by its authorized representative. Each member must designate its authorized representative prior to the annual or special meeting. It is the member's responsibility to designate or update its authorized representative as needed. The Association may confirm with any member the identity of that member's authorized representative for the purpose of casting ballots in any election of president and vice president.</p>	<p>Section 9.06 Voting. Each member of the Association in good standing at the time of the annual or special meeting shall be entitled to one vote that shall be cast by its authorized representative. Each member must designate its authorized representative prior to the annual or special meeting. It is the member's responsibility to designate or update its authorized representative as needed. The Association may confirm with any member the identity of that member's authorized representative for the purpose of casting</p>	<p>Amendment to expand this language to cover additional actions where an authorized representative will need to be confirmed for the purposes of casting a ballot (see newly added Section 9.15).</p>
<p>All questions, except amendments or revisions of these bylaws, shall be determined by a majority of the members present and voting. A roll call may be requested by any authorized representative.</p>	<p><u>to these Bylaws, or other Association business that requires a vote.</u> All questions, except amendments or revisions of these bylaws, shall be determined by a majority of the members present and voting. A roll call may be requested by any authorized representative.</p>	

Proposed Amendments to the Bylaws of the Association of California Water Agencies

Amendment 8, ARTICLE 9, Meetings of Members

Current Bylaw	Proposed Bylaw	Rationale
<p>Section 9.08 Quorums. The presence of the authorized representative of 50 members of the Association at any meeting of the members shall constitute a quorum for transacting business. Written ballots timely received from the authorized representative of 50 members shall constitute a quorum for elections of president and vice president.</p>	<p>Section 9.08 Quorum^s. The presence of the authorized representatives of at least 50 members of the Association at any meeting of the members shall constitute a quorum for transacting business. Written ballots timely received from the authorized representative of 50 members shall constitute a quorum for elections of president and vice president. Actions taken by written ballot shall require the timely receipt of the written ballot from the authorized representatives of at least 50 members to constitute a quorum.</p>	<p>Amendment to clarify the written ballot quorum language to cover other actions besides the elections of president and vice president (see newly added Section 9.15)</p>

Proposed Amendments to the Bylaws of the Association of California Water Agencies

Amendment 9, ARTICLE 9, Meetings of Members

Current Bylaw	Proposed Bylaw	Rationale
<p>Section 9.11. Election of President and Vice President. Each member of the Association in good standing at the time a vote is cast is entitled to one vote for election of the president and vice president that shall be cast by its authorized representative by written ballot. The ballot and any related material may be sent by first class, registered, or certified mail or electronic transmission by the Corporation that meets the requirements of Corporations Code section 20, and responses may be returned to the Corporation by mail or electronic transmission. On any transmission. On any written ballot for the election of president or vice president, an authorized representative acting on behalf of the member may write in a qualified candidate for election. <u>Nominating resolutions for write-in candidates must be received by the deadline for the return of ballots.</u></p>	<p>Section 9.11. Election of President and Vice President. Each member of the Association in good standing at the time a vote is cast is entitled to one vote for election of the president and vice president that shall be cast by its authorized representative by written ballot. The ballot and any related material may be sent by first class, registered, or certified mail or electronic transmission by the Corporation that meets the requirements of Corporations Code section 20, and responses may be returned to the Corporation by mail or electronic transmission. On any written ballot for the election of president or vice president, an authorized representative acting on behalf of the member may write in a qualified candidate for election. <u>Nominating resolutions for write-in candidates must be received by the deadline for the return of ballots.</u></p>	<p>Amendment to clarify that write-in candidates for president or vice presidents must submit a nominating resolution by the election deadline since they did not go through the Election Committee review process.</p>

Proposed Amendments to the Bylaws of the Association of California Water Agencies

Amendment 10, ARTICLE 9, Meeting of Members

Current Bylaw	Proposed Bylaw	Rationale
<p>Newly Added Section.</p> <p>Section 9.15. Action by Written Ballot. To the extent permitted by applicable law and subject to all applicable requirements, any action that may be taken at a regular or special member meeting of the members may be approved by written ballot if a ballot is sent to each member entitled to vote on the matter. Ballots may be sent and returned by electronic transmission as permitted in the Corporations Code. Ballot format, solicitation and voting thresholds shall meet the requirements of the Corporations Code and be consistent with applicable provisions of these Bylaws.</p>	<p>Amendment to allow the flexibility to take action by written ballot beyond the currently approved process of electing the president and vice president by written ballot.</p>	

Proposed Amendments to the Bylaws of the Association of California Water Agencies

Amendment 11, Article 11, Definitions

Current Bylaw	Proposed Bylaw	Rationale
Section 11.04. Definitions. As used in these bylaws, the term "notice provided by electronic means" shall refer to notice given by fax or e-mail.	Section 11.04. Definitions. As used in the the Bylaws, the term "electronic transmission" and "notice provided by electronic means" shall refer to notice and <u>other</u> <u>communications</u> given by fax or email.	Amendment to add "electronic transmission," to clarify the meaning of this term in Section 9.15 and to harmonize this term with currently accepted means of providing notice.
Newly Added Section. Section 11.05. Conflicts Between Bylaws and Other Association Policies. To the extent permitted by applicable law, these Bylaws shall govern in the event there is a conflict between these Bylaws and another Association policy, rule, or procedure.	Section 11.05. Conflicts Between Bylaws and Other Association Policies. To the extent permitted by applicable law, these Bylaws shall govern in the event there is a conflict with another Association policy, rule, or procedure.	Amendment to clarify that ACWA's Bylaws govern in the event there is a conflict with another Association policy, rule, or procedure.

Proposed Amendments to the Bylaws of the Association of California Water Agencies

Amendment 12, VARIOUS, References to ACWA

Current Bylaw	Proposed Bylaw	Rationale
Cleanup amendments:	Change the reference to ACWA to Association in the following Bylaws: Section 5.02 Officers (a) Section 7.01 Qualification. Section 7.05 Agriculture Committee	Amendment to change references to ACWA to Association to provide consistency throughout the document.
	Section 5.02 Officers (a): Delete reference to ACWA before Board of Directors.	



SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
 1112 I Street, Suite 100 • Sacramento, CA 95814 • (916) 874-6458
www.saclafco.org

DATE: November 13, 2024

TO: Independent Special Districts

SUBJECT: Nominations for Membership on SDAC

You are cordially invited to nominate a Member of your Board to join the Special District Advisory Committee (SDAC). The purpose of the Committee is to provide Sacramento LAFCo with input on issues related to Special Districts, as well as to receive information on issues before the Commission.

The SDAC membership is composed of the two LAFCo Special District Commissioners, and the Alternate Special District Commissioner, and representatives from recreation and park, fire, water, flood control, cemetery and other types of special districts. SDAC meetings are held quarterly on the fifth Tuesday, or as needed at the SMUD Administration Building.

SDAC members serve 2-year terms without compensation. There will be 14 vacant seats and an option to serve two different term types:

Office "A" a full two-year term (JAN. 2025 – DEC. 2026)

Office "B" one year term (JAN. 2025 – DEC. 2025)

New members will be selected by the SDAC *Sub-committee on Membership* from the pool of nominees provided by the Special Districts, subject to confirmation by the Commission.

A nomination form is attached. If you wish to nominate a member of your Board, please complete the form and return it to me no later than ***Friday, January 31, 2025***.

Please feel free to contact me by email or phone if you have questions about this process.

Sincerely,


 José C. Henríquez,
 Executive Officer

Commissioners

Sue Frost, Rich Desmond, County Members ■ Patrick Hume, Alternate
 Iva Walton, Lisa Kaplan, City Members ■ Jay Vandenburg, Katie Valenzuela, Alternates
 Chris Little, Public Member ■ Timothy Murphy, Alternate
 Lindsey Carter, Gay Jones, Special District Members ■ Charlea Moore, Alternate

Staff

José C. Henríquez, Executive Officer ■ Desirae Fox, Kristi Grabow, Policy Analysts
 Nancy Miller, DeeAnne Gillick, Commission Counsel

SPECIAL DISTRICT ADVISORY COMMITTEE

NOMINATION FORM

Recommendation to the SDAC Selection Committee

Please return this form no later than **Friday January 31, 2025.**

In accordance with the bylaws of the Special District Advisory Committee, the Governing Board of the _____ District nominates _____ (Board Member) for the following term limit on Sacramento LAFCo's SDAC.

- Office "A" a full two-year term (JAN. 2025 – DEC. 2026)
- Office "B" one-year term (JAN. 2025 – DEC. 2025)

Signature: _____

Board Chairperson

Date: _____

ATTEST:

District Manager or District Secretary

Date of Meeting

E-mail Address

Please send the nominee's resumé along with the completed nomination form by email to commissionclerk@saccounty.gov or to the following address:

José C. Henríquez, Executive Officer
Sacramento LAFCo
1112 "I" Street, Suite 100
Sacramento, CA 95814

Contact Information of Nominee (Please Complete)

Nominee's Phone Number:	
Nominee's Email Address:	



Looking For Ways to Advance Your Knowledge
on Special Districts While Influencing Policies
Impacting Local Government?

JOIN SACRAMENTO LAFCO'S SDAC

SDAC FAQS

:::::::::::

- ✓ The SDAC is Sacramento LAFCo's Special District Advisory Committee.
- ✓ SDAC Members Formulate and Recommend Policies to LAFCo.
- ✓ SDAC Members Network With Directors Representing Special Districts Throughout Sacramento County.
- ✓ SDAC Members Serve 2 Year Terms With No Compensation.
- ✓ SDAC Meets Quarterly on the 5th Tuesday of the Month or as Needed



Apply Today!

Complete the Nomination
Form No Later Than
January 31, 2025



CommissionClerk@Saccounty.gov



916-874-6458

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MEMO

TO: Board of Directors

FROM: Greg Norris, Engineering Manager
Robert Good, Assistant Engineer

DATE: November 13, 2024

RE: Lead Service Line Inventory (LSLI) Results

BACKGROUND

In 1991, the U.S. EPA introduced new regulations for lead and copper in drinking water, known as the Lead and Copper Rule (LCR). Since then, it has undergone several revisions and updates to increase protections and reduce the risks from lead exposure. In 2007, the EPA revised the LCR to increase monitoring, treatment, customer awareness, and lead service line replacement. In 2021, a further revision to the LCR required improved protections for communities at risk for lead exposure, including day cares and schools, through identification of lead service lines and provision of public information. The 2021 LCR revision (LCRR) specifically requires all community and non-transient non-community public water systems, including the Carmichael Water District, to develop a Lead Service Line Inventory (LSLI) to identify all service line materials connected to the public water distribution systems.

The main intent of the LSLI was to find, and potentially later require remediation of, 1) lead service lines, 2) lead fittings or connectors, and 3) galvanized service lines downstream of lead pipes. The inventory required that for all water service connections 3" or smaller in diameter, the water district identify the following:

- Service Address and/or geospatial coordinates;
- Service Customer Information, including their classification, whether they belong to a disadvantaged community, and whether they qualify as a day care or public school;
- Service Line Material, including delineating by owner-side and customer-side materials;
- Installation or Replacement Date;
- Diameter;
- Method of Classification, including by Tap Cards, GIS Maps, Engineering Specifications, Physical Observation, etc.;
- Use of Lead Solder, Lead Fittings, or Lead Meters;
- And more.

SUMMARY

DATA GATHERING AND COMPLETION OF THE LSLI

In satisfaction of the LSLI, the Engineering Department leveraged GIS and billing datasets to create a comprehensive list of all active and inactive service connections to domestic and fire services. This dataset was comprehensively analyzed to remove duplicate, abandoned, and incorrectly classified lines. Furthermore, all service lines were correctly associated on a 1-to-1 basis with their intended domestic or fire connection, preventing incorrect under- or over-reporting. Finally, where GIS records were unsatisfactory, contradictory, or missing, the Engineering Department combed through historical tap cards, engineering specifications, District maps, and more to find historical records of the installation, material, and diameter of all service lines in the District until it was determined, with confidence, that no lead service lines exist in the District or were known to be installed at any point during the District's operations. The final LSLI was completed and submitted in October 2024.

RESULTS

A series of summary statistics are presented below from the final inventory:

- 11,991 individual or unique domestic or fire service lines were identified.
 - 0 lead service lines were identified.
- 899 (or 8%) of service lines were associated to or service multifamily homes, day cares, or schools.
- 2,754 (or 23%) of service lines were associated to or service a disadvantaged community.
- 8,892 (or 74%) of the service lines were of Copper material.
 - 7,401 (or 62%) of the service lines *may* have leaded solder used to install the copper lines. This does rise to the level of severity for the EPA to require replacement of the copper or galvanized pipes.
- 1,515 (or 12%) of the service lines were of Plastic material.
- 1,252 (or 10%) of the service lines were of Galvanized material.

Overall, during the completion of the LSLI, the Engineering Department did not locate any domestic or fire service lines made of lead. Many copper service lines were identified which, based on their age and the construction standards of the time, are believed to have been installed with solder that contains some trace amounts of lead. At this time, the EPA does not require any replacements or remediation to be done to any of the CWD service lines. In the near future, CWD is required by the LCRR to publicly announce the results of the LSLI, and to make the public aware that the CWD does not have any lead service lines currently in the distribution network.

RECOMMENDATION

None, for informational purpose only.

MEMO

TO: Board of Directors
FROM: Cathy Lee, General Manager
DATE: November 10, 2024
RE: Water Forum 2.0 Update

BACKGROUND

As reported to the Board previously, Water Forum 2.0 negotiation is currently underway with an expected draft agreement language for review in first part of 2025. Sacramento County informed the Water Forum (WF) in 2022 that the Zone 13 funding contribution will conclude at the end of FY 2024/25. Water Forum will continue to function under the City of Sacramento administratively with funding support from Water Forum Water Caucus signatories whose customers benefit from the WF effort.

SUMMARY

Over the summer, water purveyors developed each purveyor's specific agreement with future projected diversions under different scenarios (normal, dry, driest, and critically low storage conditions) and a list of projects seeking WF support. The draft Summary of Purveyor Specific Agreement Proposals was presented to other caucus members around mid-October and a copy of the summary document is in Attachment 1. In particular, the District's proposed Purveyor Specific Agreement included surface water diversions to 14,000 in normal conditions and 12,000 AF or consistent with the District's Water Shortage Contingency Plan of 10 – 20% demand reduction during dry and driest conditions. The District is buildout and the diversions are similar to the original Water Forum Agreement.

Water Caucus members are also working to fund future WF operations whose proposed budget is about \$2,000,000 a year. It is assumed that about \$250,000 will be funded by interested participating public entities such as SMUD, Sacramento Area Council of Governments (SACOG), and Sacramento Area Flood Control Agency (SAFCA), East Bay Municipal Utility District (EBMD), and El Dorado Water Agency. The remainder \$1,750,000 will come from 16 water agencies based on 1) connection counts (population), 2) American River surface water production, and 3) groundwater production. Depending on the final weighting factors assigned to each category, the cost range allocated to the District would be around \$50,000 to \$53,700.

The last few pieces of the WF 2.0 negotiations center around the Governance, Funding and Administration (GFA), which was not a topic in the original WF Agreement, and Water Supply Sustainability which includes demand management and dry year actions/water shortage actions incorporating groundwater and Water Bank elements. Elements with the most interests from the Water Caucus comprised of 1) the role and function of the Coordinating Committee (similar to RWA's Executive Committee), 2) Diversity, Equity, and Inclusion (DEI) and water affordability, and 3) land use decision. A copy of the working draft GFA language is in Attachment 2.

FINANCIAL CONSIDERATIONS

Staff will report back to the Board on the final cost allocation to fund Water Forum 2.0. A budgetary estimate of \$55,000 should be sufficient.

RECOMMENDATION

None, information only.

ATTACHMENTS

1. Water Forum 2.0 – draft Summary of Purveyor Specific Agreement Proposals
2. Working Draft GFA Language

Purveyor Specific Agreement Proposals – Summary

This package includes a summary of the Purvey Specific Agreement (PSA) proposals from the Water Forum 2.0 participating agencies. In addition to the contents of the proposals, background data is also included for context. The packet includes the following tables and figures:

Table 1. Overview of Agency Water Deliveries, Demands, Growth, and Entitlements

Figure 1. Uses of American River Water

Table 2. List of Proposed Regional Projects (as included in the PSA proposals)

Table 3. Surface Water Management Proposals (as included in the PSA proposals)

Figure 2. Sacramento Regional Water Purveyors Map

In the tables, the agencies are organized based on location relative to their diversions from the American River, as follows:

- Upstream (EID, PCWA)
- Folsom Reservoir (Folsom, Roseville, SJWD)
- Lower American River (Carmichael, City of Sacramento, and SMUD and Golden State [with diversions from the Folsom South Canal])
- Sacramento River, Purchase Contracts (SSWD, Cal-Am, SCWA, EBMUD)

A list of acronyms is offered at the end of the package.

Agency Overview

Table 1 includes an overview of the Water Forum 2.0 purveyors to help orient members to the relative supply portfolios, sizes, and locations of each agency.

Internal Draft

Table 1. Overview of Agency Water Deliveries, Demands, Growth, and Entitlements

Purveyor	Water Production ¹ 2014-23 Average (AFY)			American River Diversions	Connections	Demands ² (AFY)		Growth Model		Diversion Source				Entitlement				
	SW	GW	Total	2014-23 Average (AFY)	12-31-2023 Count	2020	2040	Built out	Growing	U/S	Folsom Reservoir	Folsom South Canal	LAR	Sac R	WR	CVP Contract	Purveyor Contract	
EID	32,000	0	32,000	15,000	43,568	36,221	42,130 ⁶		X	X						CVP Contract: 7,550 AF CVP Fazio ⁵ : 7,500 AF		
PCWA	26,700	80	26,780	12,948	11,798	29,067	52,637 ⁷		X	X					Storage of 342,583 AF	35,000 AF	From PG&E: 100,400 AF (Zone 1) From PG&E: 25,000 AF (Zone 3)	
City of Folsom	18,200 ⁸	0	18,200	18,200 ⁸	23,726	19,898	25,145		X		X					Pre-1914: 22,000 AF Pre-1914: 5,000	7,000 AF	
City of Roseville	28,000	200	28,200	28,000	49,791	32,300	57,614		X		X						32,000 AF	From PCWA: 34,000 AF
San Juan Water District- Wholesale	33,000	3,400	36,400	33,000	52,421	40,640	39,994	X			X					Pre-1914: 28,418 AF 1928: 4,582 AF	24,200 AF	From PCWA: up to 25,000 AF
San Juan Water District - Retail	11,500	0	11,500	11,500	10,941	12,543	11,400											
<i>Citrus Heights Water District</i>	9,700	1,300	11,000	9,700	20,340	12,484	12,906											
<i>Fair Oaks Water District</i>	6,900	2,100	9,000	6,900	14,380	10,452	10,792											
<i>Folsom (Ashland)</i>	1,100	0	1,100	1,100	1,032	1,180	1,096											
<i>Orange Vale Water District</i>	3,800	0	3,800	3,800	5,728	3,981	3,800											
SMUD	--	--	--	6,131 to 3,674	--	--	--					X			260,000 AFY			
Golden State WC	5,700	8,200	13,900		17,189	14,206	14,662	X				X		X	Pre-1914: 10,000 AF			
Carmichael WD	4,800	3,500	8,300	4,800	11,731	9,200	9,200	X						X		1915: 10,860 AF 1925: 3,670 AF 1948: 18,100 AF		
City of Sacramento	68,500	21,200	89,700	30,000	146,321	96,876	126,564		X					X	X	Sacramento River: 145,700 American River: 81,800 AF		
SSWD	8,200	22,700	30,900	8,200	46,821	33,087	36,574	X			X			X				From PCWA: up to 29,000 AF From City of Sac: 26,064 AF From SJWD: up to 6,000 AF ³
Cal-Am	2,600	24,600	27,200	< 2,600 ⁴	65,518	32,638	36,674		X	X				X	X			City of Sac: 3.46 MGD (non-firm) + 2.3 MGD (Firm) SCWA: 50 gpm PCWA: 2.02 MGD SSWD: 2,000 AF
SCWA	15,100	22,500	37,600	0	62,117	46,555	77,359		X					X		1918: 805 AF 1995: 71,000 AF	SMUD Contract: 30,000 AF Fazio Contract: 15,000 AF	Aerojet: 8,900 AF
Totals	242,800	106,380	349,180	152,748	531,001	390,688	518,553											

1. Production data as collected and distributed by the Regional Water Authority, which includes treated retail water used within each respective service area

2. Demands For retail water as reported in the 2020 Urban Water Management Plans (except where noted).

3. Water from SJWD to SSWD is not delivered under a standing agreement; these values represent recent annual volumes sold to SSWD.

4. Cal-Am purchases surface water from multiple agencies, some of which have access to American River water. The value above is a crude estimation of CalAm's American River water uses within their service area

5. Fazio subject to EDWA negotiations

6. Projected demands for EID include treated and untreated retail and wholesale water. Wholesale agreements are included as they are not with a WF member(s).

7. Projected demands for PCWA include treated retail water only. Wholesale demands are not included as agreements include WF members. PCWA untreated retail demands for 2020 were 75,548 AF, and 2040 projections are 66,313 AF.

