

# SOLANO COUNTY WATER AGENCY



## BOARD OF DIRECTORS:

### **Chair:**

*Supervisor Jim Spering*  
Solano County District 3

### **Vice Chair:**

*Mayor Harry Price*  
City of Fairfield

*Mayor Jack Batchelor*  
City of Dixon

*Director Bob Bishop*  
Solano Irrigation District

*Director Dale Crossley*  
Reclamation District No. 2068

*Mayor Osby Davis*  
City of Vallejo

*Supervisor Erin Hannigan*  
Solano County District 1

*Mayor Steve Hardy*  
City of Vacaville

*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 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, June 13, 2013

**TIME:** 7:00 p.m.

**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 May 9, 2013 is recommended.

(B) Expenditure Approvals: Approval of the May checking account register is recommended.

(C) Pre-Approval of Fiscal Year 2013-2014 Payments: Pre-approval of specified categories of bills for fiscal year 2013 – 2014 is recommended.

(D) Statement of Investment Policy: Approval of the annual Statement of Investment Policy is recommended.

(E) Appropriations Limit: Approval of appropriations limit for fiscal year 2013 – 2014 is recommended.

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



**6. BOARD MEMBER REPORTS**

RECOMMENDATION: For information only.

**7. GENERAL MANAGER'S REPORT**

RECOMMENDATION: For information only.

**8. WESTSIDE INTEGRATED REGIONAL WATER MANAGEMENT PLAN**

RECOMMENDATION: Hear report from Chris Lee, Principal Water Resources Specialist, on the key components of the Westside Integrated Regional Water Management Plan.

**9. SCWA BUDGET FOR FISCAL YEAR 2013 – 2014**

RECOMMENDATION: Hear report from Executive Committee, acting as the Budget Review Committee, and consider adoption of the Water Agency's fiscal year 2013 – 2014 budget.

**10. CONSULTANT CONTRACTS**

RECOMMENDATION: Authorize Chairman to execute agreements and amendments for the following consultant services for work through fiscal year 2013 – 2014:

1. 3QC, SCWA Labor Compliance Program, amendment for extension of term only;
2. AD Consultants, Ongoing Groundwater and Data Management Services, contract limit of \$20,000;
3. Agrichem, Nuisance Vegetation Management, contract limit of \$30,112;
4. ARCADIS U.S. Inc., Cache Slough Water Quality Monitoring, contract limit of \$50,000;
5. Ayres Associates, Putah Diversion Dam Bulkhead Design and Procurement, new contract - contract limit \$78,000;
6. Blankinship & Associates, Inc., Compliance Monitoring for Aquatic Pesticide Use, contract limit of \$49,500;
7. BSK Associates, Mercury Monitoring and Support, contract limit of \$12,565;
8. CBEC, North Delta Water Quality Modeling, amendment for extension of term only;
9. CH2MHILL, Solano HCP EIR/EIS, amendment for extension of term only;
10. Clean Lakes, Campbell Lake Algaecide Treatments, contract limit of \$63,650;

11. ConserVision Consulting, Outdoor Water Survey Program, amendment for extension of term only;
12. Creativemark Design & Photography, maintain and update the Water Agency website, contract limit of \$15,000;
13. Electric & Gas Industries Association, Solano County High-Efficiency Rebate Program, contract limit of \$275,000;
14. Eyasco, Inc., Data and Website Management, contract limit of \$253,250;
15. Gardensoft, WaterWise Gardening Website, contract limit of \$4,500;
16. GHD, IRWMP Conservation Grant administration, contract limit of \$60,000;
17. GHD, Solano County Commercial and Industrial Water Conservation, contract limit of \$60,000;
18. GHD, Commercial and Industrial Water Savings rebate program, contract limit \$60,000;
19. Grunstad Landscaping, Landscape Maintenance, contract limit of \$15,000;
20. KC Engineering Company, Construction Materials Testing and Geotechnical Consulting, contract limit of \$30,000;
21. LSA Associates, Habitat Conservation Plan, contract limit of \$254,478;
22. Luhdorff & Scalmanini, Ongoing Groundwater Monitoring Activities, contract limit of \$39,653;
23. Mike Bobbitt and Associates, Geographical Information System Services, amendment for extension of term only;
24. MWH Americas, Inc., Permanent Water Treatment Research Facility for the NBA, amendment for extension of term only;
25. Normandeau Associates, Putah Creek Interdam Reach Trout Habitat Assessment, contract limit of \$65,840;
26. Rock Steady Juggling, Solano School Water Education Program, contract limit of \$17,500;
27. Shandam Consulting, Inc., Professional IT Services, amendment for extension of term only;
28. Sierra Controls inc., Assistance with the sharing of data between the SID and SCWA database, contract limit \$2,000;
29. Solano Resource Conservation District, Flood Awareness, contract limit of \$90,000.
30. Solano Resource Conservation District, Welcome to the Watershed, contract limit of \$48,000;
31. Somach, Simmons and Dunn, Putah Creek & HCP Legal Services, amendment to contract for extension of term only;
32. Southwest Environmental, Inc., Installation of High-Efficiency Toilets at Commercial Institutional and Industrial locations, contract limit of \$400,000;
33. Summers Engineering, Putah Diversion Dam Bulkhead, new contract – contract limit of \$30,000;
34. Summers Engineering, PSC Headwork Improvements, contract limit of \$165,000;
35. Summers Engineering, Mangels Bypass Pipeline, contract limit of \$75,000;

36. The Regents of the University of California, LPCCC – Geomorphic Consultation, amendment for extension of term only;
37. UNAVCO, Groundwater Subsidence Station Monitoring, new contract – contract limit of \$9,134;
38. Water Works Consulting, State Water Project Statement of Charge Analysis, amendment for extension of term only;
39. Western Hydrologic Systems, Semi-annual calibration of the flume at the head of the Putah South Canal and miscellaneous assistance with flow calibrations, contract limit \$9,897;
40. Western Weather Group, Semi-annual calibration of the USBR Meteorological Station (MET) on Lake Berryessa, contract limit of \$5,000.
41. Wildlife Survey & Photo Service, Solano Project/LPCCC Biomonitoring for Effects of New Zealand Mud Snails, contract limit of \$157,056;
42. ZunZun, Solano School Education, contract limit of \$25,000;

**11. STATE WATER PROJECT TAX RATE**

RECOMMENDATION: Establish a tax rate of \$0.02 per \$100.00 of assessed valuation for State Water Project Property Tax for fiscal year 2013 – 2014.

**12. DELTA ISSUES**

RECOMMENDATIONS:

- A. Hear Status Report from Delta Water Coordination Working Group.
- B. Hear report from Supervisor Thomson on activities of Delta Counties Coalition and Delta Protection Commission.
- C. Hear report from staff on National Marine Fisheries Service's interests in Yolo Bypass improvements to benefit salmon.

**13. GENERAL MANAGER'S EMPLOYEMENT AGREEMENT**

RECOMMENDATION: Consider recommendation from Executive Committee on General Manager's Employment Agreement and authorize Chairman to execute new agreement.

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

Thursday, July 11, 2013 at 7:00 pm 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).***

# CONSENT ITEMS

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

**MEETING DATE: May 9, 2013**

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 Pete Sanchez, City of Suisun City  
Mayor Osby Davis, City of Vallejo  
Mayor Elizabeth Patterson, City of Benicia  
Supervisor Erin Hannigan, Solano County District 1  
Supervisor Linda Seifert, Solano County District 2  
Supervisor Jim Spering, Solano County District 3  
Supervisor John Vasquez, Solano County District 4  
Supervisor Skip Thomson, Solano County District 5  
Director Bob Bishop, Solano Irrigation District

**CALL TO ORDER**

The meeting was called to order at 5:35 P.M. by Chairman Spering.

**PUBLIC COMMENT**

There were not public comments.

**CONSENT ITEMS**

On a motion by Mayor Patterson and a second from Supervisor Thomson the Board approved the following Consent Items.

- (A) Minutes
- (B) Expenditure Approvals
- (C) Mangels Bypass Pipeline Project
- (D) Agreement with Corps of Engineers for the Solano Habitat Conservation Plan Regional General Permit
- (E) Legislation

**BOARD MEMBER REPORTS**

There were no Board Member reports.

**GENERAL MANAGER'S REPORT**

There were no additions to the written report.

**BUDGET REVIEW COMMITTEE**

The Chairman appointed the Executive Committee to review draft FY 2013/2014 budget and make a recommendation to the Board at the June Board meeting.

**DELTA WATER COORDINATING WORKING GROUP**

The Chairman appointed a Delta Water Coordinating Working Group to monitor the status of the Bay Delta Conservation Plan, coordinate the interests of cities, County and water districts to ensure they are working together, determine the impact of the BDCP,

develop a public outreach strategy and discuss any other areas of concern. Recommendations are to come back to the Board of Directors. Some of the topics the Group would address include the North Bay Aqueduct Alternate Intake Project, conversion of agricultural land, water quality assurances, economic impacts and mitigations and coordination with Yolo County. The appointments are Supervisor Seifert (Chair), Supervisor Thomson, Mayor Batchelor, Mayor Patterson, Director Crossley, Manager Hardesty and Steve Chappell from Suisun Resource Conservation District. The Chairman requested that other interested Board Members contact him to be appointed to the Group.

