



**AGENDA**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**EL DORADO IRRIGATION DISTRICT**  
**District Board Room, 2890 Mosquito Road, Placerville, California**  
**April 13, 2015 ~ 9:00 A.M.**

**Board of Directors**

**BILL GEORGE**  
**BOARD PRESIDENT**  
**Division III**

**GEORGE W. OSBORNE**  
**BOARD VICE PRESIDENT**  
**Division I**

**Greg Prada**  
**Board Director**  
**Division II**

**Dale Coco, MD**  
**Board Director**  
**Division IV**

**Alan Day**  
**Board Director**  
**Division V**

**General Manager and  
Executive Staff**

**JIM ABERCROMBIE**  
**GENERAL MANAGER**

**THOMAS D. CUMPSTON**  
**GENERAL COUNSEL**

**Jennifer Sullivan, Clerk to the Board**

**Mary Lynn Carlton**  
**Communications/Community Relations**

**Jose Perez, Human Resources**

**Tom McKinney, Operations**

**Brian Mueller, Engineering**

**Mark Price, Finance**

**Tim Ranstrom, Information  
Technology**

*In accordance with the Americans with Disabilities Act and California law, it is the policy of the El Dorado Irrigation District to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation for this meeting, please contact the EID ADA coordinator at 530-642-4045 or e-mail at [adacoordinator@eid.org](mailto:adacoordinator@eid.org) at least 72 hours prior to the meeting. Advance notification within this guideline will enable the District to make reasonable accommodations to ensure accessibility.*

***PUBLIC COMMENT:*** Anyone wishing to comment about items not on the Agenda may do so during the public comment period. Those wishing to comment about items on the Agenda may do so when that item is heard and when the Board calls for public comment. ***Public comments are limited to five minutes per person.***

***PUBLIC RECORDS DISTRIBUTED LESS THAN 72 HOURS BEFORE A MEETING:*** Any writing that is a public record and is distributed to all or a majority of the Board of Directors less than 72 hours before a meeting shall be available for immediate public inspection in the office of the Clerk to the Board at the address shown above. Public records distributed during the meeting shall be made available at the meeting.

## **CALL TO ORDER**

Roll Call  
Pledge of Allegiance  
Moment of Silence

## **ADOPT AGENDA**

## **COMMUNICATIONS**

General Manager's Employee Recognition

## **APPROVE CONSENT CALENDAR**

Action on items pulled from the Consent Calendar

## **PUBLIC COMMENT**

## **COMMUNICATIONS**

Board of Directors

*Brief reports on community activities, meetings, conferences, and seminars attended by the Directors of interest to the District and the public.*

Clerk to the Board

General Manager

## **CONSENT CALENDAR**

### **1. Finance (Pasquarello)**

Ratification of EID General Warrant Registers for the periods ending March 17 and March 24, 2015, and Board Expense Reimbursements for these periods. There are no Employee Expense Reimbursements for these periods.

Option 1: Ratify the EID General Warrant Registers as submitted to comply with Section 24600 of the Water Code of the State of California. Receive and file Board Expense Reimbursements.

Option 2: Take other action as directed by the Board.

Option 3: Take no action.

**Recommended Action:** Option 1.

### **2. Clerk to the Board (Sullivan)**

Approval of the minutes of the March 23, 2015, regular meeting of the Board of Directors and April 1, 2015, special meeting of the Board of Directors.

Option 1: Approve as submitted.

Option 2: Take other action as directed by the Board.

Option 3: Take no action.

**Recommended Action:** Option 1.

**3. Office of the General Counsel (Cumpston)**

Ratification of Resolution No. 2015-010, to maintain emergency declaration.

Option 1: Ratify Resolution No. 2015-010, declaring a continuing drought emergency (*thus maintaining the drought emergency declaration for purposes of bidding, contracting, and CEQA compliance*).

Option 2: Take other action as directed by the Board.

Option 3: Take no action (*thus terminating the drought emergency declaration for purposes of bidding, contracting and CEQA compliance*).

**Recommended Action:** Option 1 (four-fifths vote required for purposes of bidding and contracting).

**4. Finance (Pasquarello)**

Funding approval for District Capital Improvement Plan (CIP) Projects.

Option 1: Authorize funding for the CIP projects as requested in the amount of \$313,548.

Option 2: Take other action as directed by the Board.

Option 3: Take no action.

**Recommended Action:** Option 1.

**5. Engineering (Mueller)**

Consideration to extend a services agreement with Aerotek, Inc. for supplemental construction inspection services in 2015.

Option 1: Approve an extension of the service agreement with Aerotek, Inc. for 2015 supplemental construction inspection services.

Option 2: Take other action as directed by the Board.

Option 3: Take no action.

**Recommended Action:** Option 1.

**END OF CONSENT CALENDAR**

**INFORMATION ITEMS**

**6. Finance (Price)**

2015 Financial Forecast Update.

**Recommended Action:** None – Information only.

## **ACTION ITEMS**

### **7. Office of the General Counsel (Poulsen)**

State Legislation Update.

Option 1: Approve recommendations on proposed state legislation as the District's official positions.

Option 2: Take other action as directed by the Board.

Option 3: Take no action.

**Recommended Action:** Option 1.

### **8. Engineering (Mueller)**

Consideration of additional revisions to the 2015 Drought Action Plan.

Option 1: Adopt the revised 2015 Drought Action Plan Update.

Option 2: Take other action as directed by the Board.

Option 3: Take no action.

**Recommended Action:** Option 1.

### **9. Engineering (Rice)**

Consideration to award a construction contract to Syblon Reid Construction, in the not-to-exceed amount of \$589,981; and authorize total funding of \$788,579 for the Moose Hall Pump Station Upgrade Project No. 14016.01.

Option 1: Award a construction contract to Syblon Reid Construction, in the not-to-exceed amount of \$589,981; and authorize total funding of \$788,579 for the Moose Hall Pump Station Upgrade Project No. 14016.01.

Option 2: Take other action as directed by the Board.

Option 3: Take no action.

**Recommended Action:** Option 1.

## **REVIEW OF ASSIGNMENTS**

Board direction to staff

## **ADJOURNMENT**

## **TENTATIVELY SCHEDULED ITEMS FOR FUTURE MEETINGS**

### **Engineering**

- Consideration to approve a reimbursement agreement with Renasci Development for the installation of collection system infrastructure that will allow the abandonment of the Ridgeview 10 lift station, Action Item, regular Board meeting, May (T. Sullivan)
- Review of District's Cross-Connection Control Program for Drinking Water System, Information Item, regular Board meeting, May (M. Johnson)

**El Dorado Irrigation District**  
**April 13, 2015**  
**Board Meeting**

Communications - General Manager

**1) Awards and Recognitions**

- a) We received a letter from Patrick Doyle thanking **Gene Gutenberger** for providing assistance with a disabled car. He wrote “Not only did he offer a shovel and rope but he dug along with us...you all need to know what kind of folks you have out there as the face of your company and Gene is a great example for us all.”
- b) Welcome to the District, **Jason Warden**. Jason has been hired as a replacement to the position of Fleet Maintenance Supervisor in the Fleet Maintenance Division.

**2) Staff Reports and Updates**

- a) Drought Update and Conservation Progress – Summary by Brian Mueller
- b) 2015 Sewer Winter Quarter Average Calculation – Summary by Mark Price and Jenny Downey

**General Manager's Report  
April 13, 2015**

**Drought Update and Conservation Progress**

Stage 2 Drought Update

The District continues to track customer conservation both on a weekly basis and cumulative conservation for the year, and compares the usage to 2013. On April 1, the Governor issued an executive order requiring mandatory water reductions in California to reduce water usage by 25% compared to 2013 levels.

As of April 1, 2015 cumulative conservation for water customers was 16%. Conservation for the week of March 26-April 1 was 4%.

For recycled water customers, cumulative conservation was 9%. Conservation for the week of March 26-April 1 was 13%.

	2015 vs 2013* Weekly Conservation %	2015 vs 2013* YTD Conservation %
Potable Conservation	4%	16%
Recycled Conservation	13%	9%
<i>*2013 baseline per State Water Board and RWA standard</i>		

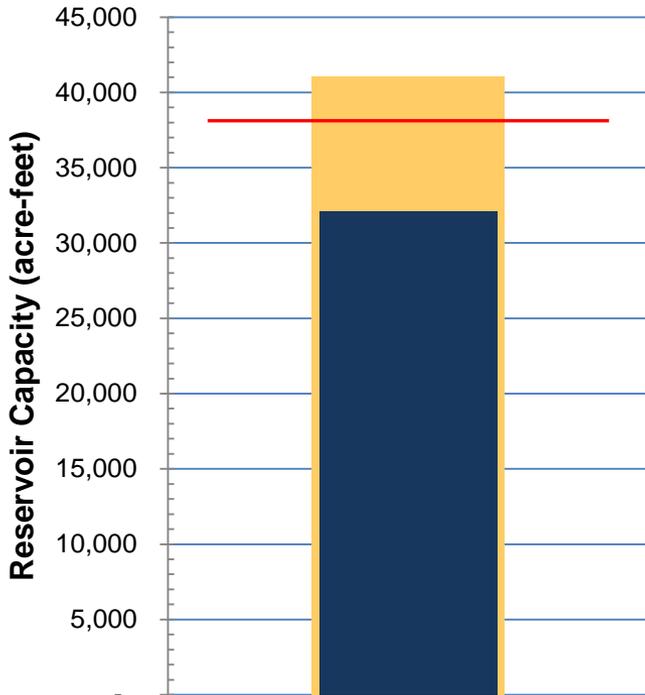
Attachments

- A. Drought and conservation charts

# Jenkinson Lake at Sly Park

## Reservoir Conditions

(as of April 1, 2015)



**Current Level: 32,116 AF**

**78%**

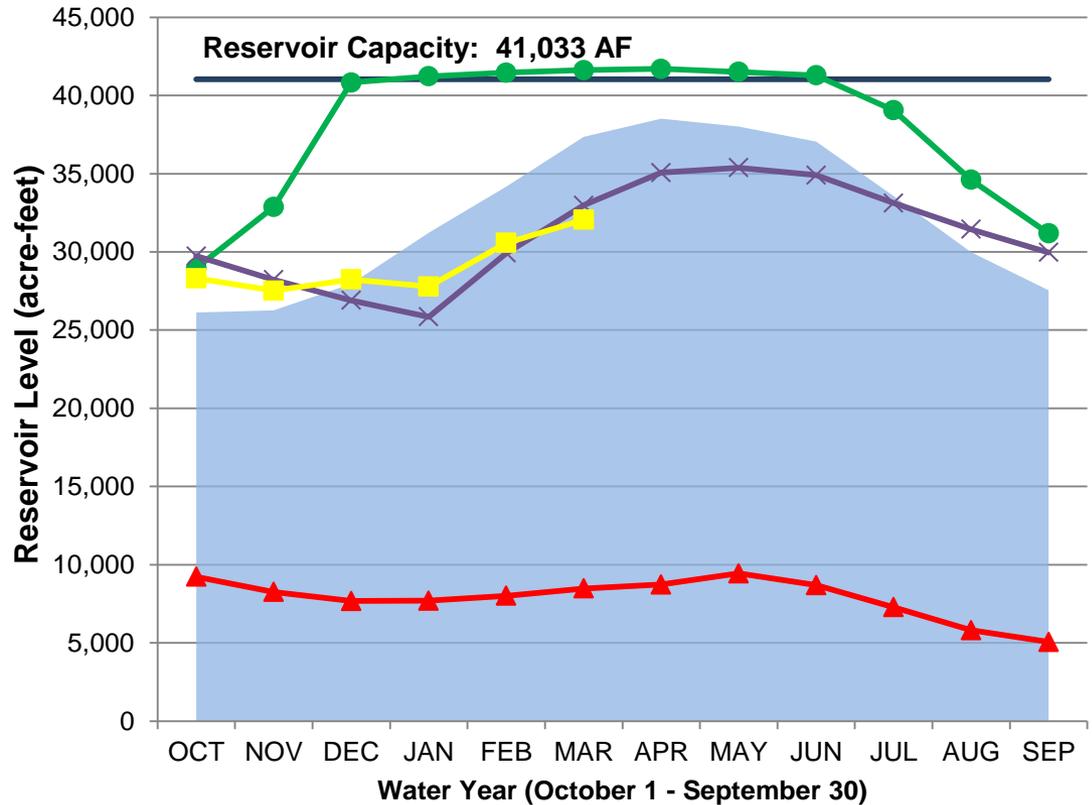
**Current Capacity**

as of: **4/1/2015**

**94%**

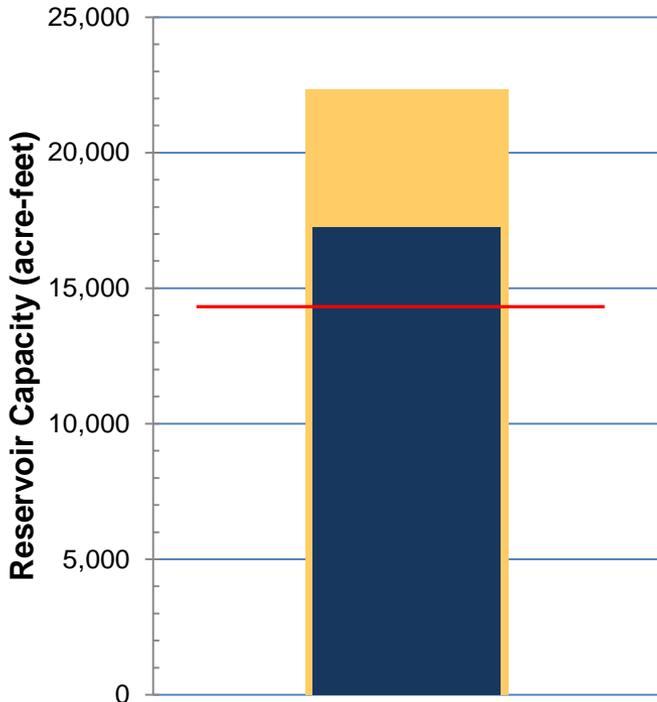
**End of Month**

**Historical Average**



# Caples Lake Reservoir Conditions

(as of April 1, 2015)



**Current Level: 17,254 AF**

**77%**

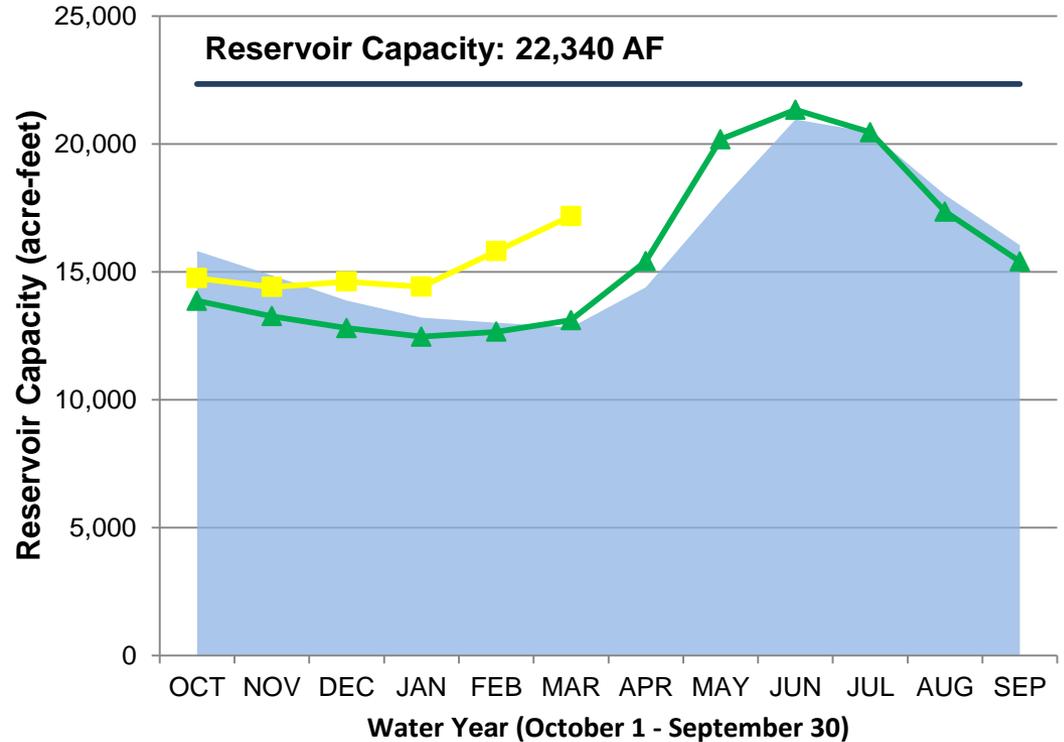
**Current Capacity**

**as of: 4/1/2015**

**64%**

**End of Month**

**Historical Average**



**Reservoir Capacity: 22,340 AF**

**Historical Average**

**WY 2014**

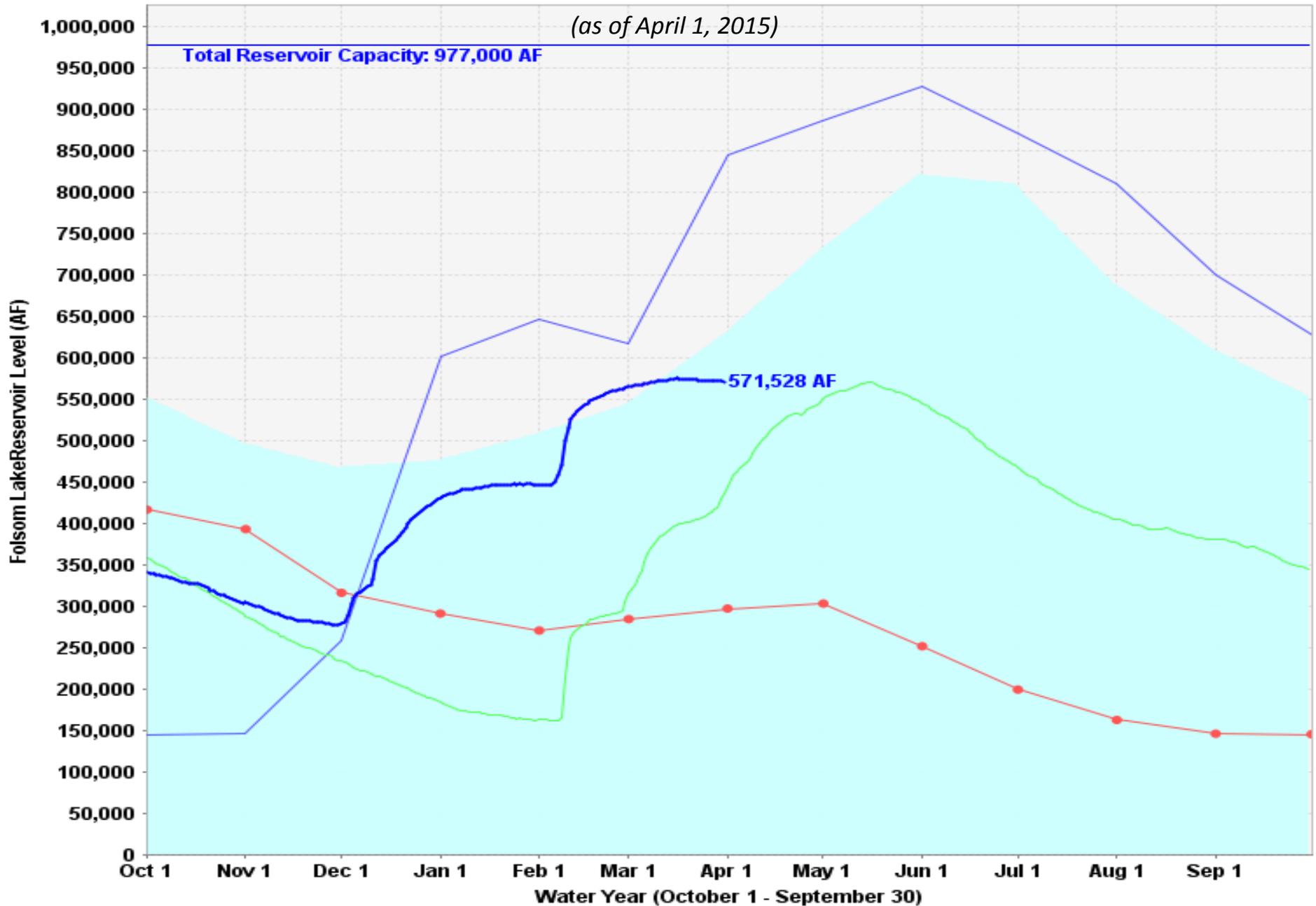
**Reservoir Capacity**

**WY 2015**

**Water Year (October 1 - September 30)**

# Folsom Lake Storage Levels

(as of April 1, 2015)

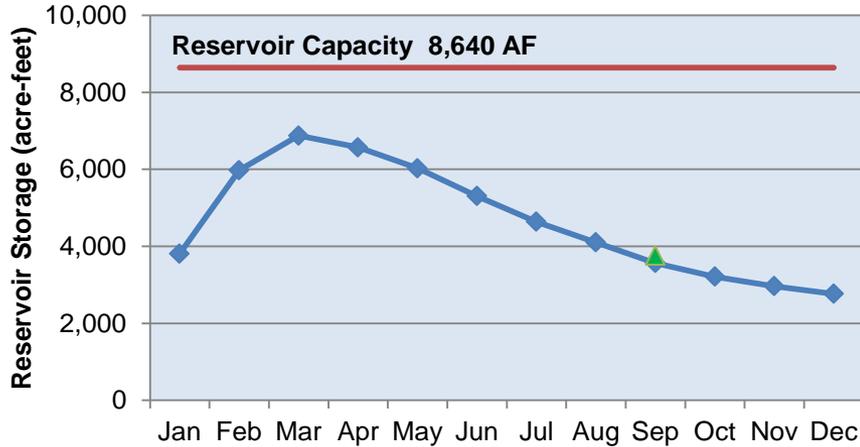


Historical Average Total Reservoir Capacity 1976-1977 (dry) 1977-1978 2013-2014 2014-2015(current)

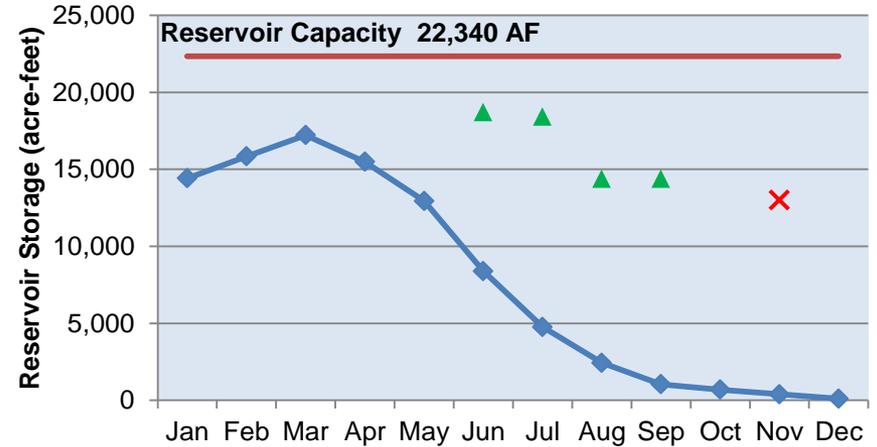
# Project 184 - 2015 Forecast Operations

*End of Month Storage (AF) – March 30 Forecast Data*

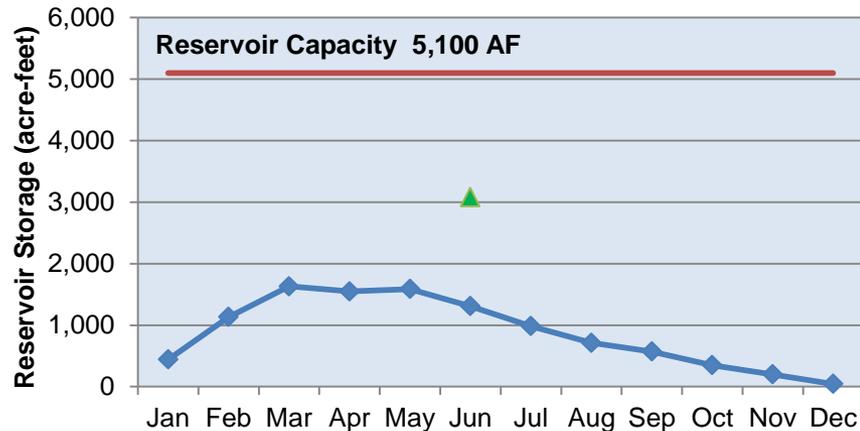
## Silver Lake



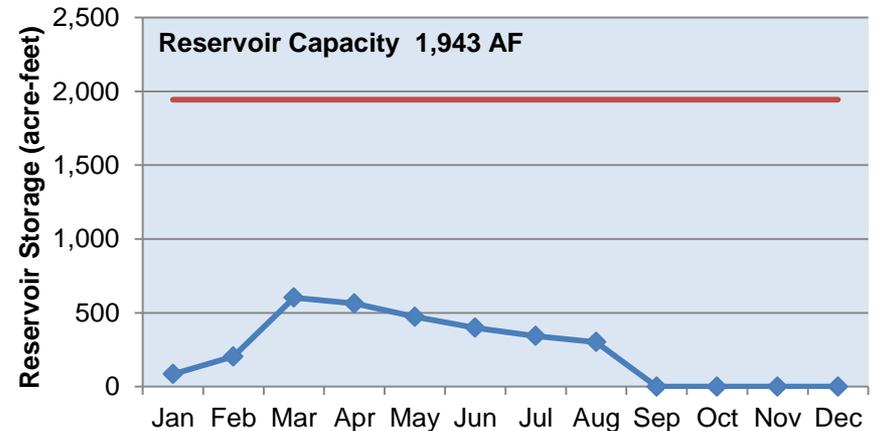
## Caples Lake



## Lake Aloha



## Echo Lake



# Department of Water Resources

## California Cooperative Snow Surveys

Snow Course Measurements for April 2015

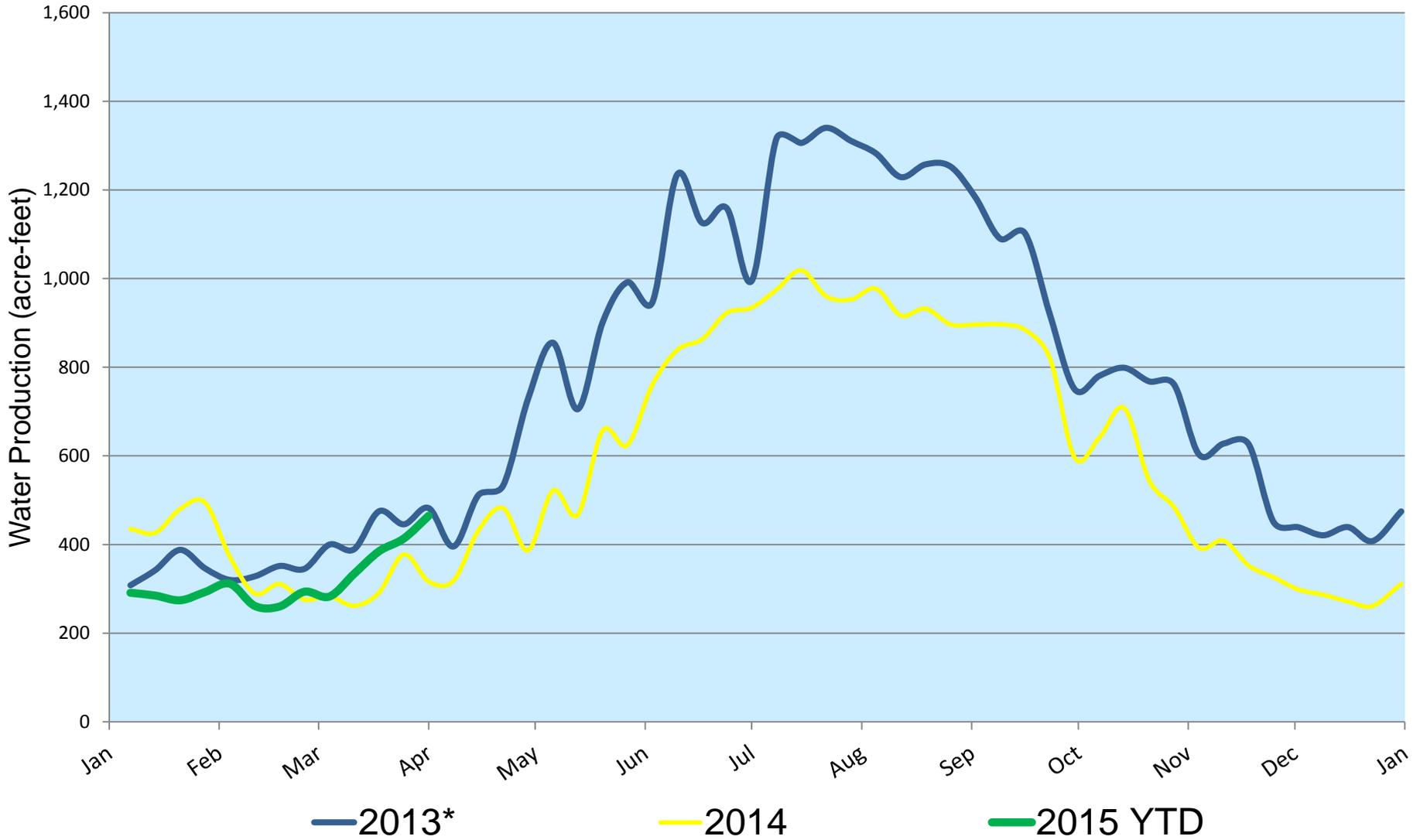
### American River Basin

<b>Course</b>	<b>Water Content</b>	<b>Avg (Apr)</b>	<b>% of Avg (Apr)</b>	<b>Avg (Season)</b>	<b>% of Avg (Season)</b>
<b>Caples Lake (107)</b>	0.4"	30.8"	2%	30.5"	1.3%
<b>Lower Carson (331)</b>	1.8"	39.2"	5%	38.2"	4.7%
<b>Upper Carson (106)</b>	0"	36.2"	0%	36.2"	0%

# Potable Water Conservation Progress

Weekly Comparison - 2015 vs. 2013

(as of April 1, 2015)

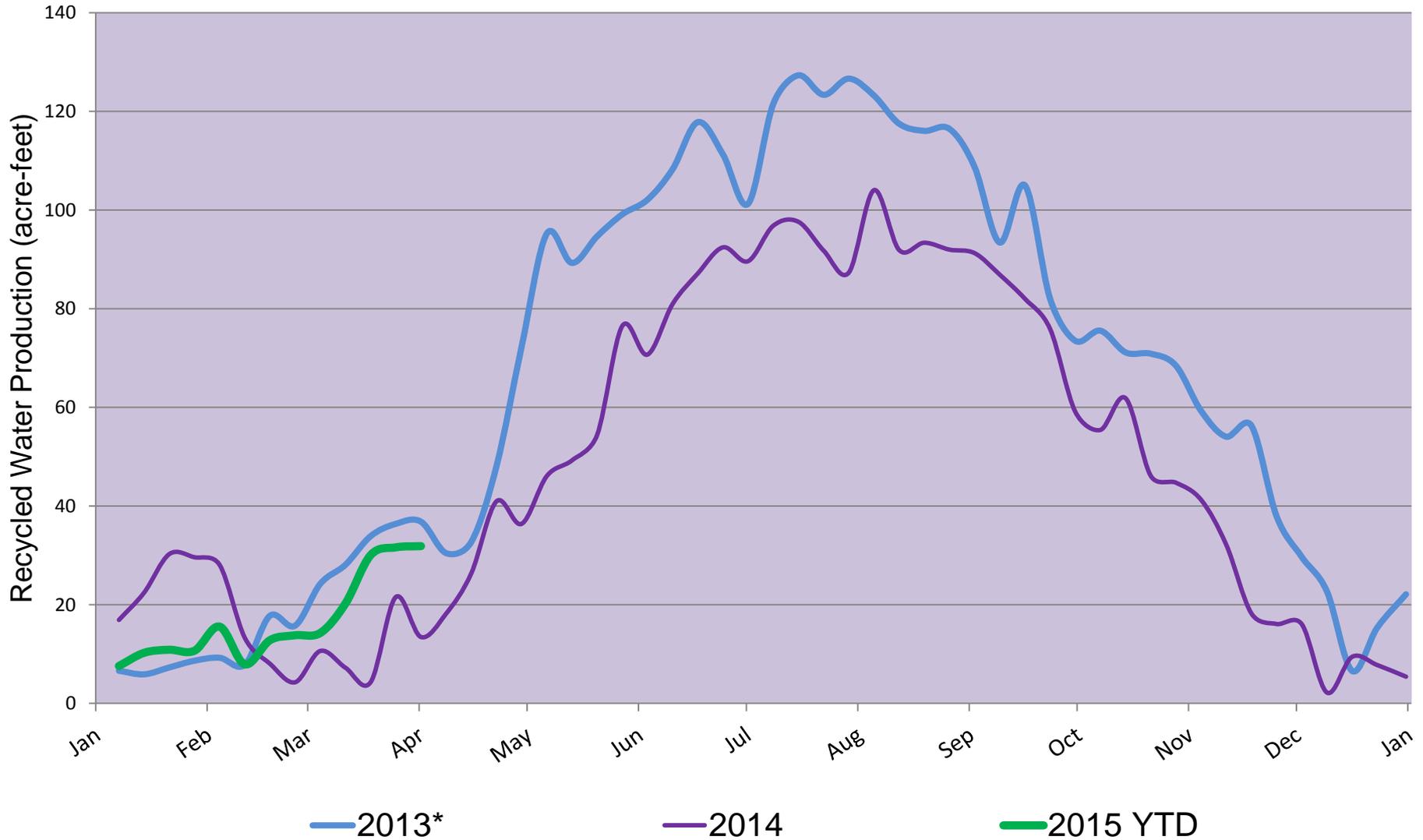


\*2013 baseline per State Water Board and RWA standard

# Recycled Water Conservation Progress

Weekly Comparison - 2015 vs. 2013

*(as of April 1, 2015)*

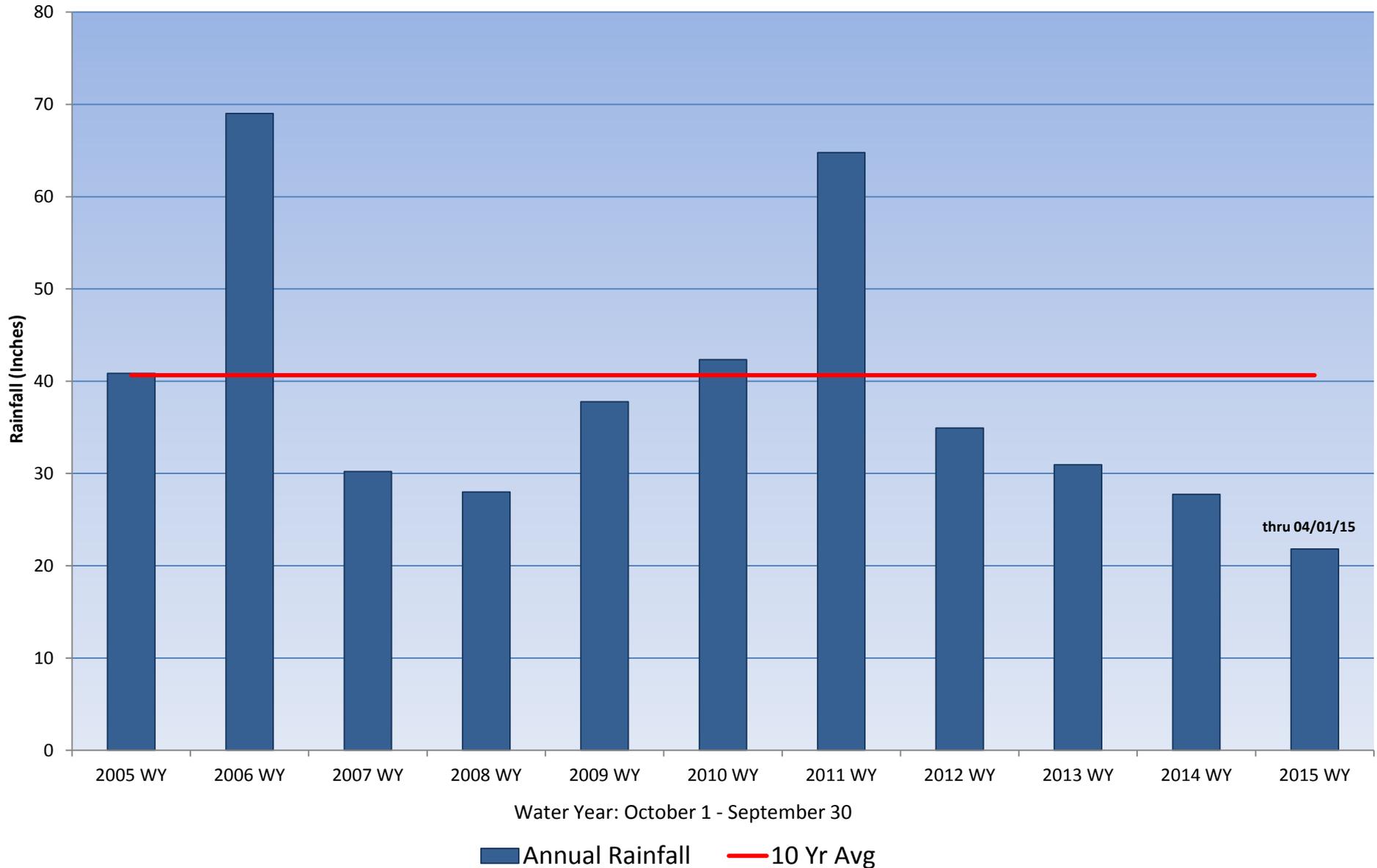


\*2013 baseline per State Water Board and RWA standard

# El Dorado Irrigation District

## Annual Rainfall (Inches)

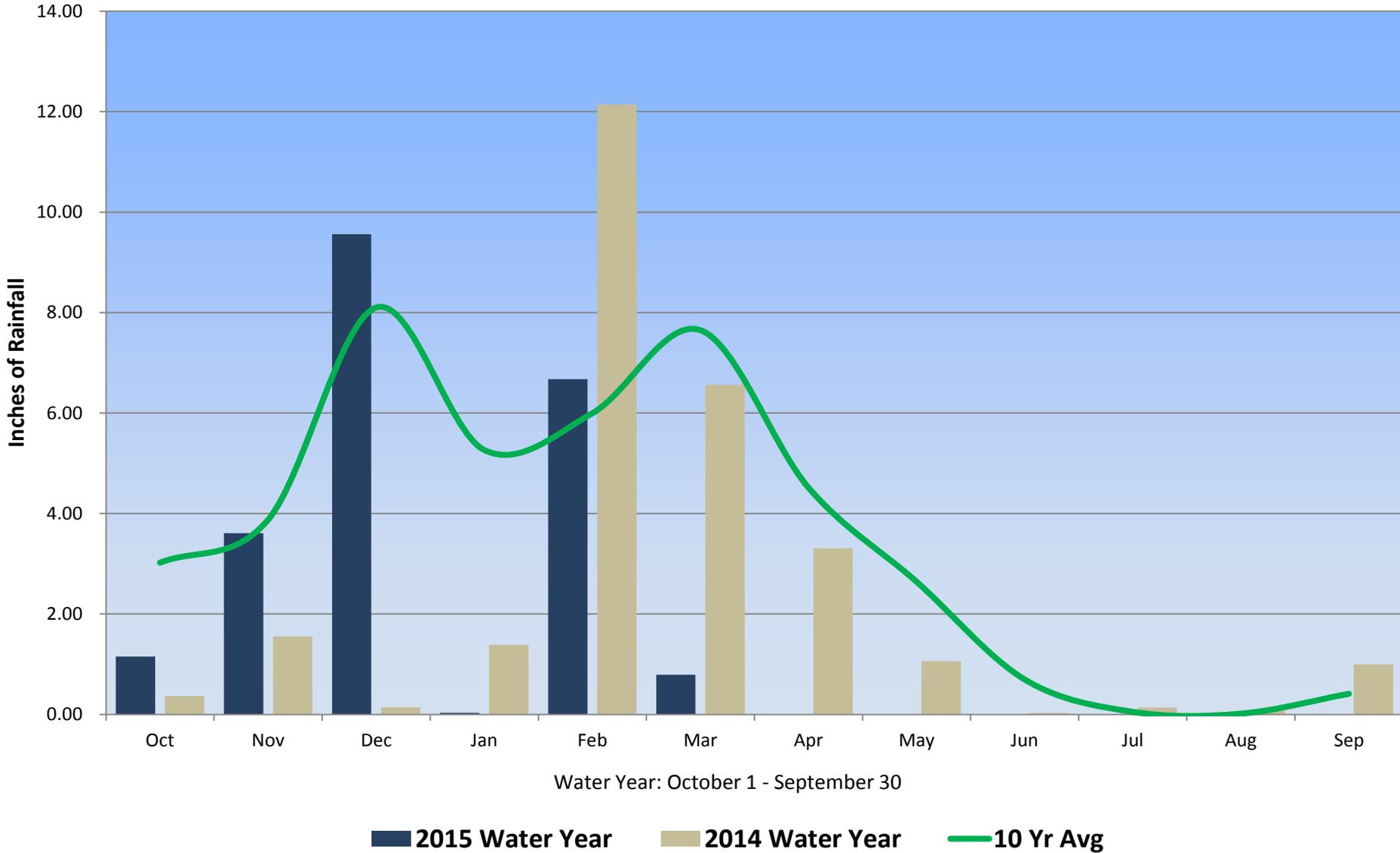
*Water Year Totals*



# El Dorado Irrigation District

## Monthly Rainfall Comparison

(as of April 1, 2015)



**General Manager's Report  
April 13, 2015**

**2015 Sewer Winter Quarter Average Calculation**

The 2015 sewer winter quarter average calculation for all eight billing cycles has been completed for the District's residential sewer customers with the final February meter reading. Based on usage comparisons between 2015 and 2014, staff is anticipating little to no change in the overall residential sewer revenue from 2014. (2014 winter quarter averages were based upon the lower of the 2013 or 2014 usage per board direction.)

There was a 4% overall increase for the 20,000+ residential sewer customers with almost 90% located in the El Dorado Hills and Cameron Park areas although staff expects the 4% number to decrease slightly as some customer accounts are adjusted for issues encountered during the calculation period or for changes in ownership.

<b>Change by Cycle</b>	
Cycle 1	3%
Cycle 2	-3%
Cycle 3	3%
Cycle 4	9%
Cycle 5	22%
Cycle 6	4%
Cycle 7	9%
Cycle 8	5%
<b>Totals</b>	<b>4%</b>

<b>SF Residential Sewer Accounts</b>		
Cycle 1	11,316	El Dorado Hills
Cycle 2	45	Pollock Pines & Strawberry
Cycle 3	105	Camino & Swansboro
Cycle 4	326	Placerville & Outingdale
Cycle 5	70	Diamond Springs
Cycle 6	1,053	El Dorado, Coloma, & Lotus
Cycle 7	729	Shingle Springs
Cycle 8	6,474	Cameron Park & Rescue

Attachments

- A. 2014/2015 Winter Quarter Average Calculation Comparison

2014\_2015 Winter Quarter Average Calculation Comparison

	2014 Usage in Cubic Feet*		2015 Usage in Cubic Feet		Difference in Usage		Percentage Difference		Difference in Cost Bi-Monthly		Difference in Cost Annually	
	Single Family	Multi Family	Single Family	Multi Family	Single Family	Multi Family	Single Family	Multi Family	Single Family	Multi Family	Single Family	Multi Family
Cycle 1	16,038,100	1,053,336	16,576,705	1,190,768	538,605	137,432	3%	13%	\$ 20,887.10	\$ 4,179.31	\$ 125,322.61	\$ 25,075.84
Cycle 2	30,959	0	30,134	0	(825)	-	-3%	-	\$ (31.99)	\$ -	\$ (191.96)	\$ -
Cycle 3	117,989	0	121,092	0	3,103	-	3%	-	\$ 120.33	\$ -	\$ 722.01	\$ -
Cycle 4	316,533	262,641	346,043	336,312	29,510	73,671	9%	28%	\$ 1,144.40	\$ 2,240.34	\$ 6,866.39	\$ 13,442.01
Cycle 5	75,873	0	92,429	0	16,556	-	22%	-	\$ 642.04	\$ -	\$ 3,852.25	\$ -
Cycle 6	1,101,249	844,997	1,150,574	702,219	49,325	(142,778)	4%	-17%	\$ 1,912.82	\$ (4,341.88)	\$ 11,476.94	\$ (26,051.27)
Cycle 7	907,581	206,118	985,389	194,183	77,808	(11,935)	9%	-6%	\$ 3,017.39	\$ (362.94)	\$ 18,104.37	\$ (2,177.66)
Cycle 8	7,866,752	1,819,986	8,284,481	2,190,293	417,729	370,307	5%	20%	\$ 16,199.53	\$ 11,261.04	\$ 97,197.18	\$ 67,566.22
<b>Totals</b>	<b>26,455,036</b>	<b>4,187,078</b>	<b>27,586,847</b>	<b>4,613,775</b>	<b>1,131,811</b>	<b>426,697</b>	<b>4%</b>	<b>10%</b>	<b>\$ 43,891.63</b>	<b>\$ 12,975.86</b>	<b>\$ 263,349.78</b>	<b>\$ 77,855.13</b>

SF Residential Sewer Accounts		
Cycle 1	11,316	El Dorado Hills
Cycle 2	45	Pollock Pines & Strawberry
Cycle 3	105	Camino & Swansboro
Cycle 4	326	Placerville & Outingdale
Cycle 5	70	Diamond Springs
Cycle 6	1,053	El Dorado, Coloma, & Lotus
Cycle 7	729	Shingle Springs
Cycle 8	6,474	Cameron Park & Rescue

Rates per Cubic Foot	
Single Family	\$ 0.03878
Multi Family	\$ 0.03041

\*2014 Billed usage is the lower of the customers 2013 or 2014 winter billing period per board direction

**EL DORADO IRRIGATION DISTRICT**

**Subject:** Ratification of EID General Warrant Registers for the periods ending March 17 and March 24, 2015, and Board Expense Reimbursements for these periods. There are no Employee Expense Reimbursements for these periods.

**Previous Board Action:**

February 4, 2002 – The Board approved to continue weekly warrant runs, and individual Board member review with the option to pull a warrant for discussion and Board ratification at the next regular Board meeting.

August 16, 2004 – Board adopted the Board Expense Payments and Reimbursement Policy.

August 15, 2007 – The Board re-adopted the Board Expense Payments and Reimbursement Policy as Board Policy 12065 and Resolution No. 2007-059.

**Board Policies (BP), Administrative Regulations (AR), and Board Authority:**

Section 24600 of the Water Code of the State of California provides no claim is to be paid unless allowed by the Board.

**Summary of Issue:**

The District's practice has also been to notify the Board of proposed payments by email and have the Board ratify the Warrant Registers. Copies of the Warrant Registers are sent to the Board of Directors on the Friday preceding the Warrant Register's date. If no comment or request to withhold payment is received from any Director by the following Tuesday morning, the warrants are mailed out and formal ratification of said warrants is agendaized on the next regular Board agenda.

On April 1, 2002, the Board requested staff to expand the descriptions on the Warrant Registers and modify the current format of the Warrant Registers.

On July 30, 2002, the Board requested staff to implement an Executive Summary to accompany each Warrant Register which includes all expenditures greater than \$3,000 per operating and capital improvement plan (CIP) funds.

**Staff Analysis/Evaluation:**

Warrant registers submitted for March 17 and March 24, 2015 totaling \$1,155,382.04, and Board Expense Reimbursements for these periods. There are no Employee Expense Reimbursements for these periods.

*Current Warrant Register Information*

Warrants are prepared by Accounts Payable; reviewed and approved by the Accounting Manager; the Director of Finance and the General Manager or their designee.

<u>Register Date</u>	<u>Check Numbers</u>	<u>Amount</u>
March 17, 2015	645408 – 645537	\$ 507,563.15
March 24, 2015	645538 – 645660	\$ 647,818.89

*Current Board Expense Payments and Reimbursement Information*

The items paid on Attachment A are expense and reimbursement items that have been reviewed and approved by the Clerk to the Board, Accounting Manager and the General Manager before the warrants are released. These expenses and reimbursements are for activities performed in the interest of the District in accordance with Board Policy 12065 and Resolution No. 2007-059.

Additional information regarding Board reimbursement is available for copying or public inspection at District headquarters in compliance with Government Code Section 53065.5.

**Board Decision/Options:**

Option 1: Ratify the EID General Warrant Registers as submitted to comply with Section 24600 of the Water Code of the State of California. Receive and file Board Expense Reimbursements.

Option 2: Take other action as directed by the Board.

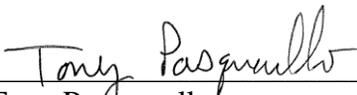
Option 3: Take no action.

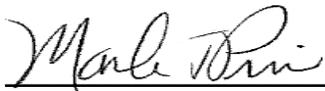
**Staff/General Manager’s Recommendation:**

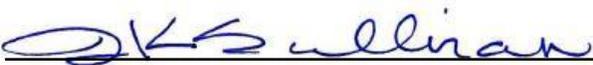
Option 1.

**Support Documents Attached:**

Attachment A: Board Expenses/Reimbursements

  
\_\_\_\_\_  
Tony Pasquarello  
Accounting Manager

  
\_\_\_\_\_  
Mark Price  
Director of Finance (CFO)

  
\_\_\_\_\_  
Jennifer Sullivan  
Clerk to the Board

  
\_\_\_\_\_  
Jim Abercrombie  
General Manager

## Attachment A

### Board Expenses/Reimbursements Warrant Registers dated 3/17/15 -3/24/15

DESCRIPTION	William George	Alan Day	George Osborne	Dale Coco, MD	Greg Prada	Total
Personal Vehicle Expense	88.55		34.50			123.05
Hotel						0.00
Meals or Incidentals Allowance						0.00
Airfare, Car Rental, Misc Travel						0.00
Fax, Cell or Internet Service	40.00					40.00
Meeting or Conference Registration						0.00
Meals with Others						0.00
Membership Fees/Dues						0.00
Office Supplies						0.00
Reimburse prepaid expenses						0.00
Miscellaneous Reimbursements						0.00
	128.55	0.00	34.50	0.00	0.00	163.05



**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**EL DORADO IRRIGATION DISTRICT**  
**District Board Room, 2890 Mosquito Road, Placerville, California**  
**March 23, 2015 ~ 9:00 A.M.**

**Board of Directors**

**BILL GEORGE**  
**BOARD PRESIDENT**  
**Division III**

**GEORGE W. OSBORNE**  
**BOARD VICE PRESIDENT**  
**Division I**

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**Board Director**  
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Technology**

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## **CALL TO ORDER**

President George called the meeting to order at 9:00 A.M.

### **Roll Call**

#### **Board**

Present: Directors Osborne, Prada, George, Coco, and Day

#### **Staff**

Present: General Manager Abercrombie, General Counsel Cumpston, and Clerk to the Board Sullivan

### **Pledge of Allegiance and Moment of Silence**

President George led the Pledge of Allegiance followed by a Moment of Silence dedicated to our troops throughout the world.

## **ADOPT AGENDA**

**ACTION:** Agenda was adopted.

### **MOTION CARRIED**

Ayes: Directors Day, Coco, Osborne, Prada, and George

## **COMMUNICATIONS**

General Manager's Employee Recognition

- a) Welcome to the District, Kirk Barth. Kirk has been hired as a replacement to the position of Construction and Maintenance Worker I in the Water Construction Division.
- b) We received a phone call from Glenda Smith thanking Bill Cassady and Jim Pritchard for their assistance. She said "Jim and Bill are absolutely great ambassadors for EID. I couldn't have asked for better, nice, more efficient, and professional people. I can't say enough about how pleased I am with all their help."

## **APPROVE CONSENT CALENDAR**

**ACTION:** Director Day pulled Item No. 5. Consent Calendar was then approved as amended

### **MOTION CARRIED**

Ayes: Directors Osborne, Coco, Prada, George, and Day

## **PUBLIC COMMENT**

John Wilson, Shingle Springs  
Tom Heflin

## **COMMUNICATIONS**

### **Board of Directors**

None

### **Clerk to the Board**

None

**General Manager**

Staff Reports and Updates

- a) Drought Update and Conservation Progress - Summary by Brian Mueller

**CONSENT CALENDAR**

**1. Finance (Pasquarello)**

Ratification of EID General Warrant Registers for the periods ending March 3 and March 10, 2015, and Board and Employee Expense Reimbursements for these periods.

**ACTION:** Option 1: Ratified the EID General Warrant Registers as submitted to comply with Section 24600 of the Water Code of the State of California.  
Received and filed Board and Employee Expense Reimbursements.

**MOTION CARRIED**

Ayes: Directors Osborne, Coco, Prada, George, and Day

**2. Clerk to the Board (Sullivan)**

Approval of the minutes of the March 9, 2015, regular meeting of the Board of Directors and March 13, 2015, special meeting of the Board of Directors.

**ACTION:** Option 1: Approved as submitted.

**MOTION CARRIED**

Ayes: Directors Osborne, Coco, Prada, George, and Day

**3. Office of the General Counsel (Cumpston)**

Adoption of Resolution to maintain emergency declaration.

**ACTION:** Option 1: Adopted Resolution No. 2015-010, declaring a continuing drought emergency (*thus maintaining the drought emergency declaration for purposes of bidding, contracting, and CEQA compliance*).

**MOTION CARRIED**

Ayes: Directors Osborne, Coco, Prada, George, and Day

**4. Information Technology (Ranstrom)**

Consideration to authorize staff to renew the District's existing Cisco SMARTnet equipment repair and support agreement for a term of one year in the estimated amount of \$120,000.

**ACTION:** Option 1: Authorized staff to renew the District's existing Cisco SMARTnet equipment repair and support agreement with CDW Government, Inc. (CDW-G) for a term of one year in the estimated amount of \$120,000.

**MOTION CARRIED**

Ayes: Directors Osborne, Coco, Prada, George, and Day

**5. Operations (Strahan)**

Consideration to purchase a spare Xylem B2400 submersible pump for the Folsom Lake Raw Water Pump Station from Xylem Water Solutions USA, Inc. in Fairfield, CA for the amount not to exceed \$69,465.12.

**ACTION:** Option 1: Awarded the purchase of a spare Xylem B2400 submersible pump for the Folsom Lake Raw Water Pump Station to Xylem Water Solutions USA, Inc. in Fairfield, CA for the amount not to exceed \$69,465.12.

**MOTION CARRIED**

Ayes: Directors Day, Coco, Osborne, Prada, and George

**6. Finance (Pasquarello)**

Funding approval for District Capital Improvement Plan (CIP) Projects.

**ACTION:** Option 1: Authorized funding for the CIP projects as requested in the amount of \$298,700.

**MOTION CARRIED**

Ayes: Directors Osborne, Coco, Prada, George, and Day

**END OF CONSENT CALENDAR**

**INFORMATION ITEMS**

**7. Office of the General Counsel (Cumpston)**

Review of the El Dorado Water and Power Authority (EDWPA), El Dorado-SMUD Cooperation Agreement, and EDWPA Water Rights Project.

**Public Comment:** John Wilson, Shingle Springs      Ed Willyard, El Dorado Hills  
Merv DeHaas      Doug Leisz  
Laurel Brent-Bumb, El Dorado County Chamber of Commerce  
Craig Schmidt, Placerville      Steve Ferry, El Dorado Hills  
Greg Boeger, Boeger Winery      Tom Heflin

**ACTION:** None – Information only.

**ACTION ITEMS**

**8. Engineering (Mueller)**

Consideration of the 2015 Drought Action Plan update.

**Public Comment:** Ed Willyard, El Dorado Hills      Joe Fuller, Cameron Park  
Bob Leighty

**ACTION:** Option 2: Adopted the 2015 Drought Action Plan Update, including odd/even watering schedules from June 1-September 30.

**MOTION CARRIED**

Ayes: Directors Day, Prada, George, and Coco

Noes: Director Osborne

**9. Engineering (T. Sullivan)**

Consideration to award a single source purchase to Hach Company for the purchase of five portable wastewater collection system flow meters in the not-to-exceed amount of \$89,742. Authorize total funding of \$35,848 for Project No. 13005.01 and \$34,894 for Project No. 13021.01 to supplement the current funding balance of \$19,000.

**ACTION:** Option 1: Awarded a single source purchase to Hach Company for the purchase of five portable wastewater collection system flow meters in the not-to-exceed amount of \$89,742. Authorized total funding of \$35,848 for Project No. 13005.01 and \$34,894 for Project No. 13021.01 to supplement the current funding balance of \$19,000.

**MOTION CARRIED**

Ayes: Directors Prada, Coco, Osborne, George, and Day

**10. Operations (Strahan)**

Consideration to award a professional services contract change order to Ballard Marine Construction in an amount not to exceed \$99,900 for diving services related to submersible pump removal and replacement.

**ACTION:** Option 1: Awarded a professional services contract change order to Ballard Marine Construction in the amount not to exceed \$99,900 for diving services related to submersible pump removal and replacement.

**MOTION CARRIED**

Ayes: Directors Osborne, Day, Prada, George, and Coco

**11. Finance (Price)**

Consideration to award purchase contracts to Winner Chevrolet, Thompson's Auto Group, Ron DuPratt Ford, and Sacramento Downtown Ford for 11 replacement fleet trucks for \$322,205.82, including sales tax, and authorize funding in the not-to-exceed amount of \$330,000 Project No. 15007.01.

**ACTION:** Option 1: Awarded purchase contracts to Winner Chevrolet, Thompson's Auto Group, Ron DuPratt Ford, and Sacramento Downtown Ford for 11 replacement fleet trucks for \$322,205.82, including sales tax and authorized funding in the not-to-exceed amount of \$330,000, Project No. 15007.01.

