

# SOLANO COUNTY WATER AGENCY



## BOARD OF DIRECTORS:

### **Chair:**

*Mayor Harry Price*  
City of Fairfield

### **Vice Chair:**

*Director Dale Crossley*  
Reclamation District No. 2068

*Mayor Jack Batchelor*  
City of Dixon

*Mayor Osby Davis*  
City of Vallejo

*Supervisor Erin Hannigan*  
Solano County District 1

*Mayor Steve Hardy*  
City of Vacaville

*Director John D. Kluge*  
Solano Irrigation District

*Mayor Elizabeth Patterson*  
City of Benicia

*Mayor Norm Richardson*  
City of Rio Vista

*Director Gene Robben*  
Maine Prairie Water District

*Mayor Pete Sanchez*  
City of Suisun City

*Supervisor Linda Seifert*  
Solano County District 2

*Supervisor Jim Spering*  
Solano County District 3

*Supervisor Skip Thomson*  
Solano County District 5

*Supervisor John Vasquez*  
Solano County District 4

## GENERAL MANAGER:

*David Okita, PE*  
Solano County Water Agency

## BOARD OF DIRECTORS MEETING

**DATE:** Thursday, August 14, 2014

**TIME:** 6:30 – 7:00 p.m. (Note: City County  
Coordinating Council is meeting at 7:00)

**PLACE:** Berryessa Room  
Solano County Water Agency Office  
810 Vaca Valley Parkway, Suite 203  
Vacaville

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA**

4. **PUBLIC COMMENT**

Limited to 5 minutes for any one item not scheduled on the Agenda.

5. **CONSENT ITEMS**

(A) Minutes: Approval of the Minutes of the Board of Directors meeting of June 13, 2014 is recommended.

(B) Expenditure Approvals: Approval of the June and July checking account registers are recommended.

(C) Response Letter to 2013-2014 Grand Jury Report Entitled: Geographic Information Systems: Authorize General Manager to sign response letter to the Presiding Judge for the 2013-2014 Grand Jury Report Entitled: Geographic Information Systems.

(D) Purchase All-purpose Utility Tractor: Authorize General Manager to execute a purchase order for a utility tractor (Kubota M9960HDC12) with implements, costing \$80,246.52.

810 Vaca Valley Parkway, Suite 203  
Vacaville, California 95688  
Phone (707) 451-6090 • FAX (707) 451-6099  
www.scwa2.com



(E) Agreement with Matson & Isom for Audit: Authorize General Manager to execute a contract with Matson & Isom to perform the audit for Fiscal Year 2013/2014 costing \$23,500. Approve a maximum 5-year audit firm rotation policy.

(F) LPCCC: Putah Creek Floodplain Restoration Project:

1. Adopt construction plans and specifications for the Putah Creek Floodplain Restoration Project.
2. Authorize staff to advertise Contract Documents to solicit bids.

(G) Agreement with IERS, Inc. for a Post-Fire Assessment of the Monticello Fire: Authorize General Manager to execute agreement of \$37,835 with Integrated Environmental Restoration Services (IERS), Inc. for Post Assessment of the Monticello Fire.

(H) Water Conservation Coordinator Reclassification: Approve a new non-management Water Conservation Coordinator classification and authorize General Manager to reclassify the existing Senior Water Resources Specialist to the new classification.

**6. BOARD MEMBER REPORTS**

RECOMMENDATION: For information only.

**7. GENERAL MANAGER'S REPORT**

RECOMMENDATION: For information only.

**8. WATER BOND**

RECOMMENDATION: Hear report on legislative Water Bond activity and provide direction as necessary

**9. AGREEMENT IN PRINCIPLE FOR SWP CONTRACT EXTENSION**

RECOMMENDATION: Authorize General Manager to execute an Agreement in Principle for a contract amendment concerning extension of the SCWA State Water Project Water Supply Contract.

**10. DELTA ISSUES**

RECOMMENDATION: Hear Report from the Delta Water Coordination Working Group and provide direction as necessary.

**11. TIME AND PLACE OF NEXT MEETING**

Thursday, September 11, 2014 at 6:30 p.m. at the SCWA offices.

***The Full Board of Directors packet with background materials for each agenda item can be viewed on the Agency's website at [www.scwa2.com](http://www.scwa2.com).***

Any materials related to items on this agenda distributed to the Board of Directors of Solano County Water Agency less than 72 hours before the public meeting are available for public inspection at the Agency's offices located at the following address: 810 Vaca Valley Parkway, Suite 203, Vacaville, CA 95688. Upon request, these materials may be made available in an alternative format to persons with disabilities.  
Aug.2014.bod.agd

# CONSENT ITEMS

**SOLANO COUNTY WATER AGENCY**  
**BOARD OF DIRECTORS MEETING MINUTES**

**MEETING DATE: June 13, 2014**

The Solano County Water Agency Board of Directors met this evening at the Solano County Water Agency. Present were:

Mayor Jack Batchelor, City of Dixon  
Mayor Harry Price, City of Fairfield  
Mayor Elizabeth Patterson, City of Benicia  
Mayor Steve Hardy, City of Vacaville  
Mayor Osby Davis, City of Vallejo  
Mayor Pete Sanchez, City of Suisun City  
Mayor Norm Richardson, City of Rio Vista  
Supervisor Linda Seifert, Solano County District 2  
Supervisor James Spering, Solano County District 3  
Supervisor John Vasquez, Solano County District 4  
Director Jack D. Kluge, Solano Irrigation District  
Manager Don Holdener, Maine Prairie Water District  
Director Mike Hardesty, Reclamation District 2068

**CALL TO ORDER**

The meeting was called to order at 6:30 P.M. by Chairman Price.

**APPROVAL OF AGENDA**

On a motion by Mayor Patterson and a second by Mayor Batchelor the Board unanimously approved the agenda.

**PUBLIC COMMENT**

There were no public comments.

**CONSENT ITEMS**

Director Kluge requested Consent Item A be approved separately. On a motion by Supervisor Seifert and a second by Mayor Richardson the Board unanimously approved Consent Items B, C, D, E and F. On a motion from Supervisor Spering and a second by Mayor Hardy Consent Item A was approved by the Board with Director Kluge abstaining.

- (A) Minutes
- (B) Expenditure Approvals
- (C) Pre-Approval of Fiscal Year 2014-2015 Payments
- (D) Statement of Investment Policy
- (E) Appropriation Limit
- (F) Flood Control Advisory Committee Reduction

**BOARD MEMBER REPORTS**

There were no Board Member reports.

**GENERAL MANAGER'S REPORT**

Manager Okita showed a video from the high school water conservation video contest. He had nothing further to add to the written report.

**SCWA BUDGET FOR FISCAL YEAR 2013-2014**

Katherine Phillips, Administrative Services Manager, summarized the proposed FY 2014-2015 budget, as recommended by the Executive Committee, for the Board to consider. The proposed budget is in a new format. Property taxes are the Agency's main revenue and they have been increasing the last few years. The reserve fund as a percentage of the budget has been reduced from over 100% for the FY 12/13 budget to 89% for FY 14/15 based on the direction from the Board to reduce the reserve fund. Katherine highlighted budget items in each of the four Agency funds.

A motion was made by Supervisor Sperling with a second by Mayor Batchelor for adoption of the Water Agency's fiscal year 2014-2015 budget. The Board approved the budget unanimously.

**BUDGET IMPLEMENTATION ITEMS**

- (A) On a motion by Supervisor Seifert and a second by Mayor Patterson the Board established a tax rate of \$0.02 per \$100 of assessed valuation for the State Water Project property tax for fiscal year 2014-2015. Mayor Sanchez opposed the motion.
- (B) On a motion by Mayor Sanchez and a second by Mayor Patterson the Board unanimously awarded a 2% cost of living adjustment to Water Agency employees effective the payroll period starting July, 5, 2014.
- (C) On a motion by Mayor Batchelor and a second by Supervisor Vasquez the Board unanimously authorize the General Manager to execute agreements and amendments for the following consultant services for work through fiscal year 2014 – 2015:
  - 1. Agrichem, Nuisance Vegetation Management, new contract-contract limit of \$30,928;
  - 2. ARCADIS U.S. Inc., Cache Slough Water Quality Monitoring, new contract-contract limit \$50,000;
  - 3. Blankinship & Associates, Inc., Compliance and Monitoring for Aquatic Pesticide Use, new contract - contract limit of \$49,500;
  - 4. CH2MHILL, Solano HCP EIR/EIS, amendment for increase in 2013-2014 budget by \$45,000 from \$556,586.59 to \$601,586.49; new contract 2014-2015-contract limit \$120,000;
  - 5. Clean Lakes, Campbell Lake Algaecide Treatments, new contract-contract limit of \$76,400;
  - 6. Electric & Gas Industries Association, Solano County High-Efficiency Toilet Rebate Program, new contract- contract limit of \$100,000;
  - 7. Eyasco, Inc., Data and Website Management, new contract- contract limit of \$253,100;
  - 8. GHD, Solano County Commercial and Industrial Water Conservation, new contract- contract limit of \$75,000;
  - 9. LSA Associatesn Inc., Habitat Conservation Plan, new contract-contract limit of \$270,000;
  - 10. Normandeau Associates, Lower Putah Creek Fish Monitoring, new contract-contract limit of \$52,834;
  - 11. Ovivo, Engineering and Field support for the PSC Headworks Automatic Screen Cleaner, contract limit of \$56,750.
  - 12. Pacific Gas and Electric, Solano Regional High Efficiency Washer Rebate Program; contract limit of \$200,000.
  - 13. Solano Resource Conservation District, Lake Berryessa Outreach, new contract-contract limit of \$54,000;
  - 14. Solano Resource Conservation District, Suisun Marsh Education Program, amendment to three year contract of \$6,264 from \$121,000 to \$127,264;
  - 15. Wildlife Survey & Photo Service, Solano Project/LPCCC Biomonitoring for New Zealand Mud Snails, new contract-contract limit of \$142,176;
  - 16. ZunZun, Solano School Education Program, new contract- contract limit of \$30,000.

(D) On a motion by Mayor Bachelor and a second by Supervisor Spering the Board unanimously approved changing the salary range for the Senior Water Resources Engineer classification from Range 33 to 39.

**DELTA ISSUES**

Supervisor Seifert reported the Delta Coordination Working Group held a meeting on June 9, 2014 where they reviewed BDCP comment issues, discussed the water bond legislation and had a presentation on the Yolo Bypass/Cache Slough Integrated Water Management Plan. Documents from the Working Group regarding BDCP comment issues and water bond principles were distributed to the Board. Manager Okita reported that SB848, introduced by Senator Wolk, which includes language proposed by SCWA, is the leading Senate version of water bond legislation. Governor Brown has not provided an opinion on the legislation and there is concern he will modify the Delta section.

**TIME AND PLACE OF NEXT MEETING**

On a motion by Supervisor Seifert and a second by Supervisor Vasquez the Board unanimously approved the cancellation of the July Board of Directors meeting.

The next regularly scheduled meeting will be Thursday, August 14, 2014 at 6:30 P.M. at the Solano County Water Agency offices.

**ADJOURNMENT**

This meeting of the Solano County Water Agency Board of Directors was adjourned at 7:27 P.M.

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David B. Okita, General Manager  
and Secretary to the Board of Directors of the  
Solano County Water Agency

ACTION OF  
SOLANO COUNTY WATER AGENCY

DATE: August 14, 2014

SUBJECT: Expenditures Approval

RECOMMENDATION:

Approve expenditures from the Water Agency checking accounts for the months of June and July, 2014.

FINANCIAL IMPACT:

All expenditures are within previously approved budget amounts.

BACKGROUND:

The Water Agency auditor has recommended that the Board of Directors approve all expenditures (in arrears). Attached is a summary of expenditures from the Water Agency’s checking accounts for the months of June and July, 2014. Additional backup information is available upon request.

Recommended: \_\_\_\_\_  
David B. Okita, General Manager

|                          |                         |                          |                   |
|--------------------------|-------------------------|--------------------------|-------------------|
| <input type="checkbox"/> | Approved as recommended | <input type="checkbox"/> | Other (see below) |
|--------------------------|-------------------------|--------------------------|-------------------|

Modification to Recommendation and/or other actions:

I, David B. Okita, General Manager and Secretary to the Solano County Water Agency, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular meeting thereof held on August 14, 2014 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

David B. Okita  
General Manager & Secretary to the  
Solano County Water Agency

**SOLANO COUNTY WATER AGENCY**  
**Cash Disbursements Journal**  
For the Period From Jun 1, 2014 to Jul 31, 2014

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

| Date    | Check # | Account                    | Line Description  | Debit Amount          | Credit Amount |
|---------|---------|----------------------------|---|-----------------------|---------------|
| 6/3/14  | 100162  | 2023AC<br>1020SC           | FSA REMIBURSEMENT JUN 2014<br>PATE, THOMAS                            | 100.00                | 100.00        |
| 7/2/14  | 100163  | 2023AC<br>1020SC           | FSA REMIBURSEMENT JULY 2014<br>PATE, THOMAS                           | 100.00                | 100.00        |
| 7/24/14 | 22795V  | 2020SC<br>1020SC           | Invoice: MAY 2013<br>EVE PAGE   | 15.82                 | 15.82         |
| 7/25/14 | 22850V  | 2020SC<br>1020SC           | Invoice: 5/26/13 - 6/6/13<br>CHRIS TIMMER                             | 37.85                 | 37.85         |
| 7/24/14 | 23115V  | 2020SC<br>1020SC           | Invoice: JULY 2013<br>EVE PAGE  | 275.72                | 275.72        |
| 7/24/14 | 23138V  | 2020SC<br>1020SC           | Invoice: JUNE - AUG 2013<br>OLIVIA TULLIER                            | 102.29                | 102.29        |
| 6/13/14 | 24030V  | 2020SC<br>1020SC           | Invoice: PROP 84 INVOICE #3<br>SAN FRANCISCO PUBLIC UTILITIES COMM.   | 102,499.54            | 102,499.54    |
| 6/30/14 | 24249V  | 2020SC<br>1020SC           | Invoice: TURF REBATE - LAL<br>TURF REBATE PROGRAM                     | 616.00                | 616.00        |
| 6/6/14  | 24355V  | 2020SC<br>1020SC           | Invoice: MAR - APR 2014 PCC<br>PUTAH CREEK COUNCIL                    | 5,964.65              | 5,964.65      |
| 6/5/14  | 24368   | 2020SC<br>1020SC           | Invoice: KRUPA - PLEASANTS CK<br>ENDANGERED SPECIES PERMIT - SERVICES | 50.00                 | 50.00         |
| 6/6/14  | 24369   | 2020SC<br>1020SC           | Invoice: HS VIDEO CONTEST WCW<br>HIGH SCHOOL VIDEO CONTEST            | 500.00                | 500.00        |
| 6/6/14  | 24370   | 2020SC<br>1020SC           | Invoice: TURF REBATE - HULETT<br>TURF REBATE PROGRAM                  | 733.00                | 733.00        |
| 6/6/14  | 24371   | 2020SC<br>1020SC           | Invoice: HS VIDEO CONTEST AC<br>HIGH SCHOOL VIDEO CONTEST             | 500.00                | 500.00        |
| 6/6/14  | 24372   | 2020SC<br>1020SC           | Invoice: TURF REBATE - YOUNG<br>TURF REBATE PROGRAM                   | 1,000.00              | 1,000.00      |
| 6/6/14  | 24373   | 2020SC<br>1020SC           | Invoice: HS VIDEO CONTEST CV<br>HIGH SCHOOL VIDEO CONTEST             | 375.00                | 375.00        |
| 6/6/14  | 24374   | 2020SC<br>1020SC           | Invoice: TURF REBATE - WHITES<br>TURF REBATE PROGRAM                  | 792.00                | 792.00        |
| 6/6/14  | 24375   | 2020SC<br>1020SC           | Invoice: HS VIDEO CONTEST CS<br>HIGH SCHOOL VIDEO CONTEST             | 375.00                | 375.00        |
| 6/6/14  | 24376   | 2020SC<br>1020SC           | Invoice: TURF REBATE - JANNE<br>TURF REBATE PROGRAM                   | 1,000.00              | 1,000.00      |
| 6/6/14  | 24377   | 2020SC<br>1020SC           | Invoice: HS VIDEO CONTEST STP<br>HIGH SCHOOL VIDEO CONTEST            | 750.00                | 750.00        |
| 6/6/14  | 24378   | 2020SC<br>1020SC           | Invoice: TURF REBATE - SMITH<br>TURF REBATE PROGRAM                   | 1,000.00              | 1,000.00      |
| 6/6/14  | 24379   | 2020SC<br>1020SC           | Invoice: 0291685<br>CB&T/ACWA-JPIA                                    | 1,630.00              | 1,630.00      |
| 6/6/14  | 24380   | 2020SC<br>1020SC           | Invoice: 1695460<br>AMERICAN TOWER CORPORATION                        | 494.30                | 494.30        |
| 6/6/14  | 24381   | 2020SC<br>2020SC<br>1020SC | Invoice: 0070021<br>Invoice: 0069894<br>BSK ASSOCIATES                | 6,427.00<br>19,756.50 | 26,183.50     |
| 6/6/14  | 24382   | 2020SC<br>1020SC           | Invoice: 29758<br>LUHDORFF & SCALMANINI                               | 504.50                | 504.50        |
| 6/6/14  | 24383   | 2020SC<br>1020SC           | Invoice: 458129<br>M&M SANITARY LLC                                   | 160.00                | 160.00        |



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| Date    | Check # | Account  | Line Description  | Debit Amount                              | Credit Amount |
|---------|---------|--|---|---|---------------|
| 6/6/14  | 24384   | 2020SC<br>1020SC                               | Invoice: 14-05-3868<br>MBK ENGINEERS  | 743.75                                    | 743.75        |
| 6/6/14  | 24385   | 2020SC<br>1020SC                               | Invoice: 0531140228<br>SHANDAM CONSULTING   | 2,863.75                                  | 2,863.75      |
| 6/6/14  | 24386   | 2020SC<br>2020SC<br>2020SC<br>2020SC<br>1020SC | Invoice: 03035<br>Invoice: 03033<br>Invoice: 03034<br>Invoice: 03036<br>SOLANO COUNTY DEPT RESOURCE MGMT. | 16,623.48<br>937.40<br>982.59<br>3,415.33 | 21,958.80     |
| 6/6/14  | 24387   | 1020SC   | VOID  |   |               |
| 6/6/14  | 24388   | 2020SC<br>2020SC<br>1020SC                     | Invoice: 35029<br>Invoice: 35070<br>SUISUN VALLEY FRUIT GROWERS AS  | 52.12<br>36.14                            | 88.26         |
| 6/6/14  | 24389   | 2020SC<br>1020SC                               | Invoice: MAY 2014<br>CLEAN TECH ADVOCATES   | 5,400.00                                  | 5,400.00      |
| 6/6/14  | 24390   | 2020SC<br>1020SC                               | Invoice: HS VIDEO CONTEST ADC<br>HIGH SCHOOL VIDEO CONTEST  | 250.00                                    | 250.00        |
| 6/6/14  | 24391   | 2020SC<br>1020SC                               | Invoice: 208709<br>J & W LAWN & GARDEN EQUIPMENT, INC.  | 84.14                                     | 84.14         |
| 6/6/14  | 24392   | 2020SC<br>1020SC                               | Invoice: 150992<br>PETRILLO'S TIRE AND AUTO SERVICE   | 20.00                                     | 20.00         |
| 6/6/14  | 24393   | 2020SC<br>2020SC<br>1020SC                     | Invoice: 632989<br>Invoice: 633033<br>PISANIS AUTO PARTS  | 10.19<br>14.59                            | 24.78         |
| 6/6/14  | 24394   | 2020SC<br>1020SC                               | Invoice: 1316147<br>RECOLOGY VACAVILLE SOLANO   | 28.22                                     | 28.22         |
| 7/7/14  | 24394V  | 2020SC<br>1020SC                               | Invoice: 1316147<br>RECOLOGY VACAVILLE SOLANO   | 28.22                                     | 28.22         |
| 6/6/14  | 24395   | 2020SC<br>1020SC                               | Invoice: 1028<br>ROCK STEADY JUGGLING   | 750.00                                    | 750.00        |
| 6/6/14  | 24396   | 2020SC<br>2020SC<br>1020SC                     | Invoice: 41521106<br>Invoice: 41521799<br>SBS LEASING A PROGRAM DE LAGE                                   | 980.93<br>77.67                           | 1,058.60      |
| 6/6/14  | 24397   | 2020SC<br>2020SC<br>2020SC<br>1020SC           | Invoice: 82922<br>Invoice: 83157<br>Invoice: 82919<br>GHD, INC.   | 1,125.00<br>393.00<br>3,665.50            | 5,183.50      |
| 6/6/14  | 24398   | 2020SC<br>1020SC                               | Invoice: HS VIDEO CONTEST CT<br>HIGH SCHOOL VIDEO CONTEST   | 250.00                                    | 250.00        |
| 6/11/14 | 24399   | 2020SC<br>1020SC                               | Invoice: 0596250<br>ARCADIS U.S., INC.  | 2,433.74                                  | 2,433.74      |
| 6/11/14 | 24400   | 2020SC<br>1020SC                               | Invoice: IN-1140570449<br>COAST RADIO COMPANY, INC  | 1,935.00                                  | 1,935.00      |
| 6/11/14 | 24401   | 2020SC<br>1020SC                               | Invoice: INV345252<br>CPS HR CONSULTING   | 2,250.00                                  | 2,250.00      |
| 6/12/14 | 24401V  | 2020SC<br>1020SC                               | Invoice: INV345252<br>CPS HR CONSULTING   | 2,250.00                                  | 2,250.00      |
| 6/11/14 | 24402   | 2020N<br>1020SC                                | Invoice: 29536<br>ELECTRIC & GAS INDUSTRIES ASSOC.  | 34,478.46                                 | 34,478.46     |
| 6/11/14 | 24403   | 1020SC   | VOID  |   |               |
| 6/11/14 | 24404   | 2020SC<br>1020SC                               | Invoice: 003248<br>ERICK'S DELI   | 34.91                                     | 34.91         |
| 6/11/14 | 24405   | 2020SC   | Invoice: 155  | 1,920.00                                  |               |

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|---------|---------|---------|-----------------------------------|--------------|---------------|
|         |         | 2020SC  | Invoice: 156                      | 240.00       |               |
|         |         | 1020SC  | GATES CONSULTING SERVICES         |              | 2,160.00      |
| 6/11/14 | 24406   | 2020SC  | Invoice: 73722                    | 102.00       |               |
|         |         | 2020SC  | Invoice: 73721                    | 204.00       |               |
|         |         | 2020SC  | Invoice: 73720                    | 411.06       |               |
|         |         | 1020SC  | HERUM \ CRABTREE \ SUNTAG         |              | 717.06        |
| 6/11/14 | 24407   | 2020SC  | Invoice: 10747                    | 62.04        |               |
|         |         | 1020SC  | IRRIGATION SUPPLY COMPANY         |              | 62.04         |
| 6/11/14 | 24408   | 2020SC  | Invoice: 13/14-DV1                | 1,052.00     |               |
|         |         | 1020SC  | MARINE SCIENCE INSTITUTE          |              | 1,052.00      |
| 6/11/14 | 24409   | 2020SC  | Invoice: 116228                   | 3,126.10     |               |
|         |         | 1020SC  | PACIFIC AG RENTALS                |              | 3,126.10      |
| 6/11/14 | 24410   | 2020SC  | Invoice: 0002255                  | 10,386.05    |               |
|         |         | 2020SC  | Invoice: 0002256                  | 111.83       |               |
|         |         | 1020SC  | SOLANO IRRIGATION DISTRICT        |              | 10,497.88     |
| 6/11/14 | 24411   | 2020SC  | Invoice: 12008129                 | 58.60        |               |
|         |         | 1020SC  | THE TREMONT GROUP, INC.           |              | 58.60         |
| 6/11/14 | 24412   | 2020SC  | Invoice: TURF REBATE - ZIMMER     | 828.00       |               |
|         |         | 1020SC  | TURF REBATE PROGRAM               |              | 828.00        |
| 6/11/14 | 24413   | 2020SC  | Invoice: SCWA-FY2013-14-10        | 11,177.87    |               |
|         |         | 2020SC  | Invoice: SCWA-FY2013-14-11        | 10,501.79    |               |
|         |         | 2020SC  | Invoice: LPCCC_FY2013-14-10       | 2,577.28     |               |
|         |         | 2020SC  | Invoice: LPCCC_FY2013-14-11       | 2,604.97     |               |
|         |         | 1020SC  | WILDLIFE SURVEY & PHOTO SERVICE   |              | 26,861.91     |
| 6/11/14 | 24414   | 2020SC  | Invoice: 160598                   | 65.00        |               |
|         |         | 1020SC  | A & L WESTERN AGRICULTURAL LABS   |              | 65.00         |
| 6/11/14 | 24415   | 2020SC  | Invoice: 5/23/14 - 6/22/14        | 135.80       |               |
|         |         | 1020SC  | AT&T MOBILITY                     |              | 135.80        |
| 6/11/14 | 24416   | 2020SC  | Invoice: AR143956                 | 5,628.75     |               |
|         |         | 1020SC  | CITY OF NAPA WATER DIVISION       |              | 5,628.75      |
| 6/11/14 | 24417   | 2020SC  | Invoice: V3032001                 | 7,252.98     |               |
|         |         | 1020SC  | HOLT OF CALIFORNIA                |              | 7,252.98      |
| 6/11/14 | 24418   | 2020SC  | Invoice: CL55594                  | 835.92       |               |
|         |         | 1020SC  | INTERSTATE OIL COMPANY            |              | 835.92        |
| 6/11/14 | 24419   | 2020SC  | Invoice: 480302908                | 78.97        |               |
|         |         | 2020SC  | Invoice: 480304672                | 94.96        |               |
|         |         | 2020SC  | Invoice: 480303782                | 78.97        |               |
|         |         | 2020SC  | Invoice: 480306411                | 78.97        |               |
|         |         | 2020SC  | Invoice: 480305539                | 90.96        |               |
|         |         | 1020SC  | MISSION LINEN SUPPLY              |              | 422.83        |
| 6/11/14 | 24420   | 2020SC  | Invoice: 3262619                  | 45.73        |               |
|         |         | 2020SC  | Invoice: 3272761                  | 82.65        |               |
|         |         | 1020SC  | QUILL CORPORATION                 |              | 128.38        |
| 6/11/14 | 24421   | 2020SC  | Invoice: GN012629                 | 19,541.38    |               |
|         |         | 1020SC  | SANTA CLARA VALLEY WATER DISTRICT |              | 19,541.38     |
| 6/11/14 | 24422   | 2020SC  | Invoice: TURF REBATE - ROBERT     | 1,000.00     |               |
|         |         | 1020SC  | TURF REBATE PROGRAM               |              | 1,000.00      |
| 6/11/14 | 24423   | 2020SC  | Invoice: TURF REBATE - TIETZE     | 900.00       |               |
|         |         | 1020SC  | TURF REBATE PROGRAM               |              | 900.00        |
| 6/11/14 | 24424   | 2020SC  | Invoice: 9457103415               | 98.90        |               |
|         |         | 2020SC  | Invoice: 9457223627               | 182.32       |               |
|         |         | 2020SC  | Invoice: 9457103423               | 50.65        |               |
|         |         | 2020SC  | Invoice: 9457223635               | 888.25       |               |
|         |         | 1020SC  | GRAINGER                          |              | 1,220.12      |
| 6/11/14 | 24425   | 2020SC  | Invoice: 0019009                  | 22.80        |               |
|         |         | 2020SC  | Invoice: 0018906                  | 151.89       |               |