8. Includes non-potable water delivered to Willow Hill Reservoir

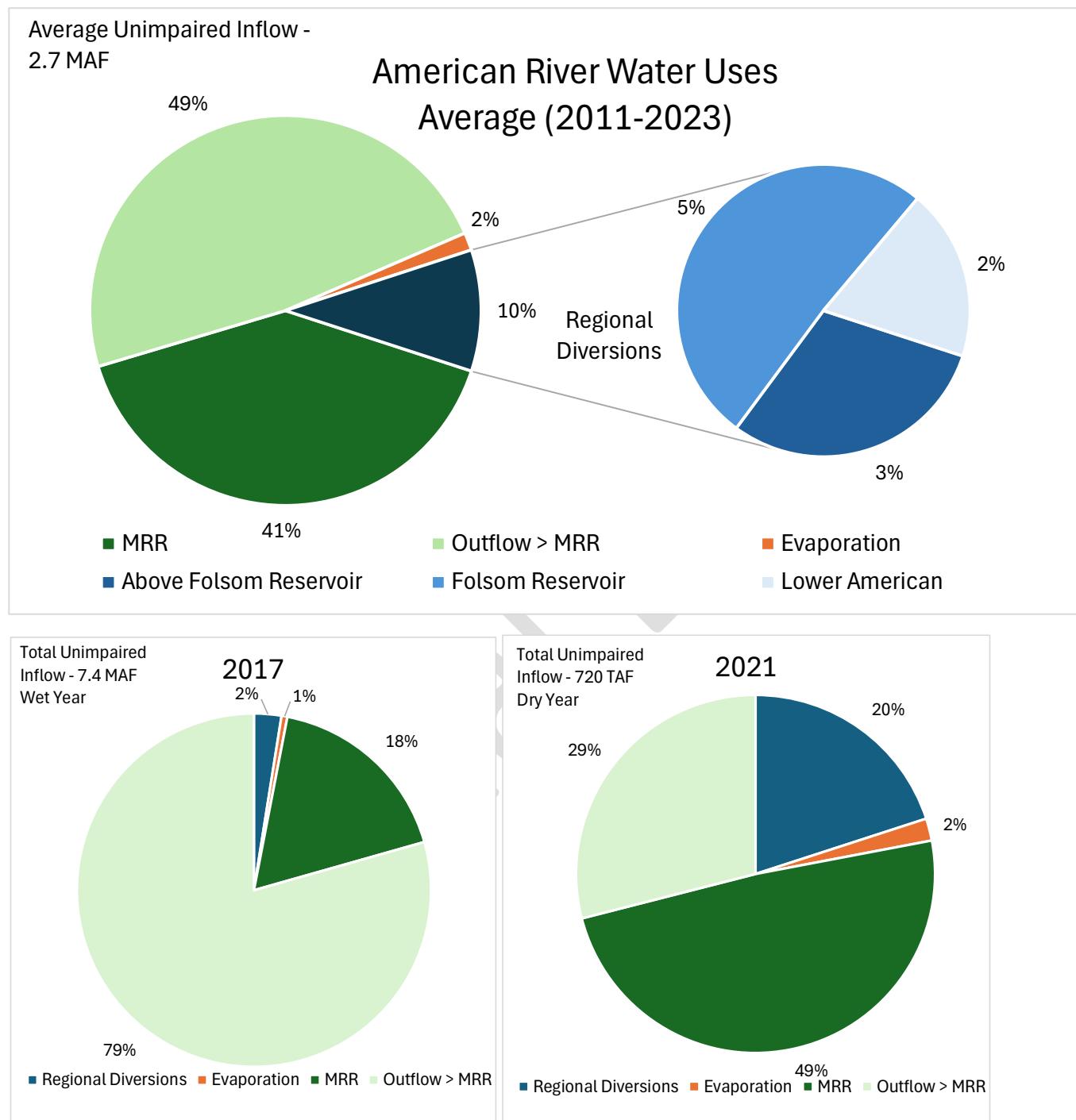
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American River Water Uses

The figures below summarize historical “uses” of American River water relative to the total water based on available data. The uses of the water were categorized and quantified annually based on their application within the American River watershed, as follows:

- **Minimum Release requirements (MRRs)** – Water released on the Lower American River (LAR) in accordance with the Flow Management Standard (FMS).
- **Outflow > MRR** – Water released on the LAR above the MRR
- **Evaporation** – Water that evaporates from Folsom Reservoir
- **Regional Diversions** – These volumes are grouped based on their location of diversions (upstream, Folsom Reservoir, Lower American River).

The information is summarized to show the average for the years 2011-2023, and wet and dry years (2017 and 2021) are included to show how the relative proportions change based on the hydrology for a given year. Regional diversions can range from as low as 2% of the available water in the American River in wet years, to closer to 20% in dry years. The average proportion of regional diversions relative to other uses of American River water was 10% for the 13-years summarized.



Notes: Includes various datasets from California Data Exchange Center (CDEC) and RWA water production data.

Figure 1. American River Water Uses

Regional Projects

Table 2 provides a summary of the projects include in the agencies' PSA proposals. These are projects that are envisioned to support the Water Forum's coequal goals. In addition, there are two major regional projects currently in different phases of planning and study: the Regional Water Bank, and River Arc. Each agency's participation in each of those projects is included for ease of reference.

Internal Draft

Table 2. Summary of Agency Projects

Agency	Structural	Non-Structural	River Arc Partner	Regional Water Bank Partner
EID	<ul style="list-style-type: none"> • Sly Park Intertie (construction to begin in 2024) • Silver Lake Dam Replacement • Addition of upstream point of diversion to Permit 21112 • Improved and expanded transmission within the District distribution system (as described in Water and Recycled Water Master Plan) • Expanding treatment capacity at El Dorado Hills Water Treatment Plant • Recycled water storage project • Infrastructure hardening (i.e. convert flumes to concrete, hypalon cover replacement, etc.) 	<ul style="list-style-type: none"> • Regional water transfers and agreements (partnerships) • Addition of upstream point of diversion to Permit 21112 • Negotiation of agreement with EDCWA to utilize Fazio water 		X
PCWA	<ul style="list-style-type: none"> • Ecological Forest Health • RiverArc Project • Untreated Water Conservation Program • Placer County Conservation Program <ul style="list-style-type: none"> • Land Use • Auburn Ravine Fish Passage • Infrastructure 	<ul style="list-style-type: none"> • American River Water Rights Extension Project <ul style="list-style-type: none"> • Expanded Water Rights Place of Use • Warren Act Contract • Water Transfers • Treated and Untreated Water Conservation • Placer County-Wide Masterplan • Groundwater: <ul style="list-style-type: none"> • Conjunctive Use • Prohibition on use for development • Wholesale Water Supply Contracts <ul style="list-style-type: none"> • City of Roseville • SJWD • SSWD • Supplemental contract for cooperative pipeline • EBMUD 	X	X
City of Folsom	<ul style="list-style-type: none"> • New or improved interties with other purveyors that have access to groundwater and surface water • New surface water storage opportunities upstream of Folsom Reservoir • Groundwater storage opportunities in the Sacramento Regional Water Bank • Non-potable infrastructure to deliver remediated groundwater for non-potable irrigation purposes within the City's water service area • Alternative raw water supply projects to improve reliability and redundancy of delivering raw water from Reclamation to the City 	<ul style="list-style-type: none"> • Agreements with neighboring purveyors for conjunctive use opportunities • Continued water use efficiency programs for the City • Funding for water use efficiency rebates for the City • Conserved water transfers consistent with the California Water Code that do not negatively impact the Lower American River • Water banking transfers consistent with SGMA 		X
City of Roseville	<ul style="list-style-type: none"> • Additional Aquifer Storage and Recovery (ASR) wells to be added into the service portfolio • Raw water pipeline connecting PCWA's Foothills Water Treatment Plant to Roseville's Barton Road Water Treatment Plant designed as a redundant way to access contracted water supplies and mitigate the potential future risk of “dead pool” conditions at Folsom Reservoirs intake structure • Treated water capacity improvements in PCWA's system and shared interties to build more capacity to serve water demands in case there is an emergency or Roseville experiences a constriction of water supply deliveries due to “dead pool” conditions at Folsom Reservoir. • Support other redundant water access projects at Folsom Reservoir that reduce the risk posed to water supplies by potential future “dead pool” conditions. • Support Roseville's participation in the RiverArc Project, which could reduce diversions from the American River, once constructed and operational 	<ul style="list-style-type: none"> • Support Roseville's participation in the RiverArc Project, which could reduce diversions from the American River, once constructed and operational 	X	X

Table 2. Summary of Agency Projects

Agency	Structural	Non-Structural	River Arc Partner	Regional Water Bank Partner
SIWD	<ul style="list-style-type: none"> • Alternative raw water supply projects to improve reliability and redundancy of delivering raw water from Folsom Reservoir. • Renovation or installation of groundwater production and injection facilities, including those necessary to support expansion of the regional water bank. • Infrastructure repair and replacement projects. 	<ul style="list-style-type: none"> • Expansion of water use efficiency programs to reduce demands on American River supplies. • Development and implementation of projects to meet all new regulatory requirements. 		X
SMUD		<ul style="list-style-type: none"> • Water transfer agreement with Roseville for 2,000AF per year (goes through February 2026). 		
Golden State WC	Pending	Pending		
Carmichael	<ul style="list-style-type: none"> • Rehabilitation and/or replace Ranney collector laterals to ensure river bank integrity. • Complete additional well replacement projects to increase ASR capabilities. • System pressure zone modifications for efficiency water use and energy management. 	<ul style="list-style-type: none"> • Additional groundwater storage opportunities in the Regional Water Bank. • Regional water efficiency/conservation campaigns. 		X
City of Sacramento	<ul style="list-style-type: none"> • New or improved interties with other purveyors, in particular ones that promote groundwater recharge and conjunctive use • Rehabilitation and modernization of existing water facilities • New or expanded facilities on the Sacramento River (e.g., RiverArc or SRWTP expansion) and treatment, storage, and conveyance systems necessary to provide clean, safe, potable water. • New groundwater facilities consistent with adopted groundwater sustainability plans • Expanded groundwater monitoring infrastructure and data transparency platforms • Projects as defined in basin GSPs. • Structural and Non-structural projects and programs to ensure success of the Healthy Rivers and Landscape Program (i.e. Voluntary Agreement) or a similar tributary-specific program that improves the ecosystem, protects local water entitlements, and maintains better cold water pool conditions in Folsom and the Lower American River. 	<ul style="list-style-type: none"> • Agreements with neighboring purveyors for conjunctive use opportunities • Continued water use efficiency programs and funding support for the City • Water transfers consistent with GSPs and the CWC • Points of diversion on Sacramento River (e.g. RiverArc, SRWTP, and Freeport) • Implementation of contractual agreement for water exchange between City and SMUD • Extension and/or License of Water Entitlements. • Support for identifying underground storage as a beneficial use of surface water. • Changes in water rates to support projects supporting coequal objectives • Continued staffing support, when requested, for implementation of LAR ecosystem projects • Additional funding support from the City for science and ecosystem benefits as part of the 2024 Healthy Rivers proposal to SWRCB or a tributary-specific alternative. • Local and Statewide advocacy for the FMS on the lower American River and improved carryover storage within Folsom Reservoir. • Support for MAR/ FIRO where beneficial to the coequal objectives • Management actions as defined in basin GSPs and periodic 5-year evaluations and updates. 	X	X
SSWD	<ul style="list-style-type: none"> • Aquifer Storage and Recovery wells • New or improved interties with other purveyors, in particular ones that promote groundwater recharge • Rehabilitation and modernization of existing water facilities • New replacement groundwater facilities consistent with adopted groundwater sustainability plans • Structural projects and programs to help ensure the success of the Healthy Rivers and Landscapes Program (aka Voluntary Agreements) or similar tributary-specific programs (e.g., the ARTESIAN program) improve the ecosystem, protect local water entitlements, and maintain better cold water pool conditions and management in Folsom Reservoir and the Lower American River 	<ul style="list-style-type: none"> • Agreements with neighboring purveyors for conjunctive use opportunities • Continued water use efficiency programs and funding support • Water transfers consistent with Groundwater Sustainability Plans and the California Water Code • Support for identifying underground storage as a beneficial use of surface water • Support and active participation in management and other actions under the groundwater sustainability plans for the NASb • Local and statewide advocacy for the FMS. 		X
Cal-Am	<ul style="list-style-type: none"> • Well Rehabilitation and Replacement Program • Pipeline Replacement Program • Advanced Metering Infrastructure 	<ul style="list-style-type: none"> • Water Conservation Program • Supports River Arc 		

Table 2. Summary of Agency Projects

Agency	Structural	Non-Structural	River Arc Partner	Regional Water Bank Partner
EBMUD	<ul style="list-style-type: none"> • Evaluation of Dedicated storage in LVE (up to 30 TAF) • Expanded water conservation programs • Expanded DREAM project - Expanded yield still to be determined. • Expanded recycled water, including evaluation of potable reuse potential and feasibility- Current goal: 20 MGD by 2040 (non-potable reuse). • Long-Term Water Purchase Agreement with PCWA for Water Forum releases • Mokelumne Aqueducts Resiliency Project (MARP) 	<ul style="list-style-type: none"> • Evaluate potential participation in the Sacramento Regional Groundwater Bank. • 10 TAF CVP Contract Assignment from SMUD to participate in LVE or potentially Sacramento Regional Groundwater Bank. • Long-Term Water Transfer Agreement with Yuba Water Agency for Yuba Accord releases • Mokelumne Voluntary Agreement 		
SCWA	<ul style="list-style-type: none"> • Improved interties • Improved groundwater infrastructure including possible aquifer storage and recovery • Expanding Treatment Capacity at VSWTP • Provide surface water supplies to groundwater-only service areas 	<ul style="list-style-type: none"> • Regional Water Transfers and Agreements (partnerships) 	X	X

PSA Surface Water Management Proposal

Table 3 provides a summary of the PSA surface water management proposals submitted for inclusion in the Water Forum 2.0 agreement. These proposals were developed based on the guidance provided by the Water Supply Sustainability (WSS) working group (WG). Each proposal is intended to support the coequal objectives and implement the surface water management guiding principles identified by the WSS WG and vetted with each of the caucuses.

Surface Water Management Guiding Principles:

1. Prioritize alternative supplies to surface water from the American River system in dry conditions to provide flow and water quality¹ benefits for the Lower American River.
 - a. Pursue opportunities for increased groundwater pumping to allow surface water to remain in the Lower American River.
 - b. Pursue opportunities for increased diversions from the Sacramento River as an alternative to surface water from the American River system.
2. Ensure surface water commitments are in balance with regional efforts for groundwater sustainability.
 - a. Prioritize surface water diversions in wet conditions to allow groundwater recharge.

Table 3 includes a narrative description for each of the proposals, as well as a quantification of proposed American River diversions (where possible based on interpretation of proposals). The quantifications of American River diversions are offered for context, and (in most cases) does not represent a firm proposed commitment. The proposals were developed based on the hydrologic conditions defined below, which are consistent with the current Water Forum Agreement (WF 1.0).

Notes on Definitions:

Unimpaired Inflow to Folsom Reservoir (UIFR) – Representation of Folsom Reservoir unimpaired inflows from March through November. Includes the summation of Bulletin 120 estimation of inflows for the months of March through September and assumes 30 TAF total unimpaired inflows for both October and November (60 TAF total for the two months combined).

Normal Conditions – UIFR > 950 TAF

Drier Conditions – 950 TAF > UIFR > 400 TAF

Driest Conditions – UIFR < 400 TAF

¹ Including temperature, dissolved oxygen, and potentially other characteristics.

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Table 3. Proposals for WF 2.0 Surface Water Management

			WF 2.0 Quantification of American River Diversions (where possible) These Values Do Not Necessarily Represent Proposed Commitments (please see relevant descriptions)								
WF 2.0 Description of Surface Water Diversions			Current Conditions Estimate (AFY)			Future Conditions Estimate (AFY)					
	Normal Conditions (UIFR > 950 TAF)	Drier Conditions (950 > UIFR > 400 TAF)	Driest Conditions (UIFR < 400 TAF)	Normal Conditions (UIFR > 950 TAF)	Drier Conditions (950 > UIFR > 400 TAF)	Driest Conditions (UIFR < 400 TAF)	Normal Conditions (UIFR > 950 TAF)	Drier Conditions (950 > UIFR > 400 TAF)	Driest Conditions (UIFR < 400 TAF)	WF 1.0 PSA Notes	
EID	Use American River supplies to meet up to 65% of its forecasted 5-year total potable demand and potentially provide transfer water for conjunctive use to improve groundwater conditions	Maintain "normal" diversions Provide downstream benefits through the reoperation and transfer of stored supplies and entitlements to LAR purveyors (quantity dependent on watershed conditions and storage)	Maintain "normal" diversions Provide downstream benefits through the reoperation and transfer of stored supplies and entitlements to LAR purveyors (quantity dependent on watershed conditions and storage)	22,750	22,750	22,750	26,000	26,000	26,000	NA	
PCWA	155,000 AFY (total of water rights permits and CVP contract)	155,000 AFY from the American River and will replace up to 47,000 AFY (27,000 AFY for PCWA and 20,000 AFY for City of Roseville) of water through reoperation of MFP reservoirs	Conference with stakeholders on how available water should be managed. Likely reductions deliveries (50% reduction in irrigation water, 20% reduction in treated water)	120,000	120,000	-- ²	120,000	120,000	-- ²	Previous normal conditions diversions were stated at 35.5 TAF/year. Replacement water values are consistent in the 2.0 proposal (47 TAF).	
City of Folsom	The current 5-year UWMP projections will serve as the basis of diversions	Reduce surface water diversions up to 10 percent or as required by the City's Water Shortage Contingency Plan, whichever is greatest	Reduce surface water diversions up to 20 percent, as required by the City's Water Shortage Contingency Plan, or as required by any mandates issued by the State of California, whichever is greatest	20,500	18,450	16,400	25,145	22,631	20,116	Previous normal conditions diversions were stated at 34 TAF/year with a step function down to driest conditions at 20 TAF/year.	
City of Roseville	Diversions would be defined by the most recent UWMP's 5-year projected demand	Diversions would decrease linearly from normal levels to the driest conditions ²	Reduce surface water diversions from Normal Diversions by 20%.	50,600	50,600-40,480 (linear reduction)	40,480	57,600	50,600-40,480 (linear reduction)	46,080	Previous normal conditions diversions were stated at 58.9 TAF/year with a linear reduction down to driest conditions at 43.8 TAF/year.	
SJWD Consortium	SJWD will divert and the SJWD Consortium will use 38,603 AF within the current SJWD wholesale service area	SJWD will divert and the SJWD Consortium will use a decreasing amount of surface water from 38,603 AF to 30,882 AF within the current SJWD wholesale service area. SJWD Consortium will reduce its surface water demand by additional conservation (up to 20%) and use of groundwater	SJWD will reduce its diversion to 30,882 AF for use within the current SJWD wholesale service area. SJWD Consortium will reduce its surface water demand by additional conservation (up to 20%) and use of groundwater	38,603	38,603-30,882	30,882	38,603	38,603-30,882	30,882	Previous normal conditions diversions were stated at 82.2 TAF/year with a linear reduction down to driest conditions at 54.2 TAF/year.	