**MOTION CARRIED**

Ayes: Directors Coco, Osborne, Prada, George, and Day

## CLOSED SESSION

### A. Closed session pursuant to Government Code section 54956.8 (Cumpston)

Conference with Real Property Negotiators – Real Property Negotiations pursuant to Government Code Section 54956.8.

Properties: Central Valley Project Water Service Contract No. 14-06-200-1357A-LTR1; Warren Act Contract No. 06-WC-20-3315; District water rights

District negotiators: General Manager, General Counsel, Tully & Young, Inc.

Under negotiation: price and terms of payment for one-year water transfers

Negotiating parties: Any interested party

**ACTION:** The Board heard a status report from its negotiators and took the following reportable action; on a motion by Director Coco, seconded by Director Day, and approved on a unanimous 5-0 vote, the Board approved Change Order No. 1 to the professional services agreement with Tully & Young, Inc., to expand the scope of work including CEQA compliance and increase the not-to-exceed amount from \$39,695 to \$72,000.

### B. Closed session pursuant to Government Code section 54956.9 (Poulsen)

Conference with General Counsel – Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2), one potential case: *Excavating Engineers, Inc. v. El Dorado Irrigation District*, Claim Relating to Rock Crusher Road Improvement Project, Project No. 08003H.02.

**ACTION:** The Board conferred with counsel and staff and took the following reportable action; on a motion by Director Coco, seconded by Director Osborne, and approved on a unanimous 5-0 vote, the Board approved a settlement agreement with Excavating Engineers, Inc. to resolve all claims and disputes relating to the Rock Crusher Road Improvement Project, Project No. 08003H.02, and approved additional funding for that project in the amount of \$170,000. Upon its full execution, the settlement agreement will become a public document available upon request.

## REVIEW OF ASSIGNMENTS

Director Coco requested that staff bring an action item to the Board supporting the District's intent to continue participating, funding, and pursuing water rights through El Dorado County Water and Power Authority (EDWPA).

**ADJOURNMENT**

President George adjourned the meeting at 1:40 P.M.

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Bill George, President  
Board of Directors  
EL DORADO IRRIGATION DISTRICT

ATTEST:

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Jennifer Sullivan  
Clerk to the Board  
EL DORADO IRRIGATION DISTRICT

Approved: \_\_\_\_\_



**MINUTES**  
**SPECIAL MEETING OF THE BOARD OF DIRECTORS**  
**EL DORADO IRRIGATION DISTRICT**  
 District Board Room, 2890 Mosquito Road, Placerville, California  
 April 1, 2015 ~ 2:00 P.M.

**Board of Directors**

**BILL GEORGE**  
**BOARD PRESIDENT**  
 Division III

**GEORGE W. OSBORNE**  
**BOARD VICE PRESIDENT**  
 Division I

**Greg Prada**  
**Board Director**  
 Division II

**Dale Coco, MD**  
**Board Director**  
 Division IV

**Alan Day**  
**Board Director**  
 Division V

**General Manager and  
Executive Staff**

**JIM ABERCROMBIE**  
**GENERAL MANAGER**

**THOMAS D. CUMPSTON**  
**GENERAL COUNSEL**

**Jennifer Sullivan, Clerk to the Board**

**Mary Lynn Carlton,**  
**Communications/Community Relations**

**Jose Perez, Human Resources**

**Tom McKinney, Operations**

**Brian Mueller, Engineering**

**Mark Price, Finance**

**Tim Ranstrom, Information  
Technology**

*In accordance with the Americans with Disabilities Act and California law, it is the policy of the El Dorado Irrigation District to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation for this meeting, please contact the EID ADA coordinator at 530-642-4045 or e-mail at [adacoordinator@eid.org](mailto:adacoordinator@eid.org) at least 72 hours prior to the meeting. Advance notification within this guideline will enable the District to make reasonable accommodations to ensure accessibility.*

***PUBLIC COMMENT:*** *Anyone wishing to comment about items not on the Agenda may do so during the public comment period. Those wishing to comment about items on the Agenda may do so when that item is heard and when the Board calls for public comment. **Public comments are limited to five minutes per person.***

***PUBLIC RECORDS DISTRIBUTED LESS THAN 72 HOURS BEFORE A MEETING:*** *Any writing that is a public record and is distributed to all or a majority of the Board of Directors less than 72 hours before a meeting shall be available for immediate public inspection in the office of the Clerk to the Board at the address shown above. Public records distributed during the meeting shall be made available at the meeting.*

## **CALL TO ORDER**

President George called the meeting to order at 2:00 P.M.

### **Roll Call**

#### **Board**

Present: Directors Osborne, Prada, George, Coco, and Day

#### **Staff**

Present: General Manager Abercrombie, General Counsel Cumpston, and Clerk to the Board Sullivan

### **Pledge of Allegiance and Moment of Silence**

Vice President Osborne led the Pledge of Allegiance followed by a Moment of Silence dedicated to our troops throughout the world.

## **ADOPT AGENDA**

**ACTION:** Agenda was adopted.

### **MOTION CARRIED**

Ayes: Directors Osborne, Coco, Prada, George, and Day

## **PUBLIC COMMENT**

Laurel Brent-Bumb, El Dorado County Chamber of Commerce addressed the Board and provided a handout titled *EDC Chamber Board and EDC Joint Chambers Commission Support EID's Proposed Change in Election Cycle*.

## **ACTION ITEMS**

- 1. Office of the General Counsel / Office of the General Manager (Cumpston/Abercrombie)**  
Consideration of a Water Purchase Agreement with Westlands Water District for a transfer of water in 2015.

**Public Comment:** Doug Leisz  
Laurel Brent-Bumb, El Dorado County Chamber of Commerce  
John Wilson, Shingle Springs  
Anton Nemeth, Diamond Springs  
Charlet Burcin, El Dorado Hills

**ACTION:** Option 1: Approved the Water Purchase Agreement and authorize the General Manager to execute it.

### **MOTION CARRIED**

Ayes: Directors Osborne, Prada, George, Coco, and Day

## **REVIEW OF ASSIGNMENTS**

None

**ADJOURNMENT**

President George adjourned the meeting at 2:58 P.M. in memory of Vickie Caulfield.

---

Bill George, President  
Board of Directors  
EL DORADO IRRIGATION DISTRICT

ATTEST:

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Jennifer Sullivan  
Clerk to the Board  
EL DORADO IRRIGATION DISTRICT

Approved: \_\_\_\_\_

## EL DORADO IRRIGATION DISTRICT

### **SUBJECT:**

Ratification of Resolution No. 2015-010, to maintain emergency declaration.

### **Board Action:**

- February 4, 2014 – Board adopted Resolution No. 2014-006, declaring a drought emergency.
- February 10 and 24, March 10 and 24, April 14 and 28, 2014 – Board ratified Resolution No. 2014-006 to maintain the drought emergency.
- May 12, 2014 – Board adopted Resolution No. 2014-010, renewing and updating the emergency drought declaration.
- June 9, 2014 – Board adopted Resolution No. 2014-011, renewing and updating the emergency drought declaration, ratifying the General Manager’s declaration of a Stage 4 Drought Emergency in Outingdale, and ratifying the suspension of Clear Creek flow augmentation.
- June 13, 2014 – At a special meeting, Board authorized staff to increase releases to Clear Creek, using water stored in Jenkinson Lake, to provide approximately 2.0 cubic feet per second flows to ditch customers through July 15.
- June 23, July 14, July 28, August 11, August 25, September 8, October 14, 2014 – Board ratified Resolution No. 2014-011 to maintain the drought emergency.
- October 14, 2014 – Board adopted Resolution 2014-023, declaring an emergency for the repair of the Esmeralda Tunnel.
- October 27, November 10, December 8, 2014 – Board ratified Resolutions Nos. 2014-011 and 2014-023 to maintain the emergency declarations.
- January 12, January 26, February 9, February 23, March 9, 2015 – Board ratified Resolutions Nos. 2014-011 and 2014-023 to maintain the emergency declarations.
- March 23, 2015 – Board adopted Resolution No. 2015-010, renewing and updating the drought emergency declaration.

### **Board Policies (BP), Administrative Regulations (AR), and Board Authority:**

Public Contract Code section 11102: An emergency is a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services.

Public Contract Code section 22050: The Board must ratify the existence of a declared emergency at each subsequent regular Board meeting by four-fifths vote, or the declared emergency is deemed to be terminated.

California Environmental Quality Act (CEQA) Guidelines section 15359: An emergency is a sudden, unexpected occurrence, involving a clear and imminent danger, demanding immediate action to prevent or mitigate loss of, or damage to life, health, property, or essential public services.

Public Resources Code section 21080(b)(4) and CEQA Guidelines section 15269(c): exempt from CEQA actions necessary to prevent or mitigate an emergency.

### **Summary of Issue:**

Since February 4, 2014, the Board has taken the following actions to find and determine that the current drought conditions have continuously constituted an emergency:

- Adoption of Resolution No. 2014 – 006 on February 4, 2014;
- Ratification of that resolution at six subsequent regular Board meetings through April 28, 2014;
- Adoption of Resolution No. 2014 – 010 on May 12, 2014;
- Adoption of Resolution No. 2014 – 011 on June 9, 2014; and
- Ratification of Resolution No. 2014 – 011 on June 23, July 14, July 28, August 11, August 25, September 8, October 14, October 27, November 10, and December 8, 2014, and January 12, January 26, February 9, February 23, and March 9, 2015.
- Adoption of Resolution No. 2015-010 on March 23, 2015.

For an emergency declaration to remain in effect, the Board must find (by four-fifths vote for bidding and contracting purposes) at each regular meeting that the need for emergency action still exists. The Board can do so today by ratifying Resolution No. 2015-010. Further, the Board must ratify any emergency action taken by District staff pursuant to the authority delegated by the resolutions at its next regular meeting after such action is taken.

### **Staff Analysis/Evaluation:**

In Resolutions Nos. 2014 – 006, – 010, and – 011, and 2015-010, the Board found and determined that the current drought conditions constituted an emergency within the meaning of and for the purposes of (among other enactments) Public Contract Code sections 11102, 22050(a)(2), and 20567, Public Resources Code section 21080(b)(4), and CEQA Guidelines sections 15269(c) and 15359. The Board’s failure to adopt Resolution No. 2014-010 by four-fifths vote on May 12, and to ratify Resolution No. 2014-011 by four-fifths vote on July 28 terminated the declaration of emergency for purposes of the Public Contract Code. The Board’s four-fifths votes to ratify on June 9 and August 11 reinstated the emergency for those purposes.

It behooves the District to do what it can to address drought conditions affecting the District. Such activities may include advancing projects that could protect or expand available water supplies, which the emergency declaration expedites by authorizing staff to dispense with the delays inherent in the competitive bidding and environmental review processes, so that the Board can more quickly consider construction projects and contracts.

Resolution No. 2015-010 updated facts about the current drought conditions and regulatory actions taken and considered by the State Water Resources Control Board (SWRCB). It approved the revised Drought Action Plan as separately adopted by Board action in another item on the March 23 agenda. It authorized and directed staff to pursue a new temporary reduction in Deer Creek Wastewater Treatment Plant bypass flows to minimize the potable water supplementation to the recycled water system again in 2015. It also authorized and directed staff to continue its ongoing efforts to obtain variances from Project 184's mandated minimum instream flows to the extent necessary to protect consumptive water supplies and conserve Project 184 storage for instream flows and other project purposes going into 2016. Following are updates on each of these items.

#### *State Regulatory Actions*

The SWRCB's renewed and new restrictions on water use, which the District has already incorporated into its revised Drought Action Plan, went into effect on March 30. On April 1, Governor Brown issued an Executive Order that renewed his findings that the deepening drought constituted an emergency. The Executive Order also renewed, amended, and expanded his prior directives on numerous drought- and water use-related issues. Notably, the Governor declared a statewide, mandatory standard of 25% conservation. Actual conservation mandates will be set by the SWRCB and will vary by region, requiring regions with relatively higher per-capita use to make deeper cuts. The Governor's Executive Order will be summarized in a separate agenda item at the April 13 meeting.

Last year, the District received SWRCB's approval to make short-term reductions in the mandatory minimum flows the Deer Creek Wastewater Treatment Plant is required to maintain in Deer Creek. Taking a step-wise approach to reduction, with biological monitoring and regulatory consultation accompanying each step, the District successfully reduced the minimum flow to 320,000 gallons per day (a two-thirds reduction from normal requirements) without causing adverse environmental impacts. This success reduced the amount of potable water the District used to meet peak recycled water demands last summer. However, that approval expired after 180 days and must be renewed.

This year, staff has proposed that the requirement simply be fixed at the 320,000 gallons-per-day level that proved to be environmentally benign last year. The proposal was to be submitted to the SWRCB the week of April 6. A second successful year of releases at this level will further strengthen the case for a permanent reduction.

On March 25, the District submitted a request for Federal Energy Regulatory Commission (FERC) approval of a temporary variance to Project 184's minimum streamflow requirements. The District had previously submitted a parallel request to the SWRCB to vary the same requirements that appear in the SWRCB's Clean Water Act Section 401 Water Quality Certification for Project 184. These requests reflected several months of consultation with the Project 184 Ecological Resources Committee and a mid-March update of projected hydrological conditions through the remainder of 2015. At FERC's request, District staff also contacted the United States Fish and Wildlife Service to obtain concurrence that the variance, if implemented, would not adversely affect the Sierra Nevada (formerly Mountain) Yellow Legged Frog, a listed species that is present within and adjacent to Project 184 boundaries.

FERC gave interested parties until April 10 to comment on the proposal pending before it, with FERC's decision presumably to come shortly thereafter. Meanwhile, on March 31, the USFWS concurred that the proposal would not injure the frogs. Because the District's proposal includes changes to minimum flow requirements below the Project 184 dams in April, in late March District staff was urgently seeking agreement from SWRCB, the Forest Service, California Department of Fish and Wildlife (CDFW), and other Project 184 Ecological Resources Committee (ERC) members to allow the short-term implementation of these changes while FERC considers the entire variance proposal.

While some ERC members had timely agreed, the Forest Service did not respond until April 2, CDFW did not respond until April 3, and as of April 7, the SWRCB had not responded. The Forest Service and CDFW each declined, at least for now, to authorize changes to the minimum flow at Kyburz proposed to begin in mid-May. They also conditioned their approval of other changes in April upon FERC's approval, which means that no changes will be made until mid-month at the earliest. Additionally, the Forest Service and CDFW conditioned their approvals upon numerous environmental monitoring measures, some of which would require additional agency approvals (and therefore, time) to implement.

District staff has commented to FERC on the Forest Service and CDFW decisions, and an ERC meeting was scheduled for April 9.

Staff has taken no emergency actions since the March 23, 2015 meeting that require ratification at this time. Please refer to the staff report for the September 8, 2014 ratification of the emergency declaration for an explanation of the General Manager's contracting authority in a declared emergency.

**Board Decisions/Options:**

**Option 1:** Ratify Resolution No. 2015-010, declaring a continuing drought emergency (*thus maintaining the drought emergency declaration for purposes of bidding, contracting, and CEQA compliance*).

**Option 2:** Take other action as directed by the Board.

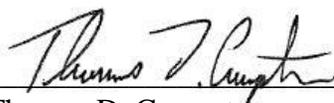
**Option 3:** Take no action (*thus terminating the drought emergency declaration for purposes of bidding, contracting and CEQA compliance*).

**Staff/General Manager's Recommendation:**

Option 1 (four-fifths vote required for purposes of bidding and contracting).

**Support Documents Attached:**

A. Resolution No 2015-010



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Thomas D. Cumpston  
General Counsel



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Jim Abercrombie  
General Manager

1 RESOLUTION OF THE BOARD OF DIRECTORS OF  
2 EL DORADO IRRIGATION DISTRICT  
3 CONTINUING ITS DECLARATION OF A STAGE 2 WATER WARNING  
4 AND THE EXISTENCE OF AN EMERGENCY

5 **OPERATIVE FACTS**

6 **WHEREAS**, El Dorado Irrigation District (District) has experienced dry conditions since  
7 2012, with unimpaired runoff in the American River basin of 74% of normal in 2012, 41% of  
8 normal in 2013, and 32% of normal in 2014; and

9  
10 **WHEREAS**, 2013 was the driest calendar year on record in California, and water year  
11 2014 was the third-driest water year on record in California; and

12 **WHEREAS**, January 2015 was the driest, and January 2013 was the third-driest, January  
13 on record in California; and

14  
15 **WHEREAS**, as of March 10, 2015, the United States Drought Monitor stated that all of  
16 El Dorado County and two-thirds of California were an extreme or exceptional drought  
17 condition; and

18 **WHEREAS**, as of March 12, 2015, snow water content in the American River basin was  
19 6% of normal for March 1 and 5% of normal for April 1, according to the state Department of  
20 Water Resources (DWR); and

21  
22 **WHEREAS**, the District's March 2015 manual readings of snow water content for the  
23 Caples Lake watershed averaged 22% of normal, and about one-third of the snow water content  
24 readings in March 2014; and

1           **WHEREAS**, the United States Bureau of Reclamation (Reclamation) has stated that it  
2 will deliver no more than the greater of public health and safety needs or 25% of adjusted  
3 historical average deliveries of Central Valley Project water to Municipal and Industrial  
4 contractors such as the District; and  
5

6           **WHEREAS**, Jenkinson Lake, the District's largest source of supply at 41,033 acre-feet  
7 capacity, is unlikely to fill in 2015 despite the importation of more than 8,000 acre-feet of water  
8 through the Hazel Tunnel in 2013 and 2014, and the planned importation of an additional 6,000  
9 acre-feet in 2015; and  
10

11           **WHEREAS**, on January 17, 2014, Governor Edmund G. Brown Jr. proclaimed a state of  
12 emergency in California due to drought conditions, and on April 25, 2014, the Governor  
13 proclaimed a continued state of emergency for the same reason; and  
14

15           **WHEREAS**, the Governor's two proclamations made findings that included the  
16 following:

- 17           • California's water supplies continue to be severely depleted;
- 18           • Extremely dry conditions have persisted since 2012 and the duration of this  
19 drought is unknown;
- 20           • Among the urgent challenges presented by the severe drought conditions is  
21 additional water scarcity if the conditions continue (as they have) into 2015;
- 22           • The magnitude of the severe drought conditions continues to present threats  
23 beyond the control of the services, personnel, equipment, and facilities of any  
24 single local government;  
25  
26  
27  
28

- Conditions of extreme peril to the safety of persons and property exist in California due to water shortage and drought conditions with which local authority is unable to cope; and

**WHEREAS**, the Governor’s emergency proclamations included the following directives:

- Californians are called on to reduce their water usage by 20 percent;
- Local urban water suppliers are called on to implement their local water shortage contingency plans immediately to avoid or forestall outright restrictions that could become necessary later in the drought season;
- California residents should refrain from wasting water and in particular should:
  - Avoid using water to clean sidewalks, driveways, parking lots and other hardscapes;
  - Turn off fountains and other decorative water features unless they use recycled or grey water;
  - Limit home vehicle washing by patronizing local carwashes that recycle water;
  - Limit outdoor watering of lawns and landscaping to not more than two times a week;
- Recreational facilities such as parks and golf courses and large institutional complexes, such as school and business parks, should immediately implement water reduction plans to reduce the use of potable water for outdoor irrigation;
- Hotels and restaurants should reduce water usage and increase public awareness of the drought by offering drinking water only upon request and providing customers with options to avoid daily washing of towels or sheets;

- Architectural and landscaping provisions of a common interest development that prohibit compliance with any local or state water conservation measures, such as landscaping installation or maintenance requirements, are void and unenforceable; and

**WHEREAS**, in July 2014 the Water Board adopted emergency regulations requiring local agencies to adopt mandatory conservation measures, and on March 10, 2015 Water Board staff proposed that the Water Board re-adopt all 2014 measures, plus additional mandatory conservation measures on March 17, 2015; and

**WHEREAS**, in May 2014 the Water Board issued mandatory curtailment notices affecting virtually all post-1914 consumptive water rights, on January 23, 2015 the Water Board sent a notice of potential curtailment of diversions of all water rights in 2015 to the District and other water rights holders in California, and on February 4, 2015 the Water Board issued an Information Order to the District and other holders of riparian and pre-1914 water rights in California, requiring proof of those rights' validity, reporting of their use in 2014, projections of 2015 use, and monthly updates of actual 2015 use; and

**APPLICABLE LAW, REGULATION, AND POLICY**

**WHEREAS**, Public Resources Code section 21080(b)(4) and CEQA Guidelines section 15269(c) exempt from CEQA any actions that are necessary to prevent or mitigate an emergency; and

**WHEREAS**, CEQA Guidelines section 15359 defines "emergency" as "a sudden, unexpected occurrence, involving a clear and imminent danger, demanding immediate action to prevent or mitigate loss of, or damage to life, health, property, or essential public services;" and

1           **WHEREAS**, Public Contract Code section 20567 authorizes irrigation districts to let  
2 contracts without notice for bids in case of an emergency; and  
3

4           **WHEREAS**, Public Contract Code section 22050(a)(2) requires that before action is  
5 taken to procure equipment, services, and supplies without giving notice for bids, the governing  
6 body must first make a finding, based on substantial evidence set forth in the minutes of its  
7 meeting, that the emergency will not permit a delay resulting from a competitive solicitation for  
8 bids, and that the action is necessary to respond to the emergency; and  
9

10           **WHEREAS**, Public Contract Code section 11102 defines “emergency” as “a sudden,  
11 unexpected occurrence that poses a clear and imminent danger, requiring immediate action to  
12 prevent or mitigate the loss or impairment of life, health, property, or essential public services;”  
13 and  
14

15           **WHEREAS**, District Board Policy 2050 authorizes the District’s General Manager to act  
16 “in emergency situations where no Board Policies or Administrative Regulations exist;” and  
17

18           **WHEREAS**, District Administrative Regulation 3061.1, subdivision g, authorizes  
19 emergency procurements of supplies, equipment, services, or construction items when there  
20 exists a threat to public health, welfare, or safety, and requires Board of Directors ratification of  
21 emergency procurements exceeding \$50,000; and  
22

23           **WHEREAS**, on March 1, 2014, the Governor signed SB 103 and SB 104 into law,  
24 making \$687.4 million available for drought relief, including \$549 million of accelerated  
25 infrastructure grants for projects included in Integrated Regional Water Management Plans  
(IRWMPs); and  
26

27           **WHEREAS**, on November 4, 2014 California voters approved a \$7.5 billion water bond  
28 measure that includes funding for projects in many categories, including IRWMPs; and

1 **WHEREAS**, beginning on February 4, 2014, the Board has adopted or ratified resolutions  
2 declaring and maintaining continuously in place an emergency and a Stage 2 Water Warning due  
3 to drought conditions; and  
4

5 **WHEREAS**, the Board adopted the staff-prepared Drought Action Plan on February 4,  
6 2014, and approved revisions to the Drought Action Plan on April 14, 2014 and now wishes to  
7 approve further revisions to the Drought Action Plan;

8 **NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED** by the Board of  
9 Directors of the El Dorado Irrigation District (Board) as follows:  
10

- 11 1. The Board concurs with and adopts the findings of the Governor's January 17 and  
12 April 25, 2014 emergency proclamations.
- 13 2. The Board approves the further revised Drought Action Plan as separately adopted  
14 by Board motion on March 23, 2015.
- 15 3. The Board renews and continues a Stage 2 Water Warning.
- 16 4. The Board finds and declares that the current drought conditions constitute an  
17 emergency within the meaning of CEQA Guidelines section 15359, Public  
18 Contracts Code section 11102, District Board Policy 2050, and District  
19 Administrative Regulation 3061.1, subdivision g.
- 20 5. The Board finds and declares that the adoption of this Resolution and all of the  
21 delegations, authorizations, and directions to the General Manager and District  
22 staff specified in paragraph 7, below, satisfy the requirements and criteria of  
23 Public Resources Code section 21080(b)(4), CEQA Guidelines section 15269(c),  
24 and Public Contract Code sections 22050(a)(2) and 20567.  
25  
26  
27  
28

1 6. The foregoing findings and declarations are based upon all written, oral, and  
2 visual evidence, including both facts and professional opinions, presented to the  
3 Board at the meetings of February 4, 10, and 24, March 10 and 24, and April 2,  
4 14, and 28, May 12, and June 9, 2014, March 9, 2015, and at the hearing of this  
5 Resolution.  
6

7 7. The Board hereby delegates, authorizes, and directs the District General Manager  
8 and his designees to take all actions reasonably deemed necessary to respond to  
9 the emergency conditions declared herein, including but not limited to the  
10 following specific actions:  
11

12 a. Pursue a new proposal with the Water Board for a temporary modification of  
13 the minimum instream flow requirements prescribed for the Deer Creek  
14 Wastewater Treatment Plant by Water Rights Order No. WR 95-9, to again  
15 minimize potable water supplementation of the recycled water system in 2015.  
16

17 b. Continue consultation with and obtain all necessary regulatory approvals from  
18 the Federal Energy Regulatory Commission, U.S. Forest Service, Water  
19 Board, the California Department of Fish and Wildlife, and members of the  
20 Project 184 Ecological Resources Committee for temporary variances to  
21 Project 184's instream flow requirements as necessary to enhance and  
22 conserve Project 184 water storage for consumptive water supplies and future  
23 instream flows for as long as drought conditions persist.  
24

25 c. Implement all Stage 2 drought actions detailed in Exhibit A.  
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27  
28



1 The foregoing Resolution was introduced at a special meeting of the Board of Directors of the  
2 EL DORADO IRRIGATION DISTRICT held on the 23rd day of March, 2015 by Director  
3 Osborne, who moved its adoption. The motion was seconded by Director Day, and a poll vote  
4 was taken which stood as follows:

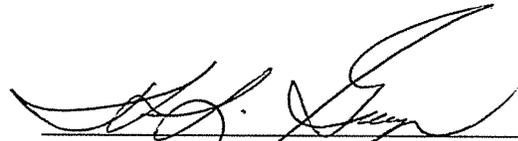
5 AYES: Directors Osborne, Coco, Prada, George, and Day

6 NOES:

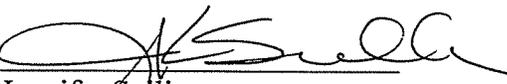
7 ABSTAIN:

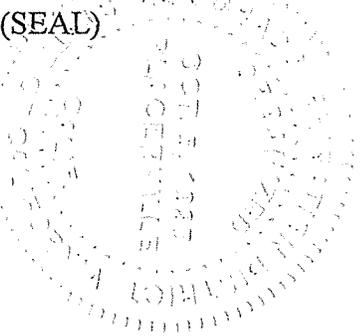
8 ABSENT:

9  
10 The motion having a majority of votes "Aye", the Resolution was declared to have been  
11 adopted, and it was so ordered.

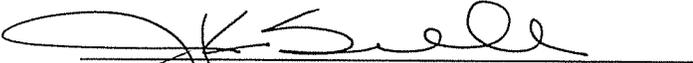
12  
13  
14   
15 Bill George  
16 President, Board of Directors of  
17 EL DORADO IRRIGATION DISTRICT

18 ATTEST:

19   
20 Jennifer Sullivan  
21 Clerk to the Board



I, the undersigned, Clerk to the Board of the EL DORADO IRRIGATION DISTRICT hereby certify that the foregoing resolution is a full, true and correct copy of a Resolution of the Board of Directors of the EL DORADO IRRIGATION DISTRICT entered into and adopted at a special meeting of the Board of Directors held on the 23rd day of March, 2015.



Jennifer Sullivan  
Clerk to the Board  
EL DORADO IRRIGATION DISTRICT

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## EL DORADO IRRIGATION DISTRICT

**Subject:** Funding approval for District Capital Improvement Plan (CIP) Projects

**Recent Board Action:**

October 14, 2014 – The Board adopted the 2015-2019 CIP, subject to available funding.

**Board Policies (BP) and Administrative Regulations (AR):**

Staff advised that each CIP project would be presented to the Board for funding approval.

**Summary of Issue:**

Board approval is required to authorize CIP funding prior to staff proceeding with work on the projects.

**Staff Analysis/Evaluation:**

The CIP projects identified in Table 1-1 on pages 2 and 3 require immediate funding.

**Funding Source:**

The primary funding source for the District CIP projects are listed in Table 1-1. Table 1-1 also lists the projects currently in progress and the amount of funding requested.

The CIP project descriptions for these projects are also attached for review. (Attachment A)

**Table 1-1  
CIP Funding Request**

	<b>Project Name and Number</b>	<b>2015-2019 CIP Plan<sup>1</sup></b>	<b>Funded to Date</b>	<b>Actual Costs to date<sup>2</sup></b>	<b>Amount Requested</b>	<b>Funding Source</b>
1.	FERC C37.8 Water Temperature 06021H	\$298,502	\$191,000	\$186,781	23,500	53% Water FCC's 47% Water rates
2.	FERC C46-49 Recreation RSC 06098H	\$249,570	\$149,000	\$148,262	\$30,888	53% Water FCC's 47% Water rates
3.	FERC C51.8 RM Woods Creek 07009H	\$57,145	\$39,500	\$32,145	\$5,000	53% Water FCC's 47% Water rates
4.	FERC C38 Adaptive Management 07011H	\$685,006	\$475,000	\$452,283	\$27,000	53% Water FCC's 47% Water rates
5.	FERC C44 Noxious Weeds 08025H	\$239,303	\$152,828	\$154,342	\$26,514	53% Water FCC's 47% Water rates
6.	FERC C51.2 RM Caples Boat Launch 10007	\$322,770	\$161,000	\$141,161	\$21,000	53% Water FCC's 47% Water rates
7.	Water Facility Replacement Program 12028	\$573,857	\$153,149	\$110,144	\$69,465	100% Water rates
8.	Camino Heights Automation Replacement 14007	\$200,000	\$73,385	\$70,031	\$35,000	100% Wastewater rates
9.	DCWWTP Biosolids 14022	\$1,088,440	\$63,440	\$69,574	\$6,134	100% Wastewater rates

	<b>Project Name and Number</b>	<b>2015-2019 CIP Plan<sup>1</sup></b>	<b>Funded to Date</b>	<b>Actual Costs to date<sup>2</sup></b>	<b>Amount Requested</b>	<b>Funding Source</b>
10.	<b>PRS Replacement Program 14042</b>	<b>\$50,000</b>	<b>\$35,000</b>	<b>\$8,102</b>	<b>\$69,047</b>	<b>100% Water rates</b>
	<b>TOTAL FUNDING REQUEST</b>				<b>\$313,548</b>	

<sup>1</sup> Includes all existing costs plus any expected costs in the 5 year CIP Plan.

<sup>2</sup> Actual costs include encumbrances.

The following section contains a brief breakdown and description of the projects in the table. For complete description of the CIP projects see Attachment A.

## CIP Funding Request

<b>Project No.</b>	06021H	<b>Board Date</b>	4/13/2015
<b>Project Name</b>	FERC C37.8 Water Temperature		
<b>Project Manager</b>	Deason		

<b>Budget Status</b>	<b>\$</b>	<b>%</b>
Funded to date	\$ 191,000	--
Spent to date	\$ 186,781	98%
<b>Current Remaining</b>	<b>\$ 4,219</b>	<b>2%</b>

<b>Funding Request Breakdown</b>	<b>\$</b>
Professional services	\$ 20,000
Materials	\$ 500
Capitalized labor	\$ 3,000
<b>Total</b>	<b>\$ 23,500</b>

<b>Funding Source</b>
53% Water FCC's 47% Water rates

<b>Description</b>
<p>This project is a requirement of the FERC Project No. 184 license pursuant to United States Forest Service (USFS) Section 4(e) Condition No. 37 and 42, State Water Resources Control Board (SWRCB) Water Quality Certification Condition 14 and Section 12 of the Relicensing Settlement Agreement. Funding is requested to implement the Project No. 184 Water Temperature Monitoring Plan (Plan) which requires annual monitoring of water temperature in stream reaches downstream of Project No. 184 reservoirs and facilities and above and below Project No. 184 diversions. The data collected from this effort are used to determine if cold water beneficial uses (e.g. suitable water temperature conditions for fish and amphibians) are being met in designated project reaches. Data from this monitoring effort is also required in 2015 to monitor instream conditions in stream reaches in which streamflow modifications are implemented as a drought conservation measure. Funding is requested for 1) professional services to conduct monitoring in 2015, 2) staff time to manage on-call contract and review deliverables generated by consultant, 3) staff time to prepare the annual monitoring report, and 4) staff time to consult with regulatory agencies and ERC regarding the monitoring results.</p>

## CIP Funding Request

<b>Project No.</b>	06098H	<b>Board Date</b>	4/13/2015
<b>Project Name</b>	FERC C46-49 Recreation RSC		
<b>Project Manager</b>	Hawkins		

<b>Budget Status</b>	<b>\$</b>	<b>%</b>
Funded to date	\$ 149,000	--
Spent to date	\$ 148,262	99%
<b>Current Remaining</b>	<b>\$ 738</b>	<b>1%</b>

<b>Funding Request Breakdown</b>	<b>\$</b>
Capitalized labor	\$ 30,888
<b>Total</b>	<b>\$ 30,888</b>

<b>Funding Source</b>
53% Water FCC's 47% Water rates

<b>Description</b>
Required by the new FERC license, Settlement Agreement, and the USFS 4(E) Conditions (Conditions 46-49). These would include a Recreation Implementation Plan, Recreation Survey and Report, Forest Service Liaison and Review of the Recreation Developments. This is a mandatory requirement of the October 18, 2006 FERC Order Issuing New License.

## CIP Funding Request

<b>Project No.</b>	07009H	<b>Board Date</b>	4/13/2015
<b>Project Name</b>	FERC C51.8 RM Woods Creek		
<b>Project Manager</b>	Hawkins		

<b>Budget Status</b>	<b>\$</b>	<b>%</b>
Funded to date	\$ 39,500	--
Spent to date	\$ 32,145	81%
<b>Current Remaining</b>	<b>\$ 7,355</b>	<b>19%</b>

<b>Funding Request Breakdown</b>	<b>\$</b>
Materials	\$ 2,000
Capitalized labor	\$ 3,000
<b>Total</b>	<b>\$ 5,000</b>

<b>Funding Source</b>
53% Water FCC's 47% Water rates

<b>Description</b>
<p>Required by the new FERC License, Settlement Agreement, and the USFS 4(e) Conditions. Conditions 51.8: Licensee Recreation Sites: Within 10 years of license issuance, the licensee shall bring the Ferguson Point, Sandy Cove, Woods Creek Fishing Access, and Silver Lake West recreation facilities or equivalent locations into compliance with accessibility standards for the Americans with Disabilities Act. These facilities, along with the Silver Lake Boat Ramp, shall continue to be operated and maintained by the licensee throughout the term of the license.</p> <p>Woods Creek was erroneously listed in the license as EID Property; however this misstatement does not relieve EID from the obligation to maintain this facility.</p>

## CIP Funding Request

<b>Project No.</b>	07011H	<b>Board Date</b>	4/13/2015
<b>Project Name</b>	FERC C38 Adaptive Management		
<b>Project Manager</b>	Deason		

<b>Budget Status</b>	<b>\$</b>	<b>%</b>
Funded to date	\$ 475,000	--
Spent to date	\$ 452,283	95%
<b>Current Remaining</b>	<b>\$ 22,717</b>	<b>5%</b>

<b>Funding Request Breakdown</b>	<b>\$</b>
Capitalized labor	\$ 27,000
<b>Total</b>	<b>\$ 27,000</b>

<b>Funding Source</b>
53% Water FCC's 47% Water rates

<b>Description</b>
<p>This project is a requirement of the FERC Project No. 184 license pursuant to United States Forest Service (USFS) Section 4(e) Condition No. 38 Ecological Resources Adaptive Management Program and Section 8 of the Relicensing Settlement Agreement. Funding is requested for staff time to implement the adaptive management program which includes coordination with the Project No. 184 Ecological Resources Committee (ERC), implementation of the resource monitoring program, and evaluation of monitoring results to determine if resource objectives are achievable and being met. Funding is requested for staff time in 2015 to continue license implementation in coordination with the ERC, USFS, and State Water Resources Control Board (SWRCB), evaluate results of the resource monitoring program to determine if resource objectives are achievable and being met, and prepare the Project No. 184 monitoring program annual report. Analysis of monitoring results will be used to determine any needed changes in streamflow, or implementation of other adaptive management measures.</p>

## CIP Funding Request

<b>Project No.</b>	08025H	<b>Board Date</b>	4/13/2015
<b>Project Name</b>	FERC C44 Noxious Weeds		
<b>Project Manager</b>	Deason		

<b>Budget Status</b>	<b>\$</b>	<b>%</b>
Funded to date	\$ 152,828	--
Spent to date	\$ 154,342	100%
<b>Current Remaining</b>	<b>\$ (1,514)</b>	<b>0%</b>

<b>Funding Request Breakdown</b>	<b>\$</b>
Professional services	\$ 15,000
Capitalized labor	\$ 11,514
<b>Total</b>	<b>\$ 26,514</b>

<b>Funding Source</b>
53% Water FCC's 47% Water rates

<b>Description</b>
<p>This project is a requirement of the FERC Project No. 184 license pursuant to United States Forest Service (USFS) Section 4(e) Condition No. 44 and Section 14 of the Relicensing Settlement Agreement. Funding is requested to implement the Project No. 184 Plan for the Prevention and Control of Noxious Weeds (Plan) which requires annual surveys for noxious weeds at Project No. 184 reservoirs and facilities. The data collected from this effort are used to track noxious weed occurrences and evaluate effectiveness of treatments and control efforts and inform future treatment and control efforts. Funding is requested for 1) professional services to conduct surveys in 2015, 2) staff time to manage on-call contract and review deliverables generated by consultant, 3) staff time to consult with USFS on survey results, 4) staff time to conduct noxious weed treatments, and 3) balance 2014 expenditures.</p>

## CIP Funding Request

<b>Project No.</b>	10007	<b>Board Date</b>	4/13/2015
<b>Project Name</b>	FERC C51.2 RM Caples Boat Launch		
<b>Project Manager</b>	Hawkins		

<b>Budget Status</b>	<b>\$</b>	<b>%</b>
Funded to date	\$ 161,000	--
Spent to date	\$ 141,161	88%
<b>Current Remaining</b>	<b>\$ 19,839</b>	<b>12%</b>

<b>Funding Request Breakdown</b>	<b>\$</b>
Environmental consulting services	\$ 5,000
Materials	\$ 6,000
Capitalized labor	\$ 10,000
<b>Total</b>	<b>\$ 21,000</b>

<b>Funding Source</b>
53% Water FCC's 47% Water rates

<b>Description</b>
Per FERC Mandates, the Caples Lake Boat Ramp shall be operated and maintained by the licensee throughout the term of the license. The parking lot oil water separator must be cleaned annually using an appropriately licensed contractor

## CIP Funding Request

<b>Project No.</b>	12028	<b>Board Date</b>	4/13/2015
<b>Project Name</b>	Water Facility Replacement Program		
<b>Project Manager</b>	Strahan		

<b>Budget Status</b>	<b>\$</b>	<b>%</b>
Funded to date	\$ 153,149	--
Spent to date	\$ 110,144	72%
<b>Current Remaining</b>	<b>\$ 43,005</b>	<b>28%</b>

<b>Funding Request Breakdown</b>	<b>\$</b>
Materials	\$ 69,465
<b>Total</b>	<b>\$ 69,465</b>

<b>Funding Source</b>
100% Water rates

<b>Description</b>
This is a program to replace equipment and facilities used in the water system that have failed or reached end of useful life. Funding will be used to replace pumps, valves, and other equipment that with replacement, extend the life of the asset. This funding is to purchase a replacement Xylem B2400 submersible pump for the Folsom Lake Pump Station. Board approval of this purchase was made on March 23, 2015.

## CIP Funding Request

<b>Project No.</b>	14007	<b>Board Date</b>	4/13/2015
<b>Project Name</b>	Camino Heights Automation Replacement		
<b>Project Manager</b>	Strahan		

<b>Budget Status</b>	<b>\$</b>	<b>%</b>
Funded to date	\$ 73,385	--
Spent to date	\$ 70,031	95%
<b>Current Remaining</b>	<b>\$ 3,354</b>	<b>5%</b>

<b>Funding Request Breakdown</b>	<b>\$</b>
Materials	\$ 35,000
<b>Total</b>	<b>\$ 35,000</b>

<b>Funding Source</b>
100% Wastewater rates

<b>Description</b>
<p>This project requires the complete reprogramming of the automation and graphical interface of this treatment plant. The PLC control hardware and network needs simplification and the ability to record critical compliance data locally. This plant lacks basic functions for reliable monitoring, recording and controlling of the treatment process via automation. Camino Heights Treatment Plant's current automation is a liability to the District, in regards to compliance with our permit. This is a satellite plant that would ideally not require onsite staff for minor adjustments. However, due to the current disrepair of the automation, this site is maintenance intensive and requires extensive staff time to operate and maintain. This funding request is to purchase a replacement electrical and control pedestal for the tailwater control of the plant. The existing panel is in a state of failure and lacks the components for effective automation, alarming and control.</p>

## CIP Funding Request

<b>Project No.</b>	14022	<b>Board Date</b>	4/13/2015
<b>Project Name</b>	DCWWTP Biosolids		
<b>Project Manager</b>	Sullivan		

<b>Budget Status</b>	<b>\$</b>	<b>%</b>
Funded to date	\$ 63,440	--
Spent to date	\$ 69,574	100%
<b>Current Remaining</b>	<b>\$ (6,134)</b>	<b>0%</b>

<b>Funding Request Breakdown</b>	<b>\$</b>
Capitalized Labor	\$ 6,134
<b>Total</b>	<b>\$ 6,134</b>

<b>Funding Source</b>
100% Wastewater rates

<b>Description</b>
The DCWWTP biosolids project work has stopped. This funding request brings the negative project balance to zero. The costs incurred to date include two studies by outside consultants and three screw press pilot studies. It was determined that upgrading the dewatering system was unnecessary. Upon approval of this funding request the project will be closed out.

## CIP Funding Request

<b>Project No.</b>	14042	<b>Board Date</b>	4/13/2015
<b>Project Name</b>	PRS Replacement Program		
<b>Project Manager</b>	Strahan		

<b>Budget Status</b>	<b>\$</b>	<b>%</b>
Funded to date	\$ 35,000	--
Spent to date	\$ 8,102	23%
<b>Current Remaining</b>	<b>\$ 26,898</b>	<b>77%</b>

<b>Funding Request Breakdown</b>	<b>\$</b>
Materials	\$ 69,047
<b>Total</b>	<b>\$ 69,047</b>

<b>Funding Source</b>
100% Water rates

<b>Description</b>
<p>The District has numerous pressure reducing stations throughout the service area to keep line pressures within acceptable ranges as it travels from Pollock Pines down to El Dorado Hills. Loss of pressure control or valve failure can result in extensive water line damage or complete failure. This program will fund stations to be removed, replaced or upgraded to maintain service reliability throughout the District. This funding request is for the replacement of three 12 inch flow control valves and one 12 inch anti-cavitation kit on the Moose Hall Transmission lines that are at the end of their service life and has resulted in an increase of equipment failures and corresponding over-time.</p>

**Board Decisions/Options:**

Option 1: Authorize funding for the CIP projects as requested in the amount of \$313,548.

Option 2: Take other action as directed by the Board.

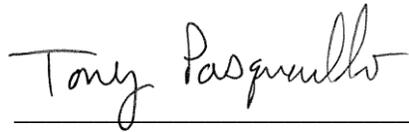
Option 3: Take no action.

**Staff/General Manager Recommendation:**

Option 1

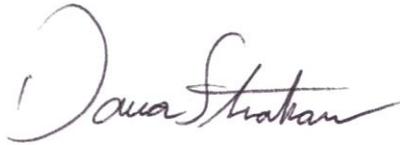
**Support Documents Attached:**

Attachment A: Capital Improvement Project Description and Justifications.



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Tony Pasquarello  
Accounting Manager



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Dana Strahan  
Drinking Water Operations Manager



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Greg Hawkins  
Parks and Recreation Manager



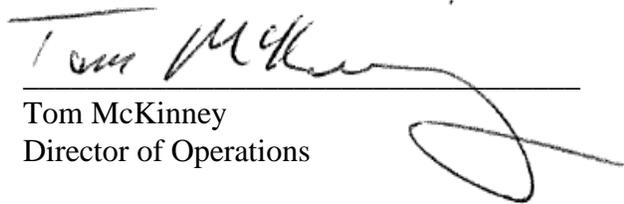
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Dan Corcoran  
Environmental Manager



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Elizabeth D. Wells P.E.  
Engineering Manager



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Tom McKinney  
Director of Operations



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Brian Mueller P.E.  
Director of Engineering



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Mark Price  
Director of Finance (CFO)



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Jim Abercrombie  
General Manager

**2015 CAPITAL IMPROVEMENT PLAN Program: FERC**

**Project Number:** 06021H  
**Project Name:** FERC C37.8 Water Temperature  
**Project Category:** Regulatory Requirements  
**Priority:** 1      **PM:** Deason      **Board Approval:** 10/14/14

**Project Description:**

Mandatory requirement of the FERC license. Funding is necessary to implement an annual water temperature monitoring program at project reservoirs and stream reaches. The data collected from this monitoring effort will be used to determine if the coldwater beneficial uses are being met in designated project reaches.

**Basis for Priority:**

If unfunded, EID would be out of compliance with the FERC license, Sections 7 and 12 of the Settlement Agreement, USFS 4(e) conditions 37 and 42, and SWRCB Water Quality Certification condition 14.

<b>Project Financial Summary:</b>			
<b>Funded to Date:</b>	\$ 191,000	<b>Expenditures through end of year:</b>	\$ 168,502
<b>Spent to Date:</b>	\$ 168,502	<b>2015 - 2019 Planned Expenditures:</b>	\$ 130,000
<b>Cash flow through end of year:</b>		<b>Total Project Estimate:</b>	\$ 298,502
<b>Project Balance</b>	\$ 22,498	<b>Additional Funding Required</b>	\$ 107,502

<b>Description of Work</b>	<b>Estimated Annual Expenditures</b>					
	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Total</b>
Monitoring	\$25,000	\$15,000	\$25,000	\$15,000	\$25,000	\$ 105,000
Reporting	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
						\$ -
						\$ -
<b>TOTAL</b>	\$ 30,000	\$ 20,000	\$ 30,000	\$ 20,000	\$ 30,000	\$ 130,000

<b>Funding Sources</b>	<b>Percentage</b>	<b>2015</b>	<b>Amount</b>
Water FCCs	53%		\$3,976
Water Rates	47%		\$3,526
			\$0
<b>Total</b>	<b>100%</b>		<b>\$7,502</b>

**Funding Comments:** Annual monitoring is required until it can be demonstrated that operation of the project reasonably protects the cold freshwater beneficial use as determined by the SWRCB, FS, and ERC; coordinated with water quality sampling in even numbered years

2015

CAPITAL IMPROVEMENT PLAN Program:

FERC

Project Number: 06098H  
 Project Name: FERC: C46 thru C49 Recreation Resource Management  
 Project Category: Regulatory Requirements  
 Priority: 1 PM: Hawkins Board Approval: 10/14/14

**Project Description:**

Required by the new FERC License, Settlement Agreement, and the USFS 4(e) Conditions. Conditions 46-49: Condition No. 46 – Implementation Plan. A recreation implementation plan shall be developed by the licensee in coordination with the FS within 6 months of license issuance. Condition No. 47 - Recreation Survey. The licensee shall conduct a Recreational Survey and prepare a Report on Recreational Resources that is approved by the FS every 6 years from the date of license issuance. Condition No. 48 – Forest Service Liaison. The FS and the licensee shall each provide an individual for liaison whenever planning or construction of recreation facilities, other major Project improvements, and maintenance activities are taking place within the National Forest. Condition No. 49 - Review of Recreation Developments. The FS and the licensee shall meet at least every 6 years to review all recreation facilities and areas associated with the Project and to agree upon necessary maintenance, rehabilitation, construction, and reconstruction work needed and its timing, as described in Conditions No. 49 and 50. Following the review, the licensee shall develop a 6-year schedule for maintenance, rehabilitation, and reconstruction.

This is a mandatory requirement of the October 18, 2006 FERC Order Issuing New License

**Basis for Priority:**

EID would not be able to comply with the FERC License, Settlement Agreement and USFS 4(e) Condition requirements.

Project Financial Summary:			
Funded to Date:	\$ 149,000	Expenditures through end of year:	\$ 124,570
Spent to Date:	\$ 124,570	2015 - 2019 Planned Expenditures:	\$ 125,000
Cash flow through end of year:	\$ -	Total Project Estimate:	\$ 249,570
Project Balance	\$ 24,430	Additional Funding Required	\$ 100,570

Description of Work	Estimated Annual Expenditures					
	2015	2016	2017	2018	2019	Total
Study/Planning	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$ 125,000
Design						\$ -
Construction						\$ -
						\$ -
<b>TOTAL</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 125,000</b>

Funding Sources	Percentage	2015	Amount
Water FCCs	53%		\$302
Water Rates	47%		\$268
			\$0
<b>Total</b>	<b>100%</b>		<b>\$570</b>

Funding Comments:

**2015****CAPITAL IMPROVEMENT PLAN Program:****FERC****Project Number:****07009H****Project Name:****FERC: C51.8 RM Woods Creek Fishing Access****Project Category:****Regulatory Requirements****Priority:****1****PM:****Hawkins****Board Approval:****10/14/14****Project Description:**

Required by the new FERC License, Settlement Agreement, and the USFS 4(e) Conditions. Conditions 51.8: Licensee Recreation Sites: Within 10 years of license issuance, the licensee shall bring the Ferguson Point, Sandy Cove, Woods Creek Fishing Access, and Silver Lake West recreation facilities or equivalent locations into compliance with accessibility standards for the Americans with Disabilities Act. These facilities, along with the Silver Lake Boat Ramp, shall continue to be operated and maintained by the licensee throughout the term of the license.

Woods Creek was erroneously listed in the license as EID Property, however this misstatement does not relieve EID from the obligation to maintain this facility.

This is a mandatory requirement of the October 18, 2006 FERC Order Issuing New License

**Basis for Priority:**

EID would not be able to comply with the FERC License, Settlement Agreement and USFS 4(e) Condition requirements.

**Project Financial Summary:**

<b>Funded to Date:</b>	\$ 39,500	<b>Expenditures through end of year:</b>	\$ 32,145
<b>Spent to Date:</b>	\$ 32,145	<b>2015 - 2019 Planned Expenditures:</b>	\$ 25,000
<b>Cash flow through end of year:</b>		<b>Total Project Estimate:</b>	\$ 57,145
<b>Project Balance</b>	\$ 7,355	<b>Additional Funding Required</b>	\$ 17,645

Description of Work	Estimated Annual Expenditures					Total
	2015	2016	2017	2018	2019	
Study/Planning	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$ 25,000
Design						\$ -
Construction						\$ -
						\$ -
<b>TOTAL</b>	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000

Funding Sources	Percentage	2015	Amount
Water FCCs	53%		\$0
Water Rates	47%		\$0
			\$0
<b>Total</b>	<b>100%</b>		<b>\$0</b>

Funding Comments:

2015

CAPITAL IMPROVEMENT PLAN Program:

FERC

Project Number:

07011H

Project Name:

FERC: C38 Adaptive Management Program

Project Category:

Regulatory Requirements

Priority:

1

PM:

Deason

Board Approval:

10/14/14

**Project Description:**

Mandatory requirement of the FERC license. Funding is requested for staff time to implement the adaptive management program (Condition 38) of the FERC license. This program requires coordination with the Ecological Resources Committee (ERC), implementation of the resource monitoring program, and evaluation of monitoring results to determine if resource objectives are achievable and being met.

**Basis for Priority:**

If unfunded, EID would be out of compliance with the FERC license, Section 14 of the Settlement Agreement, and USFS 4(e) condition 38.

Project Financial Summary:			
Funded to Date:	\$ 475,000	Expenditures through end of year:	\$ 435,006
Spent to Date:	\$ 435,006	2015 - 2019 Planned Expenditures:	\$ 250,000
Cash flow through end of year:		Total Project Estimate:	\$ 685,006
Project Balance	\$ 39,994	Additional Funding Required	\$ 210,006

Description of Work	Estimated Annual Expenditures					Total
	2015	2016	2017	2018	2019	
Implementation	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$ 250,000
						\$ -
						\$ -
						\$ -
<b>TOTAL</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 250,000</b>

Funding Sources	Percentage	2015	Amount
Water FCCs	53%		\$5,303
Water Rates	47%		\$4,703
			\$0
<b>Total</b>	<b>100%</b>		<b>\$10,006</b>

Funding Comments:

2015

CAPITAL IMPROVEMENT PLAN Program:

FERC

Project Number: 08025H  
 Project Name: FERC C44 Noxious Weed Monitoring  
 Project Category: Regulatory Requirements  
 Priority: 1 PM: Deason Board Approval: 10/14/14

**Project Description:**

Mandatory requirement of the FERC license. Funding is requested to implement the noxious weed plan for the prevention and control of noxious weeds at Project No. 184 facilities. The plan was amended in 2012 to reduce annual monitoring requirements to conduct annual surveys only at areas where high priority noxious weeds are known to occur and at areas where ground disturbance occurred during the previous year. The amended plan also specifies that the entire project area only needs to be surveyed every 5 years. This amendment significantly reduced the scope and cost associated with this requirement.

**Basis for Priority:**

If unfunded, EID would be out of compliance with the FERC license, Section 8 of the Settlement Agreement, and USFS 4(e) condition 44.

Project Financial Summary:			
Funded to Date:	\$ 152,828	Expenditures through end of year:	\$ 137,303
Spent to Date:	\$ 137,303	2015 - 2019 Planned Expenditures:	\$ 102,000
Cash flow through end of year:		Total Project Estimate:	\$ 239,303
Project Balance	\$ 15,525	Additional Funding Required	\$ 86,475

Description of Work	Estimated Annual Expenditures					
	2015	2016	2017	2018	2019	Total
Implementation	\$15,000	\$30,000	\$15,000	\$15,000	\$15,000	\$ 90,000
Reporting	\$ 2,000	\$ 4,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 12,000
						\$ -
						\$ -
<b>TOTAL</b>	<b>\$ 17,000</b>	<b>\$ 34,000</b>	<b>\$ 17,000</b>	<b>\$ 17,000</b>	<b>\$ 17,000</b>	<b>\$ 102,000</b>

Funding Sources	Percentage	2015	Amount
Water FCCs	53%		\$782
Water Rates	47%		\$693
			\$0
<b>Total</b>	<b>100%</b>		<b>\$1,475</b>

Funding Comments: The monitoring plan requires the entire project area be surveyed every five years - this survey is scheduled to be conducted in 2016.

2015

CAPITAL IMPROVEMENT PLAN Program:

FERC

**Project Number:** 10007  
**Project Name:** FERC C51.2 RM Caples Boat Launch  
**Project Category:** Regulatory Requirements  
**Priority:** 1      **PM:** Hawkins      **Board Approval:** 10/14/14

**Project Description:**

This is a mandatory requirement of the October 18, 2006 FERC Order Issuing New License. Required by the new FERC License, Settlement Agreement, and the USFS 4(e) Conditions. Condition 51.2: The licensee shall be responsible for operating and maintaining the boat launching ramp, associated parking lot, and other public facilities constructed at this site for the term of the license. The licensee shall also be responsible for maintenance of signboards. The USFS shall be responsible for maintaining the information on those signboards to USFS standards. Caples Lake Auxiliary Dam maintenance (\$5k) responsibility rotates every 5th year with EID responsible from 2015-2019.

**Basis for Priority:**

EID would not be able to comply with the FERC License, Settlement Agreement and USFS 4(e) Condition requirements.

Project Financial Summary:			
Funded to Date:	\$ 161,000	Expenditures through end of year:	\$ 122,770
Spent to Date:	\$ 122,770	2015 - 2019 Planned Expenditures:	\$ 200,000
Cash flow through end of year:		Total Project Estimate:	\$ 322,770
Project Balance	\$ 38,230	Additional Funding Required	\$ 161,770

Description of Work	Estimated Annual Expenditures					
	2015	2016	2017	2018	2019	Total
Study/Planning	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$ 200,000
Design						\$ -
Construction						\$ -
						\$ -
<b>TOTAL</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 200,000</b>

Funding Sources	Percentage	2015	Amount
Water FCCs	53%		\$938
Water Rates	47%		\$832
			\$0
<b>Total</b>	<b>100%</b>		<b>\$1,770</b>

Funding Comments:

**2015****CAPITAL IMPROVEMENT PLAN Program:****Water**

**Project Number:** 12028  
**Project Name:** Water Facility Replacement Program  
**Project Category:** Reliability & Service Level Improvements  
**Priority:** 2      **PM:** Strahan      **Board Approval:** 10/14/14

**Project Description:**

This is a program to replace equipment and facilities used in the water system that have failed or reached end of useful life. Funding will be used to replace pumps, valves, and other equipment that with replacement, extend the life of the asset.

**Basis for Priority:**

Project purpose is to maintain existing assets and prolong their useful service life and reliability.

<b>Project Financial Summary:</b>			
<b>Funded to Date:</b>	\$ 112,849	<b>Expenditures through end of year:</b>	\$ 103,857
<b>Spent to Date:</b>	\$ 103,857	<b>2015 - 2019 Planned Expenditures:</b>	\$ 470,000
<b>Cash flow through end of year:</b>		<b>Total Project Estimate:</b>	\$ 573,857
<b>Project Balance</b>	\$ 8,992	<b>Additional Funding Required</b>	\$ 461,008

<b>Description of Work</b>	<b>Estimated Annual Expenditures</b>					<b>Total</b>
	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	
Study/Planning						\$ -
Design						\$ -
Construction	\$ 120,000	\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 470,000
						\$ -
<b>TOTAL</b>	<b>\$ 120,000</b>	<b>\$ 50,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 470,000</b>

<b>Funding Sources</b>	<b>Percentage</b>	<b>2015</b>	<b>Amount</b>
Water Rates	100%		\$111,008
<b>Total</b>	<b>100%</b>		<b>\$111,008</b>

Funding Comments:

2015

CAPITAL IMPROVEMENT PLAN Program:

Wastewater

Project Number: 14007  
 Project Name: Camino Heights Automation Replacement  
 Project Category: Reliability & Service Level Improvements  
 Priority: 2 PM: Strahan Board Approval: 10/14/14

Project Description:

This project requires the complete reprogramming of the automation and graphical interface of this treatment plant. The PLC control hardware and network needs simplification and the ability to record critical compliance data locally.