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| Date    | Check # | Account | Line Description                        | Debit Amount | Credit Amount |
|---------|---------|---------|---|--------------|---------------|
|         |         | 2020SC  | Invoice: 0018904                        | 37.20        |               |
|         |         | 2020SC  | Invoice: 3028527                        | 19.36        |               |
|         |         | 2020SC  | Invoice: 8011678                        | 30.13        |               |
|         |         | 2020SC  | Invoice: 8011680                        | 77.57        |               |
|         |         | 1020SC  | HOME DEPOT CREDIT SERVICE               |              | 338.95        |
| 6/11/14 | 24426   | 2020SC  | Invoice: 737                            | 1,153.44     |               |
|         |         | 1020SC  | SOLANO RESOURCE CONSERVATION DISTRICT   |              | 1,153.44      |
| 6/11/14 | 24427   | 2020SC  | Invoice: 1140-09                        | 1,145.00     |               |
|         |         | 1020SC  | ALAMEDA COUNTY WASTE MANAGEMENT AUTHORI |              | 1,145.00      |
| 6/12/14 | 24427V  | 2020SC  | Invoice: 1140-09                        |              | 1,145.00      |
|         |         | 1020SC  | ALAMEDA COUNTY WASTE MANAGEMENT AUTHORI | 1,145.00     |               |
| 6/11/14 | 24428   | 2020SC  | Invoice: 153866                         | 11,895.98    |               |
|         |         | 1020SC  | AYRES ASSOCIATES                        |              | 11,895.98     |
| 6/11/14 | 24429   | 2020SC  | Invoice: 14-026-U JUN 2014              | 4,370.00     |               |
|         |         | 2020SC  | Invoice: 14-258-V APR 2014              | 54,581.00    |               |
|         |         | 2020SC  | Invoice: 14-026-T JUN 2014              | 400,666.00   |               |
|         |         | 2020SC  | Invoice: 14-024-U JUN 2014              | 6,048.00     |               |
|         |         | 1020SC  | DEPARTMENT OF WATER RESOURCES           |              | 465,665.00    |
| 6/17/14 | 24430   | 2020SC  | Invoice: 188931                         | 1,189.81     |               |
|         |         | 1020SC  | CAMPBELL SCIENTIFIC, INC.               |              | 1,189.81      |
| 6/17/14 | 24431   | 2020SC  | Invoice: 3580                           | 13,102.50    |               |
|         |         | 1020SC  | EYASCO, INC.                            |              | 13,102.50     |
| 6/17/14 | 24432   | 2020SC  | Invoice: 5-(14)                         | 880.00       |               |
|         |         | 1020SC  | DENNIS GRUNSTAD                         |              | 880.00        |
| 6/17/14 | 24433   | 2020SC  | Invoice: 56808                          | 1,320.00     |               |
|         |         | 1020SC  | NORMANDEAU ASSOCIATES, INC.             |              | 1,320.00      |
| 6/17/14 | 24434   | 2020SC  | Invoice: 2444786-JN14                   | 435.89       |               |
|         |         | 1020SC  | PITNEY BOWES                            |              | 435.89        |
| 6/17/14 | 24435   | 2020SC  | Invoice: 004781                         | 13.85        |               |
|         |         | 2020SC  | Invoice: 006744                         | 42.01        |               |
|         |         | 1020SC  | SAM'S CLUB                              |              | 55.86         |
| 6/17/14 | 24436   | 2020SC  | Invoice: PROP 84 INVOICE #3             | 102,600.00   |               |
|         |         | 1020SC  | SAN FRANCISCO PUBLIC UTILITIES COMM.    |              | 102,600.00    |
| 6/17/14 | 24437   | 2020SC  | Invoice: 33822                          | 50,478.50    |               |
|         |         | 2020SC  | Invoice: 33821                          | 30,382.50    |               |
|         |         | 1020SC  | SOUTHWEST ENVIRONMENTAL                 |              | 80,861.00     |
| 6/23/14 | 24437V  | 2020SC  | Invoice: 33822                          |              | 50,478.50     |
|         |         | 2020SC  | Invoice: 33821                          |              | 30,382.50     |
|         |         | 1020SC  | SOUTHWEST ENVIRONMENTAL                 | 80,861.00    |               |
| 6/17/14 | 24438   | 2020SC  | Invoice: 13678                          | 1,755.73     |               |
|         |         | 2020SC  | Invoice: 13679                          | 2,499.05     |               |
|         |         | 2020SC  | Invoice: 13680                          | 4,477.21     |               |
|         |         | 1020SC  | SUMMERS ENGINEERING, INC.               |              | 8,731.99      |
| 6/17/14 | 24439   | 2020SC  | Invoice: TURF REABTE - JOSEPH           | 822.00       |               |
|         |         | 1020SC  | TURF REBATE PROGRAM                     |              | 822.00        |
| 6/17/14 | 24440   | 2020SC  | Invoice: 9957887                        | 99.59        |               |
|         |         | 1020SC  | ARAMARK REFRESHMENT SERVICES            |              | 99.59         |
| 6/17/14 | 24441   | 2020SC  | Invoice: DELTA WG JUN 2014              | 27.12        |               |
|         |         | 2020SC  | Invoice: JUN 2014 PER DIEM              | 113.56       |               |
|         |         | 2020SC  | Invoice: EXEC MEET JUN 2014             | 127.12       |               |
|         |         | 1020SC  | JACK BATCHELOR                          |              | 267.80        |
| 6/17/14 | 24442   | 2020SC  | Invoice: INV345252                      | 1,000.00     |               |
|         |         | 1020SC  | CPS HR CONSULTING                       |              | 1,000.00      |
| 6/17/14 | 24443   | 2020SC  | Invoice: JUN 2014 PER DIEM              | 131.08       |               |
|         |         | 1020SC  | OSBY DAVIS                              |              | 131.08        |

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|---------|---------|----------------------------|--|------------------|---------------|
| 6/17/14 | 24444   | 2020SC<br>1020SC           | Invoice: 119776<br>FM GRAPHICS   | 191.55           | 191.55        |
| 6/17/14 | 24445   | 2020SC<br>1020SC           | Invoice: JUN 2014 PER DIEM<br>MIKE HARDESTY                                | 100.00           | 100.00        |
| 6/17/14 | 24446   | 2020SC<br>1020SC           | Invoice: JUN 2014 PER DIEM<br>DON HOLDENER                                 | 107.91           | 107.91        |
| 6/17/14 | 24447   | 2020SC<br>2020SC<br>1020SC | Invoice: JUN 2014 PER DIEM<br>Invoice: DELTA WG JUN 2014<br>JOHN D. KLUGE  | 100.00<br>100.00 | 200.00        |
| 6/17/14 | 24448   | 2020SC<br>1020SC           | Invoice: JUN 2014 PER DIEM<br>ELIZABETH PATTERSON                          | 135.60           | 135.60        |
| 6/17/14 | 24449   | 2020SC<br>1020SC           | Invoice: 36261444<br>RECOLOGY VACAVILLE SOLANO                             | 125.38           | 125.38        |
| 6/17/14 | 24450   | 2020SC<br>2020SC<br>1020SC | Invoice: JUN 2014 PER DIEM<br>Invoice: DELTA WG JUN 2014<br>LINDA SEIFERT  | 100.00<br>100.00 | 200.00        |
| 6/17/14 | 24451   | 2020SC<br>2020SC<br>1020SC | Invoice: JUN 2014 PER DIEM<br>Invoice: EXEC MEET JUN 2014<br>JAMES SPERING | 100.00<br>100.00 | 200.00        |
| 6/17/14 | 24452   | 2020SC<br>1020SC           | Invoice: 1140-09<br>ALAMEDA COUNTY WASTE MANAGEMENT AUTHORI                | 1,145.00         | 1,145.00      |
| 6/17/14 | 24453   | 2020SC<br>1020SC           | Invoice: TURF REBATE - MCCRAR<br>TURF REBATE PROGRAM                       | 1,000.00         | 1,000.00      |
| 6/17/14 | 24454   | 2020SC<br>1020SC           | Invoice: JUN 2014 PER DIEM<br>JOHN VASQUEZ                                 | 100.00           | 100.00        |
| 6/17/14 | 24455   | 2020N<br>1020SC            | Invoice: 29531<br>ELECTRIC & GAS INDUSTRIES ASSOC.                         | 637.73           | 637.73        |
| 6/17/14 | 24456   | 2020SC<br>1020SC           | Invoice: PASS THRU #7<br>NAPA COUNTY FC&WCD                                | 43,245.00        | 43,245.00     |
| 6/17/14 | 24457   | 2020SC<br>1020SC           | Invoice: MAY 2014<br>SOLANO COUNTY FLEET OPERATIONS                        | 942.87           | 942.87        |
| 6/17/14 | 24458   | 2020SC<br>1020SC           | Invoice: 0002263<br>SOLANO IRRIGATION DISTRICT                             | 125,364.47       | 125,364.47    |
| 6/17/14 | 24459   | 2020SC<br>1020SC           | Invoice: 03037<br>SOLANO COUNTY DEPT RESOURCE MGMT.                        | 2,734.77         | 2,734.77      |
| 6/17/14 | 24460   | 2020SC<br>1020SC           | Invoice: TURF REBATE - TU<br>TURF REBATE PROGRAM                           | 1,000.00         | 1,000.00      |
| 6/17/14 | 24461   | 2020SC<br>1020SC           | Invoice: TURF REBATE - CARDEN<br>TURF REBATE PROGRAM                       | 1,000.00         | 1,000.00      |
| 6/17/14 | 24462   | 2020SC<br>1020SC           | Invoice: TURF REBATE - JENKIN<br>TURF REBATE PROGRAM                       | 677.00           | 677.00        |
| 6/17/14 | 24463   | 2020SC<br>1020SC           | Invoice: TURF REBATE - NSMITH<br>TURF REBATE PROGRAM                       | 1,000.00         | 1,000.00      |
| 6/17/14 | 24464   | 2020SC<br>1020SC           | Invoice: TURF REBATE - FARR<br>TURF REBATE PROGRAM                         | 1,000.00         | 1,000.00      |
| 6/17/14 | 24465   | 2020SC<br>1020SC           | Invoice: TURF REBATE - SERVIN<br>TURF REBATE PROGRAM                       | 423.00           | 423.00        |
| 7/24/14 | 24465V  | 2020SC<br>1020SC           | Invoice: TURF REBATE - SERVIN<br>TURF REBATE PROGRAM                       | 423.00           | 423.00        |
| 6/17/14 | 24466   | 2020SC<br>1020SC           | Invoice: TURF REBATE - ATTRID<br>TURF REBATE PROGRAM                       | 543.00           | 543.00        |
| 6/17/14 | 24467   | 2020SC                     | Invoice: TURF REBATE - HOOVER  | 496.00           |               |

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|---------|---------|---------|-------------------------------------|--------------|---------------|
|         |         | 1020SC  | TURF REBATE PROGRAM                 |              | 496.00        |
| 6/18/14 | 24468   | 2020SC  | Invoice: 370045                     | 259.51       |               |
|         |         | 2020SC  | Invoice: 369299                     | 145.00       |               |
|         |         | 2020SC  | Invoice: 370336                     | 249.96       |               |
|         |         | 1020SC  | HAUGHN & SON TIRE                   |              | 654.47        |
| 6/20/14 | 24469   | 2020SC  | Invoice: AR3082                     | 104,268.68   |               |
|         |         | 1020SC  | CONTRA COSTA WATER DISTRICT         |              | 104,268.68    |
| 6/20/14 | 24470   | 2020SC  | Invoice: G14001                     | 30,538.82    |               |
|         |         | 1020SC  | SONOMA COUNTY WATER AGENCY          |              | 30,538.82     |
| 6/26/14 | 24471   | 2020SC  | Invoice: 161212                     | 36.00        |               |
|         |         | 1020SC  | A & L WESTERN AGRICULTURAL LABS     |              | 36.00         |
| 6/26/14 | 24472   | 2020SC  | Invoice: 14007                      | 1,132.48     |               |
|         |         | 2020SC  | Invoice: 14011                      | 3,129.90     |               |
|         |         | 2020SC  | Invoice: 14010                      | 784.61       |               |
|         |         | 2020SC  | Invoice: 14008                      | 4,604.45     |               |
|         |         | 1020SC  | AGRICHEM SERVICES, INC.             |              | 9,651.44      |
| 6/26/14 | 24473   | 2020SC  | Invoice: 0070488                    | 3,726.13     |               |
|         |         | 1020SC  | BSK ASSOCIATES                      |              | 3,726.13      |
| 6/26/14 | 24474   | 2020SC  | Invoice: 14-286-O ADJUSTMENT        | 20,320.00    |               |
|         |         | 2020SC  | Invoice: 14-299-U DRY YR2014        | 13,743.00    |               |
|         |         | 1020SC  | DEPARTMENT OF WATER RESOURCES       |              | 34,063.00     |
| 6/26/14 | 24475   | 2020SC  | Invoice: 2-692-69935                | 381.51       |               |
|         |         | 1020SC  | FEDEX EXPRESS                       |              | 381.51        |
| 6/26/14 | 24476   | 2020SC  | Invoice: V3032002                   | 5,864.94     |               |
|         |         | 1020SC  | HOLT OF CALIFORNIA                  |              | 5,864.94      |
| 6/26/14 | 24477   | 2020SC  | Invoice: CL57050                    | 978.34       |               |
|         |         | 1020SC  | INTERSTATE OIL COMPANY              |              | 978.34        |
| 6/26/14 | 24478   | 2020SC  | Invoice: 778031284                  | 485.66       |               |
|         |         | 1020SC  | SIMPLOT GROWER SOLUTIONS            |              | 485.66        |
| 6/26/14 | 24479   | 2020SC  | Invoice: 130090                     | 8,359.15     |               |
|         |         | 1020SC  | LSA ASSOCIATES, INC.                |              | 8,359.15      |
| 6/26/14 | 24480   | 2020SC  | Invoice: 128676                     | 152.64       |               |
|         |         | 2020SC  | Invoice: 128675                     | 1,697.95     |               |
|         |         | 1020SC  | MARTIN'S METAL FABRICATION &        |              | 1,850.59      |
| 6/26/14 | 24481   | 2020SC  | Invoice: 117201                     | 2,042.50     |               |
|         |         | 1020SC  | PACIFIC AG RENTALS                  |              | 2,042.50      |
| 6/26/14 | 24482   | 2020SC  | Invoice: MAR - APR 2014 PCC         | 7,087.15     |               |
|         |         | 1020SC  | PUTAH CREEK COUNCIL                 |              | 7,087.15      |
| 6/26/14 | 24483   | 2020SC  | Invoice: 1099921371                 | 10.78        |               |
|         |         | 2020SC  | Invoice: 1093620081                 | 45.94        |               |
|         |         | 2020SC  | Invoice: 1100511101                 | 8.94         |               |
|         |         | 2020SC  | Invoice: 1102053471                 | 48.51        |               |
|         |         | 1020SC  | STAPLES                             |              | 114.17        |
| 6/26/14 | 24484   | 2020SC  | Invoice: 26207-8                    | 2,351.79     |               |
|         |         | 2020SC  | Invoice: 20919-35                   | 7,092.18     |               |
|         |         | 2020SC  | Invoice: 20919-34                   | 2,540.65     |               |
|         |         | 1020SC  | THE REGENTS OF THE UNIVERSITY OF CA |              | 11,984.62     |
| 6/26/14 | 24485   | 2020SC  | Invoice: TURF REBATE - WIESER       | 1,000.00     |               |
|         |         | 1020SC  | TURF REBATE PROGRAM                 |              | 1,000.00      |
| 6/26/14 | 24486   | 2020SC  | Invoice: 001157                     | 1,119.07     |               |
|         |         | 1020SC  | UNAVCO, INC.                        |              | 1,119.07      |
| 6/26/14 | 24487   | 2020SC  | Invoice: TURF REBATE - DUNLAP       | 667.00       |               |
|         |         | 1020SC  | TURF REBATE PROGRAM                 |              | 667.00        |
| 6/26/14 | 24488   | 2020SC  | Invoice: TURF REBATE - LAZZAR       | 416.00       |               |
|         |         | 1020SC  | TURF REBATE PROGRAM                 |              | 416.00        |

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| 6/26/14 | 24489   | 2020SC<br>1020SC   | Invoice: TURF REBATE - JTHOMP<br>TURF REBATE PROGRAM  | 633.00   | 633.00        |
| 6/26/14 | 24490   | 2020SC<br>1020SC   | Invoice: TURF REBATE - PAREIG<br>TURF REBATE PROGRAM  | 521.00   | 521.00        |
| 6/26/14 | 24491   | 2020SC<br>1020SC   | Invoice: 14009<br>AGRICHEM SERVICES, INC.   | 9,329.70   | 9,329.70      |
| 6/26/14 | 24492   | 2020SC<br>1020SC   | Invoice: TURF REBATE - SCHAUB<br>TURF REBATE PROGRAM  | 690.00   | 690.00        |
| 6/26/14 | 24493   | 2020SC<br>1020SC   | Invoice: TURF REBATE - EMTER<br>TURF REBATE PROGRAM   | 806.00   | 806.00        |
| 6/26/14 | 24494   | 2020SC<br>1020SC   | Invoice: TURF REBATE - CLARK<br>TURF REBATE PROGRAM   | 1,000.00   | 1,000.00      |
| 6/26/14 | 24495   | 2020SC<br>2020SC<br>1020SC   | Invoice: 33822<br>Invoice: 33821<br>SOUTHWEST ENVIRONMENTAL   | 50,478.50<br>30,382.50   | 80,861.00     |
| 6/30/14 | 24496   | 2020SC<br>1020SC   | Invoice: TURF REBATE - LAL<br>TURF REBATE PROGRAM   | 616.00   | 616.00        |
| 6/30/14 | 24497   | 2020SC<br>1020SC   | Invoice: ROUTINE MAINT 2014<br>CALIFORNIA DEPT. OF FISH AND WILDLIFE  | 1,474.25   | 1,474.25      |
| 7/1/14  | 24498   | 2020SC<br>1020SC   | Invoice: 1713060<br>AMERICAN TOWER CORPORATION  | 506.42   | 506.42        |
| 7/1/14  | 24499   | 2020SC<br>1020SC   | Invoice: 8251<br>ASHBY COMMUNICATIONS, INC.   | 75.00  | 75.00         |
| 7/1/14  | 24500   | 2020SC<br>1020SC   | Invoice: 154163<br>AYRES ASSOCIATES   | 1,135.05   | 1,135.05      |
| 7/1/14  | 24501   | 2020SC<br>1020SC   | Invoice: 2526<br>BAY AREA WATER SUPPLY &  | 141,778.76   | 141,778.76    |
| 7/1/14  | 24502   | 2020SC<br>2020SC<br>2020SC<br>2020SC<br>1020SC   | Invoice: BA3505<br>Invoice: BA3506<br>Invoice: BA3504<br>Invoice: BA3503<br>BLANKINSHIP & ASSOCIATES, INC.  | 500.00<br>500.00<br>500.00<br>500.00   | 2,000.00      |
| 7/1/14  | 24503   | 2020SC<br>2020SC<br>2020SC<br>1020SC   | Invoice: MR76685<br>Invoice: MN70360<br>Invoice: MP89935<br>CDW GOVERNMENT, INC.  | 1,431.95<br>2,000.77<br>893.01   | 4,325.73      |
| 7/1/14  | 24504   | 2020SC<br>1020SC   | Invoice: 3880693<br>CH2M HILL   | 44,998.40  | 44,998.40     |
| 7/1/14  | 24505   | 2020SC<br>1020SC   | Invoice: 003276<br>ERICK'S DELI   | 177.44   | 177.44        |
| 7/1/14  | 24506   | 2020SC<br>2020SC<br>2020SC<br>2020SC<br>2020SC<br>2020SC<br>2020SC<br>2020SC<br>2020SC<br>1020SC | Invoice: 162921<br>Invoice: 163880<br>Invoice: 163594<br>Invoice: 163675<br>Invoice: 163919<br>Invoice: 163065<br>Invoice: 164088<br>Invoice: 163978<br>Invoice: 164411<br>PACIFIC ACE HARDWARE | 49.50<br>25.34<br>14.38<br>8.58<br>8.59<br>105.19<br>21.80<br>73.57<br>16.39 | 323.34        |
| 7/1/14  | 24507   | 2020SC<br>1020SC   | Invoice: 523786<br>PITNEY BOWES   | 527.50   | 527.50        |
| 7/1/14  | 24508   | 2020SC<br>2020SC<br>1020SC   | Invoice: 41810673<br>Invoice: 41813301<br>SBS LEASING A PROGRAM DE LAGE   | 980.93<br>77.67  | 1,058.60      |

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|---------|---------|--------------------------------------|---|------------------------------------|---------------|
| 7/1/14  | 24509   | 2020SC<br>1020SC                     | Invoice: JUNE 2014<br>SOLANO COUNTY FLEET OPERATIONS                                    | 440.05                             | 440.05        |
| 7/1/14  | 24510   | 2020SC<br>2020SC<br>2020SC<br>1020SC | Invoice: 03041<br>Invoice: 03043<br>Invoice: 03042<br>SOLANO COUNTY DEPT RESOURCE MGMT. | 12,629.28<br>15,863.81<br>1,608.50 | 30,101.59     |
| 7/1/14  | 24511   | 2020SC<br>1020SC                     | Invoice: DSPF Y 2014-2015<br>STATE WATER PROJECT CONTRACTORS AUTHORI                    | 17,597.00                          | 17,597.00     |
| 7/1/14  | 24512   | 2020SC<br>1020SC                     | Invoice: TURF REBATE - TRAYLO<br>TURF REBATE PROGRAM                                    | 1,000.00                           | 1,000.00      |
| 7/1/14  | 24513   | 2020SC<br>2020SC<br>1020SC           | Invoice: 83824<br>Invoice: 83823<br>GHD, INC.   | 8,263.95<br>2,586.75               | 10,850.70     |
| 7/1/14  | 24514   | 2020SC<br>1020SC                     | Invoice: 4002<br>ZUNZUN   | 7,200.00                           | 7,200.00      |
| 7/1/14  | 24515   | 2020SC<br>1020SC                     | Invoice: TURF REABTE - HARRIS<br>TURF REBATE PROGRAM                                    | 260.00                             | 260.00        |
| 7/1/14  | 24516   | 2020SC<br>1020SC                     | Invoice: TURF REBATE - JONES<br>TURF REBATE PROGRAM                                     | 375.00                             | 375.00        |
| 7/1/14  | 24517   | 2020SC<br>1020SC                     | Invoice: TURF REBATE - KNIGHT<br>TURF REBATE PROGRAM                                    | 530.00                             | 530.00        |
| 7/1/14  | 24518   | 2020SC<br>1020SC                     | Invoice: TURF REBATE - STEINB<br>TURF REBATE PROGRAM                                    | 240.00                             | 240.00        |
| 7/2/14  | 24519   | 2020SC<br>1020SC                     | Invoice: FCAC 6/2014 PER DIEM<br>RONALD CAMPBELL  | 32.91                              | 32.91         |
| 7/2/14  | 24520   | 2020SC<br>1020SC                     | Invoice: JUNE 2014<br>MARISSA HARTLEY   | 58.70                              | 58.70         |
| 7/2/14  | 24521   | 2020SC<br>1020SC                     | Invoice: FCAC 6/2014 PER DIEM<br>CHARLES KARNOPP  | 32.63                              | 32.63         |
| 7/2/14  | 24522   | 2020SC<br>1020SC                     | Invoice: FCAC 6/2014 PER DIEM<br>RONALD KOEHNE  | 25.00                              | 25.00         |
| 7/2/14  | 24523   | 2020SC<br>1020SC                     | Invoice: FCAC 6/2014 PER DIEM<br>RUDOLF OHLEMUTZ  | 58.90                              | 58.90         |
| 7/2/14  | 24524   | 2020SC<br>1020SC                     | Invoice: FCAC 6/2014 PER DIEM<br>LAURA PETERS   | 27.83                              | 27.83         |
| 7/2/14  | 24525   | 2020SC<br>1020SC                     | Invoice: FCAC 6/2014 PER DIEM<br>TERRY RIDDLE   | 40.48                              | 40.48         |
| 7/3/14  | 24526   | 2020SC<br>1020SC                     | Invoice: TRAILER QUOTE 6215<br>FACTORY OUTLET TRAILER SALES INC.                        | 8,183.56                           | 8,183.56      |
| 7/11/14 | 24527   | 2020SC<br>1020SC                     | Invoice: PROP84PAS THRU #4<br>ALAMEDA COUNTY WATER DISTRICT                             | 62,870.64                          | 62,870.64     |
| 7/11/14 | 24528   | 2020SC<br>1020SC                     | Invoice: PROP84 PASSTHRU#3 #4<br>EAST BAY MUNICIPAL UTILITY DIST.                       | 223,134.34                         | 223,134.34    |
| 7/11/14 | 24529   | 2020SC<br>1020SC                     | Invoice: 3595<br>EYASCO, INC.   | 26,317.37                          | 26,317.37     |
| 7/11/14 | 24530   | 2020SC<br>2020SC<br>1020SC           | Invoice: 74042<br>Invoice: 74043<br>HERUM \ CRABTREE \ SUNTAG                           | 2,300.10<br>25.50                  | 2,325.60      |
| 7/11/14 | 24531   | 2020SC<br>1020SC                     | Invoice: PS010711768<br>HOLT OF CALIFORNIA  | 110.49                             | 110.49        |
| 7/11/14 | 24532   | 2020SC<br>1020SC                     | Invoice: CL58481<br>INTERSTATE OIL COMPANY  | 1,084.14                           | 1,084.14      |