**CLOSED SESSION – GENERAL MANAGER’S PERFORMANCE EVALUATION**

Public Employee Performance Evaluation for General Manager: Pursuant to Government Code section 54957. Report of Action: Executive Committee was directed to meet with the General Manager and recommend a new contract for the next Board meeting.

**TIME AND PLACE OF NEXT MEETING**

The next regularly scheduled meeting will be Thursday, June 13, 2013 at 7:00 P.M. at the Solano County Water Agency offices.

**ADJOURNMENT**

This meeting of the Solano County Water Agency Board of Directors was adjourned at 6:28 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:** June 13, 2013

**SUBJECT:** Expenditures Approval

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RECOMMENDATION:

Approve expenditures from the Water Agency checking accounts for the month of May, 2013.

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 month of May, 2013. Additional backup information is available upon request.

Recommended: DN Okita  
David B. Okita, General Manager

☐

Approved as  
recommended

☐

Other  
(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 June 13, 2013 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

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



**SOLANO COUNTY WATER AGENCY**  
**Cash Disbursements Journal**  
**For the Period From May 1, 2013 to May 31, 2013**

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
5/21/13	20946V	2020SC 1020SC	Invoice: 12/15/2011 MAROVICH, RICHARD	225.00	225.00
5/1/13	22695	2020SC 1020SC	Invoice: 3855390 CH2M HILL	8,248.17	8,248.17
5/1/13	22696	2020SC 2020SC 1020SC	Invoice: L0120684 Invoice: L0121357 EUROFINS EATON ANALYTICAL	1,035.00 190.00	1,225.00
5/1/13	22697	2020SC 2020SC 2020SC 2020SC 2020SC 2020SC 2020SC 1020SC	Invoice: 589255 Invoice: 589020 Invoice: 590024 Invoice: 589731 Invoice: 590524 Invoice: 588974 Invoice: 591380 PISANIS AUTO PARTS	30.50 67.61 82.86 28.72 56.61 99.16 45.54	411.00
5/1/13	22698	2020SC 2020SC 1020SC	Invoice: 11667 Invoice: 11668 SUMMERS ENGINEERING, INC.	1,887.90 3,131.08	5,018.98
5/1/13	22699	2020SC 2020SC 1020SC	Invoice: 71699 Invoice: 71698 GHD, INC.	4,900.50 3,418.25	8,318.75
5/1/13	22700	2020SC 1020SC	Invoice: 3002 ZUNZUN	5,600.00	5,600.00
5/1/13	22701	2020SC 1020SC	Invoice: 2-245-97586 FEDEX	574.55	574.55
5/3/13	22702	2020SC 2020SC 1020SC	Invoice: 1287415 Invoice: 1287575 AGRIFORM - WOODLAND PARTS	10.30 5.40	15.70
5/3/13	22703	2020SC 1020SC	Invoice: 1448543 AMERICAN TOWER L.P.	475.29	475.29
5/3/13	22704	2020SC  1020SC	Invoice: 4/23/13 - 5/22/13 AT&T Mobility	135.80	135.80
5/3/13	22705	2020SC 1020SC	Invoice: 5000390215 CINTAS CORPORATION	102.39	102.39
5/3/13	22706	2020SC  2020SC 2020SC 2020SC 1020SC	Invoice: 13-232-V MAR 2013 Invoice: 13-024-O MAY 2013 Invoice: 13-026-T MAY 2013 Invoice: 13-026-U MAY 2013 DEPARTMENT OF WATER RESOURCES	3,224.00  9,822.00  727,621.00 3,403.00	744,070.00
5/3/13	22707	2020SC	Invoice: SCWA 0413	1,263.44	

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		1020SC	URSULA HEFFERNON		1,263.44
5/3/13	22708	2020SC	Invoice: 442637	160.00	
		1020SC	M&M SANITARY LLC		160.00
5/3/13	22709	2020SC	Invoice: C49063	210.04	
		1020SC	MECOM, LLC		210.04
5/3/13	22710	2020SC	Invoice: 140054	1,136.64	
		1020SC	PETRILLO'S TIRE AND AUTO SERVICE		1,136.64
5/3/13	22711	2020SC	Invoice: 0430130228	4,023.75	
		1020SC	SHANDAM CONSULTING		4,023.75
5/3/13	22712	2020SC	Invoice: C779472-541	1,067.13	
		1020SC	SHARP ELECTRONICS CORPRATION		1,067.13
5/3/13	22713	2020SC	Invoice: 74782	48.38	
		1020SC	SIERRA CHEMICAL COMPANY		48.38
5/3/13	22714	2020SC	Invoice: APR 2013	3,074.35	
		1020SC	SOLANO COUNTY FLEET OPERATIONS		3,074.35
5/3/13	22715	2020SC	Invoice: 02036	6,559.61	
		2020SC	Invoice: 02035	381.78	
		1020SC	SOLANO COUNTY DEPT RESOURCE MGMT.		6,941.39
5/3/13	22716	2020SC	Invoice: 9003	1,976.25	
		1020SC	SOLANO SHADE		1,976.25
5/3/13	22717	2020N	Invoice: 15040	28.00	
		1020SC	DEPARTMENT OF MOTOR VEHICLES		28.00
5/6/13	22718	1020SC	DEPARTMENT OF MOTOR VEHICLES		
5/9/13	22719	2020SC	Invoice: 150328	106.00	
		1020SC	A & L WESTERN AGRICULTURAL LABS		106.00
5/9/13	22720	2020SC	Invoice: JUNE DENT 2013	1,630.00	
		1020SC	ACWA/JPIA		1,630.00
5/9/13	22721	2020SC	Invoice: 9014390143	173.96	
		1020SC	AIRGAS, INC.		173.96
5/9/13	22722	2020SC	Invoice: 554830	45.00	
		1020SC	ALL COVERED		45.00
5/9/13	22723	2020SC	Invoice: INV341224	2,500.00	
		1020SC	CPS HR CONSULTING		2,500.00
5/9/13	22724	2020SC	Invoice: 1493	4,720.00	
		1020SC	CREATIVEMARK DESIGN & PHOTOGRAPHY		4,720.00

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			PHOTOGRAPHY		
5/15/13	22724V	2020SC 1020SC	Invoice: 1493 CREATIVEMARK DESIGN & PHOTOGRAPHY	4,720.00	4,720.00
5/9/13	22725	2020SC 2020SC 1020SC	Invoice: 13-08-02s Invoice: 13-05-50S DEPT OF FORESTRY & FIRE PROTECTION	32.72	17.56 15.16
5/9/13	22726	2020SC 1020SC	Invoice: 4-(13) DENNIS GRUNSTAD	880.00	880.00
5/9/13	22727	2020SC 1020SC	Invoice: 14214 LAUGENOUR AND MEIKLE	4,320.00	4,320.00
5/9/13	22728	2020SC 2020SC 2020SC 2020SC 1020SC	Invoice: 480355627 Invoice: 480357177 Invoice: 480356388 Invoice: 480357976 MISSION LINEN SUPPLY	89.10 89.10 89.10 89.10	356.40
5/9/13	22729	2020SC 1020SC	Invoice: T31901 MOHAWK RESOURCES LTD	4,953.98	4,953.98
5/9/13	22730	2020SC  2020SC  1020SC	Invoice: SCWA2012-13-9 Invoice: SCWA2012-13-10 WILDLIFE SURVEY & PHOTO SERVICE	12,938.38  11,562.75	24,501.13
5/9/13	22731	2020SC 2020N 2020SC 2020SC 1020SC	Invoice: 139197 Invoice: 139333 Invoice: 139687 Invoice: 140019 Invoice: 140310 Invoice: 758895 Invoice: 140390 Invoice: 140229 Invoice: 140228 Invoice: 140304 Invoice: 140245 Invoice: 139692 Invoice: 140450 Invoice: 140633 Invoice: 756425 PACIFIC HARDWARE	34.38 59.62 112.07 18.58 9.72 36.69 39.73 38.62 44.84 18.86 4.61 18.26 41.91 69.86	11.56 536.19
5/9/13	22732	1020SC	VOID		
5/9/13	22733	2020SC 2020SC 2020SC 2020SC 2020SC 2020SC 2020SC 2020SC	Invoice: 30353 Invoice: 30366 Invoice: 30647 Invoice: 30322 Invoice: 30520 Invoice: 30534 Invoice: 30629 Invoice: 30630	199.69 68.10 41.38 316.08 141.90 1.73 34.52 71.26	