Basis for Priority:

This plant lacks basic functions for reliable monitoring, recording and controlling of the treatment process via automation. Camino Heights Treatment Plant's current automation is a liability to the District, in regards to compliance with our permit. This is a satellite plant that would ideally not require onsite staff for minor adjustments. However, due to the current disrepair of the automation, this site is maintenance intensive and requires extensive windshield time.

Project Financial Summary:			
Funded to Date:	\$ -	Expenditures through end of year:	\$ -
Spent to Date:	\$ -	2015 - 2019 Planned Expenditures:	\$ 200,000
Cash flow through end of year:	\$ -	Total Project Estimate:	\$ 200,000
Project Balance	\$ -	Additional Funding Required	\$ 200,000

Description of Work	Estimated Annual Expenditures					Total
	2015	2016	2017	2018	2019	
Design	\$ 50,000					\$ 50,000
Construction	\$ 150,000					\$ 150,000
						\$ -
						\$ -
<b>TOTAL</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

Funding Sources	Percentage	2015	Amount
Wastewater Rates	100%		\$200,000
			\$0
			\$0
<b>Total</b>	<b>100%</b>		<b>\$200,000</b>

Funding Comments:

2015

CAPITAL IMPROVEMENT PLAN Program:

Wastewater

Project Number:

14022

Project Name:

DCWWTP Biosolids

Project Category:

Reliability &amp; Service Level Improvements

Priority:

2

PM:

Wells

Board Approval:

10/14/14

**Project Description:**

The DCWWTP consists of a headworks, primary and secondary treatment, tertiary filtration, UV disinfection and an outfall to Deer Creek. The solids process consists of activated sludge that is wasted to a pair of gravity thickeners which discharge to a 4-cell aerobic digester which also provides sludge storage. Sludge transfer pumps convey thickened, aerobically-digested sludge to a day tank for processing at an existing belt press which was installed in the 1990s. The existing system does not provide adequate dewatering performance. The DCWWTP has contracted with Synagro for about 10 years for solids cake off-hauling and disposal in accordance with Class B requirements. Due to the inability to achieve a minimum of 15 percent solids in the dewatered cake, Synagro recently informed the District that it will not renew the disposal contract, the cost is expected to rise and the future viability of this disposal method is not guaranteed. The District has initiated an engineering study to identify potential long-term solutions to achieve reliable dewatering performance. It is expected that the engineering study will be complete by the end of 2014. Staff will present the alternatives analysis and recommendation to the Board and request funding for a engineering design contract in late 2014/early 2015. If the project is approved by the Board, construction would begin in 2015.

**Basis for Priority:**

Maintain plant operational reliability and ultimately reduce sludge hauling costs.

Project Financial Summary:			
Funded to Date:	\$ 63,440	Expenditures through end of year:	\$ 63,440
Spent to Date:	\$ 48,440	2015 - 2019 Planned Expenditures:	\$ 1,025,000
Cash flow through end of year:	\$ 15,000	Total Project Estimate:	\$ 1,088,440
Project Balance	\$ -	Additional Funding Required	\$ 1,025,000

Description of Work	Estimated Annual Expenditures					Total
	2015	2016	2017	2018	2019	
Study/Planning						\$ -
Design	\$ 125,000					\$ 125,000
Construction	\$ 650,000	\$ 250,000				\$ 900,000
						\$ -
<b>TOTAL</b>	<b>\$ 775,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,025,000</b>

Funding Sources	Percentage	2015	Amount
Wastewater Rates	70%		\$542,500
Wastewater FCCs	30%		\$232,500
			\$0
<b>Total</b>	<b>100%</b>		<b>\$775,000</b>

Funding Comments:

2015

**CAPITAL IMPROVEMENT PLAN Program:**

**Water**

**Project Number:**

**PLANNED**

**Project Name:**

**Pressure Reducing Station Replacement Program**

**Project Category:**

**Reliability & Service Level Improvements**

**Priority:**

**2**

**PM:**

**Rice**

**Board Approval:**

**10/14/14**

**Project Description:**

The District has numerous pressure reducing stations throughout the service area to keep line pressures within acceptable ranges as it travels from Pollock Pines down to El Dorado Hills. This program is to identify specific stations to remove, replace or upgrade to maintain service reliability throughout the District. For 2015, improvements for the Moosehall, Res 9 Flow Control, Deep Haven, and Hess Extension pressure regulating stations are scheduled. These stations have suffered extensive corrosion and will be difficult to maintain in the future. Loss of pressure control or valve failure can result in extensive water line damage or complete failure. Program management expenditures identified include prioritizing and designing each PRS replacement. Actual PRS replacement costs for each individual station will be brought to the Board for specific approval.

**Basis for Priority:**

Existing stations are incurring increasing maintenance costs and reduced service reliability due to age and degradation.

<b>Project Financial Summary:</b>			
<b>Funded to Date:</b>	\$ -	<b>Expenditures through end of year:</b>	\$ -
<b>Spent to Date:</b>	\$ -	<b>2015 - 2019 Planned Expenditures:</b>	\$ 50,000
<b>Cash flow through end of year:</b>	\$ -	<b>Total Project Estimate:</b>	\$ 50,000
<b>Project Balance</b>	\$ -	<b>Additional Funding Required</b>	\$ 50,000

<b>Description of Work</b>	<b>Estimated Annual Expenditures</b>					
	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Total</b>
Study/Planning	\$10,000	\$10,000	\$10,000	\$ 10,000	\$ 10,000	\$ 50,000
Design						\$ -
Construction Costs						\$ -
						\$ -
<b>TOTAL</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 50,000</b>

<b>Funding Sources</b>	<b>Percentage</b>	<b>2015</b>	<b>Amount</b>
Water Rates	100%		\$10,000
			\$0
			\$0
<b>Total</b>	<b>100%</b>		<b>\$10,000</b>

**Funding Comments:** Projects involve upgrade of existing facilities and no planned increase in capacity, therefore funding is 100% water rates.

**EL DORADO IRRIGATION DISTRICT**

**SUBJECT:** Consideration to extend a services agreement with Aerotek, Inc. for supplemental construction inspection services in 2015.

**Previous Board Actions:**

April 22, 2013 – The Board awarded a contract to Blue Ribbon Personnel Services of Placerville for temporary employee and payroll services for an initial contract term beginning April 26, 2013, and ending on October 21, 2016, and authorized the General Manager to execute up to two one-year extensions, subject to mutually agreed upon fee changes.

**Board Policies (BP) and Administrative Regulations (AR):**

BP 3060 and AR 3061.04 require Board approval for all purchases over \$50,000.

**Summary of Issue:**

The purpose of this item is to contract for temporary employment services to fill seasonal District construction inspection needs to supplement existing staffing resources on an as-needed basis.

**Staff Analysis/Evaluation:**

In 2014, the District entered into a contract with Aerotek to fill two staffing needs that were not available through Blue Ribbon Personnel Services. Initially, Aerotek provided a Senior Hydroelectric System Technician to fill a temporary need to supplement existing hydroelectric staff. Subsequently, with the increase in development activity in the county, the District utilized Aerotek to provide an additional construction inspector to supplement our existing inspection staff. These services were authorized under the General Manager's authority in the amount of \$49,725. There is a continuing need to supplement construction inspection staff in 2015 and therefore the value of the contract for these services, combined with the previous authorization, exceeds \$50,000 requiring Board approval.

The value of the inspection costs for 2015 are estimated to be \$50,000, however these costs are fully reimbursed by developers. Each developer with a project requiring inspection is required to submit a deposit to cover the inspection costs for their project up front. Therefore, there is no net cost to the District for these inspection services provided through Aerotek.

**Board Decisions/Options:**

**Option 1** – Approve an extension of the service agreement with Aerotek, Inc. for 2015 supplemental construction inspection services.

**Option 2** – Take other action as directed by the Board.

**Option 4** – Take no action.

**Staff/General Manager’s Recommendation:**

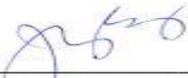
Option 1

**Support Documents:**

A. Services Agreement with Aerotek, Inc.



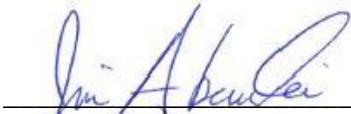
\_\_\_\_\_  
Brian Mueller  
Director of Engineering



\_\_\_\_\_  
Jose Perez  
Human Resources Manager



\_\_\_\_\_  
Mark Price  
Director of Finance



\_\_\_\_\_  
Jim Abercrombie  
General Manager

 COPY

**SERVICES AGREEMENT**

**Between**

**EL DORADO IRRIGATION DISTRICT**

**And**

**AEROTEK, INC.**

**for**

**Supplemental Hydroelectric Staffing Services**

**Project No. N/A**

**Dated: May 1, 2014**

EL DORADO IRRIGATION DISTRICT

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AGREEMENT BETWEEN  
EL DORADO IRRIGATION DISTRICT AND

AEROTEK, INC.

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THIS SERVICES AGREEMENT (“Agreement”) is dated this 1st of May, 2014, in the City of Placerville, State of California, by and between AEROTEK, INC., a Maryland corporation, with a principal place of business at 7301 Parkway Drive, Hanover, MD 21076, hereinafter referred to as “Service Provider” and the EL DORADO IRRIGATION DISTRICT, an irrigation special district organized and existing under the California Irrigation District Law (Water Code §20500, *et seq.*), hereinafter referred to as “District.”

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, stipulated and agreed, the parties agree as follows:

1. **Scope of Services.** The Service Provider shall perform supplemental staffing services upon request by District as described in Appendix A (“Services”), for the compensation set forth in Appendix B (“Compensation”), which appendices are attached and made a part of this Agreement. Service Provider will recruit, screen, employ, and assign temporary personnel to perform job duties (“Work”) while under the daily technical direction of District at a facility or in an environment under the control of District. District agrees that Services Provider’s assigned temporary employees will only perform those functions reasonably associated with the Work as agreed to by both parties. District acknowledges that Service Provider’s assigned temporary employees are not permitted to operate a motor vehicle within the scope of Work without Service Provider’s prior written consent.

2. **Term.** This Agreement shall become effective upon its execution by Service Provider and by District (including approval as to form by the District’s Office of the General Counsel). All Services whenever performed shall be deemed performed under this Agreement, and all compensation paid to Service Provider on account of the Services performed shall be deemed as payments of the Compensation.

3. **Standard of Performance.** Service Provider represents that it is qualified to perform the Services and that it possesses and will continue to possess at its sole cost and expense, all necessary licenses, registrations, permits, and personnel or will obtain such licenses, registrations, permits and personnel prior to the time required.

4. **Subcontractors.** Service Provider shall provide personnel to perform the Work as documented in Appendix A. Service Provider shall hire only qualified persons or firms who are experienced in performing work of like nature and complexity to the Work, and who agree to be bound to the terms of the Agreement to the extent of this scope of services. Service Provider may substitute personnel or subcontractors prior to any such subcontractors commencing work only upon District’s written consent, which may be withheld or delayed in District’s discretion.

5. **Representatives for Both Parties.** Both parties shall designate a representative, authorized to act on the parties’ behalf with respect to this Agreement. The parties or such authorized representatives shall render required decisions promptly, to avoid unreasonable delay in the progress of Service Provider’s services. The parties may delegate all or some of the representatives’ role and function to some other representative.

6. **Indemnification and Liability.**

6.1 To the fullest extent permitted by law (including, without limitation, California Civil Code Section 2782), Service Provider shall defend (with legal counsel reasonably acceptable to District), indemnify and hold harmless District and its officers, agents, departments, officials, representatives and employees (collectively “Indemnitees”) from and against any and all claims, loss, cost, damage, injury (including, without limitation, injury to or death of an employee of Service Provider or its sub-contractors), expense and liability of

every kind, nature and description (including, without limitation, incidental and consequential damages, court costs, attorneys' fees, litigation expenses and fees of expert consultants and/or expert witnesses incurred in connection therewith and costs of investigation) that arise from or relate to, directly or indirectly, in whole or in part, but only to the extent that any of the above are actually caused by, any negligent act or omission of Service Provider in the provision of Services, or anyone that they control (collectively "Liabilities"). Such obligations to defend, hold harmless and indemnify any Indemnitee shall not apply to the extent that such Liabilities are caused in whole or in part by the sole negligence, active negligence, or willful misconduct of any Indemnitee.

6.2 Service Provider shall defend (with legal counsel reasonably acceptable to District), indemnify and hold harmless the Indemnitees from all loss, cost, damage, expense, liability or claims, in law or in equity, including attorneys' fees, court costs, litigation expenses and fees of expert consultants or expert witnesses, that may at any time arise for any infringement of the patent rights, copyright, trade secret, trade name, trademark, service mark or any other proprietary right of any person or persons in consequence of the use by District, or any of the other Indemnitees, of articles or Services to be supplied in the performance of this Agreement.

6.3 Service Provider shall place in its subconsulting agreements and cause its subcontractors to agree to indemnities and insurance obligations in favor of District and other Indemnitees in the exact form and substance of those contained in this Agreement.

6.4 District acknowledges that the discovery, presence, handling or removal of asbestos products polychlorinated biphenyl (PCB) or other hazardous substances which may presently exist at the Work site is outside of Service Provider's expertise and is not included in the scope of services Service Provider is to perform nor included in Service Provider's insurance. District shall either hire an expert consultant in this field if the Work involves such materials or, the event the hazardous materials consist of naturally occurring asbestos, District shall require the contractor to comply with all applicable requirements of the El Dorado County Air Quality Management District (AQMD) and any other applicable governmental requirements relating thereto. Service Provider shall not be responsible or be involved in any way with the discovery, presence, handling, or removal of such materials. Service Provider shall be responsible to coordinate with District's expert consultant as required by Appendix A.

7. **Notices.** District and Service Provider shall provide notices to the other in the form of a writing, sent by certified mail return receipt requested, or by overnight courier or delivery service with signature required, as follows:

**ATTN: ALISON COSTA  
EL DORADO IRRIGATION DISTRICT  
2890 MOSQUITO RD  
PLACERVILLE CA 95667**

**ATTN: BRIAN DAY  
AEROTEK, INC.  
7301 PARKWAY DRIVE  
HANOVER, MD 21076**

or to such other place as either party may similarly in writing designate to the other. Notices shall be effective three business days after mailing by certified mail, or upon receipt if delivered by overnight courier or delivery service.

8. **Insurance.** Service Provider shall comply with all requirements of Appendix C, which is attached and made a part of this Agreement

9. **Independent Contractor.** Service Provider shall at all times be deemed an independent contractor wholly responsible for the manner in which it performs the Services, and fully liable for the acts and omissions of its employees, subcontractors and agents performing the Services. Under no circumstances shall this Agreement be construed as creating an employment, agency, joint venture or partnership relationship between District and Service Provider, and no such relationship shall be implied from performance of this Agreement. Terms in this Agreement referring to direction from District shall be construed as providing for direction as to policy and the result of services only, and not as to means and methods by which such a result is obtained. Service Provider shall pay all taxes levied upon this Agreement, the transaction, or the Services and delivered pursuant hereto without additional compensation, regardless of which party has liability for such tax under applicable law, and any deficiency, interest or penalty asserted with respect thereto. Upon full payment, the Service Provider will issue District a receipt pursuant to California Revenue and Taxation Code Section 6203, relieving District of all liability for any tax relating to the scope of this Agreement. The Service Provider shall pay all other taxes including but not



limited to any applicable city, county or other business tax, not explicitly assumed in writing by District hereunder. The Service Provider shall comply with all valid administrative regulations respecting the assumption of liability for the payment of payroll taxes and contributions as above described and to provide any necessary information with respect thereto to proper authorities.

**10. Conflict of Interest; Confidentiality.**

10.1 Service Provider represents that it is familiar with Sections 1090 et seq. and Section 87100 et seq. of the Government Code of the State of California, and that it does not know of any facts that constitute a violation of said sections. If, following execution of this Agreement, Service Provider becomes aware of any such facts, whether presently existing or after-arising, Service Provider shall promptly inform District of same, along with a proposal for remedying the violation. District may determine whether the proposal, or any other proposed resolution, is satisfactory, in its sole discretion.

10.2 Service Provider represents that it has completely disclosed to District, and if applicable will disclose in the future, all facts bearing upon any possible interests, direct or indirect, which Service Provider believes any member of District, or other officer, agent or employee of District or any department presently has, or will have, in this Agreement, or in the performance thereof, or in any portion of the profits thereunder. Willful failure to make such disclosure, if any, shall constitute ground for termination of this Agreement by District for cause. Service Provider agrees to comply with all conflict of interest codes adopted by the District and its reporting requirements, including without limitation the Conflict of Interest Code for the El Dorado Irrigation District.

10.3 Service Provider covenants that it presently has no interest, and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of Services required under this Agreement. Without limitation, Service Provider represents to and agrees with District that Service Provider has no present, and will have no future, conflict of interest between providing District the Services hereunder and any interest Service Provider may presently have, or will have in the future, with respect to any other person or entity (including but not limited to any federal or state wildlife, environmental or regulatory agency) which has any interest adverse or potentially adverse to District, as determined in the reasonable judgment of District. The provisions of this Section 10 shall remain fully effective indefinitely after termination of Services to District hereunder.

10.4 Service Provider acknowledges and agrees that, in the performance of the Services under this Agreement or in the contemplation thereof, Service Provider may have access to private or confidential information which may be owned or controlled by District and that such information may contain proprietary or confidential details, the disclosure of which to third parties may be damaging to District. Service Provider agrees that all information disclosed by District to or discovered by Service Provider shall be held in strict confidence and used only in performance of the Agreement. Service Provider shall exercise the same standard of care to protect such information as a reasonably prudent Service Provider would use to protect its own proprietary data, and shall not accept employment adverse to District's interests where such confidential information could be used adversely to District's interests. Service Provider agrees to notify District immediately in writing if it is requested to disclose any information made known to or discovered by Service Provider during the performance of or in connection with this Agreement.

10.5 Any publicity or press releases with respect to the Project or Services shall be under District's sole discretion and control. Service Provider shall not discuss the Services or Project, or matters pertaining thereto, with the public press, representatives of the public media, public bodies or representatives of public bodies, without District's prior written consent. Service Provider shall have the right, however, without District's further consent, to include representations of Services among Service Provider's promotional and professional material, and to communicate with persons or public bodies where necessary to perform under this Agreement.

10.6 The provisions of this Section 10 shall remain fully effective indefinitely after termination of Services to District hereunder.



**11. Suspension and Termination of Services.**

11.1 District may direct Service Provider to suspend, delay or interrupt Services, in whole or in part, for such periods of time as District may determine in its sole discretion. District may issue such directives without cause. District will issue such directives in writing. Suspension of Services shall be treated as an excusable delay.

11.2 District may terminate performance of the Services under this Agreement in whole, or from time to time in part, for default, should Service Provider commit a material breach of this Agreement, or part thereof, and not cure such breach within ten (10) calendar days of the date of District's written notice to Service Provider demanding such cure. In the event District terminates this Agreement for default, Service Provider shall be liable to District for all loss, cost, expense, damage and liability resulting from such breach and termination.

11.3 District may terminate performance of the Services under this Agreement in whole, or from time to time in part, for convenience, whenever District determines that such termination is in District's best interests. In the event District terminates this Agreement for convenience, Service Provider shall be entitled to be paid for Services satisfactorily performed to the termination date, but may recover no other cost, damage or expense.

11.4 Following any termination under this Section 11, Service Provider shall:

11.4.1 Stop Services under the Agreement on the date and to the extent specified in the notice of termination;

11.4.2 Terminate and settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with approval or ratification of District to the extent District may require.

11.4.3 Assign to District in the manner, at times, and to the extent directed by District, all right, title, and interest of Service Provider under orders and subcontracts so terminated; and

11.4.4 Complete performance of any part of the Services which were not terminated; and

11.4.5 Take such action as may be necessary, or as District may direct, for the protection and preservation of property related to this Agreement which is in Service Provider's possession and in which District has or may acquire an interest.

**12. Ownership of Work Product/Public Records Act.** Any interest (including copyright interests) of Service Provider or its subcontractors, in studies, reports, memoranda, computational sheets, drawings, plans or any other documents (including electronic media) prepared by Service Provider or its subcontractors at any time in connection with the Services, shall be, immediately upon its creation, the property of District. To the extent permitted by Title 17 of the United States Code, work product produced under this Agreement shall be deemed works for hire and all copyrights in such works shall be the property of District. In the event that it is ever determined that any works and any former works created by Service Provider or its subcontractors under this Agreement are not works for hire under U.S. law, Service Provider hereby assigns to District all copyrights to such works when and as created. With District's prior written approval, Service Provider may retain and use copies of such works for reference and as documentation of experience and capabilities. Both parties understand and agree that District must comply with the California Public Records Act ("Act"). If Service Provider believes that any document or information furnished to District in connection with Service Provider's performance of Services is exempt from public disclosure under the Act, it shall so advise District in writing at the time the document or information is furnished.

**13. Audit/Inspection of Records.**

13.1 Service Provider shall maintain all documents and records prepared by or furnished to Service Provider during the course of performing the Services for at least three (3) years following completion of the Services, except that all such items pertaining to hazardous materials shall be maintained for at least thirty (30) years. Such records include, but are not limited to, correspondence, internal memoranda, calculations, books and accounts, accounting records documenting its work under its Agreement, and invoices, payrolls, records and all other data related to matters covered by this Agreement. Service Provider shall permit a third party mutually agreeable to District and Service Provider to audit, examine and make copies, excerpts and transcripts from such records. The State of California or any federal agency having an interest in the subject of Agreement shall have the same rights conferred to District by this section. Such rights shall be specifically enforceable.

13.2 The Service Provider shall maintain full and adequate records in accordance with District requirements to show any non-proprietary support of the actual costs incurred by the Service Provider in the performance of this Agreement. If such books and records are not kept and maintained by Service Provider within a radius of seventy-five (75) miles from the offices of District at 2890 Mosquito Road, Placerville, California 95667, Service Provider shall, upon request of District, make such books and records available to District for inspection at a location within said seventy-five (75) mile radius or Service Provider shall pay to District the reasonable, and necessary costs incurred by District in inspecting Service Provider's books and records, including, but not limited to, travel, lodging and subsistence costs. Service Provider shall provide such assistance as may be reasonably required in the course of such inspection. District further reserves the right to request that the mutually agreeable third party examine and reexamine said books, records and data during the three (3) year period following termination of this Agreement or completion of all work hereunder, as evidenced in writing by District, and the Service Provider shall in no event dispose of, destroy, alter, or mutilate said books, records, accounts, and data in any matter whatsoever for three (3) years after District makes the final or last payment or within three (3) years after any pending issues between District and Service Provider with respect to this Agreement are closed, whichever is later.

**14. Non-discrimination.** Service Provider shall not discriminate against any employee or applicant for employment, nor against any subcontractor or applicant for a subcontract, because of race, color, religious creed, age, sex, actual or perceived sexual orientation, national origin, disability as defined by the ADA or veteran's status. To the extent applicable, Service Provider shall comply with all federal, state and local laws (including, without limitation, County ordinances, rules and regulations) regarding non-discrimination, equal employment opportunity, affirmative action and occupational-safety-health concerns, shall comply with all applicable rules and regulations thereunder, and shall comply with same as each may be amended from time to time. Service Provider shall provide all information reasonably requested by District to verify compliance with such matters. Service Provider stipulates, acknowledges and agrees that District has the right to monitor Service Provider's compliance with all applicable non-discrimination requirements, and may impose sanctions upon a finding of a willful, knowing or bad faith noncompliance or submission of information known or suspected to be false or misleading.

**15. Disputes.** Service Provider shall continue its work throughout the course of any dispute, and Service Provider's failure to continue work during a dispute shall be a material breach of this Agreement. Service Provider shall continue to receive payment under this Agreement for work that is unrelated to the dispute and completed in accordance with this Agreement.

**16. No incidental, etc. damages.** Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement, or the Services performed in connection with this Agreement.

**17. California Law.** This Agreement shall be deemed to have been executed in the City of Placerville, El Dorado County, California. Enforcement of this Agreement shall be governed by the laws of the State of California, excluding its conflict of laws rules. Venue for all litigation arising from or relating to this Agreement shall be in El Dorado County, California. Should any clause, provision or aspect of this Agreement be determined at any time to be unenforceable or in contravention of law, then the remaining clauses and provisions of this Agreement shall be enforceable to the fullest extent permitted by law and construed to give effect to fullest extent possible the intent of this Agreement.



18. **No Third Party Beneficiaries.** Except as expressly provided in this Agreement, nothing in this Agreement shall operate to confer rights or benefits on persons or entities not party to this Agreement. Time is of the essence in the performance of this Agreement.

19. **Entire Agreement.** This Agreement and any written modification shall represent the entire and integrated agreement between the parties hereto regarding the subject matter of this Agreement, shall constitute the exclusive statement of the terms of the parties' agreement, and shall supersede any and all prior negotiations, representations or agreements, written or oral, express or implied, that relate in any way to the subject matter of this Agreement or written modification. All prior negotiations are merged into this Agreement and shall be inadmissible in any enforcement of this Agreement.

20. **No Waiver.** The granting of any payments, and any inspections, reviews, approvals or oral statements by any District representative, or certification by any governmental entity, shall in no way limit Service Provider's obligations under this Agreement. Either party's waiver of any breach, or the omission or failure of either party, at any time, to enforce any right reserved to it, or to require strict performance of any provision of this Agreement, shall not be a waiver of any other right to which any party is entitled, and shall not in any way affect, limit, modify or waive that party's right thereafter to enforce or compel strict compliance with every provision hereof. This Agreement may not be modified, nor may compliance with any of its terms be waived, except by written instrument executed and approved by fully authorized representatives of District and Service Provider.

21. **Statutes of Limitation.** As between the parties to this Agreement, any applicable statute of limitations for any act or failure to act shall commence to run on the date of District's issuance of the final Certificate for Payment, or termination of this Agreement, whichever is earlier, except for latent defects. The commencement and running of the statute of limitations for latent defects shall be as provided by California Code of Civil Procedure section 337.15 or any successor statute.

22. **Survival.** Without limiting any of the parties' other rights or obligations arising from this Agreement, and in addition to all other provisions indicated as surviving the termination or expiration of this Agreement, the following provisions will survive any termination or expiration hereunder: 6, 10, 11, 12, 13, 16, 17, 18, 19, 20, 21, 22 and 23.

23. **Miscellaneous.** Service Provider shall not subcontract, assign or delegate any portion of this Agreement or any duties or obligations hereunder unless approved by District in a written instrument executed and approved by District in writing. Subject to the foregoing, this Agreement shall bind the parties, and their permitted successors and assigns. Any provision or portion thereof of this Agreement prohibited by, or made unlawful or unenforceable under any applicable law of any jurisdiction, shall as to such jurisdiction be ineffective without affecting other provisions or portions thereof of this Agreement. If the provisions of such applicable law may be waived, they are hereby waived to the end that this Agreement may be deemed to be a valid and binding agreement enforceable in accordance with its terms to the greatest extent permitted by applicable law. Captions to sections and subsections are for the convenience of the parties, and are not to be considered when construing this Agreement. The agreements contained herein shall not be construed in favor of or against any party, but shall be construed as if all parties prepared this Agreement. All terms not otherwise defined in this Agreement shall have the meanings provided in the Appendices.

24. **Attorneys' Fees.** If either party institutes or is required to defend any legal proceeding, action or motion to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to recover all costs and expenses, specifically including, but not limited to, reasonable attorneys' fees.

25. **ADA Compliance:** If, in the course of conducting the Services subject to this Agreement, Service Provider offers a public program, service, or meeting on behalf of the District, Service Provider shall, in accordance with the Americans with Disabilities Act and California law, offer its public programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities and shall, upon reasonable request provide reasonable accommodations for persons with disabilities including information or materials in appropriate alternative formats.

26. **Health & Safety:** District shall provide a safe, clean work environment that complies with all applicable local, state and federal laws. District agrees to provide site specific training, certification, evaluation and orientation for all of Service Provider's temporary personnel in all applicable safety, hazardous communication and operational instructions as required by policy or by law, including but not limited to, all federal OSHA and equivalent state agency requirements, guidelines and standards. District will provide and require all of Service Provider's temporary personnel to wear all appropriate safety equipment. District will notify Service Provider immediately in the event of an accident or medical treatment of any of Service Provider's temporary personnel, and will provide Service Provider with a completed supervisor's report of injury. In the event of an accident or other incident involving any of Service Provider's temporary personnel, Service Provider shall have the right to conduct an onsite investigation. District acknowledges that it will retain all responsibility for OSHA recordkeeping and logs in relation to this Agreement.

27. **Right to Hire:** If any personnel provided by Service Provider to District is hired by District, either directly or indirectly, within 180 days of the personnel's last day of work at District through Service Provider, District will pay Service Provider a Placement Fee equal to 20% of the personnel's first year salary with District. Notwithstanding the foregoing, if the personnel has completed a minimum of 180 continuous days of service at District for Service Provider, there will be no Placement Fee for directly hiring the employee. District agrees that Service Provider is the exclusive representative of all candidates for which resumes are submitted to District by Service Provider in response to District requests. Accordingly, District agrees that if any candidate submitted to District by Service Provider is engaged to perform services, either directly or indirectly, by District within 9 months of receipt of the resume, District agrees to pay to Service Provider the Placement Fee as described herein.

28. **Direct Placements:** District may request that Service Provider present candidates to District for immediate direct hire by District. In cases where District has hired such a candidate, Service Provider will invoice District for 20% of the individual's annualized first year salary. District agrees to pay Service Provider's invoice within fifteen (15) days from Service Provider's invoice date. For all Direct Placements, District accepts responsibility for payment of any and all employment related taxes and any other costs, or risks normally associated with its employment work force. Service Provider shall not be liable for any claims, costs, expenses, damages, obligations or losses arising from or in connection with the acts or omission of any candidate hired by District.

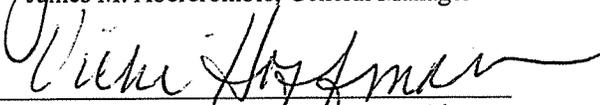
29. **Performance Guarantee:** District acknowledges that Service Provider cannot warrant or guarantee any aspect of the Work performed by its temporary personnel assigned to District. However, if District is not satisfied with the job performance of any of Service Provider's temporary personnel and notifies Service Provider within the initial employment period of four (4) hours, District will not be required to pay for those services. Once Service Provider's temporary personnel begins his/her next hour of work, District agrees to pay for all hours charged for that employee from the first hour of work.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day first mentioned above.

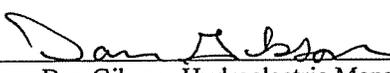
“District”

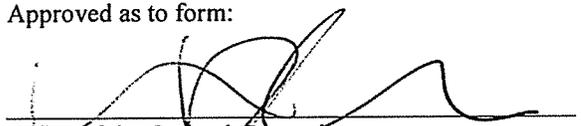
**EL DORADO IRRIGATION DISTRICT**

By:   
James M. Abercrombie, General Manager

By:   
Vickie Hoffman, Humans Resources Director

By:   
Steve Griffin, Purchasing Agent

By:   
Dan Gibson, Hydroelectric Manager

Approved as to form:  
  
Office of the General Counsel

THIS AGREEMENT SHALL NOT BE VALID OR EFFECTIVE FOR ANY PURPOSE UNLESS AND UNTIL SIGNED BY THE DISTRICT’S OFFICE OF THE GENERAL COUNSEL.

“Service Provider”

**AEROTEK, INC.**

By: 

Title: Asst. Controller

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

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

## LIST OF APPENDICES AND SCHEDULES

Appendix A	Proposal and Scope of Services
Appendix B	Payments to Service Provider
Appendix C	Insurance
Appendix D	Safety Submittals
Appendix E	Service Provider Site-Survey Questionnaire

## APPENDIX A – PROPOSAL AND SCOPE OF SERVICES

This is an appendix attached to, and made a part of, the Services Agreement dated May 1, 2014 (“Agreement”) between the EL DORADO IRRIGATION DISTRICT (“District”) and AEROTEK, INC. (“Service Provider”), for the provision of services (“Services”).

### 1 Criteria Governing Service.

- 1.1 Service Provider shall perform the Services described in Exhibit 1 (EID Class Specification - Senior Hydroelectric System Technician), dated May 1, 2014, attached hereto to this Appendix A and incorporated herein by reference in accordance with all terms and conditions of this Agreement and all attachments hereto. The Services shall be performed in accordance with all applicable and the most current codes, laws, regulations and professional standards.
- 1.2 Unless otherwise permitted in writing by District, Service Provider shall not propose or recommend any service that has the effect of shifting responsibilities from Service Provider to a third party through performance specifications or any other means. Performance specifications will be allowed only when necessary to preclude single vendor sources or when specifically requested by District.

### 2 Coordination With Other Service Providers/Subcontractors.

Service Provider shall fully coordinate all subcontractors involved in completing its Services. Service Provider shall participate in coordination meetings with its subcontractors and, in addition, with any District prime consultants on other services contiguous or related to the Service. District shall have the right, but not the obligation, to set the dates of such meetings, to attend and participate in such meetings, and to remain fully advised and informed of the coordination of each consultant and subcontractor of their responsibilities. Such meetings shall occur at least monthly, or more frequently as necessary.

### 3 Electronic Documents.

- 3.1 In addition to providing hardcopies, Service Provider shall provide Word, Excel, or AutoCAD (most recent release, or other release specified by District) files of all documents, plans, including as-bid, as-built, and all record plans, on CD or DVD (based on the District’s horizontal and vertical controls), as requested by District.
  - 3.2 As requested by District, Service Provider shall communicate with the District and/or provide copies of all deliverables in any other electronic form reasonably requested by District.
  - 3.3 District may use all electronic items to the same extent as it may use other Service Provider deliverables under this Agreement. However, the electronic items are provided primarily as a convenience to District, and shall not be considered “Design Drawings”, “Drawings of Record”, or “Construction Documents.” The Hardcopy shall be referred to and shall govern in the event of any inconsistency between the Hardcopy and the information provided electronically.
4. This Appendix A and its Exhibit 1 are deemed complimentary; what is called for by one is as binding as if called for in both and shall be performed by Service Provider. In the case of direct conflict, then the requirement providing District with the broader scope of services shall have precedence.

END OF APPENDIX A

## **Exhibit 1 to Appendix A - Scope of Services**

### **Supplemental Hydroelectric Staffing Services**

The following is a description of duties and responsibilities required to fulfill the needs of the work and other requirements:

#### **EID Class Specification - Senior Hydroelectric System Technician.**

#### **DEFINITION**

Under direction and as assigned performs highly skilled technical duties involving the operations and maintenance of the District's hydroelectric plant; maintains, troubleshoots repairs and operates equipment associated with the hydroelectric powerhouse and water conveyance system; and calculates and schedules the selling of power.

#### **DISTINGUISHING CHARACTERISTICS**

This is the advanced journey level in the Hydroelectric System Technician series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed, complexity of duties assigned, independence of action taken, and by the amount of time spent performing the duties. Employees perform the most difficult and responsible types of duties assigned to classes within this series, including providing technical and functional supervision over assigned personnel and perform difficult and complex work related to the operation and maintenance of the District's hydroelectric plant. Employees at this level are required to be fully trained in all procedures related to assigned areas of responsibility.

#### **SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from the Hydroelectric Manager. May exercise technical and functional supervision over assigned technical personnel.

**EXAMPLES OF ESSENTIAL DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- 1) Participates in the development and implementation of goals and objectives related to assigned section; establishes schedules and methods for maintaining and operating the District's water conveyance, water storage and irrigation water system, ensuring compliance with local, State and Federal regulations including FERC license requirements.
- 2) Participates in the planning, prioritization, assigning and reviewing of work of staff involved in the maintenance, operation and construction of dams, control works, spillways, pipelines, irrigation ditches and related facilities; analyze situations accurately and take effective action.
- 3) Plan, prioritize, and review the work of technical and professional staff; develop schedules and methods to accomplish assignments, provide and coordinate staff training, and work with employees to correct deficiencies; may provide input on performance evaluations.
- 4) Participates in the evaluation of operations and activities of assigned section; recommends improvements and modifications; prepares various reports on operations and activities.
- 5) Participates in developing and administering section budget; participates in the preparation of cost estimates for budget recommendations; submits justifications for equipment, materials and supplies; monitors and controls expenditures.

- 6) Wire, modify, document and install equipment.
- 7) Repair and/or replace broken or defective parts in motors, generators, pumps, circuit breakers, transformers, storage batteries, switchgear, controllers, contactors, switches and other fixtures and appliances.
- 8) Troubleshoot electrical control schemes and equipment.
- 9) Research and identify replacement parts.
- 10) Work with, provide support to, and inspect the work of outside contractors.
- 11) Compile materials lists.
- 12) Check and record exciter generator brush condition, relays and daily generator operations.
- 13) Maintain a variety of records including those for the Federal Energy Regulatory Commission (FERC).
- 14) Performs skilled maintenance tasks associated with the installation, testing, repair and preventative maintenance of mechanical, electrical, and the operational equipment associated with the District's hydroelectric plant including SCADA, communication, mechanical, and hydraulic equipment throughout the system.
- 15) Reads and interprets electrical schematics, blue prints and drawings.
- 16) Operates testing equipment, including but not limited to, protective relay test sets, circuit breaker timing test sets, DLRO meters, TTR meters, 4-20 ma calibrators, insulation testers (Meggers®), Hi Pot testers, analyzers, wattmeters and variable power sources.
- 17) Operates the District's hydroelectric powerhouse in accordance with PG&E and Cal-ISO protocols and contracts; calculates and determines load estimates and/or equipment requirements; monitors, controls and regulates power generation and water level conditions.
- 18) Operates remote controlled computer SCADA systems to monitor and control powerhouse and Forebay Reservoir.
- 19) Prepares lockout/tagout and switching orders to safely remove equipment for maintenance.
- 20) Constructs, designs, tests, troubleshoots, repairs and maintains a variety of electrical and electronic devices associated with the hydroelectric plant.
- 21) Tests, calibrates, installs, designs, and programs instrumentation, programmable logic controllers, relay controllers and other microprocessor equipment.
- 22) Respond to emergency situations and be on call as assigned.
- 23) Assists with system design and upgrades; coordinates with outside contractors and other District departments in the upgrade and overhaul of equipment.

24) Builds and maintains positive working relationships with co-workers, other District employees and the public using principles of good customer service.

25) Performs related duties as assigned.

## **QUALIFICATIONS**

### Knowledge of:

Principles and practices associated with the operation of a hydroelectric power plant. Skilled maintenance and repair of mechanical, electrical, and electronic equipment associated with a hydroelectric power plant. Safe work methods and safety regulations pertaining to the work. Principles and practices of instrumentation calibration and alignment procedures. National Electric Code and other pertinent local, State and Federal laws, regulations and rules.

### Skill/Ability to:

Organize, implement and direct operations and activities related to the operation of hydroelectric facilities. Identify and investigate unsafe conditions and formulate response for corrective action. Recognize and correct unusual, inefficient or potentially dangerous operating conditions. Lead and respond effectively to system upset conditions and emergency situations. Assist with the coordination of the delivery of parts and supplies. Develop and recommend policies and procedures related to assigned operations. Calculate water flow, capacity, generation, and related values. Lead, train, assign, schedule and review the work of staff. Work independently researching and proposing solutions to technical problems of the most complex nature. Operate, maintain and repair mechanical, electrical and electronic equipment associated with a hydroelectric power plant. Effectively perform switching and scheduling operations. Read and interpret complex electrical diagrams. Use modern, precision and diagnostic tools and instruments. Keep accurate records and reports. Establish and maintain effective working relationships with those contacted in the course of work. Communicate clearly and concisely, both orally and in writing. On a continuous basis, know and understand operations, and observe safe work practices, procedures, and regulations, including wearing protective equipment and safety devices; analyze problem equipment; identify and locate equipment; interpret work orders; remember equipment location; and explain jobs to others. Work in confined spaces. Intermittently, sit while studying or preparing reports; bend, squat, climb, kneel and twist when performing installation/repair of equipment; perform simple and power grasping, pushing, pulling, and fine manipulation; Must be physically capable of climbing ladders to a height of 50 feet, of working in cramped or awkward positions to repair equipment, and of lifting tools and equipment up to a weight of 50 pounds. Work overtime as needed on short notice. Must be willing to work outdoors in a variety of weather conditions.

### Experience and/or Education:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### Experience:

Five years of responsible journey level experience that involved the operation, maintenance and repair of equipment associated with a hydroelectric power plant.

### Education:

Equivalent to the completion of the twelfth grade.

## **SPECIAL QUALIFICATIONS**

### License and Certificate:

Possession of, or ability to obtain, a valid California driver's license at the time of appointment. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

Possession of a certificate indicating completion of a formal apprenticeship program from an electric utility, state agency or military school; or, two years of experience in the operation or maintenance of mechanical, electrical, and electromechanical equipment similar to that utilized in a hydroelectric power plant.

Employees in this classification whose job duties require internet connectivity or the use of a District laptop and air card while on standby must provide and utilize, at their sole expense, a functionally reliable personal internet connection or District provided reliable air card with a District-provided laptop to facilitate District stand-by business.

## **STAFF PRE-ASSIGNMENT REQUIREMENTS**

Service Provider is required to perform the following prior to assigning staff for service, and with the results pre-approved by the District's Project Manager.

1. Background checks. At a minimum, perform the following tests:
  - a. Social Security Verification
  - b. County Criminal Court Searches
  - c. California Motor Vehicle License
  - d. Federal Criminal
  - e. National Criminal Database
  - f. National Wants and Warrants
  - g. 50 State Sex Offender

Provide information and documentation indicating the type of background checks you perform for temporary employees; include the name of the companies used.

2. Drug-Free Workplace, Drug Screening, and Pre-employment Physicals. Provide upon execution of this Services Agreement to the satisfaction of the Project Manager information indicating your agency:
  - a. Provides a drug-free work place requirement for temporary employees as required by all federal, state, and local laws.
  - b. Practice for drug-screening temporary employees.
  - c. Type(s), if any, of pre-employment physicals you require for temporary employees.

**End of Exhibit 1 to Appendix A**

## APPENDIX B - PAYMENTS TO SERVICE PROVIDER

This is an appendix attached to, and made a part of, the Services Agreement dated May 1, 2014 (“Agreement”) between the EL DORADO IRRIGATION DISTRICT (“District”) and AEROTEK, INC. (“Service Provider”), for the provision of supplemental staffing services (“Services”).

### 1 Amount of Compensation for Services of Service Provider

Excluding Additional Services only, the Not-to-Exceed Payment to Service Provider for all Services performed under this Agreement shall not exceed **\$129.36 ST Bill Rate per hour, and \$194.04 (1.5x hourly O.T. rate)**, referred to hereafter as the Not-to-Exceed Price (“NTEP”). The NTEP includes within its scope the cost of all subcontractors and shall constitute full compensation for the Services.

- 1.1 Service Provider shall be paid for its Services (and for services of its subcontractors) rendered based upon the hourly “Billing Rates” of each Service Provider temporary employee as described below, but except for Additional Services, in no event shall Service Provider invoice or receive (including subcontractors) any payment exceeding the NTEP.
- 1.2 The Billing Rates used as a basis for payment apply to all of Service Provider’s temporary employees engaged directly on the Project. The Billing Rates shall remain constant throughout this Agreement, and shall not be adjusted for inflation, salary adjustments, cost changes, or any other reason. Notwithstanding the foregoing, if any government mandated cost such as a required wage, minimum wage, payroll tax, insurance premium, assessment, contribution, benefit or fee is imposed, increased, adjusted or is newly introduced with respect to Service Provider’s temporary employees assigned to District, Service Provider will notify District’s local HR contact or hiring manager. If acceptable to District, Service Provider will adjust bill rates and add the agreed upon amount to its next scheduled invoice.
- 1.3 If District and Service Provider previously executed a purchase order for services within the scope of the Services of this Agreement, then the services performed and the compensation paid under that purchase order shall be subject to the terms of this Agreement and the previous payments deemed payments against the NTEP.
- 1.4 Service Provider’s rates are inclusive of statutory payroll taxes, workers compensation insurance, overhead costs and expenses Service Provider incurs in providing services to District, as well as profit. Notwithstanding the foregoing, Service Provider’s bill rates specifically exclude state or local sales and use taxes assessed on amounts payable by District to Service Provider.

### 2 Methods of Payment to Service Provider

- 2.1 For Basic Services on the Project. Service Provider shall submit weekly invoices with reasonable detail of the daily time incurred by personnel assigned to the Project, supported by invoices and appropriate backup documentation. Each invoice shall report on Service Provider’s total billings. District agrees to pay Service Provider’s invoice within thirty (30) days from Service Provider’s first invoice date, and every seven (7) to fifteen (15) days thereafter.

### 3 Definitions

- 3.1 “Additional Services” mean services beyond the scope of the Services defined in this Agreement.

END OF APPENDIX B

## APPENDIX C - INSURANCE

This is an appendix attached to, and made a part of, the Services Agreement dated May 1, 2014 (“Agreement”) between the EL DORADO IRRIGATION DISTRICT (“District”) and AEROTEK, INC. (“Service Provider”), for the provision of supplemental staffing services (“Services”).

1. **Service Provider’s Duty to Show Proof of Insurance.** Prior to the execution of this Agreement, Service Provider shall furnish to District satisfactory proof, in the form of certificates of insurance and/or policy endorsements, that Service Provider has taken out for the entire period required by this Agreement, as further described below, the following insurance, in a form satisfactory to District and with an insurance carrier satisfactory to District, authorized to do business in California and rated by A. M. Best & Company A- or better, financial category size VII or better, which will protect those described below from claims described below which arise or are alleged to have arisen out of or result from the negligent acts or omissions of Service Provider for which Service Provider may be legally liable, whether performed by Service Provider, or by those employed directly or indirectly by it, or by anyone for whose acts Service Provider may be liable in the performance of Services:

1.1 Commercial General Liability Insurance

Commercial general liability insurance, written on an “occurrence” basis, which shall provide coverage for bodily injury, death and property damage resulting from operations, products liability, liability for slander, false arrest and invasion of privacy arising out of professional services rendered hereunder, blanket contractual liability, broad form endorsement, products and completed operations, personal and advertising liability, with per location limits of not less than \$2,000,000 general aggregate and \$1,000,000 each occurrence.

1.2 Business Automobile Liability Insurance

Business automobile liability insurance with limits not less than \$1,000,000 each occurrence including coverage for owned, non-owned and hired vehicles, subject to a deductible of not more than \$25,000 payable by Service Provider.

1.3 Workers’ Compensation Insurance

Workers’ Compensation Employers’ Liability limits not less than the amounts required by law. Service Provider’s Workers’ Compensation Insurance policy shall, by endorsement, contain a Waiver of Subrogation as to each named and additional insured. In the event Service Provider is self-insured, it shall furnish Certificate of Permission to Self-Insure signed by Department of Industrial Relations Administration of Self-Insurance, State of California.

1.4 Professional Liability Insurance (if applicable)

Professional Liability Insurance with limits of not less than \$1,000,000 each claim and aggregate, all with respect to negligent acts, errors or omissions in connection with staffing services to be provided under this Agreement, and any deductible not to exceed \$25,000 for each claim, with no exclusion for claims of one insured against another insured. Service Provider shall maintain said insurance coverage for a period of five (5) years after the completion of the Services and shall, upon request of District, provide certificates of insurance evidencing Service Provider has maintained said coverage. **Insurance policies shall contain an endorsement containing the following terms:**

2. Insurance policies shall contain an endorsement containing the following terms:

2.1 Status of El Dorado Irrigation District as Additional Insured.

On Service Provider's Commercial General Liability policy and Automobile Liability Policy, the El Dorado Irrigation District, and its affiliates, directors, officers, officials, partners, representatives, employees, consultants, subcontractors and agents, shall be named as additional insureds, but only with respect to liability arising out of the activities of the named insured.

2.2 The policies shall apply separately to each insured against whom claim is made or suit is brought except with respect to the monetary limits of Service Provider's insurance policy.

2.3 Written notice of cancellation, non-renewal or of any material change in the policies shall be mailed to District thirty (30) days in advance of the effective date thereof.

Service Provider's insurance shall be primary insurance and no other insurance or self-insured retention carried or held by any named or additional insureds other than that amount Service Provider shall be called upon to contribute to a loss covered by insurance for the named insured. Any District insurance shall be excess and noncontributing to any insurance available to the District as an additional insured under Service Provider's primary and excess Commercial General Liability policies provided pursuant to this Agreement.

2.4 Certificates of Insurance and Endorsements shall clearly describe the coverage and shall contain a provision requiring the giving of written notice described above in subsection 2.3.

2.5 Any insurance policy written on a claims-made basis is subject to the approval of the District's Legal Counsel.

2.6 Nothing contained herein shall be construed as limiting in any way the extent to which Service Provider or any of its employees or subcontractors may be held responsible for payment of damages resulting from Service Provider's operations.

If Service Provider fails to maintain any required insurance, District may (but is not obligated to) obtain such insurance, and may deduct and retain the cost of any premium so incurred from any sums due Service Provider under this Agreement.

END OF APPENDIX C

## APPENDIX D – SAFETY SUBMITTALS

This is an appendix attached to, and made a part of, the Professional Services Agreement dated May 1, 2014 (“Agreement”) between the EL DORADO IRRIGATION DISTRICT (“District”) and AEROTEK, INC., (Service Provider”), for the provision of services (“Services”).

1. Service Provider shall prepare and submit the specified documents within 10 days from the Notice of Award. The documents required to be submitted herein must be favorably reviewed by District prior to Service Provider starting Work.

2. Neither District's review of nor comments on any of the submittals shall constitute a representation or warranty as to compliance with any legal requirements. District reserves the right to reject all or portions of a submittal as inadequate to protect health, or safety. If conditions change, Service Provider shall promptly update the Plan as appropriate, and submit the revised Plan to District at no additional charge to District. All references are to Title 8 of the California Code of Regulations.

3. Service Provider shall submit the following site-specific checked items prior to starting Service:

- 1. Injury and Illness Prevention Program (§3203)
  - a. Written program shall contain the following:
    - i. Identity of the person or persons having program authority and responsibility
    - ii. A system of ensuring employee compliance with safe and healthy work practices.
    - iii. A system for communicating with employees in a form readily understandable by all affected employees, including provisions designed to encourage employees to inform the employer of hazards at the worksite without fear of reprisal.
    - iv. Procedures for identifying and evaluating workplace hazards including scheduled periodic inspections to identify unsafe conditions and work practices.
    - v. Procedures to investigate occupational injury and illness.
    - vi. Methods and/or procedures for correcting unsafe or unhealthy conditions, work practices and work procedures in a timely manner based on severity of the hazard.
    - vii. Provide training and instruction to new employees, for new job assignments, new hazards, for management to familiarize themselves with hazards employees are exposed.

END OF APPENDIX D

## SERVICE PROVIDER SAFETY SUBMITTALS

MANAGEMENT POLICY STATEMENT

February 20, 2006

Aerotek believes that employee safety is important in the planning and operation of all office and field activities. Safety is essential to welfare, morale, and employee relations. With this in mind, we have established a comprehensive Employee Safety Program within all departments at all levels of activity.

Aerotek is absolutely committed to the safety of all its employees, including both employees for whom Aerotek exercises direct supervision, as well as employees who are directly supervised by the client to whom they are temporarily assigned. Aerotek, however, is unable to directly supervise or control the working environments established by its clients. As a result, the client, as written in Aerotek's standard services agreement, must exercise primary responsibility for evaluating, correcting unsafe working conditions, providing required IIPP Program coverage, PPE and training to keep training current.

Realizing that accident prevention requires a continued effort, and the participation of all employees, it is the firm policy of Aerotek that no part of our job is so important that we cannot take time to do it safely. Therefore, it is imperative that workplace hazards be identified, appropriately evaluated, and effectively controlled.

As the Program Administrator, the person responsible for implementing and managing this program, I can be contacted at any time for your assistance. Your complete cooperation is needed and is very much appreciated.

For simplicity, the term "employee" as used throughout this document, is to represent both internal and contract employees unless otherwise specified.

John Swartos  
Regional Safety Manager – NW Region  
425-893-6068  
Aerotek

## INJURY AND ILLNESS PREVENTION PROGRAM

### I. ASSIGNMENT OF RESPONSIBILITY FOR PROGRAM

A. While Corporate Management has the ultimate responsibility for prevention of accidents, the specific responsibility and authority for implementing all parts of the following Employee Safety Program rests with each member of the management and labor team.

B. Therefore, as a matter of policy, Corporate Management will:

1. Maintain an active, progressive Employee Safety Program in which all members of management will participate in order to promote safety awareness and safe work practices.

2. Provide, within reason, a safe and secure work environment in which identified occupational hazards are controlled when elimination is not feasible.

3. Require that all employees follow established safety rules and work practices of Aerotek and our clients.

4. Provide adequate budget approvals for the achievement of all approved Employee Safety objectives.

5. Actively support the Employee Safety Program as an example to subordinates, and with the decisions and directives that are required.

6. Delegate authority to others under his/her supervision to expedite and facilitate application of the Employee Safety Program.

7. Educate and train employees regarding elements of this program and on any issues involving worker safety and health.

8. Investigate reported accidents. Determine cause of the accident and implement corrective actions that will, in a timely manner, prevent recurrence.

C. Directors of Branch Operations, Customer Service Supervisors, and Account Representatives will:

1. Assist Corporate Management in educating and training employees regarding the elements of this program and on any issues involving worker safety and health.

2. Institute work practices and ethics, which reflect the safest and most efficient methods available for accomplishing, assigned tasks.
3. Be responsible for actively supporting the Employee Safety Program.
4. Impart to each employee that a violation of established safety rules **WILL NOT** be tolerated.
5. Take prompt corrective action whenever unsafe acts or unsafe conditions are observed or reported by employees.
6. Provide the needed safety equipment or other protective devices as required.
7. Conduct safety inspections in accordance with policy doctrine.
8. Instill positive safety awareness in each employee through personal contacts.
9. Ensure that accidents are investigated and reported. Assist Corporate Management in determining the cause of the accident and implement corrective actions that will, in a timely manner, prevent recurrence.

D. Employees will:

1. Be expected to review the Employee Safety Program (or Contract Employee Handbook), read and follow all Aerotek and client safety rules.
2. Support and participate in the Employee Safety Program.
3. Report workplace hazards, and make suggestions for control and/or elimination.
4. Conduct themselves in a way that enhances their personal safety and that of their fellow workers.
5. Work according to good safety practices as instructed, discussed, or posted by supervision.
6. Request and properly use the appropriate personal protective equipment for the assigned task.

7. Report **ALL** injuries, illnesses, and accidents on the day of occurrence, even if they appear minor.

8. Attend all client orientation and safety meetings and take an active part in the discussions.

9. Not start any work under conditions believed to be unsafe without first calling these conditions to the attention of the supervisor in charge.

## **II. COMPLIANCE WITH THE IIPP**

A. All personnel are expected to comply fully with the Employee Safety Program. Any failure to do so will result in appropriate disciplinary action, including but not limited to, employment termination.

Additional mandatory training may be part of any discipline imposed. All disciplinary action will be consistent with fair and just treatment of each individual employee. Any disciplined employee, who feels he or she has not been fairly treated, should follow the established procedures in resolving this problem.

The Employee Safety Program should not be viewed as an exclusive list to situations not specifically mentioned. Management reserves the right at all times, when circumstances warrant it, to publish new rules, or modify existing ones, in order to ensure a safe, healthy and productive work environment for all employees.

## **III. SAFETY AND HEALTH TRAINING**

A. Aerotek is committed to instructing all employees and other workers it controls or directs and directly supervises in safe and healthful work practices. To achieve this goal, Aerotek will provide the following training to each employee with regard to general safety procedures and with regard to any hazards or safety procedures specific to that employee's work assignment.

1. All current employees will receive initial training upon establishment of the Employee Safety Program.

2. New employees will receive initial training upon being hired by Aerotek.

3. Employees will receive training when assigned to a new task for which training has not yet been received.

4. Employees will be trained whenever new substances, processes, procedures or equipment, which represent a new hazard, are introduced into the workplace or whenever Aerotek is made aware of a new or previously unrecognized hazard.

5. All Contract Employees will receive training when and to the extent that the Contract Employees are exposed to work-site and job assignment specific hazards. This training will be provided by the appropriate Aerotek client.
6. Supervisors and managers shall be trained on hazards and safe practices in their areas of responsibility.
7. Refresher training shall be provided at certain times as determined by the Corporate Safety Director.
8. All training shall be documented in employee files.

#### **IV. COMMUNICATING SAFETY & HEALTH MATTERS**

- A. Aerotek will hold formal safety meetings on a quarterly basis and at any other time deemed necessary by the Safety Director. The safety committee shall consist of the Safety Director, Regional Safety Managers, Risk Manager, and Controller as permanent members.
- B. At each meeting, the safety committee shall:
  1. Review significant accident/illnesses reports and submit suggestions for prevention.
  2. Review findings from informal site inspections carried out on clients' facilities and projects.
  3. Discuss regulatory and company policy updates.
  4. Review employee suggestions.
- C. The form of the minutes of each meeting should indicate members in attendance and a synopsis of the items listed above. Meeting minutes will be kept on file for at least three years at the Corporate Health & Safety Office, and will be made available to any employee upon request.
- D. Safety Recognition. This program recognizes individuals for positive safety performance. This program provides for quarterly and annual events.

#### **V. SAFETY INSPECTIONS**

A. As part of our overall safety program, we will conduct and document periodic inspections of our workplaces and our clients' facilities and projects as a method of identifying existing or potential hazards in the workplace. Although we relinquish operational control and supervisor responsibility to our clients, our responsibility for providing a safe workplace remains. The following guidelines have been established as our site inspection protocol.

1. Inspection Responsibility - An Account Manager designated representative will be responsible for conducting client site surveys to identify and evaluate workplace hazards. Inspections at clients' facilities do not take the place of, nor release the client from any inherent responsibility that they have in maintaining a safe workplace. They are intended to be done in full cooperation and participation with the respective client.