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|---------|---------|--|---|-------------------------------------|---------------------|
| 7/11/14 | 24533   | 2020SC<br>1020SC                               | Invoice: 12063<br>KC ENGINEERING COMPANY  | 480.00                              | 480.00              |
| 7/11/14 | 24534   | 2020SC<br>1020SC                               | Invoice: 2187<br>KOFF & ASSOCIATES, INC   | 1,640.00                            | 1,640.00            |
| 7/11/14 | 24535   | 2020SC<br>1020SC                               | Invoice: 29850<br>LUHDORFF & SCALMANINI   | 16,314.75                           | 16,314.75           |
| 7/11/14 | 24536   | 2020SC<br>1020SC                               | Invoice: 128695<br>MARTIN'S METAL FABRICATION &   | 140.24                              | 140.24              |
| 7/11/14 | 24537   | 2020SC<br>1020SC                               | Invoice: 14-06-3868<br>MBK ENGINEERS  | 229.75                              | 229.75              |
| 7/11/14 | 24538   | 2020SC<br>2020SC<br>1020SC                     | Invoice: 4178574001<br>Invoice: 4178574002<br>McJUNKIN RED MAN CORPORATION                                | 5,300.10<br>2,414.24                | 7,714.34            |
| 7/11/14 | 24539   | 2020SC<br>2020SC<br>2020SC<br>1020SC           | Invoice: 480308096<br>Invoice: 480307243<br>Invoice: 480308963<br>MISSION LINEN SUPPLY                    | 94.96<br>98.95<br>102.95            | 296.86              |
| 7/11/14 | 24540   | 2020SC<br>1020SC                               | Invoice: PROP84 PASSTHRU #4<br>NAPA COUNTY FC&WCD   | 5,615.08                            | 5,615.08            |
| 7/11/14 | 24541   | 2020SC<br>1020SC                               | Invoice: PROF ENGINEER 14-15<br>OKITA, DAVID B.   | 115.00                              | 115.00              |
| 7/11/14 | 24542   | 2020SC<br>1020SC                               | Invoice: 6492990046JULY<br>STANDARD INSURANCE COMPANY   | 640.74                              | 640.74              |
| 7/11/14 | 24543   | 2020SC<br>1020SC                               | Invoice: 369721<br>STERLING MAY CO.   | 111.12                              | 111.12              |
| 7/11/14 | 24544   | 2020SC<br>1020SC                               | Invoice: 4228001627<br>T.D.S FOODS  | 232.47                              | 232.47              |
| 7/11/14 | 24545   | 2020SC<br>2020SC<br>2020SC<br>1020SC           | Invoice: 12011793<br>Invoice: 12011792<br>Invoice: 12011588<br>THE TREMONT GROUP, INC.                    | 86.56<br><br>107.66                 | 15.31<br><br>178.91 |
| 7/11/14 | 24546   | 2020SC<br>1020SC                               | Invoice: 109669<br>VALLEY HYDRAULICS & MACHINE, INC.  | 413.03                              | 413.03              |
| 7/11/14 | 24547   | 2020SC<br>1020SC                               | Invoice: PROP 84 PASS THRU#4<br>ZONE 7 WATER AGENCY   | 102,614.93                          | 102,614.93          |
| 7/11/14 | 24548   | 2020SC<br>1020SC                               | Invoice: 4.1.14-6.30.14<br>ACWA/JPIA  | 5,852.77                            | 5,852.77            |
| 7/11/14 | 24549   | 2020SC<br>1020SC                               | Invoice: MT69855<br>CDW GOVERNMENT, INC.  | 285.18                              | 285.18              |
| 7/11/14 | 24550   | 2020SC<br>1020SC                               | Invoice: 6/23/14 - 7/22/14<br>AT&T MOBILITY   | 137.00                              | 137.00              |
| 7/11/14 | 24551   | 2020SC<br>1020SC                               | Invoice: IN-1140670902<br>COAST RADIO COMPANY, INC  | 2,205.00                            | 2,205.00            |
| 7/11/14 | 24552   | 2020SC<br>2020SC<br>2020SC<br>2020SC<br>1020SC | Invoice: 4020629<br>Invoice: 2011799<br>Invoice: 9012648<br>Invoice: 9023700<br>HOME DEPOT CREDIT SERVICE | 88.66<br>62.11<br>164.32<br>84.79   | 399.88              |
| 7/11/14 | 24553   | 2020SC<br>1020SC                               | Invoice: 1X079083<br>HORIZON DISTRIBUTORS, INC.   | 45.31                               | 45.31               |
| 7/11/14 | 24554   | 2020SC<br>2020SC<br>2020SC<br>2020SC<br>1020SC | Invoice: 635409<br>Invoice: 638351<br>Invoice: 638302<br>Invoice: 638235<br>PISANIS AUTO PARTS            | 120.26<br>146.92<br>28.54<br>243.83 | 539.55              |



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| 7/11/14 | 24555   | 2020SC<br>1020SC           | Invoice: 4134386<br>QUILL CORPORATION                                 | 14.51                | 14.51         |
| 7/11/14 | 24556   | 2020SC<br>1020SC           | Invoice: 35750<br>SUISUN VALLEY FRUIT GROWERS AS                      | 59.07                | 59.07         |
| 7/11/14 | 24557   | 2020SC<br>1020SC           | Invoice: TURF REBATE - ROQUE<br>TURF REBATE PROGRAM                   | 347.00               | 347.00        |
| 7/11/14 | 24558   | 2020SC<br>2020SC<br>1020SC | Invoice: 5486885<br>Invoice: 5486886<br>AT&T                          | 178.97<br>228.76     | 407.73        |
| 7/11/14 | 24559   | 2020SC<br>1020SC           | Invoice: JUNE 2014<br>CLEAN TECH ADVOCATES                            | 5,400.00             | 5,400.00      |
| 7/11/14 | 24560   | 2020SC<br>1020SC           | Invoice: V30320011<br>HOLT OF CALIFORNIA                              | 6,437.10             | 6,437.10      |
| 7/11/14 | 24561   | 2020SC<br>1020SC           | Invoice: 152076<br>PETRILLO'S TIRE AND AUTO SERVICE                   | 107.03               | 107.03        |
| 7/11/14 | 24562   | 2020SC<br>1020SC           | Invoice: 1316147<br>RECOLOGY HAY ROAD                                 | 28.22                | 28.22         |
| 7/11/14 | 24563   | 2020SC<br>2020SC<br>1020SC | Invoice: 0002373<br>Invoice: 0002372<br>SOLANO IRRIGATION DISTRICT    | 10,576.06<br>156.09  | 10,732.15     |
| 7/11/14 | 24564   | 1020SC                     | VOID  |                      |               |
| 7/11/14 | 24565   | 2020SC<br>2020SC<br>1020SC | Invoice: 752<br>Invoice: 753<br>SOLANO RESOURCE CONSERVATION DISTRICT | 6,474.65<br>4,468.89 | 10,943.54     |
| 7/11/14 | 24566   | 2020SC<br>1020SC           | Invoice: TURF REBATE - MARTIN<br>TURF REBATE PROGRAM                  | 1,000.00             | 1,000.00      |
| 7/11/14 | 24567   | 2020SC<br>1020SC           | Invoice: 0297337<br>CB&T/ACWA-JPIA                                    | 1,630.00             | 1,630.00      |
| 7/11/14 | 24568   | 2020SC<br>1020SC           | Invoice: MAY - JUNE 2014<br>IN COMMUNICATIONS                         | 7,511.50             | 7,511.50      |
| 7/11/14 | 24569   | 2020SC<br>1020SC           | Invoice: 459329<br>M&M SANITARY LLC                                   | 160.00               | 160.00        |
| 7/11/14 | 24570   | 2020SC<br>1020SC           | Invoice: 0630140228<br>SHANDAM CONSULTING                             | 3,190.00             | 3,190.00      |
| 7/11/14 | 24571   | 2020SC<br>1020SC           | Invoice: TURF REBATE - TOLLIV<br>TURF REBATE PROGRAM                  | 680.00               | 680.00        |
| 7/11/14 | 24572   | 2020SC<br>1020SC           | Invoice: TURF REBATE - HARRIS<br>TURF REBATE PROGRAM                  | 559.00               | 559.00        |
| 7/11/14 | 24573   | 2020SC<br>1020SC           | Invoice: TURF REBATE - MCLART<br>TURF REBATE PROGRAM                  | 665.00               | 665.00        |
| 7/11/14 | 24574   | 2020SC<br>1020SC           | Invoice: TURF REBATE - STAFFO<br>TURF REBATE PROGRAM                  | 954.00               | 954.00        |
| 7/11/14 | 24575   | 2020SC<br>1020SC           | Invoice: TURF REBATE - JACKSO<br>TURF REBATE PROGRAM                  | 869.00               | 869.00        |
| 7/11/14 | 24576   | 2020SC<br>1020SC           | Invoice: TURF REBATE - ROBERS<br>TURF REBATE PROGRAM                  | 836.00               | 836.00        |
| 7/11/14 | 24577   | 2020SC<br>1020SC           | Invoice: TURF REBATE - FISHER<br>TURF REBATE PROGRAM                  | 636.00               | 636.00        |
| 7/11/14 | 24578   | 2020SC<br>1020SC           | Invoice: TURF REBATE - BLAIR<br>TURF REBATE PROGRAM                   | 338.00               | 338.00        |
| 7/11/14 | 24579   | 2020SC                     | Invoice: TURF REBATE - HIRTE  | 660.00               |               |

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|         |         | 1020SC   | TURF REBATE PROGRAM   |  | 660.00        |
| 7/11/14 | 24580   | 2020SC<br>1020SC                               | Invoice: TURF REBATE - TSCHAU<br>TURF REBATE PROGRAM  | 300.00   | 300.00        |
| 7/28/14 | 24581   | 2020SC<br>1020SC                               | Invoice: 33885<br>SOUTHWEST ENVIRONMENTAL   | 1,240.00   | 1,240.00      |
| 7/28/14 | 24581V  | 2020SC<br>1020SC                               | Invoice: 33885<br>SOUTHWEST ENVIRONMENTAL   | 1,240.00   | 1,240.00      |
| 7/18/14 | 24582   | 2020SC<br>1020SC                               | Invoice: 1406064<br>AD SPECIAL T'S  | 291.17   | 291.17        |
| 7/18/14 | 24583   | 2020SC<br>1020SC                               | Invoice: 0602364<br>ARCADIS U.S., INC.  | 3,198.05   | 3,198.05      |
| 7/18/14 | 24584   | 2020SC<br>2020SC<br>2020SC<br>2020SC<br>1020SC | Invoice: BA3537<br>Invoice: BA3539<br>Invoice: BA3538<br>Invoice: BA3540<br>BLANKINSHIP & ASSOCIATES, INC.  | 1,116.67<br>2,283.33<br>2,716.67<br>2,450.00       | 8,566.67      |
| 7/18/14 | 24585   | 2020SC<br>2020SC<br>1020SC                     | Invoice: 80496421/3<br>Invoice: 80492794/2<br>CDM SMITH   | 3,343.96<br>6,864.46                               | 10,208.42     |
| 7/18/14 | 24586   | 2020SC<br>1020SC                               | Invoice: MZ00795<br>CDW GOVERNMENT, INC.  | 1,196.85   | 1,196.85      |
| 7/18/14 | 24587   | 2020SC<br>2020SC<br>2020SC<br>2020SC<br>1020SC | Invoice: 14-026-T JUL 2014<br>Invoice: 14-284-V MAY 2014<br>Invoice: 14-024-O JUL 2014<br>Invoice: 14-026-U JUL 2014<br>DEPARTMENT OF WATER RESOURCES | 2,344,465.00<br>91,403.00<br>13,818.00<br>4,370.00 | 2,454,056.00  |
| 7/18/14 | 24588   | 2020N<br>2020N<br>1020SC                       | Invoice: 29627<br>Invoice: 29646<br>ELECTRIC & GAS INDUSTRIES ASSOC.  | 19,162.00<br>3,372.72                              | 22,534.72     |
| 7/18/14 | 24589   | 1020SC   | VOID  |  |               |
| 7/18/14 | 24590   | 2020SC<br>1020SC                               | Invoice: 130554<br>LSA ASSOCIATES, INC.   | 11,516.07  | 11,516.07     |
| 7/18/14 | 24591   | 2020SC<br>1020SC                               | Invoice: 129047<br>MARTIN'S METAL FABRICATION &   | 118.67   | 118.67        |
| 7/18/14 | 24592   | 2020SC<br>1020SC                               | Invoice: 14-07-3868<br>MBK ENGINEERS  | 488.00   | 488.00        |
| 7/18/14 | 24593   | 2020SC<br>1020SC                               | Invoice: 2300<br>MORGAN FENCE COMPANY, INC.   | 323.57   | 323.57        |
| 7/18/14 | 24594   | 2020SC<br>1020SC                               | Invoice: 4172437<br>QUILL CORPORATION   | 98.84  | 98.84         |
| 7/18/14 | 24595   | 2020SC<br>1020SC                               | Invoice: 36579308<br>RECOLOGY VACAVILLE SOLANO  | 125.38   | 125.38        |
| 7/18/14 | 24596   | 2020SC<br>1020SC                               | Invoice: 2001143869<br>SAGE SOFTWARE, INC.  | 355.00   | 355.00        |
| 7/18/14 | 24597   | 2020SC<br>1020SC                               | Invoice: 007972<br>SAM'S CLUB   | 52.74  | 52.74         |
| 7/18/14 | 24598   | 2020SC<br>1020SC                               | Invoice: 0002392<br>SOLANO IRRIGATION DISTRICT  | 26,463.65  | 26,463.65     |
| 7/18/14 | 24599   | 2020SC<br>2020SC<br>1020SC                     | Invoice: 13832<br>Invoice: 13833<br>SUMMERS ENGINEERING, INC.   | 3,815.33<br>8,558.93                               | 12,374.26     |
| 7/18/14 | 24600   | 2020SC<br>1020SC                               | Invoice: 144484<br>WATERMAN INDUSTRIES, INC.  | 807.58   | 807.58        |

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| 7/18/14 | 24601   | 2020SC<br>1020SC   | Invoice: 83825<br>GHD, INC.  | 531.25  | 531.25        |
| 7/18/14 | 24602   | 2020SC<br>1020SC   | Invoice: 3<br>YOLO COUNTY RCD  | 4,914.10  | 4,914.10      |
| 7/18/14 | 24603   | 2020SC<br>1020SC   | Invoice: TURF REBATE - PINI<br>TURF REBATE PROGRAM   | 706.00  | 706.00        |
| 7/18/14 | 24603V  | 2020SC<br>1020SC   | Invoice: TURF REBATE - PINI<br>TURF REBATE PROGRAM   | 706.00  | 706.00        |
| 7/18/14 | 24604   | 2020SC<br>1020SC   | Invoice: 1841<br>SOLANO COUNTY DEPT. OF RESOURCE MANAG   | 410.00  | 410.00        |
| 7/18/14 | 24605   | 2020SC<br>1020SC   | Invoice: TURF REBATE - PINI<br>TURF REBATE PROGRAM   | 706.00  | 706.00        |
| 7/18/14 | 24606   | 2020SC<br>1020SC   | Invoice: 89525<br>WOOD RODGERS, INC.   | 2,625.00  | 2,625.00      |
| 7/18/14 | 24607   | 2020SC<br>1020SC   | Invoice: TURF REBATE - DANNY<br>TURF REBATE PROGRAM  | 1,000.00  | 1,000.00      |
| 7/18/14 | 24608   | 2020SC<br>1020SC   | Invoice: TURF REABTE - RICO<br>TURF REBATE PROGRAM   | 861.00  | 861.00        |
| 7/18/14 | 24609   | 2020SC<br>1020SC   | Invoice: TURF REBATE - HUGHEY<br>TURF REBATE PROGRAM   | 1,000.00  | 1,000.00      |
| 7/24/14 | 24610   | 2020SC<br>2020SC<br>1020SC   | Invoice: 5575431<br>Invoice: 5575432<br>AT&T   | 178.97<br>229.80  | 408.77        |
| 7/24/14 | 24611   | 2020SC<br>1020SC   | Invoice: 9003292517<br>CINTAS CORPORATION  | 164.11  | 164.11        |
| 7/24/14 | 24612   | 2020SC<br>1020SC   | Invoice: 2-721-51119<br>FEDEX EXPRESS  | 326.39  | 326.39        |
| 7/24/14 | 24613   | 2020SC<br>1020SC   | Invoice: 6-(14)<br>DENNIS GRUNSTAD   | 880.00  | 880.00        |
| 7/24/14 | 24614   | 2020SC<br>1020SC   | Invoice: 23895<br>JIM HANSEN AUTOMOTIVE  | 1,228.60  | 1,228.60      |
| 7/24/14 | 24615   | 2020SC<br>1020SC   | Invoice: 15-6070236 #2<br>METLIFE  | 1,493.24  | 1,493.24      |
| 7/24/14 | 24616   | 2020SC<br>2020SC<br>1020SC   | Invoice: MAY 2013<br>Invoice: JULY 2013<br>EVE PAGE  | 15.82<br>275.72   | 291.54        |
| 7/24/14 | 24617   | 2020SC<br>2020SC<br>1020SC   | Invoice: 33883<br>Invoice: 33884<br>SOUTHWEST ENVIRONMENTAL  | 6,228.00<br>5,095.00  | 11,323.00     |
| 7/24/14 | 24618   | 2020SC<br>2020SC<br>2020SC<br>2020SC<br>2020SC<br>2020SC<br>2020SC<br>1020SC | Invoice: 1117511741<br>Invoice: 1107050201<br>Invoice: 1112567511<br>Invoice: 1115183641<br>Invoice: 1117510841<br>Invoice: 1115183221<br>Invoice: 1118710241<br>STAPLES | 150.73<br>25.45<br>111.95<br>42.01<br>163.10<br>138.95<br>78.96 | 711.15        |
| 7/24/14 | 24619   | 2020SC<br>1020SC   | Invoice: 1699886556<br>SUTTER MEDICAL FOUNDATION   | 125.39  | 125.39        |
| 7/24/14 | 24620   | 2020SC<br>1020SC   | Invoice: JUNE - AUG 2013<br>OLIVIA TULLIER   | 102.29  | 102.29        |
| 7/24/14 | 24621   | 2020SC<br>1020SC   | Invoice: TURF REBATE - CHAMBE<br>TURF REBATE PROGRAM   | 813.00  | 813.00        |
| 7/24/14 | 24622   | 2020SC   | Invoice: 001179  | 46.29   |               |

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|         |                  | 1020SC   | UNAVCO, INC.   |   | 46.29          |
| 7/24/14 | 24623            | 2020SC<br>1020SC   | Invoice: TURF REBATE - SERVIN<br>TURF REBATE PROGRAM   | 423.00  | 423.00         |
| 7/24/14 | 24624            | 2020SC<br>1020SC   | Invoice: TURF REBATE - HUGHES<br>TURF REBATE PROGRAM   | 798.00  | 798.00         |
| 7/24/14 | 24625            | 2020SC<br>1020SC   | Invoice: TURF REBATE - PETERS<br>TURF REBATE PROGRAM   | 919.00  | 919.00         |
| 7/24/14 | 24626            | 2020SC<br>1020SC   | Invoice: TURF REABTE - CADE<br>TURF REBATE PROGRAM   | 766.00  | 766.00         |
| 7/28/14 | 24627            | 2020SC<br>1020SC   | Invoice: 0070616<br>BSK ASSOCIATES   | 2,347.50  | 2,347.50       |
| 7/30/14 | 24627V           | 2020SC<br>1020SC   | Invoice: 0070616<br>BSK ASSOCIATES   | 2,347.50  | 2,347.50       |
| 7/25/14 | CUETARA JUN 2014 | 6144SC<br>6310AC<br>6300AC<br>6300AC<br>6310AC<br>6144SC<br>6310AC<br>6144SC<br>6144SC<br>6310AC<br>2025SC<br>1020SC | LFS MARINE AND OUTDOOR - DECK BOOTS<br>CHEVRON - FUEL<br>PISANT'S AUTO - AT FLUID<br>WALMART - AT FLUID<br>CHEVRON - FUEL<br>LOWES - SUPPLIES<br>CHEVRON - FUEL<br>LOWES - SUPPLIES<br>THE HOME DEPOT - SUPPLIES<br>CHEVRON - FUEL<br>ACCRUED TAX - LFS MARINE AND OUTDOOR<br>BANK OF THE WEST | 91.76<br>50.23<br>9.22<br>5.36<br>39.50<br>43.00<br>63.15<br>48.37<br>88.30<br>102.75 | 5.85<br>535.79 |
| 6/25/14 | CUETARA MAY 2014 | 6310AC<br>6144U<br>1020SC  | CHEVRON - FUEL<br>LOWES - TOOLS<br>BANK OF THE WEST  | 108.03<br>66.71   | 174.74         |
| 6/2/14  | EFT              | 2020SC<br>1020SC   | Invoice: JUNE HEALTH 2014<br>CALPERS   | 14,383.52   | 14,383.52      |
| 6/6/14  | EFT              | 2020SC<br>1020SC   | Invoice: 595651<br>CHEVRON AND TEXACO  | 697.36  | 697.36         |
| 6/13/14 | EFT              | 6111AC<br>1020SC   | FSA ADMIN FEES - JUNE 2014<br>PAYCHEX, INC.  | 109.00  | 109.00         |
| 6/13/14 | EFT              | 2024AC<br>6012AC<br>1020SC   | EMPLOYEE LIABILITIES - PPE 06.07.14<br>EMPLOYER LIABILITIES - PPE 06.07.14<br>PAYROLL TAXES  | 9,068.42<br>1,928.16  | 10,996.58      |
| 6/13/14 | EFT              | 2020SC<br>1020SC   | Invoice: 2014061001<br>PAYCHEX, INC.   | 166.63  | 166.63         |
| 6/12/14 | EFT              | 2020SC<br>1020SC   | Invoice: PPE 06.07.14<br>CALPERS   | 9,341.42  | 9,341.42       |
| 6/12/14 | EFT              | 2020SC<br>1020SC   | Invoice: SIP PPE 06.07.14<br>CALPERS   | 3,205.62  | 3,205.62       |
| 6/27/14 | EFT              | 2024AC<br>6012AC<br>1020SC   | EMPLOYEE LIABILITIES - PPE 06.21.14<br>EMPLOYER LIABILITIES - PPE 06.21.14<br>PAYROLL TAXES  | 9,363.56<br>2,280.41  | 11,643.97      |
| 6/27/14 | EFT              | 2020SC<br>1020SC   | Invoice: 2014062501<br>PAYCHEX, INC.   | 183.08  | 183.08         |
| 6/26/14 | EFT              | 2020SC<br>1020SC   | Invoice: PPE 06.21.14<br>CALPERS   | 9,341.42  | 9,341.42       |
| 6/26/14 | EFT              | 2020SC<br>1020SC   | Invoice: SIP PPE 06.21.14<br>CALPERS   | 3,205.62  | 3,205.62       |
| 6/27/14 | EFT              | 2020SC<br>1020SC   | Invoice: 5/13/14 - 6/11/14<br>PACIFIC GAS & ELECTRIC CO,   | 1,190.61  | 1,190.61       |
| 7/1/14  | EFT              | 2020SC   | Invoice: JULY HEALTH 2014  | 14,383.52   |                |