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		2020SC	Invoice: 30632		5.94
		2020SC	Invoice: 30631	14.00	
		2020SC	Invoice: 30636	10.04	
		2020SC	Invoice: 30732	76.71	
		2020SC	Invoice: 30758		31.20
		1020SC	SUISUN VALLEY FRUIT GROWERS AS		938.27
5/9/13	22733V	2020SC	Invoice: 30353		199.69
		2020SC	Invoice: 30366		68.10
		2020SC	Invoice: 30647		41.38
		2020SC	Invoice: 30758	31.20	
		2020SC	Invoice: 30636		10.04
		2020SC	Invoice: 30732		76.71
		2020SC	Invoice: 30632	5.94	
		2020SC	Invoice: 30520		141.90
		2020SC	Invoice: 30534		1.73
		2020SC	Invoice: 30631		14.00
		2020SC	Invoice: 30630		71.26
		2020SC	Invoice: 30322		316.08
		2020SC	Invoice: 30629		34.52
		1020SC	SUISUN VALLEY FRUIT GROWERS AS	938.27	
5/9/13	22734	2020SC	Invoice: 30353	199.69	
		2020SC	Invoice: 30366	68.10	
		2020SC	Invoice: 30647	41.38	
		2020SC	Invoice: 30322	316.08	
		2020SC	Invoice: 30520	141.90	
		2020SC	Invoice: 30534	1.73	
		2020SC	Invoice: 30629	34.52	
		2020SC	Invoice: 30630	71.26	
		2020SC	Invoice: 30632		5.94
		2020SC	Invoice: 30631	14.00	
		2020SC	Invoice: 30636	10.04	
		2020SC	Invoice: 30732	76.71	
		2020SC	Invoice: 30758		31.20
		2020SC	Invoice: 30759	26.36	
		1020SC	SUISUN VALLEY FRUIT GROWERS AS		964.63
5/10/13	22735	2020N	Invoice: TRACTOR RENT MAY 13	1,991.06	
		1020SC	DOLK TRACTOR COMPANY		1,991.06
5/15/13	22736	2020SC	Invoice: 9015527266	15.13	
		1020SC	AIRGAS, INC.		15.13
5/15/13	22737	2020SC	Invoice: 88729	1,085.00	
		1020SC	ANALYTICAL SCIENCES		1,085.00
5/15/13	22738	2020SC	Invoice: 0516813	545.08	
		1020SC	ARCADIS U.S., INC.		545.08
5/15/13	22739	2020SC	Invoice: EXEC MEET MAY 2013	100.00	
		2020SC	Invoice: MAY 2013 PER DIEM	113.56	
		1020SC	JACK BATCHELOR		213.56
5/15/13	22740	2020SC	Invoice: MAY 2013 PER DIEM	100.00	

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		1020SC	BOB BISHOP		100.00
5/15/13	22741	2020SC 1020SC	Invoice: CC06768 CDW GOVERNMENT, INC.	2,926.63	2,926.63
5/15/13	22742	2020SC 1020SC	Invoice: EXEC MEET MAY 2013 DALE CROSSLEY	100.00	100.00
5/15/13	22743	2020SC 1020SC	Invoice: MAY 2013 PER DIEM OSBY DAVIS	132.21	132.21
5/15/13	22744	2020SC 1020SC	Invoice: 3358 EYASCO, INC.	18,805.75	18,805.75
5/15/13	22745	2020SC 2020SC 2020N 2020SC 2020SC 2020SC 1020SC	Invoice: 3017142 Invoice: 5026637 Invoice: 0012665 Invoice: 2017372 Invoice: 0025844 Invoice: 0025842 HOME DEPOT CREDIT SERVICE	87.17 118.44 58.34 82.66 267.65 184.37	798.63
5/15/13	22746	2020N 1020SC	Invoice: 1X055664 HORIZON	62.45	62.45
5/15/13	22747	2020SC 1020SC	Invoice: CL18665 INTERSTATE OIL COMPANY	834.82	834.82
5/15/13	22748	2020SC 1020SC	Invoice: 1993 MORGAN FENCE & AWNING	64.56	64.56
5/15/13	22749	2020SC 1020SC	Invoice: INV00058224 NIAGARA CONSERVATION	10,790.20	10,790.20
5/15/13	22750	2020SC 1020SC	Invoice: FEB - APRIL 2013 OKITA, DAVID B.	63.25	63.25
5/15/13	22751	2020SC 1020SC	Invoice: MAY 2013 PER DIEM ELIZABETH PATTERSON	100.00	100.00
5/15/13	22752	2020SC 2020SC 1020SC	Invoice: EXEC MEET MAY 2013 Invoice: MAY 2013 PER DIEM HARRY PRICE	100.00 115.82	215.82
5/15/13	22753	2020SC 1020SC	Invoice: 34645903 RECOLOGY VACAVILLE SOLANO	122.89	122.89
5/15/13	22754	2020N 2020N	Invoice: FCAC Dec Per Diem Invoice: FCAC Dec Per Diem 11	67.24	67.24

**SOLANO COUNTY WATER AGENCY**  
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		1020SC	TERRY RIDDLE		
5/15/13	22755	2020SC	Invoice: MAY 2013 PER DIEM	100.00	
		1020SC	LINDA SEIFERT		100.00
5/15/13	22756	2020SC	Invoice: 116257	388.96	
		2020N	Invoice: 01257	99.00	
		1020SC	SHELDON		487.96
5/15/13	22757	2020SC	Invoice: 73660	1,861.18	
		1020SC	SIDEMARK		1,861.18
5/15/13	22758	2020SC	Invoice: 0001192	118,241.42	
		1020SC	SOLANO IRRIGATION DISTRICT		118,241.42
5/15/13	22759	1020SC	VOID		
5/15/13	22760	2020SC	Invoice: 02038	6,305.43	
		1020SC	SOLANO COUNTY DEPT RESOURCE MGMT.		6,305.43
5/15/13	22761	2020SC	Invoice: EXEC MEET MAY 2013	100.00	
		2020SC	Invoice: MAY 2013 PER DIEM	100.00	
		1020SC	JAMES SPERING		200.00
5/15/13	22762	2020SC	Invoice: 63035	139.87	
		2020SC	Invoice: 217952	93.60	
		1020SC	TRACTOR SUPPLY CREDIT PLAN		233.47
5/15/13	22763	2020SC	Invoice: 99208	1,086.12	
		1020SC	VALLEY HYDRAULICS & MACHINE, INC.		1,086.12
5/15/13	22764	2020SC	Invoice: MAY 2013 PER DIEM	100.00	
		1020SC	JOHN VASQUEZ		100.00
5/15/13	22765	2020SC	Invoice: 10805	320.00	
		2020SC	Invoice: 10833	160.00	
		1020SC	KC ENGINEERING COMPANY		480.00
5/15/13	22766	2020SC	Invoice: PRO LIC 2013	115.00	
		2020SC	Invoice: JAN 1 - MAR 31, 2013	74.02	
		1020SC	RABIDOUX, ALEXANDER		189.02
5/15/13	22767	2020SC	Invoice: 0001186	6,028.88	
		2020SC	Invoice: 0001185	207.93	
		1020SC	SOLANO IRRIGATION DISTRICT		6,236.81
5/17/13	22768	2020SC	Invoice: CD81317	206.58	
		1020N	CDW GOVERNMENT, INC.		206.58
5/17/13	22769	2020SC	Invoice: 001424	47.93	

**SOLANO COUNTY WATER AGENCY**  
**Cash Disbursements Journal**  
**For the Period From May 1, 2013 to May 31, 2013**

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Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
		2020SC 1020N	Invoice: 003923 SAM'S CLUB	33.68	81.61
5/17/13	22770	2020SC 2020SC 1020N	Invoice: 405100 Invoice: 405092 SHELL	158.95 94.46	253.41
5/17/13	22771	2020SC 2020SC 1020N	Invoice: 02041 Invoice: 02040 SOLANO COUNTY DEPT RESOURCE MGMT.	1,917.78 9,645.84	11,563.62
5/17/13	22772	2020SC 2020SC 1020N	Invoice: 11818 Invoice: 00819 SUMMERS ENGINEERING, INC.	9,209.53 3,836.33	13,045.86
5/23/13	22773	2020SC 1020SC	Invoice: 9970340 ARAMARK REFRESHMENT SERVICES	110.45	110.45
5/23/13	22774	2020SC 2020SC 1020SC	Invoice: 4361071 Invoice: 4361072 AT&T	179.34 227.73	407.07
5/23/13	22775	2020SC 1020SC	Invoice: 04-13 002276 BANK OF THE WEST CENTRAL ACCOUNT ANALYS	414.04	414.04
5/23/13	22776	2020SC 2020SC 1020SC	Invoice: 0066728 Invoice: 0066450 BSK ASSOCIATES	660.00 9,816.26	10,476.26
5/23/13	22777	2020SC 1020SC	Invoice: CH55424 CDW GOVERNMENT, INC.	2,912.63	2,912.63
5/23/13	22778	2020SC 1020SC	Invoice: 2-275-77644 FEDEX	459.59	459.59
5/23/13	22779	2020SC  2020SC  2020SC  2020SC  2020SC  1020SC	Invoice: APR 2013 1079-028 Invoice: APR 2013 1079-013 Invoice: APR 2013 1079-019 Invoice: APR 2013 1079-030 Invoice: APR 2013 1079-039 HERUM CRABTREE	94.86  31.62  126.48  790.50  94.86	       1,138.32
5/23/13	22780	2020SC 1020SC	Invoice: 28701 LUHDORFF & SCALMANINI	5,964.65	5,964.65
5/23/13	22781	2020SC 1020SC	Invoice: 12/15/2011 MAROVICH, RICHARD	225.00	225.00
5/23/13	22782	2020SC	Invoice: March-April 2013	7,860.91	