Table 3. Proposals for WF 2.0 Surface Water Management

			WF 2.0 Quantification of American River Diversions (where possible) These Values Do Not Necessarily Represent Proposed Commitments (please see relevant descriptions)								
WF 2.0 Description of Surface Water Diversions			Current Conditions Estimate (AFY)			Future Conditions Estimate (AFY)			WF 1.0 PSA Notes		
	Normal Conditions (UIFR > 950 TAF)	Drier Conditions (950 > UIFR > 400 TAF)	Driest Conditions (UIFR < 400 TAF)	Normal Conditions (UIFR > 950 TAF)	Drier Conditions (950 > UIFR > 400 TAF)	Driest Conditions (UIFR < 400 TAF)	Normal Conditions (UIFR > 950 TAF)	Drier Conditions (950 > UIFR > 400 TAF)	Driest Conditions (UIFR < 400 TAF)		
SMUD	Entitlements total 45,000 AFY, though the maximum diverted in the last 10-years is around 6,100 AFY (2013).	Cosumnes Power Plant will need to operate during drier years to meet critical local and regional electrical demands. In fact, the need to operate the CPP could increase in drier years due to dry year reductions in hydroelectric supply or potentially higher temperatures leading to increased use of air conditioning	Cosumnes Power Plant will need to operate during drier years to meet critical local and regional electrical demands. In fact, the need to operate the CPP could increase in drier years due to dry year reductions in hydroelectric supply or potentially higher temperatures leading to increased use of air conditioning	-- ²	-- ²	-- ²	-- ²	-- ²	-- ²	Previous normal conditions diversions were stated at 30 TAF/year (to be taken at the FSC), with a linear reduction down to driest conditions at 15 TAF/year. An additional 15 TAF/year from the CoS to be used within the CoS POU (in all years).	
Golden State WC	Pending	Pending	Pending	--	--	--	--	--	--	Previous commitments for surface water are stated as 5 TAF/year in all conditions.	
Carmichael WD	Future diversions from the American River may increase during normal and wet years by 1,500 to 3,000 AFY for storage into the groundwater basin	Implement water conservation measures to reduce demands by 10% or as required by the District's Water Shortage Contingency Plan	Implement water conservation measure to reduce demands by 10 – 20% or as required by the District Water Shortage Contingency Plan	14,000	12,000	12,000	14,000	12,000	12,000	Previous diversions were stated to be 14 TAF/year in all conditions, with the expectation that Water Conservation BMPs would reduce demand to 12 TAF/yr for all years.	
City of Sacramento ¹	Diversion up to 200 MGD so long as the flow bypassing the diversion at the FWTP is greater than the Hodge Flow Criteria, otherwise diversions will conform with Hodge Flow Criteria and corresponding diversion rates. City water diverted at FWTP in drier conditions in accordance with the foregoing limitations could be used anywhere within the City's authorized POU as it exists now and in the future	Diversion up to 200 MGD so long as the flow bypassing the diversion at the FWTP is greater than the Hodge Flow Criteria, otherwise diversions will conform with Hodge Flow Criteria and corresponding diversion rates. City water diverted at FWTP in drier conditions in accordance with the foregoing limitations could be used anywhere within the City's authorized POU as it exists now and in the future	Diversions at FWTP to be no greater than 155 cfs and not greater than 50,000 AFY	-- ²	89,000 ¹	50,000 (from FWTP)	-- ²	89,000 ¹	50,000 (from FWTP)	Previous commitments stated operations per Hodge Flows, and limiting diversions from FWTP in the driest conditions to 155 cfs and no more than 50 TAF/year. Included additional constraints on wholesaling water to neighboring agencies based on Hodge Flows. Key WF PSA terms were added to WR in 2001.	

Table 3. Proposals for WF 2.0 Surface Water Management

			WF 2.0 Quantification of American River Diversions (where possible) These Values Do Not Necessarily Represent Proposed Commitments (please see relevant descriptions)								
WF 2.0 Description of Surface Water Diversions			Current Conditions Estimate (AFY)			Future Conditions Estimate (AFY)					
	Normal Conditions (UIFR > 950 TAF)	Drier Conditions (950 > UIFR > 400 TAF)	Driest Conditions (UIFR < 400 TAF)	Normal Conditions (UIFR > 950 TAF)	Drier Conditions (950 > UIFR > 400 TAF)	Driest Conditions (UIFR < 400 TAF)	Normal Conditions (UIFR > 950 TAF)	Drier Conditions (950 > UIFR > 400 TAF)	Driest Conditions (UIFR < 400 TAF)	WF 1.0 PSA Notes	
SSWD	Utilize contracts with neighboring agencies (currently CoS and PCWA) to access surface water and allow groundwater to replenish.	Use groundwater to meet customer demands in a discretionary fashion to support regional conjunctive use goals, operational levels of service, and the WF coequal objectives.	Use groundwater to meet customer demands in a discretionary fashion to support regional conjunctive use goals, operational levels of service, and the WF coequal objectives.	-- ²	-- ²	-- ²	-- ²	-- ²	-- ²	Previous PSA was based on unique service areas within SSWD with specific stipulations for purchase contracts (i.e., 29 TAF of PCWA water when UIFR>950). PSA also included contingencies for the future construction of the "Sacramento Pipeline" (now termed River Arc).	
Cal-Am	Use surface water as it is available through purchase water agreements with the CoS, PCWA, SCWA, and SSWD	Use groundwater to meet customer demands in a discretionary fashion to support regional conjunctive use goals, operational levels of service, and the WF coequal objectives.	Use groundwater to meet customer demands in a discretionary fashion to support regional conjunctive use goals, operational levels of service, and the WF coequal objectives.	-- ²	-- ²	-- ²	-- ²	-- ²	-- ²	Previous PSA was based on unique service areas within CalAM with specific stipulations for purchase contracts (i.e., 4.83 TAF from CoS when LAR flow > Hodge).	
East Bay MUD	Diversions are from the Sacramento River. Proposals do not include specific diversions based on defined hydrologic conditions. Proposals articulate contributions to the coequal objectives beyond American river diversions.			-- ²	-- ²	-- ²	-- ²	-- ²	-- ²	NA	
SCWA	Diversions are from the Sacramento River. Proposals do not include specific diversions based on defined hydrologic conditions. Proposals articulate contributions to the coequal objectives beyond American river diversions.			-- ²	-- ²	-- ²	-- ²	-- ²	-- ²	Previous commitments for surface water are stated as 87 TAF/year in all conditions, with water assumed to be diverted at the mouth of the American River or the Sacramento River (SCWA constructed Freeport to support these diversions and avoid impacts to the LAR).	

1. "Drier" Conditions quantification assumes that Hodge flows control for the whole year and FWTP is operated at allowable capacity full-time. This volume is a high bookend offered for context. Historical diversions have been around 30 TAF/year.

2. Quantification either not possible or does not offer helpful context. Empty cells do not indicate a proposal without American River diversions when conditions apply. Please refer to the relevant narrative description.

INTENTIONALLY BLANK

Critical Storage Conditions

Critical storage conditions are of keen interest to all of the caucuses and there is a strong desire to understand how the region will function when Folsom Reservoir storage reaches critically low levels (which is forecasted to occur more frequently under climate change). Within the PSA proposals, each agency provided a description of anticipated operations under critically low storage levels – both impending low storage and real-time low storage. Critically low storage was defined as 110,000 TAF (a level at which the function of Municipal and Industrial (M&I) intakes on Folsom Dam is severely threatened).

The consequences of such low reservoir storage vary depending on the agency and their relative reliance on Folsom Reservoir. However, those agencies that divert from Folsom Reservoir clearly have a greater risk. The agencies diverting from Folsom Reservoir have access to emergency pumps/barges that today could provide only a total of approximately 90 cfs from the reservoir if the lake dropped below the functional level necessary to maintain operation of the M&I intakes (the 90 cfs would be shared by Folsom, Roseville, and SJWD). This diversion capacity compares to a 2024 peak delivery of about 320 cfs through those intakes.

In the coming months there will be additional materials synthesizing the information offered in the PSA proposals related to critical storage conditions.

Regional Map

Figure 2 below shows the respective service areas for the Sacramento area regional purveyors.

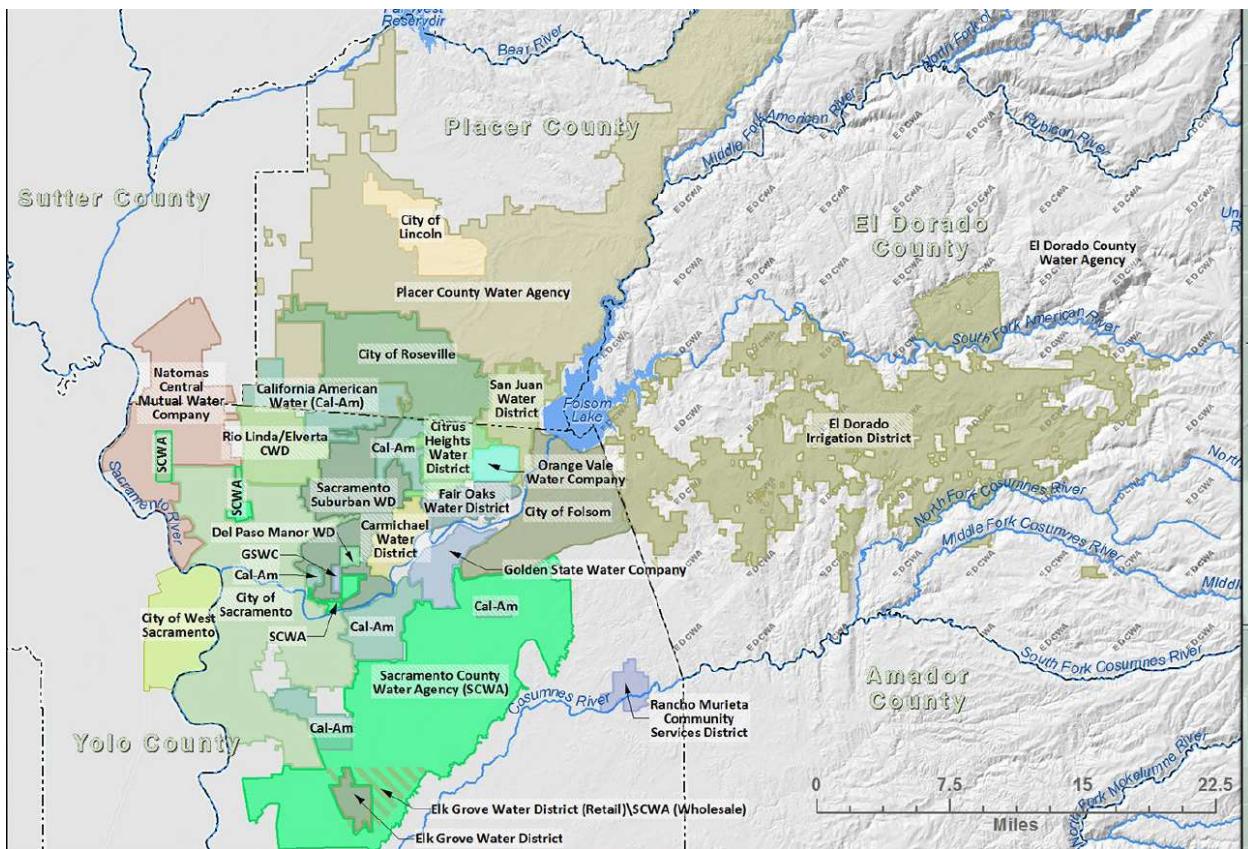


Figure 2. Sacramento Regional Water Purveyors Map

List of Acronyms

AF	acre-feet
AFY	acre-feet per year
ASR	Aquifer Storage and Recovery
CoS	City of Sacramento
CVP	Central Valley Project
CWC	California Water Code
EBMUD	East Bay Municipal Utility District
EID	El Dorado Irrigation District
FIRO	Forecast Informed Reservoir Operations
FMS	Flow Management Standard
FSC	Folsom South Canal
FWTP	Fairbairn Water Treatment Plan
gpm	gallons per minute
GSP	Groundwater Sustainability Plan
LVE	Los Vaqueros Reservoir
MAF	million acre-feet
MAR	Managed Aquifer Recovery
MARP	Mokelumne Aqueducts Resiliency Project
MFP	Middle Fork Project
MGD	million gallons per day
MRRs	minimum release requirements
NASb	North American Subbasin
PCWA	Placer County Water District
PSA	Purveyor Specific Agreement
RWA	Regional Water Authority
SASb	South American Subbasin
SCWA	Sacramento County Water Agency
SGMA	Sustainable Groundwater Management Act
SJWD	San Juan Water District
SMUD	Sacramento Municipal Utility District
SRWTP	Sacramento River Water Treatment Plant
SSWD	Sacramento Suburban Water District
SWRCB	State Water Resources Control Board
TAF	thousand acre-feet
U/S	upstream
UIFR	Unimpaired Inflow to Folsom Reservoir
UWMP	Urban Water Management Plan
WF	Water Forum
WR	Water Right

ATTACHMENT 2

Updated as of 10/30/24 (based on 10/21/24 Working Group discussions)

Water Forum Agreement Governance, Funding, and Administration Working Draft Language – October 2024

Note to Working Group: This is a working draft document; updated as of October 30, 2024, based on the 10/21 Working Group discussion. All language should be considered confirmed by the working group unless otherwise noted by underline/strikeout or in a comment. Language is written as it would appear in a draft Water Forum (WF) Agreement (present tense). Comments throughout the document identify outstanding topics for deliberation.

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Commented [1]: Consistent protocols:

- * Refer to this agreement as Water Forum Agreement or Agreement
- * Plenary in caps
- * Refer to WF members as Members, Signatories, Signatory Agencies or Member organizations
- * If referring to past WF Agreement, refer to as Water Forum Agreement (2000)

To decide:

- * Capitalize member or not?
- * Want to think about how to refer to Sac City and County in this document given the likely shift in funding burden to other water purveyors
- * Serial commas or not

Governance

Intent

Water Forum commits to sustaining a robust governance, funding, and administrative structure for the organization, in service of the coequal objectives:

To provide a reliable and safe water supply for the region's economic health and planned development through; and

To preserve the Lower American River's fishery, wildlife, recreational, and aesthetic values.

The structure of the organization builds on the success of the existing Water Forum and is intended to support the programs through the 25-year life of the Water Forum Agreement (referred to as Agreement).

Guiding Principles

These guiding principles are crucial to maintaining the long-term integrity and efficacy of the Water Forum as an interest-based organization. These principles serve as both a touchstone to guide our work, as well as a scorecard to measure the extent to which an evolving governance approach is consistent with and likely to further these principles. Collectively, these principles work to instill confidence – both internally and externally – in Water Forum direction, decisions, and actions. Water Forum members ¹(also referred to as signatories or member organizations) support and actively practice the principles outlined below.

General

1. **Commitment to The Water Forum Way.** The Water Forum Way is an explicit set of mutual obligations that has guided Water Forum members' engagement with one another since its inception. Members demonstrate adherence to the Water Forum Way through the following practices:
 - Mutual gains approach and collaborative effort to seek consensus and build trust;
 - Participating with an open-minded, respectful, and interest-based approach to all discussions;
 - Working through challenges, search for and find balance across the Water Forum's coequal objectives;
 - Understanding Water Forum processes and players;
 - Surfacing and seeking to understand and accommodate differences and interests among Water Forum members; and
 - Working with diverse groups to enable voices to be heard and to have an opportunity to have a seat at the table.

All members of the Water Forum, as well as staff and consultants, commit to adhere to the Water Forum Way and hold each other accountable for reinforcing the practice.

¹ The term "member" in this document is intended to refer to an organization that is a signatory to the Water Forum Agreement or its designated representative. Member and signatory can be used interchangeably.

2. ***Commitment to bridging differences in perspectives, experiences, and resources.*** Natural resource management and policy can be a place of conflicting and competing interests and resources, both within and across regions. An effective Water Forum governance creates a platform for diverse Sacramento region participants to have the hard conversations necessary to build consensus for the needed actions within the region and to advocate for its interests with others elsewhere. Water Forum members recognize that effective governance is grounded in a process that holds at its core the following:

- Inclusive and active participation;
- Governing processes that address potential inequities to achieve a more level playing field and hear all members' perspectives;
- Encourage novel thinking to address the coequal objectives;
- Mechanisms that foster timely decision-making (e.g., avoids gridlock or handing any one-party veto power, etc.);
- A "no surprises" policy that puts a premium on member candor and full disclosure on Water Forum-related issues; and
- Builds and tests for broad buy-in for any agreed-upon actions and decisions.

3. ***Commitment to open, transparent public process.*** The Water Forum is committed to acting in a manner that improves and strengthens public trust. Water Forum members believe that as public agencies and representatives of diverse interests, it is imperative that our actions are open and transparent, and that we work diligently to maintain accountability and build trust in our work.

4. ***Commitment to understanding how Water Forum work impacts our region's diverse communities.*** Consistent with these principles, Water Forum members are committed to a governance approach that builds in effective and credible mechanisms to understand and consider how the diversity of perspectives and communities in our region intersect with the Water Forum's work and priorities. We recognize that we "don't know what we don't know" and strive to create a structure that fosters shared learning. To that end, the Water Forum embraces a governance structure and culture that fosters the following:

- Each caucus striving to bring diverse and traditionally under-represented voices into its caucus and discussions
- Discussions and learning sessions that help Water Forum members understand how their pursuit of the coequal objectives may have the potential to impact – positively or negatively – the full range of individuals and communities within our region and especially those who may have a nexus with historic and current inequities
- Identify and, as practicable, address barriers to full participation by communities and stakeholders potentially impacted by Water Forum activities; consider partnerships with community groups to increase engagement with/by under-represented groups and ensure their interests are included as part of Water Forum deliberations.

Learn from one another and share effective techniques to strengthen outreach and inclusion of communities and people traditionally on the periphery of Water Forum-

related discussions; look to state resources to support these efforts; and consult with known diverse constituencies to advise on best practices.

The Program Element on Diversity, Equity and Inclusion (found elsewhere in this document) speaks to more specific strategies for considering how aspects of Water Forum work under this Agreement may intersect and impact diverse communities and constituencies.

5. **Principles require Practice.** The Water Forum practices the principles of our work on a regular basis through tools such as meeting ground rules, addressing gaps in representation and the practice of disclosures. Consistent with these principles, Water Forum members are committed to a governance approach that builds on effective and credible mechanisms to understand and consider how our region's diversity of perspectives and communities intersect with the Water Forum's work and priorities.

Governance

6. **Governance that is scaled to meet the mission.** The Water Forum's governance structures (including budget, staffing, programs and representation) are appropriately scaled to the Water Forum's mission and related tasks (as defined by the coequal objectives); while balancing the need for robust and inclusive learning, discussion, and decision-making with the reality of member resource and capacity constraints.
7. **Governance that avoids duplication of efforts.** Water Forum governance should be structured to complement, not replicate, efforts undertaken elsewhere (within and outside the region) that have the potential to further (or impact) its coequal objectives.
8. **Governance that supports learning and community engagement.** Given its commitment to build a broad coalition for advancing its coequal objectives, the Water Forum will ensure its governance structure includes ongoing and effective mechanisms and opportunities to learn from one another and to educate and learn from external community groups potentially impacted by Water Forum actions.
9. **Clear roles and responsibilities for all facets of the Water Forum.**
An effective governance structure articulates clear roles and responsibilities for all facets of the Water Forum, including members, staff and consultants, as well as written charters for any established committees that describe their purpose, scope, participation, leadership roles and any decision-making protocols. It also incorporates a clear process to identify and learn about recruitment that improves representation and onboarding and mentoring of new members, as well as ensure current members understand the updated governance structure.
10. **Effective leadership fosters productive dialogue and consensus building.** The Water Forum is an organization that relies on participation of individual member organizations in the Plenary and in interest-based caucuses. This governance structure relies on the active participation of its members and leadership to foster trust within and across caucuses and between and among Water Forum members, staff and consultants. Any leadership for caucuses or committees are

intended to facilitate representative, effective and efficient communication, not replace the Water Forum's consensus-based decision-making structure.

Funding

11. **Finance Mechanisms.** Effective Water Forum governance must provide a clear and reliable finance mechanism to generate the needed funding, as well as a transparent and inclusive vehicle for identifying and confirming funding sources.
12. **Diverse funding sources.** Water Forum activities are to be funded through a mix of water purveyor contributions, state and/or federal grants, and in-kind contributions of non-monetary support for Water Forum initiatives, including advocacy, public outreach, in-kind contributions of time, etc.
13. **Commitment to affordability and cost-effectiveness of actions.** When considering program areas and priorities, the Water Forum has a commitment to understanding the cost-effectiveness and affordability of its actions. The Water Forum further acknowledges that while program and activities are funded through a range of sources, they are primarily funded through local ratepayers and we have a responsibility to provide clear benefit to the public.

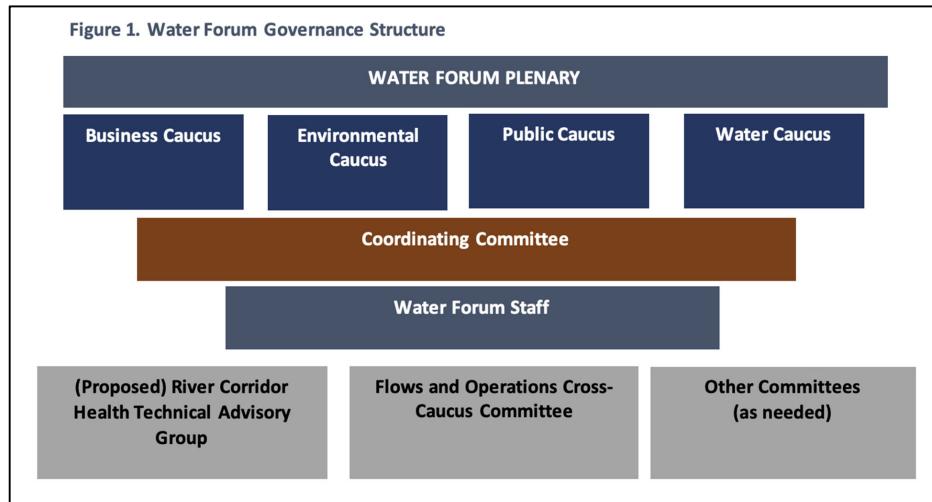
Administration

14. **Authority and Accountability.** Water Forum governance should articulate clear lines of authority and accountability between and among all parties to the Agreement. This accountability is intended to cover all aspects of the Water Forum work, including but not limited to: members to members; members and staff to one another; members and staff to the Water Forum mission and agreed-upon actions and priorities; and the Water Forum to the affected public.
15. **Tracking Progress.** Understanding, tracking and reporting on Water Forum progress is essential to furthering its mission and goals and fostering thoughtful consideration of any needed changes in its work and approach over the life of the Agreement. To that end, Water Forum governance should include clear metrics, benchmarks and an agreed-upon process to ensure that Water Forum members and staff can track and, as needed, adapt its work related to the following:
 - Water Forum-led projects and actions intended to support Water Forum's coequal objectives
 - Water Forum member-led projects intended to support Water Forum's coequal objectives
 - A comprehensive understanding of both river health and water supply reliability

Program Elements: Governance Structure

1. Governance Structure

The Water Forum is a collaborative organization that strives to bring together diverse interests in the Sacramento region and American River watershed to create innovative solutions and, when needed, resolve conflict to help achieve the coequal objectives. Below is a description of the Water Forum's governance structure, outlining the organization's members, various bodies, and participant roles and responsibilities.