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| Date    | Check #           | Account | Line Description                              | Debit Amount | Credit Amount |
|---------|-------------------|---------|---|--------------|---------------|
|         |                   | 1020SC  | CALPERS                                       |              | 14,383.52     |
| 6/12/14 | EFT               | 2020SC  | Invoice: 975987819                            | 1,679.89     |               |
|         |                   | 1020SC  | VERIZON WIRELESS                              |              | 1,679.89      |
| 7/11/14 | EFT               | 6111AC  | FSA ADMIN FEES - JULY 2014                    | 109.00       |               |
|         |                   | 1020SC  | PAYCHEX, INC.                                 |              | 109.00        |
| 7/8/14  | EFT               | 2020SC  | Invoice: 41713164                             | 771.17       |               |
|         |                   | 1020SC  | CHEVRON AND TEXACO                            |              | 771.17        |
| 7/11/14 | EFT               | 2024AC  | EMPLOYEE LIABILITIES - PPE 07.05.14           | 10,245.52    |               |
|         |                   | 6012AC  | EMPLOYER LIABILITIES - PPE 07.05.14           | 2,815.57     |               |
|         |                   | 1020SC  | PAYROLL TAXES                                 |              | 13,061.09     |
| 7/10/14 | EFT               | 2020SC  | Invoice: PPE 07.05.14                         | 9,775.09     |               |
|         |                   | 1020SC  | CALPERS                                       |              | 9,775.09      |
| 7/10/14 | EFT               | 2020SC  | Invoice: SIP PPE 07.05.14                     | 3,205.62     |               |
|         |                   | 1020SC  | CALPERS                                       |              | 3,205.62      |
| 7/14/14 | EFT               | 2020SC  | Invoice: 9727692118                           | 1,735.80     |               |
|         |                   | 1020SC  | VERIZON WIRELESS                              |              | 1,735.80      |
| 7/11/14 | EFT               | 2020SC  | Invoice: 2014070901                           | 182.93       |               |
|         |                   | 1020SC  | PAYCHEX, INC.                                 |              | 182.93        |
| 7/22/14 | EFT               | 2020SC  | Invoice: 6/12/14 - 7/13/14                    | 1,381.65     |               |
|         |                   | 1020SC  | PACIFIC GAS & ELECTRIC CO,                    |              | 1,381.65      |
| 6/26/14 | EFT               | 2027AC  | ROBERT RUSSELL GARNISHMENT                    | 206.12       |               |
|         |                   | 1020SC  | CALIFORNIA STATE DISBURSEMENT UNIT            |              | 206.12        |
| 7/11/14 | EFT               | 2027AC  | ROBERT RUSSELL GARNISHMENT                    | 224.85       |               |
|         |                   | 1020SC  | CALIFORNIA STATE DISBURSEMENT UNIT            |              | 224.85        |
| 7/25/14 | EFT               | 2024AC  | EMPLOYEE LIABILITIES - PPE 07.19.14           | 12,104.02    |               |
|         |                   | 6012AC  | EMPLOYER LIABILITIES - PPE 07.19.14           | 3,087.60     |               |
|         |                   | 1020SC  | PAYROLL TAXES                                 |              | 15,191.62     |
| 7/24/14 | EFT               | 2027AC  | ROBERT RUSSELL GARNISHMENT                    | 381.35       |               |
|         |                   | 1020SC  | CALIFORNIA STATE DISBURSEMENT UNIT            |              | 381.35        |
| 7/24/14 | EFT               | 2020SC  | Invoice: PPE 07.19.14                         | 9,970.45     |               |
|         |                   | 1020SC  | CALPERS                                       |              | 9,970.45      |
| 7/24/14 | EFT               | 2020SC  | Invoice: SIP PPE 07.19.14                     | 3,220.62     |               |
|         |                   | 1020SC  | CALPERS                                       |              | 3,220.62      |
| 7/24/14 | EFT               | 2020SC  | Invoice: PEPRA 07.19.14                       | 159.86       |               |
|         |                   | 1020SC  | CALPERS                                       |              | 159.86        |
| 7/25/14 | EFT               | 2020SC  | Invoice: 2014072301                           | 173.68       |               |
|         |                   | 1020SC  | PAYCHEX, INC.                                 |              | 173.68        |
| 7/31/14 | EFT               | 2024AC  | EMPLOYEE LIABILITIES - 08.02.14               | 14,357.91    |               |
|         |                   | 6012AC  | EMPLOYER LIABILITIES - 08.02.14               | 3,077.15     |               |
|         |                   | 1020SC  | PAYROLL TAXES                                 |              | 17,435.06     |
| 7/25/14 | FLORENDO JUN 2014 | 6551AC  | WATER SMART INNOVATION 2014 CONFERENCE        | 370.00       |               |
|         |                   | 6360AC  | REGISTRATION.COM - WEBSITE FORWARDING SERVICE | 8.98         |               |
|         |                   | 1020SC  | BANK OF THE WEST                              |              | 378.98        |
| 6/25/14 | FLORENDO MAY 2014 | 6040AC  | NAPOLI PIZZERIA - UWCC MEETING                | 42.81        |               |
|         |                   | 6551AC  | THE UPS STORE - NOTARY                        | 10.00        |               |
|         |                   | 6551AC  | REGISTER.COM - DOMAIN HOSTING 1 YEAR          | 100.00       |               |
|         |                   | 6551AC  | REGISTER.COM - DOMAIN RENEWAL                 | 12.98        |               |
|         |                   | 6551AC  | REGISTER.COM - DOMAIN HOSTING                 | 62.00        |               |
|         |                   | 1020SC  | BANK OF THE WEST                              |              | 227.79        |
| 7/25/14 | FOWLER JUN 2014   | 6199SC  | PAYPAL*PACIFICWEST - SUPPLIES                 | 54.08        |               |
|         |                   | 1020SC  | BANK OF THE WEST                              |              | 54.08         |
| 6/25/14 | FOWLER MAY 2014   | 6181SC  | WM SUPERCENTER - SUPPLIES                     | 20.38        |               |
|         |                   | 6230SC  | NEXXHOSE - EXPANDABLE HOSE                    | 97.36        |               |
|         |                   | 6188SC  | ARBORSYSTEMS INC - SUPPLIES                   | 96.99        |               |

**SOLANO COUNTY WATER AGENCY**  
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|---------|-------------------|---------|--|--------------|---------------|
|         |                   | 2025SC  | ACCURED SALES TAX - ARBORSYSTEMS INC                   |              | 5.99          |
|         |                   | 2025SC  | ACCRUED SALES TAX - NEXXHOSE                           |              | 5.51          |
|         |                   | 1020SC  | BANK OF THE WEST                                       |              | 203.23        |
| 7/25/14 | JONES JUN 2014    | 6199SC  | TOWN & COUNTRY MARKET - WATER                          | 15.83        |               |
|         |                   | 6199SC  | STAPLES - SUPPLIES                                     | 46.35        |               |
|         |                   | 1020SC  | BANK OF THE WEST                                       |              | 62.18         |
| 6/25/14 | JONES MAY 2014    | 6179SC  | TOWN & COUNTRY MARKET - WATER                          | 10.38        |               |
|         |                   | 6181SC  | CIRCLE K 01914 - ANTIFREEZE                            | 15.75        |               |
|         |                   | 6181SC  | CIRCLE K 01914 - ANTIFREEZE                            | 15.75        |               |
|         |                   | 6181SC  | SOLANO AMERICAN FUEL - PROPANE                         | 21.51        |               |
|         |                   | 6199SC  | VACAVILLE TRAILER SALE - SUPPLIES                      | 81.27        |               |
|         |                   | 6181SC  | FUELMAN FUEL REBATE                                    |              | 0.32          |
|         |                   | 1020SC  | BANK OF THE WEST                                       |              | 144.34        |
| 7/25/14 | LEE JUN 2014      | 6410AC  | CBI*PARALLELS - WINDOWS FOR MAC COMPUTERS              | 99.98        |               |
|         |                   | 6040AC  | TAQUERIA GUADALAJARA - YBR WIR MEETING                 | 28.00        |               |
|         |                   | 1020SC  | BANK OF THE WEST                                       |              | 127.98        |
| 6/25/14 | LEE MAY 2014      | 6330AC  | CITYOFSAC PARKING                                      | 4.50         |               |
|         |                   | 1020SC  | BANK OF THE WEST                                       |              | 4.50          |
| 7/25/14 | MAROVICH JUN 2014 | 6183SC  | NATIONAL GROWER SUPPLY - SUPPLIES                      | 254.97       |               |
|         |                   | 6181SC  | DAVIS ACE LBR & HDWE - FUEL FORK LIFT                  | 23.80        |               |
|         |                   | 6199SC  | CHEVRON - EXPO CAR WASH                                | 7.00         |               |
|         |                   | 6040AC  | PUTAH CREEK CAFE - EIR PROJECT MEETING                 | 42.71        |               |
|         |                   | 6183SC  | YOLO COUNTY LANDFILL - DUMP FEE                        | 18.00        |               |
|         |                   | 6181SC  | CHEVRON - FUEL   | 36.29        |               |
|         |                   | 6183SC  | HUMMERT INTERNATIONAL - SPRINKLER NOZZELS              | 288.54       |               |
|         |                   | 6199SC  | UCD TAPS - PARKING FEE                                 | 8.00         |               |
|         |                   | 1020SC  | BANK OF THE WEST                                       |              | 679.31        |
| 6/25/14 | MAROVICH MAY 2014 | 6199SC  | XSTAMPERONLINE - LPCCC BOARD NAMEPLATES                | 102.13       |               |
|         |                   | 6199SC  | WALGREENS - PHONE CHARGER                              | 32.76        |               |
|         |                   | 1020SC  | BANK OF THE WEST                                       |              | 134.89        |
| 7/25/14 | MCLEAN JUN 2014   | 6040AC  | NAPOLI PIZZERIA - ADVISORY COMMISSION                  | 62.50        |               |
|         |                   | 6040AC  | REMOTELINK - NCCPP MEETING                             | 66.01        |               |
|         |                   | 6360AC  | MAGOOSH - ONLINE TRAINING                              | 99.00        |               |
|         |                   | 6360AC  | SHERWOOD TEST PREP - CLASS CANCELED                    |              | 529.00        |
|         |                   | 6040AC  | SAFEWAY STORE - INTERN MEETING                         | 14.09        |               |
|         |                   | 6040AC  | NAPOLI PIZZERIA - INTERN MEETING & YOLO/SOLANO MEETING | 159.43       |               |
|         |                   | 6040AC  | PURE GRAIN BAKERY - BOD MEETING                        | 40.50        |               |
|         |                   | 6040AC  | SAFEWAY STORE - BOD & LPCCC MEETING                    | 10.00        |               |
|         |                   | 6040AC  | NAPOLI PIZZERIA - BOD MEETING                          | 34.05        |               |
|         |                   | 6041AC  | CRUCIAL.COM - COMPUTER MEMORY                          | 181.58       |               |
|         |                   | 6040AC  | NAPOLI PIZZERIA - DELTA STAFF MEETING                  | 50.20        |               |
|         |                   | 6040AC  | REMOTELINK - WESTSIDE MEETING                          | 24.02        |               |
|         |                   | 1020SC  | BANK OF THE WEST                                       |              | 212.38        |
| 6/25/14 | MCLEAN MAY 2014   | 6040AC  | REMOTELINK - BERRYESSA OUTREACH                        | 8.87         |               |
|         |                   | 6040AC  | REMOTELINK - EXECUTIVE COMMITTEE                       | 85.77        |               |
|         |                   | 6040AC  | REMOTELINK - WESTSIDE IRWM                             | 4.17         |               |
|         |                   | 6040AC  | REMOTELINK - HCP                                       | 116.38       |               |
|         |                   | 6040AC  | PURE GRAIN BAKERY - BOD SANDWICHES                     | 40.50        |               |
|         |                   | 6040AC  | SAFEWAY STORE - BOD & LPCCC COOKIES                    | 10.00        |               |
|         |                   | 6040AC  | NAPOLI PIZZERIA - BOD                                  | 34.05        |               |
|         |                   | 6040AC  | REMOTELINK - WESTSIDE IRWM                             | 7.87         |               |
|         |                   | 6040AC  | XSTAMPER - STAMP                                       | 26.07        |               |
|         |                   | 6040AC  | REMOTELINK - WESTSIDE IRWM                             | 39.12        |               |
|         |                   | 1020SC  | BANK OF THE WEST                                       |              | 372.80        |
| 7/25/14 | OKITA JUN 2014    | 6040AC  | NAPOLI PIZZERIA - EXEC MEETING                         | 19.90        |               |
|         |                   | 6330AC  | CITYOFSAC PARKING                                      | 20.00        |               |
|         |                   | 6330AC  | CITYOFSAC PARKING                                      | 12.00        |               |
|         |                   | 1020SC  | BANK OF THE WEST                                       |              | 51.90         |
| 6/25/14 | OKITA MAY 2014    | 6090AC  | AMER SOC CIVIL ENGINEER - STREAM RESTORATION WEBINAR   | 249.00       |               |
|         |                   | 6330AC  | CITYOFSAC PARKING                                      | 4.50         |               |
|         |                   | 6330AC  | CITYOFSAC PARKING                                      | 5.00         |               |
|         |                   | 6330AC  | CITYOFSAC PARKING                                      | 9.00         |               |
|         |                   | 1020SC  | BANK OF THE WEST                                       |              | 267.50        |

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| 7/25/14 | PATE JUN 2014     | 6310AC<br>1020SC   | LEISURE TOWN 76 - FUEL<br>BANK OF THE WEST   | 37.32   | 37.32          |
| 6/25/14 | PATE MAY 2014     | 6310AC<br>1020SC   | CHEVRON - FUEL<br>BANK OF THE WEST   | 35.55   | 35.55          |
| 7/25/14 | RABIDOUX JUN 2014 | 6144N<br>6166SC<br><br>6144N<br>6041AC<br>6310AC<br>6230SC<br>6144N<br>1020SC  | LOWES - SUPPLIES<br>GOLD STAR COMMUNICATION - INVASIVE SPECIES<br>BILLBOARD<br>PACIFIC ACE HARDWARE - SUPPLIES<br>OTTER PRODUCTS, LLC - CELL PHONE CASE<br>CHEVRON - FUEL<br>LOWES - SUPPLIES<br>LOWES - SUPPLIES<br>BANK OF THE WEST  | 64.63<br>407.00<br><br>17.43<br>73.34<br>81.00<br>21.55<br>32.34                                    | 697.29         |
| 6/25/14 | RABIDOUX MAY 2014 | 6166SC<br>6166SC<br>6330AC<br><br>6144N<br>1020SC  | APPLE ITUNES STORE - FORM SOFTWARE FOR IPADS<br>AD SPECIAL T'S - INVASIVE MUSSEL TSHIRTS<br>CITYOFSAC PARKING - STATE FEDERAL WATER<br>CONTRACTOR SCIENCE DAY<br>BENMEDS - ALL-WEATHER PEN AND NOTEBOOK<br>BANK OF THE WEST  | 9.99<br>509.02<br>15.00<br><br>90.72  | 624.73         |
| 7/25/14 | SNYDER JUN 2014   | 6300AC<br>6042AC<br>6042AC<br>6300AC<br>6230SC<br>1020SC   | AGILIS-LINUXUP-MOTOSAFE - 2 YEAR SERVICE<br>BENMEDS - SNAKE LEGGINGS<br>BENMEDS - SAFETY GLASSES, TRAFFIC CONE<br>GMPARTSGIANT.COM - VALVE<br>SPORTS AUTHORITY - HIP WADERS<br>BANK OF THE WEST  | 91.96<br>110.07<br>152.40<br>53.17<br>47.43   | 455.03         |
| 6/25/14 | SNYDER MAY 2014   | 6199SC<br>6166SC<br>6310AC<br>6199SC<br>6166SC<br>6166SC<br>6199SC<br>6300AC<br>6300AC<br>6042AC<br>6042AC<br>2025SC<br>1020SC | PACIFIC COAST HARDWARE - SUPPLIES<br>US SAFETY GEAR INC - INTERN SUPPLIES<br>CHEVRON - FUEL<br>GEMPLER - SUPPLIES<br>OREILLY AUTO - INTERN SUPPLIES<br>WAL-MART - INTERN SUPPLIES<br>PACIFIC COAST HDWR - SUPPLIES<br>AGILIS-LIMXUP-MOTOSAFE - LINUX PLUGIN DEVICE<br>OBD INNOVATIONS - SUPPLIES<br>SMARTSIGN - SIGN<br>BENMEDS - SNAKE GAITERS<br>SALES TAX - SMARTSIGN<br>BANK OF THE WEST | 52.65<br>144.97<br>89.77<br>151.77<br>58.22<br>141.34<br>67.13<br>43.71<br>43.46<br>28.26<br>173.01 | 2.06<br>992.23 |
| Total   |                   |  |  | 5,137,734.88  | 5,137,734.88   |

ACTION OF  
SOLANO COUNTY WATER AGENCY

DATE: August 14, 2014

SUBJECT: Response Letter to 2013-2014 Grand Jury Report Entitled: Geographic Information Systems

RECOMMENDATION:

Authorize General Manager to sign response letter to the Presiding Judge for the 2013-2014 Grand Jury Report Entitled: Geographic Information Systems.

FINANCIAL IMPACT:

None

BACKGROUND:

The 2013-2014 Grand Jury reviewed the Regional Geographic Information System (ReGIS) in Solano County. The Grand Jury recognized the value seen by the users of the system and determined there are areas in need of improvement. The main issue the Grand Jury reported on the ReGIS program was that upper management of some public agencies are not actively supporting or participating in implementation of ReGIS.

The Water Agency’s response (see attached letter) disagrees with the Grand Jury’s findings. Water Agency management staff has participated in the ReGIS program since its inception and regularly updates the General Manager on direction of the program. The Water Agency has also participated in ReGIS programs with financial support as the work products, such as County-wide aerial imagery, are cost effective with the number of local agencies involved.

☒ Continued on Next Page

Recommended: \_\_\_\_\_  
David B. Okita, General Manager

☐ Approved as recommended      ☐ Other (see below)

Modification to Recommendation and/or other actions:

I, David B. Okita, General Manager and Secretary to the Solano County Water Agency, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular meeting thereof held on August 14, 2014 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
David B. Okita  
General Manager & Secretary  
to the Solano County Water Agency



All ReGIS member agencies are required to respond to the Grand Jury Report, addressing the Findings and Recommendations included therein.

In order to better coordinate data collection and sharing amongst GIS users in the County, the Solano County Department of Information Technology developed the ReGIS program to spearhead the process of building a single website for the County, cities, and special districts to share GIS data. The ReGIS Steering Committee meets monthly and consists of representatives of Solano County, Travis AFB, City of Fairfield, City of Vacaville, Solano Transportation Authority, Vallejo Sanitation and Flood Control District, Fairfield-Suisun Sewer District, City of Suisun City, City of Benicia, City of Vallejo, City of Rio Vista, City of Dixon, Solano County Water Agency, Solano Irrigation District, and Local Agency Formation Commission.

GIS is a computer based service that is designed to allow all departments of Solano County government, cities, as well as all agencies servicing Solano County, to have instantaneous access to all pertinent public Solano County information. The existing information is gathered from all cities and agencies; is then integrated and made available to all potential users. The information is displayed on the users' computers monitor in a layered graphic representation. It incorporates written documents with 3-dimensional photographs of the County and gives the user a visual image of the selected geography of Solano County. Additional data is being collected and integrated, and agency usage is increasing exponentially. The ReGIS system is providing important and useful data at a cost substantially less than the former manual retrieval efforts of the various agencies.

ReGIS technology and data delivery will bring increased efficiency and lower costs to all users. Solano County Department of Information Technology is to be congratulated for its work and expertise in developing ReGIS.

# SOLANO COUNTY WATER AGENCY



August 14, 2014

The Honorable E. Bradley Nelson  
Presiding Judge-2013-2014 Solano County Grand Jury  
Hall of Justice  
600 Union Ave.  
Fairfield, CA 94533

Subject: 2013-2104 Grand Jury Report Entitled: Geographic Information Systems (GIS)

Dear Judge Nelson:

This letter provides the Solano County Water Agency's required responses to the 2013-2014 Grand Jury Report Entitled: Geographic Information Systems (GIS).

## Finding 2

Some upper levels of public agency management are not actively supporting and participating in the implementation of ReGIS.

## Response:

The Solano County Water Agency (Agency) disagrees wholly with the finding.

The Agency has supported and participated in the implementation of ReGIS from the beginning of the program. The Agency representative, Chris Lee, is the Agency's Principal Water Resources Specialist, an Agency manager, who reports directly to the General Manager. The General Manager has delegated authority to the Principal Water Resources Specialist to support ReGIS programs and activities and to participate in meetings, workshops, and commit funds to ReGIS activities such as the flights to record aerial images of Solano County.

## Recommendation 2

Upper levels of public agency management actively support and participate in the implementation of ReGIS.

810 Vaca Valley Parkway, Suite 203 • Vacaville, CA 95688  
Phone (707) 451-6090 • Fax (707) 451-6099



Honorable E. Bradley Nelson Letter, Page Two

Response:

This recommendation has already been implemented as noted by the response above.

### Finding 3

Management attendance at ReGIS meetings has been poor.

Response:

The Agency disagrees wholly with the finding.

As noted above in response to Finding 2, the Principal Water Resource Specialist, an Agency manager, has been a regular attendee at ReGIS meetings.

### Recommendation 3

Management attend and encourage attendance by representatives from their agency at ReGIS meetings.

Response:

This recommendation has already been implemented as noted by the response above.

### Finding 4

Representation of agencies at ReGIS meetings has been mostly by non-management employees who have limited or no commitment authority.

Response:

The Agency disagrees wholly with the finding.

As noted above in response to Finding 2, the Principal Water Resource Specialist, an Agency manager, has been a regular attendee at ReGIS meetings. The Principal Water Resource Specialist has delegated authority to make financial commitments to ReGIS programs and activities. The Principal Water Resources Specialist is responsible for a portion of the Agency's annual budget and reports recommendations directly to the General Manager. The Agency's Board of Directors approves the annual budget at their June meetings each year. The Agency's Board of Directors approved the 2014-2015 annual budget at their June 12, 2014 meeting, which included the Agency's cost share portion for the upcoming ReGIS aerial flights.

Honorable E. Bradley Nelson Letter, Page Three

The Principal Water Resources Specialist has made financial commitments on behalf of the Agency to ReGIS on previous aerial flights in 2004 and 2008.

Recommendation 4

In the absence of management attendance, management appoint and authorize an employee to commit and support ReGIS activities.

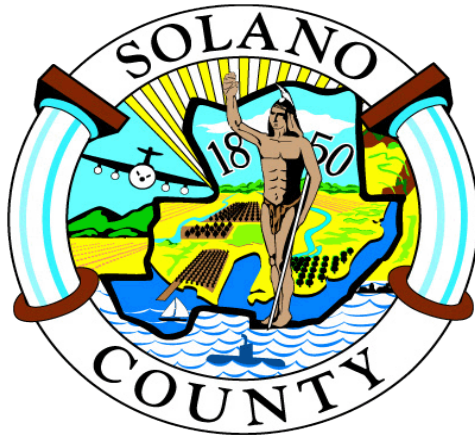
Response:

This recommendation has already been implemented as noted by the response above.

If you have any questions, please call me at (707) 455-1103 or contact me via email at [dokita@scwa2.com](mailto:dokita@scwa2.com). Thank you for your time and consideration in this matter.

Sincerely,

David Okita,  
General Manager



**SOLANO COUNTY GRAND JURY**  
2013-2014

**GEOGRAPHIC INFORMATION SYSTEM  
(GIS)**

# **Geographic Information System (GIS)**

2013-2014 Solano County Grand Jury

## **I. INTRODUCTION**

Geographic Information System (GIS) is a computer based service that is designed to allow all departments of Solano County government, cities, as well as all agencies serving Solano County, to have instantaneous access to all pertinent public Solano County information. The existing information is gathered from all cities and agencies; is then integrated and made available to all potential users. The information is displayed on the users' computer monitor in a layered graphic representation. It incorporates written documents with 3-dimensional photographs of the County and gives the user a visual image of the selected geography of Solano County.

Currently, Solano County is contracting with Pictometry, Inc., an aerial photography supplier. Due to the advancement in pixelization, Light Detection & Ranging (LiDAR), low level fly-overs with multiple cameras operating simultaneously will give complete 3-dimensional pictures. This produces accurate location photographs of buildings, infrastructure elements such as streets, highways, positioning of utilities such as water delivery, fire hydrants, power lines, sewer manholes, and various other elements. The retrieval of this information allows faster response times for police, fire and other emergencies. It is also useful for infrastructure maintenance, property assessments, planning services and many other applications.

The County Resource Management staff wanted a more integrated system that used GIS and improved workflow to better manage County responsibilities such as code enforcement and tracking of permits. In addition, GIS opened new avenues for delivering more effective scheduling and improving the ability to provide information for integrated decision making, faster delivery and a higher efficiency of services. A web-based GIS interface also provides 24/7 public access to services and the ability to handle the reviewing of permits.

Seen as a positive step forward in information retrieval, GIS is a timesaver for those who depend on retrieval of information that has sometimes taken upwards of a week to obtain. Much of the needed information is now available at the click of a computer mouse.

GIS is a computer based platform that allows input of pertinent data from a variety of sources and then merges that data, along with graphics, to form essentially a 3-dimensional view of information and its location. The entire process is done electronically and reduces substantial amounts of research time and possibility of error. GIS also allows input of constantly updated data from the network of participating agencies. GIS usage in Solano County is still in the developmental stage.

The 2013-2014 Grand Jury reviewed the GIS program in Solano County. In spite of the value seen by users of the system, the Grand Jury has determined there are areas for improvement.

## **II. METHODOLOGY**

- Attended presentation by Solano County on Geographic Information System “GIS” Geographic Matters
- Attended Regional Geographic Information System (ReGIS) Consortium Steering Committee meetings
- Reviewed Section 215, Assessment Map Standards for Manual Systems
- Interviewed Staff from:
  - Solano County Agricultural Department
  - Solano County Department of Information Technology
  - Solano County Registrar of Voters
  - Solano County Office of Emergency Services
  - Solano County Health & Social Services
  - Solano County Assessor’s/Recorder’s Office
  - Solano County Mosquito Abatement District
  - Solano Transportation Authority
  - City of Rio Vista
  - City of Vacaville
  - City of Vallejo
- Interviewed a Member of Solano County Board of Supervisors

## **III. STATEMENT OF FACTS**

The ReGIS Steering Committee meets monthly and consists of representatives of Solano County, Travis AFB, City of Fairfield, City of Vacaville, Solano Transportation Authority, Vallejo Sanitation & Flood Control District, Fairfield-Suisun Sewer District, City of Suisun City, City of Benicia, City of Vallejo, City of Rio Vista, City of Dixon, Solano County Water Agency, Solano Irrigation District and Local Agency Formation Commission (LAFCO).

Solano County Department of Information Technology is spearheading the process of building a single website for ReGIS data for the county, cities, and special districts. They are still working out what information is considered pertinent and is shareable by the member organizations and public use.