**SOLANO COUNTY WATER AGENCY**  
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Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
		2020SC	Invoice: PDO	2,380.00	
			Land-Contract		
		2020SC	Invoice: Hedgerow	4,993.00	
			Contract		
		1020SC	PUTAH CREEK		15,233.91
			COUNCIL		
5/23/13	22783	2020SC	Invoice: 612,613	15,142.04	
		1020SC	SOLANO RESOURCE		15,142.04
			CONSERVATION		
			DISTRICT		
5/23/13	22784	2020SC	Invoice: 33613	365.00	
		2020SC	Invoice: 33614	740.00	
		2020SC	Invoice: 33615	740.00	
		1020SC	Southwest		1,845.00
			Environmental		
5/23/13	22785	2020SC	Invoice: 20919-24	4,118.90	
		1020SC	THE REGENTS OF THE		4,118.90
			UNIVERSITY OF CA		
5/23/13	22786	2020SC	Invoice: TURF	1,000.00	
			REPLACE 4/11/13		
		1020SC	LISA HART		1,000.00
5/23/13	22787	2020SC	Invoice: MILEAGE REIM	23.73	
			APRIIL		
		1020SC	SAMANTHA VINCENT		23.73
5/23/13	22788	2020SC	Invoice: 8796	1,040.00	
		1020SC	WESTERN WEATHER		1,040.00
			GROUP		
5/23/13	22789	2020SC	Invoice: TURF REBATE	361.00	
			4/11/13		
		1020SC	LISA HART		361.00
5/30/13	22790	2020SC	Invoice: MAY 2013	108.29	
		1020SC	BROWN, CORRYN		108.29
5/30/13	22791	2020SC	Invoice: 9150368414	342.16	
		2020SC	Invoice: 9150368406	39.84	
		1020SC	GRAINGER		382.00
5/30/13	22792	2020SC	Invoice: 2358922-IN	1,615.35	
		1020SC	GRAPHIC PRODUCTS		1,615.35
5/30/13	22793	2020SC	Invoice: 122131	5,711.31	
		1020SC	LSA ASSOCIATES, INC.		5,711.31
5/30/13	22794	2020SC	Invoice: 3/27/2013 -	85.43	
			5/6/2013		
		1020SC	MCLEAN, SANDRA		85.43
5/30/13	22795	2020SC	Invoice: MAY 2013	15.82	
		1020SC	EVE PAGE		15.82
5/30/13	22796	2020SC	Invoice: 3456054001	64.71	
		2020SC	Invoice: 3907444001	332.03	
		2020SC	Invoice: 4148019001	105.40	
		2020SC	Invoice: 4349207001	61.46	
		2020SC	Invoice: 4457601001	124.68	
		1020SC	STAPLES		688.28



**SOLANO COUNTY WATER AGENCY**  
**Cash Disbursements Journal**  
**For the Period From May 1, 2013 to May 31, 2013**

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Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
5/30/13	22797	2020SC	Invoice: 7163594	639.46	
		2020SC	Invoice: 7163981	547.74	
		1020SC	WILBUR-ELLIS COMPANY		1,187.20
5/30/13	22798	2020SC	Invoice: 0004864810	232.36	
		1020SC	REPORTER		232.36
5/30/13	22799	2020SC	Invoice: TURF REBATE 5/10/13	1,000.00	
		1020SC	LISA HART		1,000.00
5/25/13	EFT	6040AC	NAPOLI PIZZERIA - LANDSCAPE WORKSHOP	191.00	
		6040AC	THE BAKERY - WATER CONSERVATION MEETING	19.50	
		6040AC	NAPOLI PIZZERIA - LANDSCAPE WORKSHOP	170.00	
		6551AC	MORNINGSUN HERB FARM - PLANTS FOR WORKSHOP	125.22	
		6040AC	ERICK'S DELI - INTERVIEW LUNCH	25.27	
		6040AC	NAPOLI PIZZERIA - LANDSCAPE WORKSHOP	197.30	
		6040AC	ERICK'S DELI - INTERVIEW LUNCH	35.46	
		2025SC	ACCRUED TAX - MORNINGSUN HERB FARMS		9.14
		1020SC	BANK OF THE WEST		754.61
5/25/13	EFT	6040AC	STAPLES - SUPPLIES	83.92	
		6042AC	ULINE - SUPPLIES	467.87	
		6230SC	MAGENTO - PEST CONTROL SUPPLIES	529.42	
		6042AC	CDW GOVERNMENT - SUPPLIES	220.22	
		2025SC	ACCRUED TAX - MAGENTO		38.65
		1020SC	BANK OF THE WEST		1,262.78
5/25/13	EFT	6300AC	RON DUPRATT - 6,000 MILES SERVICE	56.77	
		6144AC	SHOW ME CABLES - CABLE & CONNECTIONS	227.64	
		6144AC	M2CABLES - CABLES & CONNECTIONS	51.62	
		2025SC	ACCRUED TAX - SHOW ME CABLES		15.95
		1020SC	BANK OF THE WEST		320.08
5/6/13	EFT	2020SC	Invoice: PPE 04.27.13	2,626.22	
		1020SC	CalPERS SIP457/CITISTREET		2,626.22
5/6/13	EFT	2020SC	Invoice: PPE 04.27.13	8,613.60	
		1020SC	CALPERS		8,613.60

**SOLANO COUNTY WATER AGENCY**  
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**For the Period From May 1, 2013 to May 31, 2013**

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Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
5/25/13	EFT	6040AC	NAPOLI PIZZERIA - ADVISORY COMMISSION	61.46	
		6040AC	MICHAELS - MOSS FOR TREES IN OFFICE	23.65	
		6040AC	REMOTELINK - CONFERENCE CALL	4.47	
		6040AC	REMOTELINK - EXECUTIVE MEETING	6.72	
		6040AC	NAPOLI PIZZERIA - ACOE RGP	45.92	
		6040AC	NAPOLI PIZZERIA - CPS MANAGERS MEETING	45.93	
		6040AC	THE BAKERY - SANDWICHES BOARD MEETING	39.70	
		6040AC	NAPOLI PIZZERIA - BOARD MEETING	33.41	
		6040AC	NUGGET MARKET - COOKIE FCAC MEETING	5.99	
		6040AC	REMOTELINK - CONFERENCE CALL	7.61	
		6040AC	REMOTELINK -CONFERENCE CALL	47.15	
		6050AC	USPS - CHECK TO DWR	14.10	
		6040AC	XSTAMPER - BOARD NAMEPLATES	56.98	
		6040AC	REMOTELINK - CONFERENCE CALL	36.44	
		6040AC	AMAZON.COM - WATER FILTER	67.38	
		6040AC	NAPOLI PIZZERIA - ADVISORY COMMISSION	60.46	
		1020SC	BANK OF THE WEST		557.37
5/25/13	EFT	6300AC	BERRYESA SPORTING GO - MOTOR OIL	5.36	
		6310AC	BERRYESA SPORTING GO - FUEL	54.67	
		6179SC	SIGN ANATOMY INC - SIGNAGE	54.91	
		6040AC	PUTAH CREEK CAFE - GOVERNMENT PROPERTY MEETING	30.52	
		6199SC	LOWES - SUPPLIES	32.78	
		6183SC	GROWERSNURS - SUPPLIES	140.84	
		1020SC	BANK OF THE WEST		319.08
5/25/13	EFT	6310AC	CHEVRON - FUEL	59.02	
		6310AC	CHEVRON - FUEL	90.50	
		6310AC	LEISURE TOWN - FUEL	67.82	
		6041AC	AMAZON MKTPLACE - IPHONE CABLE	4.36	
		6041AC	AMAZON MKTPLACE - EARPHONES	26.03	
		6041AC	AMAZON.COM - PHONE CASE (RETURNED)	49.50	
		6040AC	AMAZON MKTPLACE - IPHONE SCREEN	4.21	

**SOLANO COUNTY WATER AGENCY****Cash Disbursements Journal****For the Period From May 1, 2013 to May 31, 2013**

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Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
			IPHONE SCREEN PROTECTOR		
		6041AC	AMAZON MKTPLACE - IPHONE CABLE	12.75	
		2025SC	ACCRUED TAX - AMAZON MKTPLACE		0.32
		2025SC	ACCRUED TAX - AMAZON MKTPLACE		1.57
		2025SC	ACCRUED TAX - AMAZON MKTPLACE		0.93
		1020SC	BANK OF THE WEST		311.37
5/25/13	EFT	6690SC	LEMURIA NURSERY - SUPPLIES	222.78	
		6690SC	THREE PALMS NURSERY- PLANTS FOR PDO	259.17	
		6230SC	KC LOCKSMITH - KEYS FOR FORKLIFT	26.64	
		6300AC	PACIFIC COAST HDWR - KEY HIDER FOR FORKLIFT	4.83	
		6230SC	PACIFIC COAST HDWR - PLANTS FOR PDO	38.43	
		6300AC	7 FLAGS CAR WASH - EXPIDETION	39.99	
		6310AC	LEISURE TOWN 76 - FUEL	40.44	
		6199SC	KC LOCKSMITH - ASV KEYS	4.28	
		6300AC	CARCOVERUSA - SEAT COVERS	204.16	
		6300AC	NAPA STORE - SUPPLIES	107.93	
		6300AC	PACIFIC COAST HDWR - EXPEDITION SUPPLIES	100.99	
		6199SC	CHEVRON - FUEL	98.51	
		6670U	BAILEY'S INC - SUPPLIES	236.97	
		2025SC	ACCRUED TAX - CARCOVERUSA		14.17
		1020SC	BANK OF THE WEST		1,370.95
5/25/13	EFT	6230SC	STAPLES - SUPPLIES	21.68	
		6199SC	WALMART - SUPPLIES	6.43	
		6181SC	SATURN SURPLUS - WIPER BLADES	87.81	
		6181SC	MEMPHIS EQUIPMENT - SUPPLIES	50.89	
		6230SC	SOLANO AMERICAN FUEL - PROPANE	23.43	
		6183SC	DAVIS ACE LBR - SUPPLIES	133.06	
		6183SC	DAVIS ACE LBR - SUPPLIES	14.03	
		6183SC	DAVIS ACE LBR - SUPPLIES	7.55	
		2025SC	ACCRUED TAX - MEMPHIS EQUIPMENT		2.76
		1020SC	BANK OF THE WEST		342.12
5/10/13	EFT	6111AC	FSA SPENDING ADMIN MAY 2013	109.00	