2. Water Forum Signatories

The Water Forum Agreement is a voluntary agreement that the organizations listed below (?) have signed to carry out actions in support of the coequal objectives. The signatories to the Agreement acknowledge that by signing the Agreement, they commit to support, advocate for, and carry out all actions specified for them in the Water Forum Agreement and any related Purveyor Specific Agreements (PSAs) or implementing agreements. All signatories to the Water Forum Agreement have equal standing in the Water Forum.

Commented [2]: Will need to update once we know where signatures are included in the document

3. Membership

All signatory organizations are considered members of the Water Forum. Participation as a member is expected of entities that sign the Water Forum Agreement, including business, agricultural, and environmental organizations, community groups, water purveyors, and local governments. The Water Forum will continue the interest-based, Water Forum Way process described earlier in the Principles Section and used successfully in developing and implementing earlier Water Forum Agreements.

Commented [MOU3]: Possible linkage between membership and funding. GFA members recommended revising the possible need for tiered membership once the funding allocation approach comes into focus.

Therefore, all Water Forum participants, acting as representatives of their signatory organizations, have the following responsibilities:

- Commitment to the discipline of interest-based problem solving
- Willingness to invest time and resources to carry out Water Forum Agreement responsibilities
- Willingness to work collaboratively with others
- Commitment to inclusive, fair, and transparent decision-making process;
- Commitment to integrating diversity, equity, inclusion, justice, and accessibility in considerations as part of Water Forum activities and deliberations.

Because the effectiveness of the Water Forum will depend upon cooperation and collaboration among all participants, members will observe the following ground rules:

- Listen carefully and openly discuss issues with others who hold different opinions;
- View a disagreement as a problem to be solved, not a battle to be won;
- Avoid stereotyping and personal attacks on any other representative;
- Avoid questioning or impugning the motivations or intentions of any other representative;
- Respect the integrity and values of other representatives; and
- Honor commitments once made.

Each Water Forum signatory organization may have multiple representatives participating in the Water Forum, but may designate only one signatory representative (and alternate) to participate in formal decision-making actions (see [Section xx](#) below). Signatory organizations are also encouraged to name an alternate to fill in when the designated signatory representative is not [available](#).

Commented [4]: As discussed above, some of this language may need to be refined once the funding allocation approach is better defined.

4. Process for Adding New Members

The Water Forum will utilize the steps below to consider requests by an organization looking to become a new member of the Water Forum once the Agreement has been adopted and is being implemented. New members can be considered at any time.

- Any potential new member contacts the Water Forum Executive Director, an existing member organization, or Caucus to express their interest in becoming a signatory.
- Based on this interest, the Water Forum member or Caucus can nominate the new potential member for consideration. This sponsoring member or caucus is to provide a description of the new member organization. The description includes how and why the proposed member is aligned with, and in support of, the Water Forum's coequal objectives and member participation commitments and responsibilities. The description is distributed to other signatories for their review and consideration.
- If any existing member(s) raises concerns about the proposed new member, the Executive Director – consistent with the Water Forum Way – will bring those members together with the new proposed member to discuss and attempt to resolve any existing conflict prior to their becoming a new member or identify a pathway to address the concerns in a constructive manner through future discussions.
- The new member sponsor works with the Executive Director to put the item on a subsequent Plenary meeting where the prospective member attends. After a discussion, the Plenary votes to accept the new member organization. If the decision to accept the new member organization is not unanimous, the decision-making process (outlined elsewhere in Section xxx of this document) is used to arrive at a final determination.
- Once approved, the new member organization signs the Agreement and their designee joins the

appropriate Caucus.

If the Water Forum is in the midst of updating this Agreement, prospective members organizations can join with the appropriate caucus to participate in discussions related to updating the Agreement. The prospective member organization would only formally join the Water Forum once the new Agreement is put forward for adoption and they opt to sign on as a signatory.

5. Process for Onboarding New Members

When a new organization joins the Water Forum (see section above on adding new members), or a new representative of an existing member organization joins the Plenary, the Executive Director shall implement the Water Forum mentoring program. This Program immediately pairs up the new representative(s) with one or more Caucus representatives (Caucus Mentors). When possible, Caucus Mentors will have at least four years of experience with the Water Forum. The Executive Director will provide briefings regarding the Water Forum Agreement and the full range of Water Forum programs. The Caucus Mentors will provide additional information and insight regarding Caucus operations and interests. Caucus Mentors will also assist the Executive Director in introducing the new member to other Water Forum members outside of their Caucus and join the new members at Plenary sessions. Caucus Mentors will actively mentor new members for the first year of their involvement as a Water Forum member.

6. Process for Handling Consolidations Among Existing Members

In the event two or more distinct signatory organizations already in the Water Forum merge into a single entity, the new entity will inform the Water Forum Executive Director of this change, and that new entity will be considered a single signatory entity within the Water Forum. The new entity will identify its designated representative and alternate.

6.7. Process for Exiting Current Members

When a signatory leaves the Water Forum, the Executive Director will conduct an exit interview with the exiting member to understand their reasons for leaving the Water Forum and share those insights, as appropriate, with the Coordinating Committee, Caucuses and Plenary.

If a member organization is not meeting their stated commitments or its representative(s) is consistently failing to abide by Water Forum participation principles, the issue will first be discussed within the respective caucus. If the issue is not successfully resolved through caucus discussions, a caucus may refer the issue to the Executive Director who will work with the member and the Coordinating Committee to successfully resolve any concerns. If needed, the issue will be referred to the Plenary for further action consistent with the decision-making process described in Process for Renegotiation or Amendment Requests (see [Page xxxx](#))

Program Elements: Roles and Responsibilities

1. Water Forum Plenary

Purpose: The Water Forum Plenary (Plenary) is the main decision-making and information-sharing body for the Water Forum. The Plenary approves the annual Water Forum budget, business plan and Water Forum program directions consistent with the Water Forum Agreement. The Plenary approves the charters of all formed Standing Committees and Technical Advisory Groups. The

Plenary approves and recommends to the Water Forum signatory agencies any necessary changes, amendments, or additions to the Water Forum Agreement.

Composition: The Plenary consists of representatives from the signatory organizations, and each signatory has equal standing in the decision-making process.

The Water Forum recognizes the benefits of the Plenary as a venue for facilitating information-sharing, coordination, and collaboration across a wide range of audiences. To that end, Plenary meetings are considered open forums for both members and non-members. There may be times, based on issues under discussion or particular situations (e.g., litigation or ongoing negotiations), where it is appropriate to limit Plenary meeting participation to signatories only. Such a decision will be made by the Executive Director, in consultation with the Coordinating Committee.

Roles and Responsibilities: Roles and Responsibilities of signatory representatives include engaging in Plenary meetings consistent with the principles stated above.

Disclosures: The Water Forum has a long-standing practice of setting aside time in each meeting (e.g., Plenary, caucus, other) for disclosures. Representatives are encouraged to disclose information about their organization's activities related to the coequal objectives that may be of interest to other participating organizations. These disclosures, typically made verbally at the start of Water Forum Plenary or committee meetings, are intended to keep one another apprised of upcoming communications, actions, testimony at hearings, etc. that may be related to or impact Water Forum activities and / or coequal objectives. For time-sensitive issues, members are encouraged to share disclosures in a timely fashion (e.g., by email or phone to the Executive Director and/or members, as appropriate) rather than waiting for the next available Water Forum meeting. The intent of disclosures is to support a "no surprises" policy among signatories, thereby enhancing collaboration, coordination, and trust among Water Forum members.

Schedule: Plenary meetings are expected to be held quarterly throughout the year; exact meeting times will be scheduled sufficiently in advance to facilitate Water Forum member participation. The Executive Director, the Coordinating Committee or a Plenary member may express the need for changes to the Plenary meeting schedule. The decision to change the meeting schedule shall be made by the Executive Director in consultation with the Coordinating Committee. Plenary meetings are open and inclusive, with updates provided by Water Forum staff on projects and programs being implemented to meet the coequal objectives.

Plenary decision-making processes are discussed in [Section xxxx](#). Process for Renegotiation or Amendment Requests can be found on [Page xxxx](#).

2. Water Forum Caucuses

Purpose: The Water Forum has four caucuses – Business, Environmental, Public, and Water – each of which coalesces diverse interests in the region with a common interest and drive to work collaboratively to further the coequal objectives. The purpose of each caucus is to provide a venue to primarily facilitate information sharing and discussion of issues of interest to the caucus, in an open, collegial framework that seeks to find alignment among the participating entities and enhances consensus opinion. Caucuses, as needed, review Statements of Interest by other caucuses (when drafted and shared) to better understand other Water Forum members' core concerns and aspirations.

While caucuses make decisions related to their internal functions (e.g., naming representatives to committees, designating any internal caucus leadership, etc.), caucuses are not decision-making bodies related to Water Forum decisions unless the Plenary is unable to reach consensus (as described in the Decision-Making Section).

Composition: There are four caucuses within the Water Forum structured around the four main interest groups with interests in the coequal objectives. These caucuses, described below, are tasked with representing the breadth of interests within their caucus, either through direct participation of entities within the caucus or through effective outreach to affected stakeholders affiliated with their caucus. Each caucus is committed to the Water Forum's coequal objectives, while also contributing a distinct and broader focus through their participation.

- **Business Caucus** – The Business Caucus includes representatives from organizations that have a strong interest in maintaining the Sacramento region's economic health, growth, and urban competitiveness through the constant supply of reliable and cost-effective water resources. Participants are motivated to support an Agreement that includes viable solutions for water conservation, a healthy American River Parkway, and conjunctive use of groundwater to augment supplies and prevent unnecessary constraints on growth.
- **Environmental Caucus** – The Environmental Caucus (EC) is made up of organizations with strong interest in protecting regional surface and groundwater Public Trust resources for all beneficial uses and users. The EC advocates for public access to pristine park and recreation spaces, programs that lead to the efficient use of water resources, water-related climate adaptation actions, SMART growth within the Urban Services Boundary, and thriving conditions in and along the Lower American River and its tributaries for all aquatic and terrestrial species that utilize and live near the river, including water temperature, flows, and dissolved Oxygen levels necessary for the healthy lifecycle of Chinook Salmon, Steelhead Trout, and other sensitive aquatic species in the Lower American River.
- **Public Caucus** – The Public Caucus includes organizations that represent current and long-term public interests in water availability and affordability, public access to the Lower American River and its parkway, and communities that are underserved or underrepresented in current civic engagement. Within the context of the coequal objectives, the Public Caucus promotes the following:
 - Redress inequities that result in uneven representation and participation in civic processes; the PC endeavors to fully represent the communities of the Sacramento region and therefore makes special efforts to ensure robust public participation processes in Water Forum work efforts.
 - Balance of land planning efforts with the sustained availability of water, given the impact of climate change on water supply.
 - Implementation of water conservation, demand management, and nature-based solutions to ensure affordable water rates, preservation of the environment, and adequate water supply.
- **Water Caucus** – The Water Caucus includes regional water purveyors serving communities in the American River watershed and region. The Water Caucus members' mission is to provide a reliable, safe and long-term water supply for its customers and support for the Water Forum Agreement's coequal objectives.

New Water Forum members will work with the Executive Director and Caucus leaders/points of contact to identify the relevant caucus to join based on their entity's' focus and interests. (See sections 4 and 5 under Governance above for language regarding the process for approving and onboarding new members.)

Roles and Responsibilities: The Caucus meetings are intended to foster communication within the caucus about issues relevant to the Water Forum.

Each caucus may choose to elect leaders or points of contact to assist with communication and information-gathering within and between caucuses and/or Water Forum staff. Additionally, having an individual (or individuals) selected to help the caucus clarify and sharpen its shared interests is extremely helpful and encouraged. Conversations in the caucus meetings are intended to foster brainstorming among members and generate ideas that can be shared in discussions across caucuses. Each caucus will decide how to handle confidentiality regarding caucus of discussions. To that end, caucus conversations are not considered confidential unless a caucus member specifically asks that a discussion be treated confidentially.

Water Forum staff and consultants typically participate in caucuses to stay abreast of and contribute to caucus deliberations. Staff and consultants draw on these insights to help guide Water Forum discussions and activities and build collaboration across caucuses. In doing so, staff and consultants are asked to treat caucus discussions as confidential and use their discretion in sharing information across caucuses (e.g., not assigning comments to individual members nor with enough specificity to identify the commenter), and Caucuses are encouraged to indicate to staff and consultants sensitive issues that should be treated confidentially (i.e., not appropriate for sharing outside of the caucus).

Land will confirm with caucus or specific agency before are expected to use discretion when sharing information with other Plenary signatories.

Conversations among signatory representatives are encouraged and nothing in this description is intended to limit individual Water Forum members from engaging in dialogue directly with other members.

Schedule: Caucus meetings are held monthly or as needed. Caucuses may request Water Forum staff/consultant support related to facilitation, technical presentations, etc.

3. Water Forum Staff

Purpose: Water Forum staff are the "glue" that hold the Water Forum together and facilitate implementation. To that end, they act as key points of contacts with members and non-members. The Water Forum is staffed by a range of professionals with expertise in water, biology, environmental, engineering, construction, communications and other related disciplines. More detail on Water Forum staff role in external communications is detailed in Section xxx.

Composition: Water Forum Staff includes the Executive Director, and technical leads/program managers for each of the Water Forum elements (Flows and Operations, Water Supply Reliability, Science and Habitat). In addition, fiscal and administrative staff that report directly to the Department of Utilities serve a critical role in implementation including managing meetings, grants and contracts, and other operational needs. These positions and roles are subject to change based

Commented [MOU5]: Language below, supported by the GFA Working Group, is intended to integrate across the range of feedback received from the caucuses. For review at November caucus meetings.

on Water Forum focus, available funding and ongoing discussions with the Plenary and City of Sacramento.

The **Executive Director** plays a vital role in working with member organizations, caucuses and the Plenary to identify opportunities for collaboration and agreement-building across the different entities, as well as surfacing and working to resolve disagreements that may impede pursuit of the co-equal objectives. The Executive Director (in conjunction with other Water Forum staff and consultants) carries out this role through a mix of one-on-one conversations with members, arranging for small within and across-caucus discussions, and conducting ongoing outreach to other implementation partners. The Executive Director provides regular updates on issues of interest to all facets of the Water Forum (Plenary, caucuses, relevant members, Coordinating Committee, etc.).

The **River Corridor Health Program Manager** is the lead on implementing a comprehensive habitat enhancement and science program for the Water Forum. These responsibilities include a range of activities, including technical oversight of design, permitting, and construction/implementation, and monitoring of habitat projects; oversight of science and monitoring programs; development and execution of grant applications and funding; engagement with local, state, and federal agencies on external activities; and implementation of public outreach related to habitat projects. In addition, the position is the lead on special internal/external projects to ensure consistency with the Water Forum's efforts.

The **Water Resources Senior Engineer** is the lead on several core areas of the Water Forum's programs including Flows and Operations, the Flow Management standard, engagement with State and Federal agencies on regulatory processes (e.g., reconsultation of the Long-Term Biological Opinion and the SWRCB Water Quality Control Plan update/Voluntary Agreement Process), Surface Water, Groundwater, and other elements of the Water Forum Agreement. The role requires a high level of technical fluency to direct analysis (e.g., temperature modeling, climate change modeling) as well excellent communications skills to translate for and facilitate discussion with a diverse group of stakeholders.

An organizational chart highlighting both the Water Forum's internal staffing, as well as its connection to the city and county administrative structure, is provided below.

Commented [MOU6]: Note: The WF administrative chart below has been revised to reflect the DOU Director's role in the Water Forum's administrative structure per the City-County MOU. This will be revised, as needed, to be consistent with any updates to the City-County MOU.

Issues related to the role of funders in governance and funding discussions and decisions will be addressed once the funding allocation approach is determined.

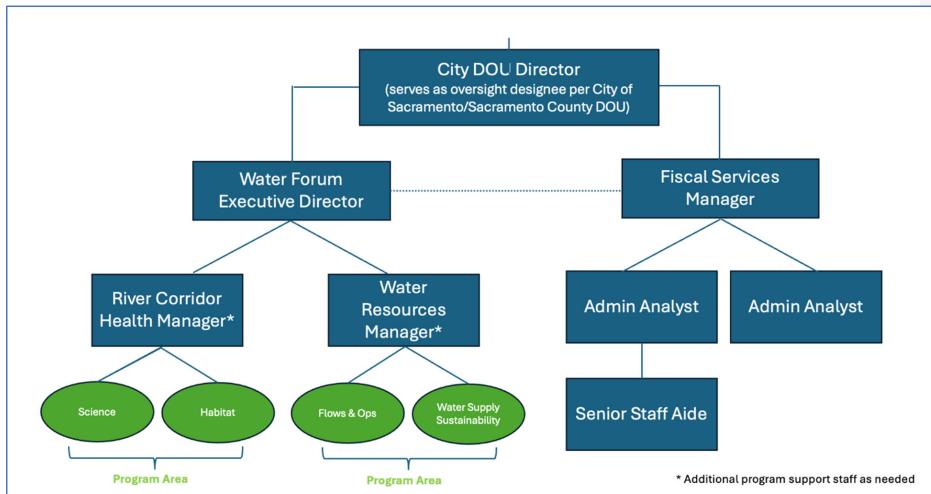


Figure 2 shows the relationship of Water Forum staff to City of Sacramento and Sacramento County and highlights program areas that are the responsibility of each staff lead.

Program Elements: Water Forum Standing Committees and Working Groups

Water Forum makes use of standing committees and working groups to facilitate the accomplishment of the Agreement's program elements and annual priorities. Standing committees have a specific focus and work plan aligned with a major program area within the Agreement. For example, the Flows and Operations Cross Caucus Committee, described below, focuses on critical technical and operational issues that affect the American River during the water year. Water Forum signatory member representatives that serve on committees and working groups serve as effective conduits to their respective caucuses. They provide perspectives from their respective their caucuses and serve to gather input and share information back to their caucuses. Committee and working group members serve as either representatives of their respective caucuses and or their individual organizations, as specified.

1. Coordinating Committee

Purpose: The Coordinating Committee provides fiscal oversight and direction for the Water Forum. This includes working closely with the Executive Director on the annual budget process and recommending a proposed budget to the Water Forum Plenary for approval. In doing so, the Coordinating Committee provides guidance on annual priorities and work plans, to be consistent with the priorities of the Plenary. The Coordinating Committee also considers recommendations and suggestions from the Caucuses, standing committees, and working groups for inclusion in the proposed budget and when developing recommendations for Plenary consideration. Coordinating Committee members are expected to provide guidance informed by and consistent with their

respective caucus' input. ~~To that end, caucus meetings will include a standing item for Coordinating Committee related topics.~~

The Coordinating Committee provides oversight and input into Water Forum strategic communications. At the request of the Executive Director and any affected signatory (if relevant), the Coordinating Committee will review public information releases, Water Forum comment letters, and endorsements prior to their release. The Coordinating Committee will include in its deliberations any affected Water Forum members to get their input into any relevant communication. The Coordinating Committee, at the request of the Executive Director, also will review Plenary meeting agendas, draft standing committee and working group charters, and other staff-generated documents to be provided to Plenary members or directly to the general public.

The Coordinating Committee is responsible for discussing (e.g., identifying additional information needs, etc.) and forwarding to the Plenary for its consideration any formal requests to amend the current agreement. This process is further described in Section [---](#).

The Coordinating Committee, in conjunction with the City of Sacramento and with input from their respective caucuses, will contribute to the hiring and evaluation of the Executive Director, similar to the role of an executive committee or board. For example, the Coordinating Committee will contribute to an annual review. The exact format for providing input is determined in discussion with the city and county to ensure consistency with HR policies and procedures.

Coordinating Committee has the responsibility of accepting feedback from Water Forum signatories. This input will help inform priorities for the Water Forum's annual business strategy and communications strategy.

The Executive Director reports to the County Administrative Officer, or their designee; and the City of Sacramento City Manager, or their designee.

Composition: The Coordinating Committee is made up of two representatives from each of the four caucuses and the Executive Director. These representatives are chosen by their respective caucuses. The Coordinating Committee is not open to observers in order to allow committee representatives to test ideas and preliminary drafts with their cross-caucus colleagues before sharing them more widely. As needed, the Coordinating Committee will open meetings when topics require input from funders or others.