2. Inspection Frequency

a. Periodic Site Surveys of client facilities will be conducted every six months. The Corporate Health & Safety Director shall determine the appropriate inspection form for each type of inspection to be carried out.

b. Incident / Accident Follow-up - Inspections will be carried out upon receipt of a report of an unsafe or unhealthy act or condition from an Aerotek employee, or from a site manager or safety and health officer. Inspections will also be conducted in response to reportable employee injuries or illnesses as deemed appropriate by Aerotek's Health & Safety Department. Inspections carried out under this section may take the place of scheduled inspections described in section 2.(a). Further information can be found in the Aerotek's Workers Compensation Policy Doctrine.

c. Changing Conditions - Inspections shall be conducted upon report of significant changes in site conditions to ensure that assigned employees possess the necessary skills and training to complete their tasks and to ensure that additional hazard communication training has been conducted.

3. Inspection Procedures - Inspections shall be conducted either by site inspection or communication with the site manager and affected employees, dependent on the circumstances surrounding the need for inspection.

4. Employee Responsibility - Aerotek employees are required to report unsafe or unhealthy conditions, work practices, work procedures or accidents immediately to the site manager. If the incident involves a potentially hazardous condition that may result in injury or death, the affected Aerotek employees shall cease work immediately until the issue has been resolved. If the issue cannot be resolved on site, a report shall be made as soon as possible to the Aerotek contracting office.

5. Employees reporting workplace hazards or unsafe conditions shall not be disciplined or discharged for such reports and will be protected from retaliation. Employees

may, if they so desire, report unsafe conditions or hazards by submitting reports to the Program Administrator without identifying themselves.

6. Contracting Office Responsibility - All offices shall consult with the Corporate Health and Safety Office for guidance in all issues involving Contract Employee safety. Written or verbal reports shall be made on all incidents and copies kept on file at the corporate office.

## **VI. HAZARD CORRECTION**

A. Unsafe or unhealthy work conditions, practices or procedures shall be corrected in a timely manner based on severity of the hazards. Hazards shall be corrected according to the following procedures.

1. When observed or discovered;
2. When an imminent hazard exists which cannot be immediately abated without endangering employees and or property, Aerotek will remove all exposed workers from the area except those necessary to correct the existing condition. Workers necessary to correct the hazardous condition shall be provided with the necessary protection.

## **VII. ACCIDENT INVESTIGATIONS**

A. All injuries that result in the loss of life, require hospitalization for more than observation over a period of 24 hours, or a loss of bone caused by an amputation will be investigated and all other injuries when requested by management. The following procedures will be utilized:

1. Interview injured employees and any witnesses.
2. Review the area in which injury occurred.
3. Along with client determine root cause of the incident and corrective action required.
4. Obtain a copy of client's investigation and copies of photos if any were taken.
5. Document investigation finding and provide to management.
6. Report the incident to the nearest OSHA District Office.

## VIII. APPLICATION TO CONTRACT EMPLOYEES

A. Aerotek is absolutely committed to the safety of all its employees including both employees for whom Aerotek exercises direct supervision and employees who are directly supervised by the clients to whom they are temporarily assigned. Aerotek, however, is unable to directly supervise or control the working environments established by its clients. As a result, the client, as written in Aerotek's standard services agreement, must exercise primary responsibility for evaluating, correcting unsafe working conditions, providing required IIPP Program coverage, PPE and training to keep training current, Aerotek will:

1. Inform the Contract Employee that the primary responsibility for evaluating and correcting unsafe work-site conditions, and for conducting training specific to potential work-site hazards, resides with the client who exercises direct supervision and control. The client is required to have its own health and safety programs which cover all personnel whom it supervises.
2. Confirm that the client maintains its own health and safety programs as required by law, and that the Contract Employee will be provided with a copy of this document before beginning his or her first work assignment.
3. Provide the Contract Employee with training information on general safety procedures and guidelines for identification of potentially unsafe working conditions.
4. Inform the Contract Employee that he or she should communicate any health or safety concerns to the client pursuant to the communications procedures set forth in the client's written safety programs. If the condition is not corrected or the communication procedure provided by the client is otherwise inadequate, the Contract Employee is informed to report his or her concern to Aerotek's Health & Safety Department.
5. Notify the client of any potential safety violations reported by Contract Employees. Where appropriate, Aerotek will inspect the client's work-site and/or survey personnel assigned to the work-site, to confirm compliance with appropriate safety procedures. Such inspections and/or surveys will be conducted in response to complaints by Contract Employees, or where there is otherwise reason to believe that the client is not following safety procedures. If the client unreasonably refuses to correct safety violations of which it has been notified, and the safety violations affect the work-site to which Aerotek's personnel are assigned, Aerotek will remove the effected personnel from the potentially unsafe work-sites.

## IX. CODE OF SAFE WORK PRACTICES

A. The purpose of the Code of Safe Work Practices is to thoroughly acquaint each employee with a set of safe working rules and procedures that will help to preserve health and welfare. It is well understood that everyone benefits from a good Safety Program.

No safety manual, however complete, can cover all conditions that might arise; therefore, it is necessary to use good judgment along with the observance of established safe work practices. It is the desire of this company to establish the safest working conditions for both internal and Contract Employees, by using the safest protective devices and equipment available, and to promote a good housekeeping program.

It is necessary to have all employees' cooperation in order to promote a good Safety Program. If an employee does not completely understand all of the job procedures and safety rules, a company supervisor or client representative should explain them fully prior to starting work. Although it is management's responsibility to provide a safe working environment, it is ultimately the employee's responsibility to work according to established procedures.

B. **General Safety Rules / Code of Conduct** - Aerotek has developed these safety rules after the Federal OSHA requirements. It is each employee's responsibility to read and understand these rules, and any other safety rules unique to your job as specified by our client. The client has the primary responsibility for maintaining the safety and health of the working environment of all those employees over which the customer exercises direction, control or direct supervision. Contract Employees must read and be familiar with the written safety programs of the client. If the client does not have such a plan in place, Aerotek shall be notified immediately.

1. Report any injury or illness to your supervisor immediately. Refer to the Workers' Compensation Program for further details.
2. Report any observed unsafe condition to your supervisor.
3. Horseplay is prohibited at all times.
4. The drinking of alcoholic beverages is not permitted on the job. See the Drug and Alcohol Policy for further information.
5. The possession of an offensive/defensive weapon on company or client property is strictly prohibited.
6. If you do not have current first aid training (Red Cross or American Heart Assoc.), do not move or treat an injured person unless there is an immediate peril, such as profuse bleeding or stoppage of breathing.

7. Appropriate clothing and footwear must be worn on the job at all times.
8. You shall not perform any task unless you are trained to do so and are aware of the hazards associated with the task.
9. You may be assigned certain personal protective safety equipment. This equipment is to be available for use on the job and be maintained in accordance with manufacturer.
10. Learn safe work practices. When in doubt about performing a task safely, contact your supervisor for instruction and training.
11. Learn where fire extinguishers and first aid kits are located.
12. Obey all traffic regulations when operating vehicles on public highways.
13. When operating or riding in company vehicles or using your personal vehicle for business purposes, the vehicle's seat belt shall be worn.
14. Maintain a general condition of good housekeeping in all work areas at all times.
15. Be alert to all hazards that could affect you and your fellow employees.
16. Obey all safety signs and tags.
17. Always perform your assigned tasks in a safe and proper manner; do not take shortcuts. The taking of shortcuts and the ignoring of established safety rules is a leading cause of employee injury.
18. Workers shall not handle or tamper with any electrical equipment, machinery, air or water lines, or other potentially hazardous devices in a manner not within the scope of their duties, unless they have received specific instructions from their supervisor.
19. All cords running into walking areas must be taped down or inserted through rubber protectors to prevent tripping hazards.
20. Plug all electrical equipment into appropriate wall receptacles, or into an extension of only one cord of similar size and capacity. Three-pronged plugs should be used to ensure continuity of ground.
21. Keep appliances such as coffeepots or microwave ovens in working order and inspect them for signs of wear, heat or frayed cords.

22. Keep any individual heaters in work areas clear of combustible materials such as drapes or waste from wastebaskets. Use only newer heaters that are equipped with tip-over switches.

23. Use equipment such as scissors or staplers for their intended purposes only, and do not misuse them as hammers, pry-bars or screwdrivers. Misuse can cause damage to the equipment and possible injury to the user.

24. Store files and supplies in a manner that prevents damage to supplies or injury to personnel when they are moved. Store heaviest items closest to the floor and lightweight items above.

25. Never stack materials precariously on top of lockers, file cabinets or other high places.

26. Store cleaning supplies away from edible items on kitchen shelves.

27. Store cleaning solvents and flammable liquids only in approved containers.

28. Keep solutions that may be poisonous or are not intended for consumption in well labeled containers.

29. Wipe all spills promptly. Keep all stairways clear of items that can be tripped over.

C. **Physical Condition** - The following physical conditions must be reported immediately upon receiving either a verbal or written report from a medical doctor.

1. Defective eyesight.
2. Defective hearing.
3. Muscular weakness.
4. Either high or low blood pressure.
5. Heart disease and/or other problems.
6. Any other condition that might affect your safe work performance.

7. All accidents, whether resulting in injuries or not, all sickness or other ailments no matter how slight they may seem, which are in any way attributable to or connected with employment, must be reported to your supervisor.

**D. Emergency Preparedness / Evacuation** - To respond effectively to workplace emergencies it is important that each office be prepared.

1. Emergency phone numbers shall be posted for medical emergency, fire, police, and ambulance services.

2. Periodic emergency drills shall be held so that employees will know how to respond to various emergencies. Offices should check with their respective building management firm to determine responsibility for fire and evacuation drills.

3. Keep aisles clear at all times. Means of egress shall be kept un-blocked, well lighted and unlocked during working hours.

4. Exit doors must be properly marked and comply with fire safety regulations during business hours.

**E. Fire Prevention and Protection** - All offices should ensure that their facilities meet the guidelines established below. Offices that are operating in leased facilities should check with their respective property management firms for compliance support.

1. Each location shall have an adequate compliment of UL approved portable fire extinguishers. Extinguishers should be of the A:B:C type.

2. The minimum rating of portable fire extinguishers should not be less than 2A:2BC. At least one extinguisher should be provided for every building and every floor such that the maximum distance to another extinguisher is no more than 75 feet and there is at least one extinguisher provided for every 3,000 square feet of floor area.

3. Portable extinguishers should be located such that they are mounted and visible.

4. All portable fire extinguishers shall be inspected annually. An inspection tag shall be attached to each extinguisher that indicates the inspection date. In addition, each extinguisher should be inspected monthly to make certain that it is at its assigned location and that it is fully charged.

5. Employees designed to use portable extinguishers shall be trained in the different types of fires, different types of extinguishers, and the proper use of the extinguisher in putting out a fire.

6. Employees are to obey all No Smoking signs.

7. Use only approved containers for the storage of flammable liquids.

F. **Sign Posting** - A number of safety-related signs are required to be posted by OSHA and other regulatory agencies. Included in the list are the following.

1. A listing of all emergency phone numbers must be posted near a telephone. It must contain phone numbers for a local doctor, fire department, police station, ambulance, and hospital.

2. An OSHA safety poster must be posted. These posters can be obtained by contacting the Health and Safety Department.

3. At least one United States Department of Labor Equal Employment Opportunity Poster must be posted in a conspicuous location.

4. All posters and notices governing state workers compensation and labor laws must also be posted in a conspicuous location.

G. **Work Station Ergonomics** - Office work stations shall be ergonomically designed to accommodate the full range of required movements among workers. Moreover, they should be designed to accommodate the workers who are actually using them to perform the job. Employees should inspect their work stations to insure that the following conditions have been met.

1. The work station should be designed to permit the worker to adapt to several different but equally healthful and safe postures that still permit performance of the job. Sufficient space should be provided for the knees and feet.

2. Work tables and chairs should be height adjustable to provide proper back and leg support. Seat cushions can be used to compensate for height variations when chairs or stools are not adjustable.

3. Work stations that include video display terminals (VDT) should be ergonomically designed for both computer and non-computer work.

4. VDT work stations should be equipped with adjustable and detachable keyboards, display screens that tilt up and down, brightness and contrast controls, and flexible copy-holders that reduce the distance between the screen and source material.

5. Proper lighting and anti-glare filters should be installed to prevent glare from the VDT screen.

6. VDT operators should be provided with chairs that have armrests to support the wrists and forearms during prolonged keying and that do not interfere with adjusting the chair or moving it close to the desk or work surface. The chair should also accommodate the height and contour of the body.

7. Computer components such as the monitor, keyboard, and work surfaces should be positioned at comfortable heights so as to prevent pain and stiffness in the neck, arms, back, shoulder, wrists, and hands.

**H. Safe Lifting Techniques** - Improper lifting techniques are the single most cause of back pain and injuries in the workplace. Other contributing factors include poor posture, poor physical condition, and stress. But regardless of your physical and mental condition, following the simple lifting and handling guidelines below can reduce the strain on your back and greatly reduce the chance of back injury.

1. Before lifting any object you should first determine if mechanical lifting devices are available to assist you in accomplishing the task. Mechanical devices include forklifts, dollies, and hoists. If these devices are unavailable then other options such as splitting the load into smaller ones or finding someone to share the load should be considered.

2. Size up the load: Lift the object by one corner. If the load is too heavy or awkward, get someone to help or find a mechanical device.

3. Bend at the knees: This is the single most important step when lifting an object no matter what the weight is. Place your feet close to the object, center yourself over the load, and then bend your knees and obtain a good hold on the object. Lift straight up and smoothly, trying not to “jerk-up” the object.

4. Do not twist or turn your body when lifting: Always keep the load close to your body and keep it steady. Any sudden twisting or jerking can easily cause you to “throw out your back”.

5. Ensure your path is clear: It is often difficult to see clearly in front of you when carrying an object. Be sure to check your intended path for obstructions and footing, or find someone to assist you.

6. Set the load down properly: Lower the load slowly by bending your knees and letting your legs do the work.

7. Push, not pull: When moving an object without lifting, push rather than pull. This transfers most of the work to the legs.

8. Catching: When catching a thrown or falling object ensure that your legs are firmly planted, with your back straight and your knees slightly bent. Your legs should absorb the impact.

I. **Heat Illness Prevention** - Heat illness may result from a combination of factors, to include environmental temperature, humidity, direct radiant heat from the sun or other sources such as, air speed, and workload. Personal factors, such as age, weight, level of fitness, medical condition, use of medications and alcohol, and acclimatization affect how well the body deals with excess heat.

Heat related illness usually comes in stages. The signal of the first stage is heat cramps in muscles. If you recognize a person who has heat cramps, have him or her stop activity and rest. If the person is fully awake and alert, have him or her drink small amounts of cool water or a commercial sports drink. Gently stretch the cramped muscle and hold the stretch for about 20 seconds, then gently massage the muscle. Repeat these steps if necessary.

The second more serious stage of heat related illness called heat exhaustion symptoms include;

- Cool, moist, pale skin (skin may be red after physical activity).
- Headache.
- Dizziness and weakness or exhaustion.
- Nausea.
- The skin may or may not feel hot.

Get the person to a cooler place, have him or her rest. If fully awake give a glass of cool water every 15 minutes. Do not let them drink too quickly. Remove or loosen tight clothing and apply cool, wet cloths such as towels or wet sheets. 9-1-1 or the local emergency number shall be called if the person experiencing heat exhaustion symptoms refuses water, vomits or loses consciousness.

The signals of the late stage of heat related illness called heat stroke symptoms include;

- Vomiting.
- Decreased alertness level or complete loss of consciousness.
- High body temperature
- Skin may still be moist or the victim may stop sweating and the skin may be red, hot and dry.
- Rapid, weak pulse.
- Rapid, shallow breathing.

Heat stroke is a life threatening situation! In the event of heat stroke 9-1-1 or your local EMS number shall be called. Move the person to a cooler place. Quickly cool the body. Wrap wet sheets around the body and fan it. If you have ice packs or cold packs, wrap them in a cloth and place them on the victim's wrists and ankles, in the armpits and on the neck to cool the large blood vessels. Watch for signals of breathing problems and make sure the airway is clear. Keep the person lying down.

It is Aerotek's policy that every employee should work under the safest conditions possible. Therefore; every reasonable effort will be made to prevent heat related illnesses.

We believe that many heat related illnesses can be prevented by taking common sense precautions. If each one of us does our part, including acting and talking with safety in mind, heat related illnesses and safety on the job can be achieved.

Aerotek employees shall follow the guidelines provided by the client to minimize and prevent heat related illnesses. We are absolutely committed to the safety of all our employees. Aerotek however, is unable to directly supervise or control the working environments established by its clients. As a result, the clients, as required by law, must exercise primary responsibility for evaluating and correcting unsafe working conditions. Aerotek and the Account Managers will take the following steps to ensure our contract employees are covered by an effective Heat Illness Prevention Program:

- Make explicit arrangements in writing (Aerotek Services Agreement) with client to provide all required IIPP program coverage, PPE, and training, and to keep training current.
- Review clients IIPP and Heat Illness Prevention Program and confirm all required training has been completed and documented.
- Conduct periodic monitoring (at a minimum of every six months) of the client sites by conducting a site survey.
- Ensure contract employees receive the Aerotek Contract Employee Safety Handbook and signs Verification of Instruction.

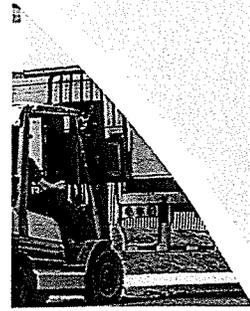
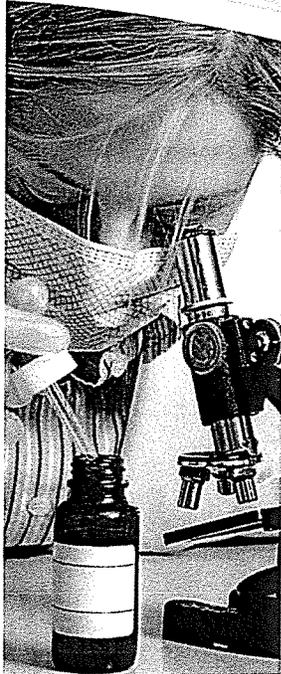
Furthermore, for those employees that Aerotek supervises on a day to day basis, Aerotek will ensure:

1. Employees shall have access to potable drinking water. Where it is not plumbed or otherwise continuously supplied, it shall be provided in sufficient quantity at the beginning of the shift.
2. Employees shall have access to shade. At or below 85 degrees Fahrenheit the employee shall have timely access to shade upon request. For temperatures at or above 85 degrees Fahrenheit one or more areas with shade shall be provided at all times while employees are present. Shade shall accommodate at least 25% of employees currently at work at any given time.

3. High-Heat Procedures to be followed by supervisors shall include, but is not limited to:
  - a. Effective communication by voice, observation or electronic means
  - b. Observation of employees for alertness and signs/symptoms of heat related illness
  - c. Reminding employees to drink water throughout their shift
  - d. Closely supervise new employees during their first 14 days of employment
  - e. Emergency Responder notification if onset of Heat Related Illness

Call 9-1-1, maintain contact, direct responders to worksite, and follow their directions

# ***CONTRACT EMPLOYEE*** **Safety Handbook**



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**If you are injured on assignment, please contact your  
Aerotek representative immediately.**

# Management Policy Statement

It is Aerotek's policy that every employee should work under the safest conditions possible. Therefore, every reasonable effort will be made to prevent accidents and other health risks.

We believe that many accidents can be prevented by taking common sense precautions. If each one of us does our part, including acting and talking with safety in mind, accident prevention and improved safety on the job can be achieved.

We are absolutely committed to the safety of all of our employees. Aerotek however, is unable to directly supervise or control the working environments established by its clients. As a result, the clients, as required by law, must exercise primary responsibility for evaluating and correcting unsafe working conditions.

Realizing that accident prevention requires a continued effort, and the participation of all contract employees, it is the firm policy of Aerotek that no part of our job is so important that we cannot take the time to do it safely. Our success depends on the safety and well-being of our contract employees and their families. Therefore, it is imperative that workplace hazards be identified, appropriately evaluated and effectively controlled.

Your cooperation in helping to build safe work environments is required and very much appreciated.



Rob Gehman  
**Health & Safety Program Manager**

# General Safety Procedures & Training

Aerotek is unable to directly supervise or control the working environments provided by its clients. Therefore, it is the client's primary responsibility to evaluate and correct unsafe working conditions. As a contract employee you also have an important role.

- Always make sure that you have been properly trained for the tasks that you have been assigned to perform.
- Immediately notify your client supervisor or an Aerotek representative if you do not have the necessary training to perform an assigned task.
- Take the necessary time to make sure that you know the client's safety and operating procedures before starting work.
- Do not attempt to operate any machinery, equipment or hand tools until you have been properly trained.

## Code of Safe Practices

All contract employees are required to follow the safety procedures established by Aerotek's clients. Willful disregard for safety procedures or repeated unsafe acts may be grounds for discipline including termination of employment.

You are required to report all cases of violence, threats of violence, and unsafe work conditions to the client supervisor and an Aerotek representative or to the **Safety Hotline at (888) 902-SAFE (or 7233)**.

Be alert! You are ultimately responsible for your own safety.

1. Immediately report any injury or illness to your supervisor and Aerotek representative.
2. The use of or possession of drugs or alcohol on the job is prohibited and will be grounds for immediate employment termination.
3. The possession of an offensive/defensive weapon on company or client property is strictly prohibited.
4. Horseplay on the job is prohibited and may be grounds for discipline including employment termination.

5. If you do not have current first aid training (Red Cross or American Heart Association), do not move or treat an injured person unless there is an immediate peril, such as profuse bleeding or stoppage of breathing.
6. Appropriate clothing and footwear must be worn on the job at all times.
7. You shall not perform any task unless you are trained to do so and are aware of the associated hazards.
8. You may be assigned certain personal protective safety equipment. This equipment is to be available for use on the job and should be maintained in accordance with the manufacturer.
9. Learn safe work practices. When in doubt about performing a task safely, contact your supervisor for instruction and training.
10. Learn where fire extinguishers and first aid kits are located.
11. Obey all traffic regulations when operating vehicles on public highways.
12. When operating or riding in company vehicles or using your personal vehicle for business purposes, wear your seat belt.
13. Maintain a condition of good housekeeping in all work areas at all times.
14. Be alert to all hazards that could affect you and your fellow employees.
15. Obey all safety signs and tags.
16. Always perform your assigned tasks in a safe and proper manner; do not take shortcuts.
17. Do not handle or tamper with any electrical equipment, machinery, air or water lines or other potentially hazardous devices in a manner outside the scope of the duties unless you have received specific instructions from your supervisor.
18. All cords running into walking areas must be taped down or inserted through rubber protectors to prevent tripping hazards.
19. Plug all electrical equipment into appropriate wall receptacles, or into an extension of only one cord of similar size and capacity. Three-pronged plugs should be used to ensure continuity of ground.
20. Keep appliances such as coffeepots or microwave ovens in working order and inspect them for signs of wear, heat or frayed cords.

21. Keep any individual heaters in work areas clear of combustible materials such as drapes or waste from wastebaskets. Use only newer heaters that are equipped with tip-over switches.
22. Use equipment such as scissors or staplers for their intended purposes only and do not misuse them as hammers, pry-bars or screwdrivers.
23. Store files and supplies in a manner that prevents damage to supplies or injury to personnel when they are moved. Store heaviest items closest to the floor and lightweight items above.
24. Never stack materials precariously on top of lockers, file cabinets or other high places.
25. Store cleaning supplies away from edible items on kitchen shelves.
26. Store cleaning solvents and flammable liquids only in approved containers.
27. Keep solutions that may be poisonous or are not intended for consumption in well-labeled containers.
28. Wipe all spills promptly. Keep all stairways clear of items that can be tripped over.

## **OSHA Regulations**

OSHA (Occupational Safety and Health Administration) creates and enforces standards or regulations to improve on-the-job health and safety.

### ***General Duty Clause***

Hazards that don't have specific OSHA standards are covered by a clause in the Occupational Safety and Health Act (OSHA). The General Duty Clause requires each employer to provide:

"...a place of employment which is free from recognized hazards that are causing or are likely to cause death or serious physical harm to his employees."

You should feel safe while in the workplace. If you are fearful for your safety then you should bring it to the attention of your supervisor, an Aerotek representative or call the **Safety Hotline at (888) 902-SAFE (or 7233)**.

## **Medical Screening and Monitoring**

Based on the type of work you are performing, medical screening and/or monitoring may be required. This will be determined based upon the materials being used and the potential for exposure, wearing a respirator, physical effort and duration and environmental hazards. The purpose of medical screening and monitoring is to identify medical conditions which could lead to injury or occupational disease.

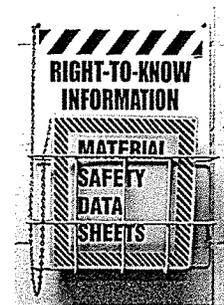
Specific test results and other personal medical information generated by the exams will be kept confidential. You have the right to request copies of your medical or exposure records at any time by contacting your Aerotek representative or the **Safety Hotline at (888) 902-SAFE (or 7233)**.

## **Chemical Handling & Hazard Communication**

Federal law requires that you receive hazard communication training before handling hazardous chemicals in the workplace.

Do not handle any chemical products or hazardous materials of any kind until you have been trained in the following topics:

- The characteristics of the chemicals
- The health hazards of the chemicals
- Proper handling and safe use procedures
- Proper storage and disposal
- First aid procedures
- The location of the client's Hazard Communication Program, Chemical Inventory and Material Safety Data Sheets (MSDS)



The law requires that you have hazard communication training and access to all MSDS available for the hazardous chemicals that are located in your workplace.

# Safety Hazard Identification

Accidents are caused by unsafe conditions and unsafe acts. To prevent accidents, we must know how to identify unsafe conditions and acts and then take action to correct them. Safety hazards exist in the following forms:

- Chemical
- Electrical
- Mechanical
- Biological
- Ergonomics
- Vibration and Noise
- Violence
- Acceleration
- Heat/Cold
- Pressure
- Radiation
- Explosives
- Flammability and Fire

## Controlling Hazards

### Engineering Controls

- Process design
- Isolation through closed systems
- Ventilation and humidifying systems
- Protection at points of operations
- Ergonomic designs

### Administrative Controls

- Supervision
- Personnel rotation
- Periodic breaks
- Reduction in duration of exposure
- Education

### Personal Protective Equipment (PPE)

- Face shields
- Aprons
- Respirators
- Gloves
- Safety shoes, etc.

### ***What to do when you find a safety hazard***

Immediately report any safety hazards to client supervisor and your Aerotek representative.

## **Personal Protective Equipment (PPE)**

Contract employees will receive training on any “site-specific” personal protective equipment as part of the Aerotek client’s site-specific safety and health program.

Personal Protective Equipment for eyes, face, head and extremities shall be used and maintained according to the manufacturers’ instructions and in the guidelines outlined below.

### ***Eye & Face Protection***

All contract employees shall be provided with and wear eye and face protection such as safety glasses, goggles and splash shields when working in areas where machines or operations pose an injury threat from physical, thermal or chemical splash exposure and in all areas as directed by the Aerotek client’s site-specific health and safety programs.



### ***Respiratory Protection***

All contract employees must receive respiratory protection training and be enrolled in Aerotek’s medical screening program before being placed on a project requiring the use of a respirator.

**YOU MUST CONTACT YOUR AEROTEK REPRESENTATIVE IMMEDIATELY IF A CLIENT REQUIRES YOU TO WEAR ANY FORM OF RESPIRATORY PROTECTION.**

## ***Hearing Protection***

In an effort to prevent any temporary or permanent hearing loss, all Aerotek contract employees working in the vicinity of any machinery or devices that create unwanted noise levels in excess of 85 decibels must be provided with and wear adequate hearing protection devices. All contract employees are also to be familiar with the Aerotek client's site-specific hearing conversation measures and follow them accordingly.

## ***Head Protection***

All persons exposed to hazards to the head including but not limited to: overhead hazards, sunlight, cold temperatures and chemical splash; and in any area deemed necessary by an Aerotek client's protocol, will wear appropriate headgear. All hard-hats shall be worn properly with the "bill" forward and shall be free of excessive stickers and advertisements.

## ***Foot Protection***

Protective footwear, such as rubber boots, steel toe shoes and protective covers shall be worn by all persons exposed to hazards to the feet, including but not limited to: crushing, puncture, electric shock, cold temperatures, slippery surfaces and chemical contamination.

## ***Hand Protection***

Appropriate hand protection shall be provided and worn by all persons exposed to hazards of the hands, including but not limited to: cuts, abrasions, thermal extremes, poisonous vegetation, electric shock and chemical exposure.

## **Fall Protection**

Falls may result from a number of factors including unstable working surfaces, misuse of fall protection equipment and human error. Studies have shown that the use of guardrails, fall arrest systems, safety nets, covers and travel restriction systems can prevent many of the deaths and injuries that result from falls.

Aerotek employees and safety representatives must work closely with client management to identify and reduce fall hazards. Where engineering controls alone do not mitigate the hazard, the use of approved fall protection equipment is required. Each employee should examine his or her work area continually to identify potential fall hazards and find ways to reduce those hazards as much as possible. Communication with your immediate supervisor and/or Aerotek safety representatives is important in maintaining a safe work area and controlling fall hazards.

Strict adherence to OSHA, client and Aerotek standards regarding the use of fall protection equipment is required of all employees. Proper use, care, storage and inspection of fall protection equipment is mandatory. Any concerns about fall protection equipment must be addressed immediately.

## **Safe Lifting Techniques**

Improper lifting techniques are the single most common cause of back pain and injuries in the workplace. Following simple lifting and handling guidelines can reduce the strain on your back and greatly reduce the chance of back injury.

### ***Pre-lifting***

Before lifting any object you should first determine if mechanical lifting devices are available to assist you in accomplishing the task. Mechanical devices include forklifts, dollies and hoists. If these devices are unavailable, then other options such as splitting the load into smaller ones or finding someone to share the load should be considered.

## ***Safe Lifting Practices***

In order to avoid back injury while lifting, observe the following safe lifting practices:

- Over-reaching and stretching to reach overhead objects may result in strains or falls. Use a ladder instead of chairs, boxes, etc.
- Stack material to permit full view while carrying.
- Always use proper personal protective gear. Hand protection and safety shoes are a must for most lifting jobs.
- When lifting and carrying with another person - teamwork is important. The load should be equally distributed. Movements must be coordinated so you both start and finish the lift action at the same time and perform turning movements together. When two people carry a long object, it should be held at the same level by both and on the same side of the object.

## ***Performing the Lift***

When you need to lift an object, perform the following steps to prevent back injury:

- Approach the load and size it up - weight, size, shape. Plan your lift before you start - where you'll grip it, where it's going, the path you'll follow and how to put it down.
- Consider your physical ability to handle the load. Tip the load on its side to get an idea of its weight. If it's too heavy, get help or use a hand truck.
- Place one foot alongside the object and one foot behind it. Keep feet comfortably spread and firmly on the floor with your body weight centered over your feet.
- Bend your knees and get a good handhold on the object using the palm of your hand. Tuck in your chin and keep your back straight.
- Lift the load straight up - smoothly and evenly - using your leg muscles. Keep the load and your arms close to your body.
- Lift the object into carrying position. Do not twist or turn while carrying a heavy load. Turn your body with changes of foot position while making sure your path is clear of slipping or tripping hazards.

- Setting the load down is just as important. Using leg and back muscles, comfortably lower the load by bending your knees. When the load is positioned, release your grip. A helpful hint is to avoid strain by storing heavy objects at least 12 inches above the floor.

## **Ergonomics**

Ergonomics is the science of fitting the job to the worker.

Workers who must repeat the same motion throughout their workday, who must do their work in an awkward position, who must use a great deal of force to perform their jobs, who must repeatedly lift heavy objects or who face a combination of these risk factors are most likely to develop Work-Related Musculoskeletal Disorders (WMSDs).

Preventing injury involves adjusting the work environment to reduce, repetitive motion, heavy lifting, jolts, vibrations and awkward positions.

# Computer Fitness

If you work with a computer, discomforts and sometimes more serious ailments may result from sitting in one position or staring at a screen terminal for long periods, and also from repetition of movements.

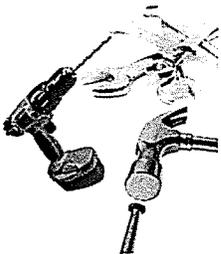


There are various ways to reduce the strains associated with computer work, including the following:

- Relieve tense muscles by moving and stretching every hour.
- Break your hours at the terminal with other types of work.
- Blink often or look away from the terminal.
- Make sure the lighting is adjusted to prevent glare.
- Adjust your workstation to fit your body.

Because every body is different, it is important to personalize your workstation. When your work area fits your body you suffer less fatigue. Listen to your body and take active steps to ensure a comfortable relationship between you and your workspace. If your workspace cannot be adjusted to fit your body, talk to your supervisor.

## Hand & Power Tools



Tools are such a common part of our lives that it is difficult to remember that they may pose hazards. Contract employees who use hand and power tools and are exposed to the hazards of falling, flying, abrasive and splashing objects or to harmful dusts, fumes, mists, vapors or gases and must be provided with the appropriate personal protective equipment (PPE).

Five basic safety rules can help prevent hazards associated with the use of hand and power tools:

- Keep all tools in good condition with regular maintenance.
- Use the “right” tool for the job.
- Examine each tool for damage before use and do not use damaged tools.

- Operate tools according to the manufacturer's instructions.
- Provide and properly use the right personal protective equipment.

## THE GREATEST HAZARDS POSED BY HAND TOOLS RESULT FROM MISUSE AND IMPROPER MAINTENANCE.

Aerotek's client is responsible for the safe condition of tools and equipment used by employees. Employers shall not issue or permit the use of unsafe hand tools, even tools supplied by the contract employee. Employees should be trained in the proper use and handling of tools and equipment.

To prevent hazards associated with the use of power tools, contract employees should observe the following general precautions:

- Never carry a tool by the cord or hose.
- Never yank the cord or the hose to disconnect it from the receptacle.
- Keep cords and hoses away from heat, oil and sharp edges.
- Disconnect tools when not using them, before servicing and cleaning them, and when changing accessories such as blades, bits and cutters.
- Keep all people not involved with the work at a safe distance from the work area.
- Secure work with clamps or a vise, freeing both hands to operate the tool.
- Avoid accidental starting. Do not hold fingers on the switch button while carrying a plugged-in tool.
- Maintain tools with care; keep them sharp and clean for best performance.
- Follow instructions in the user's manual for lubricating and changing accessories.
- Be sure to keep good footing and maintain good balance when operating power tools.
- Wear proper apparel for the task. Loose clothing, ties or jewelry can become caught in moving parts.
- Remove all damaged portable electric tools from use and tag them: "Do Not Use."

# Machine Guarding

Any machine part, function or process which may cause injury must be safeguarded. When the operation of a machine or accidental contact with it can injure the operator or others in the vicinity, the hazards must be either controlled or eliminated.

As a **contract employee** you should:

- Never operate tools or machinery without obtaining permission.
- Always have the supervisor demonstrate the safe way to operate machines or equipment.
- Equipment or machines are never to be cleaned, repaired or serviced while in operation.
- Never wear loose clothing or jewelry which can catch in the machinery and restrain long hair.
- Never leave a machine or equipment unattended while in operation.
- Never remove or alter guards in any manner.
- Guards and safety devices must always be used for your protection. If you can reach into the point of danger, the machine or equipment is not guarded. Notify your supervisor.

## Lockout/Tagout

The purpose of lockout/tagout is to prevent injuries due to accidental machine and/or equipment start-up or the unexpected release of “stored energy” when maintenance or service is performed on machinery or equipment. Stored energy includes:



- Electrical
- Mechanical (pulleys, wheels, gears)
- Pneumatic (arms, rams, presses)
- Fluid and gas
- Hydraulic (pistons, rams, presses)
- Thermal (steam, hot water)
- Gravity
- Chemical

No contract employee shall engage in any work activity that involves the use of lockout/tagout procedures or devices unless trained by the Aerotek client as an “authorized person”. An “authorized person” is an employee specifically trained and designated as one who locks out or tags out machines or equipment, to perform servicing or maintenance.

## **Electrical Safety**



Electrical injuries consist of four main types: electrocution (fatal), electric shock, burns and falls caused as a result of contact with electrical energy.

### ***Working On or Near Energized Equipment***

- Check and double check the safety regulations when a ladder or parts of any vehicle or mechanical equipment structure will be elevated near energized overhead power lines. Call your local electric utility for assistance. People standing on the ground may be particularly vulnerable to possible injury.
- Wear protective clothing and equipment and use insulated tools in areas where there are possible electrical hazards.
- De-energize and visibly guard (where possible) whenever contact with uninsulated overhead power lines is possible.
- Do not wear metal objects.

### ***Cord Powered Equipment and Tools, Cords and Temporary Wiring***

- Protect flexible cords and cables from physical damage.
- Keep slack in flexible cords to prevent tension on electrical terminals.
- Check cords for cut, broken or cracked insulation.
- Extension cords are for temporary use. Install permanent wiring when use is not temporary.

## ***Equipment and Tool Grounding***

- Verify that all three wire tools and equipment are grounded.
- Water, electrical equipment and power cords do not mix! Use GFCI protection in wet or damp environments.
- Ground exposed parts of fixed equipment that could become energized.

## ***Other Considerations***

- Verify location of all buried or embedded electrical circuits before digging or cutting.
- Determine the reason that a fuse operated or circuit breaker tripped before replacing or resetting.
- Know where your overcurrent devices are (i.e. circuit breakers and fuses) so they can be easily and quickly reached in case of emergency.
- When replacing lamps and bulbs, verify replacement matches fixture requirements.

## **Overhead Lifting Devices**

Overhead lifting devices come in many different forms, including cranes and hoists. There are many things to consider when working in an environment where overhead lifting devices are being used.

OSHA requires that only authorized personnel operate overhead lifting devices. When in close proximity to an overhead lifting device employees must be wearing the appropriate Personal Protective Equipment (PPE) according to the company's overhead lifting policy and the employee must be supervised by a competent person.

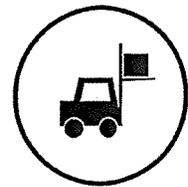
When employees are using overhead lifting devices the person operating the device must have appropriate training including on-the-job training provided by the client. Before using the overhead lifting device, the operator must check the environment to make sure their area is clear of hazards and they must be conscious of where hazards could appear. Operators must also check all equipment prior to use; it is the operator's responsibility to make sure that all devices used in the lift are in proper working order.

If an employee is working in an area in which an overhead lifting device is in use, the employee must be aware of the cranes location and where it is going at all times to avoid an accident or incident.

When in the area of an overhead lifting device, employees should never walk in the path of the lift and/or carry. Overhead lifting devices that are locked out should not be tampered with and be aware of any signs informing employees of the status of the lifting device.

## Forklifts

Improper forklift operation can lead to property damage, injuries and death. The following general guidelines must be followed.



As a **contract employee** you should:

- NEVER operate a forklift without proper specific training and signoff. If a forklift needs to be used, contact your supervisor to find a specifically trained and authorized person to do so.
- Prior to operating any forklift, powered industrial truck or powered pallet jack, you must receive training and signoff for the specific model, demonstrate a clear understanding of the capacities and limitations, and fully understand the site safety plan for operation in the areas in which you are authorized. The client is responsible for providing this training.
- NEVER use a forklift for a purpose other than it was designed for.
- ALWAYS operate in a safe manner, which does not endanger any persons or property and in accordance with the safety procedures established for the job site.
- ALWAYS conduct a pre-operational check per client's policies and procedures.
- ALWAYS wear your seatbelt if so equipped.
- Wear appropriate clothing and protective equipment.
- Make sure the load does not exceed the forklift capacity.
- Center the forks to evenly distribute the weight.
- Make sure the load is balanced and secure.
- Check for overhead obstructions.
- Drive into the load as far as possible.
- Lift the load slightly and tilt it back.
- Lower the load to the safe traveling height before moving.

## **Scissor Lifts**

The majority of manufacturers and operators have strict safety criteria for the operation of scissor lifts. In some states, licensing is also required.

Most scissor lifts have fitted guard rails around the platform, in order to help contain operators and passengers. This is supplemented by a restraining point, which is designed to secure a harness or fall arrestor.

Do not operate a scissor lift unless you have specific training on the type and model of lift and authorization to do so. If instructed to do otherwise, please report the occurrence to the site safety manager or your Aerotek representative.

## **Scaffolding**

Many construction accidents result from improper construction and use of scaffolds. Height is not the only factor – short falls are also dangerous as are items falling from the scaffold.

- Scaffold must be sound, rigid and sufficient to carry its own weight plus four times the maximum intended load without settling or displacement.
- Scaffold must be erected on solid footing. Do not use unstable objects, such as barrels, boxes, loose bricks or concrete blocks to support scaffolds or planks.
- Scaffold must not be erected, moved, dismantled or altered except under the supervision of a competent person.
- Scaffold must be equipped with guardrails, mid-rails and toe-boards.
- Scaffold accessories such as braces, brackets, trusses, screw legs or ladders that are damaged or weakened from any cause must be immediately repaired or replaced.
- Scaffold platforms must be tightly planked with scaffold plank grade material or equivalent.
- A “competent person” must inspect the scaffolding at designated intervals.

- Rigging on suspension scaffolds must be inspected by a competent person before each shift and after any occurrence that could affect structural integrity to ensure that all connections are tight and that no damage to the rigging has occurred since its last use.
- Synthetic and natural rope used in suspension scaffolding must be protected from heat-producing sources.
- Employees must be instructed about the hazards of using diagonal braces as fall protection.
- Scaffold can be accessed by using ladders and stairwells.
- Scaffolds must be at least 10 feet from electric power lines.

## Slips, Trips & Falls



Slips are primarily caused by a slippery surface and compounded by wearing the wrong footwear. Shoes with cleated, soft rubber soles and heels provide better traction and are recommended for work situations.

In work areas where the walking and working surface is likely to be slippery, non-skid strips or floor coatings should be used. If the working surface is very slippery, no footwear will make it safe to walk on.

Proper housekeeping in work and walking areas can contribute to safety and the prevention of falls. Not only is it important to maintain a safe working environment and walking surface, these areas must also be kept free of obstacles, which can cause slips and trips. Objects of any kind should never obstruct these areas.

Adequate lighting to ensure proper vision is also important in the prevention of slips and falls. Carrying an oversized object can also obstruct one's vision and result in a slip or a trip. This is a particularly serious problem on stairs.

There are specific behaviors, which can lead to slips, trips and falls, including walking too fast, or running, distractions, not watching where we are going, carrying materials which obstruct our vision, wearing sunglasses in low-light areas and failure to use handrails.

## ***Falls on Stairs***

Persons using the stairwell should have one hand free to be able to use the handrail. Whenever possible, avoid carrying heavy or bulky objects which obscure your vision and/or require the use of both hands. Carry smaller, lighter loads and make more trips or obtain help with the load.

## ***Ladders***

Prevention of falls from ladders requires proper planning, correct ladder selection, good work procedures and adequate ladder maintenance.

Prevention tips:

- Do not hand-carry loads on a ladder
- Do not try reaching so far that you lose your balance; move the ladder.
- Non-skid feet or spurs may prevent a ladder from slipping on a hard, smooth surface.
- Do not stand on the ladder's top three rungs.
- A damaged side rail may cause one side of a ladder to give way.
- The base should be spaced 1 foot away for every 4 feet it reaches up.
- Ladders used to reach a walking surface or roof must exceed at least 3 feet beyond.
- Extension ladders need both locks holding to prevent overloading a rail.
- Stepladders should be securely spread open. Never use a folding ladder in an unfolded position.
- Electrical shock can occur with metal or wet wooden ladders. Not only is the shock itself dangerous, but it can cause falls resulting in injury.

## ***Falls from Vehicles and Equipment***

Death or serious injury is a frequent result of extra riders falling from tractors, equipment or the bed of a truck. Riding on tractor fenders, drawbars on equipment or the bed of a truck is an invitation for an accident.

## **Loading Docks**

Loading docks and ramps are dangerous areas. They are frequently congested, heavy-traffic areas and working and walking surfaces are often wet. Metal dock plates can wear smooth and become very slippery; in particular the edge of dock plates invite trips and falls.

Accidental backward steps can result in a fall from the dock. Portable railings, which can be easily removed from the edge of the dock, could prevent many dangerous falls. They are removed when a truck or tractor is at the dock and replaced as soon as the truck or trailer leaves.

## **Confined Spaces**

OSHA defines a confined space as an enclosed space that is large enough for an employee to enter and perform assigned work, but is not designed for human occupancy and has a limited or restricted entrance or exit.

Limited or restricted entrance or exit occurs when the ability to easily exit or escape in an emergency is impeded by obstacles such as a manhole, a small door or opening, a ladder or a tunnel. Normally a trench is not considered a confined space but in some cases open areas surrounded by a retaining wall can create areas that are to be treated as confined spaces.

Some basic principles to remember are that confined spaces can be deadly and confined space conditions can change rapidly from non-hazardous to life threatening. Some confined spaces are so hazardous that a written permit system must be used prior to entry.

Some examples of confined spaces are tanks, manholes & sewers, boilers, grain storage bins, aircraft fuel cells or tank farms with retaining walls that can trap vapors in an area that is difficult to ventilate.

The specific hazards may include hazardous materials, engulfing materials, entrapment, moving parts and electrical or other sources of energy.

Employers are required to assess confined spaces hazards in the work place, engineer a way to eliminate or reduce the hazard and develop policies and procedures to control access to confined space areas, including a written permit system.

Each Aerotek employee is required to know and adhere to the client's confined space program. Questions or concerns should be addressed prior to entering any environment that may be hazardous. The requirements of the client's permit system are to be strictly adhered to.

Your immediate client supervisor is your contact for confined space information at the work site and your Aerotek representative should be made aware of any concerns you need to have addressed.

## **Asbestos**

Asbestos is a naturally occurring group of minerals that can only be identified under a microscope. In structures built prior to 1978, asbestos may have been used in heat and acoustic insulation, fire proofing and roofing and flooring. It may also be found in some of the more common products including:

- Textured paints
- Electrical wires
- Building insulation
- Carpet underlays
- Roofing materials
- Hair dryers
- Floor tiles
- Cements
- Brake pads and linings
- Wall and ceiling panels
- Pipe and duct insulation
- Artificial fireplaces and materials
- Toasters and other household appliances
- Patching and spackling compounds
- Pot holders and ironing board pads
- Furnaces and other furnace door gaskets

***You should not be working with asbestos as an Aerotek employee.*** If you find that your work involves any form of contact or exposure to asbestos, please contact your Aerotek representative or the **Safety Hotline at (888) 902-SAFE (or 7233).**

# Bloodborne Pathogens

Blood and other body fluids can carry pathogens such as HIV and the hepatitis B virus. Treat all blood and body fluids as if they're infectious.

## ***Protect yourself:***

- If you have breaks in your own skin – especially open cuts, scrapes or rashes – keep them covered.
- Wear impermeable (latex) gloves before touching any body fluid.
- Wear any other protective clothing as necessary such as glasses, goggles, masks, gowns or face shields.
- Special attention should be given to prevent fluid contact with the face area, especially the eyes, nose and mouth.

## ***Afterwards:***

- Immediately wash your hands with soap and water.
- Perform proper clean up with chemical germ killers (commercial germicide or bleach/water solution at 1:10 ratio). Note – Never perform clean up unless you have been properly trained and have on proper protective clothing and equipment.
- Dispose of waste properly.

If you feel you have been exposed to a bloodborne pathogen while at work, inform your client supervisor and an Aerotek Representative immediately.

## **Emergency Preparedness & Evacuation**

All contract employees shall become familiar with the emergency preparedness and evacuation plan for each Aerotek client assignment.



## Fires

All contract employees shall become familiar with the Fire Prevention and Protection Plan at the Aerotek client assignment.

- Know the location of all fire exits and escape routes and shelters in place.
- Do not use fire extinguishing equipment unless you have been properly trained.
- Use caution when handling flammable or combustible materials.



## Reporting

Report all injuries, illnesses, unsafe acts or dangerous conditions to your client supervisor and your Aerotek representative immediately.

Your safety and health is a primary concern to Aerotek. To ensure that your safety concerns have been addressed to your satisfaction, Aerotek has also instituted a toll free number for you to report any unresolved safety or health concerns in your work place.

Please attempt to resolve all issues at the client level before contacting this number. All reports are kept confidential when requested to the extent permitted by law.



**SAFETY HOTLINE**  
**888-902-SAFE (7233)**

# VERIFICATION OF INSTRUCTION

I, \_\_\_\_\_ have read the Aerotek Contract Employee Safety Handbook and understand that:

1. I am to receive site specific safety training from Aerotek's Client before beginning my assignment.
2. I am to wear all appropriate personal protective equipment required by my assignment.
3. I am to report any injury or illness IMMEDIATELY to the Client Supervisor and my Aerotek representative.
4. I am to report any unsafe condition or situation that I am untrained to handle to my Client Supervisor, Aerotek representative, or to the Aerotek Safety Hotline.

\_\_\_\_\_  
(Contract Employee)

\_\_\_\_\_  
(Date)

## ***Client Site Specific Training:***

I have received the following site-specific training from Aerotek's Client:

---

---

---

---

---

I also acknowledge that I will receive site specific training by a client manager and if I do not receive this training within the first day of training, I will contact Aerotek immediately.

\_\_\_\_\_  
(Contract Employee)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Client Representative)

\_\_\_\_\_  
(Date)



[www.aerotek.com](http://www.aerotek.com)

Corporate Headquarters  
Aerotek® Inc.  
7301 Parkway Drive  
Hanover, MD 21076  
USA  
*1-800-AEROTEK (corporate)*  
*1-888-AEROTEK (local office routing)*

*Member of thingamajob network.*  
*An Allegis Group Company.*

MEMBER



American Staffing Association

*Aerotek is an equal opportunity employer*

**ATKN-SAF 408**



To Our Valued Customer:

At Aerotek, Inc. our goal is to provide our clients with quality contract employees and ensure the health and safety of each individual contractor.

Aerotek utilizes the Site Survey Questionnaire (Q-form) to learn more about your company's health and safety culture and programs. We ask that your organization's health and safety professional, or personnel who are familiar with the health and safety policies of your company, to complete this document as thoroughly and accurately as possible. Aerotek, Inc. staffs a variety of different industries and you may find questions on this questionnaire that do not pertain to your specific organization or the positions being filled; should this be the case, please indicate the question is not applicable (N/A). The Occupational Exposures/Medical Questionnaire should be completed for each unique position and location as it relates to exposure hazards or respiratory requirements.

For our Customers with worksite locations in California and Washington state, state OSHA regulations require Aerotek, Inc. to conduct periodic site surveys to ensure contract employees are covered by an effective Injury and Illness Prevention Plan, receive all required general and specific training, and are provided with all required personal protective equipment. With that being said, Aerotek asks you to assist us reviewing the document with your organization and indicate any changes every six (6) months, starting with the initial date the questionnaire was completed. These changes will be documented on the initial questionnaire and initialed in the renewal section on page four (4).

As our client, you will be acting as the host employer and will be supervising the day to day operations. The Occupational Safety and Health Administration require staffing agencies, who do not supervise the day to day operations of its contract employees, to ensure the health and safety of these temporary employees. In an effort to meet these requirements, protect our contract employees and our Clients, we ask that the attached questionnaire be completed prior to providing any contract employees.

Should your organization have any question regarding this questionnaire, please contact me directly or the Health and Safety Manger in your region.

Aerotek, Inc. Health & Safety Department  
Scott Bicksler – Strategic Sales and Operations (909) 579 -3654  
John Egoavil – West Region (619) 278-3037  
Chaz Hartley – Southeast and Midwest Region (919) 816-1419  
Mike Milligan – Central and Midwest Region (713) 640-3614  
Kato Oliver – Mid Atlantic Region (540) 504-6656  
Wayne Sher – Northeast Region (717) 781-8502  
John Swartos – Northwest Region (425) 893-6068

Regards,

A handwritten signature in black ink, appearing to read "Brittany M. McInnis". The signature is fluid and cursive, with a prominent initial "B" and "M".

Brittany M. McInnis, C-DERT  
Divisional Compliance Supervisor  
Aerotek, Inc.  
Direct: (410) 694-5024  
Email: [bmccinnis@aerotek.com](mailto:bmccinnis@aerotek.com)



### Site Survey Questionnaire (Q-form)

Company Name: El Dorado Irrigation District Date: 4/22/2014  
 Worksite Address: 7225 U.S. Highway 50  
 City: Pollock Pines State: CA Zip: 95726  
 Site Supervisor/Health & Safety Professional Contact: Dan Gibson / Ronald Kilburg  
 Phone Number: 530-642-4155 / 530-642-4167  
 ISNetworld Owner/Client Name:

#### General Information

- Planned scope of work or services to be performed at location(s):  
see job classification provided for specific duties to be performed
- Services require contractors to:
  - Drive vehicles? Yes  No
  - If yes, indicate GVW and any endorsements: \_\_\_\_\_
- Operate equipment or machinery? Yes  No 
  - Indicate types: hydroelectric generators high and low voltage electrical systems (see provided job classification for detailed information)
  - How is machinery guarded?  
manufacturers specifications.
- Have training certifications? Yes  No 
  - Indicate types (i.e. HAZWOPER, UXO Certificate, CPR, etc.) CPR/FA for high voltage work requ't.
- DOT Regulated Drug/Alcohol Testing? Yes  No 
  - Indicate DOT Agency (i.e. FAA, PHMSA, FMCSA, etc.) \_\_\_\_\_

NAICS/SIC Code:

#### Experience Modification Rates

6. List your firm's Experience Modification Rating (EMR) for the three (3) most recent years. *Information is available from your Worker's Compensation Insurance Carrier. Please attach a copy.*

Year	Interstate
2013	0.80
2012	0.76
2011	0.83

7. If your organization does not have an EMR or your EMR is greater than 1.0, please explain why.

N/A

#### OSHA Recordable Injuries

8. List your firm's OSHA Total Recordable Incident Rate (TRI) for the three (3) most recent years.

Year	Rate
2013	2.5
2012	7.2
2011	5.6

9. Will temporary employees be included on client's OSHA 300 Logs? Yes  No   
 10. Does your organization have any OSHA citations or warnings? Yes  No   
 a) If yes, please explain: \_\_\_\_\_

N/A

Initials \_\_\_\_\_



**Health and Safety**

11. Does your organization have a program and/or provide site specific training for temporary employees on the following topics?

Topic	Program	Training	Topic	Program	Training
ANSI Z10			Heavy Equipment Operation		
Behavior Based Safety Program			Housekeeping Plan		
Blood-Borne Pathogen			IIPP/HASP/APP		
Chemical/Industrial Hygiene			Injury Reporting		
Company Safety Policy/Record			Job Safety Analysis		
Concrete/Masonry Construction			OSHA SHARP/VPP/18001		
Confined Space			Painting Operations		
Demolition			Personal Protective Equipment		
Ergonomics			Progressive Disciplinary Action		
Electrical Safety/Lock Out Tag Out	✓	✓	PSM/RMP		
Emergency Action Plan			Respiratory Protection		
Excavations/Trenching/Shoring			Return to Work Program		
Fall Protection			Rigging Safety		
Fire Safety/Fire Watch			Safety Incentive Program		
First Aid			Scaffold Use and Erection		
Forklift/Powered Industrial Vehicles			Self Inspection Program or Safety Walk Through		
Hazardous Communication/MSDS			Tool Safety		
Heat Illness Prevention Plan			Welding & Cutting		
Hearing Conservation	✓	✓	Other:		

12. Is site specific training verification documented for temporary employees? Yes  No  Not yet

**Notes:**

- Contract employee will receive documented initial-assignment program training.
- Contract employee will participate in safety meetings every other week.

\* see 'Aerotek Safety Questions' dated 4/22/14 for additional details. PKK

**Aerotek Use Only**

Account Manager Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Office Number: \_\_\_\_\_  
 Divisions: \_\_\_\_\_  
 Client PeopleSoft ID: \_\_\_\_\_  
 PeopleSoft Job Codes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Initials \_\_\_\_\_



Occupational Exposures/Medical Questionnaire  
 1. Applicable to following job titles: see job classification provided.

- 2. Exposure to noise levels above 85 dB? Yes  No
- 3. Exposure to blood borne pathogens? Yes  No
- 4. Will temporary employee do any lifting? Yes  No 
  - a) Indicate weight and frequency see job classification provided.
- 5. Work to be performed in extreme cold/hot conditions? Yes  No
- 6. Will temporary employee be exposed to any substances (i.e. lead, dust, asbestos, PCBs) Yes  No 
  - a) List all substances or chemicals, estimated max exposure level per shift, and duration of exposure per shift.

- 7. Will temporary employee wear Personal Protective Equipment (PPE)? Yes  No 
  - a) List types (fall protection, safety glasses, N95 respirator, etc.) arc flash - Hazard Category 4 equipment
  - b) Will client provide PPE? Yes  No
- 8. Will temporary employees require pre-employment medical exam or respirator? Yes  No 
  - a) If no, please skip to signature section.