**SOLANO COUNTY WATER AGENCY**  
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**For the Period From May 1, 2013 to May 31, 2013**

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Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
		1020SC	PAYCHEX, INC.		109.00
5/25/13	EFT	6330AC	CITY OF SACRAMENTO PARKING	13.50	
		6330AC	CITY OF SACRAMENTO PARKING	4.50	
		1020SC	BANK OF THE WEST		18.00
5/10/13	EFT	2020SC	Invoice: 9703990520	2,345.43	
		1020SC	VERIZON WIRELESS		2,345.43
5/25/13	EFT	6360AC	TAYLOR & FRANCIS BOOKS - ENGINEERING TEXT BOOKS	336.70	
		6144N	WALMART - BSPP FLOATS	47.29	
		6161N	QUIQSTOP - BOAT FUEL	9.35	
		1020SC	BANK OF THE WEST		393.34
5/25/13	EFT	6040AC	WALMART - SUPPLIES	71.18	
		6199SC	TOWN & COUNTRY - NAWCA MEETING	50.30	
		6199SC	PUTAH CREEK CAFE - NAWCA MEETING	8.60	
		6040AC	BEST BUY - CABLES	71.17	
		6041AC	WALMART - CELL PHONE CASE	19.37	
		6199SC	WEBB'S WELDING	44.23	
		1020SC	BANK OF THE WEST		264.85
5/17/13	EFT	1020SC	PAYCHEX, INC.		
5/17/13	EFT	2024AC	Employee Liabilities PPE 5.11.13	7,414.74	
		6012AC	Employer Liabilites PPE 5.11.13	898.31	
		1020SC	PAYROLL TAXES		8,313.05
5/17/13	EFT	2020SC	Invoice: May2013 Benefits	13,255.42	
		1020SC	CalPERS		13,255.42
5/17/13	EFT	2020SC	Invoice: PPE 5.11.13	8,613.60	
		1020SC	CALPERS		8,613.60
5/17/13	EFT	2020SC	Invoice: PPE 05.11.13	2,626.22	
		1020SC	CalPERS SIP457/CITISTREET		2,626.22
5/21/13	EFT	2020SC	Invoice: 3/15/13 - 5/13/13	822.35	
		1020SC	PACIFIC GAS & ELECTRIC CO,		822.35
5/31/13	EFT	6111AC	Payroll Processing - PPE 05.25	191.60	
		1020SC	PAYCHEX, INC.		191.60
5/31/13	EFT	2020SC	Invoice: PPE 5.25.13	2,626.22	
		1020SC	CalPERS SIP457/CITISTREET		2,626.22

**SOLANO COUNTY WATER AGENCY**  
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5/31/13	EFT	2020SC 1020SC	Invoice: PPE 5.25.13 CALPERS	8,652.09	8,652.09
5/31/13	EFT	2024AC	Employee Liabilities - PPE 5.25.13	8,090.31	
		6012AC	Employer Liabilities - PPE 5.25.13	1,413.38	
		1020SC	PAYROLL TAXES		9,503.69
<b>Total</b>				<b>1,192,691.46</b>	<b>1,192,691.46</b>

ACTION OF  
SOLANO COUNTY WATER AGENCY

DATE: June 13, 2013  
SUBJECT: PRE-APPROVAL OF FISCAL YEAR 2013-2014 PAYMENTS

RECOMMENDATIONS:

Authorize payments of the following bills for Fiscal Year 2013-2014 within budget amounts:

- 1. Payroll.
- 2. Water payments to the State of California for the State Water Project and to the United States Bureau of Reclamation for the Solano Project.
- 3. Payments to Napa County pursuant to the Napa Make Whole Agreement.
- 4. Payments to the Solano Irrigation District for operations and maintenance of the Solano Project.
- 5. Payments to the Solano County Resource Management Department for labor and equipment charges of Ulatis and Green Valley Flood Control projects.
- 6. Payments to consultants and contractors with Board approved contracts.
- 7. Payments to legal counsel.
- 8. PERS Health Plan payments.

FINANCIAL IMPACT:

☒ Continued on next page

None.

BACKGROUND:

Each year we request the Board to authorize payments for items that are based on regular payments schedules and contractual obligations. Payment of these items will not require additional approval by the Board or purchase orders prior to payment. Payments made under this category will be reported to the Board of Directors in arrears. There are additions but no deletions from prior fiscal year pre-approvals.

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 June 13, 2013 by the following vote:

Ayes:  
Noes:  
Abstain:  
Absent:

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

9. Payments to Solano County Fleet Operations for repair and maintenance of Agency vehicles.
10. Ulatis & Green Valley Flood Control Projects costs for purchase, hauling & placement of rock rip rap.
11. Ulatis, Green Valley, and Solano Project culvert and pipe purchases.
12. Payments to ACWA-Joint Powers Insurance Authority for workers compensation, liability and property insurance.
13. Lower Putah Creek Coordinating Committee Pre-Approved Expenditures.
14. Agency credit card (currently through Bank of the West) payment when individual charges are all \$500 or under (or pre-approved).
15. Payments for expenses associated with Board approved Grants.
16. Payments to ACWA Services Corp (ASC) for dental premiums.
17. Payments to CalPERS Long Term Care for long term care insurance premiums.
18. Permit Fees for SCWA Projects.
19. Payments for the Turf Replacement Rebate Program (new to list).
20. Payments for vehicle repair expenses.
21. Payments to Citistreet for PERS Deferred Compensation Program.
22. Payments to Verizon Wireless for cellular phone service.
23. Payments to A T & T for office telephone and data services
24. Herbicide and Pesticide purchases for Flood Control projects.
25. Payments to laboratories for water quality analysis.
26. Payments to Solano Irrigation District for AG Water Conservation Expenses.
27. Payments to Standard Insurance Company for Short/Long Term Disability.
28. Payments to Staples, Inc. credit card for office supplies when individual charges are \$500 or under (or pre-approved).
29. Payments to Interstate Oil, Chevron, and Shell credit cards for fuel when individual charges are \$500 or under (or pre-approved).
30. Payments to Pacific Hardware for supplies when individual charges are \$500 or under (or pre-approved).
31. Payments to FedEx for shipping when individual charges are \$500 or under (or pre-approved).
32. Payments to Pitney Bowes for postage.
32. Association dues to organizations identified in budget documents.

ACTION OF  
SOLANO COUNTY WATER AGENCY

DATE: June 13, 2013

SUBJECT: SCWA STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2013-2014

RECOMMENDATION:

Approve the following Statement of Investment Policy:

"Funds of the Solano County Water Agency shall only be invested in the State of California's Local Agency Investment Fund, the Solano County Investment Pool, California Asset Management Program or Federal Deposit Insurance Corporation - Insured Accounts in a bank or savings and loan association."

FINANCIAL IMPACT:

None

BACKGROUND:

State Law effective January 1, 1996 requires public agencies to annually approve a Statement of Investment Policy at a public meeting. Any changes to the policy must also be considered at a public meeting.

The recommended investment policy simply reflects the current investment policy of the Water Agency whereby all Water Agency funds are invested in the Local Agency Investment Fund (LAIF) and the California Asset Management Program (CAMP). Operating funds are held in Federal Deposit Insurance Corporation - Insured Accounts with Bank of the West. Property tax revenue is wire transferred directly from the County Treasury into the Bank of the West or CAMP accounts. Funds are then transferred from the LAIF or CAMP to the Bank of the West bank accounts as needed.

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 June 13, 2013 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

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



**RESOLUTION NUMBER 2013-04**

**RESOLUTION OF THE SOLANO COUNTY WATER AGENCY  
ESTABLISHING FISCAL YEAR 2013-2014 APPROPRIATION LIMIT**

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Article XIII-B of the California Constitution requires that each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit for the following fiscal year at a regularly scheduled or noticed special meeting; and

The appropriations limit for the Solano County Water Agency for fiscal year 2013-2014 of \$12,025,360 has been calculated based on adjustment factors using rates of change in California Per Capita Income and Solano County Population Growth.

THEREFORE, BE IT RESOLVED that the Board of Directors of the Solano County Water Agency establishes an appropriations limit of \$12,025,360 for the Solano County Water Agency in fiscal year 2013-2014.

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I, DAVID B. OKITA, General Manager and Secretary to the Board of Directors of the Solano County Water Agency, do hereby certify that the foregoing resolution was regularly introduced, passed and adopted by said Board of Directors, at a regular meeting thereof held on the 13th day of June 2013, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

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


# SOLANO COUNTY WATER AGENCY



## MEMORANDUM

Agenda Item No. 7

**TO:** Board of Directors

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

**DATE:** June 13, 2013

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

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The summer irrigation season has started and the annual drawdown of Lake Berryessa has begun. Because of a very wet December, we predict that even after an exceptionally dry winter, by the end of the irrigation season the Lake storage level will be only slightly lower this year than last year. While we have lost some ground from last year, it could have been much worse without December. But we should be still over 70% of Lake capacity going into the rainy season. Our State Water Project allocation remains at 35% narrowly averting a further reduction. Even with this dry weather, we do not predict any water shortages this year.