Roles and Responsibilities: Coordinating Committee members will be responsible for sharing items that are ready for discussion beyond the Coordinating Committee with their caucus and are responsible for bringing the perspective of their respective caucus to the Coordinating Committee. Coordinating Committee agendas will be shared with all caucuses in advance to identify relevant caucus interests and if others should participate in pending/upcoming discussions and a standing agenda item will be added to each caucus's monthly agenda to debrief the most recent Coordinating Committee meeting.

Meeting Schedule: The Coordinating Committee will meet monthly or as needed.

The Plenary will assess the effectiveness of measures to address Coordinating Committee transparency and accountability following the first year of implementation of this agreement.

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Commented [TC7]: May be duplicative and consider deleting.

Commented [MOU8]: Deleted here to eliminate redundancy since it is mentioned in the "Roles and Responsibilities" section below.

Commented [MOU9]: The language below is intended to address the range of comments heard from caucuses on this topic.

The overarching intent of the edits is to retain the outlines of the current structure, but add elements to increase transparency and accountability. Key aspects include:

* Retain current structure given strong support from the Business and Environmental caucuses and concerns from some members of the Water and Public caucuses.

* Add several elements to address the concerns raised by some members of the WC and PC: (1) CoCo agendas will be shared ahead of time with caucuses to foster their awareness and input to their CoCo representatives; (2) add a standing agenda item to monthly caucus meetings to debrief CoCo meetings; and (3) open CoCo meetings, as warranted by topic, to foster input from funders and others potentially impacted by issues under discussion. Additionally, we are suggesting the Plenary revisit this approach after a year to gauge its effectiveness.

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2. Flows and Operations Cross-Caucus Committee

Purpose: The Flows and Operations Cross-Caucus Committee (Flows & Ops) enables Water Forum members to coordinate with Water Forum staff on operations of Folsom reservoir and implementation of the Flow Management Standard. Activities include dialogue to develop a recommended approach to current and forecasted reservoir operations and strategize for regional watershed and dam management advocacy. The approach will be informed by best available and current data, including forecasts, reservoir operations, and flows on the LAR. In their meetings with Reclamation and other regulatory agencies, Water Forum staff will advocate for the position developed by the cross-caucus representatives. Representatives often are attending primarily on behalf of their organizations, but will indicate when they are taking a caucus-based interest in a topic.

Composition: Flows & Ops is open to any interested Water Forum member who has knowledge and interest in the real-time flows and operations of the Lower American River. Each caucus will inform the Executive Director of members wanting to be kept apprised of Flows & Ops Committee meetings and work.

Roles and Responsibility: The emphasis of the Flows & Ops Committee will be on the implementation of the FMS under the relevant regulatory framework.

Meeting Schedule: The frequency of the Flows & Ops Committee meetings will depend on the needs of the given water-year and could range from monthly to weekly (drought years will likely require heightened levels of coordination as compared to wetter years).

3. (Proposed) River Corridor Health Technical Advisory Group (TAG)

Purpose: A standing group to support and advise the Water Forum (members and staff) regarding prioritization of proposed projects, performance of implemented projects, and overall River Corridor Health programs and potentially other projects under the purview of the Water Forum relative to furthering the coequal objectives. The TAG, in coordination with Water Forum Staff, will also periodically report out to the Plenary.

Commented [10]: Revisit concurrent with metrics convo

Composition: Representatives from each Water Forum caucus, Water Forum staff, and technical consultants who are subject matter experts on a temporary basis depending upon subject and need and given relevant expertise.

Roles and Responsibilities: The TAG's advice would be provided via the Coordinating Committee. The TAG may schedule meetings as needed at the joint call of the TAG Chair/Co-Chairs and the Water Forum Executive Director (ED). All meetings shall be open to observation by Water Forum members and should be hybrid meetings allowing non-members to observe remotely.

Meeting Schedule: The TAG should meet at least semi-annually, including to inform River Corridor Health-related elements to be included in the annual Business Strategy.

4. Process for Establishing New Standing or Ad-Hoc Committees

The action to initiate the formation of a new standing committee or working group can be initiated by the Executive Director, a Caucus or Caucuses, a Water Forum member representative or organization, or the Plenary. The need for a new committee or working group can stem from a significant change in circumstance, resource or programmatic constraints, need for the application

of adaptive management, or other significant change that is not being addressed by the Water Forum's current structure.

The first step in establishing a new committee or working group is the development of a Charter. The Charter identifies the problem or issue to be addressed, why the problem or issues cannot be effectively addressed within the Water Forum's current structure, and how the needed resources and expertise will be applied from within the Water Forum's existing resources. The individual or Caucus initiating the Charter will work with the Executive Director to prepare the draft document.

The draft Charter is circulated among the Caucuses and the Coordinating Committee for review and discussion. Comments are reviewed and consolidated into a final draft which is reviewed for any budgetary or programmatic considerations by the Coordinating Committee before it is sent to the Plenary for discussion and action.

Program Elements: Decision-Making

Members of the Water Forum will continue to use the same collaborative form of decision-making used in the Water Forum since its inception. This collaborative process respects both the diversity and the legitimacy of the interests of all participants and is grounded in the principles outlined in section xx above. The steps below will guide the Water Forum's ongoing decision-making process, any disputes that arise among members, and any efforts to change or amend the Water Forum Agreement.

1. Decision-Making Process:

- The Water Forum is a consensus-based organization.
- The Plenary is the main decision-making body of the Water Forum and always strives for consensus, meaning all signatories are able to support a particular policy or decision under discussion. (Since its inception, the Plenary has reached a consensus on all decisions.) However, if, after full exploration and discussion of an issue or set of issues, the Plenary cannot come to a consensus agreement, the following process will be used:
 - If one or more Signatory Representative(s) disagrees with the majority of Signatory Representatives in the Plenary, this member may choose to "stand aside" and let the Plenary reach consensus without them. Within the Water Forum, this is still considered a consensus.
 - If the Signatory Representative(s) who disagrees with the rest of the Plenary cannot "stand aside," then the "75% rule" will prevail. The 75% rule requires that 75% of the signatory organizations from each Caucus support a proposal for it to be considered a formal recommendation of the Water Forum. The 75% consists of those signatory organizations present and voting within each caucus (primary or alternate Representative) or, in the event that neither the primary nor alternate is present, represented by a proxy (give another member organization in your caucus the right to vote on your behalf).
- Specific agreements cannot be changed or modified without the expressed approval and consent of the signatories whose interests would be affected by the change.
- Designated Signatory Representatives may identify alternates to participate on their behalf in Water Forum meetings or Plenary sessions in instances of unavoidable absences. However, it remains the responsibility of each Designated Signatory Representative to

make the necessary time available to attend all Water Forum meetings and Plenary sessions as well as the various “Team” meetings, as appropriate.

- Plenary Meetings of all Signatory Representatives will be held periodically throughout the year and are open to all Water Forum participants. Specifics on meeting frequency are included in Section xx on Governance Structure.
- The Plenary shall, as necessary, appoint “teams” of Signatory Representatives to meet on a routine and/or ad hoc basis to: foster implementation of the Water Forum Agreement; finalize procedural agreements; develop “trial balloons” regarding changed conditions; and resolve disagreements related to differing interpretations of the Water Forum Agreement. These “teams” shall use the interest-based collaborative decision-making process as used in the Water Forum negotiations.

Commented [11]: Flag for discussion of whether procedural agreements will be necessary in the updated WF Agreement

2. Dispute Resolution

A major function of a collaborative process, and a tenet of the Water Forum Way, is to prevent disagreements from escalating into full-fledged disputes. With proper facilitation and communication, most potential disputes can be resolved. However, no matter how sophisticated a collaborative process exists, there will inevitably be disputes. Some may arise out of interpretation of specific provisions of the Agreement. Others may result from concerns about non-compliance or differing interpretations of the terms of the Agreement.

It is essential that stakeholders do not resort to litigation as a first response to every perceived problem or transgression. Lawsuits can quickly destabilize the collaborative process and return all Water Forum participants to gridlock. Therefore, while not waiving any of their legal rights, all organizations represented in the Water Forum Agreement agree to initiate alternative dispute resolution procedures, including mediation, before pursuing litigation.

Program Elements: Representing the Water Forum Externally

While the heart of the Water Forum’s work is centered on communication and collaboration across and among its members and four caucuses, the nature of the Water Forum’s work requires frequent interaction with a range of external parties, from state and federal agencies to the media and others.

The Water Forum, in the course of its regular work, implements a robust communications strategy that calls for a range of methods to reach a diverse audience. Typical Water Forum communication products include publications such as the Business Strategy and the State of the River Report that communicate Water Forum progress, priorities and upcoming actions to external audiences. In addition, the Water Forum maintains a presence on social media platforms. The annual communication strategy as well as periodic reports will be developed in close collaboration with the Coordinating Committee and approved by the Plenary before public release.

In addition, the Water Forum implements a robust outreach and engagement effort to support the habitat enhancement work, as described in the River Corridor Health element. This work, which provides critical habitat for salmonids, must also be done in regard to the other uses and values of the American River Parkway. For example, the Water Forum team is conscientious as to how its work impacts neighborhoods, river access, and perceptions of enhancement projects. The Water Forum accomplishes this through project specific outreach as well as general outreach at venues like the Lower American River Task Force (LARTF) meetings and engagement with organizations working along the river. (See River Corridor Health for additional information)

This section is intended to set expectations and procedures for ensuring the Water Forum is represented externally in a way that is transparent, informed by its membership, and consistent with key aspects of the Water Forum Way, most notably the importance of clear communication and “no surprises.” It also speaks to mechanisms the Water Forum will use to ensure its deliberations are informed by affected parties external to the Water Forum.

1. Role of Water Forum Members

Water Forum members have the responsibility of coordinating with the Executive Director on external communications that mention or attribute work to the Water Forum, including educational material, media releases, or in public presentations, in order to ensure consistent and accurate representation. This responsibility is carried out by members in the course of their actions with each other and the Water Forum staff and is practiced through Water Forum meetings (see Disclosures/Member Responsibilities in Section xxxx).

2. Role of Executive Director

The Executive Director is the primary representative of the Water Forum externally. The Executive Director uses their discretion in representing Water Forum activities, policies, and perspectives with external groups and in public settings; as well as building and strengthening relationships with external partners to the benefit of the organization.

Working with Water Forum members and caucuses, the Executive Director will also seek to identify and foster outreach to and connections with a diverse set of potentially affected stakeholders to ensure (1) they are aware of Water Forum activities, and (2) that their perspectives inform relevant Water Forum discussions. These efforts could range from conversations within established venues such as conferences, to one-on-one engagements, focus groups, etc.

Note: The role of the Executive Director relative to internal communications within and across staff and Water Forum members is discussed above in [Section xxx](#).

3. Role of Coordinating Committee

The Coordinating Committee serves an important role in review of external communication materials (e.g., media statements, press releases, letters, etc.) to ensure a consistent message that balances the interests of all four caucuses. The level of review and involvement depends on the product, topic, and level of controversy, but as a part of the regular work of the Water Forum, the Executive Director will engage with the Coordinating Committee and any potentially affected members on the following:

- Consult in development of proposed external messages that represent the Water Forum to the public, including news and print media, social media, video, signage, brochures, educational materials, and website content prior to release.
- Confirm proposed external messages that represent the Water Forum in special settings, such as conference, meetings with elected officials or state or local agencies prior to representing the organization’s interest or position on sensitive issues.
- Review and refine comment letters on behalf of the organization, or to form cross-caucus working groups as needed to engage on complex or sensitive topics (e.g., re-consultation of the Biological Opinion) that require public statement (see additional detail in the section below).

- Coordinate with individual Water Forum members and caucuses regarding external discussions on issues that may be of particular relevance or importance to those entities.

Recognizing the unique relationship the Water Forum has with both the City of Sacramento and Sacramento County, the Executive Director (in collaboration with the Coordinating Committee) will maintain close contact with both entities on sensitive legal and administrative issues to foster consistency in Water Forum actions or statements with city and county policy.

Commented [MOU12]: To be revisited once a new MOU has been developed.

4. Requests for Engagement or Support

There may be times when the Water Forum is asked to engage in formal or informal discussions directly with various external partners or asked to endorse or provide input on a specific issue. These requests may come with different timeframes (e.g., a request requiring immediate response versus those that come with weeks or months of lead time) or in different formats (e.g., a written statement, letter, or oral testimony). Requests may be generated by a member or non-member, as well as from Water Forum staff.

The sensitivity of the requests will also likely vary, generally falling under one of two categories:

1) Requests with strong member concurrence or requests needing immediate attention

This type of request includes subjects that fall under the purview of the Water Forum or are consistent with the Water Forum Agreement. For example, a request by a Water Forum member to send a letter to the editor of a newspaper extending support for an action or project that is clearly consistent with the Water Forum Agreement," (e.g. Folsom storage levels) and the statement can be issued with support by all interests.

The Executive Director, in discussion with the Coordinating Committee and affected Water Forum members, determines a path for addressing the request based on timing/urgency and level of concurrence or divergence, as follows:

- The requestor meets with the Executive Director to provide details on the requested action, including timeframe, format, and duration of engagement. The Executive Director meets with Water Forum member(s) most affected/involved in the issue to discuss the Water Forum response in light of the Water Forum Agreement.
- The Executive Director provides the response/proposed approach to the Coordinating Committee and any affected members and then implements the action.
- The Coordinating Committee members inform the caucuses at the next regularly scheduled meeting, and action is then reported on at the next regularly scheduled Plenary meeting.

2) Requests with low member concurrence or controversial

This type of request includes subjects that may or may not be consistent with the Agreement or have the potential to be highly controversial due to the level of interest outside of the Water Forum. For example, being asked to submit testimony to/negotiate with state or federal regulatory agencies on issues that may affect the coequal objective but are not in the Water Forum Agreement (e.g. litigation). These requests often have a longer time frame for response and engagement.

The Executive Director, in discussion with the Coordinating Committee and affected Water Forum members, determines a path for addressing the request based on timing/urgency and level of concurrence or divergence, as follows:

- The Executive Director meets with Water Forum Coordinating Committee and member(s) most affected/involved in the issue to coordinate/discuss the Water Forum concerns/position in light of the Water Forum Agreement and the coequal objectives.
- The Executive Director develops an issue memo that lays out:
 - the purpose of the request and the interested parties
 - the recommended engagement to respond to the request
 - the ground rules and guideposts for the response
 - the outcome being sought
 - the areas that are not to be engaged/negotiated.
- The Executive Director will consult with the Coordinating Committee and any affected members on the issue memo, who will then coordinate its review by and feedback from the Caucuses. All feedback will be shared with the Executive Director, who will coordinate the completion of the issue memo with the author(s).
- Once completed, the Coordinating Committee will redistribute the memo to the Caucuses and schedule the issue memo for discussion at a Plenary meeting where the appropriate individuals will present the issue to the Plenary for discussion and resolution.
- Once the engagement begins, the Executive Director and/or the individual(s) leading the Water Forum engagement team will provide updates as warranted to the Coordinating Committee and the Plenary.
- As engagement progresses, there may be changes in circumstances that warrant changes to the Water Forum response. These needed changes will be brought back to the Coordinating Committee, caucuses and, when appropriate and consistent with the commitment to disclosures as described elsewhere in this document, to the Plenary for agreement and authorization to adopt them into the Water Forum's response.

5. Cross-Learning Among Water Forum Members

Water Forum members routinely engage in outreach activities with their various constituencies. As a result, they have each developed practices and approaches that can inform engagement strategies intended to further the Water Forum's coequal objectives. These can include mechanisms for effectively sharing technically dense information, communicating complex or controversial funding and budgetary needs, reaching out to traditionally under-represented or hard-to-reach communities and stakeholders, etc.

Given this expertise, Water Forum members are encouraged to share these approaches with one another and create spaces or mutual learning. Water Forum members are also encouraged to partner with one another and Water Forum staff to deepen the effectiveness of outreach and engagement strategies.

Program Elements: Implementation Partners

The Water Forum's work towards achieving the coequal objectives demands consistent cooperation and collaboration among its members. While much of this work is accomplished through informal or ongoing efforts of staff and members, it is a given that due to the integrated nature of many of the governmental and non-governmental organizations, there are opportunities for more formal partnerships or agreements.

To that end, the Water Forum governance structure acknowledges the need for “implementing agreements” with other entities who work on and have influence over Lower American River conditions and activities related to and/or furthering the coequal objectives. Implementing agreements are intended to be consistent with the Water Forum Agreement and provide more detail as to the roles and responsibilities of the Water Forum in relationship to our partners. Implementing agreements can be crafted between the Water Forum and members (e.g., Regional Water Authority), or between the Water Forum and non-members, like state and federal partners such as the California Department of Water Resources (DWR), the U.S. Bureau of Reclamation (USBR) and the U.S. Army Corps of Engineers (Corps).

Implementing agreements can be developed, reviewed, and updated on a case-by-case basis. Due to the wide range of activities covered by Water Forum members or partners, the structure of any implementing agreement is unique to the particular issues or topic and can change over time. For example, the Water Forum has an implementing with USBR (2021) to inform operations at Folsom Dam. The Water Forum also has an implementing agreement with City of Sacramento Department of Utilities that outlines roles and responsibilities for fiscal and administrative services.

The Water Forum will use the process below to introduce, consider, and enter into any formal agreements with other entities:

- Any Water Forum member, Water Forum staff, or third-party entity may suggest the need for an implementing agreement with another Water Forum member or external entity. This expression of need should include a brief description of the need for and structure of the intended partnership, highlighting in particular the benefit to the Water Forum’s coequal objectives and any resource obligations (staffing, funding, etc.). This description should be submitted to the Water Forum Executive Director.
- Once received, the Executive Director first refers the proposal to the caucuses and any relevant committees for discussion. Caucuses and committees are encouraged to consider both benefits and concerns, identify any additional information needs and indicate, as warranted, whether the proposed partner agreement is necessary.
- Once the caucuses and committees have had an opportunity to consider the proposal, the request is forwarded to the Coordinating Committee for its discussion. The Coordinating Committee will draw on input from the caucuses and committees to develop a recommendation for consideration by the Plenary.
- The Coordinating Committee is to forward all requests on to the Plenary for its consideration. The Coordinating Committee may, at its discretion, offer an accompanying recommendation to adopt, modify, or reject the agreement. It may also forward it on to the Plenary without any recommendation.
- The Plenary will consider the request and make a final determination using its decision-making protocols described elsewhere in this agreement.

Agreements will be included in the administrative record of the WF (or appended to the Agreement) and are available upon request.

Program Elements: Diversity, Equity, and Inclusion

The Guiding Principles in this section speak to the importance of implementing the Water Forum Agreement in a way that is inclusive of the breadth of perspectives in the region, reaches out to communities and individuals not typically involved, and fully considers how the Agreement and its work to further the coequal objectives may impact all communities and constituencies. The best way to

Commented [13]: Still need to decide where agreements with implementation partners are retained (as part of admin record, appended to agreement, etc.).

accomplish this is to have representation from underserved and historically underrepresented community members on the Water Forum. This emphasis on inclusivity, outreach, and transparency is important not just in the context of the governance and administration of the Water Forum, but should be viewed as an integral part of the Water Forum Way.

To that end, the Water Forum will utilize methodologies to help inform its full range of implementation activities, in order to guide our work in a way that meaningfully considers the Water Forum's commitment to diversity, equity, inclusion and environmental justice. While specific approaches will vary from program to program, implementation activities should consider the following issues:

- How outreach is being carried out to ensure people from historically underrepresented groups are made aware of Water Forum activities (e.g., tribes, environmental justice water leaders and communities, economically disadvantaged communities, etc.);
- How and when input is being gathered to help overcome barriers to meaningful participation (e.g., time of day, location, unseen costs, etc.); and,
- How the Water Forum can evaluate (1) how its actions are seen and / or impact groups throughout the region, and (2) whether there may be a nexus with historic and current inequities that may be ameliorated through Water Forum implementation when appropriate.

Beyond these important but more general practices, the Water Forum and its members participate in several efforts that can help foster equity and inclusion within all communities that are more directly affected by the coequal objectives. These efforts can include: access to our region's natural resources; education about the lower American River; and support for the affordability of our drinking water. These efforts can continue and be strengthened under the Water Forum Agreement .

- **American River corridor health and access** – The Water Forum recognizes that its habitat enhancement work along the American River corridor, in furtherance of the coequal objectives, has the potential to affect historically under-represented communities. The Water Forum is aware of and will continue to work to understand these conditions, from fire risk and waste management, to safety, pollution, river access and use, and other human dimensions of resource management. Recognizing these complexities and with the leadership of the Public Caucus, the Water Forum will work to ensure we are able to draw in speakers and members able to bring this vantage point to Water Forum discussions.
- **Water Affordability** – The Water Forum recognizes there is a potential nexus between its members' commitments and water affordability. In light of this, Water Forum members commit to fostering an ongoing series of dialogues and joint learning sessions as part of the implementation of this Agreement to (1) better understand this connection, (2) consider alternative rate setting methodologies and landscaping strategies that foster water conservation, water use efficiency and affordability, and (3) as appropriate, identify relevant best practices and recommend pilots, policies and infrastructure changes that have the potential to contribute to achieving the Water Forum's coequal objectives while accounting for affordability concerns. Signatories are committed to exploring this topic in a way that honors the Public Caucus's strong interest in this subject while acknowledging that rate-setting rests solely within the purview of each water purveyor's governing body and (consistent in accordance with Proposition 218 and CPUC requirements).
- (1) engaging in joint learning to better understand this connection, (2) consider equitable ways to set water rates and promote landscaping that fosters both water conservation and water use

Commented [14]: From Jim Ray: Wanting to better understand what these "unseen costs" refer to. Has concern if that implies stipends for participants (due to potential cost, water purveyor resistance).