Neighboring counties using a GIS include Napa, Contra Costa, Lake, Yolo, Sonoma, Alameda, Sacramento, Mendocino, San Francisco and Marin. Neighboring cities using a GIS include Napa, Sacramento, Santa Rosa, San Francisco, San Rafael, Concord, Martinez, Antioch, Pittsburg and Woodland.

Formed in 2000, Pictometry International Corporation (Pictometry) created the aerial oblique business by producing a patented system for image capture (AccuPlus). They then pioneered the use of oblique imagery and measurement analytics across government and commercial sections. Headquartered in Rochester, New York, Pictometry has offices worldwide. Solano County ReGIS acquired the use of Pictometry and finds the data system and program essential and favorable for local use in Solano County.

AccuPlus is a digital imaging process and software program that maps each pixel of a digital land image to geographic locations. Pictometry imagery is captured using the AccuPlus patented system designed to produce orthogonal (straight down views) by capturing the fronts and sides, top and base of an image to retrieve the elevation with the use of 12 oblique aerial angles. These 3-dimensional high resolution images and angles are stitched together showing height and elevation, distance, and pitch, allowing users to have high-resolution direct images of buildings, neighborhoods, landmarks, roads and complete municipalities.

Pictometry provides visual information for Homeland Security, emergency management agencies, first responders (law enforcement and fire), community planning agencies, and transportation departments. This information provides vital benefits for first responders to easily understand the area, distance and surroundings to where they are dispatched.

The first flight contracted between Solano County and Pictometry took place in 2008. An update flight is scheduled to take place in 2014 under a Memorandum of Understanding (MOU) entitled, “*Cooperative County Agreement to Provide Funding for Countywide Aerial Imagery Services*”. Participants in this MOU include County of Solano, and the cities of Vacaville, Fairfield, Vallejo, Benicia, Dixon, Suisun, Rio Vista, Fairfield-Suisun Sewer District, the Vallejo Sanitation and Flood Control District, Solano Irrigation District, Solano Transportation Authority, Solano County Water Agency, and the United States Air Force, collectively referred to as “Participants”.

The fly-over anticipated for 2013 did not take place. The MOU was not fully executed, as signatures confirming funding were still needed from two agencies. The next time frame for the fly-over is scheduled to take place between December 2014 and February 2015. The aerial flight is done during dormant season of foliage for increased viewing.

The last fly-over took place in 2008.



The Cost Sharing Plan associated with the MOU would cover three flights, one flight every two years during a six year period. Annual projected costs for current participants are:

| Participant                        | Annual Cost  | Percentage | Total Projected Costs<br>6-Year Period |
|------------------------------------|--------------|------------|--|
| Solano County                      | \$84,193.12  | 35.01%     | \$505,158.69                           |
| City of Vallejo                    | 28,064.37    | 11.67      | 168,386.23                             |
| City of Fairfield                  | 16,835.26    | 7.00       | 101,011.54                             |
| City of Vacaville                  | 15,707.29    | 6.53       | 94,243.76                              |
| City of Benicia                    | 8,973.19     | 3.73       | 53,839.15                              |
| City of Suisun                     | 2,239.09     | 0.93       | 13,434.53                              |
| City of Dixon                      | 3,922.61     | 1.63       | 23,535.69                              |
| City of Rio Vista                  | 3,922.61     | 1.63       | 23,535.69                              |
| Solano Transportation Authority    | 14,430.22    | 6.00       | 86,581.32                              |
| Travis Air Force Base              | 4,495.01     | 1.87       | 26,970.08                              |
| Vallejo Sanitation & Flood Control | 14,430.22    | 6.00       | 86,581.32                              |
| Fairfield-Suisun Sewer District    | 14,430.22    | 6.00       | 86,581.32                              |
| Solano Irrigation District         | 14,430.22    | 6.00       | 86,581.32                              |
| Solano County Water Agency         | 14,430.22    | 6.00       | 86,581.32                              |
| Totals                             | \$240,503.65 | 100.00%    | \$1,443,021.96                         |

Additional participants, joining in at a later time, may wish to avail themselves of the data collected and join in on the MOU. At that time adjusted costs would be redistributed amongst the participants.

The Solano County Office of Emergency Services is providing *Fire Run Map Books*, developed by Solano County ReGIS, to local fire and emergency service agencies. A grant was obtained from Homeland Security to fund 120 map books. There is an apparent need for an additional 80 map books. These books are needed in the fire trucks and other emergency services vehicles as a backup to electronic transmission in case of power outages and communication dead zones.

Solano County Department of Agriculture utilizes ReGIS to provide maps as an aid for several activities, e.g. maps to identify spray and planting areas as specific pesticides are used on specific crop varieties. Maps are also utilized before spraying of crops to anticipate wind drift and protect organic crops. Pest control detection, eradication and pathogen outbreaks are easily plotted using GIS map technology. The agricultural department produces the Solano County Farm Trails map depicting farm stands, tasting rooms, and specialty products. The agricultural department mission statement reads: *Promoting public awareness of Solano County agricultural products, and supporting the economic success of our local growers.* The agricultural department is also responsible for weights and measures, creating a map showing the locations of facilities requiring measurement, inspections, certification and compliance.

The Registrar of Voters (ROV) office uses GIS to map precincts, polling places, and political districts. ROV confirms street addresses are accurate and actually exist on voter registration forms and corrects as required. Maps are available through ROV for political districts. Election results maps are also created through use of ROV data by Department of Information Technology-GIS (DoIt-GIS)

The Assessor/Recorder office works closely with Solano County ReGIS staff on parcel maps. Parcel maps in the Assessor's Office are used for assessment purposes only and must follow Assessment Map Standards for Manual Systems, Assessors' Handbook, Section 215. Some symbols used by GIS can be used on parcel maps. Use of licensed surveyors will continue to be required by the State of California Subdivision Map Act when lot line adjustments are made.

Uses of GIS by entities within Solano County include demographic data, hose layouts for fire departments, landscape districts, lighting districts, safe routes for school children, pinpointing areas of high risk communicable diseases and health issues, pipelines, utilities, transportation, schedules for street sweeping and trash pickup in cities, and a myriad of other useful information.

Some upper levels of agency management are not actively supporting and participating in the implementation of ReGIS. Attendance at ReGIS meetings has been less than stellar. Representation of agencies at ReGIS meetings has been by non-management employees who have limited or no commitment authority.

Some cities and agencies have been generous in sharing their data with ReGIS. These entities are generally managed by persons familiar with GIS. Unfortunately, not all agency management is familiar enough with GIS to actively support and participate in the program. Training is available through Solano County Department of Information Technology; however, not all management personnel have participated or encouraged staff to participate in training. Further, there are no user groups available to share information and training.

Solano County offers public access information on Geographic Information Systems through the Department of Information Technology on the County website. Nonetheless, public awareness of Geographic Information Systems and its attendant benefits are limited.

#### **IV. SUMMARY**

Solano County Department of Information Technology is spearheading the process of building a single website for ReGIS data for the county, cities, and special districts. They are still working out what data is shareable by the member organizations and the general public. GIS is not just for use by government. It is a mission critical technology in monitoring the changes in our world, our country, our state, and our county and cities.

In all interviews and group meetings with current users of ReGIS, nothing but positive comments were made. Additional data is being collected and integrated, and agency usage is increasing exponentially. The ReGIS system is providing important and useful data at a cost substantially less than the former manual retrieval efforts of the various agencies.

When the 2014 fly-over is completed, the results integrated into the current system, there will be another surge of increased interest and usage by County and City agencies and special districts.

ReGIS technology and data delivery will bring increased efficiency and lower costs to all users. Solano County Department of Information Technology is to be congratulated for its work and expertise in developing ReGIS.

## **V. FINDINGS AND RECOMMENDATIONS**

### **Finding 1**

The Memorandum of Understanding has not been completed by all agencies which has delayed the scheduling of Pictometry's flyover.

### **Recommendation 1**

Memorandum of Understanding approvals be completed in a timely manner to ensure the flyover in 2014 takes place.

### **Finding 2**

Some upper levels of public agency management are not actively supporting and participating in the implementation of ReGIS.

### **Recommendation 2**

Upper levels of public agency management actively support and participate in the implementation of ReGIS.

### **Finding 3**

Management attendance at ReGIS meetings has been poor.

### **Recommendation 3**

Management attend and encourage attendance by representatives from their agency at ReGIS meetings.

**Finding 4**

Representation of agencies at ReGIS meetings has been mostly by non-management employees who have limited or no commitment authority.

**Recommendation 4**

In the absence of management attendance, management appoint and authorize an employee to commit and support ReGIS activities.

**Finding 5**

There is no user group available to share information on data, methods, procedures and training.

**Recommendation 5**

User group be formed to share data, methods, procedures, and training.

**Finding 6**

Awareness of Geographic Information Systems and its attendant benefits is limited.

**Recommendation 6**

Department of Information Technology schedule and promote public forums to increase awareness to support the Geographic Information System use in Solano County.

**COMMENTS**

The use of GIS throughout Solano County could further unite the County as a complete community. A positive step by our County is to have individual cities, unincorporated areas, agencies, and districts utilizing information, planning and developing insight and common goals.

## **REQUIRED RESPONSES**

Solano County Department of Information Technology (Findings 1, 5, 6)  
City of Vallejo (Findings 2, 3, 4)  
City of Fairfield (Findings 2, 3, 4)  
City of Vacaville (Findings 2, 3, 4)  
City of Benicia (Findings 2, 3, 4)  
City of Suisun City (Findings 2, 3, 4)  
City of Dixon (Findings 2, 3, 4)  
City of Rio Vista (Findings 2, 3, 4)  
Solano Transportation Authority (Findings 2, 3, 4)  
Vallejo Sanitation & Flood Control District (Findings 2, 3, 4)  
Fairfield-Suisun Sewer District (Findings 2, 3, 4)  
Solano Irrigation District (Findings 2, 3, 4)  
Solano County Water Agency (Findings 2, 3, 4)

## **COURTESY COPIES**

Clerk, Board of Supervisors Solano County  
Commander, Travis Air Force Base  
Local Agency Formation Commission (LAFCO)

ACTION OF  
SOLANO COUNTY WATER AGENCY

DATE: August 14, 2014

SUBJECT: Purchase All-purpose Utility Tractor

RECOMMENDATION:

Authorize General Manager to execute a purchase order for a utility tractor (Kubota M9960HDC12) with implements.

FINANCIAL IMPACT:

The total cost of this purchase is \$83,797. This purchase was included in the Agency’s approved FY14-15 Ulatis budget and is also in the SCWA capital reserve expenditure plan for the Ulatis Flood Control Project.

BACKGROUND:

SCWA is responsible for the operations and maintenance of the Ulatis Flood Control Project - a series of artificial drainage channels constructed in the 1960's and early 1970's. Collectively, the Project consists of nearly 45 miles of earthen channel. Day to day maintenance activities are performed by the Solano County Transportation Department (Channel Maintenance), under the direction of SCWA. Much of the maintenance work involves weed management along 45 miles of channels and 90 miles access roads. This piece of equipment will also be used for the smaller Green Valley Flood Control Project.

Recommended: \_\_\_\_\_  
David B. Okita, General Manager

☒ Continued on Next Page

☐ Approved as  
recommended

☐ Other  
(see below)

Modification to Recommendation and/or other actions:

I, David B. Okita, General Manager and Secretary to the Solano County Water Agency, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular meeting thereof held on August 14, 2014 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

David B. Okita  
General Manager & Secretary to the  
Solano County Water Agency

Our typical maintenance routine is to mow along the roads and right of way to knock down the tall vegetation. This is done with a mower attachment towed behind a utility tractor. This activity occurs in the spring once the rains taper off, the growth slows down, and before the onset of summer. This period is critical, corresponding with the end of wet season and prior to the beginning of the fire season.

Channel Maintenance crews rent a utility tractor each spring to pull our mower along the channel system. The rental cost is approximately \$4,000/mo. for 1-2 months use. This spring they have not been able to rent a tractor due lack of availability. The Lower Putah Creek Coordinating Committee also rents a similar piece of equipment to pull its seeder to reseed restorations sites. Last year they rented one for \$4,000/month for 1-2 months. They also had trouble locating an available machine at the time. Besides the Channel Maintenance, LPCCC and SCWA, Other Solano cities and agencies may also be interested in the possibility of renting such a piece of equipment from the SCWA if made available.

The tractor unit we are seeking can be fitted with a front loading bucket and with 3-point hitch in the rear, it can utilize a wide range of attachments such as a post hole digger, mower, and grading box. These and other uses would make such a machine very useful for many other activities that are currently accomplished in less efficient manners by other means promoting further cost savings in reduced labor.

We received quotes for two new machines of different make (New Holland and Kubota) but equivalent size from Garton Tractor. The Kubota tractor is less expensive and includes a longer factory warranty than the comparable New Holland tractor. The tractor quotes are qualified through California Multiple Award Schedules (CMAS) purchasing agreements with the State.

Assuming a 3 month annual rental period at \$4,000/month, the cost for SCWA to rent a tractor is about \$12,000/year. The same machine would cost \$84,000 to purchase. A cost savings in lieu of rental fees is realized in approximately 7 years not including less tangible savings in labor efficiencies and potential rental income if SCWA rents the unit to others. We have had problems locating available equipment during the period needed the last few years. Owning the tractor has clear advantages over renting by increasing the ability to reliably perform key maintenance activities without delays due rental unavailability.

ACTION OF  
SOLANO COUNTY WATER AGENCY

DATE: August 14, 2014  
SUBJECT: Agreement with Matson & Isom for Audit

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RECOMMENDATION:

Authorize General Manager to execute a contract with Matson & Isom to perform the audit for Fiscal Year 2013/2014. Approve a maximum 5-year audit firm rotation policy.

FINANCIAL IMPACT:

Contract amount is \$23,500 for Fiscal Year 2013/2014. The costs for FY 13/14 have been included in the FY 14/15 budget.

BACKGROUND:

Matson & Isom has performed the audit for four Fiscal Years from 2009/2010 to 2012/2013. They have provided professional, independent, and timely service.

The Board has recommended the Agency rotate audit firms after an unspecified number of years. Staff recommends that the Board adopt a policy that specifies a maximum term for an audit company. The Board will still have the option to change auditors for a shorter term if we cannot come to agreement on fees or for any other reason. Staff would still come to the Board with contracts for 2 year agreements up to the Board’s maximum term. The Executive Committee recommends a maximum term of 5 years.

Recommended: \_\_\_\_\_  
David B. Okita, General Manager

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|                          |             |                          |             |
|--------------------------|-------------|--------------------------|-------------|
| <input type="checkbox"/> | Approved as | <input type="checkbox"/> | Other       |
|                          | recommended |                          | (see below) |

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Modification to Recommendation and/or other actions:

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I, David B. Okita, General Manager and Secretary to the Solano County Water Agency, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular meeting thereof held on August 14, 2014 by the following vote:

Ayes:  
  
Noes:  
  
Abstain:  
  
Absent:

---

David B. Okita  
General Manager & Secretary to the  
Solano County Water Agency



Name of Project: **Audit 2013/2014**

## **SOLANO COUNTY WATER AGENCY**

### **AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT, **effective July 1, 2014**, is between SOLANO COUNTY WATER AGENCY, a public agency existing under and by virtue of Chapter 573 of the 1989 statutes of the State of California, hereinafter referred to as "Agency," and Matson & Isom, hereinafter referred to as "Contractor."

The Agency requires services for Audit Services; and the Contractor is willing to perform these services pursuant to the terms and conditions set out in this Agreement.

IT IS MUTUALLY AGREED, as follows:

#### **1. SCOPE OF SERVICES**

The Agency hereby engages the Contractor, and the Contractor agrees to perform the services for Audit Services, as described in Exhibit A, in accordance with the terms of this Agreement and any applicable laws, codes, ordinances, rules or regulations. In case of conflict between any part of this Agreement, this Agreement shall control over any Exhibit.

#### **2. COMPENSATION**

Compensation for services shall be as follows: Hourly rate of personnel plus any allowed reimbursable expenses based on unit costs as indicated on any allowed reimbursable expense in Exhibit B **not to exceed \$23,500** for all work contemplated by this Agreement.

#### **3. METHOD OF PAYMENT**

Upon submission of an invoice by the Contractor, and upon approval of the Agency's representative, the Agency shall pay the Contractor monthly in arrears for fees and allowed expenses incurred the prior month, however in no event shall the cumulative total paid pursuant to this agreement exceed the maximum amount provided for in paragraph 2 of this Agreement. Every invoice shall specify hours worked.

#### **4. TIME OF PERFORMANCE**

This Agreement shall become effective as of the date it is executed and said services will take place between this date and **March, 2016** as directed by the Agency.

## 5. MODIFICATION AND TERMINATION

This Agreement may be modified or amended only by written instrument signed by the parties hereto, and the Contractor's compensation and time of performance of this Agreement shall be adjusted if they are materially affected by such modification or amendment.

Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance of nature of the professional services will not be paid for or accepted unless such change, addition or deletion be approved in advance, in writing, by the Agency's General Manager.

This Agreement may be terminated by the Agency at any time, without cause, upon written notification to the Contractor. The Contractor may terminate this Agreement upon 30 days written notice to Agency.

Following termination by the Agency or the Contractor, the Contractor shall be reimbursed for all expenditures made in good faith in accordance with the terms of this Agreement that are unpaid at the time of termination.

## 6. INDEMNIFY AND HOLD HARMLESS

**When the law establishes a professional standard of care for the Contractor's services, to the fullest extent permitted by law, Contractor will defend, indemnify and hold harmless the Agency, its directors, officers, employees, and authorized volunteers from all claims and demands of all persons that arise out of, pertain to, or relate to the Contractor's negligence, recklessness, or willful misconduct in the performance (or actual or alleged non-performance) of the work under this agreement. The Contractor shall defend itself against any and all liabilities, claims, losses, damages, and costs arising out of or alleged to arise out of Contractor's performance or non-performance of the work hereunder, and shall not tender such claims to Agency nor to its directors, officers, employees, or authorized volunteers, for defense or indemnity.**

**Other than in the performance of professional services, to the fullest extent permitted by law, Contractor will defend, indemnify and hold harmless the Agency, its directors, officers, employees and authorized volunteers from all claims and demands of all persons arising out of the performance of the work or furnishing of materials; including but not limited to, claims by the Contractor or Contractor's employees for damages to persons or property except for the sole negligence or willful misconduct or active negligence of the Agency, its directors, officers, employees, or authorized volunteers.**

## 7. INSURANCE

By his/her signature hereunder, Contractor certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and that Contractor will comply with such provisions before commencing the performance of the professional services under this agreement. Contractor and

sub-contractors will keep workers' compensation insurance for their employees in effect during all work covered by this agreement.

Contractor will file with the Agency, before beginning professional services, a certificate of insurance satisfactory to the Agency evidencing professional liability coverage of not less than \$1,000,000 per claim and annual aggregate, requiring 30 days notice of cancellation (10 days for non-payment of premium) to the Agency. Any insurance, self-insurance or other coverage maintained by the Agency, its directors, officers, employees, or authorized volunteers shall not contribute to it. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-:VII, or equivalent, or as otherwise approved by the Agency. The retroactive date (if any) is to be no later than the effective date of this agreement. In the event that the Contractor employs other contractors (sub-contractors) as part of the work covered by this agreement, it shall be the Contractor's responsibility to require and confirm that each sub-contractor meets the minimum insurance requirements specified above.

If any of the required coverages expire during the term of this agreement, the Contractor shall deliver the renewal certificate(s) including the general liability additional insured endorsement to the Agency at least ten (10) days prior to the expiration date.

#### 8. COMPLIANCE WITH LAW

The Contractor shall be subject to and comply with all federal, state and local laws and regulations applicable with respect to its performance under this Agreement, including but not limited to, licensing, employment and purchasing practices; and wages, hours and conditions of employment.

#### 9. SUBCONTRACT AND ASSIGNMENT

This Agreement binds the heirs, successors, assigns and representatives of the Contractor. The Contractor shall not enter into subcontracts for any work contemplated under this Agreement and shall not assign this Agreement or monies due or to become due, without the prior written consent of the General Manager of the Agency or his designee, subject to any required state or federal approval.

#### 10. NONRENEWAL

The Contractor understands and agrees that there is no representation, implication, or understanding that the services provided by the Contractor under this Agreement will be purchased by the Agency under a new agreement following expiration or termination of this Agreement, and waives all rights or claims to notice or hearing respecting any failure to continue purchase of all or any such services from the Contractor.

11. NOTICE

Any notice provided for herein are necessary to the performance of this Agreement and shall be given in writing by personal delivery or by prepaid first-class mail addressed as follows:

AGENCY

David Okita, General Manager  
Solano County Water Agency  
810 Vaca Valley Parkway  
Vacaville, CA 95688

CONTRACTOR

Matson & Isom  
Certified Public Accountants  
Post Office Box 990700  
Redding, CA 96099-0700

-----  
The parties have executed this Agreement the day and year first above written. If the Contractor is a corporation, documentation must be provided that the person signing below for the Contractor has the authority to do so.

Solano County Water Agency  
a Public Agency

Matson & Isom

By: \_\_\_\_\_

David Okita, General Manager

By: \_\_\_\_\_

Holly L. Salisbury, CPA

## **EXHIBIT A**

### **SCOPE OF SERVICES**

- a.) The audit shall cover the fiscal year ending June 30, 2014.
- b.) We anticipate our financial records will be closed and ready for audit by August 1. The books of account and financial records to be audited are maintained and located at the Agency administrative office located at 812 Vaca Valley Parkway, Suite 203, Vacaville, CA 95688. The Administrative Services Manager or designate shall make these books and records available.
- c.) The report package includes:
  - 1. Basic Financial Statements (including all applicable footnotes)
  - 2. Footnotes on Summary of Significant Accounting Policies
  - 3. Auditor's opinion on the financial statements and required supplementary schedules
  - 4. Report on Compliance and on Internal Control Over Financial Reporting based on an audit of financial statements performed in accordance with Government Auditing Standards (GAS) and/or Generally Accepted Auditing Standards (GAAS).
  - 5. Required Supplementary Information
  - 6. Schedule of Findings and Recommendations
  - 7. Status of Prior Year Findings and Recommendations
  - 8. Management Discussion and Analysis
  - 9. Required Communications to the Board of Directors
- d.) The audit includes preparing and electronically submitting the Special Districts Financial Transaction Report to be filed with the State Controller's Office within 110 days after the end of the fiscal year.
- e.) Approximately 20 copies of the audited financial reports must be presented to the Agency. All reports will also be provided in electronic format to the Agency.
- f.) The auditor will be expected to attend a full board meeting with the Board of Directors to present the audit report and review the required communications.

## **EXHIBIT B**

### **RATE OF COMPENSATION**

All inclusive maximum fee for the audit:

|                          |          |
|--------------------------|----------|
| Year ended June 30, 2014 | \$23,500 |
|--------------------------|----------|

ACTION OF  
SOLANO COUNTY WATER AGENCY

DATE: August 14, 2014

SUBJECT: LPCCC: Putah Creek Floodplain Restoration Project

RECOMMENDATIONS:

- 1. Adopt construction plans and specifications for the Putah Creek Floodplain Restoration Project.
- 2. Authorize staff to advertise Contract Documents to solicit bids.

FINANCIAL IMPACT:

Funding for this project is provided by approximately \$600,000 grant funding from the California Resources Agency River Parkway Program. SCWA will provide staff time to administer the Contract. Funding for this project is included in the current fiscal year SCWA budget for the Solano Project.

BACKGROUND:

In 2003, the Lower Putah Creek Coordinating Committee (LPCCC) commissioned a geomorphic assessment of Winters Putah Creek Park (Winters Car Bridge to Highway 505). In 2009, SCWA implemented the removal of the Winters Percolation Dam as a first step toward the subject Project. In 2011, SCWA implemented Phase 1 and 2 of flood plain restoration of approximately 2 miles of creek. This project, Phase 3, is the final piece connecting Phase 1 and 2.

The LPCCC has received approximately \$600,000 in grant funding from the California Resources Agency River Parkway Program to deliver the final phase to complete restoration of the floodplain of Putah Creek through the City of Winters. The project is located on property owned by the City of Winters. SCWA has an agreement with the City to perform this work on their land. The project has undergone extensive public review including an update of the Winters Putah Creek Park Master Plan. The City of Winters has also spent \$1.7 million in additional funding to improve trails along the north bank of the project.

X

Continued on next page

Recommended By: \_\_\_\_\_  
David B. Okita, General Manager

|                          |                            |                          |                      |
|--------------------------|----------------------------|--------------------------|----------------------|
| <input type="checkbox"/> | Approved as<br>Recommended | <input type="checkbox"/> | Other<br>(see below) |
|--------------------------|----------------------------|--------------------------|----------------------|

Modification to Recommendation and/or other actions:

I, David B. Okita, General Manager and Secretary to the Solano County Water Agency, do hereby certify that the foregoing action was regularly introduced, passed and adopted by said Board of Directors at a regular meeting thereof held on August 14, 2014 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
David B. Okita  
General Manager & Secretary to the  
Solano County Water Agency

SCWA is assisting with the construction contracting and will be acting as the construction manager for this project on behalf of the Lower Putah Creek Coordinating Committee.

This action is to adopt the Contract Documents: Plans and Specifications developed to contract for implementation of Phase 3 Work. A copy of the Contract Document package is available for preview upon request. The other action is to authorize advertisement of the Bid Documents to the solicit bids. Staff will be making a recommendation to the Board in September for award of a successful bid. We anticipate construction to start in mid-September and be completed by the end of the November of this year.



ACTION OF  
SOLANO COUNTY WATER AGENCY

DATE: August 14, 2014

SUBJECT: Agreement with IERS, Inc. for a Post-Fire Assessment of the Monticello Fire

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RECOMMENDATION:

Authorize General Manager to execute agreement with Integrated Environmental Restoration Services (IERS), Inc. for a Post-Fire Assessment of the Monticello Fire.

FINANCIAL IMPACT:

The agreement is for \$37,835. This item was not budgeted for in the Solano Project 2014/15 fiscal year budget. Due to the unplanned nature of the fire event, funding can come from the budgeted contingency for the Solano Project.