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

June2013.lt7.mem.doc

P.O. Box 349 • 6040 Vaca Station Road, Building 84  
Elmira, California 95625-0349  
Phone (707) 451-6090 • FAX (707) 451-6099  
[www.scwa2.com](http://www.scwa2.com)



Time Period Covered: May 2013

**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)**

JBN Electrical – Putah Diversion Dam Facility Modifications – Amendment to increase contract from \$7,800 to \$9,400.

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

BSK Associates – Putah Creek Programmatic Permits - \$18,700  
Wildlife Survey & Photo Service – Putah Creek Fish Video Monitoring - \$20,000 (includes \$10,000 from Lower Putah Creek Coordinating Committee)  
Normandeau, Inc. – LPCCC Fish Monitoring - \$25,802  
Ernst & Young – State Water Project Audit (shared cost) - \$13,088  
Laugenour & Meikle – Land Surveying and Civil Engineering Consulting - \$20,000  
Summers Engineering – General Engineering Assistance - \$25,000  
Solano Resource Conservation District – Lake Berryessa Outreach - \$15,000

**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.

# SOLANO COUNTY WATER AGENCY



## MEMORANDUM

Agenda Item No. 8

**TO: Board of Directors**

**FROM: Chris Lee, Principal Water Resources Specialist**

**DATE: June 13, 2013**

**SUBJECT: Westside Integrated Regional Water Management Plan**

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The Public Review Draft of the Westside Integrated Regional Water Management Plan (IRWMP) was released on May 10, 2013. Public comments on the IRWMP are due on June 10, 2013. The IRWMP is scheduled for approval in July. Staff will give the Board of Directors a presentation on the key components of the IRWMP at their June 13 meeting to make sure they are comfortable with the contents of the Plan.

Barring any major public comments and the need to revise the draft IRWMP, staff will be asking the Board of Directors to adopt the Westside IRWMP at their July 11 meeting.

More information on the IRWMP, including an executive summary, can be found at [westsideirwm.com](http://westsideirwm.com) (no www needed).

Proposition 84 identified watershed-based funding areas throughout the state, with the Westside Region being part of the Sacramento River Funding Area. Each funding area was allocated, based on population, a portion of the \$1 billion approved by voters under Proposition 84 in 2006. Solano County is roughly divided in half for the two IRWMPs. The Westside Region encompasses the land from Vacaville to the east (Region map attached) and the Bay Area IRWMP covers land to the west of Vacaville.

Note that the Bay Area IRWMP is also undergoing an update. That process is a few months behind the Westside IRWMP. Staff will be bringing the Bay Area IRWMP for Board approval later this year. SCWA has a much lesser role in the development of the Bay Area IRWMP since we are a smaller part of the larger Bay Area IRWMP Region.



To represent the Region, four agencies, and an association of agencies formed the Regional Water Management Group through a Memorandum of Understanding. The Regional Water Management Group includes Lake County Watershed Protection District, Napa County Flood Control and Water Conservation District, Solano County Water Agency, Colusa County Resource Conservation District, and Water Resources Association of Yolo County. The Regional Water Management Group appointed a Coordinating Committee to guide development of and support the implementation of the IRWMP. The Coordinating Committee consists of one staff representative and an alternate appointed from each of the agencies and association that make up the Regional Water Management Group.

The Westside IRWMP defines a clear vision for the management of water resources in the Region and highlights important actions needed to help accomplish that vision through the year 2035. A planning grant from the Department of Water Resources and contributions from the Regional Water Management Group funded the development of the IRWMP.

The collective vision presented in the IRWMP aims to address the major challenges and opportunities related to managing water and associated natural resources within the Region. The numerous and complex challenges and opportunities addressed in the IRWMP are captured in the following primary focal points:

- Continue to provide safe and reliable water supplies for a variety of uses
- Improve habitat and ecosystem health
- Manage a wide array of risks including public health, fire, flood, and potential disruptions to institutional services
- Sustain and modernize water supply, water quality, and flood management infrastructure
- Address many significant and long-standing water quality concerns
- Foster the reasonable use of water and associated natural resources within the Region through adoption of evolving technologies and best management practices
- Further the collective understanding of watershed functions and groundwater basins
- Improve education and awareness among citizens about the importance of sustainable water and natural resources management and the crucial roles citizens play
- Improve opportunities for water-based recreation

Development of the IRWMP included broad participation from numerous stakeholders throughout the Region. There were more than a dozen meetings and workshops where the Coordinating Committee interacted with stakeholders to develop goals and objectives, define challenges and opportunities, and solicit projects to include in the IRWMP. Meetings were held in Vacaville, Woodland, and Clear Lake, and on several occasions were webcast. Draft sections of the IRWMP were made available for review and comment all during development of the IRWMP.

140 projects were included in the IRWMP. Of these projects, 24 were feasibility studies, 47 were planning studies, 63 were implementable projects, and 6 were implementable programs. 39 different agencies/organizations submitted projects. Total cost of projects (obtained from 104 of the projects that submitted cost information) was over \$1.77 billion.

Agency staff submitted a grant proposal, on behalf of the Westside IRWMP, for implementation funds under Proposition 84 on March 29, 2013. Of the projects listed above, 8 were ready to proceed (shovel ready) and met high importance or high urgency (or both) objectives in the IRWMP and were included in the proposal. The amount requested in the grant proposal for these 8 projects was \$9.6 million. Preliminary recommendations from the Department of Water Resources for grant funding will occur in August, final awards will occur this October.

The agencies which are part of the Regional Water Management Group will need to adopt the IRWMP per the Proposition 84 Guidelines. Entities wishing to seek implementation funding under Proposition 84 (those in the grant proposal) or other future state funding will also need to adopt the IRWMP.

If you have any questions, please contact me at 455-1105 or [clec@scwa2.com](mailto:clec@scwa2.com).





ACTION OF  
SOLANO COUNTY WATER AGENCY

DATE: June 13, 2013

SUBJECT: Water Agency Fiscal Year 2013-2014 Budget

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RECOMMENDATION:

Approve the Solano County Water Agency Fiscal Year 2013-2014 Budget.

FINANCIAL IMPACT:

Not applicable.

BACKGROUND:

Staff will summarize each of the Agency funds at the Board meeting, highlighting major expenditures and changes from past years.

The budget includes a reallocation of SCWA reserve funds based on projections of cash available at the end of FY 2013-2014.

Recommended: Executive Committee

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☐

Approved as  
Recommended

☐

Other  
(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 June 13, 2013 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

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



**ACTION OF  
SOLANO COUNTY WATER AGENCY**

**DATE:** June 13, 2013

**SUBJECT: CONSULTANT SERVICES CONTRACTS AND RENEWALS**

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**RECOMMENDATION:**

Authorize Chairman to execute agreements and amendments for the following consultant services for work through fiscal year 2013-2014:

1. 3QC, SCWA Labor Compliance Program, amendment for extension of term only;
2. AD Consultants, Ongoing Groundwater and Data Management Services, contract limit of \$20,000;
3. Agrichem, Nuisance Vegetation Management, contract limit of \$30,112;
4. ARCADIS U.S. Inc., Cache Slough Water Quality Monitoring, contract limit \$50,000;
5. Ayres Associates, Putah Diversion Dam Bulkhead Design and Procurement, new contract – contract limit \$78,600;
6. Blankinship & Associates, Inc., Compliance and Monitoring for Aquatic Pesticide Use, contract limit of \$49,500;
7. BSK Associates, Mercury Monitoring and Support, contract limit of \$12,565;
8. CBEC, North Delta Water Quality Modeling, amendment for extension of term only;
9. CH2MHILL, Solano HCP EIR/EIS, amendment for extension of term only;
10. Clean Lakes, Campbell Lake Algaecide Treatments, contract limit of \$63,650;
11. Conservision Consulting, Outdoor Water Survey Program, amendment for extension of term only;
12. Creativemark Design & Photography, maintain and update the Water Agency website, contract limit of \$15,000;
13. Electric & Gas Industries Association, Solano County High-Efficiency Rebate Program, contract limit of \$275,000;
14. Eyasco, Inc., Data and Website Management, contract limit of \$253,250;
15. Gardensoft, WaterWise Gardening Website, contract limit of \$4,500;

Recommended: DN Okita  
David B. Okita, General Manager

☒ Continued on Next Page

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☐ Approved as  
recommended

☐ Other  
(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 June 13, 2013 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