Commented [TC15]: WC supports the intent of this section, urging the focus to be on shared learning and how that shared learning could contribute to greater understanding and potentially inform future activities. Number 2 should either be more general or add an acknowledgement that the suite of projects/investments that contribute to the WF coequal objectives are likely to increase rates for projects (e.g., RiverArc, etc.). Number 3 should be less detailed and be repurposed to center on shared learning. WC has requested that references to specific actions/recommendations be removed.

Commented [TC16R15]: CBI will revise language and bring back.

Commented [TC17R15]: See new draft language in tracks (10/30).

Commented [18]: As an agency that conducts its business in public meetings and whose governing body is elected by the public, San Juan is always amenable to discussing with anyone the issues of water affordability and rate-setting. These subjects have not been a primary focus of the Water Forum, so we would expect that this dialogue would not be the responsibility of the Water Forum to facilitate, but would, as the language of this paragraph states, be the joint responsibility of members. Also, this paragraph conflates "landscaping strategies" with water rates, which are separate and unrelated issues.

The reference to the Public Caucus' interest is unnecessary and out of place.

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~~efficiency~~ and affordability (while recognizing that rate-setting is within the purview of each water purveyor's governing body), and (3) identify best practices and recommend pilots, policies and infrastructure changes that have the potential to address ~~contribute to achieving the Water Forum's coequal goals~~~~coequal objectives~~ while accounting for affordability concerns. The Water Forum is committed to agendize discussions on water affordability as a Plenary topic.

- **Education** – Under the leadership of the Public Caucus, the Water Forum will engage with diverse communities to (1) understand how the coequal objectives resonate with, address and / or impact these communities' needs and priorities, (2) improve public participation processes, and (3) identify opportunities to implement the Agreement in a way that accounts for people having different access to resources due to systemic inequities. This will focus primarily on Water Forum-led activities, but can also include members sharing guidance with one another on strategies they can undertake to deepen their public participation processes.

The Water Forum recognizes that its work to be an inclusive organization is an ongoing effort and welcomes feedback as to how it can be more inclusive while it pursues the coequal objectives.

Funding

Intent

The Water Forum commits to having the governance, finance, and administration of the Water Forum Successor Effort be effectively managed, financially sound and transparent. The administration of the interests of the Water Forum's large group of signatories and interested parties requires a dedicated and consistent effort in order to make progress toward and achieve the ~~goal~~~~co~~equal objectives. This endeavor will take significant time on the part of both the Water Forum staff and Water Forum members.

Guiding Principles

The projected budget for the Successor Effort and cost allocation methodology is based on the following XX principles.

1. Cost of the Water Forum Successor Effort.

In order to estimate the actual cost of the Successor Effort, a Preliminary Work Plan which identifies the tasks for the first five years has been developed and is included in the 20XX Water Forum Agreement (Attachment A). The projected annual cost for the tasks set out in that this Work Plan is \$XXX,000 for the first year of operation. Fiscal Year 20XX-20XX budget components include Proposed Expenditures (Table

Commented [19]: Replaced by section immediately above.

Commented [MOU20]: TANIA - I think you and I agreed to cut the Funding section for now since it is sooo drafty and the WC approach to funding allocation is still way up in the air. If that's right, please just delete the entire section and add a note along the lines of: "The funding section is still very much a work-in-progress within the GFA and will be shared with caucuses once it can be better informed by funding allocation discussions still active among water purveyors" - or whatever other language you think makes more sense.

Commented [TC21]: This draft funding section is new content prepared by Kerry, Anne, and Ted. GFA WG members, please read carefully and be prepared to discuss at the 10/21 meeting.

Commented [KS22]: This needs to be revised to reflect WFSE and HME. I'm not sure if these will both be funded by the same funders with the same allocation, but this will need to be clarified throughout the chapter.

XX), Summary of Projected Funding Sources (Table XX), HME Cost Share Projection (Table XX), WFSE Cost Share (Table XX). (A sample budget for the first year of operation is set forth in Attachment X). All signatories have reviewed this Preliminary Work Plan and agree that \$XXX,000 for the first year will be provided as set forth below.

2. First Year Water Forum Successor Effort Budget Review.

Prior to completion of the first year following the signing of the Water Forum Agreement, the Successor Effort shall undertake a careful review of progress to date and shall revise the work plan considering the then existing circumstances. The annual budget and contributions may be revised at that time. Any increase or decrease to the first-year budget would require a consensus among all interest groups and agreement by those agencies providing Successor Effort funding.

3. Annual Budget Review.

On an annual basis, the Successor Effort budget will be reviewed by the Coordinating Committee and approved by the Plenary in accordance with the updated work plan for that year.

4. Consultants.

Consultants shall be used only as needed and the identification and approval of actual expenditures for specific consultant contracts shall be part of the Successor Effort budget process. If consultant contract funds or funds allocated for consultant contracts in a given fiscal year are not spent prior to the end of that year or designated earmarked for future expenditure, the Successor Effort shall modify the next year's budget in an appropriate manner.

5. Funding.

A purveyor's annual contribution to support the estimated cost of the Successor Effort shall be based upon XXXXXXXXXXXXXXXXX methodology as shown in Table XX. The intent of the funding allocation methodology is to represent the benefit that the participating funding agencies receive from the implementation of the Water Forum Agreement. The methodology selected was considered the most equitable and stable basis for sharing Successor Effort and Habitat Management Element costs. Allocation of first year costs for the Successor Effort on a purveyor-by-purveyor basis is contained in Table XXX Attachment X. It should be noted that this cost allocation assumes that all the purveyors identified in Table XXX Attachment X will sign the initial Water Forum Agreement. If fewer purveyors sign the initial Water Forum Agreement, the first year costs allocated to the purveyors that do sign will increase.

Commented [KS23]: Again - need to spell out WFSE and HME funding once this is decided

7. Implementing Agencies.

The annual contribution of implementing agencies (EBMUD, SMUD, EDWA, and SAFC) will be a flat fee

in the first year of \$XXXX and increase annually according to XXXX.

8. Other Funding Parties.

~~The annual contribution of purveyors outside of Sacramento County shall be based upon XXXX methodology and include Georgetown Divide Public Utility District, XXXX.~~

Commented [KS24]: I'm not sure that Georgetown will be a funder - other than their possible participation in the VA which we're not including at this time

9. Small Water Agency Non-Voting Members.

Agencies that are unable to fund the Water Forum Successor Effort per the identified funding allocation methodology are considered to be non-voting members and will be offered a membership rate based upon XXXX methodology.

Commented [KS25]: Should this just be a flat fee? \$10K with an annual inflator?

(INSERT ALL TABLES HERE)

Program Elements: Water Forum Budget

As an entity within the City of Sacramento's administration with a July through June fiscal year, the Water Forum budget also operates on a July through June fiscal year. The Water Forum budget is approved by the member agency governing boards and councils each May. These boards and councils include the Sacramento County Board of Supervisors, the Sacramento City Council, the Roseville City Council, the Folsom City Council, (etc etc)

1. Water Forum Budget Schedule.

- September – November: Internal budget development for future fiscal year with WF staff based on upcoming projects, anticipated grants; review of operating budget, actual expenditures; ED reviews first draft of future fiscal year with Coordinating Committee.
- January – February: Present proposed draft future fiscal year budget to Plenary. Plenary identifies if there is any opposition to proceeding with the budget. ED provides detailed memo to Plenary with proposed budget, expenses, and status of reserve fund. Member agency contributions are calculated in January to allow for inclusion in annual member agency budgeting process.
- February – May: Interagency funding agreements are signed; final approval at City of Sacramento Council for future fiscal year.

Commented [KS26]: Need to confirm that this timeline works with the budget deadlines for the funding agencies

2. Budget Description.

- Includes linkage to annual and multi-year workplans.
- Delineates costs associated with staff, consultant, direct expenses, contingency, etc.
- Reports on status of reserve fund.
- Reports on status of local, state and federal grants

3. Budget Process.

- Role of Water Forum staff, members, committees, Plenary and Sac City in developing, reviewing and approving the annual budget / proposed expenditures
- MOU between Sac City DOU and Water Forum delineates roles and responsibilities for fiscal and administrative services
- Interagency agreements or contracts between Water Forum and signatories identify agreements for fiscal support

4. Budget Oversight Process.

- August: Publish annual report on the business strategy. Review accomplishments and outstanding priorities with plenary.
- August -September: Memo to Coordinating Committee with review of prior fiscal year actual expenditures; balance in reserve funds.
- October: Memo to Coordinating Committee on first quarter (July-Sept) actuals
- January: Memo to Coordinating Committee on second quarter (Oct-Dec) actuals
- April: Memo to Coordinating Committee on third quarter (Jan-March) actuals

Commented [KS27]: Maybe we can simplify this - rather than providing a memo, why don't we have a standard budget report (spreadsheet) showing where we are financially? I want to avoid unnecessary work for ED.

Program Element: Water Forum Funding

As a commitment to the investment in a reliable water supply and a healthy ecosystem, the water agency and other funders have voluntarily entered into a memorandum of understanding that stipulates funding the Water Forum Successor Effort. The funding methodology was agreed upon and is set forth in greater detail below.

1. Description of Funding Methodology and Other Sources.

- Purveyor Specific Agreements: Purveyors with Purveyor Specific Agreements provide funding based on a cost-allocation methodology
 - Criteria for funding model
 - Formula for funding model
 - Reporting obligations
- Implementing Agencies: Agencies with implementing agreements provide funding based on a set-fee model. These include: EBMUD, SAFCA, SMUD, EDWA
- Grants
- Non-government funding
- In-Kind Donations: significant resources are donated on behalf of organizations for participation of staff and members.
- Allocation of funding
 - Water Forum Successor Effort
 - HME
- Fiscal agent: City of Sacramento

▪ Process to amend funding structure: all signatories to the Water Forum 2.0 Agreement must vote before the funding structure is changed in any way.

2. HME Fund Balance.

- Upon signing the Water forum Agreement in 20XX, stakeholder organizations agreed that if undesignated funds in the HME exceed \$X million, annual contributions would be reduced or deferred until the undesignated balance went below \$X million.

K. Five Year Review

Every three years the Water Forum Successor Effort will comprehensively review progress made in achieving both of the coequal objectives. The results of this review will assist funders justify ongoing funding of the Water Forum.

Commented [KS28]: We need to talk about whether a 5 year review cycle is adequate. I heard that the investor owned utilities go to the PUC every 3 years.

L. Changed Conditions and Amendments to the Water Forum Agreement

Given the complexity of issues, level of detail, number of signatories, duration of the Water Forum Agreement, and changed circumstances that will undoubtedly occur between now and the year 2030. Some changes may call for renegotiation of some terms of the Water Forum Agreement. However, a

request for renegotiation does not necessarily mean the Water Forum Agreement will be revised. The Water Forum Agreement, including specific agreements, can be changed or modified only with the expressed approval and consent of the signatories to the Water Forum Agreement. Any proposal to amend this MOU or the attached Water Forum Agreement would be considered in the context of both of the Water Forum's coequal objectives. Specific procedures for amending the Water Forum Agreement consistent with the collaborative decision making process will be developed by the Water Forum Successor Effort within the first year of its operation.

M. Specific Agreement on the Water Forum Successor Effort.

All signatories to the Water Forum Agreement will participate as members of the Water Forum Successor Effort and, where specified, will financially contribute as indicated above.

Administration

Intent

Guiding Principles

Program Elements: Administrative Structure

The Water Forum will continue to be administered under the auspices of the Sacramento City-County Office of Metropolitan Water Planning. Staff will be employees or contractors of the City of Sacramento and all administrative responsibilities with respect to such employees or contractors will continue to be handled by the City. This arrangement will:

- Ensure continuity between the Water Forum Agreement and the priorities of the Water Forum;
- Preserve existing technical expertise;
- Avoid creating another redundant government entity.

The Water Forum Agreement will be an MOU. It will contain provisions to continue the Water Forum organization. All parties which sign the MOU will become full participants in the Water Forum. In addition, there will be a ~~supplementary funding agreement~~ which will include entities which, consistent with the funding principles set forth in ~~xx~~ below, are actually making payments to support the work of the Water Forum.

It is important to note that:

- All signatories to the Water Forum Agreement will have equal standing in the Water Forum whether they are a public agency, investor-owned utility or community interest/advocacy organization.
- Though Water Forum staff will be employees or contractors of the City of Sacramento, the Water Forum Agreement signatories will provide overall policy direction for work by staff.

Program Elements: Reporting and Monitoring

The Water Forum is committed to carrying out the Water Forum Agreement in a manner that tracks and reports out its work in a clear, transparent, and timely fashion to Water Forum members and other interested stakeholders. These mechanisms will focus on both reporting out on projects being implemented as part of the Water Forum Agreement by Water Forum staff and members, as well as tracking and providing ongoing information related to activities contributing to the achievement of the coequal objectives.

As part of this Agreement, Water Forum efforts will be centered on several distinct elements outlined below. The Executive Director will be responsible for developing the various elements above in close collaboration with the Coordinating Committee, other relevant Water Forum bodies and members, and consistent with available resources.

- **Conditions Dashboard:** Develop an online dashboard that provides real-time updates on key indicators and benchmarks of water supply and river health to help inform flow and operation

Commented [29]: Add example of interagency funding agreement

Commented [30R29]: EC comment: Ensure consistency with funding section once drafted.

decisions during the Water Year (October 1 – September 30). Indicators could include, but not be limited to river flows (cfs), Folsom reservoir storage, and water temperature; as well as habitat conditions or likelihood of presence/absence of salmonids based on lifecycle. Data will be presented in a manner that is useful, timely and accessible to those with and without in-depth knowledge of the system and the Water Forum's coequal objectives. The dashboard will, as much as practicable, draw on data from existing sources.

- **Business Strategy:** Produce a 5-year Business Strategy outlining key initiatives to implement the Water Forum Agreement each major program area (e.g., habitat enhancement, flows and operations, science and monitoring, water supply reliability, communications, and administration). The Business Strategy will highlight near-term priority actions, ongoing annual actions, and lower ("as time allows") priority actions and associated milestones, as well as projected revenues and expenses for a 3- to 5-year period.
 - The Executive Director will present an Annual Report on the implementation of the Business Strategy. The Annual Report will be reviewed by the Coordinating Committee and confirmed by the Plenary.
 - The Business Strategy will be developed by Water Forum staff, reviewed by the Coordinating Committee, and approved by the Plenary every 5 years.
- **State of the River Report:** Prepare a State of the River Report every five years that (1) comprehensively reviews progress towards meeting both of the coequal objectives; (2) highlights climate change impacts or other factors that may be impacting the coequal objectives, and (3) suggests any needed revisions or changes to the Water Forum Agreement, or the Business Strategy to address changing conditions. The State of the River Report will be developed with the Technical Advisory Group (TAG) and other partners; and reviewed and confirmed with the Coordinating Committee. Upon completion, this report will be presented at a Plenary meeting for final approval.

When developing these tools, Water Forum staff will strive to use language, graphics and learning and engagement sessions that make both the data and any associated ramifications accessible to an intended audience (Water Forum members, others) that brings varying degrees of expertise in the different topic areas.

Program Elements: Changed Conditions and Amendments to the Agreement

No individual Water Forum member or staff has independent authority to alter the Water Forum Agreement. At the same time, the Water Forum must be able to respond to the changing conditions or other unforeseen circumstances that will arise over the next several decades. The Agreement may be changed only by the signatories employing the same interest-based collaborative process used to negotiate the original Agreement. The Water Forum staff will facilitate and coordinate such negotiations should they prove necessary. Changes to the Agreement are the purview of the

Plenary unless the Plenary decides they need to be referred to signatory members' boards for formal confirmation.

Term of the Agreement

The original Water Forum Agreement, adopted in 2000, was set to expire after a 30-year term. In 2020, then Water Forum Executive Director, Tom Gohring, initiated a renegotiation of the Water Forum Agreement well in advance of the expiration date, with the recognition that the original Agreement took seven years to negotiate, and that regulatory, policy, and physical conditions had substantially changed over the past 20 years. While the renegotiation of the Water Forum Agreement is expected to be completed prior to the original expiration date, and in less time than the original negotiations, it is recognized that due to the nature of the Agreement and the complexity of the issues, members should anticipate and plan for renegotiation in the future.

Therefore, given the complexity of issues and anticipated climate change, this Agreement is to be reviewed through an assessment of key indicators in the State of the River report, including data from Urban Water Management Plans and Groundwater Sustainability Plans (GSPs), on a 5-year basis; with a renegotiation term of 25 years.

The anticipated timeline of review and renegotiation is as follows for the period of 2025-2050:

- 2025: Signing of the New Agreement. Publish a State of the River Report that captures conditions based on metrics and indicators that support Water Forum Agreement program elements. Publish Business Strategy that lays out priorities for the FY 25/26-30/31 period; with annual reports to be published describing the progress.
- 2030: Publish State of the River Report. Review progress on implementation of program elements; develop revised set of Business Strategy priorities to cover the next 5-year period (FY 30/31-35/36) for Plenary approval.
- 2035: Publish State of the River Report. Review progress on implementation of program elements; develop revised set of Business Strategy priorities to cover the next 5-year period (FY 35/36-40/41) for Plenary approval.
- 2040: Publish State of the River Report. Review progress on implementation of program elements; develop revised set of Business Strategy priorities to cover the next 5-year period (FY 40/41-45/46) for Plenary approval.
- 2045-2050: Initiate review and renegotiation of the Water Forum Agreement to coincide with a 25-year renewal period. Provide a 5-year window to complete, with anticipated new agreement to be approved no later than 2050. This 5-year window can be automatically extended with the concurrence of the Plenary and assuming negotiations are seen as productive and on a path towards successful conclusion.

Request for Renegotiation

Renegotiation can be requested outside of the scheduled timeframe. Any proposal to renegotiate the Agreement would be considered in the context of the Water Forum's coequal objectives. Specific engagement processes for renegotiating the Agreement should be developed through a transparent and collaborative process.

Request for Amendment

Amendments to the Agreement can be requested outside of the scheduled timeframe. Any proposal to amend the Water Forum Agreement would be considered in the context of the Water Forum's coequal objectives. Specific engagement processes for amending the Agreement should be consistent with the collaborative decision-making process that was used in the development of the Agreement.

Process for Renegotiation or Amendment Requests

The mechanism to request consideration of amendments is as follows:

- Any signatory, caucus or Executive Director can make a formal call for renegotiation of some terms. The request must include a rationale stating the changed conditions warranting consideration and should include proposed amendment concepts or language.
- The request for renegotiation by a signatory or caucus is to be submitted to the Water Forum Executive Director, who will bring it (or any request they might have) first to the Coordinating Committee for discussion. Coordinating Committee discussions will be informed by input from their respective caucuses and, as appropriate, any guidance from relevant committees.
- The Coordinating Committee is to forward all requests on to the Plenary for its consideration. The Coordinating Committee may, at its discretion, offer an accompanying recommendation to adopt, modify or reject. It may also forward it on to the Plenary without any recommendation.

A request for an amendment or renegotiation does not necessarily mean the Agreement will be revised. The Agreement, including specific agreements, can be changed or modified only with the expressed approval and consent of the Plenary. Changes to the Agreement are the purview of the Plenary, with the caveat that changes that require additional funding will be subject to agreement by the funders. The Plenary may recommend that the proposed changes need to be referred to signatory members' boards / decision-making bodies for formal confirmation.

Specific implementing agreements (e.g., PSAs) cannot be changed or modified without the express approval and consent of the entity whose interests would be affected by the change. These changes also must be approved by the Plenary.

Program Elements: Legal Considerations

1. Administrative Structure

The Water Forum is not a legal entity, but rather a forum for a group of business and agricultural leaders, community groups, environmentalists, public and private water agencies, and local governments. Staffing and administrative support resources for the Water Forum are paid for by water purveyor signatories with personnel management provided by the City County Office of Metropolitan Water Planning ("CCOWMP"). The CCOWMP is not a separate legal entity. The current authority for the CCOWMP is set forth in the Second Interagency Agreement between the City of Sacramento, the County of Sacramento, and the Sacramento County Water Agency executed in 2001. [Please note: this agreement is in the process of being reviewed and updated].

The key points of the 2001 Interagency Agreement are as follows:

Commented [31]: We intend to send the next iteration of this entire GFA agreement to legal for their review and will ask them to weigh in on this section during that review.

Commented [32]: Include footnote clarifying that CCOWMP is one and the same with the WF. Note: it may change and simply be referred to as the WF going forward. This will be updated once agreement/resolution confirmed.

Commented [33R32]: This will change in the next streamlined version.

Commented [34]: GZ - The relationship of the WF and its ED to the CCOWMP isn't described but needs to be. There is mention of an Executive Director (presumably of the CCOWMP), which isn't the WF ED, which adds to confusion.