9. Indicate specific components of exam:

Medical Component	Comments
Blood work (CBC, CMP, Cholinesterase, Chem 23, Lead, etc.)	
Vaccination/Titer (MMR, Varicella, TB, Tdap, HBV, etc.)	
Urinalysis (Dipstick, Micro, Mercury, etc.)	
Physical (Non-DOT, DOT, Lift Test)	N/A
Vision Test (Color, Depth, etc.)	
Pulmonary Function Test (Spirometry)	
Other:	

- For Respirator Use Only:** N/A
- 1. Type of respirator: \_\_\_\_\_
    - a) N, R, or P disposable respirator (filter-mask, non-cartridge type only) \_\_\_\_\_
    - b) Other types (half or full face piece type, powered-air purifying, supplied air, self-contained breathing apparatus) \_\_\_\_\_
  - 2. Frequency Used:
 

<input type="checkbox"/> Escape only (no rescue)	<input type="checkbox"/> Less than 5 hours per week	<input type="checkbox"/> 2-4 hrs per day
<input type="checkbox"/> Emergency Use only	<input type="checkbox"/> Less than 2 hrs per day	<input type="checkbox"/> Over 4 hrs per day
  - 3. Will Client perform respirator fit test? Yes  No
  - 4. Work to be performed under humid conditions? Yes  No
  - 5. Work to be performed in area with lower than normal amounts of oxygen? Yes  No
  - 6. Work to be performed at high altitudes (over 5,000 ft)? Yes  No
  - 7. Will temporary employee enter permit required confined spaces? Yes  No

The information provided is true to the best of my knowledge  
 Site Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Site Supervisor Print Name: \_\_\_\_\_  
 Renewal Dates: \_\_\_/\_\_\_/\_\_\_    \_\_\_/\_\_\_/\_\_\_    \_\_\_/\_\_\_/\_\_\_    \_\_\_/\_\_\_/\_\_\_  
 Initials: \_\_\_\_\_

**Aerotek Use Only:**  
 Client Name: \_\_\_\_\_ Location: \_\_\_\_\_  
 Contractor Name: \_\_\_\_\_  
 Contractor SSN: \_\_\_\_\_

For Examining Physician Upon my review of this document, all necessary services have been performed.  
 Physician Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Physician Printed Name: \_\_\_\_\_

EL Dorado Irrigation District  
 2890 Mosquito Road  
 Placerville CA 95667

Purchase Order	
Purchase Order No.	PO140589
Date	4/28/2014
Revision Number	
Exchange Rate	0.0000000

**Vendor:**

AEROTEK INC  
 3689 COLLECTION CTR DR  
 CHICAGO IL 60693

**Ship To:**

Tax Reg. Number

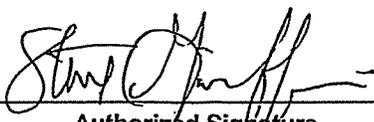
**Contract Number:**

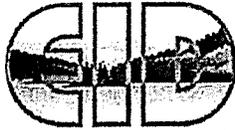
^ Changed Since the Previous Revision

Shipping Method		Payment Terms		Confirm With		Page	
						1	
L/N	Item Number	Description	Req. Date	U/M	Ordered	Unit Price	Ext. Price
Shipping Method	Reference Number	FOB					
1	TEMP EMPLOYEE	John Avilla; Powerhouse		dl	25,000.0000	\$1.0000	
<p>AR 3061.05.d Sole-Source            Vendor</p> <p>Purchase order amount is not            a commitment - only an estimate.            Order may be cancelled anytime.</p>							

Authorized by Steve Griffin, Purchasing  
 Agent. Contact: Edward Ruiz, Buyer II  
 P 530-642-4125, F 530-642-4525

Subtotal	\$25,000.00
Trade Discount	\$0.00
Freight	\$0.00
Miscellaneous	\$0.00
Tax	\$0.00
<b>Order Total</b>	<b>\$25,000.00</b>

  
 Authorized Signature



**El Dorado Irrigation District**

**SERVICES AGREEMENT  
CHANGE ORDER  
UP TO \$50,000**

**PROJECT: SUPPLEMENTAL STAFFING SERVICES  
PROJECT NO. N/A  
PURCHASE ORDER NO. 140589; ACCOUNT NOS. 210-2500-2500-52620  
COST CATEGORY: N/A  
CONTRACT CHANGE ORDER NO. 1**

**To: AEROTEK, INC.**

You are hereby directed to make the herein described changes to the contract dated May 1, 2014.

**Description of Change:** Provide additional staffing services for Construction Inspector I/Construction Inspector II according to District Class Specification and billing rate.

**Original Contract Amount:** \$4,725.00  
**Contract Change Order No. 1:** 45,000.00  
**Adjusted Contract Amount:** \$49,725.00

**Adjusted Time of Completion:** By reason of this order, the time of completion will be adjusted as follows: 12/31/14 or as required.

**Submitted By:** *Skip Haskell* 8/19/14  
Skip Haskell, Construction Inspector  
Supervisor Date

**Approval Recommended:** *Cindy Megerdighian* 8/19/14  
Cindy Megerdighian, Water/Hydro  
Engineering Manager Date

**Approval Recommended:** *Brian M. Mueller* 8/14/14  
Brian M. Mueller, P.E.  
Director of Engineering Date

**Approved:** *James M. Abercrombie* 8/15/14  
James M. Abercrombie, General Manager Date

Service Provider has given careful consideration to the change proposed and hereby agrees, to perform all services necessary for the work specified above, and will accept as full payment the not-to-exceed price as shown according to the hourly billing rate for each hour of work actually performed.

By *[Signature]* Date: 8/14/14  
Title Asst. Controller

Reviewed & Approved on: 8/15/14  
*[Signature]*  
EID General Counsel's Office

**CONSULTANT'S RELEASE**

**CHANGE ORDER NO.** 1 **DATE:** August 12, 2014  
**NAME OF PROJECT:** SUPPLEMENTAL STAFFING SERVICES  
**PROJECT NO.:** N/A  
**AGREEMENT DATE:** May 1, 2014  
**OWNER:** El Dorado Irrigation District  
**CONSULTANT:** AEROTEK, INC.  
7301 Parkway Drive  
Hanover, MD 21076

By executing this Change Order, Service Provider certifies that it has reviewed and accepts the compensation and/or time extension provided in full accord and satisfaction for this Change Order and that it expressly waives and releases any and all additional claims and demands relating to, or arising out of, the matters covered by this Change Order as more fully described in the change order attached hereto including, but not limited to: direct and indirect costs, including without limitation overhead; profits; damages; disruptions and impact.

I hereby certify that I have reviewed and accept the attached Change Order in its entirety and unless herein specified do waive and release El Dorado Irrigation District from any and all claims or causes of action arising therefrom.

  
Signature

Asst. Controller  
Title

8/14/14  
Date

**EL DORADO IRRIGATION DISTRICT**  
**Class Specification**

**CLASS TITLE: Construction Inspector I/Construction Inspector II**

**DEFINITION**

Under supervision conducts field construction inspections for District facilities including commercial/residential development and capital improvement projects, involving the inspection of pipelines, pumping stations, and treatment facilities, and other District projects; reviews and inspects construction plans to ensure compliance with approved plans, specifications and Federal, State, and local regulations.

**DISTINGUISHING CHARACTERISTICS**

Construction Inspector I - This is the entry level class in the Construction Inspector series. Positions in this class typically have little or no directly related work experience. The Construction Inspector I class is distinguished from the II level by the performance of less than the full range of duties assigned to the II level. Incumbents work under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned.

Construction Inspector II - This is the journey level class in the Construction Inspector series and is distinguished from the I level by the assignment of the full range of duties. Employees at this level receive only occasional instruction or assistance as new, unusual or unique situations arise and are fully aware of the operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level.

This class is distinguished from the Senior Construction Inspector in that the latter performs the most difficult and responsible types of duties assigned to classes within this series and may provide technical and functional supervision over assigned staff.

**SUPERVISION RECEIVED AND EXERCISED**

Construction Inspector I

Receives immediate supervision from the Construction Inspection Supervisor; may receive technical and functional supervision from the Senior Construction Inspector.

Construction Inspector II

Receives general supervision from the Construction Inspection Supervisor; may receive technical and functional supervision from the Senior Construction Inspector.

**EXAMPLES OF ESSENTIAL DUTIES:** *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

## **CLASS TITLE: Construction Inspector I/Construction Inspector II**

Reviews and inspects construction projects, including water, hydroelectric generation, wastewater and recycled water distribution, collection, storage and treatment facilities for compliance with approved plans, District specifications and required regulations; performs a variety of field tests to ensure quality of materials and work.

Observes, documents, records, and completes activity and progress reports, including taking photos and videos of work sites before and during construction; completes daily inspection logs and inspection reports.

Interprets drawings and specifications at site locations and responds to questions from contractors, developers and other agencies regarding construction inspection reports; maintains as-built drawings.

Coordinates field operations, work schedules and activities between District staff, contractors, developers, Cal OSHA, and other interested agencies related to construction inspection activities.

Assists District engineers with the implementation of capital improvement projects; serves as field liaison in the planning and development of projects; responds to questions and concerns from contractors, developers, and outside agencies regarding inspection results and District standards.

Participates in pre-construction and weekly construction meetings.

Reviews, recommend for approval, and/or rejects progress payments and change orders; reviews submittals, requests for information, geotechnical reports, and other related documents.

Schedules and performs warranty inspections; coordinates system shutdown of facilities.

Prepares punch lists and letters of non-compliance; maintains construction project files, including "as built" drawings.

Builds and maintains positive working relationships with co-workers, other District employees and the public using principles of good customer service.

Performs related duties as assigned.

## **QUALIFICATIONS**

### Construction Inspector I

#### Knowledge of:

Basic principles and practices of construction methods and techniques. Applicable Federal, State, and local laws, regulations, and codes governing construction methods. Basic mathematics including algebra, geometry and trigonometry. Principles and practices of work safety and traffic control.

## **CLASS TITLE: Construction Inspector I/Construction Inspector II**

### Skill/Ability to:

Perform inspections of construction projects and enforce District standards. Read plans, specifications, maps, drawings and work orders. Learn to perform basic engineering calculations. Learn residential and commercial inspection standards. Establish and maintain effective working relationships with those contacted in the course of work. Communicate clearly and concisely, both orally and in writing. On a continuous basis, analyze operations of construction projects in the field; identify underground service alert; interpret maps and reports; know how to perform underground work and other construction; and observe safety precautions. Intermittently, sit while studying or preparing reports; walk around job sites; kneel and bend while reviewing infrastructure; climb in and out of trenches; perform simple and power grasping, pushing, pulling, and fine manipulation; and lift or carry weight of 20 pounds or less.

### Experience and Education:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

### Experience:

Two years of experience in construction inspection is desirable.

### Education:

Equivalent to the completion of the twelfth grade supplemented by college coursework in algebra, trigonometry, geometry, drafting and surveying or a related field is desirable.

## **SPECIAL QUALIFICATIONS**

### License and Certificate:

Possession of, or ability to obtain, a valid California driver's license at the time of appointment. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

### Construction Inspector II

In addition to the qualifications for the Construction Inspector I:

### Knowledge of:

Principles and practices of construction methods and techniques related to underground utilities, including tools and materials used in construction. Applicable Federal, State, and local laws, regulations, codes, and District policies governing the construction of assigned projects. Proper inspection techniques to examine construction workmanship and materials for defects and faults. Materials, methods, regulations, and requirements related to the construction projects. Mathematics including algebra, geometry and trigonometry, as applied to construction methods and practices. Residential and commercial inspection methods. Principles and practices of construction management.

### Skill/Ability to:

**CLASS TITLE: Construction Inspector I/Construction Inspector II**

Independently perform inspections of materials and work quality used in utility construction projects. Understand, read, and interpret plans, specifications, maps, drawings, contracts, and work orders. Read, interpret and apply laws, regulations, codes and technical guidelines. Recognize confined space and hazardous safety issues. Prepare technical reports and correspondence and maintain and update project files. Keep records and prepare reports.

Experience and Education:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

Two years of responsible level experience similar to a Construction Inspector I with the El Dorado Irrigation District.

Education:

Equivalent to the completion of the twelfth grade supplemented by college coursework in algebra, trigonometry, geometry, drafting and surveying or a related field.

**SPECIAL QUALIFICATIONS**

License and Certificate:

Possession of, or ability to obtain, a valid California driver's license at the time of appointment. Individuals who do not meet this requirement due to physical disability will be reviewed on a case-by-case basis.

End of CLASS TITLE: Construction Inspector I/Construction Inspector II



**EXHIBIT A**

Pursuant to the terms and conditions of the Services Agreement ("Agreement") dated May 2014 by and between Aerotek, Inc. ("Aerotek") and El Dorado Irrigation District ("Client"), Client agrees to reimburse AEROTEK in full at the following approved rates:

Skill Set / Position	Straight Time Billing Rate (\$)*	Overtime Billing Rate (\$)*	Temp-to-Hire Duration (Section 10.2)	Guarantee Period (Section 11)	Start Date
Inspector	\$49.51/hr	1.5x straight time	6 Months	eight (8) business hours	8/18/14
			6 Months	eight (8) business hours	TBD
			6 Months	eight (8) business hours	TBD

\* Plus applicable sales or other tax

Description of Duties: Construction Inspector

**AGREED AND ACCEPTED:**

**Client**

**AEROTEK E & E  
A Division of AEROTEK, Inc.**

By: JOSE C. PETER   
(Name)  
MANAGER, HUMAN RESOURCES  
(Title)

By: Nick Cavanagh  
(Name)  
Account Manager  
(Title)



ADDENDUM

This ADDENDUM made on this 13<sup>th</sup> day of August, 2014, as part of the SERVICES AGREEMENT ("Agreement") made on the 1 day of May, 2014 by and between AEROTEK Inc. ("AEROTEK") and El Dorado Irrigation District ("Client"). If there is any conflict between the Agreement and this Addendum, this Addendum will control.

AEROTEK agrees that approved Contract Employee(s) may be required to operate a motor vehicle that can be legally driven with only a valid standard non-commercial driver's license. AEROTEK hereby agrees, in writing, that minimal driving is authorized. As used herein, the term "minimal driving" shall be defined as less than 50% of Contract Employee's total working hours, as calculated on a weekly basis. Client agrees to review approved Contract Employee(s) driving record (Department of Motor Vehicle Report) before allowing approved Contract Employee(s) to operate any of Client's vehicles, either owned or non-owned. Client agrees that failure to restrict AEROTEK Contract Employees from the operation of vehicles requiring a Commercial Drivers License (CDL) or the allowance thereof, negates this Addendum and would be considered a breach of the original Agreement. This Addendum does not permit the unsupervised delivery of goods or products as the primary job function of AEROTEK Contract Employee.

Client further understands that AEROTEK does not provide automobile insurance coverage for Client's vehicle(s), approved Contract Employee(s) personal vehicle(s) that are used in conjunction with any job specifications of driving for Client, or if the motor vehicle(s) is used in any other capacity for Client. Client agrees to have Contract Employee(s) listed on Client's automobile insurance policy as an additional insured. Client will indemnify, defend, and hold harmless AEROTEK, it's owners, directors, and affiliates, from any claims, costs, expenses (including reasonable attorney fees), damages, obligations or losses arising from or resulting from approved Contract Employee(s) operation of a motor vehicle(s), either owned or non-owned, as part of the approved contract employee(s) assignment for the Client including third party liabilities arising from or resulting from such operation of a motor vehicle(s).

IN WITNESS WHEREOF, the parties have executed this Agreement, under seal, the day and year first above written.

AGREED AND ACCEPTED:

Aerotek

Nick Cavanagh  
Aerotek Representative Name

[Signature]  
Aerotek Representative Signature

8/14/14  
Date

El Dorado Irrigation District

Thomas D. Compton, General Counsel  
Client Representative Name

[Signature]  
Client Representative Signature

8/15/14  
Date

[Signature] 8/15/14  
Reviewed & Approved on  
EID General Counsel's Office

EL Dorado Irrigation District  
 2890 Mosquito Road  
 Placerville CA 95667

Purchase Order	**CHANGE ORDER**
Purchase Order No.	PO140589
Date	4/28/2014
Revision Number	2
Exchange Rate	0.0000000

**Vendor:**

AEROTEK INC  
 3689 COLLECTION CTR DR  
 CHICAGO IL 60693

**Ship To:**

\*Address listed with item below.

Tax Reg. Number

**Contract Number:**

^ Changed Since the Previous Revision

Shipping Method		Payment Terms		Confirm With		Page	
						1	
L/N	Item Number	Description	Req. Date	U/M	Ordered	Unit Price	Ext. Price
Shipping Method		Reference Number	FOB				
1	TEMP EMPLOYEE	John Avilla; Powerhouse TEMP EMPLOYEE	5/13/2014	dl	4,725.0000	\$1.0000	\$4,725.00
		Req 18901, E. Ruiz AR 3061.05.d Sole-Source Vendor		None			
2	TEMP EMPLOYEE	TEMP EMPLOYEE	5/13/2014	dl	1.0000	\$0.0000	\$0.00
		Purchase order amount is not a commitment - only an estimate. Order may be cancelled anytime.		None			
^3	TEMP EMPLOYEE	Brian Newton; Inspection TEMP EMPLOYEE	9/9/2014	dl	45,000.0000	\$1.0000	\$45,000.00
		Req #19618, E. Ruiz Deliver To:		None			

Authorized by Steve Griffin, Purchasing  
 Agent. Contact: Edward Ruiz, Buyer II  
 P 530-642-4125, F 530-642-4525

Subtotal	\$49,725.00
Trade Discount	\$0.00
Freight	\$0.00
Miscellaneous	\$0.00
Tax	\$0.00
Order Total	\$49,725.00

\_\_\_\_\_  
 Authorized Signature

**EL DORADO IRRIGATION DISTRICT**

**Subject:** 2015 Financial Forecast Update.

**Previous Board Action:** Receive and File (No Board Action)

**Board Policies (BP), Administrative Regulations (AR), and Board Authority:**

**BP 3010:** It is the responsibility of the General Manager to inform the Board about financial operations of the District so the Board can make informed decisions and fully discharge its legal responsibilities in a fiscally sound manner.

**BP 3030:** The General Manager shall submit quarterly financial status reports during the fiscal year to the Board. All reports should show whether the District is meeting its financial obligations and include a forecast for the remainder of the current fiscal year.

**Summary of Issue:**

Staff will present to the Board a financial status report on revenues, expenditures and cash compared to the adjusted budget and report on the occurrence of any irregular conditions, such as the need to fund unbudgeted items. This is an update to the 2015 financial forecast.

**Staff Analysis/Evaluation:**

This agenda item provides an update to the financial forecast contained in the adopted 2015 budget adopted on December 8, 2014. When the budget was developed beginning last fall, the 2014-2015 water year was a big unknown. Now with winter past and no rain events in the foreseeable future, staff has adjusted various revenues within the 2015 forecast which will be presented in tables to follow within this update.

Water revenues contained within the original forecast were estimated for 2015 to be around \$27.892 million. With the continuing drought and the expectation the District's water customers will match their 2014 water conservation efforts, the 2015 water revenue projections are adjusted to equal that of 2014 or about \$26.500 million. Hydroelectric revenues were originally projected at a reduced amount of \$5.000 million for 2015 but, with the continuing drought and reduction in runoff from the minimal snowpack, as well as the lost hydro revenue from moving 5,000 af of water through the Hazel Tunnel to Jenkinson Lake for water storage, they are reduced further for this forecast to \$1.5 million.

The final revenue adjustment for this forecast relates to FCC revenues. The original forecast reflected \$5.000 million in FCC revenues but it appears the District will receive about \$7.000 million by year-end though only about \$2.900 million has been received to date.

Revenue from potential water transfer sales is not reflected since there are no completed contracts with related regulatory approvals.

## 2015 Financial Forecast Update

**Table 1**  
**Revenues**  
**(in millions)**

	<b>Original 2015 Budget</b>	<b>Updated 2015 Forecast</b>
Water Sales and Services <sup>(1)</sup>	\$ 27.892	\$ 26.500
Wastewater Sales and Services	19.635	19.635
Recycled Water Sales	1.560	1.560
Hydropower Sales <sup>(2)</sup>	5.000	1.500
Investment Income	0.550	0.550
FCCs <sup>(3)</sup>	5.000	7.000
Debt Surcharges	1.979	1.979
Property Tax	9.955	9.955
Other Income	2.006	2.006
Recreation	1.102	1.102
<b>Total Revenues</b>	<b>\$ 74.679</b>	<b>\$71.787</b>

(1) Reduced to 2014 revenues to reflect similar conservation patterns by District customers

(2) Reduced to reflect effect of minimal snowpack, subsequent runoff and movement of approximately 5,000af of water to Jenkinson Lake for drinking water storage

(3) Recognize probable FCC revenue for 2015

**District Operating Expenditures:** For this financial update the District’s projected operating expenses have not changed from the original 2015 adopted budget of \$45.482 million.

**2015 Forecasted Results:** Table 2 compares the original 2015 financial forecast with projected debt coverage ratios to a revised forecast. The revised forecast uses the updated revenue forecast from Table 1 and adjusts the annualized variable rate debt obligation (VRDO) interest rate downward from the original 3% projection to 1%. Using the revised revenue and debt numbers, the debt service coverage calculation, required by the debt covenants, actually improves slightly from an original 1.59 ratio to 1.63. The internal 1.0x test which excludes FCC revenue, however, declines from 1.31 ratio to 1.17, reflecting a greater reliance on FCC revenues to meet the debt covenants. The cash available from current year activities for “pay go” CIP or other improvements decreases from \$10.4 million to \$9.71 million.

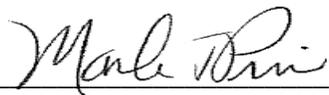
**Table 2**  
**2015 Updated Financial Forecast**  
**(in millions)**

	2015 Adopted Budget	Updated 2015 Projections
Total Revenues (inc FCCs)	\$74.68	\$71.79
Total Maintenance and Operation Costs (Incl. LOC Fees)	45.48	45.48
<b>Net Revenues</b>	<b>29.20</b>	<b>26.31</b>
Pre-existing State Debt Obligations	1.10	1.10
<b>Net Revenues and Debt Proceeds Available After State Debt</b>	<b>28.10</b>	<b>25.21</b>
Senior Debt Service <sup>(1)</sup>	(17.70)	(15.50)
<b>Cash Available from current year activities for CIP or Other Improvements</b>	<b>10.40</b>	<b>9.71</b>
Cash Balance – January 1 <sup>(2)</sup>	71.10	73.60
Cash Available for Capital Projects or Debt Prepayment	81.50	83.31
Total CIP	(15.80)	(15.80)
Pre Funding Debt	(3.00)	(3.00)
<b>Cash and Cash Equivalents Balance – End of Period</b>	<b>\$62.70</b>	<b>\$64.51</b>
Senior Debt Coverage	<b>1.59</b>	<b>1.63</b>
Alternative Debt Coverage (1.0 Test)		
Total FCCs Included in Revenue Above	5.00	7.00
\$\$\$ of FCCs Removed From Calculation	5.00	7.00
Alternative Debt Coverage	<b>1.31</b>	<b>1.17</b>

- (1) Adjusted VRDO interest rate for 2015 to a projected 1% annual rate  
(2) Adjusted January 1, 2015 cash and investment balances to pre-audit actual

Staff will continue to monitor the District’s financial status, provide reports to the Board and note any occurrences of irregular conditions.

**Board Decision/Options:**  
No Board Action required—Information Only



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Mark T. Price, CPA  
Director of Finance



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Jim Abercrombie  
General Manager



El Dorado Irrigation District

# 2015 Financial Forecast Update

El Dorado Irrigation District

April 13, 2015

# 2015 Financial Forecast Update



14,373		
19,627		
7,106		
41,108		
84,022		
5000		
31,962		
27,995		
7,058		
2,210		
3,280		
3,127		
2,450		
1,633		
1,618		
1,237		
719		
560		
347		
48		
84,245		
(224)		
11,202		

EXPENDITURE		
Personnel Services		20,689
Less charged to maintenance		17,64
Sub total Personnel Services		3,0
Other Expenses		
Maintenance		
<b>TOTAL</b>		
Surplus before Depreciation		
Depreciation and amortisation		
Surplus after Depreciation		
Share of net profits from joint venture		
<b>Surplus from Ordinary Activities</b>		

# Revenues

## (millions)

	<b>Original 2015 Budget</b>	<b>Updated 2015 Forecast</b>
Water Sales and Services <sup>(1)</sup>	\$ 27.892	\$ 26.500
Wastewater Sales and Services	19.635	19.635
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Recreation	1.102	1.102
<b>Total Revenues</b>	<b>\$ 74.679</b>	<b>\$71.787</b>

(1) Reduced to 2014 revenues to reflect similar conservation patterns by District customers

(2) Reduced to reflect effect of minimal snowpack, subsequent runoff and movement of approximately 5,000af of water to Jenkinson Lake for drinking water storage

(3) Recognize probable FCC revenue for 2015

# 2015 Updated Financial Forecast

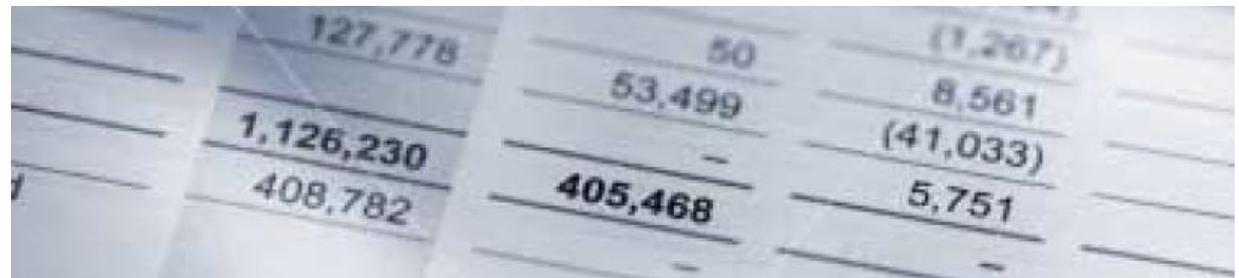
## (millions)

	2015 Adopted Budget	Updated 2015 Projections
Total Revenues (inc FCCs)	\$74.68	\$ 71.79
Total Maintenance and Operation Costs (Incl. LOC Fees)	45.48	45.48
<b>Net Revenues</b>	<b>29.20</b>	<b>26.31</b>
Pre-existing State Debt Obligations	1.10	1.10
<b>Net Revenues and Debt Proceeds Available After State Debt</b>	<b>28.10</b>	<b>25.21</b>
Senior Debt Service <sup>(1)</sup>	(17.70)	(15.50)
<b>Cash Available from current year activities for CIP or Other Improvements</b>	<b>10.40</b>	<b>9.71</b>
Cash Balance – January 1 <sup>(2)</sup>	71.10	73.6
Cash Available for Capital Projects or Debt Prepayment	81.50	83.31
Total CIP	(15.80)	(15.80)
Pre Funding Debt	(3.00)	(3.00)
<b>Cash and Cash Equivalents Balance – End of Period</b>	<b>\$ 62.70</b>	<b>\$ 64.51</b>
Senior Debt Coverage	<b>1.59</b>	<b>1.63</b>
Alternative Debt Coverage (1.0 Test)		
Total FCCs Included in Revenue Above	5.00	7.00
\$\$\$ of FCCs Removed From Calculation	5.00	7.00
Alternative Debt Coverage	<b>1.31</b>	<b>1.17</b>

(1) Adjusted VRDO interest rate for 2015 to a projected 1% annual rate

(2) Adjusted January 1, 2015 cash and investment balances to pre-audit actual

# ■ Discussion



127,778	50	(1,267)
1,126,230	53,499	8,561
408,782	-	(41,033)
	<b>405,468</b>	<b>5,751</b>

**EL DORADO IRRIGATION DISTRICT**

**SUBJECT:** State Legislation Update.

**Prior Board Action:**

Over the past eleven years, the Board has taken positions on State legislation.

**Board Policy (BP), Administrative Regulations (AR), and Board Authority:**

Board Policy 12020: The Board oversees and directs the implementation of the District's mission by deciding and monitoring policy and fiscal matters.

**Summary of Issues:**

In cooperation with District staff, state legislative advocate Bob Reeb of Reeb Government Relations, LLC has been analyzing newly introduced state legislation, and presently recommends that the District take positions on 24 bills that could affect its interests.

**Staff Analysis/Evaluation:**

This year is the first half of the latest two-year legislative cycle in Sacramento. As usual, hundreds of bills have been introduced and legislative hearings are already underway. Legislative advocate Bob Reeb has presently identified 25 bills that warrant the District's participation or monitoring. Some of these bills, and numerous others, are presently either placeholder "spot" bills with no substantive content, or they amount to works in progress. Mr. Reeb will continue to monitor these bills for substantive amendments and recommend positions on these bills as it becomes necessary, potentially at another legislative update in May. Other bills have reached a point where they are clearly adverse or (occasionally) favorable to the District's interests. On this legislation, Mr. Reeb recommends specific positions ranging on a spectrum from "oppose" to "support."

The bills Mr. Reeb has identified cover a wide range of subject matter, including drought, water supply planning, drinking water and wastewater regulation, human resources and labor issues, public contracts, public records, and the California Environmental Quality Act (CEQA). Fourteen of the 25 bills are currently spot bills.

A summary of the bills, and the recommended District position for each, follows. A summary and analysis of each bill are available in Mr. Reeb's attached legislative report. Bills may be viewed by clicking on the live links in Mr. Reeb's report; hard copies are available upon request. Mr. Reeb will be present at the Board meeting to review the bills and current events in the Capital, and to answer any questions.

- **AB 1** (Brown) Drought: local governments: fines - Favor
- **AB 142** (Bigelow) Wild and scenic rivers: Mokelumne River - Favor
- **AB 149** (Chavez) Urban water management plans - Favor
- **AB 152** (Bigelow) Water rights: appropriation - Watch
- **AB 153** (Bigelow) Integrated regional water management planning - Watch
- **AB 219** (Daly) Public Works: concrete delivery – Not Favor
- **AB 401** (Dodd) Low-Income Water Rate Assistance Program - Watch
- **AB 639** (Dahle) Water quality: organization and membership of regional boards - Watch
- **AB 1047** (Bigelow) Dams and Reservoirs: fees - Watch
- **AB 1128** (Jones-Sawyer) Water conservation - Watch
- **AB 1347** (Chiu) Public contracts: claims - Oppose
- **AB 1473** (Salas) California Environmental Quality Act – Watch
- **ACR 22** (Dahle) Sierra Nevada Watershed Protection Week – Favor
- **SB 7** (Wolk) Housing: water meters: multiunit structures - Watch
- **SB 154** (Huff) California Environmental Quality Act - Watch
- **SB 166** (Gaines) California Environmental Quality Act - Watch
- **SB 258** (Bates) Local government - Watch
- **SB 272** (Hertzberg) The California Public Records Act: local agencies: inventory - Oppose
- **SB 317** (De Leon) The Safe Neighborhood Parks, Rivers, and Coastal Protection Bond Act of 2016 – Support if Amended
- **SB 331** (Mendoza) Local government: transparency - Watch
- **SB 375** (Berryhill) Public employees' retirement - Watch
- **SB 393** (Nguyen) Local agencies - Watch
- **SB 454** (Allen) Water quality: minor violations - Watch
- **SB 555** (Wolk) Department of Water Resources: urban retail water suppliers: water loss audits - Watch
- **SB 584** (Nguyen) California Environmental Quality Act - Watch

**Board Decisions/Options:**

**Option 1:** Approve recommendations on proposed state legislation as the District's official positions.

**Option 2:** Take other action as directed by the Board.

**Option 3:** Take no action.

**Staff/General Manager Recommendation:**

Option 1.

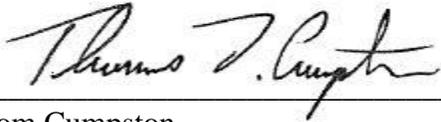
**Supporting Documents Attached:**

Attachment A: Reeb Government Relations' legislative report titled "El Dorado Irrigation District 2015-16 Regular Session, First Year"



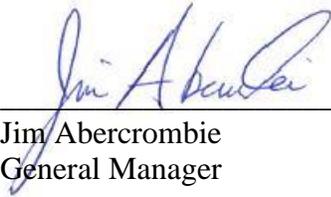
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Brian D. Poulsen, Jr.  
Senior Deputy General Counsel



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Tom Cumpston  
General Counsel



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Jim Abercrombie  
General Manager

**El Dorado Irrigation District  
2015-16 Regular Session, First Year**

**AB 1**

**(Brown D) Drought: local governments: fines.**

**Current Text:** Introduced: 12/1/2014 [pdf](#) [html](#)

**Introduced:** 12/1/2014

**Status:** 1/16/2015-Referred to Com. on L. GOV.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 1/16/2015-A. L. GOV.

**Calendar:** 4/8/2015 1:30 p.m. - State Capitol, Room 127 ASSEMBLY LOCAL GOVERNMENT, MAIENSCHIEIN, Chair

**Summary:** The California Constitution requires that the water resources of the state be put to beneficial use to the fullest extent of which they are capable and that the waste or unreasonable use or unreasonable method of use of water be prevented. Existing law, the California Emergency Services Act, sets forth the emergency powers of the Governor under its provisions and empowers the Governor to proclaim a state of emergency for certain conditions, including drought. This bill would prohibit a city, county, or city and county from imposing a fine under any local maintenance ordinance or other relevant ordinance for a failure to water a lawn or having a brown lawn during a period for which the Governor has issued a proclamation of a state of emergency based on drought conditions.

**Laws:** An act to add Section 8627.7 to the Government Code, relating to water.

**Notes 1:** This legislation would prohibit a city, county, or city and county from imposing a fine under any local maintenance ordinance or other relevant ordinance for a failure to water a lawn or for having a brown lawn during a period for which the Governor has issued a proclamation of a state of emergency based on drought conditions. The prohibition would prevent a resident, business or commercial enterprise from being fined while at the same time responding to drought-induced water reduction goals or requirements imposed by a state agency or an urban water supplier.

A similar bill by the author last year did not receive a policy committee hearing in the Assembly.

Current Position: Not Yet Considered

Recommended Position: Favor

**AB 142**

**(Bigelow R) Wild and scenic rivers: Mokelumne River.**

**Current Text:** Introduced: 1/12/2015 [pdf](#) [html](#)

**Introduced:** 1/12/2015

**Status:** 3/26/2015-From committee: Amend, and do pass as amended and re-refer to Com. on APPR. (Ayes 8. Noes 1.) (March 23).

**Is Urgency:** N

**Is Fiscal:** Y

**Location:** 3/26/2015-A. SECOND READING

**Calendar:** 4/6/2015 #5 ASSEMBLY ASSEMBLY SECOND READING FILE

**Summary:** Existing law, the California Wild and Scenic Rivers Act, provides for a system of classification of those rivers or segments of rivers in the state that are designated as wild, scenic, or recreational rivers, for purposes of preserving the highest and most beneficial use of those rivers. The act requires the Secretary of the Natural Resources Agency to study and submit to the Governor and the Legislature a report that analyzes the suitability or nonsuitability for addition to the system of rivers or segments of rivers that are designated by the Legislature as potential additions to the system, and requires that each report contain specified information and recommendations with respect to the proposed designation. This bill would require the secretary, in a report analyzing the suitability or nonsuitability of a proposed designation of the Mokelumne River, its tributaries, or portions thereof as additions to the system, to consider the potential effects of the proposed designation on future water requirements, as specified, and the effects of climate change. This bill contains other related provisions.

**Laws:** An act to add Section 5093.548 to the Public Resources Code, relating to wild and scenic rivers.

**Notes 1:** The Amador Water Agency is the sponsor of this legislation. This bill would require a study by the Natural Resources Agency that analyzes the suitability or non-suitability of a proposed designation prior to the designation of the Mokelumne River, its tributaries, or portions thereof as additions to the System. The bill would require the study to include:(1) A suitability analysis that includes the potential effects on the ability of public agencies and utilities within the watershed to meet current and projected future water requirements through the development of new water supplies from the Mokelumne River; (2) Any effects of climate change; (3) Maps and illustrations to show the area included within the report; (4) Characteristics which do or do not make the area a worthy addition to the system; (5) Status of land ownership and use; and (6) Potential uses which will be enhanced, foreclosed, or curtailed if included in the System.

California's Wild and Scenic River Act prohibits the construction a any dam, reservoir, diversion, or other water impoundment facility on any river segment included in the System. However, there are exemptions, which include temporary flood storage facilities on the Eel River and temporary recreational impoundments on river segments with a history of such impoundments. The Natural Resources Agency cannot authorize these temporary recreational impoundments without first making a number of findings. A cornerstone of the Act is the non-degradation clause, which prohibits new projects and activities from adversely affecting the free-flowing condition and natural character of river segments included in the System. It is because of these restrictions that potential System designations for rivers within the Sierra Nevada Mountain Range, particularly on the more populated west slope pose a significant threat to the ability of water districts to ensure adequate future water supply. Although this legislation applies only to the Mokelumne River, its passage would potentially benefit other areas of the west slope in that it would set a precedent for other rivers.

Current Position: Not Yet Considered

Recommended Position: Favor

**AB 149** (Chávez R) Urban water management plans.

**Current Text:** Introduced: 1/15/2015 [pdf](#) [html](#)

**Introduced:** 1/15/2015

**Status:** 2/2/2015-Referred to Com. on W., P., & W.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 2/2/2015-A. W.,P. & W.

**Summary:** Existing law, the Urban Water Management Planning Act, requires every public and private urban water supplier that directly or indirectly provides water for municipal purposes to prepare and adopt an urban water management plan and to update its plan once every 5 years on or before December 31 in years ending in 5 and zero, except as specified. The act requires an urban water supplier to submit to the Department of Water Resources a copy of its plan and requires the department to prepare and submit to the Legislature, on or before December 31, in the years ending in 6 and 1, a report summarizing the status of plans adopted pursuant to the act. This bill, commencing January 1, 2017, would instead require an urban water supplier to update its plan at least once every 5 years on or before December 31 in years ending in 6 and one. The bill would instead require the department to submit its report to the Legislature, on or before December 31, in years ending in 7 and two.

**Laws:** An act to amend Section 10644 of, and to amend, repeal, and add Section 10621 of, the Water Code, relating to water management.

**Notes 1:** The San Diego County Water Authority is the sponsor of this legislation. Moving the year in which an urban water supplier would be required to update its plan to on or before December 31 in years ending in 6 and one, would enable a supplier to utilize the decennial census information on which to base its planning effort. The existing requirement to update a plan in a year ending in zero leads to a reliance on old census data.

Current Position: Not Yet Considered

Recommended Position: Favor

**AB 152** (Bigelow R) Water rights: appropriation.

**Current Text:** Introduced: 1/15/2015 [pdf](#) [html](#)

**Introduced:** 1/15/2015

**Status:** 1/16/2015-From printer. May be heard in committee February 15.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 1/15/2015-A. PRINT

**Summary:** Under existing law, the State Water Resources Control Board administers a water rights program pursuant to which the board grants permits and licenses to appropriate water. Existing law requires the board to allow the appropriation for beneficial purposes of unappropriated water under terms and conditions as in its judgment will best develop, conserve, and utilize in the public interest the water sought to be appropriated. This bill would make a technical, nonsubstantive change to these provisions.

**Laws:** An act to amend Section 1253 of the Water Code, relating to water rights.

**Notes 1:** The author is the sponsor of this legislation. It is a spot bill that will require substantive amendments prior to assignment to policy committee. The District should monitor this legislation due to the subject matter.

Current Position: Not Yet Considered

Recommended Position: Watch

**[AB 153](#) (Bigelow R) Integrated regional water management planning.**

**Current Text:** Introduced: 1/15/2015 [pdf](#) [html](#)

**Introduced:** 1/15/2015

**Status:** 1/16/2015-From printer. May be heard in committee February 15.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 1/15/2015-A. PRINT

**Summary:** Existing law authorizes a regional water management group to prepare and adopt an integrated regional water management plan with specified components. This bill would make a technical, nonsubstantive change to that provision.

**Laws:** An act to amend Section 10540 of the Water Code, relating to water.

**Notes 1:** The author is the sponsor of this legislation. It is a spot bill that will require substantive amendments prior to assignment to policy committee. The District should monitor this legislation due to the subject matter.

Current Position: Not Yet Considered

Recommended Position: Watch

**[AB 219](#) (Daly D) Public works: concrete delivery.**

**Current Text:** Introduced: 2/2/2015 [pdf](#) [html](#)

**Introduced:** 2/2/2015

**Status:** 3/26/2015-In committee: Set, first hearing. Hearing canceled at the request of author.

**Is Urgency:** N

**Is Fiscal:** Y

**Location:** 2/9/2015-A. L. & E.

**Calendar:** 4/22/2015 1:30 p.m. - State Capitol, Room 447 ASSEMBLY LABOR AND EMPLOYMENT, ROGER HERNÁNDEZ, Chair

**Summary:** Existing law defines "public works," for purposes of requirements regarding the payment of prevailing wages for public works projects, to include, among other things, the hauling of refuse from a public works site to an outside disposal location with respect to contracts involving any state agency, including the California State University and the University of California, or any political subdivision of the state. Existing law makes a willful violation of law relating to payment of prevailing wages on public works a misdemeanor. This bill would expand the definition of "public works," for these purposes to include the delivery of ready-mixed concrete with respect to contracts involving any state agency or any political subdivision of the state. By expanding the definition of a crime, this bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws.

**Laws:** An act to amend Section 1720.3 of the Labor Code, relating to public works.

**Notes 1:** Existing law requires the prevailing wage rate to be paid to all workers on "public works" projects over \$1,000 and defines "public work" to include, among other things, construction, alteration, demolition, installation or repair work done under contract and paid for in whole or in part out of public funds. Existing law defines "public works" to include the hauling of refuse from a public works site to an outside disposal location, with respect to contracts involving any state agency or any political subdivision of the state.

In 2011, the Legislature enacted AB 514 to provide that "hauling of refuse" includes, but is not limited to, hauling soil, sand, gravel, rocks, concrete, asphalt, excavation materials, and construction debris. That legislation also specified that "hauling of refuse" shall not include the hauling of recyclable metals such as copper, steel, and aluminum that have been separated from other materials at the jobsite prior to the transportation and that are to be sold at fair market value to a bona fide purchaser. AB 514 was jointly sponsored by the California State Building and Construction Trades Council and the California Teamsters Public Affairs Council. The legislation reflected a public works coverage determination by the Department of Industrial Relations.

This legislation would expand the definition of "public works" to include the delivery of ready-mixed concrete with respect to contracts involving any state agency or any political subdivision of the state. The current Industrial Welfare Commission ruling on this topic is that ready-mixed concrete companies are material suppliers and not subcontractors. There is, therefore, no requirement to pay prevailing wages to ready-mixed concrete delivery drivers to a public works project.

This legislation would, if enacted, result in increased costs to the Agency for any public works project that requires the delivery of ready-mixed concrete. Increased costs would provide upward pressure on water system rates.

Current Position: Not Yet Considered

Recommended Position: Not Favor

**[AB 401](#)**

**(Dodd D) Low-Income Water Rate Assistance Program.**

**Current Text:** Introduced: 2/19/2015 [pdf](#) [html](#)

**Introduced:** 2/19/2015

**Status:** 3/24/2015-From committee: Do pass and re-refer to Com. on APPR. (Ayes 9. Noes 3.) (March 23). Re-referred to Com. on APPR.

**Is Urgency:** N

**Is Fiscal:** Y

**Location:** 3/24/2015-A. APPR.

**Summary:** Under existing law, the Public Utilities Commission has regulatory authority over public utilities, including water corporations, as defined. Existing law authorizes the commission to fix the rates and charges for every public utility, and requires that those rates and charges be just and reasonable. Existing law requires the Public Utilities Commission to consider, and authorizes the commission to implement, programs to provide rate relief for low-income ratepayers of a water corporation. This bill would require the department, no later than January 1, 2017, in collaboration with the State Board of Equalization and relevant stakeholders, to develop a plan for the funding and implementation of the Low-Income Water Rate Assistance Program, which would include specified elements. The bill would require the department, no later than January 1, 2017, to report to the Legislature on its findings regarding the feasibility and desired structure of the program, including any recommendations for legislative action that may need to be taken. This bill contains other existing laws.

**Laws:** An act to add Section 12092 to the Government Code, relating to low-income water assistance.

**Notes 1:** This legislation is similar to a bill authored by former Assembly Member Mariko Yamada in 2014.

This legislation would require the Department of Community Services and Development, in collaboration with the Board of Equalization (BOE), by January 1, 2017, to develop a plan for the funding and implementation of a program to provide funding assistance for water service to households with less than 200 percent of the federal poverty guideline level.

According to the author: "Water affordability is a central element to water access. When water costs make water unaffordable, it can pose a health and safety issue and a myriad of administrative and political problems. Households paying an amount for water that exceeds an affordability threshold are considered to be paying a cost that is unaffordable and a "high burden."

California voters approved Proposition 218 in November 1996, adding Articles XIIIIC and D to the California Constitution. Local agency public water systems must set water rates to the reasonable cost of providing service, which does not allow charging ratepayers greater than the cost of providing service to collect funds to provide financial support or assistance to low income water utility customers. Moreover, the cost of service mandates related to Propositions 13 and 26 would make it difficult for local agency public water system to provide a program to support low-income customers.

According to the Assembly Utilities and Commerce Committee analysis of this legislation, the US Environmental Protection Agency (EPA) and the California Department of Public Health use a "water affordability threshold" to factor in variable costs of living across California. For example, at a threshold of 1.5%, a household at the California median income of \$61,000 would not be expected to pay over \$915 per year for water (\$76.25/month). Households with water bills exceeding this threshold are considered to be paying a cost that is unaffordable and a "high burden."

While this legislation requires a plan to be developed for the funding and implementation of a program to provide funding assistance for water service to specified households, it could not impose any requirements on local agencies absent subsequent legislation. The risk here is that the plan could call for the imposition of a public goods charge on all water system customers to pay for a low-income assistance program. The Agency and the Association of California Water Agencies are on record opposing such a charge.

Current Position: Not Yet Considered

Recommended Position: Watch

**[AB 639](#)**

**(Dahle R) Water quality: organization and membership of regional boards.**

**Current Text:** Introduced: 2/24/2015 [pdf](#) [html](#)

**Introduced:** 2/24/2015

**Status:** 2/25/2015-From printer. May be heard in committee March 27.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 2/24/2015-A. PRINT

**Summary:** Existing law requires the State Water Resources Control Board and the 9 California regional water quality control boards to prescribe waste discharge requirements in accordance with the federal national pollutant discharge elimination system permit program established by the federal Clean Water Act and the Porter-Cologne Water Quality Control Act (state act). The state act requires regional boards to consist of 7 members appointed by the Governor, 6 of them on the basis of demonstrated interest or proven ability in the field of water quality and one as a public member not specifically associated with any enumerated qualification. This bill would make nonsubstantive changes to these provisions.

**Laws:** An act to amend Section 13201 of the Water Code, relating to water quality.

**Notes 1:** The author is the sponsor of this legislation. It is a spot bill that will require substantive amendments prior to assignment to policy committee. The District should monitor this legislation due to the subject matter.

Current Position: Not Yet Considered

Recommended Position: Watch

**AB 1047** (**Bigelow R**) **Dams and reservoirs: fees.**

**Current Text:** Introduced: 2/26/2015 [pdf](#) [html](#)

**Introduced:** 2/26/2015

**Status:** 2/27/2015-From printer. May be heard in committee March 29.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 2/26/2015-A. PRINT

**Summary:** Existing law requires the Department of Water Resources to adopt, by regulation, a schedule of fees to cover the department's costs in carrying out the supervision of dam safety. This bill would make nonsubstantive changes in those provisions.

**Laws:** An act to amend Section 6307 of the Water Code, relating to water.

**Notes 1:** The author is the sponsor of this legislation. It is a spot bill that will require substantive amendments prior to assignment to policy committee. The District should monitor this legislation due to the subject matter.

Current Position: Not Yet Considered

Recommended Position: Watch

**AB 1128** (**Jones-Sawyer D**) **Water conservation.**

**Current Text:** Introduced: 2/27/2015 [pdf](#) [html](#)

**Introduced:** 2/27/2015

**Status:** 3/2/2015-Read first time.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 2/27/2015-A. PRINT

**Summary:** Existing law declares the intent of the Legislature to, among other things, promote urban water conservation standards that are consistent with the California Urban Water Conservation Council's adopted best management practices and specified requirements for demand management. This bill would make nonsubstantive changes to these findings and declarations.

**Laws:** An act to amend Section 10608.4 of the Water Code, relating to water.

**Notes 1:** The author is the sponsor of this legislation. It is a spot bill that will require substantive amendments prior to assignment to policy committee. The District should monitor this legislation due to the subject matter.

Current Position: Not Yet Considered

Recommended Position: Watch

**AB 1347** (**Chiu D**) **Public contracts: claims.**

**Current Text:** Introduced: 2/27/2015 [pdf](#) [html](#)

**Introduced:** 2/27/2015

**Status:** 3/23/2015-Referred to Com. on A. & A.R.

**Is Urgency:** N

**Is Fiscal:** Y

**Location:** 3/23/2015-A. A. & A.R.

**Calendar:** 4/15/2015 9 a.m. - State Capitol, Room 437 ASSEMBLY ACCOUNTABILITY AND ADMINISTRATIVE REVIEW, SALAS, Chair

**Summary:** Existing law prescribes various requirements regarding the formation, content, and

enforcement of state and local public contracts. Existing law applicable to state public contracts generally requires that the resolution of claims related to those contracts be subject to arbitration. Existing law applicable to local agency contracts prescribes a process for the resolution of claims related to those contracts of \$375,000 or less. This bill would establish, for contracts entered into on or after January 1, 2016, a claim resolution process applicable to all public entity contracts. The bill would define a claim as a contractor's written demand or assertion, including a request for a modification, contract amendment, or change order, seeking an adjustment or interpretation of the terms of the contract documents, payment of money, extension of time, or other relief, including a determination of disputes or matters arising out of, or related to, the contract documents or the performance of work on a public work. This bill contains other related provisions and other existing laws.

**Laws:** An act to add Section 9204 to the Public Contract Code, relating to public contracts.

**Notes 1:** This legislation presents many issues for local agencies. In addition to abridging the rights of the owner and contractor to formulate the terms of their own contracts, this bill significantly conflicts with existing provisions of the Public Contract Code that apply to special districts like the Agency, namely, sections 20104 et seq. (resolution of construction claims). In addition, the definition of claim is different from the definition contained in Public Contract Code provisions for claim resolution, thereby creating confusion. The definition of public works refers to a definition in Labor Code, whereas claim resolution provisions of Public Contract Code rely on a definition in Civil Code for public works. This would create more confusion. The process for selection of a mediator is impractical in that it would require two different mediators to independently select a third-party neutral when parties cannot mutually agree. The legislation provides no guidelines for the selection of a third-party neutral. What if mediators cannot agree?

This legislation also would provide for an end-run around the Government Claims filing requirements as a prerequisite to litigation and it directly conflicts with provisions of Government Claims Act by requiring payment of a claim when an owner does not respond to claim within 30 days. Government Claims Act deems such non-response a denial of the claim by operation of law. Finally, this legislation would exempt claims from the False Claims Act as well as prohibit waiver of a contractor's rights.

Current Position: Not Yet Considered

Recommended Position: Oppose

**AB 1473** **(Salas D) California Environmental Quality Act.**

**Current Text:** Introduced: 2/27/2015 [pdf](#) [html](#)

**Introduced:** 2/27/2015

**Status:** 3/2/2015-Read first time.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 2/27/2015-A. PRINT

**Summary:** The California Environmental Quality Act requires a lead agency to prepare, or cause to be prepared, and certify the completion of an environmental impact report on a project, as defined, that it proposes to carry out or approve that may have a significant effect on the environment, as defined, or to adopt a negative declaration if it finds that the project will not have that effect. This bill would make technical, nonsubstantive changes to a provision within the act.

**Laws:** An act to amend Section 21060.5 of the Public Resources Code, relating to environmental quality.

**Notes 1:** The author is the sponsor of this legislation. It is a spot bill that will require substantive amendments prior to assignment to policy committee. The District should monitor this legislation due to the subject matter.

Current Position: Not Yet Considered

Recommended Position: Watch

**SB 7** **(Wolk D) Housing: water meters: multiunit structures.**

**Current Text:** Introduced: 12/1/2014 [pdf](#) [html](#)

**Introduced:** 12/1/2014

**Status:** 3/17/2015-Set for hearing April 14.

**Is Urgency:** N

**Is Fiscal:** Y

**Location:** 1/15/2015-S. T. & H.

**Calendar:** 4/14/2015 1:30 p.m. - John L. Burton Hearing Room (4203) SENATE TRANSPORTATION AND HOUSING, BEALL, Chair

**Summary:** (1) Existing law generally regulates the hiring of dwelling units and, among other things, imposes certain requirements on landlords and tenants. Among these requirements, existing law

requires landlords to provide tenants with certain notices or disclosures pertaining to, among other things, pest control and gas meters. This bill would express the intent of the Legislature to encourage the conservation of water in multifamily residential rental buildings through means either within the landlord's or the tenant's control, and to ensure that the practices involving the submetering of dwelling units for water service are just and reasonable, and include appropriate safeguards for both tenants and landlords. This bill contains other related provisions and other existing laws.

**Laws:** An act to add Chapter 2.5 (commencing with Section 1954.201) to Title 5 of Part 4 of Division 3 of the Civil Code, to add Section 17922.14 to the Health and Safety Code, and to add Section 517 to the Water Code, relating to housing.

**Notes 1:** This legislation is similar to proposed legislation in prior years that sought to require the installation of submeters in multi-family residential buildings. The Agency opposed (unless amended) those earlier bills based on an objection to a provision that would require a public water system (PWS) to mandate the installation of a submeter, but at the same time relieve the PWS from any responsibility regarding the submeter. A PWS bill would be prohibited from imposing any fees on the installation of a submeter, but would be required to absorb any costs related thereto. The Agency recommended to prior authors that instead of the latter approach, the legislation should authorize the State Building Standards Commission to require installation pursuant to the housing code. This legislation would adopt that approach. It would authorize the Department of Housing and Community Development to develop and propose for adoption by the commission building standards that require the installation of water submeters in multiunit residential buildings, as specified. This bill would provide that moneys in the fund are available to the department, upon appropriation, for administrative costs associated with the development of building standards that require the installation of water submeters in multiunit residential buildings.

The Water Measurement Law requires every water purveyor to require, as a condition of new water service on and after January 1, 1992, the installation of a water meter to measure water service. That law also requires urban water suppliers to install water meters on specified service connections, and to charge water users based on the actual volume of deliveries as measured by those water meters in accordance with a certain timetable. This bill would define the term "submeter" for purposes of that law.

The Agency should monitor this legislation given the subject matter and give the history regarding prior proposed legislative enactments.

Current Position: Not Yet Considered

Recommended Position: Watch

#### **SB 154** (Huff R) California Environmental Quality Act.

**Current Text:** Introduced: 2/2/2015 [pdf](#) [html](#)

**Introduced:** 2/2/2015

**Status:** 2/19/2015-Referred to Com. on RLS.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 2/19/2015-S. RLS.

**Summary:** The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared by contract, and certify the completion of, an environmental impact report, as defined, on a project that may have a significant effect on the environment, or to adopt a negative declaration if it finds that the project will not have that effect. This bill would make technical, nonsubstantive changes to the definition of "environmental impact report."

**Laws:** An act to amend Section 21061 of the Public Resources Code, relating to the environment.

**Notes 1:** This is a spot bill that is sponsored by the author. The Agency should monitor the legislation given its subject matter--California Environmental Quality Act.

Current Position: Not Yet Considered

Recommended Position: Watch

#### **SB 166** (Gaines R) California Environmental Quality Act.

**Current Text:** Introduced: 2/5/2015 [pdf](#) [html](#)

**Introduced:** 2/5/2015

**Status:** 2/19/2015-Referred to Com. on RLS.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 2/19/2015-S. RLS.

**Summary:** The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR)

on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. This bill would make technical, nonsubstantive changes to those provisions. This bill contains other existing laws.

**Laws:** An act to amend Section 21000 of the Public Resources Code, relating to the California Environmental Quality Act.

**Notes 1:** This is a spot bill that is sponsored by the author. The Agency should monitor the legislation given its subject matter--California Environmental Quality Act.

Current Position: Not Yet Considered

Recommended Position: Watch

### [SB 258](#)

**(Bates R) Local government.**

**Current Text:** Introduced: 2/18/2015 [pdf](#) [html](#)

**Introduced:** 2/18/2015

**Status:** 2/26/2015-Referral to Com. on RLS.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 2/26/2015-S. RLS.

**Summary:** The Ralph M. Brown Act enables the legislative body of a local agency to call both regular and special meetings. The act requires the legislative body of a local agency to post, at least 72 hours before the meeting, an agenda containing a brief general description of each item of business to be transacted or discussed at a regular meeting, in a location that is freely accessible to members of the public, and to provide a notice containing similar information with respect to a special meeting at least 24 hours prior to the special meeting. The act requires that the agenda or notice be freely accessible to members of the public, and be posted on the local agency's Internet Web site, if the local agency has one. This bill would state the intent of the Legislature to enact legislation that would protect the right of the public to participate in open deliberations of the legislative bodies of local agencies by clarifying the appropriate use of special meetings.

**Laws:** An act relating to local government.

**Notes 1:** This is a spot bill that is sponsored by the author. The Agency should monitor the legislation given its subject matter--local government and fees.

Current Position: Not Yet Considered

Recommended Position: Watch

### [SB 272](#)

**(Hertzberg D) The California Public Records Act: local agencies: inventory.**

**Current Text:** Introduced: 2/19/2015 [pdf](#) [html](#)

**Introduced:** 2/19/2015

**Status:** 3/27/2015-Set for hearing April 15.

**Is Urgency:** N

**Is Fiscal:** Y

**Location:** 3/5/2015-S. G. & F.

**Calendar:** 4/15/2015 9:30 a.m. - Room 112 SENATE GOVERNANCE AND FINANCE, HERTZBERG, Chair

**Summary:** Existing law, the California Public Records Act, requires state and local agencies to make their records available for public inspection, unless an exemption from disclosure applies. The act declares that access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in this state. Existing law also requires every public agency to comply with the California Public Records Act and with any subsequent statutory enactment amending the act, or enacting or amending any successor act. This bill would require each local agency, in implementing the California Public Records Act, to conduct an inventory of data gathered by the agency that discloses what data is maintained by the agency, by whom, and with what frequency it is collected. The bill would require the inventory to be available to the public. Because the bill would require local agencies to perform additional duties, it would impose a state-mandated local program. This bill contains other related provisions and other existing laws.

**Laws:** An act to add Section 6270.5 to the Government Code, relating to public records.

**Notes 1:** The author is the sponsor of this legislation, which would require all local government agencies to conduct system-wide inventories of all data the agencies collect and make that information available to the public under the California Public Records Act.