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

16. GHD, IRWMP Conservation Grant administration, contract limit of \$60,000;
17. GHD, Solano County Commercial and Industrial Water Conservation, contract limit of \$60,000;
18. GHD, Commercial and Industrial Water Savings rebate program, contract limit of \$60,000;
19. Grunstad Landscaping, Landscape Maintenance, contract limit of \$15,000;
20. KC Engineering Company, Construction Materials Testing and Geotechnical Consulting, contract limit of \$30,000;
21. LSA Associates, Habitat Conservation Plan, contract limit of \$254,478;
22. Luhdorff & Scalmanini, Ongoing Groundwater Monitoring Activities, contract limit of \$39,653;
23. Mike Bobbitt and Associates, Geographical Information System Services, amendment for extension of term only;
24. MWH Americas, Inc., Permanent Water Treatment Research Facility for the NBA, amendment for extension of term only;
25. Normandeau Associates, Putah Creek Interdam Reach Trout Habitat Assessment, contract limit of \$65,840;
26. Rock Steady Juggling, Solano School Water Education Program, contract limit of \$17,500;
27. Shandam Consulting, Inc., Professional IT Services, amendment for extension of only;
28. Sierra Controls inc., Assistance with the sharing of data between the SID and SCWA database, contract limit \$2,000;
29. Solano Resource Conservation District, Flood Awareness, contract limit of \$90,000;
30. Solano Resource Conservation District, Welcome to the Watershed, contract limit of \$48,000;
31. Somach, Simmons and Dunn, HCP Legal Services, amendment to contract for extension of term only;
32. Southwest Environmental, Inc., Installation of High-Efficiency Toilets at Commercial, Industrial and Institutional locations, new contract - contract limit of \$400,000;
33. Summers Engineering, Putah Diversion Dam Bulkhead, new contract – contract limit of \$30,000;
34. Summers Engineering, PSC Headwork Improvements, contract limit of \$165,000;
35. Summers Engineering, Mangels Bypass Pipeline, contract limit of \$75,000;
36. The Regents of the University of California, LPCCC – Geomorphic Consultation, amendment for extension of term only;
37. UNAVCO, groundwater Subsidence Station Monitoring, new contract - contract limit of \$9,134;
38. Water Works Consulting, State Water Project Statement of Charge Analysis, amendment for extension of term only.
39. Western Hydrologic Systems, Semi-annual calibration of the flume at the head of the Putah South Canal and miscellaneous assistance with flow calibrations, contract limit \$9,897;
40. Western Weather Group, Semi-annual calibration of the USBR Meteorological Station (MET) on Lake Berryessa, contract limit of \$5,000;
41. Wildlife Survey & Photo Service, Solano Project/LPCCC Biomonitoring for Effects of New Zealand Mud Snails, contract limit of \$157,056;
42. ZunZun, Solano School Education, contract limit of \$25,000;

**FINANCIAL IMPACT:**

Funding for these consultants is included in the Fiscal Year 2013-2014 Budget.

**BACKGROUND:**

1. 3QC will continue providing labor compliance services on Proposition 84 grant funded projects.
2. AD Consultants will continue to provide support on groundwater data collection, synthesis, and database management.
3. Agrichem will continue to provide herbicide application consultation for the Ulati and Green Valley Flood Control Projects.
4. ARCADIS will continue to provide consulting service water quality monitoring and analysis of constituents of concern for the Cache Slough watershed. This program provides baseline water quality data in anticipation of future changes in land use from BDCP and other Delta programs.
5. Ayres Associates will provide design and procurement services for a floating bulkhead necessary to perform maintenance on the Putah Diversion Dam gates. One gate is currently leaking and USBR recommends repairs on all gates.
6. Blankinship & Associates will continue to provide consulting service for compliance monitoring for application of aquatic herbicides. Program costs are shared with other districts.
7. BSK Associates will provide technical analysis for mercury in various waters in Solano County.
8. CBEC will provide hydraulic modeling services to determine water quality impacts to the North Bay Aqueduct associated with proposed tidal wetlands.

9. CH2M Hill will continue the preparation of the Solano Habitat Conservation Plan EIR/EIS.
10. Clean Lakes will continue to apply algaecide to manage taste and odor issues for the NBA at Campbell Lake near the Barker Slough Pumping Plant. This program is cost shared with Napa County.
11. ConserVision Consulting will continue to provide services for the Solano Smart Controller Rebate Program.
12. Creativemark Design & Photography will continue to maintain the Water Conservation/Water Education component to the Water Agency website.
13. Electric & Gas Industries Association will continue to administer the SCWA high-efficiency toilet rebate programs. This is a partially grant funded program where customer rebates are given for specific water saving toilets.
14. Eyasco will provide consulting services for project tracking, data and database management, and website management. A new data and document management system is being designed and implemented for SCWA data such as rainfall, stream flows, water quality and groundwater levels. A separate document management system is also being implemented for SCWA paper and electronic files.
15. Gardensoft will continue to provide Water-Wise gardening updates to the Water Agency website.
16. GHD will continue to administer the Bay Area IRWMP Conservation Grant. SCWA is administering a multi-agency grant funded water conservation program for Bay Area water agencies. GHD costs are covered by the grant.
17. GHD will continue to administer a Commercial, Industrial and Institutional Water Conservation Program done in conjunction with the cities. This program identifies candidate facilities where water audits are done to improve water efficiency.
18. GHD will continue to administer the Commercial Water Savings Incentive Rebate Program. This program provides financial incentives to businesses to upgrade their irrigation systems and other water using fixtures.
19. Grunstad Landscaping will continue to maintain the Six Flags Discovery Kingdom demonstration water conserving garden.
20. KC Engineering will continue to provide material testing and geotechnical assistance for various construction projects.
21. LSA Associates, Inc, will continue to develop the Solano Habitat Conservation Plan. Tasks include completing the Public Draft HCP and developing programmatic wetland permits.
22. Luhdorff & Scalmanini will continue ongoing groundwater level monitoring and data analysis.
23. Mike Bobbitt & Associates will continue to provide services for Geographical Information Systems (GIS) technical assistance.
24. MWH Americas will continue to research, design, and implement the Permanent Water Treatment Research Facility at the North Bay Regional water treatment plant.
25. Normandeau Associates will continue to develop habitat information for trout in the Putah Creek between Monticello Dam and Putah Diversion Dam. There is increasing interest in providing fish passage through the Putah Diversion Dam, thus the need to study fish in this part of the creek.
26. Rock Steady Juggling will continue to perform water education assemblies for grades K-6 at Solano County schools.
27. Shandam Consulting, Inc. will continue with professional IT services for the Agency's computer network, including management of security, virtual servers, network architecture and optimization for all networking technologies.
28. Sierra Controls will continue to assist with the open productivity and connectivity sharing protocols between the SID and SCWA databases.
29. Solano Resource Conservation District will continue flood hazard awareness activities and small project flood control grant administration. This is a three year agreement.
30. Solano Resource Conservation District will continue the Suisun Marsh education program for three years.
31. Somach, Simmons & Dunn will continue to provide legal assistance for the Habitat Conservation Plan.
32. Southwest Environmental will continue to provide services for the installation of High-Efficiency Toilets at Commercial, Industrial and Institutional locations in Solano County. Southwest is responsible for marketing and installation of products at facilities referred to by city staff.
33. Summers Engineering will provide engineering services for the Putah Diversion Dam Bulkhead project.
34. Summers Engineering will provide engineering services for the Putah South Canal Headwork Improvement project. This project is to design and install a new debris screen at the entrance to the Putah South Canal to replace an old inefficient screen.
35. Summers Engineering will continue to provide engineering services for the Mangels Bypass Pipeline project. This project is out to bid and will be constructed this summer.

36. The Regents of the University of California, through Dr. Larson, will continue to provide channel capacity studies to support LPCCC project permitting and SCWA Solano Project interests.
37. UNAVCO will provide services to monitor and maintain deep drilled braced monuments to measure subsidence in SCWA deep water wells.
38. Water Works Consulting will continue to assist the Agency on analysis of State Water Project Statements of Charges and other activities regarding finances of the State Water Project.
39. Western Hydrologic Systems will continue to make semi-annual flow measurements at the main flume of the Putah South Canal and validate the yearly record before the data is submitted to the USGS. They are also available to assist with other flow measurements as needed.
40. Western Weather Group will continue to provide semi-annual calibrations of the weather station at the USBR facility on Lake Berryessa. The data from the station is used to calculate evaporation from Lake Berryessa.
41. Wildlife Survey and Photo Service will continue to monitor New Zealand Mud Snails in Putah Creek and the Solano Project and monitor for Quagga and Zebra mussels in the Solano Project. This is an ongoing program to monitor for invasive species in the Solano Project system. Includes training of interns doing inspections at lake Berryessa.
42. ZunZun will continue to market, schedule and present interactive school assemblies for grades K-6 at Solano County schools.

Copies of agreements and amendments are available on the SCWA web page ([www.scwa2.com](http://www.scwa2.com)) or from SCWA staff.



ACTION OF  
SOLANO COUNTY WATER AGENCY

DATE: June 13, 2013

SUBJECT: State Water Project Tax Rate for Fiscal Year 2013-2014

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RECOMMENDATION:

Establish a tax rate of \$0.02 per \$100 of assessed valuation for the State Water Project property tax for fiscal year 2013-2014.

FINANCIAL IMPACT:


Revenues of \$8,392,000 for fiscal year 2013-2014.

BACKGROUND:

The governing board of the Solano County Water Agency's predecessor agency, the Solano County Flood Control and Water Conservation District, approved Resolution 85-183 that established a zone of benefit and a property tax rate not to exceed \$0.02 per \$100 assessed valuation. Starting with fiscal year 1986-87 the Water Agency has assessed a tax rate of \$0.02 per \$100 assessed valuation within the zone of benefit.

Pursuant to Revenue and Taxation Code Section 93, the Water Agency must establish the tax rate each fiscal year which is to be levied on the voter approved bonded indebtedness. The Board has the discretion to lower the tax annually, but not to increase it beyond \$0.02 per \$100 assessed valuation.

For FY 13-14 this property tax revenue does not fund all State Water Project expenditures – designated reserves will be used to cover some capital-type costs such as the North Bay Aqueduct Alternate Intake Project and the North Bay Regional Research Station.

Recommended:   
David B. Okita, General Manager

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☐

Approved as  
recommended

☐

Other  
(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 June 13, 2013 by the following vote.