- The objective of the CCOMWP is to promote the implementation and continued vitality of the Water Forum Agreement.
- The Executive Director of CCOWMP reports jointly to the City Manager and County Executive.
- The City is responsible for providing facilities, budget, and administrative support to the CCOWMP.
- All employees of CCOWMP, including the Executive Director, are City employees.
- CCOWMP contracting follows City procedures.
- The City's signature delegation policy identifies the Executive Director's position as equivalent to a Department Director and authorizes contract authority of up to \$100,000.

The City Attorney's office represents the CCOWMP on matters related to City procedures and general governmental issues. The CCOWMP currently shares the City's outside water counsel for advice on substantive water related issues, but has agreed to terminate the representation if the potential for a conflict with the City's interests arises.

2. Water Forum Meetings – Relationship to Brown Act

The Water Forum is not a local governing body nor is it created by federal or state law. Accordingly, it is not formally subject to the Brown Act.

~~The Water Forum holds a range of meetings on a regular basis, including Caucus meetings, and special meetings with cross-caucus membership. These meetings are held in the regular course of business and are not subject to Brown Act requirements. In addition, the Water Forum agreement is intended to create and ensure confidentiality for "deliberative" and open discussions on sensitive subject matter so that the Water Forum and its members can freely discuss issues, strategize, and then formulate action plans and positions that may become available to the public.~~

~~Nevertheless, t~~he Water Forum strives to be as transparent and inclusive as possible, both with its members and with cooperating entities and affected stakeholders, and with the public generally. To that end, Plenary meetings are open ~~to any interested party~~ unless a specific topic warrants member-only discussions. The Water Forum also strives to hold informational sessions that deepen understanding among its members and others. In the case of open Plenary meetings the Water Forum will provide advance notice of meeting times and materials, so that the public can be informed, ~~while t~~he general intent for ~~the~~ Plenary meetings ~~is~~ to be open to the public so that the formulated plans and positions are made known.

~~While t~~he Water Forum strives to provide meeting materials ~~to its members~~ consistent with good public participation practices (e.g., meetings noticed in advance, discussion topics described in agenda; meetings take place locally and open to the public, etc.).

Water Forum members are responsible for ensuring their engagements with the Water Forum are consistent with their agency's Brown Act obligations.

3. California Environmental Quality Act

The City of Sacramento is considered the lead for any Water Forum actions requiring CEQA (California Environmental Quality Act) review.

~~Development and adoption of the new Water Forum Agreement is not a "Project" subject to CEQA.~~

Commented [35]: Flag deleted item when conducting a review of complete document (specifically related to caucus roles and responsibilities). May consider adding language about any caucus being able to call for a member only session.

Commented [36]: GZ - This paragraph is unnecessary. First paragraph has already stated WF meetings are not subject to the Brown Act. Statements about need for confidentiality won't sell skeptics anyhow. Non-open meetings are the exception rather than the rule so why dwell on this?

Commented [37]: There is interest in providing greater clarity on where and how materials will be made available for Plenary and committee meetings. We recommend that this level of detail, while important, be addressed in operating protocols independent of this agreement.

Commented [38]: GZ - Note this suggested addition just so there's no question about it. Didn't want to have it inadvertently dropped so providing comment box.

Commented [39R38]: May consider getting a memo from an attorney who specializes in CEQA to provide concurrence with statement.

Commented [40R38]: Section ready for caucus review post attorney review.

4. **Risk and Liability**5. **Land Use Decisions**

Commented [41]: JL: This is a placeholder for you to add language as needed.

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MEMO

TO: Board of Directors

FROM: Paul Selsky, Division 5 Director
Mark Emmerson, Division 2 Director

DATE: November 5, 2024

RE: Proposal to Change Regular Board Meeting Day

BACKGROUND

California Water Code Section 21378 provides the authority and procedure to establish regular monthly meetings, and requires such date and time to be adopted in a resolution. The resolution must then be published in a newspaper once a week for two successive weeks.

SUMMARY

Carmichael Water District (District) Board of Director (Board) meetings are currently held on the third Tuesday of each calendar month at 6:00 PM. This was a change in August 2020 from the previous Regular Board Meetings which were on the third Monday of each month. Members of the Board propose Resolution attached to change the meeting date to the third Monday of every month to minimize scheduling conflicts. The meeting start time will remain the same at 6:00 pm. The proposed change would need to be reflected in Policy 9400: Board Meetings.

RECOMMENDATION

Directors Selsky and Emmerson recommend that the Board of Directors discuss changing the Board meeting day, Resolution X, and Policy 9400 and provide directions to staff.

ATTACHMENTS

Attachment A – Resolution X A Resolution Changing the Regularly Scheduled Board Meeting Date and
Amending Directors Policy Manual

Attachment B – Policy 9400: Board Meetings (clean and redline)

CARMICHAEL WATER DISTRICT
RESOLUTION XXXXXXXX-X
A RESOLUTION CHANGING THE REGULARLY SCHEDULED
CARMICHAEL WATER DISTRICT BOARD MEETING DATE AND
AMENDING DIRECTORS POLICY MANUAL

WHEREAS, California Water Code Section 21378 (Section 21378) provides the authority and procedure to establish regular monthly meetings, and requires such date and time to be adopted in a resolution;

WHEREAS, Section 21378 states the change shall not be effective until the resolution proposing it has been published once a week for two successive weeks in a newspaper;

WHEREAS, regular meetings of the Carmichael Water District (District) Board of Directors (Board) were previously held on the third Tuesday of each calendar month at 6:00 PM in the Board Room at the Carmichael Water District Office;

BE IT RESOLVED, by the Board of Directors of the Carmichael Water District as follows:

1. Regular monthly meetings of the Carmichael Board of Directors shall be held on the third Monday of each calendar month at 6:00 PM in the Board Room at the Carmichael Water District Office commencing during the month of (Month) 2024.
2. The General Manager is hereby directed to publish this resolution once a week for two successive weeks in a newspaper.
3. Policy 9400: Board Meetings is hereby amended to reflect this change and added to the Directors Policy Manual.
4. Existing policies or resolution in conflict with this resolution are hereby repealed.

PASSED AND ADOPTED by the Board of Directors by the following vote:

Jeff Nelson	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Mark Emmerson	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Paul Selsky	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Ron Greenwood	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Ron Davis	Aye	<input type="checkbox"/>	Nay	<input type="checkbox"/>	Absent	<input type="checkbox"/>	Abstain	<input type="checkbox"/>
Board Totals:	Ayes:	<input type="checkbox"/>	Nays:	<input type="checkbox"/>	Absent:	<input type="checkbox"/>	Abstain:	<input type="checkbox"/>

Passed Unanimously:
Motion Carried:
Motion Not Carried:

Signed after its passage this XX day of XXX 2024:

Paul Selsky, President
Board of Directors

ATTEST: _____
Cathy Lee, Secretary

CARMICHAEL WATER DISTRICT **Directors' Policy Manual**

POLICY TITLE: **Board Meetings**

POLICY NUMBER: **9400**

9400.10 Regular meetings

Regular meetings of the Board of Directors (Board) shall normally be held on the third Monday of each calendar month at 6:00 PM in the Board Room at the Carmichael Water District (District) Office. If the Regular Board meeting falls on a holiday, then the meeting shall be held on _____. The Board meeting may, however, be scheduled at another date and time at the previous Board meeting. The date, time and place of regular Board meetings shall be approved annually by the December meeting of the Board for the next calendar year.

9400.20 Special meetings (non-emergency)

Special meetings (non-emergency) of the Board may be scheduled at a Regular Board meeting, may be called by the President of the Board (President) and one other member, or by three Board members.

9400.21 All Directors shall be notified by the General Manager of a special Board meeting and the purpose(s) for which it is called. Said notification shall be in the form of an agenda, delivered to them at least twenty-four (24) hours prior to the meeting.

9400.30 Special Meetings (emergency)

In the event of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency special meeting without complying with the twenty-four (24) hour notice required in 9400.21, above. An emergency situation means a crippling disaster which severely impairs public health, safety, or both, as determined by the General Manager, President, or Vice President in the President's absence.

9400.40 Adjourned Meetings

A majority vote by the Board may terminate any Board meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no Directors are present at any regular or adjourned regular meeting, the General Manager may declare the meeting adjourned to a stated time and place.

9400.50 Conduct of Meetings

All meetings of the Board shall comply with the Ralph M. Brown Act (California Government Code section 54950 et. seq.).

9400.51 The President of the meetings described herein shall determine the order in which agenda items shall be considered for discussion and/or action by the Board.

9400.52 The President and the General Manager shall insure that appropriate information is available for the audience at meetings of the Board, and that physical facilities for said meetings are functional and appropriate for

the expected audience.

9400.60 Organizational Meeting - Every Year

The Board shall hold an organizational meeting at its first meeting in January. At this meeting the Board will elect a President and Vice President from among its members to serve for a one-year period, and will appoint the General Manager as the Board's Secretary and a District staff member as Assessor Collector/Treasurer.

CARMICHAEL WATER DISTRICT

Directors' Policy Manual

POLICY TITLE: **Board Meetings**

POLICY NUMBER: **9400**

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audience at meetings of the Board, and that physical facilities for said meetings are functional and appropriate for the expected audience.

9400.60 Organizational Meeting - Every Year

The Board shall hold an organizational meeting at its first meeting in January. At this meeting the Board will elect a President and Vice President from among its members to serve for a one-year period, and will appoint the General Manager as the Board's Secretary and a District staff member as Assessor Collector/Treasurer.

MEMO

TO: Board of Directors
FROM: David Biagi, Production Superintendent
DATE: November 8, 2024
RE: Unregulated Contaminants Monitoring Rule (UCMR) 5 Sampling Update

BACKGROUND

The Safe Drinking Water Act (SDWA) mandates that the Environmental Protection Agency (EPA) publish a list of unregulated contaminants for monitoring by public water systems (PWSs) every five years. The fifth Unregulated Contaminant Monitoring Rule (UCMR 5) was issued on December 27, 2021. UCMR 5 requires the collection of samples for 30 chemical contaminants between 2023 and 2025, using analytical methods developed by the EPA and consensus organizations.

In line with the EPA's PFAS Strategic Roadmap, UCMR 5 aims to provide new data that will enhance the agency's understanding of the occurrence and levels of 29 per- and polyfluoroalkyl substances (PFAS) and lithium in the nation's drinking water systems. This monitoring data will assist the EPA in determining future regulations and actions to protect public health under the SDWA.

For UCMR 5, samples will be collected at entry points to the distribution system for all contaminants. Public water systems drawing from groundwater that is directly influenced by surface water must be monitored four times during a consecutive 12-month period, with sample collections occurring three months apart. Groundwater systems, on the other hand, must be monitored twice during the same 12-month period, with sample events occurring five to seven months apart.

SUMMARY

In May and October 2024, staff collected the second and third rounds of the four sample cycle of UCMR 5 sampling. These two rounds also conclude the groundwater sampling of the District's wells. The Bajamont Water Treatment Plant samples thus far have all come back non-detect for all contaminants. Of the well sites Barrett School, Garfield, Willow Park and La Vista all had zero detection of the UCMR 5 constituents. Winding Way Well, however, was the only water source that returned detectable levels. Of the 30 contaminants sampled, PFHxA and PFPeA were found in the well's May and October samples with concentrations as follows.

Constituents	5/2024 Result	10/2024 Result
PFHxA	0.0046 ug/L (ppb) or 4.6 ng/L (ppt)	0.0060 ug/L (ppb) or 6.0 ng/L (ppt)
PFPeA	0.0059 ug/L or 5.9 ng/L (ppt)	0.0053 ug/L or 5.3 ng/L (ppt)

At this time, there are no federal and state Maximum Contaminant Level (MCL) or Maximum Contaminant level Goals (MCLGs) for these constituents and the source is unknown.

The Winding Way Well is one of our oldest wells and has faced several water quality issues over the years, including problems with color, odor, entrained air, and sand production. Destruction of the well was considered prior to the 2015 Drought, but curtailment of our surface water rights forced the District to return the well to active status. During an inspection in 2022, two small breaks were discovered in the well's casing, which likely contributed to the sand issues. The pump column was also found to be in poor condition due to its age. Recent

groundwater projects included the destruction and re-drilling of the Winding Way Well. Demolition of the well was completed on November 5th. Staff is working closely with the consultant and the driller on the new well to determine satisfactory water quality in the new well.

RECOMMENDATION

None. Information only.

YOU ARE INVITED!

24TH ANNUAL HOLIDAY SOCIAL



HOSTED BY

RWA

Regional Water Authority

SGA

Sacramento Groundwater Authority



DETAILS

DATE: Thursday, December 12, 2024

TIME: 6:00 to 9:00 P.M.

LOCATION: On board the Delta King | 1000 Front Street, Sacramento, CA 95814

COST: \$40 per person

MENU: Passed hors d'oeuvres, a carving station, desserts, and a no-host bar

ATTIRE: Business casual



JOIN US

Attend a festive evening on the historic Delta King, a beautifully restored paddlewheel riverboat moored along the Old Sacramento Waterfront. Enjoy holiday cheer, great company, delicious food, and the presentation of our annual awards!



PARKING OPTIONS

VALET: Available for a fee

METERED: Street parking and public garages are nearby, including Tower Bridge Garage and Old Sacramento Garage (3rd & L Streets).

RSVP & PAYMENT

PRE-PAY: Credit card only.

RSVP & PAY: Via Eventbrite at rwaholiday24.eventbrite.com or QR code.

RSVP BY FRIDAY, DECEMBER 6, 2024.



WE LOOK FORWARD TO

CELEBRATING WITH YOU!

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GAVIN NEWSOM
GOVERNOR



NANCY WARD
DIRECTOR

November 12, 2024

Cathy Lee
General Manager
Carmichael Water District
7837 Fair Oaks Boulevard
Carmichael, CA 95608

Subject: Notification of Payment
Public Assistance Grants Program
FEMA-4683- DR-CA, Cal OES ID:067-91002

Dear Cathy Lee

The California Governor's Office of Emergency Services (Cal OES) has enclosed the approved copy of your Request for Reimbursement and/or Small Project Payment documents for your records. Please be advised that state warrants have a one-year period of negotiability.

As the recipient of federal funds, your organization is subject to the Federal Single Audit Act of 1984 and the Single Audit Act Amendments of 1996. Part of your report requirements under the Act and Amendments include the preparation of a Schedule of Expenditures of Federal Awards. You will need the following information in order to accurately complete the Schedule:

Federal Grantor Agency
Pass-Through Agency
Assistance Listings Program Title
Assistance Listings Number
Pass-Through Grantor's Number

U.S. Department of Homeland Security - Federal Emergency Management Agency
California Governor's Office of Emergency Services
Public Assistance Grants
97.036
FEMA- 4683-DR-CA, Cal OES ID: 067-91002

Please refer to the enclosed information detailing the payment made for this request. For assistance regarding this payment, or your audit requirements, contact the Recovery Financial Processing Unit at (916) 845-8110.

RECOVERY FINANCIAL PROCESSING UNIT

Enclosure(s)
c: Subrecipient's Federal File/Subrecipient's State File

Report Generated on:	02/16/2024 22:39
Disaster Number:	4683
Applicants:	"067-U2BTN-00"
Report Format:	Detail

Fed: \$ 33,574.01
 CDA: \$ 8,393.50
 BS 11/12/24

Date: 02/16/2024 22:39

Federal Emergency Management Agency

Public Assistance Grant Summary (P.5)

OK

Disaster: FEMA-4683-DR-CA

Number of Records: 1 067-91002-00

Applicant ID: 067-U2BTN-00

Applicant: CARMICHAEL WATER DISTRICT

Bundle #	Date Approved	PW #	Cat	Fund Code	Cost Share	Project Amount (\$)	Federal Share (\$)	Subgrantee Admin (\$)	Total Approved (\$)
PA-09-CA-4683-PW-00714(796)	02-07-2024	PA-09-CA-4683-PW-00714(0)	F	06	N	44,765.35	33,574.01	0.00	33,574.01
Applicant Total in Bundle PA-09-CA-4683-PW-00714(796) (1 PW)				06		44,765.35	33,574.01	0.00	33,574.01
APPLICANT TOTAL: 067-U2BTN-00 (1 PW)						44,765.35	33,574.01	0.00	33,574.01
TOTAL for report: (1 PW)						44,765.35	33,574.01	0.00	33,574.01

General Manager's Report

November 2024

1. The Ferguson Group (TFG) Visit

The District partners with San Juan Water District (SJWD) and the City of Folsom for its federal advocacy effort and SJWD administers a contract with The Ferguson Group (TFG). Two of TFG's staff members work with the regional partnership with one staff member in Washington D.C. and one locally in the Sacramento area. On 11/12/2024, both TFG staff attended a meeting with the regional partners to discuss upcoming work and tour the facilities to better understand the infrastructure needs. Staff discussed the need to rehabilitate the Ranney Collector wells and their operational criteria and toured the District's water treatment plant.



2. Distribution Superintendent Position Update

The new Distribution Superintendent will start on Monday, 11/18/2024. He will have a week of overlap with Mr. Scott Bair.

3. Regional Water Authority (RWA) – 2025 Board Elections Officers and Executive Committee

At RWA's November Board meeting, RWA members nominated a slate of candidates for the 2025 RWA Board Officers and the Executive Committee (EC). RWA Policy 200.3 states that the Board of Directors elects the 2025 Chair by voting whether to elect the current Vice-Chair. The current Vice-Chair is Bill Roberts of City of West Sacramento and the Board elected him to Chair without any challengers. For the Vice Chair, Michael Saunders of Georgetown Divide Public Utility District (PUD) stated his intent. For the Executive Committee, seven members entered their names for three member-elected positions:

- Ron Greenwood, Carmichael Water District
- Bob Wichert, Sacramento Suburban Water District
- Brett Ewart, City of Sacramento
- Sean Bigley, City of Sacramento
- Chris Nelson, City of Lincoln
- Sean Twilla, Golden State Water Company (investor owned utility, IOU)
- Nicholas Schneider, Georgetown Divide PUD

Additionally, for the seats on the EC, the upcoming RWA Chair will nominate two candidates, the Chair of Sacramento Groundwater Authority (SGA) will nominate a member of the SGA, and the IOU member will have a seat.

3. Holiday Party

The District's Holiday Party is on 12/20/2024 and the Board is welcome to attend.

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CARMICHAEL WATER DISTRICT

November 2024 Engineering Department Report

Engineering Manager, Greg Norris P.E.

CAPITAL IMPROVEMENT PROJECTS

La Sierra ASR Well Project: The contractor has installed the system tie-ins on Engle and Garfield Avenues. The contractor is currently installing yard pipe and doing site work to bring the well site up to grade. See Photo below.



Winding Way ASR Well Project: The District staff has coordinated with SMUD to temporarily remove the power line and connection to the District owned residential home on Charleston Way in order to facilitate the access of high profile equipment into the project site. The existing well was destroyed on November 5, 2024 and the sound wall used for the drilling of the new well is currently being installed. See photos below for the preparation of existing well destruction.



Ladera ASR Well Project: The existing well was destroyed on September 27, 2024. The contractor has set up a sound wall and has installed the casing for the new well. The new well has been drilled to a depth of approximately 520 feet and is currently being developed. Pictures below show the sound wall and conductor casing installed.



La Vista Tank and Booster Well Project: Erosion control Best Management Practices (BMPs) have been installed at the site to prevent sedimentation from the project area. All other work has stopped due to a contract dispute between the District and the contractor.

SCADA Project: No update since last month.

Garfield Well Backup Generator Project: No update since last month.

Claremont Pipeline Engineering Design: Dugan Engineering Management has completed the potholing plan to confirm utility locations within the proposed pipeline alignment. An encroachment permit to perform the potholing has been issued by Sac County's CMID and a Traffic Control Plan for the Fair Oaks Boulevard portion of the work has been completed by Capital Barrier. A notice of the intended work was sent to approximately 175 customers within the immediate area of the work. The District and Rawles Construction continues to perform potholing as time allows. Currently, approximately 80% of the necessary potholing is complete.

MISCELLANEOUS

COTP: TID and the City of Roseville were notified that both the Carmichael Water District Board of Directors and the San Juan Water District Board of Directors have approved the sale of their 1 MW of transmission for \$150,000 each. TID and City of Roseville are developing the purchase agreement and are coordinating with the COTP board to request approval of the sale.

CUSTOMER DELIVERY PROJECTS/ACTIVITIES:

The following list includes invoices for work requested by a customer and paid by the customer.