The author is interested in providing a better understanding as to who maintains the information and how often the data is collected. The problem with this legislation is two-fold: first, the term "data" is

not defined; and second, the legislation would impose a state-mandated local program on local agencies without providing reimbursement of costs to those local agencies. As the term "data" is not defined, this legislation could create a conflict with provisions of the California Public Records Act that prohibit the disclosure of utility usage data, including personal information affiliated with that data. In addition, agencies that provide on-line payment services for utility payments collect credit card, debit card and related banking data in order to process utility payments. The latter certainly cannot be made available to the public.

Current Position: Not Yet Considered

Recommended Position: Oppose

**SB 317** **(De León D) The Safe Neighborhood Parks, Rivers, and Coastal Protection Bond Act of 2016.**

**Current Text:** Introduced: 2/23/2015 [pdf](#) [html](#)

**Introduced:** 2/23/2015

**Status:** 3/18/2015-Set for hearing April 14.

**Is Urgency:** N

**Is Fiscal:** Y

**Location:** 3/5/2015-S. N.R. & W.

**Calendar:** 4/14/2015 9:30 a.m. - Room 112 SENATE NATURAL RESOURCES AND WATER, PAVLEY, Chair

**Summary:** Under existing law, various measures have been approved by the voters to provide funds for park, river, and coastal protections and programs. This bill would enact the Safe Neighborhood Parks, Rivers, and Coastal Protection Bond Act of 2016, which, if adopted by the voters at the November 8, 2016, statewide general election, would authorize the issuance of bonds in an unspecified amount pursuant to the State General Obligation Bond Law to finance a safe neighborhood parks, rivers, and coastal protection program.

**Laws:** An act to add Chapter 14 (commencing with Section 5880) to Division 5 of the Public Resources Code, relating to financing a safe neighborhood parks, rivers, and coastal protection program, by providing the funds necessary therefor through an election for the issuance and sale of bonds of the State of California and for the handling and disposition of those funds.

**Notes 1:** The author is the sponsor of this legislation, which would place a state general obligation bond proposal on the 2016 General Election ballot. Although the legislation as not been written in final form, the proposal would include funding for investments to protect and restore the state's rivers, lakes, streams, and coastal waters and their related watersheds will improve water quality and reliability, enhance fish and wildlife habitats, and provide recreational, economic, and public health benefits to Californians.

The District owns and operates a system of lakes and reservoirs at which recreational facilities are provided for the benefit and enjoyment of visitors. The District is required to provide specified facilities, including operational and maintenance responsibilities, through its Project No. 184 license. It also owns and operates recreational facilities at Sly Park Reservoir. The District should monitor progress in the drafting of this legislation as it could provide state funding or state matching funds to make improvements to District facilities.

Current Position: Not Yet Considered

Recommended Position: Support if Amended

**SB 331** **(Mendoza D) Local government: transparency.**

**Current Text:** Introduced: 2/23/2015 [pdf](#) [html](#)

**Introduced:** 2/23/2015

**Status:** 3/5/2015-Referred to Com. on RLS.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 3/5/2015-S. RLS.

**Summary:** The California Public Records Act requires that the public records of a local agency be open to inspection and provides that every person has a right to inspect any public record, except as specified. The Ralph M. Brown Act requires that all meetings of a legislative body, as defined, of a local agency be open and public and all persons permitted to attend unless a closed session is authorized. This bill would express the intent of the Legislature to enact legislation that would increase transparency in local government.

**Laws:** An act relating to local government.

**Notes 1:** This is a spot bill that is sponsored by the author. The Agency should monitor the legislation given its subject matter--local government open meetings.

Current Position: Not Yet Considered

Recommended Position: Watch

**[SB 375](#) (Berryhill R) Public employees' retirement.**

**Current Text:** Introduced: 2/24/2015 [pdf](#) [html](#)

**Introduced:** 2/24/2015

**Status:** 3/5/2015-Referred to Com. on RLS.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 3/5/2015-S. RLS.

**Summary:** The Public Employees' Retirement Law governs the rate of employer contributions to the Public Employees' Retirement System. The law requires, among other things, that all assets of an employer be used in the determination of the employer contribution rate for the membership comprising the basis of the computation and that those assets held be recognized over the same funding period used to amortize unfunded accrued actuarial obligations, as specified. This bill would make nonsubstantive changes to that provision.

**Laws:** An act to amend Section 20816 of the Government Code, relating to retirement.

**Notes 1:** This is a spot bill that is sponsored by the author. The Agency should monitor the legislation given its subject matter--local government employer contribution to employee retirement.

Current Position: Not Yet Considered

Recommended Position: Watch

**[SB 393](#) (Nguyen R) Local agencies.**

**Current Text:** Introduced: 2/25/2015 [pdf](#) [html](#)

**Introduced:** 2/25/2015

**Status:** 3/5/2015-Referred to Com. on RLS.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 3/5/2015-S. RLS.

**Summary:** Existing law, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, establishes the sole and exclusive authority and procedure for the initiation, conduct, and completion of changes of organization and reorganization for cities and districts. This bill would make technical, nonsubstantive changes to the above-described law.

**Laws:** An act to amend Section 56001 of the Government Code, relating to local government.

**Notes 1:** This is a spot bill that is sponsored by the author. The Agency should monitor the legislation given its subject matter--local government organization.

Current Position: Not Yet Considered

Recommended Position: Watch

**[SB 454](#) (Allen D) Water quality: minor violations.**

**Current Text:** Introduced: 2/25/2015 [pdf](#) [html](#)

**Introduced:** 2/25/2015

**Status:** 3/5/2015-Referred to Com. on RLS.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 3/5/2015-S. RLS.

**Summary:** The Porter-Cologne Water Quality Control Act authorizes the State Water Resources Control Board and the California regional water quality control boards to conduct inspections for violations of specified law. The act requires the state board and the regional boards to determine the types of violations that are minor violations and requires the state board to adopt regulations or state policy for water quality, as prescribed. This bill would make nonsubstantive changes to the provision relating to minor violations.

**Laws:** An act to amend Section 13399 of the Water Code, relating to water quality.

**Notes 1:** This is a spot bill that is sponsored by the author. The Agency should monitor the legislation given its subject matter--water quality control violations.

Current Position: Not Yet Considered

Recommended Position: Watch

**[SB 555](#) (Wolk D) Department of Water Resources: urban retail water suppliers: water loss audits.**

**Current Text:** Introduced: 2/26/2015 [pdf](#) [html](#)

**Introduced:** 2/26/2015

**Status:** 3/12/2015-Referred to Com. on N.R. & W.

**Is Urgency:** N

**Is Fiscal:** Y

**Location:** 3/12/2015-S. N.R. & W.

**Calendar:** 4/14/2015 Anticipated Hearing SENATE N.R. & W., Not in daily file.

**Summary:** Existing law requires the state to achieve a 20% reduction in urban per capita water use in California by December 31, 2020, and requires the state to make incremental progress towards this goal by reducing per capita water use by at least 10% on or before December 31, 2015. Existing law requires each urban retail water supplier to develop urban water use targets and an interim urban water use target, in accordance with specified requirements. This bill would require each urban retail water supplier, on or before July 1, 2017, to conduct a water loss audit as prescribed by rules adopted by the Department of Water Resources on or before July 1, 2016. This bill would require an urban retail water supplier to submit a validated audit report to the department within 60 days of completion and the department to post the report on its Internet Web site in a timely manner after its receipt. This bill would require the department to provide technical assistance to guide urban retail water suppliers' water loss detection programs.

**Laws:** An act to add Section 10608.34 to the Water Code, relating to water.

**Notes 1:** The Urban Water Management Planning Act currently requires an urban water supplier to quantify, to the extent records are available, past, current and projected water use attributed to distribution system loss. This information is presented in 5-year increments.

This legislation would require each urban retail water supplier, on or before July 1, 2017, to conduct a water loss audit in accordance with the method adopted by the American Water Works Association in the third edition of Water Audits and Loss Control Programs, Manual —M36. This bill would require an urban retail water supplier to submit a validated audit report to the department within 60 days of completion and the department to post the report on its Internet Web site in a timely manner after its receipt. This bill would require the department to provide technical assistance to guide urban retail water suppliers' water loss detection programs, including, but not limited to, metering techniques, utilization of portable and permanent water loss detection devices, and funding.

It is unclear as to the value that will be provided over and above the information now included in an Urban Water Management Plan. Should the public be interested, the latter will provide information as to the trend experienced by the urban water supplier in terms of distribution system losses. Conducting an audit and submitting a report to the department would not likely create an undue burden on the District. The requirement to place the information on the Department's Internet site will not likely result in greater public awareness or interest. The fiscal impact on the District is likely to be minimal; the legislation does not provide a source of revenue for the department to cover its costs. The fiscal impact to the District would become more significant if a provision were added to this legislation authorizing the department to charge a fee to pay for its costs.

Current Position: Not Yet Considered

Recommended Position: Watch

**SB 584** (**Nguyen R**) **California Environmental Quality Act.**

**Current Text:** Introduced: 2/26/2015 [pdf](#) [html](#)

**Introduced:** 2/26/2015

**Status:** 3/12/2015-Referred to Com. on RLS.

**Is Urgency:** N

**Is Fiscal:** N

**Location:** 3/12/2015-S. RLS.

**Summary:** The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared by contract, and certify the completion of, an environmental impact report, as defined, on a project that may have a significant effect on the environment, or to adopt a negative declaration if it finds that the project will not have that effect. This bill would make technical, nonsubstantive changes to the definition of "environmental impact report."

**Laws:** An act to amend Section 21061 of the Public Resources Code, relating to the environment.

**Notes 1:** This is a spot bill that is sponsored by the author. The Agency should monitor the legislation given its subject matter--California Environmental Quality Act.

Current Position: Not Yet Considered

Recommended Position: Watch

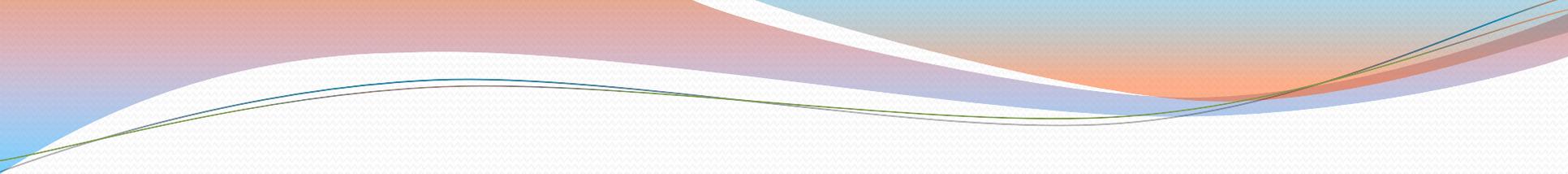
**Total Measures: 24**

**Total Tracking Forms: 24**

# STATE LEGISLATION UPDATE

El Dorado Irrigation District

April 13, 2015



# **PRIOR BOARD ACTION**

**Over the past eleven years, the Board has taken positions on State Legislation.**

# **BOARD POLICY (BP), ADMINISTRATIVE REGULATIONS (AR), AND BOARD AUTHORITY**

- **Board Policy 12020: The Board oversees and directs the implementation of the District's mission by deciding and monitoring policy and fiscal matters.**

# SUMMARY OF ISSUES

- **Legislative advocate Bob Reeb and District staff have been analyzing newly introduced state legislation, and presently recommend that the District take positions on 24 bills.**

# STAFF ANALYSIS/EVALUATION

- 2015 is the first half of the latest two-year legislative cycle in Sacramento.
- Hundreds of bills were introduced and legislative hearings are underway.
- 24 bills warrant the District's participation or monitoring.
  - Some are presently either placeholder "spot" bills or works in progress.
    - Recommended position is "Watch."
- Other bills have reached a point where they are clearly adverse or (occasionally) favorable to the District's interests.
  - Specific recommended position on a spectrum from "oppose" to "support."

# STAFF ANALYSIS/EVALUATION

- **Bills cover a wide range of subject matter, including drought, water supply planning, drinking water and wastewater regulation, human resources and labor issues, public contracts, public records, and the California Environmental Quality Act (CEQA).**
- **Fourteen of the 24 bills are currently spot bills.**

# STAFF ANALYSIS/EVALUATION

- AB 1 (Brown) Drought: local governments: fines - Favor
- AB 142 (Bigelow) Wild and scenic rivers: Mokelumne River - Favor
- AB 149 (Chavez) Urban water management plans - Favor
- AB 152 (Bigelow) Water rights: appropriation - Watch
- AB 153 (Bigelow) Integrated regional water management planning - Watch
- AB 219 (Daly) Public Works: concrete delivery – Not Favor
- AB 401 (Dodd) Low-Income Water Rate Assistance Program - Watch
- AB 639 (Dahle) Water quality: organization and membership of regional boards - Watch

# STAFF ANALYSIS/EVALUATION

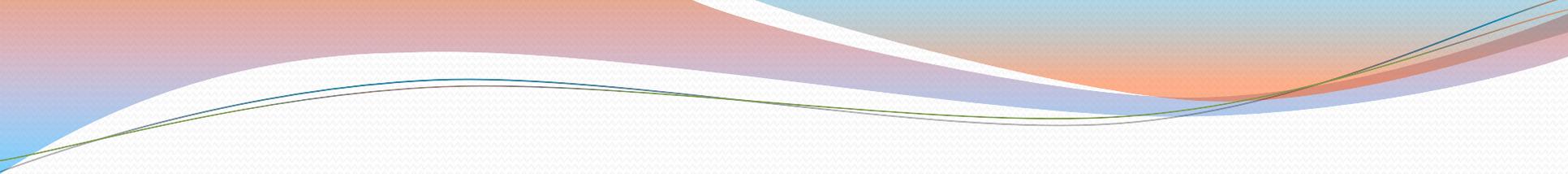
- **AB 1047** (Bigelow) Dams and Reservoirs: fees - Watch
- **AB 1128** (Jones-Sawyer) Water conservation - Watch
- **AB 1347** (Chiu) Public contracts: claims - Oppose
- **AB 1473** (Salas) California Environmental Quality Act - Watch
- **SB 7** (Wolk) Housing: water meters: multiunit structures - Watch
- **SB 154** (Huff) California Environmental Quality Act - Watch
- **SB 166** (Gaines) California Environmental Quality Act - Watch
- **SB 258** (Bates) Local government - Watch
- **SB 272** (Hertzberg) The California Public Records Act: local agencies: inventory - Oppose

# STAFF ANALYSIS/EVALUATION

- **SB 317** (De Leon) The Safe Neighborhood Parks, Rivers, and Coastal Protection Bond Act of 2016 – Support if Amended
- **SB 331** (Mendoza) Local government: transparency - Watch
- **SB 375** (Berryhill) Public employees' retirement - Watch
- **SB 393** (Mguyen) Local agencies - Watch
- **SB 454** (Allen) Water quality: minor violations - Watch
- **SB 555** (Wolk) Department of Water Resources: urban retail water suppliers: water loss audits - Watch
- **SB 584** (Nguyen) California Environmental Quality Act - Watch

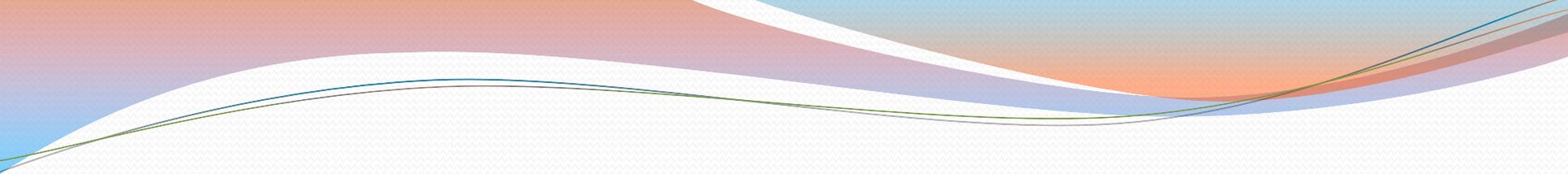
# BOARD DECISIONS/OPTIONS

- **Option 1:** Approve recommendations on proposed state legislation as the District's official positions.
- **Option 2:** Take other action as directed by the Board.
- **Option 3:** Take no action.



# **STAFF/GENERAL MANAGER'S RECOMMENDATION**

# **OPTION 1**



**QUESTIONS OR  
COMMENTS ?**

**EL DORADO IRRIGATION DISTRICT**

**SUBJECT:** Consideration of additional revisions to the 2015 Drought Action Plan.

**Previous Board Actions:**

February 4, 2014 – The Board Adopted Resolution No. 2014-006 with modifications: Declared a Stage 2 Water Supply Warning, voluntary phase, effective immediately. Continued consideration of a 15% drought surcharge on all water and recycled water commodity charges and whether to impose Stage 2 drought actions on a mandatory basis, to the March 10, 2014, regular Board meeting.

March 10, 2014 – The Board continued discussion of any drought actions to the April 14 regular Board meeting; requested a review and discussion of the District’s Drought Action Plan including a progress report on the customer’s drought response at the March 24 regular Board meeting; and hold an evening public workshop on the District’s Drought Action Plan to occur between the March 24 and April 14 regular Board meetings.

March 24, 2014 – The Board reviewed the Drought Action Plan and received a progress report on customer drought response.

April 2, 2014 – The Board discussed and received public input on potential revisions to the Drought Action Plan.

April 14, 2014 – The Board approved the Drought Action Plan with changes recommended by staff and additional revisions.

March 23, 2015 – The Board approved the 2015 Drought Action Plan update.

**Board Policies (BP) and Administrative Regulations (AR):**

**BP 5010 Water Supply Management:** The Board is committed to provide a water supply based on the principles of reliability, high quality, and affordability in a cost-effective manner with accountability to the public. It is the General Manager’s responsibility to ensure that the tenets of this policy are carried out in an open, transparent manner through sound planning, to assure preparedness under varying conditions, and effective management.

**BP 5040 Drought Preparedness and Climate Variability:** The Board supports the adoption and implementation of a drought preparedness plan to ensure a proactive response to the impacts of drought conditions.

## **Summary of Issue:**

On April 1, Governor Brown issued an executive order, renewing his two drought emergency proclamations in 2014, with some additions and modifications. In response to the executive order, further modifications to the District's Drought Action Plan are required.

## **Staff Analysis/Evaluation:**

### Summary of the Executive Order

The provisions of the executive order are divided into four categories: Save Water, Increase Enforcement against Water Waste, Invest in New Technologies, and Streamline Government Response.

The most-publicized measure to save water is a requirement that the State Water Board impose restrictions to achieve a statewide 25% reduction in potable urban water usage through February, 2016. The baseline for comparison is 2013 usage. The statewide 25% figure will be individually adjusted by the State Water Board, so that areas with relatively higher per capita water usage will be required to make greater reductions, and vice-versa. Commercial, industrial, and institutional properties will come under State Water Board restrictions to ensure that they also reduce usage by 25%.

This broad direction leaves many crucial questions for the State Water Board to answer, such as:

- Does per-capita use mean residential use only, or does it include all uses?
- Will climate, population density, or past conservation progress be taken into account?
- Will reduction requirements be set on a purveyor-specific basis, or a regional basis?
- How will compliance be measured – monthly, annually, or on some other basis – and what will be the consequences of failure?
- Will the regulations impose any new practices or requirements on water purveyors in order to meet their reduction amounts, or leave “means and methods” to local control?

Chair Felicia Marcus has stated that the State Water Board plans to adopt regulations to implement this aspect of the Executive Order at its May 5 meeting, so details on these and other issues are rapidly coming available.

On April 7, the State Water Board released a proposed regulatory framework for implementing the required 25% reduction in urban water use. Comments on the framework are due April 13. The proposal would put EID and many other Sacramento region agencies in Tier 4 based on their higher residential per capita water use (R-GPCD). Tier 4 requires a 35% reduction from 2013 usage. The District is currently reviewing this data and preparing comments to object to the proposed methodology, especially in light of the fact that the District's overall 24% conservation last year puts us in the top 5 of all agencies in Tier 4. And this methodology gives no consideration, either, to climate, population density, or water rights seniority.

The State Water Board is also instructed to direct urban water suppliers, by regulation if necessary, to maximize water conservation through the use of rate structures and other pricing mechanisms, such as surcharges, fees, and penalties. The State Water Board is further directed to work with state and local agencies to identify ways of facilitating the adoption of such

financial measures – an implicit nod to the constitutional constraints Propositions 218 and 26 impose on such activities.

Two other important water-saving mandates are a ban on the use of potable water to irrigate ornamental turf on public street medians, and a ban on the use of potable water for the outdoor irrigation of newly constructed homes and buildings, unless it is delivered by drip or microspray systems.

The street median ban applies only to ornamental turf, and only to irrigation with potable water. Each of these factors will create implementation difficulties, because many median strips have a mixture of turf and other plantings, and because within the District, some medians are irrigated with recycled water – and the recycled water system is typically supplemented with potable water during periods of peak demand. District staff will be communicating these new restrictions directly to local Community Services Districts and homeowners associations, and also informing them that median strips irrigated with recycled water must be turned off once the District begins to supplement the recycled water system with potable water this summer.

The restrictions on irrigation outside of new homes and buildings will be primarily within El Dorado County's purview, because the County issues final occupancy permits for structures. District staff will inform and coordinate with the County, but also will be informing local builders and contractors of the rules.

The water saving portion of the Executive Order also includes directives and an unspecified amount of state funding for lawn-replacement and appliance-rebate programs.

To increase enforcement against water waste, the Executive Order makes permanent the monthly reporting requirements on water usage, conservation, and enforcement that the State Water Board has imposed in recent months. It also mandates "frequent" reporting of water diversion and use – presently, riparian and pre-1914 water rights holders report use triennially and all other surface water rights holders report annually. The Executive Order authorizes the State Water Board to inspect property or diversion facilities for enforcement purposes, and to obtain inspection warrants from the courts when refused access. The State Water Board is also required to expedite its update of the statewide Model Water Efficient Landscape Ordinance (which local land-use authorities must adopt), to emphasize more efficient irrigation systems, greywater usage, onsite stormwater capture, and limitations on the use of turf landscapes. Technical assistance and grant funding priority are supposed to accompany this activity.

This portion of the Executive Order also contains provisions applicable to agricultural water suppliers and groundwater-dependent agencies in areas where groundwater pumping is an identified problem.

Additionally, the California Energy Commission is directed to adopt emergency regulations to further improve the efficiency standards for toilets, urinals, and faucets for sale in California, and to deploy innovative water management technologies such as renewable energy-powered desalination, integrated on-site water reuse systems, water-use monitoring software, and irrigation management technology.

To streamline government response, the Executive Order directs state permitting agencies to prioritize their review and approval of projects and programs that increase local water supplies,

including water recycling facilities, reservoir improvement projects, surface water treatment plants, desalination plants, stormwater capture, and greywater systems. All applications pending for more than 90 days must be reported to the Governor's Office. The Executive Order also includes several provisions intended to expedite the installation of emergency drought salinity barriers in the Delta, to facilitate smaller reservoir releases for water quality purposes by keeping salinity intrusion at bay.

The Executive Order directs the State Water Board to prioritize the permitting of improvements to at-risk public drinking water systems, and also directs state agencies to work with counties to provide temporary assistance for people driven from their homes due to lack of water from small, non-public water systems.

The Executive Order also requires the Department of Water Resources to immediately consider short-term water transfers based on crop idling, involve public agencies, and require the use of excess capacity in water conveyance infrastructure. Though worded generally, this provision appears to apply only to transactions like the idling of rice fields in the Sacramento Valley to free up water to be moved through the state's Delta pumps for delivery to the Metropolitan Water District of Southern California.

The Executive Order allocates \$1.2 million of the State Responsibility Area Fire Prevention Fund to a public information campaign on wildfire prevention, including proper treatment of dead and dying trees.

The Executive Order exempts most of the activities it directs from California Environmental Compliance Act (CEQA) compliance, to the extent it requires state agency actions, local agency actions that the state agrees are necessary, and permitting/approval actions. It also suspends advertising and competitive bidding requirements for contracts needed for the innovative water management technology, salinity barrier, and wildfire prevention activities.

#### Drought Action Plan revisions

The primary revision to the Drought Action Plan at this time is to increase the level of conservation to 25% in Stage 2. As mentioned previously however, 25% is the statewide goal and the State Board has initially placed EID in a 35% conservation requirement. Until the State Board adopts new regulations, staff recommends adjusting the District's Stage 2 target to 25%. Further revisions to the District's alternate watering schedule may be required to achieve additional conservation. For comparison, Placer County Water Agency will be considering at their next Board meeting adoption a Stage 2 Water Warning (up to 30% conservation) including a 2 day per week watering schedule from April through November.

Additional proposed revisions to respond to the executive order include:

- Prohibit irrigation of ornamental turf on public street medians with potable water.
- Prohibit outside irrigation for newly constructed homes and buildings unless watered using drip or microspray systems.

**Board Decisions/Options:**

**Option 1** – Adopt the revised 2015 Drought Action Plan Update.

**Option 2** – Take other action as directed by the Board.

**Option 3** – Take no action.

**Staff/General Manager's Recommendation:**

Option 1

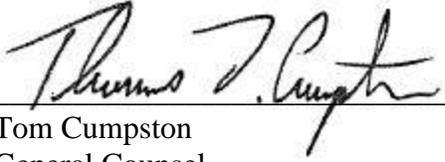
**Support Documents:**

- A. Executive Order
- B. State Board Fact Sheet
- C. State Board Usage Tiers to Achieve 25% Use Reduction
- D. 2015 Drought Action Plan



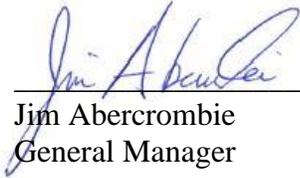
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Brian Mueller  
Director of Engineering



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Tom Cumpston  
General Counsel



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Jim Abercrombie  
General Manager

**Executive Department**  
State of California

**EXECUTIVE ORDER B-29-15**

**WHEREAS** on January 17, 2014, I proclaimed a State of Emergency to exist throughout the State of California due to severe drought conditions; and

**WHEREAS** on April 25, 2014, I proclaimed a Continued State of Emergency to exist throughout the State of California due to the ongoing drought; and

**WHEREAS** California's water supplies continue to be severely depleted despite a limited amount of rain and snowfall this winter, with record low snowpack in the Sierra Nevada mountains, decreased water levels in most of California's reservoirs, reduced flows in the state's rivers and shrinking supplies in underground water basins; and

**WHEREAS** the severe drought conditions continue to present urgent challenges including: drinking water shortages in communities across the state, diminished water for agricultural production, degraded habitat for many fish and wildlife species, increased wildfire risk, and the threat of saltwater contamination to fresh water supplies in the Sacramento-San Joaquin Bay Delta; and

**WHEREAS** a distinct possibility exists that the current drought will stretch into a fifth straight year in 2016 and beyond; and

**WHEREAS** new expedited actions are needed to reduce the harmful impacts from water shortages and other impacts of the drought; and

**WHEREAS** the magnitude of the severe drought conditions continues to present threats beyond the control of the services, personnel, equipment, and facilities of any single local government and require the combined forces of a mutual aid region or regions to combat; and

**WHEREAS** under the provisions of section 8558(b) of the Government Code, I find that conditions of extreme peril to the safety of persons and property continue to exist in California due to water shortage and drought conditions with which local authority is unable to cope; and

**WHEREAS** under the provisions of section 8571 of the California Government Code, I find that strict compliance with various statutes and regulations specified in this order would prevent, hinder, or delay the mitigation of the effects of the drought.

**NOW, THEREFORE, I, EDMUND G. BROWN JR.,** Governor of the State of California, in accordance with the authority vested in me by the Constitution and statutes of the State of California, in particular Government Code sections 8567 and 8571 of the California Government Code, do hereby issue this Executive Order, effective immediately.

**IT IS HEREBY ORDERED THAT:**

1. The orders and provisions contained in my January 17, 2014 Proclamation, my April 25, 2014 Proclamation, and Executive Orders B-26-14 and B-28-14 remain in full force and effect except as modified herein.

**SAVE WATER**

2. The State Water Resources Control Board (Water Board) shall impose restrictions to achieve a statewide 25% reduction in potable urban water usage through February 28, 2016. These restrictions will require water suppliers to California's cities and towns to reduce usage as compared to the amount used in 2013. These restrictions should consider the relative per capita water usage of each water suppliers' service area, and require that those areas with high per capita use achieve proportionally greater reductions than those with low use. The California Public Utilities Commission is requested to take similar action with respect to investor-owned utilities providing water services.
3. The Department of Water Resources (the Department) shall lead a statewide initiative, in partnership with local agencies, to collectively replace 50 million square feet of lawns and ornamental turf with drought tolerant landscapes. The Department shall provide funding to allow for lawn replacement programs in underserved communities, which will complement local programs already underway across the state.
4. The California Energy Commission, jointly with the Department and the Water Board, shall implement a time-limited statewide appliance rebate program to provide monetary incentives for the replacement of inefficient household devices.
5. The Water Board shall impose restrictions to require that commercial, industrial, and institutional properties, such as campuses, golf courses, and cemeteries, immediately implement water efficiency measures to reduce potable water usage in an amount consistent with the reduction targets mandated by Directive 2 of this Executive Order.
6. The Water Board shall prohibit irrigation with potable water of ornamental turf on public street medians.
7. The Water Board shall prohibit irrigation with potable water outside of newly constructed homes and buildings that is not delivered by drip or microspray systems.

8. The Water Board shall direct urban water suppliers to develop rate structures and other pricing mechanisms, including but not limited to surcharges, fees, and penalties, to maximize water conservation consistent with statewide water restrictions. The Water Board is directed to adopt emergency regulations, as it deems necessary, pursuant to Water Code section 1058.5 to implement this directive. The Water Board is further directed to work with state agencies and water suppliers to identify mechanisms that would encourage and facilitate the adoption of rate structures and other pricing mechanisms that promote water conservation. The California Public Utilities Commission is requested to take similar action with respect to investor-owned utilities providing water services.

#### **INCREASE ENFORCEMENT AGAINST WATER WASTE**

9. The Water Board shall require urban water suppliers to provide monthly information on water usage, conservation, and enforcement on a permanent basis.
10. The Water Board shall require frequent reporting of water diversion and use by water right holders, conduct inspections to determine whether illegal diversions or wasteful and unreasonable use of water are occurring, and bring enforcement actions against illegal diverters and those engaging in the wasteful and unreasonable use of water. Pursuant to Government Code sections 8570 and 8627, the Water Board is granted authority to inspect property or diversion facilities to ascertain compliance with water rights laws and regulations where there is cause to believe such laws and regulations have been violated. When access is not granted by a property owner, the Water Board may obtain an inspection warrant pursuant to the procedures set forth in Title 13 (commencing with section 1822.50) of Part 3 of the Code of Civil Procedure for the purposes of conducting an inspection pursuant to this directive.
11. The Department shall update the State Model Water Efficient Landscape Ordinance through expedited regulation. This updated Ordinance shall increase water efficiency standards for new and existing landscapes through more efficient irrigation systems, greywater usage, onsite storm water capture, and by limiting the portion of landscapes that can be covered in turf. It will also require reporting on the implementation and enforcement of local ordinances, with required reports due by December 31, 2015. The Department shall provide information on local compliance to the Water Board, which shall consider adopting regulations or taking appropriate enforcement actions to promote compliance. The Department shall provide technical assistance and give priority in grant funding to public agencies for actions necessary to comply with local ordinances.
12. Agricultural water suppliers that supply water to more than 25,000 acres shall include in their required 2015 Agricultural Water Management Plans a detailed drought management plan that describes the actions and measures the supplier will take to manage water demand during drought. The Department shall require those plans to include quantification of water supplies and demands for 2013, 2014, and 2015 to the extent data is available. The Department will provide technical assistance to water suppliers in preparing the plans.

13. Agricultural water suppliers that supply water to 10,000 to 25,000 acres of irrigated lands shall develop Agricultural Water Management Plans and submit the plans to the Department by July 1, 2016. These plans shall include a detailed drought management plan and quantification of water supplies and demands in 2013, 2014, and 2015, to the extent that data is available. The Department shall give priority in grant funding to agricultural water suppliers that supply water to 10,000 to 25,000 acres of land for development and implementation of Agricultural Water Management Plans.
14. The Department shall report to Water Board on the status of the Agricultural Water Management Plan submittals within one month of receipt of those reports.
15. Local water agencies in high and medium priority groundwater basins shall immediately implement all requirements of the California Statewide Groundwater Elevation Monitoring Program pursuant to Water Code section 10933. The Department shall refer noncompliant local water agencies within high and medium priority groundwater basins to the Water Board by December 31, 2015, which shall consider adopting regulations or taking appropriate enforcement to promote compliance.
16. The California Energy Commission shall adopt emergency regulations establishing standards that improve the efficiency of water appliances, including toilets, urinals, and faucets available for sale and installation in new and existing buildings.

#### **INVEST IN NEW TECHNOLOGIES**

17. The California Energy Commission, jointly with the Department and the Water Board, shall implement a Water Energy Technology (WET) program to deploy innovative water management technologies for businesses, residents, industries, and agriculture. This program will achieve water and energy savings and greenhouse gas reductions by accelerating use of cutting-edge technologies such as renewable energy-powered desalination, integrated on-site reuse systems, water-use monitoring software, irrigation system timing and precision technology, and on-farm precision technology.

#### **STREAMLINE GOVERNMENT RESPONSE**

18. The Office of Emergency Services and the Department of Housing and Community Development shall work jointly with counties to provide temporary assistance for persons moving from housing units due to a lack of potable water who are served by a private well or water utility with less than 15 connections, and where all reasonable attempts to find a potable water source have been exhausted.
19. State permitting agencies shall prioritize review and approval of water infrastructure projects and programs that increase local water supplies, including water recycling facilities, reservoir improvement projects, surface water treatment plants, desalination plants, stormwater capture, and greywater systems. Agencies shall report to the Governor's Office on applications that have been pending for longer than 90 days.

20. The Department shall take actions required to plan and, if necessary, implement Emergency Drought Salinity Barriers in coordination and consultation with the Water Board and the Department of Fish and Wildlife at locations within the Sacramento - San Joaquin delta estuary. These barriers will be designed to conserve water for use later in the year to meet state and federal Endangered Species Act requirements, preserve to the extent possible water quality in the Delta, and retain water supply for essential human health and safety uses in 2015 and in the future.
21. The Water Board and the Department of Fish and Wildlife shall immediately consider any necessary regulatory approvals for the purpose of installation of the Emergency Drought Salinity Barriers.
22. The Department shall immediately consider voluntary crop idling water transfer and water exchange proposals of one year or less in duration that are initiated by local public agencies and approved in 2015 by the Department subject to the criteria set forth in Water Code section 1810.
23. The Water Board will prioritize new and amended safe drinking water permits that enhance water supply and reliability for community water systems facing water shortages or that expand service connections to include existing residences facing water shortages. As the Department of Public Health's drinking water program was transferred to the Water Board, any reference to the Department of Public Health in any prior Proclamation or Executive Order listed in Paragraph 1 is deemed to refer to the Water Board.
24. The California Department of Forestry and Fire Protection shall launch a public information campaign to educate the public on actions they can take to help to prevent wildfires including the proper treatment of dead and dying trees. Pursuant to Government Code section 8645, \$1.2 million from the State Responsibility Area Fire Prevention Fund (Fund 3063) shall be allocated to the California Department of Forestry and Fire Protection to carry out this directive.
25. The Energy Commission shall expedite the processing of all applications or petitions for amendments to power plant certifications issued by the Energy Commission for the purpose of securing alternate water supply necessary for continued power plant operation. Title 20, section 1769 of the California Code of Regulations is hereby waived for any such petition, and the Energy Commission is authorized to create and implement an alternative process to consider such petitions. This process may delegate amendment approval authority, as appropriate, to the Energy Commission Executive Director. The Energy Commission shall give timely notice to all relevant local, regional, and state agencies of any petition subject to this directive, and shall post on its website any such petition.

26. For purposes of carrying out directives 2–9, 11, 16–17, 20–23, and 25, Division 13 (commencing with section 21000) of the Public Resources Code and regulations adopted pursuant to that Division are hereby suspended. This suspension applies to any actions taken by state agencies, and for actions taken by local agencies where the state agency with primary responsibility for implementing the directive concurs that local action is required, as well as for any necessary permits or approvals required to complete these actions. This suspension, and those specified in paragraph 9 of the January 17, 2014 Proclamation, paragraph 19 of the April 25, 2014 proclamation, and paragraph 4 of Executive Order B-26-14, shall remain in effect until May 31, 2016. Drought relief actions taken pursuant to these paragraphs that are started prior to May 31, 2016, but not completed, shall not be subject to Division 13 (commencing with section 21000) of the Public Resources Code for the time required to complete them.
27. For purposes of carrying out directives 20 and 21, section 13247 and Chapter 3 of Part 3 (commencing with section 85225) of the Water Code are suspended.
28. For actions called for in this proclamation in directive 20, the Department shall exercise any authority vested in the Central Valley Flood Protection Board, as codified in Water Code section 8521, et seq., that is necessary to enable these urgent actions to be taken more quickly than otherwise possible. The Director of the Department of Water Resources is specifically authorized, on behalf of the State of California, to request that the Secretary of the Army, on the recommendation of the Chief of Engineers of the Army Corps of Engineers, grant any permission required pursuant to section 14 of the Rivers and Harbors Act of 1899 and codified in section 48 of title 33 of the United States Code.
29. The Department is directed to enter into agreements with landowners for the purposes of planning and installation of the Emergency Drought Barriers in 2015 to the extent necessary to accommodate access to barrier locations, land-side and water-side construction, and materials staging in proximity to barrier locations. Where the Department is unable to reach an agreement with landowners, the Department may exercise the full authority of Government Code section 8572.
30. For purposes of this Executive Order, chapter 3.5 (commencing with section 11340) of part 1 of division 3 of the Government Code and chapter 5 (commencing with section 25400) of division 15 of the Public Resources Code are suspended for the development and adoption of regulations or guidelines needed to carry out the provisions in this Order. Any entity issuing regulations or guidelines pursuant to this directive shall conduct a public meeting on the regulations and guidelines prior to adopting them.

31. In order to ensure that equipment and services necessary for drought response can be procured quickly, the provisions of the Government Code and the Public Contract Code applicable to state contracts, including, but not limited to, advertising and competitive bidding requirements, are hereby suspended for directives 17, 20, and 24. Approval by the Department of Finance is required prior to the execution of any contract entered into pursuant to these directives.

This Executive Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

I FURTHER DIRECT that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given to this Order.

IN WITNESS WHEREOF I have  
hereunto set my hand and caused the  
Great Seal of the State of California to  
be affixed this 1<sup>st</sup> day of April 2015.

\_\_\_\_\_  
EDMUND G. BROWN JR.  
Governor of California

ATTEST:

\_\_\_\_\_  
ALEX PADILLA  
Secretary of State

**MANDATORY CONSERVATION  
ACHIEVING A 25% STATEWIDE REDUCTION IN POTABLE URBAN WATER USE  
FACT SHEET**

**Background**

With California facing one of the most severe droughts on record, Governor Brown declared a drought State of Emergency in January 2014. Since that time, the Governor has issued three additional Executive Orders directing actions to prepare for water shortages. For the first time in state history, the Governor, in his April 1, 2015 Executive Order, directed the State Water Board to implement mandatory water reductions in cities and towns across California to reduce potable urban water usage by 25 percent statewide. This savings amounts to approximately 1.3 million acre-feet of water over the next nine months, or nearly as much water as is currently in Lake Oroville. To achieve these savings, the State Water Board is expediting emergency regulations to set usage targets for communities around the State.

**Applicability**

The mandatory water reductions, along with specific restrictions on commercial, industrial and institutional irrigation uses, apply to urban water suppliers as defined in water code section 10617, excluding wholesalers. Generally, urban water suppliers serve more than 3,000 customers or deliver more than 3,000 acre feet of water per year. Suppliers regulated by the Public Utilities Commission are included in the mandatory water restrictions. The Executive Order requests that the Public Utilities Commission require investor-owned water utilities to implement reductions consistent with the State Water Board requirements for all other urban water suppliers. The specific restrictions and prohibitions on water use in the Executive Order apply to all Californians and are in addition to the specific restrictions and prohibitions contained in the emergency conservation regulation approved by the Office of Administrative Law (OAL) on March 27, 2015.

**Proposed Schedule**

The State Water Board is expediting the development and adoption of additional regulations to implement the new restrictions and prohibitions contained in the Executive Order. There will be several opportunities for stakeholder involvement prior to the release of the formal notice of emergency rulemaking. The first opportunity follows the release of a Proposed Regulatory Framework and the second will follow the release of draft a regulation, as follows:

- Governor issues Drought Executive Order **April 1, 2015**
- Notice announcing release of draft regulatory framework and request for public comment **April 7, 2015**
- Notice announcing release of draft regulation for informal public comment **April 17, 2015**
- Emergency rulemaking formal notice **April 28, 2015**
- Board hearing and adoption **May 5 or 6, 2015**

## Content of Emergency Rulemaking Package

This rulemaking package will address the following provisions of the April 1, 2015 Executive Order:

- Ordering Provision 2: Mandatory 25% reduction in potable urban water use;
- Ordering Provision 5: Commercial, industrial and institutional potable water use reductions;
- Ordering Provision 6: Prohibition on using potable water for irrigation of ornamental turf in street medians; and
- Ordering Provision 7: Prohibition on using potable water for irrigation outside of new home construction without drip or micro-spray systems.

Rate structures and other pricing mechanisms, which are very important tools for reducing water use, will be taken up in the coming weeks as required by Ordering Provision 8.

## How You Can Help

To meet a mid-May to June 1 timeline for implementation of the emergency regulation, interested persons and organizations will be requested to provide input within one week of a document's release. To assist the Board in most thoughtfully addressing this dire situation, please consider the following general questions as you prepare your comments:

1. Are there other approaches to achieve a 25% statewide reduction in potable urban water use that would also impose a greater responsibility on water suppliers with higher per capita water use than those that use less?
2. How should the regulation differentiate between tiers of high, medium and low per capita water users?
3. Should water suppliers disclose their list of actions to achieve the required water reductions?
4. Should these actions detail specific plans for potable water use reductions in the commercial, industrial, and institutional (CII) sectors?
5. Should additional information be required in the monthly conservation reports for urban water suppliers to demonstrate progress towards achieving the required water reductions?
6. How and when should compliance with the required water reductions be assessed?
7. What enforcement response should be considered if water suppliers fail to achieve their required water use reductions?

## How to Provide Input

Information including discussion drafts, draft regulations and related materials will be available on the State Water Board's website at:

[http://www.waterboards.ca.gov/waterrights/water\\_issues/programs/drought/emergency\\_mandatory\\_regulations.shtml](http://www.waterboards.ca.gov/waterrights/water_issues/programs/drought/emergency_mandatory_regulations.shtml) . Clear and concise written comment and questions can be sent to Jessica Bean at [jessica.bean@waterboards.ca.gov](mailto:jessica.bean@waterboards.ca.gov).

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Cambria Community Services District	166,216,813	95,513,570	70,703,243	43%	1	10%	40.0
Vernon City of	1,907,061,769	1,788,380,162	118,681,607	6%	1	10%	43.7
Santa Cruz City of	2,527,700,000	1,933,400,000	594,300,000	24%	1	10%	44.9
Seal Beach City of	905,215,264	856,337,550	48,877,714	5%	1	10%	45.3
San Francisco Public Utilities Commission	20,365,410,000	18,717,900,000	1,647,510,000	8%	1	10%	45.7
California Water Service Company South San Francisco	2,075,673,590	1,907,534,254	168,139,336	8%	1	10%	46.1
California Water Service Company East Los Angeles	3,998,522,861	3,819,956,279	178,566,582	4%	1	10%	48.2
Coastside County Water District	565,550,000	524,430,000	41,120,000	7%	1	10%	48.2
California-American Water Company Monterey District	2,903,844,543	2,590,336,368	313,508,175	11%	1	10%	49.3
California-American Water Company San Diego District	2,795,094,888	2,578,195,144	216,899,744	8%	1	10%	49.4
East Palo Alto, City of	409,886,088	454,911,335	-45,025,247	-11%	1	10%	49.7
Golden State Water Company Bell-Bell Gardens	1,279,423,043	1,208,354,847	71,068,196	6%	1	10%	50.0
Arcata City of	499,104,000	495,047,000	4,057,000	1%	1	10%	50.2
North Coast County Water District	809,332,364	713,333,361	95,999,003	12%	1	10%	51.2
Hayward City of	4,474,967,937	3,957,222,483	517,745,455	12%	1	10%	52.2
Grover Beach City of	352,828,667	208,202,769	144,625,897	41%	1	10%	52.7
Westborough Water District	257,568,499	213,776,790	43,791,709	17%	1	10%	54.2
Daly City City of	1,888,066,301	1,622,632,784	265,433,517	14%	1	10%	55.6
Park Water Company	2,833,164,110	2,598,821,539	234,342,571	8%	2	20%	55.8
San Bruno City of	929,865,974	849,620,197	80,245,777	9%	2	20%	58.3
Port Hueneme City of	500,546,894	456,100,759	44,446,135	9%	2	20%	59.9
Soquel Creek Water District	1,046,626,000	826,889,000	219,737,000	21%	2	20%	60.3
Paramount City of	1,628,999,712	1,623,382,034	5,617,679	0%	2	20%	61.2
Golden State Water Company Bay Point	512,238,443	452,672,802	59,565,641	12%	2	20%	61.9
Amador Water Agency	899,761,000	773,623,400	126,137,600	14%	2	20%	61.9
Golden State Water Company Florence Graham	1,246,577,219	1,227,482,326	19,094,894	2%	2	20%	62.1
Compton City of	1,858,895,919	1,837,323,747	21,572,172	1%	2	20%	65.0
South Gate City of	2,066,696,383	2,017,629,675	49,066,708	2%	2	20%	66.5
Golden State Water Company Southwest	7,303,405,789	6,894,299,322	409,106,467	6%	2	20%	66.7
Estero Municipal Improvement District	1,137,677,797	1,077,438,670	60,239,127	5%	2	20%	67.2
California Water Service Company King City	428,820,478	403,729,918	25,090,560	6%	2	20%	67.2
Menlo Park City of	1,058,240,665	769,095,397	289,145,268	27%	2	20%	67.7
Huntington Park City of	1,171,761,731	1,128,423,492	43,338,240	4%	2	20%	67.8

**Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction**

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Golden State Water Company S San Gabriel	664,867,252	637,528,317	27,338,935	4%	2	20%	68.1
Oxnard City of	5,742,131,037	5,086,123,686	656,007,351	11%	2	20%	68.1
Redwood City City of	2,525,846,774	2,179,170,327	346,676,447	14%	2	20%	68.4
Morro Bay City of	316,836,255	281,236,756	35,599,499	11%	2	20%	69.5
Inglewood City of	2,457,964,645	2,284,776,001	173,188,643	7%	2	20%	70.0
Goleta Water District	3,523,431,480	3,053,227,871	470,203,609	13%	2	20%	70.0
Lompoc City of	1,253,200,000	1,106,800,000	146,400,000	12%	2	20%	70.5
City of Big Bear Lake, Dept of Water & Power	610,520,000	590,469,860	20,050,140	3%	2	20%	70.5
Sweetwater Springs Water District	208,544,913	177,491,272	31,053,641	15%	2	20%	71.4
Golden State Water Company Artesia	1,402,138,690	1,348,796,812	53,341,879	4%	2	20%	71.7
McKinleyville Community Service District	344,448,000	300,869,000	43,579,000	13%	2	20%	72.1
Golden State Water Company Norwalk	1,214,317,928	1,131,519,080	82,798,848	7%	2	20%	73.2
San Lorenzo Valley Water District	416,952,583	335,050,267	81,902,316	20%	2	20%	73.8
Mountain View City of	2,967,854,797	2,531,213,885	436,640,912	15%	2	20%	74.0
Sweetwater Authority	5,185,495,337	4,886,767,783	298,727,554	6%	2	20%	74.1
San Gabriel Valley Water Company	9,747,519,587	9,124,165,807	623,353,780	6%	2	20%	74.4
Marina Coast Water District	1,063,425,908	946,396,368	117,029,540	11%	2	20%	74.8
Santa Ana City of	9,729,076,397	9,323,684,636	405,391,760	4%	2	20%	77.1
Sunnyvale City of	4,612,426,949	3,920,970,221	691,456,728	15%	2	20%	77.3
Vallejo City of	4,410,308,000	4,020,375,000	389,933,000	9%	2	20%	77.5
Dublin San Ramon Services District	2,779,417,000	1,959,505,000	819,912,000	29%	2	20%	77.5
California Water Service Company Dominguez	8,444,765,582	8,077,205,172	367,560,410	4%	2	20%	78.3
Montebello Land and Water Company	859,407,071	791,398,619	68,008,451	8%	2	20%	78.5
Valley County Water District	2,033,127,821	1,853,913,772	179,214,049	9%	2	20%	78.8
Santa Barbara City of	3,348,530,727	2,632,951,217	715,579,509	21%	2	20%	78.9
American Canyon, City of	915,968,361	777,155,653	138,812,708	15%	2	20%	79.1
Santa Clara City of	5,338,900,000	4,749,500,000	589,400,000	11%	2	20%	79.4
Alameda County Water District	10,539,100,000	8,458,900,000	2,080,200,000	20%	2	20%	80.2
Crestline Village Water District	185,010,871	167,499,027	17,511,844	9%	2	20%	80.3
Monterey Park City of	649,960,000	594,880,000	55,080,000	8%	2	20%	80.4
California Water Service Company Redwood Valley	108,182,674	82,440,411	25,742,263	24%	2	20%	80.6
Scotts Valley Water District	311,979,632	253,857,835	58,121,797	19%	2	20%	81.0
Greenfield, City of	573,049,890	501,684,126	71,365,764	12%	2	20%	81.2

**Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction**

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
California Water Service Company Mid Peninsula	3,986,792,209	3,551,780,554	435,011,655	11%	2	20%	81.5
San Diego City of	47,355,303,598	46,452,597,390	902,706,208	2%	2	20%	81.8
Long Beach City of	14,658,100,592	13,842,168,619	815,931,973	6%	2	20%	82.4
California Water Service Company Salinas District	4,612,101,098	4,065,974,106	546,126,992	12%	2	20%	82.9
Pomona City of	5,817,361,333	5,468,536,077	348,825,256	6%	2	20%	83.5
Rohnert Park City of	1,267,000,000	1,124,000,000	143,000,000	11%	2	20%	83.6
East Bay Municipal Utilities District	52,390,500,000	46,127,500,000	6,263,000,000	12%	2	20%	83.8
Lynwood City of	1,264,349,156	1,237,371,916	26,977,240	2%	2	20%	84.4
Hi-Desert Water District	744,117,577	733,074,472	11,043,105	1%	2	20%	85.2
Golden State Water Company Culver City	1,415,824,450	1,344,756,254	71,068,196	5%	2	20%	85.2
Hawthorne City of	1,070,747,789	1,135,592,223	-64,844,434	-6%	2	20%	85.6
Santa Rosa City of	5,454,466,874	4,447,473,373	1,006,993,501	18%	2	20%	86.5
Windsor, Town of	963,136,985	817,896,531	145,240,453	15%	2	20%	86.8
Millbrae City of	668,885,610	603,267,242	65,618,369	10%	2	20%	87.6
Burlingame City of	1,288,363,748	1,075,113,151	213,250,598	17%	2	20%	87.8
Great Oaks Water Company Incorporated	2,641,791,567	2,210,783,322	431,008,244	16%	2	20%	88.0
California Water Service Company Oroville	830,595,287	682,007,037	148,588,251	18%	2	20%	88.1
Westminster City of	3,064,371,990	2,956,971,359	107,400,630	4%	2	20%	88.2
San Buenaventura City of	4,446,346,994	3,813,888,925	632,458,069	14%	2	20%	88.9
Otay Water District	8,209,272,756	7,888,634,952	320,637,804	4%	2	20%	89.9
Fountain Valley City of	2,438,968,604	2,305,516,153	133,452,452	5%	2	20%	90.6
Santa Fe Springs City of	1,526,056,730	1,408,567,739	117,488,991	8%	2	20%	90.7
California Water Service Company Stockton	6,808,665,567	6,318,910,872	489,754,695	7%	2	20%	91.3
Golden State Water Company West Orange	4,000,477,969	3,830,090,258	170,387,711	4%	2	20%	91.9
Irvine Ranch Water District	15,406,744,246	15,015,266,341	391,477,904	3%	2	20%	92.3
Adelanto city of	1,091,834,544	993,603,394	98,231,150	9%	2	20%	92.4
Los Angeles Department of Water and Power	139,452,680,105	130,343,503,463	9,109,176,642	7%	2	20%	92.8
Crescent City City of	583,110,000	710,650,000	-127,540,000	-22%	2	20%	92.8
Hollister City of	832,612,930	742,476,980	90,135,950	11%	2	20%	92.9
Mesa Water District	4,434,609,825	4,283,056,327	151,553,499	3%	2	20%	92.9
California Water Service Company Hermosa/Redondo	2,984,799,071	2,983,495,666	1,303,406	0%	2	20%	93.4
Bellflower-Somerset Mutual Water Company	1,350,031,789	1,268,477,694	81,554,095	6%	2	20%	94.3
Rowland Water District	2,857,000,142	2,756,214,295	100,785,846	4%	2	20%	94.5

**Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction**

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Crescenta Valley Water District	1,200,433,997	1,043,760,838	156,673,159	13%	2	20%	94.5
San Jose Water Company	36,046,000,000	31,608,300,000	4,437,700,000	12%	2	20%	94.6
Azusa City of	5,165,530,597	4,670,763,054	494,767,543	10%	2	20%	95.0
El Segundo City of	1,692,179,532	1,788,496,457	-96,316,925	-6%	2	20%	95.4
Mid-Peninsula Water District	823,925,361	712,822,442	111,102,919	13%	2	20%	96.3
Callexico City of	1,524,360,000	1,440,570,000	83,790,000	5%	2	20%	96.8
Watsonville City of	2,045,660,752	1,803,744,576	241,916,176	12%	2	20%	96.9
Torrance City of	3,906,665,343	3,703,464,394	203,200,950	5%	2	20%	97.3
Lomita City of	591,013,026	547,632,425	43,380,600	7%	2	20%	97.4
Golden State Water Company Barstow	1,595,531,512	1,445,509,515	150,021,997	9%	2	20%	98.3
Escondido City of	4,625,134,351	4,059,907,513	565,226,838	12%	2	20%	98.8
Marin Municipal Water District	7,006,662,670	5,966,662,221	1,040,000,448	15%	2	20%	99.8
San Gabriel County Water District	1,612,133,643	1,485,957,453	126,176,190	8%	2	20%	100.5
Pittsburg City of	2,481,549,000	2,226,323,000	255,226,000	10%	2	20%	100.7
Huntington Beach City of	7,506,541,568	7,116,888,432	389,653,136	5%	2	20%	100.9
Oceanside City of	6,988,111,948	6,765,555,423	222,556,525	3%	2	20%	100.9
Santa Monica City of	3,462,200,000	3,321,100,000	141,100,000	4%	2	20%	101.0
Norwalk City of	559,456,000	511,830,000	47,626,000	9%	2	20%	101.0
Ukiah City of	678,601,000	551,722,000	126,879,000	19%	2	20%	101.0
Fairfield City of	5,435,000,000	4,853,000,000	582,000,000	11%	2	20%	101.1
Helix Water District	8,454,736,636	8,067,103,778	387,632,858	5%	2	20%	101.1
Camarillo City of	2,747,943,839	2,399,416,293	348,527,546	13%	2	20%	101.1
San Jose City of	5,294,000,000	4,707,000,000	587,000,000	11%	2	20%	101.1
Soledad, City of	581,571,300	531,785,500	49,785,800	9%	2	20%	101.2
Golden State Water Company S Arcadia	908,701,874	851,189,098	57,512,777	6%	2	20%	101.4
California-American Water Company Sacramento District	8,801,191,649	7,285,565,423	1,515,626,225	17%	2	20%	101.4
Carpinteria Valley Water District	1,160,826,158	1,028,941,051	131,885,107	11%	2	20%	101.8
El Monte City of	328,279,000	312,936,000	15,343,000	5%	2	20%	101.9
Groveland Community Services District	127,297,632	96,625,396	30,672,236	24%	2	20%	102.0
Whittier City of	2,041,957,743	2,084,064,264	-42,106,521	-2%	2	20%	102.3
Fortuna City of	303,008,000	276,986,000	26,022,000	9%	2	20%	102.6
Glendale City of	6,839,188,070	6,346,086,881	493,101,189	7%	2	20%	103.2
Alhambra City of	2,575,148,433	2,329,573,763	245,574,669	10%	2	20%	103.3

**Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction**

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Lathrop, City of	1,149,290,000	990,960,000	158,330,000	14%	2	20%	104.9
Anaheim City of	16,337,538,847	15,992,788,037	344,750,810	2%	2	20%	105.1
Vista Irrigation District	4,896,569,394	4,632,303,886	264,265,507	5%	2	20%	105.3
Gilroy City of	2,328,666,000	1,995,678,000	332,988,000	14%	2	20%	105.8
California Water Service Company Kern River Valley	222,882,376	201,376,182	21,506,194	10%	2	20%	105.9
Humboldt Community Service District	610,120,000	573,669,000	36,451,000	6%	2	20%	106.6
Coachella City of	1,395,900,000	1,294,010,000	101,890,000	7%	2	20%	106.9
Palo Alto City of	3,180,440,852	2,685,999,460	494,441,392	16%	2	20%	107.3
Napa City of	3,605,871,891	3,247,435,321	358,436,570	10%	2	20%	107.6
Orchard Dale Water District	589,289,272	550,757,340	38,531,931	7%	2	20%	107.8
Perris, City of	437,809,090	430,597,020	7,212,070	2%	2	20%	108.9
Downey City of	4,090,256,554	3,834,059,128	256,197,426	6%	2	20%	109.3
Lakewood City of	2,086,631,973	1,856,580,866	230,051,107	11%	3	25%	110.8
City of Newman Water Department	559,946,000	448,854,000	111,092,000	20%	3	25%	110.8
Milpitas City of	2,719,687,979	2,424,775,231	294,912,748	11%	3	25%	111.0
Golden State Water Company Placentia	1,868,334,327	1,778,757,770	89,576,557	5%	3	25%	112.5
Vallecitos Water District	4,390,033,350	4,037,168,840	352,864,510	8%	3	25%	112.9
Buena Park City of	3,777,921,445	3,441,805,698	336,115,747	9%	3	25%	113.1
Del Oro Water Company	369,631,917	306,051,990	63,579,927	17%	3	25%	113.2
Manhattan Beach City of	1,219,661,891	1,153,188,200	66,473,691	5%	3	25%	113.3
Pico Rivera City of	1,267,056,981	1,099,162,034	167,894,948	13%	3	25%	113.3
Livermore City of Division of Water Resources	1,642,615,000	1,199,514,000	443,101,000	27%	3	25%	113.4
Beaumont-Cherry Valley Water District	3,172,199,486	3,139,252,648	32,946,838	1%	3	25%	113.6
Pleasanton City of	4,439,552,000	3,099,891,000	1,339,661,000	30%	3	25%	113.7
Suburban Water Systems San Jose Hills	7,160,122,399	6,833,016,444	327,105,955	5%	3	25%	113.8
California Water Service Company Livermore	2,781,467,781	1,909,163,511	872,304,270	31%	3	25%	114.6
San Luis Obispo City of	1,387,716,506	1,278,706,170	109,010,336	8%	3	25%	114.7
Lakeside Water District	1,064,566,388	977,942,044	86,624,343	8%	3	25%	114.9
El Toro Water District	2,331,141,109	2,239,576,858	91,564,251	4%	3	25%	115.3
San Clemente City of	2,270,663,084	2,331,434,375	-60,771,291	-3%	3	25%	116.6
California Water Service Company Marysville	575,127,769	496,597,575	78,530,194	14%	3	25%	117.1
Sunny Slope Water Company	1,052,785,122	950,022,234	102,762,888	10%	3	25%	117.4
Healdsburg City of	540,150,000	446,810,000	93,340,000	17%	3	25%	118.2

**Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction**

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Valencia Water Company	7,817,224,611	6,780,899,767	1,036,324,844	13%	3	25%	118.4
San Fernando City of	839,719,127	786,931,196	52,787,931	6%	3	25%	118.4
Eureka City of	860,874,000	799,778,000	61,096,000	7%	3	25%	118.6
Alco Water Service	1,156,954,000	1,028,617,000	128,337,000	11%	3	25%	120.7
Moulton Niguel Water District	7,135,207,799	6,864,125,480	271,082,319	4%	3	25%	121.4
Riverside City of	17,427,511,870	15,956,944,380	1,470,567,490	8%	3	25%	122.5
Twentynine Palms Water District	666,765,336	641,552,256	25,213,080	4%	3	25%	123.0
North Marin Water District	2,457,000,000	1,986,810,000	470,190,000	19%	3	25%	123.0
Brea City of	2,826,761,129	2,727,376,444	99,384,685	4%	3	25%	123.7
Delano City of	2,386,120,000	2,229,650,000	156,470,000	7%	3	25%	124.0
El Centro City of	1,978,323,000	1,910,544,000	67,779,000	3%	3	25%	124.5
Brawley City of	1,842,390,000	1,088,690,000	753,700,000	41%	3	25%	125.0
Petaluma City of	2,407,770,000	2,071,485,000	336,285,000	14%	3	25%	125.1
South Coast Water District	1,639,847,306	1,549,814,557	90,032,749	5%	3	25%	125.7
Arroyo Grande City of	776,210,684	654,635,517	121,575,167	16%	3	25%	125.7
Eastern Municipal Water District	22,059,815,756	21,154,600,492	905,215,264	4%	3	25%	125.7
Tuolumne Utilities District	1,441,240,862	992,152,425	449,088,437	31%	3	25%	126.2
La Palma City of	545,401,972	497,342,471	48,059,501	9%	3	25%	127.3
California Water Service Company Dixon, City of	382,549,575	346,705,918	35,843,657	9%	3	25%	127.4
Tracy City of	4,529,625,694	3,497,663,768	1,031,961,925	23%	3	25%	127.5
Lake Arrowhead Community Services District	440,648,885	386,238,213	54,410,671	12%	3	25%	127.7
Martinez City of	1,027,679,751	871,695,210	155,984,540	15%	3	25%	128.1
Reedley City of	1,302,000,000	1,109,000,000	193,000,000	15%	3	25%	128.8
Davis City of	3,023,400,000	2,527,400,000	496,000,000	16%	3	25%	129.0
California Water Service Company Willows	364,301,895	318,682,696	45,619,200	13%	3	25%	129.0
Sacramento City of	28,979,000,000	23,440,000,000	5,539,000,000	19%	3	25%	129.3
Burbank City of	4,712,137,486	4,362,205,638	349,931,847	7%	3	25%	130.1
Ventura County Waterworks District No. 8	5,424,122,854	4,896,895,245	527,227,609	10%	3	25%	130.2
Padre Dam Municipal Water District	2,952,148,758	2,752,858,026	199,290,733	7%	3	25%	130.6
Ontario City of	8,782,999,363	8,499,508,622	283,490,741	3%	3	25%	131.3
Pico Water District	1,029,001,320	960,057,631	68,943,690	7%	3	25%	131.5
Santa Maria City of	3,370,607,161	3,257,210,864	113,396,297	3%	3	25%	131.5
Valley of the Moon Water District	800,300,880	646,691,259	153,609,621	19%	3	25%	131.5

**Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction**

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
San Juan Capistrano City of	2,040,416,466	1,962,283,810	78,132,655	4%	3	25%	131.8
Laguna Beach County Water District	872,082,691	867,064,579	5,018,112	1%	3	25%	132.0
Santa Margarita Water District	7,105,190,366	6,932,489,109	172,701,256	2%	3	25%	132.3
Monte Vista Water District	2,603,464,922	2,359,464,115	244,000,807	9%	3	25%	133.3
Lincoln Avenue Water Company	613,030,807	557,668,649	55,362,157	9%	3	25%	133.8
San Gabriel Valley Fontana Water Company	10,907,224,816	10,188,722,419	718,502,397	7%	3	25%	134.3
Tehachapi, City of	582,624,632	536,291,818	46,332,814	8%	3	25%	134.6
North Tahoe Public Utility District	350,120,000	332,141,000	17,979,000	5%	3	25%	134.7
Fresno City of	36,603,191,424	30,513,707,650	6,089,483,774	17%	3	25%	134.9
Golden State Water Company Simi Valley	1,830,698,487	1,657,215,187	173,483,300	9%	3	25%	134.9
Fullerton City of	7,215,373,767	6,969,105,034	246,268,733	3%	3	25%	135.0
Pasadena City of	8,349,297,631	7,614,975,148	734,322,483	9%	3	25%	136.0
Suburban Water Systems Whittier/La Mirada	5,584,910,982	5,234,793,399	350,117,583	6%	3	25%	136.2
Big Bear City Community Services District	266,135,894	256,898,007	9,237,888	3%	3	25%	136.3
Lake Hemet Municipal Water District	2,880,852,466	2,579,961,258	300,891,208	10%	3	25%	136.4
Suisun-Solano Water Authority	1,038,300,000	918,300,000	120,000,000	12%	3	25%	136.5
Diablo Water District	1,487,225,000	1,338,770,000	148,455,000	10%	3	25%	137.8
Garden Grove City of	6,584,316,860	6,185,605,054	398,711,806	6%	3	25%	138.3
Woodland City of	2,938,159,020	2,454,292,204	483,866,816	16%	3	25%	139.0
Antioch City of	4,642,068,000	4,042,923,000	599,145,000	13%	3	25%	139.0
Contra Costa Water District	8,855,338,380	7,547,370,752	1,307,967,628	15%	3	25%	139.9
Rialto City of	2,544,482,555	2,596,683,954	-52,201,399	-2%	3	25%	140.8
Sunnyslope County Water District	694,319,032	596,249,460	98,069,572	14%	3	25%	141.5
San Bernardino City of	11,535,034,614	10,722,937,586	812,097,028	7%	3	25%	143.6
Cerritos City of	2,219,233,953	1,991,297,621	227,936,332	10%	3	25%	143.7
San Jacinto City of	756,372,530	651,046,816	105,325,714	14%	3	25%	144.1
Tulare, City of	4,805,328,900	4,324,313,800	481,015,100	10%	3	25%	144.7
Sacramento County Water Agency	9,991,675,171	8,451,666,395	1,540,008,776	15%	3	25%	145.3
Benicia City of	1,543,102,018	1,217,315,761	325,786,257	21%	3	25%	146.1
Orange City of	7,732,617,288	7,437,395,896	295,221,393	4%	3	25%	146.3
Stockton City of	8,304,530,000	7,263,300,000	1,041,230,000	13%	3	25%	146.3
Ceres City of	1,985,969,000	1,848,968,000	137,001,000	7%	3	25%	147.3
Monrovia City of	1,885,000,000	1,673,000,000	212,000,000	11%	3	25%	147.5

**Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction**

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Chino City of	3,332,449,959	3,123,999,542	208,450,416	6%	3	25%	147.6
Apple Valley Ranchos Water Company	4,101,713,205	3,942,264,436	159,448,769	4%	3	25%	147.7
Sonoma City of	583,798,675	494,362,234	89,436,441	15%	3	25%	147.8
Humboldt Bay Municipal Water District	146,056,000	148,820,000	-2,764,000	-2%	3	25%	148.1
Victorville Water District	4,985,852,685	4,486,322,447	499,530,238	10%	3	25%	149.1
Paso Robles City of	1,705,474,000	1,511,094,000	194,380,000	11%	3	25%	149.5
Sanger City of	1,552,776,000	1,422,246,000	130,530,000	8%	3	25%	149.6
Rubidoux Community Service District	1,400,190,000	1,335,510,000	64,680,000	5%	3	25%	149.8
Phelan Pinon Hills Community Services District	635,139,826	675,206,517	-40,066,691	-6%	3	25%	150.3
Covina City of	1,500,350,310	1,393,914,200	106,436,110	7%	3	25%	150.4
California-American Water Company Los Angeles District	5,579,752,754	5,179,473,602	400,279,151	7%	3	25%	151.4
Golden State Water Company San Dimas	3,063,589,946	2,950,649,842	112,940,105	4%	3	25%	151.4
Patterson City of	1,040,156,104	948,595,320	91,560,784	9%	3	25%	151.9
Yreka, City of	593,290,000	519,800,000	73,490,000	12%	3	25%	151.9
Trabuco Canyon Water District	764,121,596	767,705,962	-3,584,366	0%	3	25%	152.4
Arvin Community Services District	740,072,884	667,768,501	72,304,383	10%	3	25%	153.6
San Dieguito Water District	1,583,703,106	1,621,176,020	-37,472,914	-2%	3	25%	154.0
Atascadero Mutual Water Company	1,291,000,000	1,056,900,000	234,100,000	18%	3	25%	154.6
Santa Paula City of	1,218,270,506	1,081,725,724	136,544,782	11%	3	25%	154.7
Manteca City of	3,844,580,000	3,212,645,000	631,935,000	16%	3	25%	154.9
Castaic Lake Water Agency Santa Clarita Water Division	7,358,051,073	6,493,567,237	864,483,836	12%	3	25%	154.9
Roseville City of	8,448,024,096	6,930,859,852	1,517,164,244	18%	3	25%	155.0
La Verne City of	2,094,159,141	1,955,656,970	138,502,171	7%	3	25%	155.2
Nipomo Community Services District	665,258,273	527,032,098	138,226,175	21%	3	25%	156.0
Imperial, City of	687,420,000	671,127,000	16,293,000	2%	3	25%	156.1
Lamont Public Utility District	993,121,000	914,688,000	78,433,000	8%	3	25%	156.4
Walnut Valley Water District	5,119,451,770	4,877,344,159	242,107,610	5%	3	25%	158.4
Chino Hills City of	3,952,965,804	3,587,674,904	365,290,900	9%	3	25%	159.1
Thousand Oaks City of	3,106,634,920	2,792,709,655	313,925,265	10%	3	25%	159.3
Rosamond Community Service District	719,200,000	712,000,000	7,200,000	1%	3	25%	160.0
Corona City of	8,699,410,000	8,297,070,000	402,340,000	5%	3	25%	160.4
Hesperia Water District City of	3,676,581,651	3,538,094,794	138,486,856	4%	3	25%	160.5
Fillmore City of	482,079,202	446,216,000	35,863,202	7%	3	25%	160.6

**Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction**

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Joshua Basin Water District	409,078,118	382,604,644	26,473,473	6%	3	25%	161.3
Calaveras County Water District	1,468,843,000	1,200,100,000	268,743,000	18%	3	25%	161.5
East Valley Water District	5,405,695,956	4,782,879,831	622,816,125	12%	3	25%	161.7
Tustin City of	2,984,049,613	2,895,189,929	88,859,684	3%	3	25%	162.0
Brentwood City of	3,038,220,000	2,663,210,000	375,010,000	12%	3	25%	162.4
California Water Service Company Los Altos/Suburban	3,714,706,268	3,136,645,836	578,060,431	16%	3	25%	162.5
Mission Springs Water District	2,072,832,166	1,979,439,888	93,392,277	5%	3	25%	162.7
Yuba City City of	4,215,490,000	3,629,080,000	586,410,000	14%	3	25%	162.7
Palmdale Water District	5,291,175,472	5,010,063,446	281,112,026	5%	3	25%	163.2
California-American Water Ventura District	4,397,006,571	3,988,454,052	408,552,519	9%	3	25%	163.6
Porterville City of	3,123,277,400	2,849,237,200	274,040,200	9%	3	25%	164.0
Madera City of	2,268,235,000	2,115,715,000	152,520,000	7%	3	25%	164.8
Golden State Water Company Ojai	564,830,864	487,636,661	77,194,203	14%	4	35%	165.5
Blythe City of	806,370,000	811,680,000	-5,310,000	-1%	4	35%	165.5
South Pasadena City of	1,045,005,526	935,193,595	109,811,931	11%	4	35%	166.1
Ramona Municipal Water District	1,087,105,531	1,049,746,665	37,358,866	3%	4	35%	166.8
La Habra City of Public Works	2,397,728,848	2,535,032,864	-137,304,016	-6%	4	35%	167.3
Banning City of	2,219,758,574	2,058,002,667	161,755,907	7%	4	35%	167.7
Livingston City of	1,870,481,000	1,810,513,000	59,968,000	3%	4	35%	167.9
Dinuba City of	1,126,830,000	977,550,000	149,280,000	13%	4	35%	169.8
Folsom City of	5,476,678,514	4,592,545,306	884,133,208	16%	4	35%	170.7
Loma Linda City of *	1,379,990,569	1,323,839,525	56,151,044	4%	4	35%	172.4
Hanford City of	3,229,776,700	2,793,029,816	436,746,884	14%	4	35%	173.6
Lemoore City of	1,967,044,000	1,783,354,000	183,690,000	9%	4	35%	173.7
Jurupa Community Service District	6,546,170,411	6,107,698,865	438,471,545	7%	4	35%	174.0
Turlock City of	5,571,505,100	4,909,059,441	662,445,659	12%	4	35%	174.1
Pismo Beach City of	434,216,578	359,495,587	74,720,991	17%	4	35%	175.1
Indio City of	5,340,000,000	5,006,100,000	333,900,000	6%	4	35%	175.2
Mammoth Community Water District	499,483,000	447,407,000	52,076,000	10%	4	35%	175.6
California Water Service Company Selma	1,492,399,536	1,239,212,977	253,186,559	17%	4	35%	175.8
California Water Service Company Visalia	8,033,215,230	7,144,292,537	888,922,693	11%	4	35%	176.6
Hemet City of	1,116,063,947	1,045,970,047	70,093,900	6%	4	35%	176.7
Western Municipal Water District of Riverside	5,887,379,311	5,683,989,367	203,389,944	3%	4	35%	176.9

**Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction**

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Newhall County Water District	2,611,216,927	2,326,139,289	285,077,638	11%	4	35%	178.5
West Kern Water District	4,045,106,581	3,679,048,346	366,058,235	9%	4	35%	180.2
Rincon Del Diablo Municipal Water District	1,766,766,437	1,514,883,284	251,883,153	14%	4	35%	182.2
Shafter City of	1,350,000,000	1,154,000,000	196,000,000	15%	4	35%	182.9
Triunfo Sanitation District / Oak Park Water Service	687,285,830	597,937,369	89,348,461	13%	4	35%	184.0
Vacaville City of	4,536,829,418	3,868,833,993	667,995,425	15%	4	35%	185.5
Los Angeles County Public Works Waterworks District 40	12,870,711,018	11,980,791,220	889,919,798	7%	4	35%	185.6
California Water Service Company Bakersfield	18,863,864,960	16,841,305,153	2,022,559,807	11%	4	35%	186.2
Galt City of	1,302,667,000	1,052,546,000	250,121,000	19%	4	35%	186.4
Cucamonga Valley Water District	12,916,078,335	12,778,430,872	137,647,463	1%	4	35%	187.6
Wasco City of	1,096,680,000	952,170,000	144,510,000	13%	4	35%	187.6
California Water Service Company Chico District	6,759,462,002	5,680,893,778	1,078,568,223	16%	4	35%	188.1
South Tahoe Public Utilities District	1,641,227,000	1,550,474,000	90,753,000	6%	4	35%	189.3
Winton Water & Sanitary District	432,243,000	400,904,000	31,339,000	7%	4	35%	189.3
Carlsbad Municipal Water District	4,342,002,850	4,259,269,173	82,733,677	2%	4	35%	189.3
Riverbank City of	860,786,846	737,503,990	123,282,856	14%	4	35%	191.6
Modesto, City of	15,589,770,183	13,698,086,925	1,891,683,258	12%	4	35%	192.7
El Dorado Irrigation District	10,044,044,386	7,600,810,386	2,443,234,000	24%	4	35%	193.1
Morgan Hill City of	2,262,311,000	1,786,089,000	476,222,000	21%	4	35%	193.4
Exeter City of	600,332,681	535,287,408	65,045,273	11%	4	35%	194.4
Kerman, City of	880,465,000	769,624,000	110,841,000	13%	4	35%	194.7
Citrus Heights Water District	3,723,178,405	3,023,575,391	699,603,014	19%	4	35%	195.4
San Bernardino County Service Area 70	457,322,702	431,251,330	26,071,373	6%	4	35%	196.0
Colton, City of	2,519,711,330	2,487,549,794	32,161,536	1%	4	35%	196.0
Georgetown Divide Public Utilities District	512,901,000	410,416,000	102,485,000	20%	4	35%	196.4
Oakdale City of	1,417,000,000	1,139,000,000	278,000,000	20%	4	35%	197.6
Elsinore Valley Municipal Water District	6,567,437,756	6,285,445,931	281,991,825	4%	4	35%	199.6
Fallbrook Public Utility District	3,340,661,415	3,012,268,347	328,393,068	10%	4	35%	200.0
Sierra Madre City of	616,142,059	546,575,118	69,566,941	11%	4	35%	203.6
Atwater City of	2,358,960,000	1,821,770,000	537,190,000	23%	4	35%	203.7
Lee Lake Water District	760,491,304	738,717,756	21,773,548	3%	4	35%	204.4
Poway City of	2,984,245,124	2,893,299,991	90,945,133	3%	4	35%	204.8
Shasta Lake City of	309,004,338	258,461,000	50,543,338	16%	4	35%	205.5

**Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction**

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	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Newport Beach City of	4,220,349,478	3,924,557,845	295,791,633	7%	4	35%	206.6
Redding City of	7,109,010,000	5,934,100,000	1,174,910,000	17%	4	35%	208.2
Lodi City of Public Works Department	3,904,230,000	3,932,720,000	-28,490,000	-1%	4	35%	209.1
Elk Grove Water Service	1,982,552,982	1,615,618,816	366,934,166	19%	4	35%	209.7
Ventura County Waterworks District No 1	2,688,665,294	2,241,890,403	446,774,892	17%	4	35%	210.1
Golden State Water Company Orcutt	1,941,781,239	1,705,636,709	236,144,529	12%	4	35%	210.1
Lincoln City of	2,592,190,000	2,158,050,000	434,140,000	17%	4	35%	211.1
West Valley Water District	5,029,549,361	4,747,557,536	281,991,825	6%	4	35%	212.6
Sacramento Suburban Water District	9,630,759,000	8,318,514,000	1,312,245,000	14%	4	35%	212.9
Nevada Irrigation District	2,750,729,000	2,339,997,000	410,732,000	15%	4	35%	215.7
Rubio Canyon Land and Water Association	561,116,157	508,002,375	53,113,783	9%	4	35%	215.9
Norco City of	2,009,949,357	1,856,691,656	153,257,702	8%	4	35%	216.1
Beverly Hills City of	2,984,049,613	2,900,957,499	83,092,114	3%	4	35%	216.6
Carmichael Water District	2,598,570,000	2,107,250,000	491,320,000	19%	4	35%	220.2
Riverside Highland Water Company	971,591,200	889,248,544	82,342,656	8%	4	35%	220.9
Yorba Linda Water District	5,380,523,933	5,128,021,662	252,502,271	5%	4	35%	221.3
Olivenhain Municipal Water District	5,326,497,766	5,149,755,952	176,741,814	3%	4	35%	222.0
Olivehurst Public Utility District	1,161,641,529	959,245,393	202,396,137	17%	4	35%	222.4
Rio Linda - Elverta Community Water District	770,017,391	629,595,315	140,422,076	18%	4	35%	225.0
Upland City of	5,523,683,657	5,024,215,355	499,468,301	9%	4	35%	226.2
Discovery Bay Community Services District	986,000,000	808,000,000	178,000,000	18%	4	35%	226.5
California Water Service Company Bear Gulch	3,623,142,017	3,228,861,790	394,280,227	11%	4	35%	227.7
Corcoran City of	1,162,447,000	950,206,000	212,241,000	18%	4	35%	228.4
Glendora City of	3,108,798,089	3,089,127,284	19,670,805	1%	4	35%	228.9
Los Banos, City of	2,053,870,000	1,905,101,000	148,769,000	7%	4	35%	229.2
Clovis City of	6,737,008,000	6,080,852,000	656,156,000	10%	4	35%	229.8
Camrosa Water District	2,469,015,365	2,141,221,863	327,793,502	13%	4	35%	231.4
East Niles Community Service District	2,504,168,216	2,213,508,744	290,659,473	12%	4	35%	231.4
Rio Vista, city of	641,312,000	606,333,000	34,979,000	5%	4	35%	235.0
Placer County Water Agency	7,686,123,771	6,395,079,193	1,291,044,578	17%	4	35%	235.1
West Sacramento City of	3,567,747,274	2,941,460,832	626,286,443	18%	4	35%	238.5
Montecito Water District	1,577,349,003	836,688,709	740,660,294	47%	4	35%	240.5
Paradise Irrigation District	1,721,400,000	1,355,900,000	365,500,000	21%	4	35%	241.1

**Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction**

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	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
Fruitridge Vista Water Company	1,000,084,300	823,053,400	177,030,900	18%	4	35%	242.3
Los Angeles County Public Works Waterworks District 29	2,383,427,229	2,356,081,777	27,345,452	1%	4	35%	242.8
Fair Oaks Water District	3,068,959,978	2,450,034,519	618,925,459	20%	4	35%	243.3
Indian Wells Valley Water District	1,861,884,000	1,789,365,000	72,519,000	4%	4	35%	244.1
San Bernardino County Service Area 64	758,722,238	679,807,540	78,914,699	10%	4	35%	246.3
Pinedale County Water District	267,792,348	224,289,932	43,502,416	16%	4	35%	247.0
Truckee-Donner Public Utilities District	1,264,764,466	1,144,274,188	120,490,278	10%	4	35%	247.8
Anderson, City of	572,342,000	498,676,000	73,666,000	13%	4	35%	248.6
Golden State Water Company Claremont	2,873,781,490	2,604,204,605	269,576,886	9%	4	35%	249.9
California Water Service Company Palos Verdes	5,184,622,055	4,979,661,507	204,960,548	4%	4	35%	250.9
California City City of	1,192,746,563	1,264,824,899	-72,078,336	-6%	4	35%	251.3
Casitas Municipal Water District	777,155,653	678,096,820	99,058,834	13%	4	35%	253.2
Yucaipa Valley Water District	2,981,840,000	2,837,629,000	144,211,000	5%	4	35%	253.4
Golden State Water Company Cordova	4,051,962,495	3,483,514,680	568,447,814	14%	4	35%	265.5
Red Bluff City of	904,393,249	764,891,212	139,502,037	15%	4	35%	270.9
East Orange County Water District	247,060,552	225,554,358	21,506,194	9%	4	35%	271.6
Bakman Water Company	1,032,655,497	893,235,946	139,419,551	14%	4	35%	277.3
Bakersfield City of	11,705,594,680	10,744,390,565	961,204,114	8%	4	35%	277.5
Merced City of	6,872,130,000	6,271,910,000	600,220,000	9%	4	35%	279.6
Hillsborough Town of	877,331,034	658,647,771	218,683,262	25%	4	35%	281.2
Ripon City of	1,431,002,833	1,223,409,134	207,593,699	15%	4	35%	282.0
Susanville City of	560,250,000	602,070,000	-41,820,000	-7%	4	35%	287.6
Valley Center Municipal Water District	6,829,813,325	6,798,466,417	31,346,907	0%	4	35%	288.4
Bella Vista Water District	3,596,422,200	1,864,847,717	1,731,574,483	48%	4	35%	288.7
California Water Service Company Antelope Valley	186,061,165	216,691,199	-30,630,034	-16%	4	35%	291.4
Arcadia City of	4,352,404,027	4,033,916,843	318,487,185	7%	4	35%	291.5
Madera County	891,468,716	660,496,910	230,971,806	26%	4	35%	298.4
Oildale Mutual Water Company	2,485,920,537	2,317,129,497	168,791,039	7%	4	35%	303.5
Tahoe City Public Utilities District	372,523,331	326,265,848	46,257,483	12%	4	35%	307.8
Kingsburg, City of	1,009,319,000	825,793,000	183,526,000	18%	4	35%	308.0
Quartz Hill Water District	1,430,054,382	1,276,190,597	153,863,785	11%	4	35%	308.1
Linda County Water District	971,706,000	880,037,000	91,669,000	9%	4	35%	312.3
Las Virgenes Municipal Water District	5,714,163,209	5,470,784,778	243,378,431	4%	4	35%	323.0

**Urban Water Suppliers and Proposed Regulatory Framework Tiers to Achieve 25% Use Reduction**

Supplier Name	Total Water Production		Total Water Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Percent Saved (Jun-14 - Feb-15, compared to 2013, gallons)	Tier	Conservation Standard	Sep-2014 R-GPCD
	2013 (Jun - Feb)	2014/15 (Jun-14 - Feb-15)					
California Water Service Company Westlake	2,085,449,133	1,928,388,745	157,060,388	8%	4	35%	326.5
Orange Vale Water Company	1,274,470,101	1,008,190,832	266,279,269	21%	4	35%	336.2
Redlands City of	7,033,861,488	6,969,114,810	64,746,679	1%	4	35%	341.5
Rancho California Water District	16,377,618,572	16,074,902,597	302,715,976	2%	4	35%	366.9
Coachella Valley Water District	28,323,853,249	27,188,261,025	1,135,592,223	4%	4	35%	368.7
Desert Water Agency	8,823,730,792	8,310,188,943	513,541,849	6%	4	35%	378.5
San Juan Water District	3,594,268,324	2,773,624,539	820,643,785	23%	4	35%	383.7
South Feather Water and Power Agency	1,435,400,000	1,292,100,000	143,300,000	10%	4	35%	391.5
Valley Water Company	999,093,060	898,861,161	100,231,899	10%	4	35%	396.6
Rainbow Municipal Water District	3,976,593,060	3,760,749,074	215,843,985	5%	4	35%	428.5
Vaughn Water Company	3,206,837,858	2,989,389,519	217,448,339	7%	4	35%	464.6
Serrano Water District	829,682,903	749,230,186	80,452,717	10%	4	35%	520.1
Golden State Water Company Cowan Heights	703,676,157	691,163,462	12,512,695	2%	4	35%	556.5
Myoma Dunes Mutual Water Company	757,700,108	707,153,944	50,546,164	7%	4	35%	562.7
Santa Fe Irrigation District	2,820,156,121	2,869,480,251	-49,324,131	-2%	4	35%	584.3
<b>Statewide</b>	<b>1,626,751,431,372</b>	<b>1,478,173,631,488</b>	<b>148,577,799,883</b>	<b>9%</b>			



# DROUGHT ACTION PLAN

2015  
Update

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**PURPOSE.** This Drought Action Plan serves as a detailed work plan for El Dorado Irrigation District staff, not only during drought conditions, but before and after as well. It includes specific actions for management of the District’s water supply and demand, addresses the impacts associated with drought, and facilitates the timely implementation of effective drought responses.

**CHANGES.** The foundation of this action plan is the District’s Drought Preparedness Plan, which was adopted by the Board of Directors in January of 2008. The drought stages and their corresponding titles have been updated from three to four stages, however, and now conform to the February 2010 member recommendations of a Regional Water Authority workgroup that was tasked with developing consistent messaging in the greater Sacramento region during drought conditions. District staff also refined the customer actions of the Drought Preparedness Plan; and these voluntary, mandatory, and prohibited actions are listed in the water efficiency sections of each drought stage.

**ADOPTION.** The Drought Action Plan was adopted by the Board on February 4, 2014. Subsequent revisions to the Plan were approved on April 14, 2014 and March 23, 2015..

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## 1.0 Introduction

### 1.1 Purpose of this Plan

In 2007, the El Dorado Irrigation District (EID or District) and the El Dorado County Water Agency (EDCWA) completed comprehensive drought preparedness plans that provided indicators and modeling tools to determine when El Dorado County, and specifically each water purveyor, might enter into drought conditions. In January of 2008, the EID Board of Directors adopted the District's Drought Preparedness Plan. District staff then developed an internal action plan to address specific tasks and detailed actions, which was completed in March of 2009, and was based upon the drought metrics and customer responses provided in EID's Drought Preparedness Plan.

This 2012 updated Drought Action Plan (Plan) continues to serve as a detailed work plan for District staff in order to prepare for and address drought conditions. It includes specific actions regarding the management of water supply and demand, addresses the impacts associated with drought, and facilitates a District-wide drought response that is both timely and effective. This Plan is also listed in Part III of the District's Emergency Operations Plan.

### 1.2 Summary of Drought Stages

All declarations of drought stages occur by action of the EID Board of Directors. As a policy, EID implements the same drought stage and employs the same response measures throughout its' geographical water supply regions, making public outreach and implementation consistent and effective. For an example of a drought declaration, resolution, and staff report, refer to the February 4, 2014 Board packet and Public Hearing Item Number 1.

The drought stages defined by this Plan are consistent with the February 26, 2010 recommendations of a Regional Water Authority (RWA) work group, which consisted of ten member agencies in the Sacramento region. The group was tasked with developing a regional water shortage contingency plan that would provide consistent messaging for the region, and ranges from Stages 1 through 4 as the water shortage becomes progressively worse. When a drought stage is declared by the water purveyor's governing body, as deemed necessary, the individual purveyors would also determine the actual water demand reductions for each declared stage.

The four stages of the EID Drought Action Plan depend upon District water supply conditions, and the corresponding response requested of our customers. For normal water supply conditions, the District would continue to implement water conservation measures and prohibit water waste, while raising public awareness regarding water efficiency practices. If water supplies become slightly restricted, the Plan calls for an introductory **Stage 1** drought response, during which customers are informed of possible shortages and asked to voluntarily conserve up to 10 percent. At **Stage 2** when water supplies become moderately restricted, both voluntary and mandatory measures are implemented to achieve a demand reduction goal of up to 25 percent. If water supplies subsequently become severely restricted, a **Stage 3** drought can be called with the enforcement of mandatory measures to achieve a demand reduction goal of up to 50 percent. Lastly, if drought conditions persist and the District experiences extremely restricted water supplies, then a **Stage 4** can be implemented that requires water rationing for health and safety purposes in order to achieve a greater than 50 percent reduction of demands.

Table 1 below summarizes these water supply conditions and the corresponding drought stages, titles, and objectives; along with the expected response actions and demand reduction targets. The stage titles are taken from the RWA workgroup recommendations.

**Table 1 - Drought Stages Summary**

<b>Water Supply Conditions</b>	<b>Drought Stage</b>	<b>Stage Title</b>	<b>Stage Objective</b>	<b>Response Actions</b>
Normal Water Supply	<b>None</b> - Ongoing water conservation and enforcement of water waste prohibition.	Normal Conditions	Public awareness of water efficiency practices and prohibition of water waste.	Public outreach and education for ongoing water efficiency practices and the prohibition of water waste.
Slightly Restricted Water Supplies  Up to 10% Supply Reduction	<b>Stage 1</b> Introductory stage with voluntary reductions in use.	Water Alert	Initiate public awareness of predicted water shortage and encourage conservation.	Encourage voluntary conservation measures to achieve <b>up to a 10% demand reduction.</b>
Moderately Restricted Water Supplies  Up to <del>25</del> 50% Supply Reduction	<b>Stage 2</b> Voluntary and mandatory reductions in water use.	Water Warning	Increase public awareness of worsening water shortage conditions. Enforce mandatory measures such as watering restrictions.	Voluntary conservation measures are continued, with the addition of some mandatory measures to achieve <b>up to a <del>25</del>50% demand reduction.</b>
Severely Restricted Water Supplies  Up to 50% Supply Reduction	<b>Stage 3</b> Mandatory reductions in water use.	Water Crisis	Enforce mandatory measures and/or implement water rationing to decrease demands.	Enforce mandatory measures to achieve <b>up to a 50% demand reduction.</b>
Extremely Restricted Water Supplies  Greater than 50% Supply Reduction	<b>Stage 4</b> Water rationing for health and safety purposes.	Water Emergency	Enforce extensive restrictions on water use and implement water rationing to decrease demands.	Enforce mandatory measures to achieve <b>greater than 50% demand reduction.</b>

### 1.3 Action Plan Organization

This document will focus on those activities directly impacting the management of water supply and demand, along with the customer services that would be modified to address changing drought conditions. The tasks and duties in this Plan are organized by function rather than by department. There are a number of policies that are identified as drought conditions occur. Revisiting and updating drought policies during and after a drought are essential to continuing the benefit and effectiveness of this Plan.

### 1.4 Applicable Water Codes

During times of water shortage, there are actions the District may take that are not solely based upon internal policies and regulations. Several California Water Code Sections and California Codes of Regulation grant authority to or mandate the water purveyor to declare drought conditions and implement drought stages. Included below are **summaries** of specific actions required during water shortage conditions; however, the official California Water Code or California Code of Regulations should be referenced for the complete language of the section.

**Title 23, California Code of Regulation, Section 865** – Mandatory Actions by Water Suppliers – To promote water conservation, each urban water supplier shall implement all requirements and actions of the stage of its water shortage contingency plan that imposes mandatory restrictions on outdoor irrigation of ornamental landscapes or turf with potable water.

**Section 350** – The governing body of the water purveyor may declare a water shortage emergency condition whenever it determines that ordinary demands cannot be satisfied without depleting supplies to the extent that there would be insufficient water for human consumption, sanitation, and fire protection.

**Section 351** – The declaration shall be made only after a public hearing is held, at which consumers have an opportunity to protest and to present their respective needs to the governing body. There is an exception for a breakage or failure that causes an immediate emergency.

**Section 352** – At least seven days prior to the date of the public hearing, a notice of the time and place of the hearing shall be published in a newspaper that is distributed within the water purveyor's service area.

**Section 353** – When the governing body has declared a water shortage emergency condition within its service area, it shall adopt regulations and restrictions on the delivery and consumption of water supplied for public use in order to conserve water supply for the greatest public benefit, with particular regard to domestic use, sanitation, and fire protection.

**Section 354** – After allocating the amount of water, which in the opinion of the governing body will be necessary to supply domestic use, sanitation, and fire protection, the regulations may establish priorities in the use of water for other purposes – without discrimination between consumers using water for the same purpose.

**Section 355** – These regulations and restrictions shall remain in effect during the water shortage emergency condition, and until the water supply has been replenished or augmented.

**Section 356** – These regulations and restrictions may prohibit new or additional service connections, and authorize discontinuing service to consumers willfully in violation of a regulation or restriction.

**Section 357** – These regulations and restrictions prevail over any conflicting laws governing water allocations while the water shortage emergency condition is in effect.

**Section 22257** – An irrigation district may impose equitable rules and regulations, including controls on the distribution and use of water, as conditions of ongoing service to its customers.

## 1.5 Drought and Water Management Tools

There are resources available to aid water purveyors and individuals before, during, and after a drought. Below is a brief description of a few of these tools.

- **California Urban Drought Guidebook**– a publication providing help to water managers facing water shortages by showing them how to use tried-and-true methods of the past, such as demand management, conservation analysis, and fiscal considerations; as well as new methods and technology such as ET controllers and cooling system efficiencies. Download the Urban Drought Guidebook, 2008 Updated Edition at: [http://www.water.ca.gov/pubs/planning/urban\\_drought\\_guidebook/urban\\_drought\\_guidebook\\_2008.pdf](http://www.water.ca.gov/pubs/planning/urban_drought_guidebook/urban_drought_guidebook_2008.pdf)
- **DWR Office of Water Use Efficiency** – makes available technical expertise, manages the CIMIS weather station network, carries out demonstration projects and data analysis to increase efficiency where possible, and provides loans and grants to achieve efficiency in water and energy. This information can be found at [www.owue.water.ca.gov](http://www.owue.water.ca.gov).
- **DWR Drought Conditions** – a webpage providing State and regional updates with regards to water conditions. More information can be found at <http://www.water.ca.gov/waterconditions/>
- **U.S. Bureau of Reclamation Drought Program** – aids federal water contractors and other interested parties in a wider view of drought conditions, encompassing the western United States. Staff from this program will also provide technical assistance, grant and loan funding, and expertise in drought planning. Information on this Bureau program can be found at [www.usbr.gov/drought](http://www.usbr.gov/drought).
- **California Urban Water Conservation Council** – an organization serving water purveyors and environmental stakeholders through a collaborative process. Provides best management practices (BMPs) for municipal water conservation, as well as technical expertise for the implementation of these BMPs. More information can be found at [www.cuwcc.org](http://www.cuwcc.org).

## 2.0 Coordination and Guidelines

EID's drought response should be managed by participants in the District's Drought Response Team (DRT), which should include department heads and/or their appointed representative and the General Manager. The DRT will coordinate with other agencies in the county and region through a Drought Interagency Coordination Committee (DICCC) managed by the El Dorado County Water Agency. Responding to a drought in El Dorado County should include a number of tactics and agencies, so this multi-level management team with function-specific responsibilities is an important planning device for collaborative and comprehensive drought event management.

### 2.1 Drought Response Team

The Drought Preparedness Plan emphasized the importance of a DRT for inter-District drought management. Initially, the DRT should be made up of staff representing the following functions.

- Engineering and Operations
- Finance and Customer Services
- Legal
- Public Outreach
- Recreation and Property
- Water Efficiency

This list may be narrowed down due to staff availability and specific needs, as different functions may not be necessary in all situations nor at all times.

#### ***Role and Responsibilities***

The DRT will be responsible for monitoring the activities of the District with regard to general drought management, including issues of timing, policy, public relations, financial solvency, customer education, facility operations, environmental considerations, and public health. The EID Board of Directors should be updated by the General Manager and/or staff at regular and special board meetings. During cases of extreme drought, updates may occur more often by e-mail or by phone, consistent with the requirements of the Ralph M. Brown Open Meetings Act.

The DRT should meet periodically during normal water supply conditions to discuss updates and other important ongoing considerations. The group would meet more often as drought events occur and worsen, perhaps once per week or even once per day in extreme cases. A DRT meeting may be requested by any member, but should be facilitated and convened jointly by the Customer Services and Water Operations Managers or as designated by the General Manager.

Another important component of the DRT function during the early stages of drought is to make preparations for subsequent stages, including an examination of staff levels, financial resources, water waste enforcement staff resources, and areas of collaboration among other agencies in the region. It is also important for the DRT to recognize that some of the activities recommended by this Plan may not be possible at current staffing levels and with current financial resources.

## 2.2 Drought Monitoring and Modeling

While County-wide strategies and mechanisms can be discussed by the DICCC, monitoring of individual water supplies and drought conditions are the responsibility of each water purveyor. Within EID, drought monitoring will be the combined task of engineering and operations. It is important that staff use the sources of information and drought tools available to them to ensure adequate monitoring. Because drought is the leading hazard of economic loss in the United States each year, monitoring regional and long-term trends within the United States will enable EID to be better prepared for drought. Local drought conditions can change very quickly, but if staff frequently monitors the climatic conditions that cause hydrologic drought, EID will be better equipped to manage District-wide concerns.

### *Drought Tools*

Therefore, the two main tools appropriate to meet these goals of drought monitoring are as follows.

- 1) **National Drought Monitor** – This tool is available on a weekly basis as an email update, and consists of a map of the United States, a corresponding narrative of drought conditions, and weekly predictions of future conditions. This information is also available through the U.S. government’s drought portal at the following website address.

[http://www.drought.gov/portal/server.pt/community/drought\\_indicators/us\\_drought\\_monitor](http://www.drought.gov/portal/server.pt/community/drought_indicators/us_drought_monitor)

The drought portal also includes several indices and corresponding maps, including long term meteorological conditions, standardized precipitation, drought severity, surface water supply, soil moisture conditions, and crop moisture for short-term droughts.

- 2) **Supply Remaining Index (SRI Model)** – This tool was initially developed during the County-wide process of drought preparedness planning, and then further refined by EID. The SRI Model calculates a supply remaining index and yields a multi-colored “dashboard” display, which indicates the current drought stage. The tool is an Excel file that uses current and real-time data, including EID reservoir levels, the water year type as determined by the California Department of Water Resources, and the ENSO<sup>1</sup> cycle from the National Oceanic and Atmospheric Administration’s Climate Prediction Center.

Both tools provide important considerations in the monitoring of possible drought events, and should be used collaboratively by engineering and operations staff, with the findings discussed at the periodic DRT meetings. In the end though, staff experience and knowledge regarding the District’s water supply system will always be an important component of the DRT analysis.

## 2.3 Interagency Coordination

The County’s Drought Interagency Coordination Committee includes regional partners and water purveyors. The team would meet monthly during a drought to discuss the issues of water supply and demand, conjunctive use, and environmental needs. EID staff should attend these coordination meetings, as designated by the General Manager.

**MONITORING** – Communication among agencies of their drought indicator status would allow each agency to understand the current conditions of the other water purveyors.

**PUBLIC OUTREACH** – Development of drought education tools, plus collaboration on public education and outreach, provides efficiency and consistency within the region.

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<sup>1</sup> ENSO is “El Niño Southern Oscillation,” which is an episode of oceanic cycles used to predict whether the Pacific Ocean will be in a La Niña or El Niño cycle – warm or cold episodes – that can influence weather patterns such as heavy precipitation or drought conditions in California and the western United States.

RESOURCE SHARING – Collaboration resources, including: staff, grant funding, monitoring tools, infrastructure, water, and educational outreach tools; would allow agencies to support each other efforts in the community.

## 2.4 Drought Guidelines and Definitions

There are a number of circumstances during a drought in which the District would be required to make and implement decisions that are not solely based upon water supply availability, such as how long to stay in a drought stage, and how demand reductions should be quantified. It is also important to clearly define in advance the base periods that will be employed for each user class during the drought event.

### **Overall Guidelines**

Below is a list of drought guidelines developed to assist staff in managing the drought event.

- 1) The District will strive to stay within each stage of drought for a complete billing cycle (at least 2 months) for the equitable implementation of drought rates and effective public outreach.
- 2) Drought stage demand reductions will be quantified by output at the water treatment plants during all stages; however, in Stages 3 and 4 meter reads may also be necessary to determine compliance with individual allocations and reduction targets.
- 3) This Drought Action Plan should be reviewed and updated every 5 years (or as needed) due to changes in water supplies, operations, expected water demands or other relevant factors.

### **Base Period Definitions**

Below is a list of base period definitions developed to assist staff with the implementation of conservation measures during the drought event:

- 1) The base period for single-family residential customers is defined as the District-wide average consumption per household – calculated using a three-year average of the consumption data for **all** single-family residential customers, divided by the total number of residential customers.
- 2) The base period for multi-family residential customers is defined as the District-wide average consumption per dwelling unit – calculated using a three-year average of the consumption data for **all** multi-family residential customers, divided by the total number of dwelling units.
- 3) The base period for commercial, industrial, and institutional customers, with meters serving both building and landscape, is defined as the three-year average of the **individual** customer's consumption data.
- 4) The base period for landscape irrigation only customers is defined as the three-year average of the **individual** customer's consumption data.
- 5) The base period for agricultural customers is defined by the District's Irrigation Management Services (IMS) program – calculated using the onsite crop moisture measurements applied in the crop model, and the resulting irrigation recommendation for the **specific site**.
- 6) The base period for the remaining agricultural customers is defined as the five-year average of the **individual** customer's consumption data.

Note: When calculating historical averages for the base period, usage in years that are in a declared drought stage are not to be included.

***Early Actions***

CROSS TRAINING – It is important that ongoing staff training be conducted before a drought occurs, as staffing may be necessary for the enforcement of water waste prohibition, enforcement of mandatory or prohibited conservation measures, and answering questions related to recycled water use. Staff ordinarily responsible for other duties may be temporarily reassigned to implement these drought-response activities.

BOARD UPDATES – The Board should be kept apprised of all drought monitoring and predicted water shortages. It is the responsibility of the General Manager to decide the best method for these updates.

PUBLIC OUTREACH TO ID 97 OWNERS – This updated Drought Action Plan modifies the drought stages and responses referred to in the Improvement District No. 97 Interim Agreement, which sets limits and minimum aesthetic flows in Clear Creek from Jenkinson Lake releases. Pursuant to the Interim Agreement, the District needs to “meet and confer” with the ID 97 interested parties to amend paragraph 10 of the agreement, which should now reference the modified drought stages and titles used in this updated Drought Action Plan.

- Background. The *4-Stage Water Supply Matrix and Water Shortage Response Measures* – a copy of which can be found in Appendix D of the 2008 Drought Preparedness Plan – was in effect when the ID 97 Interim Agreement was adopted by the Board of Directors in 2005. Pursuant to this agreement, the flow rate in Clear Creek is reduced as the drought stages progress, from a maximum of 3 cubic-feet per second (cfs) down to a minimum of 1 cfs. When drought is imminent, notifications are to be sent to the ID 97 property owners that Clear Creek flows may be reduced with the drought stages.

### 3.0 Ongoing Activities

This Drought Action Plan addresses water management and customer service activities that would be modified during drought conditions. In this section, *Ongoing Actions* are defined as activities that are performed on a regular basis, even in non-drought conditions, that might change in the face of a drought being declared. Throughout the District, there are a number of ongoing activities related to drought management. It will be the responsibility of the DRT members to ensure that these activities continue to occur in their respective areas during non-drought conditions, in order to be ready for a declaration of drought. The following sub-sections refer to staff functions rather than departments, and include a brief description of these functions and their ongoing actions as they pertain to a drought.

#### 3.1 Engineering and Operations

The primary responsibility of engineering and operations staff is to ensure the continued integrity of infrastructure throughout the District's service area, in addition to actively monitoring and modeling potential drought conditions. Operations staff must also stay abreast of changes during drought conditions, such as lower pressures, increased sewer pipeline blockages, lower reservoir levels, changes in demand patterns, and other potential impacts. The environmental staff contributions to the District's drought preparedness occur mostly prior to a drought event while conducting environmental reviews and permit preparation for proposed projects, but may also include outreach to recycled water customers during the course of their work relating to recycled water compliance.

##### *Ongoing Actions*

- 1) Manage water supplies and conservation levels to achieve approximately 25,000 acre-feet of carry-over storage in Jenkinson Lake to guard against multiple year drought conditions.
- 2) Track regional weather predictions and monitor reservoir levels in conjunction with the dashboard drought risk assessment.
- 3) Gather information on drought management from other agencies.
- 4) Track scientific studies and reports documenting the effects of extended drought conditions on listed species.
- 5) Incorporate the results of various drought supply analyses and modeling when analyzing the environmental effects of proposed projects.
- 6) Examine the District's infrastructure for leakage, and reduce losses where cost-effective.
- 7) Pursue the development of drought impact avoidance projects, if needed.
- 8) Investigate potential reservoir re-operation, and consider long-term adjustments to reservoir release rules.
- 9) Consider the environmental effects of long-term draw-down of reservoirs, such as air quality, soil/sedimentation, water quality, temperature, and other conditions that may affect the District's ability to provide treated water.
- 10) Work with the El Dorado County Water Agency and the El Dorado Water and Power Authority to facilitate additional water supply projects, if needed.
- 11) Collaborate with regional water management groups, such as the Regional Water Authority (RWA), and the Cosumnes, American, Bear, and Yuba Rivers group (CABY).
- 12) Maintain interagency coordination, primarily through the DICCC, but also through participation in federal, state, and/or regional drought task forces.

## ***Ongoing Actions***

### **3.2 Finance and Customer Services**

The primary responsibility of finance staff is to keep the District solvent when faced with the increased costs and potential for reduced revenues associated with a drought condition in the watershed. Along with other District employees, staff must be able to look into the future to assess possible staffing needs and potential sources of cost to the District. On the other side, finance staff must also be able to identify possible sources of income, or at the very least, a method of financing the additional efforts associated with managing drought.

#### ***Ongoing Actions***

- 1) Establish procedures for implementing the drought rates.
- 2) Inform the public regarding potential drought rates *-with public outreach.*
- 3) Establish a “drought contingency fund” for the expenses related to drought administration.
- 4) Enforce the water waste prohibition regulation *- with legal and water efficiency.*
- 5) Educate customers on how to read their water meters in order to determine their own monthly usage during times of demand restrictions *-with public outreach.*
- 6) Assist community members whose wells have gone dry due to drought conditions, to access drinking water through bulk water stations and key cards *- with public outreach.*
- 7) Provide prompt notice to a customer whenever the District obtains information that indicates that a leak may exist within the end-users exclusive control.

### **3.3 Legal**

The primary responsibility of administration and legal staff is to ensure that customer service continues as planned-for in drought conditions and that EID’s actions are legal and defensible. It is important that the administration and legal staff be appraised of policy and planning activities with regard to water supply, regional activities, and inter-agency planning.

#### ***Ongoing Actions***

- 1) Ensure the District follows applicable state law when declaring drought conditions, and include citations to pertinent legal authority in drought-related Board actions.
- 2) Continue to enforce the water waste prohibition regulation *- with water efficiency.*
- 3) Examine possible legal implications of dry reservoirs and canals during drought conditions, and associated liability at recreational lakes *- with recreation and property.*
- 4) Examine the District’s Board Policies and Administrative Regulations for potential changes and/or additions for better drought management.
- 5) Investigate all dry-year water supply options such as water transfers, conjunctive use, and groundwater banking *- with engineering and operations.*
- 6) Track legislation relating to drought, especially as it pertains to financing drought management, water transfers, and ground-water banking.
- 7) Urge county and city planners to consider the drought stages when implementing development and future planning scenarios.

- 8) Collaborate with regional water management groups, such as the Regional Water Authority (RWA); and the Cosumnes, American, Bear, and Yuba Rivers group (CABY) - *with engineering and operations.*

### 3.4 Public Outreach

The efforts of public outreach staff are integral to the implementation a successful Plan and management of a drought event. Public education is the most important activity when a drought does occur, because demand management will not be successful if customers are not adequately informed regarding the water situation and the requirements of the purveyor. The most important time for public outreach and education is at the beginning of Stage 1.

#### ***Ongoing Actions***

- 1) Educate customers regarding water saving devices and practices - *with water efficiency.*
- 2) Educate customers regarding on the overall challenges of providing a reliable water supply in a semi-arid climate, as this will make imposition of drought rates more understandable.
- 3) Educate customers regarding drought stages through bill inserts or a printed message on the bill, an article in the bi-monthly newsletter, e-mail messages, social media, drought website, Rapid Notify automated telephone messages, direct mail post cards, and newspaper advertisements - *with water efficiency.*
- 4) Inform customers about potential drought rates - *with finance and customer services.*
- 5) Develop a webpage for “Drought Stage” information, including an easy-to-understand explanation of when a drought is called and when a drought has ended - *with water efficiency.*
- 6) Educate customers on how to read their water meters in order to determine their own monthly usage during times of demand restrictions - *with finance and customer services.*
- 8) Work with the DICC to educate community members, whose wells have gone dry due to drought conditions, about the availability of drinking water through bulk water stations with key card access - *with customer services.*

### 3.5 Recreation and Property

The challenges and responsibilities of recreation and property staff in the face of a drought are quite different from those of other EID functions. The primary concerns with recreation and property are the liabilities associated with water attractions in low water level conditions. These can vary from exposed rocks in reservoirs to increased danger of fires resulting from recreational use in campgrounds and day use areas. In addition, property staff can be involved with the siting and development of drought mitigation implementation projects.

#### ***Ongoing Actions***

- 1) Consider alternative recreational strategies/opportunities for dry years.
- 2) Identify sensitive areas and outline management plans for these areas in dry years.
- 3) Examine possible legal implications of dry reservoirs and canals during drought conditions, and associated liability at recreational lakes - *with legal.*
- 4) Ensure adequate protection against catastrophic fires through vegetation management and homeowner education (adjacent to District facilities).
- 5) Inform customers of the mooring facility policy during drought.
- 6) Work with regional partners to identify areas of greatest fire risk.

### 3.6 Water Efficiency

Water efficiency staff should work closely with public outreach staff, as the activities required to meet water supply constraints are usually through the implementation of water efficiency practices or devices. Because there are ongoing mandated activities, a drought event will increase the number of tasks for which water efficiency staff are responsible. The Drought Preparedness Plan stipulated a number of water conservation actions, some of which are activities *required* of customers, such as not filling swimming pools; while some are simply *guidelines* for customers to help them save water.

Agricultural demands are an important consideration during drought events. The District's Irrigation Management Service (IMS) program is not required for agricultural customers, but staff should encourage participation in the IMS program prior to a drought, including the education of landowners with regard to individual drought planning. A total of 2,000 acre-feet of water is estimated to be saved each year by the IMS program, as verified by the State Water Resources Control Board in 1986.<sup>2</sup>

#### **Ongoing Actions**

- 1) Identify and pursue drought assistance grants available for water efficiency programs.
- 2) Enforce the water waste prohibition regulation - *with legal and customer services.*
- 3) Offer water efficiency rebate programs and complimentary water surveys as staff, budget, and grant funding allows.
- 4) Continue to implement the California Urban Water Conservation Council's Best Management Practices, as applicable and as required by the U. S. Bureau of Reclamation.
- 5) Maintain the IMS program for commercial agriculture customers.
- 6) Educate customers regarding drought stages through bill inserts or a printed message on the bill, an article in the bi-monthly newsletter, e-mail messages, and newspaper advertisements - *with public outreach.*
- 7) Develop a webpage for "Drought Stage" information, including an easy-to-understand explanation of when a drought is called and when a drought has ended - *with public outreach.*

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<sup>2</sup> Source: EID's Water Supply Master Plan, Administrative Draft, December 2001, Pages 3-36 and 3-38. As part of the South Fork American River (SOFAR) water rights permitting process, the 2,000 acre-feet of IMS program water savings was verified in 1986 by the SWRCB; and later acknowledged in an SWRCB letter dated January 1989.

## 4.0 Stage 1 – Water Alert

A drought Stage 1 is considered a water alert, where water supplies are only slightly restricted. The response actions are intended to initiate public awareness of a possible water shortage in the near future, and to encourage water efficiency practices. Stage 1 actions target up to a 10 percent demand reduction through the implementation of voluntary measures. The following ***New Actions*** outlined in this section are activities that must be performed during this stage of a drought declaration.

At the beginning of a dry season there is no certainty as to whether the conditions will persist into a full drought. Accordingly, the initial phase of conservation is voluntary on the part of the customer, and the use of recycled water continues as normal. Staff should implement an outreach program to educate customers regarding the status of District water supplies, and the predicted water shortage; however, the education should be done without alarming customers as there is not yet a true emergency. This outreach can be complemented by the actions of the Department of Water Resources and the Regional Water Authority. To avoid confusion though, it is important to educate our customers that due to the District’s multiple water sources and integrated infrastructure, the rest of the region and the state might be worse off than the District. Raising public awareness therefore represents one of the most important components of this Plan.

### 4.1 Engineering and Operations

#### ***New Actions***

- 1) Monitor reservoir levels in coordination with dashboard drought risk assessment on a monthly basis.
- 2) Manage water supplies and conservation levels to achieve approximately 25,000 acre-feet of carry-over storage in Jenkinson Lake to guard against multiple year drought conditions.
- 3) Alert ditch customers of potential cutbacks, reminding them Item No. A-8 of their ditch application for service, and reduce potable water releases from valve blow-offs, if possible - *with customer services.*
- 4) Alert the Improvement District No. 97 property owners listed on the current County assessment roll of the water alert declaration, reminding them of paragraph 10 of the 2005 Interim Agreement for ID 97 and possible accommodations to decrease the releases to Clear Creek should the drought conditions continue - *with legal.*
- 5) Monitor water demands weekly at the water treatment plants to assess the amount of water savings accomplished and forecast end-of-year carryover storage needs.
- 6) Identify areas of low pressure, both present and projected, and communicate this to local fire protection agencies.
- 7) Increase monitoring for water theft.
- 8) Refer to the draft ditch operations guidelines in Appendix E of the Drought Preparedness Plan for further information on ditch management during a drought.
- 9) Alert regulatory agencies to the possibility of decreased stream flow.
- 10) Examine Deer Creek discharge requirements; and assess the need to work with stakeholders and the State Water Resources Control Board to temporarily reduce flows due to extraordinary circumstances.