BACKGROUND:

Starting on July 4, 2014 the Monticello Fire burned 6,500 acres of land within the Putah Creek Interdam Reach. The Interdam Reach consists of approximately six small watersheds that drain directly into Putah Creek between the Monticello Dam which forms Lake Berryessa and the Putah Diversion Dam which forms Lake Solano. The Monticello Fire burned approximately 30% of the Interdam Reach Watershed. The Water Agency is concerned with potential water quality and sediment impacts that may occur once the rainy season begins, from these burned watersheds. The water quality and sediment impacts could affect delivery of water from the Solano Project.

☒ Continued on Next Page

Recommended: \_\_\_\_\_  
David B. Okita, General Manager

☐ Approved as recommended      ☐ Other (see below)

Modification to Recommendation and/or other actions:

I, David B. Okita, General Manager and Secretary to the Solano County Water Agency, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular meeting thereof held on August 14, 2014 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
David B. Okita  
General Manager & Secretary to the  
Solano County Water Agency

## **Agenda Item No. 5G**

The Water Agency recommends the hiring of IERS, Inc. to conduct a post-fire assessment of the Monticello Fire. IERS is a small consulting firm specializing in the fields of erosion control, restoration, watershed assessment, watershed monitoring, and water quality. IERS staff includes a soil scientist, senior environmental planner, surface water quality specialist, environmental scientist, as well as a UC Davis Professor in Civil Engineering. One of the lead project managers and president of IERS has over 25 years of experience in erosion control, with a particular focus in the Lake Tahoe Basin. IERS has also done post-fire assessments for clients such as the Metropolitan Water District of Southern California.

For the Monticello Fire, IERS would be tasked with conducting a post-fire assessment and development of a priority list of erosion control measures to reduce water quality and sediment impacts to the Interdam Reach Watershed. After the assessment and priority list is completed, the Water Agency can make a more informed decision of what erosion control measures, if any, should be implemented.

Name of Project: **Post-Fire Assessment of the Monticello Fire**

## **SOLANO COUNTY WATER AGENCY**

### **AGREEMENT FOR PROFESSIONAL SERVICES**

(Professional Services/no Professional Liability/General Liability & Auto/no Additional Insured)

THIS AGREEMENT, **effective August 14, 2014**, is between SOLANO COUNTY WATER AGENCY, a public agency existing under and by virtue of Chapter 573 of the 1989 statutes of the State of California, hereinafter referred to as "Agency," and Integrated Environmental Restoration Services (IERS), Inc., hereinafter referred to as "Contractor."

The Agency requires services for **Post-Fire Assessment of the Monticello Fire**; and the Contractor is willing to perform these services pursuant to the terms and conditions set out in this Agreement.

IT IS MUTUALLY AGREED, as follows:

#### 1. SCOPE OF SERVICES

The Agency hereby engages the Contractor, and the Contractor agrees to perform the services **Post-Fire Assessment of the Monticello Fire**, as described in Exhibit A, in accordance with the terms of this Agreement and any applicable laws, codes, ordinances, rules or regulations. In case of conflict between any part of this Agreement, this Agreement shall control over any Exhibit.

#### 2. COMPENSATION

Compensation for services shall be as follows: Hourly rate of personnel plus any allowed reimbursable expenses based on unit costs as indicated on any allowed reimbursable expense in Exhibit A **not to exceed \$37,835** for all work contemplated by this Agreement.

#### 3. METHOD OF PAYMENT

Upon submission of an invoice by the Contractor, and upon approval of the Agency's representative, the Agency shall pay the Contractor monthly in arrears for fees and allowed expenses incurred the prior month, however in no event shall the cumulative total paid pursuant to this agreement exceed the maximum amount provided for in paragraph 2 of this Agreement. Every invoice shall specify hours worked for each task identified in Exhibit A undertaken.

Each invoice shall be accompanied by a spreadsheet showing, by month, costs incurred to date for the project broken down by the Tasks identified in Exhibit A. The spreadsheet shall show, for each task, budget amounts, total expended and remaining amounts. The spreadsheet shall show a subtotal for each fiscal year covered by the contract. Any amendments to the

contract shall be listed and incorporated into spreadsheet. An example of a typical spreadsheet shall be provided by the Agency.

4. TIME OF PERFORMANCE

This Agreement shall become effective as of the date it is executed and said services will take place between this date and **June 30, 2015** as directed by the Agency.

5. MODIFICATION AND TERMINATION

This Agreement may be modified or amended only by written instrument signed by the parties hereto, and the Contractor's compensation and time of performance of this Agreement shall be adjusted if they are materially affected by such modification or amendment.

This Agreement may be terminated by the Agency at any time, without cause, upon written notification to the Contractor. The Contractor may terminate this Agreement upon 30 days written notice to Agency.

Following termination by the Agency or the Contractor, the Contractor shall be reimbursed for all expenditures made in good faith in accordance with the terms of this Agreement that are unpaid at the time of termination.

6. INDEMNIFY AND HOLD HARMLESS

**When the law establishes a professional standard of care for the Contractor's services, to the fullest extent permitted by law, Contractor will defend, indemnify and hold harmless the Agency, its directors, officers, employees, and authorized volunteers from all claims and demands of all persons that arise out of, pertain to, or relate to the Contractor's negligence, recklessness, or willful misconduct in the performance (or actual or alleged non-performance) of the work under this agreement. The Contractor shall defend itself against any and all liabilities, claims, losses, damages, and costs arising out of or alleged to arise out of Contractor's performance or non-performance of the work hereunder, and shall not tender such claims to Agency nor to its directors, officers, employees, or authorized volunteers, for defense or indemnity.**

**Other than in the performance of professional services, to the fullest extent permitted by law, Contractor will defend, indemnify and hold harmless the Agency, its directors, officers, employees and authorized volunteers from all claims and demands of all persons arising out of the performance of the work or furnishing of materials; including but not limited to, claims by the Contractor or Contractor's employees for damages to persons or property except for the sole negligence or willful misconduct or active negligence of the Agency, its directors, officers, employees, or authorized volunteers.**

## 7. INSURANCE

By his/her signature hereunder, Contractor certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and that Contractor will comply with such provisions before commencing the performance of the professional services under this agreement. Contractor and sub-contractors will keep workers' compensation insurance for their employees in effect during all work covered by this agreement.

Contractor will file with the Agency, before beginning professional services, certificates of insurance satisfactory to the Agency evidencing general liability coverage of not less than \$1,000,000 per occurrence (\$2,000,000 general and products-completed operations aggregate (if used)) for bodily injury, personal injury and property damage; auto liability of at least \$1,000,000 for bodily injury and property damage each accident limit; workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable); requiring 30 days (10 days for non-payment of premium) notice of cancellation to the Agency. Any insurance, self-insurance or other coverage maintained by the Agency, its directors, officers, employees, or authorized volunteers shall not contribute to it. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A- :VII, or equivalent, or as otherwise approved by the Agency. In the event that the Contractor employs other contractors (sub-contractors) as part of the work covered by this agreement, it shall be the Contractor's responsibility to require and confirm that each sub-contractor meets the minimum insurance requirements specified above.

If any of the required coverages expire during the term of this agreement, the Contractor shall deliver the renewal certificate(s) including the general liability additional insured endorsement to the Agency at least ten (10) days prior to the expiration date.

## 8. COMPLIANCE WITH LAW

The Contractor shall be subject to and comply with all federal, state and local laws and regulations applicable with respect to its performance under this Agreement, including but not limited to, licensing, employment and purchasing practices; and wages, hours and conditions of employment.

## 9. RECORD RETENTION

Except for materials and records, delivered to the Agency, the Contractor shall retain all materials and records prepared or obtained in the performance of this Agreement, including financial records, for a period of at least three years after the Contractor's receipt of the final payment under this Agreement. Upon request by the Agency, the Contractor shall make such materials and records available to the Agency at no additional charge and without restriction or limitation to State and federal governments at no additional charge.

10. OWNERSHIP OF DOCUMENTS

All materials and records of a finished nature, such as final plans, specifications, reports and maps, prepared or obtained in the performance of this Agreement, shall be delivered to and become the property of the Agency. All materials of a preliminary nature, such as survey notes, sketches, preliminary plans, computations and other data, prepared or obtained in the performance of this Agreement, shall be made available, upon request, to the Agency at no additional charge and without restriction or limitation on their use.

12. SUBCONTRACT AND ASSIGNMENT

This Agreement binds the heirs, successors, assigns and representatives of the Contractor. The Contractor shall not enter into subcontracts for any work contemplated under this Agreement and shall not assign this Agreement or monies due or to become due, without the prior written consent of the General Manager of the Agency or his designee, subject to any required state or federal approval. (*Note: list any subcontractors here*)

13. NONRENEWAL

The Contractor understands and agrees that there is no representation, implication, or understanding that the services provided by the Contractor under this Agreement will be purchased by the Agency under a new agreement following expiration or termination of this Agreement, and waives all rights or claims to notice or hearing respecting any failure to continue purchase of all or any such services from the Contractor.

14. NOTICE

Any notice provided for herein are necessary to the performance of this Agreement and shall be given in writing by personal delivery or by prepaid first-class mail addressed as follows:

AGENCY

David Okita, General Manager  
Solano County Water Agency  
810 Vaca Valley Parkway, Suite 203  
Vacaville, CA 95688

CONTRACTOR

Michael Hogan, President  
Integrated Environmental Restoration Services, Inc.  
P.O. Box 7559  
Tahoe City, CA 96145

-----  
The parties have executed this Agreement the day and year first above written. If the Contractor is a corporation, documentation must be provided that the person signing below for the Contractor has the authority to do so.

Solano County Water Agency

a Public Agency

By: \_\_\_\_\_  
David B. Okita,  
General Manager

By: \_\_\_\_\_  
Michael Hogan,  
President

**EXHIBIT A**  
**SCOPE OF SERVICES**



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# MONTICELLO FIRE WATERSHED ASSESSMENT

## Proposed Scope of Work and Budget

Prepared by Michael Hogan, Integrated Environmental Restoration Services,  
August 1<sup>st</sup>, 2014

## INTRODUCTION

Integrated Environmental Restoration Services (IERS) offers this general scope of work in response to the possible need to assess watershed conditions in areas recently affected by a wildfire, known as the Monticello Fire, in the Lake Berryessa region. The area of interest includes source watershed areas that influence water resources managed by the Solano County Water Agency (SCWA).

## DESCRIPTION OF WORK TO BE PERFORMED

The work to be performed is described in the Watershed Management Guidebook (2013, Drake and Hogan-[www.ierstahoe.com/pdf/research/watershed\\_management\\_guidebook.pdf](http://www.ierstahoe.com/pdf/research/watershed_management_guidebook.pdf).) Essentially, the watershed will be analyzed to determine if and where erosion occurs, what the causes and source(s) of that erosion are. Recommendations for mitigation measures will be made for each problem area. The process IERS has developed is called EfRA or Erosion-focused Rapid Assessment and is designed to identify those areas that are erosion problems ('hot spots') and consider them in the context of specifically what actions might be taken to minimize or eliminate erosion. This process differs from many watershed assessment techniques in that we focus primarily on soil and stream erosion, rather than habitat and other watershed elements. This allows for a relatively rapid assessment and one that can be acted on almost immediately if required.

In addition to the standard EfRA process, we propose to assess the condition of the soil and drainageways that have been affected by fire in order to determine if immediate actions are needed to protect downstream water quality or if the soil retains enough functional characteristics (resilience) to respond with a minimum of intervention.

All problem sites will be named, described, rated and prioritized in terms of severity and potential impact on water quality.

## TIMING

Investigations can start almost immediately upon agreement of specific tasks and conditions. Rapid response may be useful in order to determine whether some

actions should be taken prior to fall and winter rains to protect downstream water quality or whether soils and drainages are stable enough to withstand normal winter precipitation.

## ASSUMPTIONS

- We assume that Solano County Water Authority will secure all permissions required to access areas of interest.
- We assume that the assessment will entail the 4 areas within the fire boundaries that are shown in color in Figure 1, below.
- We assume that tasks can be more fully described if the Solano County Water Agency decides to pursue this watershed assessment.
- The purpose of the proposed assessment is to determine if watershed/hillslope/drainageway actions need to be taken to protect water quality, to prioritize that treatment and what potential actions are.
- We have developed this proposal as a time and materials proposal and assume that hours not used will not be charged for.

## TASKS

The following tasks are assumed to be necessary to produce a useful and complete watershed assessment in the areas of interest. Each task is briefly described.

- Pre-investigation
  - Background information development.
- Map development
  - Development and production of a range of maps for assessment. These maps would be in the form of a 'map book' that is used in the field.
- Map-based initial hot spot identification
  - Potential erosion hot spots that are identified from map criteria (See Watershed Management Guidebook)
- Other assessment information category development
  - Development of specific categories of erosion and watershed parameters. These parameters will be developed in partnership with SCWA and will be used in the field to describe and rate each site for erosion and erosion potential.
- Assessment
  - Field assessment of all watershed areas of interest (per Figure 1)

- Post assessment interpretation
  - Data and information assessment, integration, interpretation and initial prioritization of possible actions.
- Recommendations
  - Development of recommendations for each site where actions are recommended. Recommendations are in the form of semi-specific actions. These recommendations can be used to develop site specific construction/action plans. However, the recommendations provided will not be at that scale (more detailed plans are produced if and when SCWA decides to take action on an area).
  - If more detailed site specific recommendations are required from IERS, additional funding has been provided to develop and/or train the Agency on how to implement more site specific recommendations.
- Draft Report
  - A print and digital report which includes the assessment description, specific treatment areas, photographs, prioritized recommendations and suggestions for other follow up assessment, if needed.
- Feedback
  - Based on the submitted Draft Report, SCWA will review and offer feedback to IERS in order to iterate and refine the final report such that it fits SCWA's needs to the greatest extent possible.
- Field meeting with Solano Co
  - Timing to be determined- this task involves visiting the site with SCWA staff in order to review specific sites first hand and to discuss problem areas and mitigation options in depth. This field meeting is expected to require two days if the assessment suggests that work might be done in a number of distributed sites.

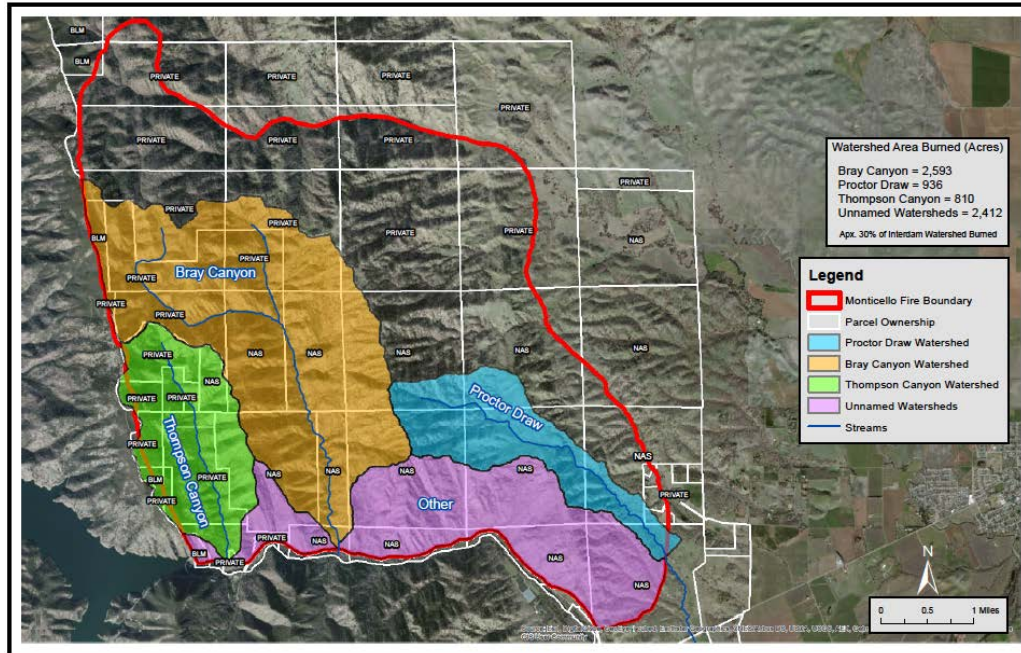


FIGURE 1: MAP OF FIRE BOUDARIES AND WATERSHEDS OF INTEREST, SHOWN IN COLOR.

## INITIAL COST ESTIMATE

| Task                                     | Cost               |
|--|--------------------|
| Pre-assessment and map development       | \$2,915.00         |
| Coordination meeting w Solano Co         | \$725.00           |
| Watershed Field Assessment               | \$16,235.00        |
| Analysis and draft document              | \$5,800.00         |
| Feedback and iteration of document       | \$5,800.00         |
| Field review                             | \$3,000.00         |
| Site Specific Recommendations (Optional) | \$3,000.00         |
| per diem                                 | \$360.00           |
|  |                    |
| <b>TOTAL</b>                             | <b>\$37,835.00</b> |

ACTION OF  
SOLANO COUNTY WATER AGENCY

DATE: August 14, 2014

SUBJECT: Water Conservation Coordinator Reclassification

RECOMMENDATION:

Approve a new non-management Water Conservation Coordinator classification and authorize General Manager to reclassify the existing Senior Water Resources Specialist to the new classification.

FINANCIAL IMPACT:

Monthly Salary range will be \$6,905 - \$8,393 (SCWA Salary Range 36). This action will result in a 2.5% salary increase for one employee, resulting in an annual increase of salary and benefits costs of \$2,544. This level of funding has been included in the FY 2014-2015 budget. There would be future increases in costs if the employee receives merit increases within the new classification.

BACKGROUND:

The existing Senior Water Resources Specialist position was created in 2006 to provide additional support for the Agency’s water conservation program and other projects. Over the years the Agency’s water conservation has grown and is anticipated to continue to evolve as water conservation efforts become mandated by the State of California. Duties of the Senior Water Resources Specialist now require a full time position and the Agency has allocated the non-conservation duties of the Senior Water Resources Specialist to other SCWA employees.

☒ Continued on Next Page

Recommended: \_\_\_\_\_  
David B. Okita, General Manager

☐ Approved as Recommended                      ☐ Other (see below)

Modification to Recommendation and/or other actions:

I, David B. Okita, General Manager and Secretary to the Solano County Water Agency, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular meeting thereof held on August 14, 2014 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

David B. Okita  
General Manager & Secretary to the  
Solano County Water Agency

The Agency hired a consultant to conduct a salary survey/market analysis of public agencies with classifications having similar duties and responsibilities. Since benefits are different between agencies, a total compensation approach was used. The study compared five other public agencies that had similar classifications. Below is a summary of the results

| <u>Agency</u>               | <u>Position Title</u>          | <u>Market Study Monthly<br/>Salary and Benefits Results</u> |
|-----------------------------|--------------------------------|---|
| Contra Costa Water District | Water Conservation Specialist  | \$13, 389   |
| Zone 7 Water Agency         | Water Conservation Coordinator | \$12,274  |
| Sonoma County Water Agency  | Principle Program Specialist   | \$11,991  |
| SCWA (recommended)          | Water Conservation Coordinator | \$11,447  |
| City of Vacaville           | Management Analyst II          | \$11,384  |
| Solano Irrigation District  | Irrigation Specialist          | \$7,822   |

The SCWA salary range for a total compensation of \$11,447 is a 5 step salary range of \$6,905 (Step 1) to \$8,393 (Step 5). The current Senior Water Resources Specialist position is Salary Range 29 which is a Monthly Salary Range of \$5,819 (Step 1) to \$7,073 (Step 5).

This is not a new position, just a reclassification. We will not be backfilling the Senior Water Resources Specialist position.



## **DEFINITION**

Under general supervision, plans, organizes, develops, implements, and administers and manages the Agency's water conservation programs; assists the General Manager and Management staff in duties related to supervision of consultants, administration of grants, contracts, program budgets, and coordinative efforts with member cities and districts; and performs related work as required.

## **SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from the Principal Water Resources Specialist. No direct supervision of staff is exercised.

## **CLASS CHARACTERISTICS**

This is a single incumbent classification responsible for developing and implementing water conservation programs including identifying, evaluating and promoting conservation measures, administering grants, and various contracts related to water use efficiency. Successful performance of the duties requires expertise in the technical aspects of water use and conservation, and in the development and management of water conservation programs. This class is distinguished from the Water Resources Engineer class series in that the latter is responsible for the engineering functions within the Agency including: design, construction, and inspection of the Agency's water delivery systems. This class is further distinguished from the Principal Water Resources Specialist in that the latter is a management-level classification responsible for multiple environmental programs including the Habitat Conservation Program (HCP), and requires expertise in the aspects of environmental, habitat use and conservation, and in the development and management of a variety of environmental programs.

## **EXAMPLES OF TYPICAL JOB FUNCTIONS** (Illustrative Only)

*Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Plans, designs, coordinates, implements, promotes, and oversees complex water conservation programs, projects, and initiatives, in support of the Agency's strategic goals and priorities.
- Coordinates and performs grants administration for the Agency and other regional entities involved in cooperative conservation programs; collects, and summarizes water use data, oversees grant budgets, tracks expenditures, coordinates preparation of grant progress reports, and grant reimbursements with participating agencies; ensures compliance with policies and requirements of funding agency; accounting protocols and procedures; maintains relevant records and documentation.
- Prepares, administers, and maintains Water Conservation Program budget; submits budget recommendations; monitors expenditures.
- Develops and implements the Internship Program; selects and coordinates tasks of interns assigned to the Water Conservation Program; provides and coordinates training.
- Coordinates assigned program activities with those of other Agency activities as well as federal, state, and local agencies to ensure effective cooperation on all governmental levels consistent with optimal efficiency, effectiveness, and economy; coordinates compilation of data, resources, and work products for various County-wide and State projects including the State Water Project and the Solano Project.

- Oversees and conducts research, and analysis related to water use; writes technical reports, publications and makes recommendations, and presentations for the development and implementation of new and/or modified water conservation programs.
- Develops community outreach programs to promote water use efficiency; participates on community task force/committees; oversees the design, production, and distribution of a variety of promotional, marketing, outreach, and informational materials, communications, and presentations to educate businesses, children, special interest groups and constituencies, the general public, and member communities in Agency programs, services, resources, events, and activities; oversees and/or directs the design of multi-media campaigns.
- Develops bid invitations and solicitations, requests for qualifications/quotes/proposals related to water conservation initiatives; ensures legal and contractual provisions are included to protect the Agency's interests.
- Directs, monitors, and evaluates the work of assigned consultants, and contractors, according to Agency standards and pertinent agreements/contracts; provides clear, concise, and consistent direction; acts as the primary resource and representative to consultants, and contractors, regarding administrative and operational policies, procedures, and guidelines.
- Interacts with the public and with various affiliate committees, and agencies; responds to public inquiries.
- Performs other duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Practices, theories, methods, and techniques used in the design, administration, and evaluation of water use efficiency and conservation programs.
- Principles, practices, and techniques of drafting and administering contracts and enforcing contract provisions.
- Principles and practices of budgeting and grant writing and administration.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures.
- Effective communication techniques and public relations.
- Modern office practices, methods, and computer equipment.
- Computer applications related to the work, including word processing, database, and spreadsheet applications.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for effectively representing the Agency in contacts with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, local municipalities, and Library staff.

### **Ability to:**

- Research, assemble, and document data applicable to water resources, environmental, and conservation programs.
- Develop and administer contracts for professional services in a public agency setting.
- Coordinate, organize, and train interns and water conservation personnel.
- Develop project specifications, timelines, and budgets.
- Prepare and present clear, concise and logical written and oral reports, correspondence, and other written materials.



- Effectively represent the Agency in meetings with governmental agencies, community groups, and various businesses, professional, and regulatory organizations, and in meetings with individuals.
- Prepare and maintain detailed and accurate records, reports, and written correspondence.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Operate modern office equipment, including computer equipment and specialized software applications programs.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

**Education and Experience:** *Any combination of training and experience, which would provide the required knowledge, skills and abilities, is qualifying. A typical way to obtain the required qualifications would be:*

Equivalent to graduation from an accredited four-year college or university with major coursework in water resources, planning, natural resources, public policy or administration, or a related field, and five (5) years of experience in water and natural resources conservation planning.

**License and Certifications:**

None.

**PHYSICAL DEMANDS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to visit various Agency and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

**ENVIRONMENTAL ELEMENTS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

**WORKING CONDITIONS**

May be required to work on evenings, weekends, and holidays.