<u>Project Location</u>	<u>Activity</u>	<u>Project Description</u>	<u>Service/Notes</u>
5XXX Fair Oaks Blvd	New Construction Services	New Construction House/ADU	Plan Check Fees: 1-6 Lots residential
5XXX Engle Road	New Construction Services	New Construction House/ADU	Fire Flow Analysis
5XXX Angelina Ave	New Construction Services	New Construction House/ADU	Construction Fees

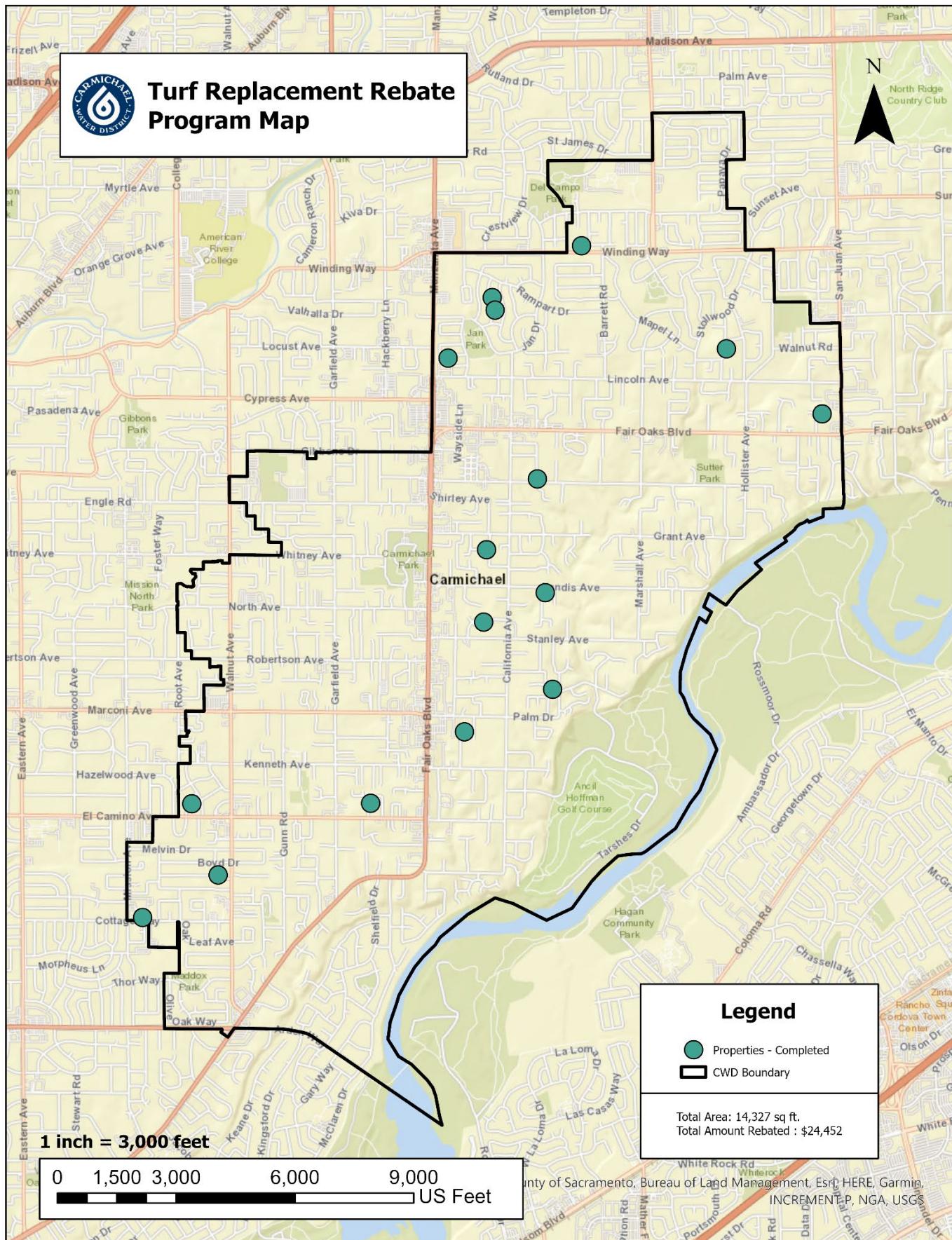
WATER USE AND CONSERVATION

Water Leak Exemptions: Water leak exemptions provide rebates to customers who have had water loss due to leakage that meets specific criteria outlined in District Regulations Manual No. 2000, Water Leak Exemption. Maximum amount eligible for rebate is 500 CCF and the current water rate is \$2.26/CCF. Two Exemptions were provided since last month's report. Total amount of rebate has not been finalized as of date of this report.

Turf Replacement Program: Two new turf replacement certifications for this month. To date, the District has paid through the grant \$24,452 to 16 customers. See Map below. The replacement rate is \$2/SF up to 1,000 SF. Total turf area replaced to date is 14,327 Square Feet. Currently, the District has 3 additional customers that are in process of replacing turf.



Turf Replacement Rebate Program Map



County of Sacramento, Bureau of Land Management, Esri, HERE, Garmin,
INCREMENTAL, NGA, USGS

CARMICHAEL WATER DISTRICT
OCTOBER 2024 BILLING DEPARTMENT REPORT
Billing Specialist, Tori V.

In comparison to September's Billing, there is a decrease of 22% in Billing Units and Total Billing is down 10%.

BILLING ACTIVITY				FY 24-25	FY 23-24		Previous Year Billing Totals % Difference
Billing Period	Billing Units*	Usage Charges	Service Charges	Billing Totals	Billing Totals	Billing Units*	
July	570,813	\$ 1,290,039	\$ 820,065	\$ 2,110,104	\$ 1,681,005	449,410	26%
August	487,443	\$ 1,101,622	\$ 820,357	\$ 1,921,979	\$ 1,834,038	523,315	5%
September	453,927	\$ 1,025,876	\$ 820,304	\$ 1,846,180	\$ 1,573,781	397,982	17%
October	372,814	\$ 842,560	\$ 820,422	\$ 1,662,982	\$ 1,449,177	337,834	15%
November				\$ -	\$ 1,198,159	216,445	
December				\$ -	\$ 1,063,486	151,575	
January				\$ -	\$ 1,146,764	143,529	
February				\$ -	\$ 1,082,539	115,430	
March				\$ -	\$ 1,110,361	127,799	
April				\$ -	\$ 1,191,150	163,201	
May				\$ -	\$ 1,478,165	289,076	
June				\$ -	\$ 1,782,139	422,549	
YTD Totals	1,884,998	\$ 4,260,097	\$ 3,281,147	\$ 7,541,244	\$ 16,590,763	3,338,145	-55%

* 1 Unit = 100 CCF (Centum Cubic Feet) = 748 Gallons.

Billing Units are based on current meter reading period, i.e., Current Billing Period = 9/23/24 – 10/23/24, and may differ from Production reported numbers due to the meter read billing cutoff dates.

COLLECTIONS: Processed & Total Outstanding A/R Amounts

The Total 61-90 Days column displays the delinquent amounts that will be targeted on next month's final notice and collections processes. The Outstanding A/R amounts reflect what was still owing at month end, this is 17% of the amount billed, or approximately 1,400 customers.

Date	Total on APS*	Total Off	Total # Liened	Total \$ Liened	Total 61 - 90 Days	Total Outstanding A/R **
June 2024	0	14	8	\$ 5,099	\$ 12,286	\$ 248,577
FY 24-25						
July	0	10	7	\$ 3,088	\$ 9,242	\$ 247,101
August	1	9	7	\$ 3,020	\$ 8,226	\$ 304,965
September	0	7	7	\$ 3,044	\$ 12,683	\$ 242,173
October	0	1	7	\$ 3,068	\$ 14,012	\$ 306,843

* APS = Alternative Payment Schedule

** Includes Total Liened and 61-120 Days Amounts

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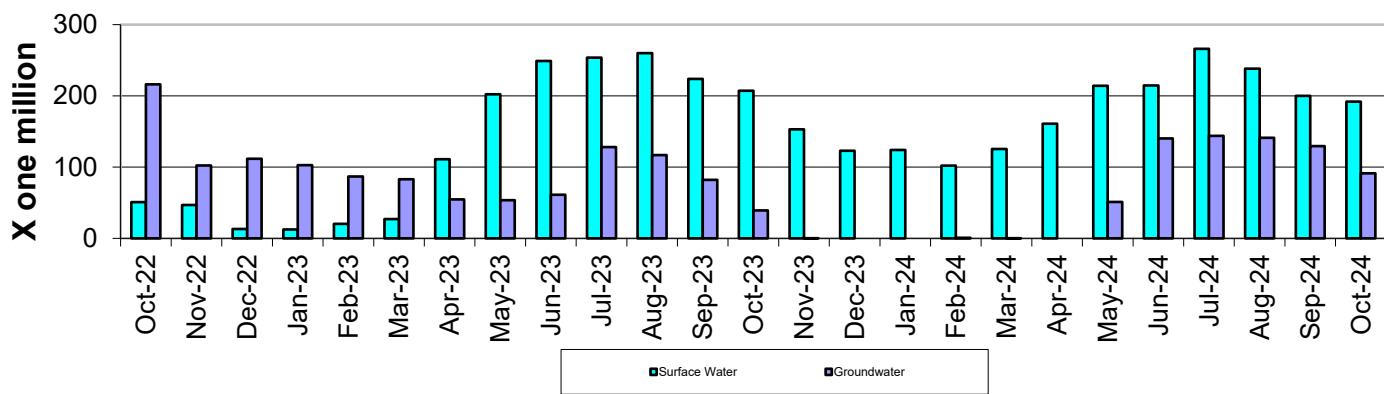
CARMICHAEL WATER DISTRICT
Production Superintendent, DAVID BIAGI
October 2024 Water Production Board Report



BWTP Roof Completion 10/21/24

CWD Monthly Water Production 2015-2025														
FY	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	MGD Totals	Acre/Ft
2024-25	409.91	379.28	329.43	283.13									1402	4302
2023-24	381.87	376.96	305.79	246.50	153.18	123.06	114.25	102.90	125.55	160.99	265.26	354.84	2712	8322
2022-23	371.77	358.96	299.37	267.16	149.16	124.91	115.19	107.14	109.89	165.79	255.81	310.23	2635	8088
2021-22	381.78	354.31	318.00	232.62	127.07	114.90	116.95	138.86	181.17	183.76	282.17	327.46	2759	8467
2020-21	408.04	402.05	335.66	294.53	188.58	140.24	125.19	110.64	145.91	237.20	332.59	371.58	3092	9490
2019-20	378.84	381.60	314.85	259.58	201.55	122.39	113.09	135.71	153.23	181.81	281.40	360.18	2884	8851
2018-19	387.57	361.56	314.04	259.22	187.67	121.80	111.84	96.07	109.20	158.03	226.19	317.21	2650	8134
2017-18	399.61	383.76	323.74	270.59	140.87	129.07	113.92	117.16	115.88	148.80	258.57	335.23	2737	8400
2016-17	357.82	353.35	299.41	193.38	123.16	115.61	113.47	96.26	116.84	123.76	268.14	332.52	2494	7653
2015-16	287.66	283.68	259.99	213.09	128.89	107.92	100.49	97.72	107.12	148.87	219.44	308.84	2264	6947
Avg.	376.49	363.55	310.03	251.98	155.57	122.27	113.82	111.39	129.42	167.67	265.51	335.35	2692	8261
Daily	12.14	11.73	10.33	8.13	5.19	3.94	3.67	3.98	4.17	5.59	8.56	11.18		

CWD Combined Surface & Ground Water Usage



Oct. CWD Total Production		MG
Surface Water	68%	191.894
Groundwater	32%	91.233

Production	Up/ Down	Month	Up/ Down	10-Year Running Average
Production from same month last year	Up	15%	Up	12 %
Oct. 2024 Average Daily Production		9.13 MG		
Peak Day – Oct. 5th		10.68 MG		

GSWC Delivery: CWD delivered 139.89 MG or 428.08 Acre/Ft to GSWC in October.

There were three (3) water quality complaints in October. The areas where the complaints occurred were thoroughly investigated and flushed as necessary.

Water Quality Activity

- ✓ Taste & Odor: 2
- ✓ Color: 0
- ✓ Turbidity (Air): 0
- ✓ Suspended Solids: 1
- ✓ Low Pressure: 0

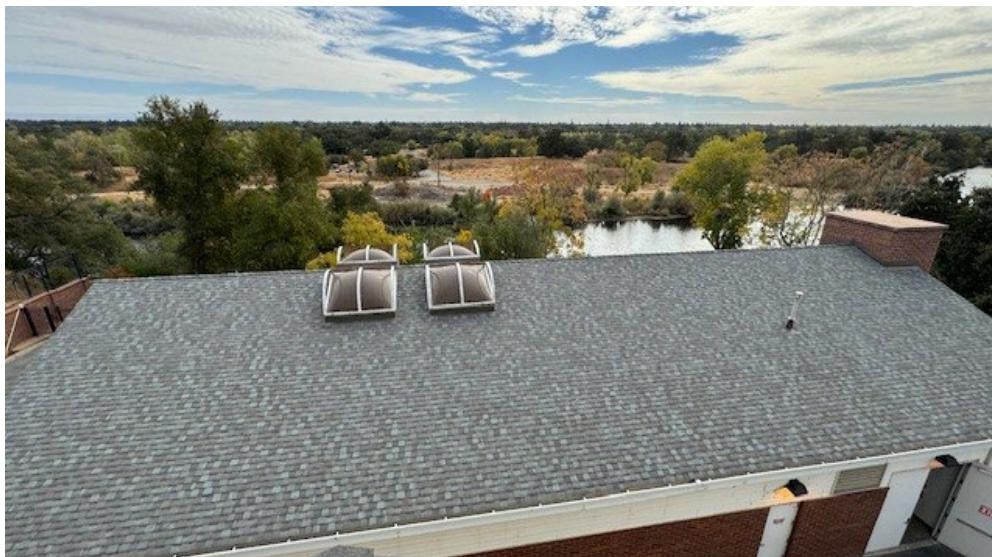
Backflow Devices Tested

- ✓ Tested: 58
- ✓ New Devices: 2
- ✓ Failed Tests: 1

Maintenance Activity

- ✓ Secondary Cl₂ CIP: 1
- ✓ Skid Valve Repair: 2
- ✓ Instrument Calibrations: 8
- ✓ Module Repair: 41

Bajamont Water Treatment Plant Roof Replacement: In September, All Seasons North Roofing crews began installing a new roofing system on the main building and the raw water building at the Bajamont Water Treatment Plant. The project was completed in five weeks, on schedule, with no disruptions to the normal operations of the treatment plant. During the project, two change orders were authorized, totaling \$2,826.00, which brought the final cost to \$232,627.00. The roofing system installed is the CertainTeed Landmark, which is a 50-year roofing system that comes with a 25-year workmanship guarantee provided by All Seasons North Roofing.



Raw water Building



West-facing Roof of Main Building



East-facing Roof of Main Building

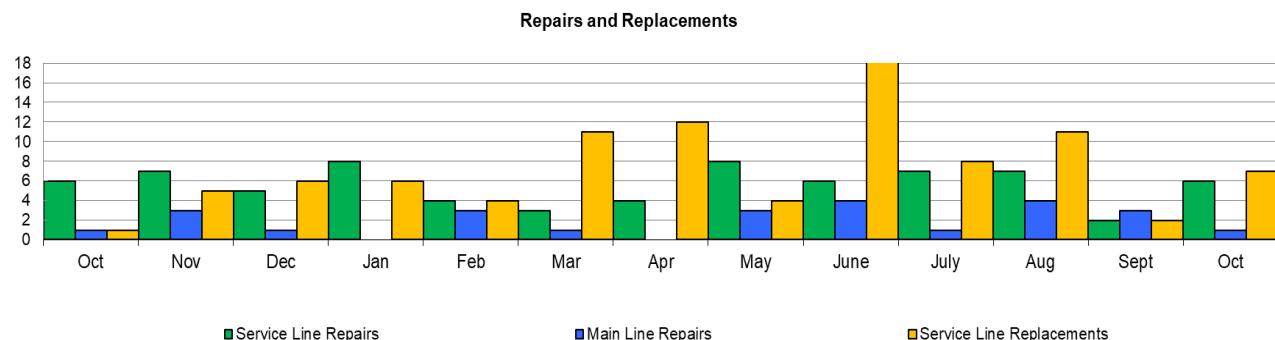
October Operational info: During the first eight days of October, temperatures remained close to the century mark, leading to high demand and a continued reliance on groundwater throughout the month. Additionally, river flows decreased to 1,500 cubic feet per second (CFS) for the entire month. As temperatures began to drop, Production Staff were able to significantly reduce groundwater usage. On November 1st, releases from Folsom Dam were increased to 2,000 CFS, and all production wells were turned off for the winter.

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CARMICHAEL WATER DISTRICT
DISTRIBUTION SUPERINTENDENT, SCOTT BAIR
October 2024 Water Distribution Board Report



Valve installation on Garfield Ave at the La Sierra ASR Well Site



Capital Improvements/Replacements

- Service Line: 7
- Fire Hydrant: 1
- Main Line Valve: 0
- New Construction Meters: 4
- Air Relief Valves - 0

O and M Repair Work

- Service Line: 6
- Fire Hydrant: 6
- Main Line: 0
- Meter Boxes: 3
- Main Line Valve Boxes: 2
- Meter Change Out: 24
- Registers Change Out: 10
- Hydrant Inspections: 6
- Valves Exercised: 21

Customer Assist

- Call Outs: 69
- Private Repairs: 25
- Water Waste: 2
- Lock/Unlock: 8
- High Pressure: 1
- Low Pressure: 0

- Arden – Arcade & Carmichael Sidewalk & Street Lights: This Sacramento County project will install curb, gutter, sidewalk infill, ADA curb ramps, and street lighting at the intersection of El Camino Ave and Fair Oaks Blvd. District staff will need to relocate some of the facilities within the project limits after construction has taken place. So far there has been few alterations and or adjustments needed. One (1) water service line has been lowered for this project. This project is nearing completion.
- Fair Oaks Blvd. at Kenneth Ave. Traffic Signal: This project will construct a traffic signal at the intersection of Fair Oaks Blvd. and Kenneth Ave. The District received “C” plans for this project on June 21, 2024 and has responded with comments. The project has identified the relocation of one (1) fire hydrant located at the north east corner of Fair Oaks Blvd. and Kenneth Ave. Staff has requested staking at the location. Sacramento County to provide the new location coordinates for the fire hydrant relocation. This project was scheduled to bid on July29, 2024 with construction starting in late August. The start of County construction is pending. Staff has abandon the fire hydrant and water service line at the original location and has completed the new installation of the fire hydrant and water service at this location.
- Ancil Hoffman and River Bend Park Overlay Project: The District has received the “A” plans for this project. The paving portion of this project will start at the intersection of California Ave. and Tarshes Way, working east into Ancil Hoffman Park to the club house and driving range. District forces are required to lower then raise all main line valve boxes (12 projected) within the limits of construction.
- Sacramento County AC Overlay Phase D (Continued): The District has received “A” plans for an additional overlay project in the areas of Kenneth Ave, west of Walnut Ave continuing south to El Camino Ave. Upon completion of the overlay project, there will be a three (3) year utility trench cut moratorium. In anticipation of this project and the three year moratorium, District staff will be upgrading several water service connections within the limits of construction. Staff will GPS all facilities within the limits of the project and update the District map as needed.
- Distribution Staff have completed the required erosion control installation as identified in the Engineering Departments SWPPP report at the La Vista Tank and Well Site Project.

It's been a privilege working with you all over the past years. Farewell, but not goodbye. Leaving Carmichael Water District is bittersweet, but I look forward to what the future holds. Thank you for the camaraderie and support. Wishing you all the best.

Sincerely,

Jeffrey Scott Bair
Retired

BOARD OF DIRECTORS

OCTOBER 2024 MEETING ATTENDANCE

MEETINGS ATTENDED		DIRECTORS				
DATE	DESCRIPTION	DAVIS	EMMERSON	NELSON	GREENWOOD	SELSKY
10/15	CWD - Regular Board Meeting	1	1	1	1	1
10/16 10/29	RWA - Meeting					2
10/10 10/23	SGA - Regular Board Meeting					2
10/30	WEF Water Summit					1
TOTAL MEETINGS ATTENDED		1	1	1	1	6

OCTOBER 2024 EXPENSE COMPENSATION/REIMBURSEMENT

MEETINGS COMPENSATED						
DATE	DESCRIPTION	DAVIS	EMMERSON	NELSON	GREENWOOD	SELSKY
7/31	ACWA Region 4 Committee					1
8/28	ACWA Committee Meetings				1	
8/18	CWD - Training/Meeting					1
9/17 10/15	CWD - Regular Board Meeting	2	2	2	2	2
9/12	RWA - Regular Board Meeting				1	
8/27 9/24	RWA - Executive Committee				2	
8/8	SGA - Regular Board Meeting					1
8/26	SGA - Meeting					1
8/15	Carmichael Chamber			1	1	
TOTAL # COMPENSATED		2	2	3	7	6
TOTAL \$ COMPENSATED		\$304.00	\$304.00	\$456.00	\$1,064.00	\$912.00
*TOTAL REIMBURSEMENTS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

FISCAL YEAR 2024-2025 SUMMARY

	DAVIS	EMMERSON	NELSON	GREENWOOD	SELSKY
FYTD # MEETINGS ATTENDED	6	4	5	12	18
FYTD # MEETINGS COMPENSATED	4	4	7	13	10
FYTD \$ MEETINGS COMPENSATED	\$608.00	\$608.00	\$1,064.00	\$1,976.00	\$1,520.00
FYTD EXPENSE REIMBURSEMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$44.89