Ayes:

Noes:

Abstain:

Absent:

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

ACTION OF  
SOLANO COUNTY WATER AGENCY

DATE: June 13, 2013

SUBJECT: GENERAL MANAGER’S EMPLOYMENT AGREEMENT

RECOMMENDATION:

Authorize Chairman to execute a three year agreement with David Okita for continued employment as General Manager.

FINANCIAL IMPACT:

Agreement calls of an increase in annual salary of \$11,400 for the three year term of the agreement. There is adequate funding the in budget for this increase.

BACKGROUND:

David Okita has served as General Manager since 1989. The Board conducted a performance appraisal of the General Manager. The Board desires to execute an employment agreement for an additional three year term.

Recommended: SCWA Executive Committee

☐ 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 June 13, 2013 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

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

**AGREEMENT BETWEEN THE SOLANO COUNTY WATER  
AGENCY AND DAVID OKITA FOR GENERAL MANAGER  
SERVICES THROUGH JUNE 30, 2016.**

This Agreement is made as of this 13<sup>th</sup> day of June, 2013, by and between SOLANO COUNTY WATER AGENCY ("Agency") and DAVID OKITA for continued employment of David Okita as General Manager of the Agency.

WHEREAS, Agency has broad powers to provide water and flood control services to residents of the Agency; and

WHEREAS, David Okita has served in the position of General Manager since October 1989; and

WHEREAS, Agency wishes to continue its engagement of David Okita as its General Manager for an additional term of office.

NOW, THEREFORE, IT IS MUTUALLY AGREED as follows:

1. SCOPE OF SERVICES

Agency hereby engages David Okita as its General Manager. As General Manager, David Okita will plan, organize, direct and coordinate the activities and functions of Agency under the general direction of the Agency's Board of Directors. These duties include, but are not limited to, functioning as a technical advisor to the Board of Directors; representing the Agency with other governmental agencies; assisting the Board of Directors in the development and determination of overall policy and programs; supervising other Agency staff; coordinating with and, as an ex officio member, being a representative of Agency to Agency's Advisory Commission; and, performing related duties as may be required or assigned from time to time.

2. TERM OF AGREEMENT

This Agreement supersedes the prior agreement between the parties dated ~~June 10, 2010~~ July 1, 2007. The term of this Agreement is from ~~July 1, 2013~~ the date set forth above until June 30, 2016, inclusive. Either party may terminate this Agreement without cause upon forty-five (45) days prior written notice to the other party, unless waiver of such notice is mutually agreed to in writing by the parties. Either party may immediately terminate this Agreement for cause upon written notice to the other party. In the event of early termination of this Agreement for any reason, David Okita shall not be entitled to severance pay. Should this Agreement not be terminated, this Agreement shall be subject to renegotiation and renewal at the end of the current term upon terms and conditions mutually acceptable to the parties.

3. BEST EFFORTS

David Okita agrees that he will at all times faithfully, industriously, and to the best of his

ability, experience and talent perform all of the duties that may be required of or from him, pursuant to the express and implicit terms of this Agreement, the Agency governing act, and the law, codes and statutes of the State of California.

4. BASE SALARY; AT WILL EMPLOYEE

Effective upon the commencement date of this Agreement, Agency shall compensate David Okita an annual base salary of ~~\$178,594.00~~ \$185,360.00, payable in installments in accordance with Agency's normal payroll policies or practices. The burden of responsibility for this position extends through all the hours of the day and all the days of the week. As such, no additional compensation for overtime is provided. The parties agree that the General Manager position is an exempt position under the federal Fair Labor Standards Act and is not subject to the payment of overtime. This annual base salary shall not change during the term of this agreement except for any cost-of-living adjustment granted to Agency employees as a whole, which David Okita shall also receive at the same rate or percentage as other Agency employees up to a maximum of 2.5% per year and any longevity pay as provided in Section 109, below.

~~The base salary reflects a change in the deferred compensation benefit from previous agreements with David Okita where the Agency provided a 50% match of David Okita's deferred compensation contribution. This agreement does not provide any contribution to David Okita's deferred compensation and relieves the Agency of any current or future obligation to contribute to David Okita's deferred compensation plan. This change in this agreement is reflected in the computation of the base salary in this agreement.~~

5. PERFORMANCE EVALUATION

Either the Board of Directors or David Okita can requests an annual performance evaluation in May of each year of this agreement. Upon such a request the Board of Directors shall evaluate David Okita's performance as General Manager. The evaluation shall be in writing and shall set forth the performance criteria upon which the evaluation is based.

6. EMPLOYEE HANDBOOK

Except as otherwise expressly provided for in this Agreement, David Okita shall be entitled to all of the benefits, rights, protections, and privileges provided for in Agency's Employee Handbook, dated June 30, 2009 ("Employee Handbook"), as such Employee Handbook may be amended from time to time. The terms, words, and phrases used in this Agreement shall have the same meaning as used or defined in the Employee Handbook, except as otherwise expressly provided for in this Agreement. In the event of any conflict or inconsistency between the provisions of this Agreement and the Employee Handbook, the provisions of this Agreement shall control.

7. LONG TERM DISABILITY INSURANCE

Agency shall reimburse David Okita for one hundred percent (100%) of the cost of obtaining long-term disability insurance for himself up to a maximum premium payment of \$3,000.00 per

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| year.

| 87. HOLIDAYS

In addition to the paid holidays provided for in the Employee Handbook, David Okita shall be entitled to two (2) paid floating holidays per year. The two (2) floating holidays will be credited to David Okita on January 1 of each calendar year of this Agreement. Floating holidays shall be taken in eight (8) hour increments and shall be used during the calendar year to which they are credited or shall otherwise be lost. However, if this Agreement is terminated, expired or not renewed by the parties, any unused floating holidays not otherwise lost will be paid to David Okita at his then-base salary rate.

| 98. VEHICLE

David Okita will use, at his own cost and expense, his own personal vehicle for travel while conducting routine Agency business.

| 109. LONGEVITY PAY

David Okita's base salary shall be increased by an additional two and one-half percent (2.5%) of his ~~then-current~~ base salary on January 1, 2014 and for each five (5) years of additional service to the Agency, not to exceed a maximum of thirty five (35) years of service. Such future increases ~~is~~ are contingent upon the parties' renewal or extension of this Agreement, in which case such longevity pay increases shall take effect on ~~October 1, 2014,~~ October 1, 2019, and October 4, 2024.

| 110. NOTICES

All notices and other communications required or permitted under this Agreement shall be in writing and shall be deemed to have been duly given on the date of service if: (a) served personally on the person to whom notice is given, (b) sent by electronic mail, or (c) if mailed, on the third (3<sup>rd</sup>) day following deposit in the mail, if mailed to the person to whom notice is to be given by first class mail, postage-prepaid, and properly addressed to the following designated representatives of the parties:

David Okita:

Mr. David Okita  
Solano County Water Agency  
810 Vaca Valley Parkway #203 P.O. Box 349  
Vacaville, California 95688

Agency:

Chair  
Solano County Water Agency  
810 Vaca Valley Parkway #203 P.O. Box 349  
Vacaville, California 95625

The parties will promptly notify the other of any change in the name or address of its designated representative.

**124. INTERPRETATION; HEADINGS**

Each party has reviewed this Agreement and any question of doubtful interpretation shall not be resolved by any rule or interpretation providing for interpretation against the drafting party. This Agreement shall be construed as if both parties drafted it. The captions and headings contained herein are for convenience only and shall not affect the meaning or interpretation of this Agreement.

**132. AUTHORIZATION**

Each party warrants to the other that he or she is fully authorized and competent to enter into this Agreement in the capacity indicated by his or her signature and agrees to be bound by this Agreement.

**143. ENTIRE AGREEMENT; AMENDMENTS**

This Agreement embodies the whole understanding and agreement between the parties hereto, and there are no inducements, promises, terms, conditions or obligations made or entered into by Agency or David Okita other than those contained herein. The foregoing provisions are understood and agreed to by David Okita. This Agreement may only be modified or amended by a written amendment duly executed by the parties to this Agreement.

**154. ARBITRATION**

Any dispute or claim that arises out of or relates to David Okita's employment with Agency and/or this Agreement will be submitted to final and binding arbitration in accordance with the Employment Arbitration Rules and Mediation Procedures of the American Arbitration Association then in effect. Nothing in this section shall prevent David Okita from filing or maintaining a charge with the United States Equal Employment Opportunity Commission or the National Labor Relations Board. The arbitration shall take place in Solano County, California and both parties agree to submit to the jurisdiction of the arbitrator selected in accordance with American Arbitration Association rules and procedures. The parties agree that this arbitration procedure will be the exclusive means of redress for any disputes relating to David Okita's employment and/or this Agreement. The parties each expressly waive the right to a jury trial and agree that the arbitrator's award shall be final and binding on the parties, provided that any award shall be reviewable by a court of law to the fullest extent allowed by law, including for any error of law by the arbitrator. The arbitrator shall have discretion to award monetary and other damages, or to award no damages, and to fashion any other relief the arbitrator deems appropriate, but only to the extent consistent with law.

IN WITNESS WHEREOF, the parties have executed this agreement as of the date first above written.

DAVID OKITA

SOLANO COUNTY WATER AGENCY

David Okita

P-40A 20103.DBO.EmpContract

Jim Spering~~Michael Reagan~~,  
Chairman, Board of Directors