**Solano County Water Agency  
Benefits Detail  
June 2014**

| <b>WATER CONSERVATION COORDINATOR</b> |                                |  |               |                       |                   |                               |                          |                                 |                                |  |                            |   |   |                          |                                |
|---------------------------------------|--------------------------------|--|---------------|-----------------------|-------------------|-------------------------------|--------------------------|---------------------------------|--------------------------------|--|----------------------------|---|---|--------------------------|--------------------------------|
| Agency                                | Solano County Water Agency     | California Department of Water Resources | City of Dixon | City of Vacaville     | City of Yuba City | Contra Costa Water District   | Fair Oaks Water District | Fairfield Suisun Sewer District | Regional Water Authority (Sac) | San Joaquin County Flood Control & Water Conservation District | Solano Irrigation District | Sonoma County Water Agency                | Yolo County Flood Control & Water Conservation District | Yuba County Water Agency | Zone 7 Water Agency            |
| Class Title                           | Water Conservation Coordinator | N/C                                      | N/C           | Management Analyst II | N/C               | Water Conservation Specialist | N/C                      | N/C                             | N/C                            | N/C  | Irrigation Specialist      | Water Agency Principal Program Specialist | N/C   | N/C                      | Water Conservation Coordinator |
| Top Monthly Salary                    | \$6,934                        |  |               | \$7,853               |                   | \$8,339                       |                          |                                 |                                |  | \$5,551                    | \$8,859                                   |   |                          | \$7,984                        |
| Employee Retirement 1, 2, 3           |                                |  |               |                       |                   |                               |                          |                                 |                                |  |                            |   |   |                          |                                |
| ER-Paid EE Contribution               | \$485                          |  |               |                       |                   | \$250                         |                          |                                 |                                |  |                            |   |   |                          | \$240                          |
| Enhanced PERS Formula                 | \$211                          |  |               | \$240                 |                   | \$365                         |                          |                                 |                                |  | \$447                      | \$868                                     |   |                          | \$595                          |
| 12 Month Highest Salary               | \$94                           |  |               | \$106                 |                   | \$113                         |                          |                                 |                                |  |                            | \$120                                     |   |                          | \$108                          |
| Social Security                       |                                |  |               |                       |                   | \$517                         |                          |                                 |                                |  |                            | \$549                                     |   |                          | \$495                          |
| Other                                 |                                |  |               |                       |                   |                               |                          |                                 |                                |  |                            |   |   |                          |                                |
| Insurance                             |                                |  |               |                       |                   |                               |                          |                                 |                                |  |                            |   |   |                          |                                |
| Cafeteria                             | \$1,041                        |  |               |                       |                   |                               |                          |                                 |                                |  |                            |   |   |                          |                                |
| Health                                |                                |  |               | \$1,777               |                   | \$1,931                       |                          |                                 |                                |  | \$1,075                    | \$500                                     |   |                          | \$1,763                        |
| Dental                                | \$143                          |  |               | \$71                  |                   | \$163                         |                          |                                 |                                |  | \$104                      | \$107                                     |   |                          | \$124                          |
| Vision                                |                                |  |               | \$19                  |                   | \$16                          |                          |                                 |                                |  | \$4                        | \$17                                      |   |                          | \$33                           |
| EAP                                   |                                |  |               | \$5                   |                   | \$3                           |                          |                                 |                                |  | \$108                      | \$3                                       |   |                          | \$2                            |
| Life                                  |                                |  |               | \$23                  |                   | \$58                          |                          |                                 |                                |  |                            | \$23                                      |   |                          | \$10                           |
| LTD                                   | \$53                           |  |               | \$41                  |                   | \$40                          |                          |                                 |                                |  |                            | \$58                                      |   |                          |                                |
| STD/SDI                               |                                |  |               |                       |                   | \$12                          |                          |                                 |                                |  |                            |   |   |                          |                                |
| Other                                 |                                |  |               |                       |                   |                               |                          |                                 |                                |  |                            |   |   |                          |                                |
| Leave                                 |                                |  |               |                       |                   |                               |                          |                                 |                                |  |                            |   |   |                          |                                |
| Vacation                              | \$533                          |  |               | \$302                 |                   | \$674                         |                          |                                 |                                |  | \$214                      | \$511                                     |   |                          | \$461                          |
| Holidays                              | \$347                          |  |               | \$332                 |                   | \$385                         |                          |                                 |                                |  | \$214                      | \$375                                     |   |                          | \$461                          |
| Administrative                        |                                |  |               | \$302                 |                   | \$225                         |                          |                                 |                                |  | \$107                      |   |   |                          |                                |
| Auto Allowance                        |                                |  |               |                       |                   |                               |                          |                                 |                                |  |                            |   |   |                          |                                |
| Uniform Allowance                     |                                |  |               |                       |                   |                               |                          |                                 |                                |  |                            |   |   |                          |                                |
| Deferred Compensation                 |                                |  |               | \$314                 |                   | \$250                         |                          |                                 |                                |  |                            |   |   |                          |                                |
| Other                                 |                                |  |               |                       |                   | \$50                          |                          |                                 |                                |  |                            |   |   |                          |                                |
| Benefit Cost                          | \$2,907                        | N/C                                      | N/C           | \$3,531               | N/C               | \$5,050                       | N/C                      | N/C                             | N/C                            | N/C  | \$2,271                    | \$3,132                                   | N/C   | N/C                      | \$4,290                        |
| Total Monthly Comp.                   | \$9,841                        | N/C                                      | N/C           | \$11,384              | N/C               | \$13,389                      | N/C                      | N/C                             | N/C                            | N/C  | \$7,822                    | \$11,991                                  | N/C   | N/C                      | \$12,274                       |

Note: Total Monthly Compensation number may vary slightly from the sum of its components due to cell formulas & rounding.

1- Solano County Irrigation District Pension Plan for EEs hired prior to 01/28/2010 receive a Benefit Formula of 2.7% @ 55; Beginning 01/24/2013 the EEs pay the EPMC for all three Tiers.

Final Compensation calculation of 36 Month Average for the three Tiers;

2- Zone 7 Pension is not a PERS Plan, it is administered through the County; the Benefit formula is 2.61% @ 62 For employees hired prior to 12/31/2012; Final Compensation calculation is Single Highest Year.

3- Sonoma County WA's Pension is not a PERS Plan, it is administered through the County; The formula is 3% @ 60; Final Compensation is Single Highest Year.

# SOLANO COUNTY WATER AGENCY



## MEMORANDUM

Agenda Item No. 7

**TO: Board of Directors**

**FROM: David B. Okita, General Manager**

**DATE: August 14, 2014**

**SUBJECT: August General Manager's Report**

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The August SCWA Board meeting will precede the City County Coordinating Committee meeting, so agenda items will be limited. The main topic of discussion is expected to be water bond legislation. The Legislature is back in session in August and one of their top priorities is legislation to replace the current water bond proposal on the November 2014 ballot. A flurry of Legislative activity before the August recess did not result in a consensus on a replacement bond. The Governor has recently stated his requirements for a water bond. One of the key points of contention is the Delta section of any water bond. This section is of great importance Solano interests as it contains funding for Delta levees, Delta water quality projects (like the North Bay Aqueduct Alternate Intake Project) , Delta agricultural sustainability projects and the Delta Conservancy.

Our Legislative Advocate and County representatives will update the Board on water bond activity.

If you have any questions, please contact me at 455-1103 or [dokita@scwa2.com](mailto:dokita@scwa2.com).

Aug.2014.It7.mem.doc

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Time Period Covered: June - July 2014

## **REPORT OF CONSTRUCTION CHANGE ORDERS AND CONTRACTS APPROVED BY GENERAL MANAGER UNDER DELEGATED AUTHORITY**

**Construction Contract Change Orders (15% of original project costs or \$50,000, whichever is less)**

**Construction Contracts (\$30,000 and less)**

**Professional Service Agreements (\$30,000 and less)**

AD Consultants - Lake Berryessa Data Analysis and Reporting - \$27,000  
Ayres Associates - Putah Diversion Dam Bulkhead Design and Procurement - \$20,400  
BSK Associates - Mercury Monitoring and Support - \$12,565  
CBEC, Inc - Suisun Valley Flow monitoring - Extension of term only  
Conservation - Napa-Solano Smart Controller Rebate Program - Extension of term only  
Dennis Grunstad - 6-Flag Demonstration Garden - \$17,500  
Forty-Two Pacific, Inc - Conservation Website - \$25,000  
Gardensoft - WaterWise Gardening section of the Conservation Website - \$4,000  
Gates Consulting - IRWMP grant reporting database and billing program for RD2068 - \$10,000  
GHD, Inc - CII Water Savings Incentive Program - \$25,000  
IN Communications - Solano High School Video Contest and Conservation Public Outreach - \$29,500  
Iron Springs Corp – Regional Large Landscape BMP – contract limit of \$29,500  
KC Engineering Company - Construction materials testing and geotechnical consulting - \$20,000  
Laugenour & Meikle - Surveying and engineering support - \$20,000  
Luhdorff & Scalmanini – Ongoing Groundwater Monitoring Activities - \$14,999  
Mike Bobbitt & Associates - GIS Consulting – Extension of term only  
Normandeau Associates, Inc – Lower Putah Creek LPCCC Fish Monitoring - \$26,389.50  
Putah Creek Council – LPCCC LAMRC Nursery Projects – Extension of term only  
Rock Steady - School Water Education Program - \$20,000  
Shandam Consulting - Professional IT Services - \$25,000  
Sierra Controls - SCWA/SID OPC system support - Extension of term only  
Somach, Simmons, and Dunn - Putah Creek & HCO Legal Services - Extension of term only  
Summers Engineering - General Engineering Support - \$25,000  
Summers Engineering - PSC Headworks Improvements - Extension of term only  
Summers Engineering - Putah Diversion Dam Bulkhead - Extension of term only  
UC Davis – WaterWays, a Water Education Program for Urban Youth – Extension of term and increase contract amount by \$5,179.

Unavco - Groundwater Subsidence Station Monitoring - \$9,134

Western Hydrologic Systems - Stream gages and Flow measurement devices - Extension of term only.

Yolo Resource Conservation District - Westside Coordinating Committee Admin - Extension of term only

Ernst and Young – SWP Audit - \$14,397

### **Non-Professional Service Agreements (\$30,000 and less)**

### **Construction contracts resulting from informal bids authorized by SCWA Ordinance**

Note: Cumulative change orders or amendments resulting in exceeding the dollar limit  
need Board approval.

Z:\FORMS\Construction Change Orders.doc

ACTION OF  
SOLANO COUNTY WATER AGENCY

DATE: August 14, 2014

SUBJECT: Agreement in Principle for SWP Contract Extension

RECOMMENDATION:

Authorize General Manager to execute an Agreement in Principle for a contract amendment concerning extension of the SCWA State Water Project Water Supply Contract.

FINANCIAL IMPACT:

None. Implementation of the future contract amendment will result in a cost savings for State Water Project contractors.

BACKGROUND:

SCWA entered into a contract with the California Department of Water Resources (DWR) for a State Water Project (SWP) supply in 1963 along with about 28 other public agencies. All contracts expire around 2035. The contracts are very detailed and specify the conditions for water supply, cost calculations and payment provisions. The SCWA contract has been amended 17 times.

The contract extension will be in the form of another contract amendment. The key reason for the amendment is to extend the term of the contract to allow for long term financing of SWP capital projects. DWR will not finance capital expenses beyond the contract termination date of 2035. Typically water project capital expenses are financed over a 30 year period, thus the need for the extension beyond 2035. This proposed contract amendment will extend the contract to 2085, fifty years beyond the current expiration date.

☒ Continued on Next Page

Recommended: \_\_\_\_\_  
David B. Okita, General Manager

☐ Approved as recommended      ☐ Other (see below)

Modification to Recommendation and/or other actions:

I, David B. Okita, General Manager and Secretary to the Solano County Water Agency, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular meeting thereof held on August 14, 2014 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

\_\_\_\_\_  
David B. Okita  
General Manager & Secretary to the  
Solano County Water Agency

Along with the extension of the contract expiration date, the amendment contains several other provisions that update financial aspects of the contract to conform to the current way the SWP is financed and how business is conducted. A key addition is the creation of a Finance Committee made up of DWR and SWP contractors to jointly make recommendations to the DWR Director on financial policy matters. Included is a draft Charter for the Finance Committee.

The contract amendment was negotiated in over 20 public negotiation sessions in 2013 and 2014.

DWR is developing an Environmental Impact Report on the proposed contract amendment that will be completed in 2015. DWR is asking all SWP contractors to approve the Agreement in Principle to confirm that this is the project subject to the environmental review. This action does not commit SCWA to approve the amendment. SCWA will be asked to execute the amendment after DWR has certified the Environmental Impact Report in 2015 or 2016.

**DATE:** June 18, 2014

**SUBJECT:** Agreement in Principle Concerning Extension of the State Water Project<sup>1</sup> Water Supply Contracts

This document contains a statement of principles that could provide the foundation for an agreement between each State Water Project Contractor<sup>2</sup> (Contractor) and the Department of Water Resources (DWR or Department) that will extend and otherwise amend the Water Supply Contract between such Contractor and DWR.

### Outline of Agreement in Principle

- |       |              |                                      |
|-------|--------------|--------------------------------------|
| I.    | Objective 1  | Term of Contract                     |
| II.   | Objective 2A | Reserves                             |
| III.  | Objective 2B | Accounts (SRA, SSA, FCA)             |
| IV.   | Objective 2C | Flow of Funds                        |
| V.    | Objective 2D | Financial Management                 |
| VI.   | Objective 2E | Supplemental Billing                 |
| VII.  | Objective 2F | Cost Recovery                        |
| VIII. | Objective 2G | SWRDS Reporting Principles           |
| IX.   | Objective 2H | 51(e) Revenue Reporting Requirements |
| X.    | Objective 3A | Simplification of Billing            |
| XI.   | Objective 3B | Replacement Accounting System        |
| XII.  | Objective 3C | Article 1(hh)                        |
| XIII. | Objective 3D | Billing Authorization                |
| XIV.  | Objective 4  | BDCP and DHCCP Participation         |
| XV.   | Provision 1  | Other Contract Provisions            |
| XVI.  | Provision 2  | Environmental Review Process         |
| XVII. | Provision 3  | Authorized Representative Signatures |

<sup>1</sup> The State Water Project is the name commonly used to refer to the State Water Resources Development System (Water Code Section 12931)

<sup>2</sup> The State Water Project Contractors includes Alameda County Flood Control and Water Conservation District (Zone 7), Alameda County Water District, Antelope Valley-East Kern Water Agency, Castaic Lake Water Agency, City of Yuba City, Coachella Valley Water District, County of Butte, County of Kings, Crestline-Lake Arrowhead Water Agency, Desert Water Agency, Dudley Ridge Water District, Empire West Side Irrigation District, Kern County Water Agency, Littlerock Creek Irrigation District, The Metropolitan Water District of Southern California, Mojave Water Agency, Napa County Flood Control and Water Conservation District, Oak Flat Water District, Palmdale Water District, Plumas County Flood Control and Water Conservation District, San Bernardino Valley Municipal Water District, San Gabriel Valley Municipal Water District, San Geronio Pass Water Agency, San Luis Obispo County Flood Control and Water Conservation District, Santa Barbara County Flood Control and Water Conservation District, Santa Clara Valley Water District, Solano County Water Agency, Tulare Lake Basin Water Storage District, and Ventura County Flood Control District.



## STATEMENT OF PRINCIPLES

### I. OBJECTIVE 1: TERM OF CONTRACT

#### A. Water Supply Contract Term Extension

1. Extend term of the SWP water supply contracts to December 31, 2085.

### II. OBJECTIVE 2A: RESERVES

#### A. General Operating Account (GOA)

1. **Uses of GOA** - Cash flow deficiencies resulting from chargeable water supply purposes and/or during a SWRDS emergency for any SWRDS purpose.
2. **SWRDS Emergency** - An immediate, urgent, critical, unexpected, or impending situation that, in the judgment of the Director, Department of Water Resources (Director), may cause or pose a risk of causing injury, loss of life, damage to the property, impairment of the financial condition, and/or interference with the normal activities of the State Water Resources Development System which requires immediate attention and remedial action.
3. **Initial Cap** - Increase the authorized General Operating Account (GOA) initial cap to \$150 million in Article 51(a)(3).
4. **Cap Adjustment Determination** - Every five years subsequent to the year of the initial cap increase, there shall be a business case analysis on the GOA authorized cap including an evaluation of the cap and business risks associated with SWRDS cash flow provided to the SWRDS Finance Committee for recommendation to the Director regarding a GOA cap adjustment. If there is a decrease in the cap (but the cap shall not be lower than \$150 million), the excess funds would be transferred to the SWRDS Reinvestment Account (SRA).
5. **Cap Adjustment Funding Source (Pre-2035)** - Shall be the Director's discretion to use 51(e) revenues<sup>3</sup>, investment earnings retained in the GOA, and transfers of funds from the SRA and SWRDS Support Account (SSA).
6. **Cap Adjustment Funding Source (Post-2035)** - Shall be the Director's discretion to use the investment earnings retained in GOA and the funds within the SRA and SSA.
7. **Rate of Funding for Cap** - Limitation on the amount (\$2 million per year) and timing of additional contributions to the GOA contained in Article 51(e)(3)(v) will be deleted. DWR will be able to use any amount of available 51(e) revenues to increase funds in the GOA up to the authorized maximum GOA funding level and such funding shall be subordinate to the annual rate management reductions to the Contractors.

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<sup>3</sup> The definition and calculation of 51(e) revenues will be included in the contract amendment language.

8. **GOA Replenishment** - Replenishment of the use of GOA funds will come from charges to the Contractors to the extent the expended funds were spent on chargeable water supply purposes and from the SSA or other available revenues for costs not chargeable to the Contractors.
9. **GOA Reporting** - DWR will prepare monthly reports on the balance and use of the GOA for the Director, which will be provided to the SWRDS Finance Committee. The SWRDS Finance Committee will periodically review reporting frequency and make recommendations to the Director regarding reporting frequency.
10. **GOA Investment Earnings** - shall be used as follows:
  - a) Funding GOA to authorized GOA funding level;
  - b) Transferred, at the discretion of the Director, to the SSA and/or to the SRA.

### III. **OBJECTIVE 2B: ACCOUNTS (SRA, SSA, FCA)**

#### A. **SWRDS Reinvestment Account (SRA)**

1. **Effective Date of SRA** - The SRA shall be established and take effect upon the effective date of the contract extension amendment.
2. **SRA Uses** - The primary purpose is to provide a post-2035 SWRDS revenue stream by investing SRA funds in chargeable SWRDS facilities and programs.
3. **Funding Source** - At the discretion of the Director, available Article 51(e)(1)(ii) revenues collected by the State pre-2035. The Director also has discretion to transfer funds from the SSA or the GOA.
4. **Cap on SRA** - There will be no Cap or Cap Adjustments to the SRA.
5. **SRA Investments** - At the discretion of the Director, authorized SRA investments shall be as follows:
  - a) Investment in SWRDS capital facilities, recovered at the prevailing municipal bond market rates corresponding to the SWRDS bond rating at the time of financing, in maturity ranges that may extend 10 to 50 years, provided that if the capital asset being financed has a useful life of less than 10 years, the investment may be recovered over a comparable period of less than 10 years;
  - b) Bridge financing of capital costs in lieu of the SWRDS commercial paper program;  
and

- c) Allowable investments for SWRDS that generate a monetary return on investment.
- 6. **Use of SRA Funds** - At the discretion of the Director, the SRA funds, including but not limited to investment earnings, shall be used to:
  - a) Provide a source of replenishment funds to the SSA;
  - b) Provide a source of funds to be held in the SRA for investment purposes; and
  - c) Provide a funding source for funding level adjustments to the GOA.
- 7. **SRA Review** - The SWRDS Finance Committee is to be consulted about the investments and activities to be funded from the SRA.
- 8. **SRA Reporting** - DWR will prepare regular reports on the SRA for the Director, which reports will be provided to the SWRDS Finance Committee.

**B. SWRDS Support Account (SSA)**

- 1. **Effective Date of SSA** - The SSA shall be established and take effect upon the effective date of the contract extension amendment.
- 2. **SSA Uses** - The purpose of the SSA shall be to provide a source of funds to pay for non-chargeable expenditures where there are no funds or revenue sources available to pay for such costs. If reimbursement or a source of revenue is received after the expenditure is incurred this revenue shall be deposited in the SSA.
- 3. **SSA Review** - The SWRDS Finance Committee shall be consulted about the projects and activities to be funded from the SSA.
- 4. **SSA Reporting** - DWR will prepare regular reports on the SSA for the Director, which will be provided to the SWRDS Finance Committee.
- 5. **Initial Cap** - There would be no cap on the SSA.
- 6. **Funding Source for Initial Funding** - 51(e) revenues and/or the remaining balance of the State Water Facilities Capital Account (FCA) once the FCA is closed.
- 7. **SSA Replenishment** - Shall be accomplished through 1) reimbursements received for expenditures made from the SSA; 2) at the discretion of the Director, transfers from the SRA and/or from the GOA's available investment earnings, 3) deposits, in the discretion of the Director, from other available revenues, and 4) interest and other investment income retained in the SSA. DWR will not charge the Contractors to replenish the SSA for costs not chargeable to the Contractors under the Water Supply Contracts.

8. **SSA Interest Earnings** – At the Director’s discretion, retained in the SSA to reduce the annual SRA replenishment requirement.

**C. State Water Facilities Capital Account (FCA)**

1. The State Water Facilities Capital Account (FCA) pursuant to Article 51(c)(2)(v) shall be reviewed by the SWRDS Finance Committee after five years from the date of the contract amendment to recommend to the Director whether or not it should be closed and the balance of the account transferred to the SSA.

**IV. OBJECTIVE 2C: FLOW OF FUNDS**

**A. Maintain the Monterey Amendment Article 51 Flow of Funds with the following edits/additions:**

1. Increase Annual Rate Reductions to \$48 million. The Annual Rate Reductions shall no longer apply after December 31, 2035 and the applicable provisions in Article 51 shall be deleted as of that date.
2. After the \$48 million in annual rate reductions, the Director shall have the discretion to allocate and transfer up to 80% of available 51(e) revenues, as determined on a projected basis, and up to 100% on an actual basis into one or more of the following accounts:
  - a) General Operating Account (GOA)
  - b) SWRDS Support Account (SSA)
  - c) SWRDS Reinvestment Account (SRA)

After funds are deposited into a, b, and c above, any remaining available 51(e) revenues will remain in the Systems Revenue Account and will be tracked separately in DWR’s Enterprise Resource Planning (ERP) system. The Director will have full discretion over the use of these funds. DWR will prepare financial reports annually with supporting documentation of the determination and provide these reports to the Finance Committee.

3. Contractors shall agree to forego additional rate management reductions including additional rate management reductions to make up for deficiencies in past projected rate management reductions or to provide any additional rate management reductions above \$48 million annually pursuant to Article 51(e)(3). Effective with the contract amendment, Article 51(e)(3) shall be deleted.
4. The contract amendment shall specify those provisions in Article 51 that shall remain in effect after December 31, 2035 (such as the General Operating Account provision as it may be amended) and those provisions that will no longer apply after December 31, 2035 and shall be deleted as of that date.

5. Contractors shall agree to waive and release issues related to DWR's recent adjustment of the Contractors' responsibility for facilities south of Dos Amigos.

**V. OBJECTIVE 2D: FINANCIAL MANAGEMENT**

**A. State Water Resources Development System Finance Committee**

1. Immediately, the Department of Water Resources shall establish a joint Department of Water Resources and Contractor finance committee (Committee).
2. The membership of the Committee shall include both representatives from the Department of Water Resources and representatives from the Contractors.
3. The primary purpose of the Committee shall be to make recommendations to the Director of the Department of Water Resources concerning the financial policies of the State Water Resources Development System.
4. The Department of Water Resources and the Contractors shall describe the scope of the committee in a charter mutually agreeable to the Department of Water Resources and the Contractors.

**VI. OBJECTIVE 2E: SUPPLEMENTAL BILLING**

**A. Supplemental Billing**

1. The supplemental billing provisions authorized under Article 51(c)(4) shall remain in effect through December 31, 2035, unless the Director determines in his or her discretion to eliminate the use of supplemental billing prior to that date or upon Director's acceptance of a recommendation from the SWRDS Finance Committee. In full consultation with the SWRDS Finance Committee, DWR will review the System cash balances when the System's forecasted 120 days cash balance becomes critical. The Committee will make a recommendation for action to the Director. The supplemental billing provision may only be used when available System cash balances are projected to be less than an amount equal to 90 days operating expenditures<sup>4</sup>. The term "available System cash balances" shall mean the funds in the following California Water Resources Development Bond Fund accounts: System Revenue Account (to the extent the funds in the System Revenue Account are not projected to be needed for payment of Burns-Porter General Obligation Bond debt service for the next two years), GOA, SRA and SSA (to the extent the funds in the SSA are not projected to be needed for non-chargeable expenditures for the next two years).

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<sup>4</sup> A description of "operating expenditures" will be included in the contract amendment language.

**VII. OBJECTIVE 2F: COST RECOVERY****A. Cost Recovery**

1. In general, DWR should seek reimbursement for all SWRDS costs from the appropriate customers and users of SWRDS facilities, including the State. With respect to those SWRDS costs that are reimbursable by the Contractors, DWR should allocate financial responsibility for such costs in a manner that is both lawful and equitable, and which endeavors to recover such costs from the appropriate Contractors. If the Department proposes to not charge any Contractor the full amount that the Department is entitled to charge the Contractor under the contract, DWR shall bring a written proposal to the Finance Committee for purposes of developing a recommendation to the Director regarding the proposal. DWR shall submit such proposal in writing to the Finance Committee 90 days in advance of the Director issuing any decision and within such 90 day period the Finance Committee shall provide the Director with a recommendation regarding such proposal. Such proposals will comply with the structure set out in II.D.2 of the SWRDS Finance Committee Charter.

**VIII. OBJECTIVE 2G: SWRDS REPORTING PRINCIPLES [EXHIBIT TO THE CONTRACT]**

- A. During the term of the water supply contracts, it is likely that financial reports and financial management reports will change in scope, nature, and frequency. Regardless of the exact reports used, such reports shall follow the below principles and guidelines to the extent applicable.
  1. Principle 1: Financial reporting will be generated from the general ledger or data warehouse of the financial information system (system of record), such as SAP.
    - The financial system of record is the authoritative source for financial reporting data values in a system. To ensure data integrity, there must be one, and only one, system of record for financial reporting values.
  2. Principle 2: Financial reporting is not limited to annual financial statements but will be developed for regular reporting periods.
  3. Principle 3: Financial management reporting generated from other financial systems, such as Utility Cost Accounting Billing System (UCABS), will identify and analyze significant variances from prior years or budgets.
  4. Principle 4: Financial reporting and financial management reporting will identify unusual items and exceptions, and these items will be documented, reviewed, and resolved by management.

5. Principle 5: DWR will use standardized System-wide business rules and utilize a centralized financial system, such as SAP, UCABS, or other system, to provide controls/validations to ensure data integrity and reliable reporting.
6. Principle 6: DWR will use standardized data integrity rules in the development and publication of reports, including but not limited to the following:
  - (1) Data integrity refers to the accuracy and consistency of data stored in a database, data warehouse, data mart or other construct.
  - (2) Data integrity processes verify that data has remained unaltered in transit from creation to reception or remains unaltered in transit from one system to the next.
    - a. Data used outside of the Enterprise Resource Planning (ERP) systems to meet the reporting needs of Program will undergo any number of operations in support of decision-making, such as capture, storage, retrieval, update and transfer. It is important to have confidence that during these operations, the data will be kept free from corruption, modification and remain unaltered.
  - (3) Data with “integrity” has a complete or whole structure. Data values are standardized according to a data model and/or data type. All characteristics of the data must be correct – including business rules, relations, dates, definitions and lineage – for data to be complete.
  - (4) Data integrity is imposed within an ERP database when it is created and is authenticated through the ongoing use of error checking and validation routines.
  - (5) Data integrity state or condition is to be measured by the validity and reliability of the data values.
  - (6) Data integrity service and security maintains information exactly as it was input, and is auditable to affirm its reliability.

The SWRDS Finance Committee is charged with providing financial policy recommendations to the Director, and the Director has final discretion on whether or not to accept the recommendations. While the SWRDS Finance Committee is not charged with reviewing the content of financial reports, timely and accurate financial reporting and financial management reporting provides technical committees access to useful information that can be used to formulate proposals on financial policy matters that may be brought to the SWRDS Finance Committee.

## **IX. OBJECTIVE 2H: 51(e) REVENUE REPORTING REQUIREMENTS**

### **A. 51(e) Revenue Report**

1. Create and distribute the Annual Rate Reduction Determination Report. In addition, display the distribution of Gross Annual Revenues before Recreation, Fish and Wildlife

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Expenditures, Facilities Capital Account and Rate Management Credits and Net Annual Revenues after Rate Management Credits to the accounts listed in item 2 below.

2. Create and distribute quarterly an Activity Report by fund-account for all uses, including but not limited to the following accounts:
  - a) General Operating Account (GOA)
  - b) SWRDS Support Account (SSA)
  - c) SWRDS Reinvestment Account (SRA)
  - d) Systems Revenue Account, 51(e) Sub-Account
  - e) Davis-Dolwig Fund
  - f) Facilities Capital Account
  - g) Suspended Costs
3. The Activity Report shall display the annual and accumulated 51(e) revenue and expenditure activity, including the beginning balance, the annual activity and the ending balance for the year.
4. Reporting data shall be auditable which includes an audit trail from the costing ledgers to the general ledger or the Bulletin 132 estimates to the Activity Report.
5. Report should have sufficient detail to provide comprehensive accounting of annual 51(e) revenues and the uses the of annual 51(e) revenues to enable the SWRDS Finance Committee to assess the utilization of these revenues.

**X. OBJECTIVE 3A: SIMPLIFICATION OF BILLING**

**A. Implement the Freeze-Go Billing Methodology**

1. The freeze-go date shall be January 1 of the first calendar year starting six (6) months after the contract extension takes effect, but not earlier than January 1, 2017, provided that if the Department determines it to be necessary, the Department may rely on estimates and later true-up for billing and reporting purposes in the initial implementation years after the freeze go date.
2. Methodology will recover all costs incurred on and after the freeze-go date, by converting and authorizing repayment on a Pay-As-You-Go methodology.
3. Amend the definition of the Project Repayment Period to apply only to those costs incurred prior to the freeze-go date.
4. The term of the Project Repayment Period, January 1, 1961 through December 31, 2035, will remain the same.
5. The Water Systems Revenue Bond Surcharge will apply only to those costs incurred prior to the freeze-go date and will terminate at the completion of the Project Repayment Period.



6. Amend the definition of the Project Interest Rate to apply only to those costs incurred prior to the freeze-go date. No interest rate, including the Project Interest Rate, shall be applied to the over/under charges for costs incurred after the freeze-go date. The Project Interest Rate will remain 4.610%.
7. In identifying “costs incurred” for purposes of determining whether the cost is incurred before the freeze-go date or on or after the freeze-go date, the following shall apply:
  - a) Variable costs shall be deemed to occur when the goods or service is provided, regardless of when the expenditure for such goods or service is recorded in the financial information system;
  - b) Capital and minimum costs shall be deemed to occur when the expenditure for the goods or service is recorded in the financial information system, regardless of the date the goods or service is provided.

**B. Defining the Pay-As-You-Go Repayment of Costs Incurred On and After the Freeze-Go Date**

1. The annual cost recovery within a bill year for estimated annual operation, maintenance, power, and replacement costs for project conservation facilities.
2. The annual recovery of actual debt service, including repayment of the SRA, created by SWRDS financing activities, within a bill year for financed capital transportation and conservation facilities.
3. A capital asset which has a short useful life and/or will not have a substantial cost, may be charged to the Contractors in the year the cost is incurred. The SWRDS Finance Committee may review and make recommendations to the Director regarding the policy of charging the costs of such assets.

**C. Defining the Pay-As-You-Go Repayment of Actual Debt Service from SWRDS Financing Capital Costs On and After the Freeze-Go Date**

1. Authorize DWR to finance 100% of all capital costs.
2. Authorize DWR to use various methods of financing including Water System Revenue Bonds and SRA, with each method providing an annual repayment schedule which includes a principal and interest (debt service) component over the life of the financing.
3. Authorize DWR to bill an amount that is equal to the accumulated annual debt service payments due per the debt service schedules for SRA investments or matching dollar for dollar the SWRDS annual debt service payments including the bond cover requirements, providing 100% capital cost recovery at the financed interest rate over the term of the financing while meeting the additional bond debt cover requirements.

**XI. OBJECTIVE 3B: REPLACEMENT ACCOUNTING SYSTEM (RAS)****A. Elimination of the Replacement Accounting System (RAS)**

1. Eliminate the Replacement Accounting System (RAS) for Transportation and Conservation Facilities with the intent to have replacement costs treated as a minimum or capital cost.
2. The unencumbered cash balance of the RAS funds are to be returned to the SWP Contractors using the RAS allocation methodology.

**XII. OBJECTIVE 3C: ARTICLE 1 (hh)****A. Expanding Water System Facilities Authorized to be Financed by Water System Revenue Bonds Under Article 1(hh)**

1. Eliminate the January 1, 1987 date for existing facilities within Article 1(hh)(8); provision to now read as follows, " Finance all repairs, additions, and betterments to conservation or transportation facilities and to all other facilities described in this sub-article (hh) except for item (5) the land acquisition prior to December 31, 1995 for the Kern Fan Element of the Kern Water Bank."
2. Add provision to expand Article 1(hh) to include "Finance all other capital projects (i.e. projects and programs for which revenue bonds can be sold) mutually agreed upon in writing by DWR and 80% of the affected Contractors, provided that the approving Contractors' Table A amounts exceed 80% of the Table A amounts representing all affected Contractors". "Affected Contractors" means those Contractors which would be obligated to pay a share of the debt service for such project.

**XIII. OBJECTIVE 3D: BILLING AUTHORIZATION****A. Billing Authorization**

The Department, in fixing and establishing prices, rates, and charges for water and power, shall include as a reimbursable cost of any state water project an amount sufficient to repay all costs incurred by the department, directly or by contract with other agencies, for the preservation of fish and wildlife and determined to be allocable to the costs of the project works constructed for the development of that water and power, or either. Costs incurred for the enhancement of fish and wildlife or for the development of public recreation shall not be included in the prices, rates, and charges for water and power, and shall be nonreimbursable costs.

Such recreational purposes include, but are not limited to, those recreational pursuits generally associated with the out-of-doors, such as camping, picnicking, fishing, hunting, water contact sports, boating, and sightseeing, and the associated facilities of campgrounds, picnic areas,

water and sanitary facilities, parking areas, viewpoints, boat launching ramps, and any others necessary to make project land and water areas available for use by the public.

In administering this Contract "development of public recreation" shall include recreation capital and operation and maintenance.

**XIV. OBJECTIVE 4: BDCP AND DHCCP PARTICIPATION**

This Objective will not be part of the SWP contract amendment based on this AIP. Instead, Contractor participation in the BDCP and DHCCP will be addressed through a separate public negotiation and environmental review process to develop appropriate SWP water supply contract amendments. DWR has begun the administrative process that will be used to facilitate the public negotiations of such amendments. The first public negotiation session is scheduled for December 2014.

**XV. PROVISION 1 – OTHER CONTRACT PROVISIONS**

Except as amended, all provisions of the Water Supply Contract shall be and remain in full force and effect.

**XVI. PROVISION 2 – ENVIRONMENTAL REVIEW PROCESS**

DWR and the Contractors agree that this AIP is intended to be used during the environmental review process for the California Environmental Quality Act (CEQA), to define the proposed project description for the purposes of CEQA, and to permit the next steps of the water supply contract extension process, including scoping and the preparation of the EIR.

The AIP principles are not final contract language and do not represent a contractual commitment by either DWR or the Contractors to approve any proposed project, to sign contract amendments, or to extend the contract. By concurring with the AIP, DWR and the Contractors express their intent to move forward with the CEQA process with DWR as lead agency and the Contractors as responsible agencies, and ultimately develop a proposed project consisting of contractual amendments consistent with the AIP principles and prepare the EIR for consideration by DWR and the Contractors.

At the end of the CEQA process and in compliance with CEQA, DWR and the Contractors will each individually evaluate the EIR and contract amendments, exercise their independent judgment, and determine whether or not to certify the EIR, approve the proposed project and sign the contract amendments or to approve an alternative project. Consequently, even though DWR and the Contractors have agreed to the AIP for the purposes described in the preceding paragraphs, DWR and each Contractor retain their full discretion under CEQA to consider and adopt mitigation measures and alternatives, including the alternative of not going forward with the proposed project.

**XVII. PROVISION 3 – AUTHORIZED REPRESENTATIVE SIGNATURES**

DWR and each Contractor may express concurrence with this AIP by having their authorized representatives sign below. DWR and each Contractor will use their best efforts to make a decision whether to sign the AIP by September 1, 2014. The AIP may be signed in counterparts.

**STATE OF CALIFORNIA  
DEPARTMENT OF WATER RESOURCES**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**ALAMEDA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT, ZONE 7**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**ALAMEDA COUNTY WATER DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**ANTELOPE VALLEY – EASTERN KERN WATER AGENCY**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**CASTAIC LAKE WATER AGENCY**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**CITY OF YUBA CITY**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**COACHELLA VALLEY WATER DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**COUNTY OF BUTTE**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**COUNTY OF KINGS**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**CRESTLINE LAKE ARROWHEAD WATER AGENCY**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**DESERT WATER AGENCY**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**DUDLEY RIDGE WATER DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**EMPIRE WESTSIDE IRRIGATION DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**KERN COUNTY WATER AGENCY**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**LITTLEROCK CREEK IRRIGATION DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**MOJAVE WATER AGENCY**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**NAPA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**OAK FLAT WATER DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**PALMDALE WATER DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**PLUMAS COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**SAN GORGONIO PASS WATER AGENCY**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**SAN LUIS OBISPO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**SANTA BARBARA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**SANTA CLARA VALLEY WATER DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**SOLANO COUNTY WATER AGENCY**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**TULARE LAKE BASIN WATER STORAGE DISTRICT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



**VENTURA COUNTY FLOOD CONTROL DISTRICT**

By: \_\_\_\_\_

Name: \_\_\_\_\_

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

Date: \_\_\_\_\_

**DRAFT FINAL CHARTER AGREEMENT BETWEEN  
THE DEPARTMENT OF WATER RESOURCES  
AND  
STATE WATER PROJECT CONTRACTORS  
  
TO ESTABLISH AND IMPLEMENT  
A STATE WATER RESOURCES DEVELOPMENT SYSTEM FINANCE COMMITTEE**

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**THIS CHARTER AGREEMENT** to establish and implement a State Water Resources Development System Finance Committee ("**Agreement**") is made between the State of California, acting by and through its Department of Water Resources ("**DWR**"), and those public agencies whose representatives' signatures appear below ("**Contractors**"), herein referred to collectively as "**Parties.**"

**RECITALS**

1. **WHEREAS**, DWR is responsible for constructing, operating and maintaining the State Water Resources Development System ("**SWRDS**");
2. **WHEREAS**, Contractors have long-term contracts ("**Contracts**") with DWR to receive water from SWRDS, which Contracts are similar in all material respects; and
3. **WHEREAS**, pursuant to such Contracts, Contractors are obligated to reimburse DWR for water supply-related SWRDS costs; and
4. **WHEREAS**, DWR and Contractors have agreed to extend such Contracts and to amend certain other terms relating primarily to SWRDS financial matters ("**Contract Amendments**"); and
5. **WHEREAS**, DWR and Contractors understand and agree that it is in their mutual interests to continue to maintain the financial integrity of SWRDS;
6. **WHEREAS**, DWR has agreed in the Contract Amendment to establish the SWRDS Finance Committee to discuss and make recommendations concerning the financial policies of SWRDS.
7. **WHEREAS**, this Agreement is intended to provide a framework for such cooperative efforts and the development of financial policy recommendations, and entering into this Agreement is part of the consideration for entering into the Contract Amendments.

## **AGREEMENT**

**NOW THEREFORE**, DWR and Contractors agree as follows:

### **I. EFFECTIVE DATE AND TERM**

This Agreement shall be binding on DWR and those Contractors whose representatives' signatures appear below; provided, however, that the Agreement shall only take effect and be binding as to an individual Contractor upon that Contractor's contract amendment taking effect. The Agreement shall remain in effect as long as the contract amendment remains in effect, unless terminated earlier by mutual consent of all the Parties. The Agreement may be amended by the mutual consent of all the Parties.

### **II. SWRDS FINANCE COMMITTEE**

#### **A. Establishment**

1. A State Water Resources Development System ("**SWRDS**") Finance Committee is hereby established by and among DWR and Contractors.

#### **B. General Scope and Intent**

1. As set forth more fully below, the SWRDS Finance Committee is intended to promote coordination, communication and cooperation among DWR and Contractors regarding SWRDS financial policies, work plans and reports. More specifically, the SWRDS Finance Committee is expected to provide recommendations necessary to effectively coordinate and execute comprehensive financial management of SWRDS.
2. The SWRDS Finance Committee is not intended or expected to address specific SWRDS budget line items, individual project budgets or individual transactions, but rather shall address those financial matters that are broad in scope and applicability.

#### **C. Composition, Selection and Terms**

1. The SWRDS Finance Committee shall be composed of and governed by representatives from both DWR and Contractors.
2. Members:
  - a) DWR shall select five (5) representatives to serve as its official members of the SWRDS Finance Committee ("**DWR Members**"). DWR also shall select five (5) representatives to serve as alternates ("**DWR Alternates**") in the event one or more of the DWR Members is absent or otherwise unable to participate on the Committee.
  - b) Each Contractor may designate one representative ("**Contractor Representative**") to attend Finance Committee meetings to represent the Contractor. Contractors shall select five Contractor Representatives to serve as their official members of the SWRDS Finance Committee ("**Contractor Members**"). The five Contractor Members shall come from each of the following Classes of Contractors:
    - Class 1 – Plumas County Flood Control and Water Conservation District, County of Butte, City of Yuba City, Solano County Water Agency, Napa County Flood Control and Water Conservation District, Alameda County Flood Control and Water

Conservation District, Zone 7, Alameda County Water District and Santa Clara Valley Water District

- Class 2 – Tulare Lake Basin Water Storage District, County of Kings, Dudley Ridge Water District, Empire West Side Irrigation District, Oak Flat Water District, Kern County Water Agency
- Class 3 – Metropolitan Water District of Southern California
- Class 4 – Santa Barbara County Flood Control and Water Conservation District (Central Coast Water Authority), San Luis Obispo County Flood Control and Water Conservation District, Castaic Lake Water Agency, Ventura County Watershed Protection District (Casitas Municipal Water District)
- Class 5 – Antelope Valley-East Kern Water Agency, Coachella Valley Water District, Crestline-Lake Arrowhead Water Agency, Desert Water Agency, Mojave Water Agency, Palmdale Water District, San Bernardino Valley Municipal Water District, San Geronio Pass Water Agency, Littlerock Creek Irrigation District, San Gabriel Valley Municipal Water District

Each Class also shall select a representative from their Class to serve as an alternate (“**Contractor Alternate**”) in the event their Contractor Member is absent or otherwise unable to participate on the Committee.

Each Class shall determine its own method of selecting their Contractor Member and Contractor Alternate.

- c) Members and Alternates shall be appointed to serve one-year terms commencing on January 1 of each year. Members and Alternates may serve multiple terms, but shall be appointed or re-appointed each year as appropriate.
- d) By December 15 of each year, DWR and Contractors shall exchange lists of the Members and Alternates that have been selected to serve on the SWRDS Finance Committee for the following year. Such lists shall include the name, title and contact information for each Member and Alternate on the list.

3. Chair and Vice-Chair:

- a) The SWRDS Finance Committee shall have a Chair and Vice-Chair, who shall be appointed to serve one-year terms in January of each year.
- b) A DWR representative shall serve as the Chair and shall be selected by and from the DWR Members appointed to serve on the Committee for that year.
- c) A Contractor representative shall serve as the Vice-Chair and shall be selected by and from the Contractor Members who have been appointed to serve on the Committee for that year.

**D. Meetings and Agendas**

- 1. The SWRDS Finance Committee shall meet as frequently as is necessary to carry out its responsibilities, but no less than two times annually, at such times and locations as

determined by the Committee Chair and Vice-Chair. The Chair and Vice-Chair each shall have the authority to call a meeting and shall do so upon their own motion or upon the request of any Member of the Committee. Each Member shall endeavor to attend all scheduled meetings or ensure that an Alternate attends in his/her absence.

2. Prior to each meeting of the SWRDS Finance Committee, the Chair or Vice-Chair shall prepare a written agenda. Proposed agenda items shall be submitted in writing to the Chair or Vice Chair prior to the meeting for consideration. Each proposed agenda item shall follow a standard format (SWRDS Finance Committee Proposal Template) that includes the following sections:

- a) A description of the issue or matter to be considered by the Committee, including, if applicable, attempts that have been made to resolve disputes.
- b) A justification of why the issue or matter is within the Committee's scope and purpose.
- c) A discussion of at least two alternative solutions intended to resolve the issue or matter under consideration and the consequences of inaction.
- d) The preferred alternative or recommendation.
- e) The name and contact information for the sponsor(s) of the issue.

If a proposed agenda item is deemed to be consistent with the intent of this Agreement by either the Chair or the Vice-Chair, then it shall be placed on the agenda.

3. In addition to the ten (10) designated Members, the meetings of the SWRDS Finance Committee shall be open to all designated Contractor Representatives and DWR alternates. Other subject matter experts, contractor staff, and/or DWR staff may be invited by the Chair or Vice Chair, as needed, to provide relevant and material input pertaining to individual issues brought to the Committee. All designated representatives can participate in discussions based on procedures and rules in Section G below.

#### **E. Quorum**

1. A quorum of the SWRDS Finance Committee shall consist of six (6) Members. In the absence of a quorum, the Committee may receive information, but shall not take any actions, make any recommendations, or engage in any other business or activities.

#### **F. Minutes**

The Chair or Vice Chair shall be responsible for the keeping of minutes of each SWRDS Finance Committee meeting. Copies of the minutes shall be provided to the Committee Members within two weeks after a meeting.

#### **G. Procedures and Rules**

The SWRDS Finance Committee may adopt such procedures and rules as it determines are necessary or convenient to govern the conduct of the Committee or to assist the Committee in carrying out its responsibilities. Procedures and Rules will be established as mutually agreed upon by members of the Committee.

**H. Technical or Ad Hoc Committees**

The SWRDS Finance Committee may establish such technical, ad hoc or other sub-committees as it determines are necessary or convenient to assist the Committee in carrying out its responsibilities.

**I. Recommendations to the DWR Director**

1. After discussion of a given issue or matter, the Committee will designate a Member or Members to prepare a written recommendation for the Director. All Members who concur will sign the recommendation indicating concurrence.
2. If there are competing recommendations for a given issue or matter, multiple written recommendations may be prepared for the Director's consideration. Members will sign the appropriate recommendation indicating their support.
3. Within thirty (30) business days after receipt of a recommendation or recommendations, the Director will issue a decision of acceptance or rejection, and if the Director does not accept the recommendation, an explanation for his/her decision. Such decision or explanation will be provided by the Director in writing or orally at a regularly scheduled SWRDS Finance Committee meeting. If the Director needs additional information and time, the Finance Committee will be notified.

**III. DESIGNATION OF SWRDS CHIEF FINANCIAL MANAGER**

- A. Consistent with state personnel rules and regulations, DWR shall create and fill a new position to be known as the SWRDS Chief Financial Manager ("**CFM**").
- B. The CFM shall serve as the single point of authority over all SWRDS financial matters. The CFM shall have the responsibility and authority throughout DWR to oversee and implement, in a timely manner, all SWRDS financial policies and shall report directly to the DWR Director or the Deputy Director in charge of the SWP.
- C. Working with the SWRDS Finance Committee, the CFM shall develop and enhance those financial policies, work plans and administrative measures necessary or appropriate to provide comprehensive and cost effective financial management of SWRDS.
- D. The SWRDS Finance Committee and CFM shall coordinate and cooperate with each other at all times in carrying out their respective responsibilities.
- E. Until DWR creates and fills the new CFM position, it shall designate the SWP Deputy Director who shall serve in the same capacity as described above.

**IV. CONSIDERATION OF SWRDS FINANCIAL POLICIES MATTERS**

- A. The SWRDS Financial Committee shall serve as a forum for discussions regarding financial policy matters applicable to the construction, operation and maintenance of SWRDS facilities and as a channel for making recommendations to the DWR Director concerning such matters.
- B. In general, the types of financial policy matters that should be brought to the SWRDS Finance Committee for consideration are ones that are broad in nature and that cannot be resolved

more effectively in another forum such as an existing Contractor committee. Characteristics of SWRDS financial policy matters that would properly be brought to the SWRDS Finance Committee include those that:

1. affect a group of Contractors, rather than individual contractors;
2. potentially apply to multiple projects, rather than individual projects; and
3. involve potentially large transactions or a large number of transactions.

In weighing these factors, an important consideration shall be whether the SWRDS financial policy matter at issue would potentially merit ultimate resolution by the DWR Director.

- C. Contractors understand and acknowledge that although the SWRDS Finance Committee is charged with providing financial policy recommendations to the DWR Director, the DWR Director shall retain final discretion on whether or not to accept such recommendations.

#### **V. DEVELOPMENT AND APPROVAL OF SWRDS FINANCIAL ENHANCEMENT WORK PLANS**

- A. The SWRDS Finance Committee shall guide the development of the SWRDS financial enhancement work plans ("**SWRDS Work Plans**") in cooperation and coordination with the CFM.
- B. The SWRDS Finance Committee shall review and approve all SWRDS Work Plans prior to implementation.
- C. The SWRDS Finance Committee also shall provide input and recommendations to the DWR Director regarding implementation of such work plans.
- D. Once a work plan is approved, the SWRDS CFM, or the SWP Deputy Director if the CFM is not yet appointed, shall be responsible for ensuring the SWRDS Work Plans are implemented in a timely manner.

#### **VI. SWRDS REPORTING PRINCIPLES**

- A. The SWRDS Finance Committee is charged with providing financial policy recommendations to the DWR Director, and the DWR Director has final discretion on whether or not to accept the recommendations. While the SWRDS Finance Committee is not charged with reviewing the content of financial reports, timely and accurate financial reporting and financial management reporting provides technical committees access to useful information that can be used to formulate proposals on financial policy matters that may be brought to the SWRDS Finance Committee.
- B. Regardless of the exact nature, scope and frequency, such reports shall follow the principles set forth in Exhibit XX (See Offer Section VIII. Objective 2G: SWRDS Reporting Principles) of the Contract, as applicable.

**VII. ENFORCEMENT**

This Agreement and any of its terms and provisions may be enforced through an action seeking specific performance or equitable relief only. No Party shall be liable for damages for any breach of this Agreement or its terms and provisions.

**VIII. GENERAL PROVISIONS****A. Authority**

Each Party represents and warrants that: (1) the Party has the authority to enter into this Agreement; (2) the individual signing on behalf of the Party has been duly authorized to execute this Agreement by that Party; and (3) upon execution by such individual, that Party shall be bound by the terms and provisions of this Agreement without any further act, approval or authorization of such Party or its governing body or management.

**B. Successors and Assigns**

Any agency, which as a successor or assignee, becomes a party to a Contract with DWR shall be entitled to become a party to this Agreement. Any party to this Agreement which ceases to be a party to a Contract with DWR shall cease to be a party to this Agreement.

**C. Third-Party Beneficiaries**

This Agreement is intended to apply solely to its signatories and their successors and approved assigns. This Agreement does not confer any rights or interests on any other private or public persons or entities ("non-Parties"). This Agreement shall not be construed as permitting any non-Party to maintain a suit at law or in equity to enforce the terms of this Agreement or to assert any other claims based on that non-Party's alleged status as a third-party beneficiary.

**D. No Waiver**

A waiver of any term or provision of this Agreement by any Party shall not constitute or be construed as a waiver of any other term or provision of this Agreement by that Party. No waiver of a term or provision of this Agreement shall be binding unless and until executed in writing by the Party providing the waiver.

**E. Joint Drafting; Voluntary Execution**

This Agreement was drafted jointly by all Parties. Each Party represents and warrants that: (1) it has read and understands the meaning and effect of all terms and provisions of this Agreement; (2) that prior to execution of this Agreement, it had the opportunity to consult with legal counsel regarding the meaning and effect of this Agreement and its terms and provisions; and (3) it is voluntarily entering into this Agreement.

**F. Section Titles**

The section titles in this Agreement are for convenience of reference and organization only and shall not be used to modify, explain or interpret any terms or provisions of this Agreement.

**G. Counterparts**

This Agreement may be executed in counterparts, each of which shall constitute an original, but all of which shall constitute one and the same agreement; provided, however, that each signing Party shall have received a copy of the signature page(s) signed by every other Party.



**H. Governing Law**

This Agreement shall be construed in accordance with the laws of State of California.

**I. Amendment**

This Agreement may not be amended except through the express written consent of all Parties.

**[SIGNATURE BLOCKS]**