## 4.2 Finance and Customer Services

### ***New Actions***

- 1) Implement a project code or charge number for use by all employees to track time and expenses for all drought-related activities.
- 2) Alert ditch customers of potential cutbacks and remind them of Item No. A-8 of their ditch application for service - *with engineering and operations*.
- 3) Identify baseline and target levels of water usage per user class - *with water efficiency*.
- 4) Request assistance in programming and obtaining database information appropriate to the drought stage, customer requests, and cutback priorities.
- 5) Provide prompt notice to a customer whenever the District obtains information that indicates that a leak may exist within the end-users exclusive control.

## 4.3 Legal

### ***New Actions***

- 1) When determined appropriate by the DRT, prepare materials for the declaration of a water alert for approval by the Board of Directors, consistent with applicable state law -*with engineering and operations*.
- 2) Alert the Improvement District No. 97 property owners listed on the current County assessment roll of the water alert declaration, reminding them of paragraph 10 of the 2005 Interim Agreement for ID 97 and possible accommodations to decrease the releases to Clear Creek should the drought conditions continue - *with engineering and operations*.
- 3) Track legislation relating to drought, especially as pertains to the management of water transfers/ground-water banking, and financing drought management.

## 4.4 Public Outreach

### ***New Actions***

- 1) Create educational information regarding the stage of drought, what is expected from customers, and the consequences if demand reduction goals are not met.
- 2) Ensure that customers are aware that drought conditions may worsen quickly, causing rapid progression through the drought stages.
- 3) Educate recycled water users and community leaders regarding the importance of conserving recycled water and the consequences of ceasing potable water supplementation during a Stage 4 drought.
- 4) Ensure that the public is aware of the water waste regulation and all associated penalties - *with water efficiency*.
- 5) Work with local and regional newspapers to secure op-ed space as-needed for public information and water supply/drought education.
- 6) Maintain drought information on website, and update throughout the drought.
- 7) Strongly encourage local restaurants to post “serve if requested” messages via poster, table tent signage, in menus, or other means in their establishment - *with water efficiency*.

## 4.5 Recreation and Property

### *New Actions*

- 1) Implement new mooring facility policy when warranted by low lake levels.

## 4.6 Water Efficiency

### *New Actions*

- 1) Increase patrols for water waste, and enforce Administrative Regulation (AR) 1041, Water Waste Prohibition, as currently amended and incorporated by reference.
- 2) Increase educational efforts regarding water efficiency practices - *with public outreach*.
- 3) Identify base period and target levels of water usage per user class - *with customer services*.
- 4) Strongly encourage local restaurants to post “serve if requested” messages via poster, table tent signage, in menus, or other means in their establishment - *with public outreach*.
- 5) Voluntary: Request customer compliance with these water saving guidelines.
  - a) Apply irrigation water during evening and early morning hours only (7 PM to 10 AM);
  - b) Use weather information to regulate irrigation;
  - c) Inspect irrigation system for leaks and then repair or replace;
  - d) Adjust sprinkler run times to avoid runoff; and
  - e) Do not refill a swimming pool that has been drained.

## 5.0 Stage 2 – Water Warning

Drought Stage 2 action items are intended to increase public understanding of worsening water supply conditions, encourage community-oriented voluntary conservation measures, enforce some conservation measures and implement mandatory water use reduction measures to decrease “normal” demand by up to 250 percent. Stage 2 activities include a continuation of activities described under Stage 1 and new actions. The achievement of the water use reduction goal is measured by overall performance of the entire customer population, based on EID production meters at the three main potable water treatment plants. It is important to note that user category demand reduction goals are not by individual customer, but are the goal for the customer category.

At the point of calling a Stage 2 Drought, customers are asked to contribute to a system-wide demand reduction of up to 250%. The major emphasis by public outreach and customer service is to elevate customer awareness of the supply situation and encourage continued savings to achieve the 250% demand reduction goal.

### 5.1 Engineering and Operations

#### ***New Actions***

- 1) Assess the need for a temporary change in the point of diversion for water taken from Folsom Reservoir to further upstream on the South Fork of the American River, possibly to supplement Sly Park’s Jenkinson Lake through the Hazel Creek Tunnel - *with legal*.
- 2) Examine the risk of solids loading, line blocks, and other low-flow hazards, and then take appropriate action.
- 3) Monitor reservoir levels in coordination with dashboard drought risk assessment.
- 4) Manage water supplies and conservation levels to achieve approximately 25,000 acre-feet of carry-over storage in Jenkinson Lake to guard against multiple year drought conditions.
- 5) Provide 30-days written notice to all Improvement District No. 97 property owners listed on the current County assessment roll, notifying them of the water warning declaration and the planned decrease of releases into Clear Creek; and take to the Board for approval or ratification at the first available regular Board meeting - *with legal*.
  - a) After the 30-day notification period, decrease releases into Clear Creek to no more than 2.0 cfs.
- 6) Begin examination of source water quality for increasingly concentrated pollutants and higher temperatures.
- 7) Monitor water demands weekly at the water treatment plant to assess the amount of water savings accomplished.
- 8) Refrain from releasing water from valve blow-offs.
- 9) Review all regulatory requirements relating to water quality and stream flow; and investigate how the District might be affected by these regulations in case of extreme drought.
- 10) Monitor source water quality for increasingly concentrated pollutants and higher temperatures.

## 5.2 Finance and Customer Services

### ***New Actions***

- 1) Continue to monitor income based on customer deliveries and the financial solvency of the drought management activities.
- 2) Assess the fiscal consequences and present need for a larger drought management staff, particularly of temporary workers.
- 3) Consider adding customer service representatives to help with answering phones, assisting in customer questions regarding drought restrictions, and possibly extending hours later into the evening.
- 4) Provide prompt notice to a customer whenever the District obtains information that indicates that a leak may exist within the end-users exclusive control.

## 5.3 Legal

### ***New Actions***

- 1) When determined appropriate by the DRT, prepare materials for the declaration of a water warning for approval by the Board of Directors, consistent with applicable state law *-with engineering and operations.*
- 2) Assess the need for a temporary change in the point of diversion for water taken from Folsom Reservoir to further upstream on the South Fork of the American River, possibly to supplement Sly Park's Jenkinson Lake through the Hazel Creek Tunnel - *with engineering and operations.*
- 3) Provide 30-days written notice to all Improvement District No. 97 property owners listed on the current County assessment roll, notifying them of the water warning declaration and the planned decrease of releases into Clear Creek; and take to the Board for approval or ratification at the first available regular Board meeting - *with engineering and operations.*
- 4) Review options for Area-of-Origin water rights.
- 5) Seek exceptions to U. S. Bureau of Reclamation contract shortage criteria, if needed.

## 5.4 Public Outreach

### ***New Actions***

- 1) Send monthly notification postcards to all customers, and email messages to those customers providing email addresses, informing them of mandatory watering restrictions and other conservation requirements in effect.
- 2) Launch a monthly Rapid Notify automated telephone message informing customers of mandatory watering restrictions and other conservation requirements in effect.
- 3) Work with regional partners to spread the word about drought and fire danger.
- 4) Secure an op-ed space in local and regional newspapers for an essay on water supply and use restriction in El Dorado County.
- 5) Continue to update the Drought Stage website link, including weekly updates on community demand response.
- 6) Assist the City of Placerville with water use reduction targets - *with water efficiency.*

## 5.5 Recreation and Property

### ***New Actions***

- 1) Urge caution and educate visitors within the District’s recreational areas due to elevated fire danger.

## 5.6 Water Efficiency

### ***New Actions***

- 1) Coordinate with the Sacramento region through RWA membership, especially water purveyors with a common border, in order to coordinate educational efforts to better reach customers.
- 2) Identify the top 10% of residential and CII<sup>3</sup> users, and target these customers with water efficiency outreach *-with customer services.*
- 3) Voluntary: Inform all customers of the targeted ~~75~~80% of base usage during a Stage 2 drought with public outreach.
- 4) Voluntary: Ask customers to refrain from using District-supplied water for these purposes - *with public outreach.*
  - a) Watering new or replacement turf.
  - b) Irrigating new agricultural plantings.
  - c) Filling any new swimming pool.
  - d) Using water from a fire hydrant – except for fighting fires, essential water quality uses, and toxic clean-up purposes.
- 5) Offer assistance to the City of Placerville to help meet their water use reduction targets - *with engineering and operations.*
- 6) Mandatory: Watering restrictions are in place as shown below. All outside irrigation, potable and recycled—including garden, lawn, landscape, pasture, parks, golf courses\*, school grounds, and public grounds—shall ONLY occur according to the following schedule:
  - a) Outdoor irrigation is limited to the hours of 7:00 PM to 10:00 AM.
  - b) Irrigation systems must be turned off during and up to 48 hours after measurable rainfall.
  - c) Watering days are based on street addresses.
  - d) Once-a-week watering is allowed from November 16 to April 15 on Sundays for customers with addresses ending in even numbers (0, 2, 4, 6, 8) and on Saturdays for customers with addresses ending in odd numbers (1, 3, 5, 7, 9).
  - e) Twice-a-week watering is allowed from April 16 to May 31 and October 1 to November 15 on Wednesdays and Sundays for customers with addresses ending in even numbers and Tuesdays and Saturdays for customers with addresses ending in odd numbers.
  - f) Odd/even (every other day) watering is allowed from June 1 to September 30. Customers with addresses ending in even numbers are allowed to water on even

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<sup>3</sup> CII is defined as all commercial, industrial, and institutional customers; which includes businesses, schools, community service districts, owner associations, churches, and public buildings and grounds.

numbered days, and customers with addresses ending in odd numbers are allowed to water on odd numbered days.

- g) Exemptions are allowed for non-residential customers if a detailed conservation plan is submitted to the District that demonstrates a minimum 25~~0~~<sup>0</sup>% water savings over customer's baseline usage.
- ~~7~~) Mandatory: Do not use potable water to hose off pavement, sidewalks or driveways
- ~~8~~) Mandatory: Irrigation of ornamental turf on public street medians with potable water is prohibited.
- ~~7~~~~9~~) Mandatory: Outside irrigation for newly constructed homes and buildings is prohibited unless watered using drip or microspray systems.
- ~~8~~~~10~~) Mandatory: Agricultural metered irrigation customers who do not participate in the Irrigation Management Services program must submit a detailed conservation plan to the District that demonstrates minimum 25~~0~~<sup>0</sup>% water savings over customer's baseline usage.
- ~~9~~~~11~~) Mandatory: Do not serve drinking water other than upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food or drink are served and/or purchased.
- ~~10~~~~12~~) Mandatory: Operators of hotels and motels shall provide guests with the option of choosing not to have towels and linens laundered daily. The hotel or motel shall prominently display notice of this option in each bathroom using clear and easily understood language.

## 6.0 Stage 3 – Water Crisis

The objective of Drought Stage 3 actions are to reduce District-wide water demand by up to 50% through effective and consistent public outreach, enforce extensive restrictions of water use, and implement water rationing. Protection of water supply for public health and safety purposes is the primary objective during Stage 3 drought conditions. This stage of drought will require much more staff time for policy enforcement with the public, and much greater inter-agency coordination. Because of the mandatory restrictions, emergency management agency notification is required, and public outreach and education will be key in achieving the water savings goal in Stage 3.

### 6.1 Engineering and Operations

#### ***New Actions***

- 1) If needed, implement a temporary change in the point of diversion for water taken from Folsom Reservoir to further upstream on the South Fork of the American River, possibly to supplement Sly Park's Jenkinson Lake through the Hazel Creek Tunnel - *with legal*.
- 2) As needed, implement and monitor emergency water distribution.
- 3) EID's Director of Operations is responsible for notifying the El Dorado County Emergency Management Agency (EMA) of any mandatory requirements for water use reduction.
  - a) Staff should consider the escalation of emergency management at the beginning of this stage.
- 4) Also contact the County's EMA regarding fire protection directives that are being implemented within the county.
- 5) Provide 30-days written notice to all Improvement District No. 97 property owners listed on the current County assessment roll, notifying them of the water crisis declaration, and of the

planned decrease of releases into Clear Creek; and take to the Board for approval or ratification at the first available regular Board meeting - *with legal*.

- a) After the 30-day notification period, decrease releases into Clear Creek to no more than 1.5 cfs.

6) Prohibited: Use of EID potable water for construction use.

## 6.2 Finance and Customer Services

### ***New Actions***

- 1) Implement the Stage 3 drought rates as approved by Board action on March 26, 2012.
  - a) Add 50% drought surcharge to commodity rates only.
  - b) Apply to water rates in effect prior to drought declaration, and on all user classes.

## 6.3 Legal

### ***New Actions***

- 1) When determined appropriate by the DRT, prepare materials for the declaration of a water crisis for approval by the Board of Directors, consistent with applicable state law - *with engineering and operations*.
- 2) If needed, implement a temporary change in the point of diversion for water taken from Folsom Reservoir to further upstream on the South Fork of the American River, possibly to supplement Sly Park's Jenkinson Lake through the Hazel Creek Tunnel - *with engineering and operations*.
- 3) Provide 30-days written notice to all Improvement District No. 97 property owners listed on the current County assessment roll, notifying them of the water crisis declaration, and of the planned decrease of releases into Clear Creek; and take to the Board for approval or ratification at the first available regular Board meeting - *with engineering and operations*.

## 6.4 Public Outreach

### ***New Actions***

- 1) Secure an op-ed and/or advertising space in local and regional newspapers to publicize mandatory water restrictions within the service area of the District.

## 6.5 Recreation and Property

### ***New Actions***

- 1) Remain alert to fire danger and water pressure considerations at outlying facilities; coordinate with other agencies to ensure a consistent public message.
- 2) Protect identified sensitive areas from overuse in extreme dry periods.
- 3) Limit or restrict filming within the District's recreational areas due to severe fire danger.

## 6.6 Water Efficiency

### ***New Actions***

In addition to Stage 2 actions, inform customers of these **mandatory** conservation measures in Stage 3 - *with public outreach*.

- 1) Prohibited: Filling empty swimming pools with District-supplied potable water.
- 2) Prohibited: Washing of vehicles (automobiles, recreational vehicles, trailers, etc.) and boats, or hosing off driveways/pavement with District-supplied potable water.
- 3) Prohibited: Filling or re-filling ponds, lakes, and other non-irrigation water features with District-supplied potable water.
- 4) Mandatory: Watering restrictions are in place as shown below, however additional restrictions should be evaluated to achieve a higher level of conservation required in Stage 3. All outside irrigation, potable and recycled—including garden, lawn, landscape, pasture, parks, golf courses\*, school grounds, and public grounds—shall ONLY occur according to the following schedule:
  - a. Outdoor irrigation is limited to the hours of 7:00 PM to 10:00 AM.
  - b. Irrigation systems must be turned off during and up to 48 hours after measurable rainfall.
  - c. Watering days are based on street addresses.
  - d. Once-a-week watering is allowed from November 16 to April 15 on Sundays for customers with addresses ending in even numbers (0, 2, 4, 6, 8) and on Saturdays for customers with addresses ending in odd numbers (1, 3, 5, 7, 9).
  - e. Twice-a-week watering is allowed from April 16 to May 31 and October 1 to November 15 on Wednesdays and Sundays for customers with addresses ending in even numbers and Tuesdays and Saturdays for customers with addresses ending in odd numbers.
  - f. Odd/even (every other day) watering is allowed from June 1 to September 30. Customers with addresses ending in even numbers are allowed to water on even numbered days, and customers with addresses ending in odd numbers are allowed to water on odd numbered days.
- 5) Exemptions are allowed for non-residential customers if a detailed conservation plan is submitted to the District that demonstrates a minimum 50% water savings over customer's baseline usage.
- 6) Prohibited: Use of EID potable water for construction use.
- 7) Prohibited: IMS customers are not to use more water than recommended by the IMS program schedule.
- 8) Mandatory: Agricultural metered irrigation customers who do not participate in the Irrigation Management Services program must submit a detailed conservation plan to the District that demonstrates minimum 50% water savings over customer's baseline usage.
- 9) Prohibited: Mist systems.
- 10) Enforce the water waste prohibition regulation with the help of City and County law enforcement, if needed; and coordinate operational safety with HR-Safety/Security staff.

## 7.0 Stage 4 – Water Emergency

The objective of Drought Stage 4 actions are to further reduce water demands in order to achieve a greater than 50% reduction, which may be accomplished through effective and consistent public outreach, enforcement of extensive restrictions on water use, and the implementation of water rationing. Protection of the remaining water supply for public health and safety purposes is the District’s primary objective during Stage 4 drought conditions. This stage of drought will require considerable staff time for enforcement, and much greater inter-agency coordination. Because of the mandatory restrictions, public outreach and education are key to meeting the water savings goals.

### 7.1 Engineering and Operations

#### *New Actions*

- 1) If needed, implement a temporary change in the point of diversion for water taken from Folsom Reservoir to further upstream on the South Fork of the American River, possibly to supplement Sly Park’s Jenkinson Lake through the Hazel Creek Tunnel.
- 2) EID’s Director of Operations is responsible for notifying the El Dorado County Emergency Management Agency of mandatory water use reduction requirements.
- 3) Continue to coordinate with the County Emergency Management Agency regarding any fire protection directives that are being implemented within the county.
- 4) Provide 30-days written notice to all Improvement District No. 97 property owners listed on the current County assessment roll, notifying them of the water emergency declaration, and of the planned decrease of releases into Clear Creek; and take to the Board for approval or ratification at the first available regular Board meeting - *with legal*.
  - a) Decrease releases into Clear Creek to no more than 1.0 cfs.
- 5) Suspend potable supplementation to the recycled water system.

### 7.2 Finance and Customer Services

#### *New Actions*

- 1) Implement the Stage 4 drought rates as approved by Board action
  - a. Add 100% drought surcharge to commodity rates only.
  - b. Apply to water rates in effect prior to drought declaration, and on all user classes.

### 7.3 Legal

#### *New Actions*

- 1) When determined appropriate by the DRT, prepare materials for the declaration of a water emergency for approval by the Board of Directors, consistent with applicable state law - *with engineering and operations*.
- 2) If needed, implement a temporary change in the point of diversion for water taken from Folsom Reservoir to further upstream on the South Fork of the American River, possibly to supplement Sly Park’s Jenkinson Lake through the Hazel Creek Tunnel - *with engineering and operations*.
- 3) Provide 30-days written notice to all Improvement District No. 97 property owners listed on the current County assessment roll, notifying them of the water emergency declaration, and

of the planned decrease of releases into Clear Creek; and take to the Board for approval or ratification at the first available regular Board meeting - *with engineering and operations.*

## 7.4 Public Outreach

### *New Actions*

- 1) Secure an op-ed and/or advertising space in local and regional newspapers to publicize mandatory water restrictions within the water service area of the District.
- 2) Use authorized email addresses and the “Rapid Notify” mass notification system as necessary to advise customers of water use restrictions or other drought alerts.

## 7.5 Recreation and Property

### *New Actions*

- 1) Remain alert to fire danger and water pressure considerations at outlying facilities; coordinate with other agencies to ensure consistent public message.
- 2) Protect identified sensitive areas from overuse in extreme dry periods.
- 3) Restrict filming within the District’s recreational areas due to extreme fire danger.

## 7.6 Water Efficiency

### *New Actions*

- 1) Prohibited: Automatic sprinklers for the irrigation of existing turf, ornamental plants, garden or landscaped areas.
  - a) Watering may ONLY occur by hand-held hose with shut-off nozzle or by a drip irrigation system.
- 2) Mandatory: Single-family and multi-family residential meters are limited to 50 gallons per person per day **allotment** per bimonthly billing cycle for “health and safety” purposes
  - a) Allotments can be increased for special health-related issues.
- 3) Mandatory: Recreational Turf non-IMS Ag and Small Farm customers must **reduce their usage** by 65%, based upon their usage during the same billing cycle in the base period.
- 4) Mandatory: IMS agricultural meters must **reduce their usage** by 40%, based upon their usage during the same billing cycle in the base period. IMS customers have already restricted use through weekly soil moisture data sampling and comply with irrigation schedule.
- 5) Allowed: Vital healthcare and public safety uses are exempt.
- 6) Mandatory: Commercial, Industrial & Institutional (CII): Reduce by 65%.

## 8.0 Post-Drought Actions

### 8.1 The End of a Drought

Coming out of a drought can occur quickly or slowly, depending on the weather and the storage accumulated with any precipitation. It is very important to make clear to the public that one good storm will not reverse weeks or months of dry weather. The conditions that end a drought require the filling of reservoirs, which usually occurs over time. Precipitation that occurs during the deepest

of droughts can potentially put the District in a less severe stage of drought. If this occurs, and the DRT determines the present situation and probable future indicate a lessening of the drought, staff may recommend reducing the drought stage to the previous stage.

In the event that the drought severity lessens, it must be made explicitly clear to the public which stage the District has moved to, why the change was made, and what the measurements are based upon. Effective public education will minimize conflicts with regard to fines for mandatory cutbacks, and for health and safety concerns. In addition, a lessening of drought severity must be communicated clearly to all staff, especially those with regular public interaction.

- There are several scenarios that would lead the District to either declare the end of a drought or announce a less severe drought stage, including but not limited to, the following three cases.
  - 1) **Significant rainfall and snowpack** – While it is highly unlikely for one storm to end drought conditions, it is possible that a series of storms over a several-week period could fill Jenkinson Lake and replenish snowpack that could fill the Project 184 reservoirs in the spring. This scenario would assure staff that the drought has ended, and that a return to “normal” conditions is a responsible decision.
  - 2) **Significant rainfall but no snow** – It is also possible that Jenkinson Lake could fill from a series of storms, but little snowpack accumulates due to warm temperatures. In this scenario, there would be little snowpack to keep Jenkinson Lake full into the summer, and the Project 184 reservoirs may not fill. In this case, the water supply is not secure for the next year, and staff may recommend a less severe drought stage rather than a return to “normal” conditions.
  - 3) **Average rainfall and snowpack** – Another scenario could be the occurrence of a “normal” water year, with average precipitation and snowpack, following weeks or months of drought. These conditions may not fill the reservoirs adequately to assure staff that ending a drought declaration is the appropriate action. In this case, the drought stage may be lessened or stay the same, as it is important to remember that a year of average precipitation may not immediately result in “normal” conditions.

In any case, declaring the end of a drought depends in large part upon the judgment of staff, but the Supply Remaining Index tool (SRI Model) can also be used to make this determination. Refer to Section 2.2, Drought Monitoring and Modeling for more information on the SRI Model.

While this Drought Action Plan serves as a blueprint for actions in each stage of drought, it is not a rigid prescription for when and how to call a drought, or what actions to take in response. Those decisions must be made by informed and experienced staff, based upon the situation at the time, and approved by the Board of Directors.

## 8.2 Lessons Learned

When a drought is completely over, and District operations are back to normal, it is important to review what worked, what did not work, and how the overall drought response can be improved. The first step must be an examination of the stages, objectives, and response actions. Did the ongoing and new actions in this Plan work? Was there public confusion? If so, why? Did the mandatory actions cause problems due to uncertainty in implementation or ambiguity in description? A discussion among all DRT members and implementing staff is imperative to get a complete picture on these questions. Likewise, it may be important to repeat the same process with the County’s Drought Interagency Coordination Committee, and to involve customers in the dialogue as well.

### 8.3 Financial Analysis

The District should analyze the financial considerations following a drought, which is an important way to gauge the success of drought management activities. A detailed financial assessment of both the costs and revenue incurred during a drought are important.

- Below are two scenarios of drought finances, along with their impacts on the District.
  - 1) **Costs to the District** – When the drought Stage 1 was declared, a charge number should have been established for all new drought activities, including: permanent staff time, temporary worker time, special materials, and other costs associated with drought management. All costs associated with the drought must be charged to this number in order to completely account for the additional costs incurred during drought. It is important to know these costs, as the knowledge will assist the District in gauging the adequacy of the drought surcharges.
  - 2) **Revenues for the District** – A drought surcharge has been added to the existing rates in order to compensate for decreased water usage by customers due to conservation requests and restrictions. Finance staff should analyze how the additional revenue from the “drought rates” balanced-out against the additional costs to the District. The drought revenue should have compensated for the water conserved and covered the additional drought costs.

### 8.4 Report to the Board

The concluding task in any drought management effort is the final report to the Board, especially summarizing the costs and revenues described above. Because the Board reports directly to the population served by the District, it is important for the Board members to be able to convey to their constituents the successes of the District’s drought management. This report may also be released to all District customers, as successful drought management is not possible without customer involvement, cooperation, and support.

SUMMARY OF GOVERNOR'S  
EXECUTIVE ORDER  
AND  
CONSIDERATION  
OF ADDITIONAL REVISIONS TO  
THE  
2015 DROUGHT ACTION PLAN

April 13, 2015



# Previous Board Actions

- ▣ February 4, 2014 – Board declared Stage 2 Water Supply Warning
- ▣ April 14, 2014 and March 23, 2015 – Board approved revisions to the Drought Action Plan

# Board Policies

- ▣ BP5010 Water Supply Management
- ▣ BP5040 Drought Preparedness and Climate Variability

# Summary

- ▣ Governor's April 1 Executive Order requires 25% water use reduction statewide
- ▣ State Board responsible for implementing regulations to respond to the order
- ▣ State Board framework may require higher levels of conservation for EID and other agencies with higher per capita water use
- ▣ In the interim, propose revisions to the Drought Action Plan to respond to the Executive Order

# Summary of Executive Order

- ▣ Statewide 25% reduction in potable urban water use through February 2016
  - 2013 baseline
  - Consider relative per capita water usage of each supplier
  - Require areas with high per capita water use achieve greater reductions than those with low use
- ▣ Commercial, Industrial, Institutional accounts must reduce usage by 25%
- ▣ Prohibit irrigation with potable water of ornamental turf on public street medians
- ▣ Prohibit irrigation with potable water outside of newly constructed homes and buildings that is not delivered by drip or microspray systems

# Summary of Executive Order

- ▣ Order directs the State Water Board to impose restrictions to achieve 25% statewide reduction
- ▣ State Board released proposed framework on April 7
  - Asked for comment and ideas on the proposal by April 13
  - Adopt regulations May 5

# SWRCB Framework

- Apportioning water supplier reductions

R-GPCD (Sept 2014)	# of Suppliers	Conservation Standard
Under 55	18	10%
55-110	126	20%
110-165	132	25%
Over 165	135	35%

- EID's R-GPCD for Sept 2014 was 193 gpcd

# SWRCB Framework

- ▣ Comment letter
  - Calculate R-GPCD on a 2 month period to correspond to bi-monthly billing
  - Consider climate, population density, water rights seniority, past conservation
  - Increase number of tiers

# Drought Action Plan Revisions

- ▣ Stage 2 Water Supply Warning
  - 25% conservation goal
    - May require further adjustment depending on outcome of State Board regulations
    - May require revisions to watering schedules
  - Prohibit irrigation of ornamental turf on public street medians with potable water
    - Medians irrigated with recycled water must also stop when the District is supplementing with potable water
  - Prohibit outside irrigation for newly constructed homes and buildings unless watered using drip or microspray systems
    - El Dorado County purview

# Board Decisions/Options

- ▣ Option 1: Adopt the revised 2015 Drought Action Plan update
- ▣ Option 2: Take other action as directed
- ▣ Option 3: Take no action

# Staff/GM Recommendation

Option 1

# Questions

**EL DORADO IRRIGATION DISTRICT**

**SUBJECT:**

Consideration to award a construction contract to Syblon Reid Construction, in the not-to-exceed amount of \$589,981; and authorize total funding of \$788,579 for the Moose Hall Pump Station Upgrade Project No. 14016.01.

**Previous Board Action:**

- October 14, 2014 – The Board adopted the 2015 – 2019 Capital Improvement Plan, which included this project, subject to funding availability.
- October 14, 2014 – The Board authorized funding in the amount of \$48,000 for design services and capitalized labor, for this project.
- January 12, 2015 – The Board authorized funding in the amount of \$160,193 for procurement of three new pumps for the Moose Hall Pump Station Upgrade project.

**Board Policies (BP) and Administrative Regulations (AR):**

In accordance with BP 3060 and AR 3061.04 contracts above \$50,000 require Board approval.

**Summary of Issue:**

The Moose Hall pump station is required to deliver water to the Pollock Pines service area during Project 184 associated outages. The existing two pumps at the Moose Hall pump station were initially pieced together and quickly installed in response to the El Dorado Canal damage due to the Cleveland fire in 1992, and have since remained in service for 23 years. After purchase of Project 184 from PG&E, the District started an annual program of flume repairs which removes the canal system from service for three months each year. The Moose Hall pump station becomes a critical link to providing potable water for approximately 3,000 services during this three month period.

The proposed upgrade is needed to improve the reliability of the pump station, especially in advance of the Forebay Dam Remediation and Main Ditch piping projects, which will require extended Project 184 outages and pump operation durations. This project will include new pumps with improved performance efficiency, add a redundant pump and new control panels, and include construction of new concrete foundations to provide proper structural support and eliminate the repetitive pump failures that have occurred during the past 23 years.

## **Staff Analysis:**

### Background:

The Moose Hall Reservoir and Pump Station site is located along Eight Mile Road in Camino. Nine months of the year treated water from the Reservoir 1 water treatment plant enters the Moose Hall Reservoir and then continues to flow by gravity to Reservoir 2 and beyond. During the remaining three months, October through December of each year, the Main Ditch and Reservoir 1 water treatment plant are off line and the Moose Hall Pump Station becomes a critical link in pumping treated water back up hill to supply the Reservoir 1 and Pollock Pines service areas. Each pump can deliver approximately 1,400 gpm. The forthcoming Forebay Dam upgrade and Main Ditch piping projects are anticipated to extend the Main Ditch/Reservoir 1 WTP outages into March, resulting in the Moose Hall pump station incurring higher demands during these months.

The two existing 200 horsepower pumps are mounted on a system of small channel beams spanning 15 feet over the reservoir outlet vault. The beams do not provide sufficient foundation support to fully resist pump movement resulting from the high torque of pump start events. This deficiency causes minor deflections, steel strain, fatigue and eventual failure in the pump head which has resulted in the need for numerous structural repairs to the pump heads themselves over the years. Since ordering replacement pumps in January, Pump #2 has again suffered cracking in 3 of the 4 gusset supports and was removed from service for the last 3 weeks of this year's operating cycle, resulting in only one operational pump with no backup pumping redundancy during a portion of the outage. Rather than install new pumps onto the same existing steel beams and continue with the known foundation deficiency, staff is recommending a new concrete foundation to provide proper support and restraint. This investment will extend the service life and greatly improve the reliability of the replacement pumps.

### Extended Service Periods:

Forebay Reservoir dam remediation work, which is currently estimated to begin in October 2016 and continue through two seasonal outages, will necessitate the Main Ditch outage period to be extended from three months to five months. The outage, which typically starts October 1<sup>st</sup> and terminates approximately January 1<sup>st</sup>, may run instead through March 1<sup>st</sup>, or slightly longer. Currently both existing pumps are required to operate simultaneously for several weeks of the three month operating period to meet system demands, leaving the District without a backup pump in case one pump is out of service for maintenance or repair. This proposed project will include three pumps, ensuring the District will always have one pump available in standby mode.

Piping of the 3-mile long Main Ditch is also planned to occur over two winter shutdown periods, with work beginning in October 2016. Installation of the 1.5 mile length of pipe dedicated for each season may extend the normal three month shut down by about two months. Extended ditch outages during piping construction activities, therefore, will also increase the need for reliability of the Moose Hall pump station during those construction years.

### Scope of Project:

The project was developed by District staff, with assistance from on-call consultants for electrical, structural and drafting disciplines. District operations and maintenance staff were consulted throughout the design phase to provide input and recommendations for the final

design. District electricians have constructed a new Programmable Logic Control panel for the pump station to replace the aging proprietary controller which is no longer serviced by the original manufacturer.

Impacts to Project Costs:

The original project concept of \$350,000 identified during CIP budget development was for a fairly simple complete demolition of the pump station and subsequent reconstruction with a relatively short duration of work. However the recent tunnel collapse highlighted the critical need to maintain this station at a level of readiness for rapid return to service and extended utilization. Should another Project 184 failure occur, be it at a tunnel, flume or canal, there will be an immediate need for the Moose Hall pump station to return to service within approximately 24 hours to maintain service to approximately 3,000 residences.

The Esmeralda Tunnel collapse occurred only one week prior to the scheduled October 1st start-up of the pump station and the station had already been readied for service. This event highlighted the need to maintain this pump station in a continuous state of readiness, even throughout all demolition and construction phases, always allowing for a rapid return to service. Contract plans and specification documents therefore detail a complex sequencing of construction phasing to always maintain two pumps plumbed and available for a quick return to service. The result is complex project sequencing and extended duration of work, which has resulted in higher costs than originally anticipated at the time of CIP development.

Field investigations conducted during the design phase also revealed that existing main power cables are undersized and do not meet current electrical codes. The cables have functioned for 23 years, but they are not sized in accordance with National Electrical Code standards. Several hundred feet of large diameter copper cables require replacement with larger capacity power cables. The old cables will be returned for potential repurposing elsewhere within the District.

Staff has also experienced difficulties in obtaining and fixing the electrical panel components due to their age. Therefore, the original plan to re-use the existing two control panels was modified during design to include new panels for all three pumps.

The estimated overall additional costs resulting from these project improvements and extended overhead to maintain the station in a continual state of readiness through demolition and reconstruction is identified in Table 1 below:

<b>Table 1 – Additional Costs</b>	
<b>Item</b>	<b>Cost</b>
Extended Work Duration Due to Sequencing	\$40,000
Electrical Cabling and Wiring	\$60,000
Replacement Control Panels (3 @ \$25,000 ea)	\$75,000
<b>Total Additional Costs</b>	<b>\$175,000</b>

**Project Benefits:**

Benefits of the proposed pump station upgrade include:

1. Improved reliability of the pump station which provides critical service during the periods of Project 184 maintenance each year and emergency outages.
2. Added redundancy to ensure 2 pumps always available to provide higher flows throughout the proposed extended service periods during Forebay Dam reconstruction and Main Ditch piping.
3. The potential for another sudden need to return to service will always exist and this project will extend the service life of the pump station.
4. The new pump foundation will adequately support the 200 horsepower pumps and prevent movement which has resulted in multiple pump head failures in the past.
5. Improved overall station efficiencies by utilizing new high efficiency motors and pumps.
6. New pump control panels to replace aging panels for which replacement parts are becoming difficult to obtain.

**Construction Bidding:**

Eight general contractors attended the mandatory pre-bid meeting at the Moose Hall Pump Station, five of whom submitted bids with results summarized in Table 2 below:

<b>Table 2 – Summary of Bids</b>	
<b>Bidder</b>	<b>Total Bid Price</b>
American River Construction, Inc.	\$761,000
Farr Construction	\$675,467
Integrated Water Services, Inc.	\$617,121
Pacific Mechanical Corp.	\$648,000
Syblon Reid Construction	\$589,981

Based on review of the complete bid documents, including financials, safety records and references, the lowest responsive, responsible bidder is Syblon Reid Construction, with a bid of \$589,981. Syblon Reid Construction does have a history of successful projects with the District and with construction of similar utility and pump station work.

**Construction Management and Inspection:**

District engineering and inspections staff will provide the majority of construction management, inspection, and administration services, including but not limited to submittal reviews, responses to requests for information and technical inquiries, provide project coordination with specialty inspection consultants and outside utilities, and provide daily inspection to monitor quality of

workmanship for conformance of all work with the contract plans, specifications and project schedule.

This project will be unique compared to most other facility improvement projects in that the pump station must remain in a continuous state of readiness during all phases of construction. Significant demolition and construction activities will be ongoing throughout the course of the summer. A six-step construction sequence has been developed to always maintain two pumps and their respective plumbing and controls ready throughout all phases of construction. The intent is to facilitate a quick return to service should Project 184 consumptive water supplies become interrupted outside of the scheduled outage period. Inspection and oversight by District staff will be heightened during specific demolition phases to ensure a state of readiness is maintained throughout the duration of construction.

Specialty inspection services are required on this project for 1) electrical work, 2) special structural inspection for the suspended concrete slab, pipe restraint systems, and building construction, and 3) concrete testing. Each of these inspection services is detailed below.

1) Electrical:

ATEEM Engineering is the electrical engineer of record for the electrical and control design and therefore was requested to provide a proposal for the construction phase. The ATEEM scope of work includes submittal reviews, panel testing, technical consultation during construction, multiple site inspections and final electrical inspection and certification assistance. The cost for this work is \$32,280.

2) Structural Inspection:

Domenichelli and Associates is the engineer of record for the structural design of the new pump station suspended slab and prepared the civil plan set. The slab design is complex due to its clear span over the existing sump and the weight and torque induced by the new pumps. Domenichelli and Associates was requested to provide a proposal for the construction assistance phase. The Domenichelli and Associates scope of work includes structural and piping submittal reviews, site visits to monitor work progress and quality in conformance with the specifications, special shoring and cribbing for the suspended slab, and responding to contractor requests for information and clarification. The cost of services by Domenichelli and Associates is \$17,670.

3) Concrete Testing:

There will be two critical concrete pours for the suspended slab during which a District on-call specialty firm will provide concrete testing, break results, and onsite monitoring of two pours. Testing fees will be based on the most recent On Call proposal pricing and a proposal from GHD (formerly Carlton Engineering) in the amount of \$1,703.

**Project Funding:**

A breakdown of the total amount of funding requested for the project is outlined in Table 3.

<b>Table 3 – Funding Requirements</b>	<b>Amount</b>
Construction Contract	\$589,981
Construction Contingency Allowance, 8%	47,200
Capitalized Labor, Project Management and Engineering	43,612
Capitalized Labor, Onsite Inspection	56,133
Structural Inspection – Domenichelli and Associates	17,670
Electrical Inspection - ATEEM Engineering, Inc.	32,280
Specialty Inspection, Concrete Testing -GHD	1,703
<b>PROJECT TOTAL</b>	<b>\$788,579</b>

Staff is requesting total funding in the amount of \$788,579 to fund all components of the Moose Hall Pump Station Upgrade project. Project funding is 100% water rates.

Consequences of Postponing the Project:

Project prioritization, and deferral when appropriate, is part of staff’s analysis of any project under development. The implications of postponing the Project have been analyzed for financial and service reliability risk. If the Project were delayed, the District would continue to utilize the existing two pumps. The pumps do currently perform, but Pump #2 recently required welding repairs to three of the four structural gussets for its pump head. With additional use, each pump becomes more susceptible to further failures.

Assuming a one-year postponement of the pump replacement project, the District would receive approximately \$3,943 in interest on cash holdings that would otherwise have been used for purchasing the pumps. However, manufacturing and construction costs have been increasing and are estimated to increase approximately 3% per year resulting in greater cost increases to the District associated with a one year delay. The estimated cost-of-delay is detailed in Table 4 below.

**Table 4 - Cost of Delay**

<b>Breakdown</b>	<b>Cost</b>
Interest savings on \$788,579 at 0.5%	(\$3,943)
Review specification, revise and re-bid the RFB	5,000
Procurement and installation cost inflation projected at 3% of \$788,579	23,657
<b>Total</b>	<b>\$24,714</b>

Environmental Review:

Staff has determined that the project qualifies for Class 1 and Class 3 Categorical Exemptions from CEQA as an alteration of an existing facility and new construction of small structures, pursuant to Sections 15301 and 15303 of the CEQA Guidelines. No increase in pumping capacities will occur and the project does not trigger any exceptions to the exemptions. Staff will file the Notice of Exemption immediately following approval of the project by the Board.

**Board Decisions/Options:**

**Option 1:** Award a construction contract to Syblon Reid Construction, in the not-to-exceed amount of \$589,981; and authorize total funding of \$788,579 for the Moose Hall Pump Station Upgrade Project No. 14016.01.

**Option 2:** Take other action as directed by the Board

**Option 3:** Take no action

**Staff/General Manager Recommendation:**

Option 1

**Supporting Documents Attached:**

- A. Notice of Exemption
- B. Bid Summary
- C. CIP Summary



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Bob Rice  
Senior Engineer



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Elizabeth D. Wells  
Engineering Manager



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Dana Strahan  
Drinking Water Operations Manager



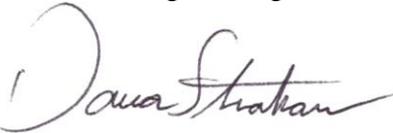
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Dan Corcoran  
Environmental Manager



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Brian Mueller  
Director of Engineering



for Tom McKinney

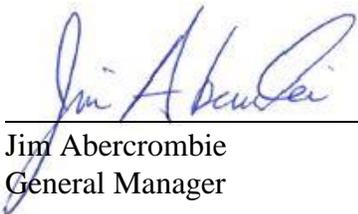
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Tom McKinney  
Director of Operations



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Mark Price  
Director of Finance



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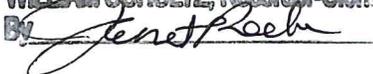
Jim Abercrombie  
General Manager

## Notice of Exemption

PLEASE POST - DO NOT REMOVE BEFORE 02/17/2015

JAN 12 2015

**To:** County Clerk  
County of El Dorado  
360 Fair Lane  
Placerville, CA 95667

WILLIAM SCHULTZ, Recorder-Clerk  
By 

**From:** El Dorado Irrigation District  
2890 Mosquito Road  
Placerville, CA 95667

**Project Title:** Moose Hall Pump Station Upgrade Project

**Project Location - Specific:** Camino 7.5 Minute U.S.G.S. Quadrangle, Township 10N, Range 12E, Section 9

**Project Location - City:** Camino

**Project Location - County:** El Dorado County

**Description of Project:** The El Dorado Irrigation District is proposing to replace two water pumps, add an additional water pump, and rebuild the water pump house at the Moose Hall Water Pump Station. The purpose of the project activity is to replace 22 year old pumps at the end of their service life with new pumps to improve reliability and add redundancy in the event one of the water pumps is damaged and out of service. The project is not intended to increase water pump station output capacity. The existing water pumps, discharge valve, and electrical control panels are all within the water pump house. The water pump house is a wooden structure which will be removed temporarily to facilitate rapid removal of the existing water pumps and expedite installation of the new pumps and valves. Within the new water pump station a concrete slab will be constructed over the top of the open vault that will then serve as the foundation for the new pumps. The wooden structure will then be rebuilt within the existing water pump station footprint over the vault after the new pumps are installed. The exterior of the new wooden structure will be repainted a similar shade as the current wood structure exterior. All spoils will be disposed offsite in accordance with all applicable regulations. Trees or other vegetation will not be removed. Construction will occur intermittently over a five month time period during the normal business hours of 7 a.m. to 5 p.m. Water services to customers will not be impacted during construction activities. Construction equipment expected to be used during the project activities include: pick-up trucks, two loads of concrete supplied by a concrete truck, safety equipment, and miscellaneous hand and power tools. Staging of equipment will occur at the Moose Hall Pump Station.

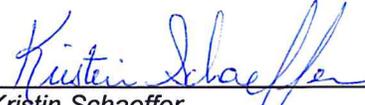
**Name of Public Agency Approving and Carrying Out Project:** El Dorado Irrigation District

**Exempt Status:** (check one)

- Categorical Exemption. Class 1 – Existing Facilities (CCR, Title 14, Sec. 15301 (a) and (d)); Class 2 – Replacement or Reconstruction (CCR, Title 14, Sec. 15302 (a))
- Statutory Exemption – Declared Emergency (CCR, Title 14, Sec. 15269(a);
- Statutory Exemption - Emergency Project (CCR, Title 14, Sec. 15269(b)(c);
- Statutory Exemption - Ministerial (CCR, Title 14, Sec. 15268);
- Statutory Exemption – Other Statutory Exemption (CCR, Title 14, Sec 15282(k))
- Other Exemption - [Title] (CCR, Title 14, Sec)

**Reasons why project is exempt:** Project involves upgrading existing equipment and replacement of a facility and is therefore exempt from CEQA. None of the applicable exceptions to this exemption, as identified under CCR, Title 14 section 15300.2, are valid for this project, including cumulative impact, significant effect due to unusual circumstances, scenic highways, hazardous waste sites, and historical resources.

**Lead Agency Contact Person:** Kristin Schaeffer **Area Code/Telephone/Extension:** (530) 642-4006

**Signature:** 

**Date:** 01/12/15

**Name:** Kristin Schaeffer  
**Title:** Environmental Review Analyst

Signed by Lead Agency



State of California—Natural Resources Agency  
**CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE**  
**2015 ENVIRONMENTAL FILING FEE CASH RECEIPT**

RECEIPT# 09-2015-06
STATE CLEARING HOUSE # (If applicable)

SEE INSTRUCTIONS ON REVERSE. TYPE OR PRINT CLEARLY

LEAD AGENCY El Dorado Irrigation District		DATE 01/12/2015	
COUNTY/STATE AGENCY OF FILING Select County/State Agency		DOCUMENT NUMBER P09-2015-06	
PROJECT TITLE Moose Hall Pump Station Upgrade Project			
PROJECT APPLICANT NAME Kristin Schaeffer		PHONE NUMBER ( 530 ) 642-4006	
PROJECT APPLICANT ADDRESS 2890 Mosquito Rd.	CITY Placerville	STATE Ca	ZIP CODE 95667

PROJECT APPLICANT (Check appropriate box):

Local Public Agency    
  School District    
  Other Special District    
  State Agency    
  Private Entity

CHECK APPLICABLE FEES:

<input type="checkbox"/> Environmental Impact Report (EIR)	\$3,069.75	\$	0.00
<input type="checkbox"/> Mitigated/Negative Declaration (MND)(ND)	\$2,210.00	\$	0.00
<input type="checkbox"/> Application Fee Water Diversion (State Water Resources Control Board only)	\$850.00	\$	0.00
<input type="checkbox"/> Projects Subject to Certified Regulatory Programs (CRP)	\$1,043.75	\$	0.00
<input checked="" type="checkbox"/> County Administrative Fee	\$50.00	\$	50.00
<input checked="" type="checkbox"/> Project that is exempt from fees			
<input type="checkbox"/> Notice of Exemption (attach)			
<input type="checkbox"/> CDFW No Effect Determination (attach)			
<input type="checkbox"/> Other _____		\$	_____

PAYMENT METHOD:

Cash    
  Credit    
  Check    
  Other    
 Ck # 644298    
 TOTAL RECEIVED \$ 50.00

SIGNATURE <b>X</b> <i>Janet Rocha</i>	PRINTED NAME AND TITLE Janet Rocha - Deputy
--	--

Check Date 01/12/2015

Check Number 0644298

ct

	Gross Amount	Discount Amount	Net Check Amt
	\$50.00	\$0.00	\$50.00
ELD1024 EL DORADO CO RECORDER'S OFFICE			\$50.00

REC'T # 0001653778  
 January 12, 2015 13:38:40

El Dorado, County Recorder  
 William Schultz Co Recorder Office

Check Number 644298  
 RECD BY  
 County Admin Fee \$50.00  
 Total fee ..... \$50.00  
 Amount Tendered... \$50.00  
 Change ..... \$0.00  
 JLR:CL/1/0

**EL DORADO IRRIGATION DISTRICT**  
**MOOSE HALL PUMP STATION UPGRADE**  
 PROJECT NO. 14016.01; CONTRACT NO. E15-04

Bid Opening: March 25, 2015 @ 3:00 p.m. in the El Dorado Irrigation District's Board Room

Page 1 of 1

**SUMMARY OF BIDS RECEIVED**

ITEM NO.	WORK OR MATERIAL	QUANTITY	UNIT	Syblon Reid Folsom, CA		Integrated Water Services Avon, CO		Pacific Mechanical Corp. Concord, CA		Farr Construction Sparks, NV		American River Construction El Dorado, CA	
				UNIT PRICE (FIGURES)	AMOUNT (FIGURES)	UNIT PRICE (FIGURES)	AMOUNT (FIGURES)	UNIT PRICE (FIGURES)	AMOUNT (FIGURES)	UNIT PRICE (FIGURES)	AMOUNT (FIGURES)	UNIT PRICE (FIGURES)	AMOUNT (FIGURES)
1	Bonds and Insurance	1	LS	5,000.00	\$ 5,000.00	12,939.00	\$ 12,939.00	10,000.00	\$ 10,000.00	12,600.00	\$ 12,600.00	12,000.00	\$ 12,000.00
2	Safety Plan and Programs	1	LS	1,000.00	1,000.00	4,495.00	4,495.00	1,000.00	1,000.00	650.00	650.00	2,000.00	2,000.00
3	Mobilization / Demobilization	1	LS	30,000.00	30,000.00	52,641.00	52,641.00	13,000.00	13,000.00	11,200.00	11,200.00	2,000.00	2,000.00
4	Water Pollution Control Plan (WPCP)	1	LS	3,000.00	3,000.00	1,729.00	1,729.00	1,000.00	1,000.00	1,950.00	1,950.00	2,000.00	2,000.00
5	Installation, Operation, and Maintenance Manuals	1	LS	1,000.00	1,000.00	5,032.00	5,032.00	1,000.00	1,000.00	650.00	650.00	2,000.00	2,000.00
6	All Remaining Work of Contract Documents	1	LS	549,981.00	549,981.00	540,285.00	540,285.00	622,000.00	622,000.00	648,417.00	648,417.00	741,000.00	741,000.00
<b>TOTAL</b>					\$ 589,981.00		\$ 617,121.00		\$ 648,000.00		\$ 675,467.00		\$ 761,000.00

THIS TABULATION REPRESENTS A TRUE AND COMPLETE SUMMARY OF BIDS RECEIVED BY EL DORADO IRRIGATION DISTRICT

PROJECT NO. 14016.01; CONTRACT NO. E15-04

PREPARED BY: Lori Bazinet  
 District Contract Management

SUBMITTED BY:

  
 \_\_\_\_\_  
 Bob Rice, P.E., Senior Civil Engineer

2015

CAPITAL IMPROVEMENT PLAN Program:

Water

Project Number:

14016

Project Name:

Moosehall Pump Station Upgrade

Project Category:

Reliability &amp; Service Level Improvements

Priority:

2

PM:

Rice

Board Approval:

10/14/14

## Project Description:

This project consists of replacement of the District's existing Moosehall Pump Station which was quickly constructed as an emergency facility after the Cleveland Fire of 1992. The pumps and control valves utilized were the best fit immediately available for emergency service at the time, but have remained in place for 22 years of permanent service. Installation and operating conditions for the multistage high lift vertical turbine pumps results in very low energy efficiency and high incidence of difficult repairs. The station operates each year to provide treated water to Pollock Pines during the El Dorado Canal outage and treatment facility shutdowns. The pump station will be used during the Forebay Dam reconstruction in lieu of the contractor construction a temporary by-pass system during construction.

The proposed budget includes installation of new higher efficiency pumps within the existing station and utilization of the existing wet well for the pump supply.

## Basis for Priority:

Reliability of potable water service to Pollock Pines area during canal outages and shutdowns of the Reservoir 1 WTP.

Project Financial Summary:			
Funded to Date:	\$ 50,000	Expenditures through end of year:	\$ 15,766
Spent to Date:	\$ 766	2015 - 2019 Planned Expenditures:	\$ 350,000
Cash flow through end of year:	\$ 15,000	Total Project Estimate:	\$ 365,766
Project Balance	\$ 34,234	Additional Funding Required	\$ 315,766

Description of Work	Estimated Annual Expenditures					Total
	2015	2016	2017	2018	2019	
Study/Planning						\$ -
Design						\$ -
Construction Costs	\$350,000					\$ 350,000
						\$ -
<b>TOTAL</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>

Funding Sources	Percentage	2015	Amount
Water Rates	100%		\$315,766
<b>Total</b>	<b>100%</b>		<b>\$315,766</b>

Funding Comments:

# Moose Hall Pump Station Upgrade

Project No. 14016  
Contract: E15-04  
April 13, 2015



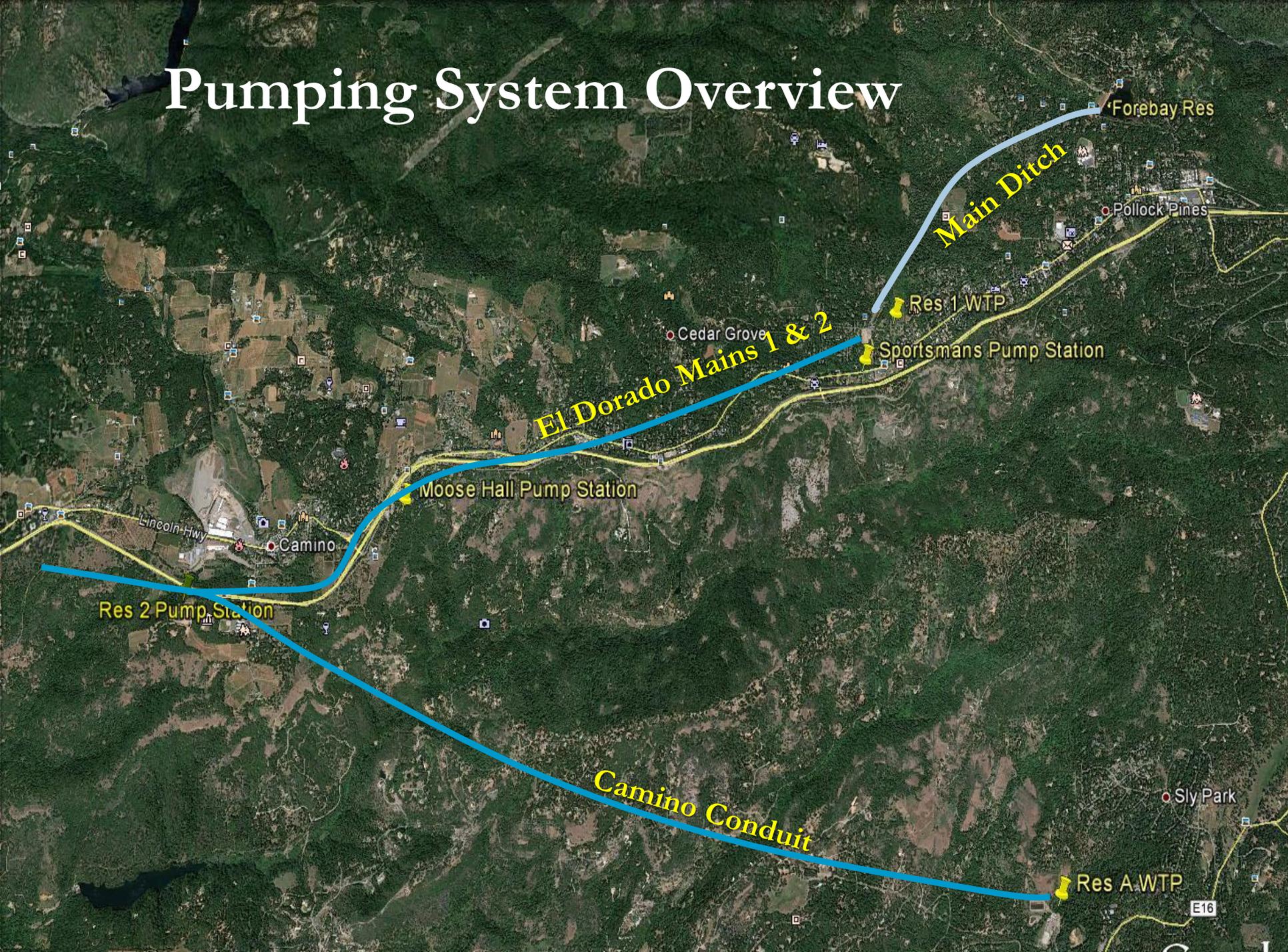
# Previous Board Actions

- October 14, 2015 – The Board adopted the 2015 - 2019 Capital Improvement Plan, which included this project subject to funding
- October 14, 2015 – The Board authorized funding in the amount of \$48,000 for project design
- January 12, 2015 – The Board authorized funding in the amount of \$160,193 for procurement of three new pumps

# Board Policy

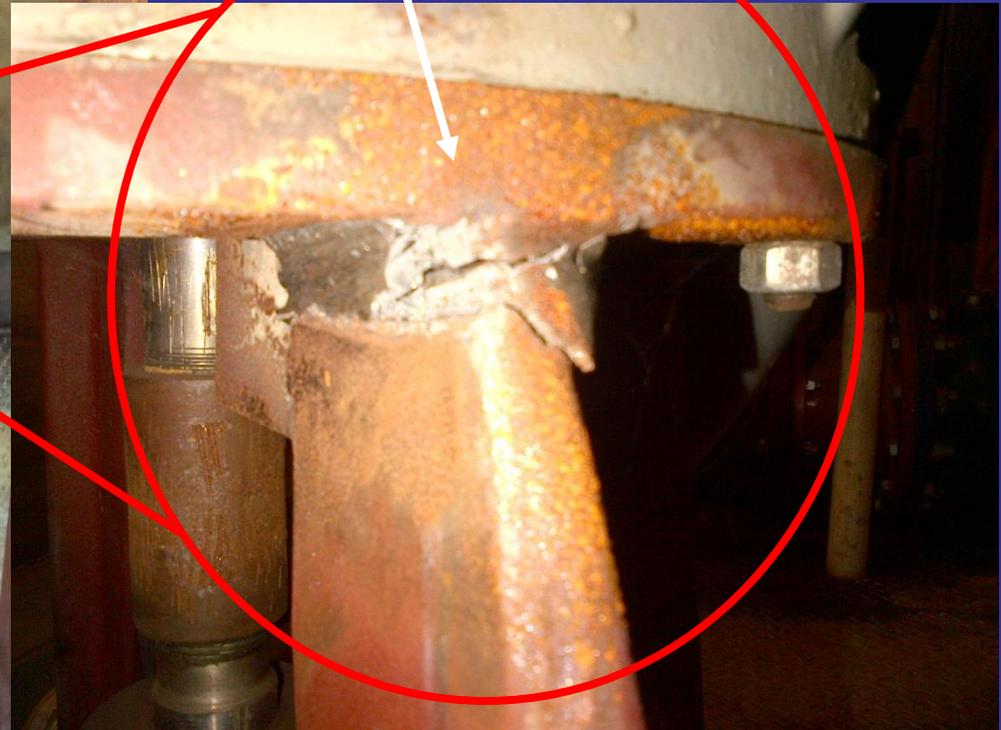
**BP 3060 and AR 3051 require Board approval for all purchases over \$50,000**

# Pumping System Overview



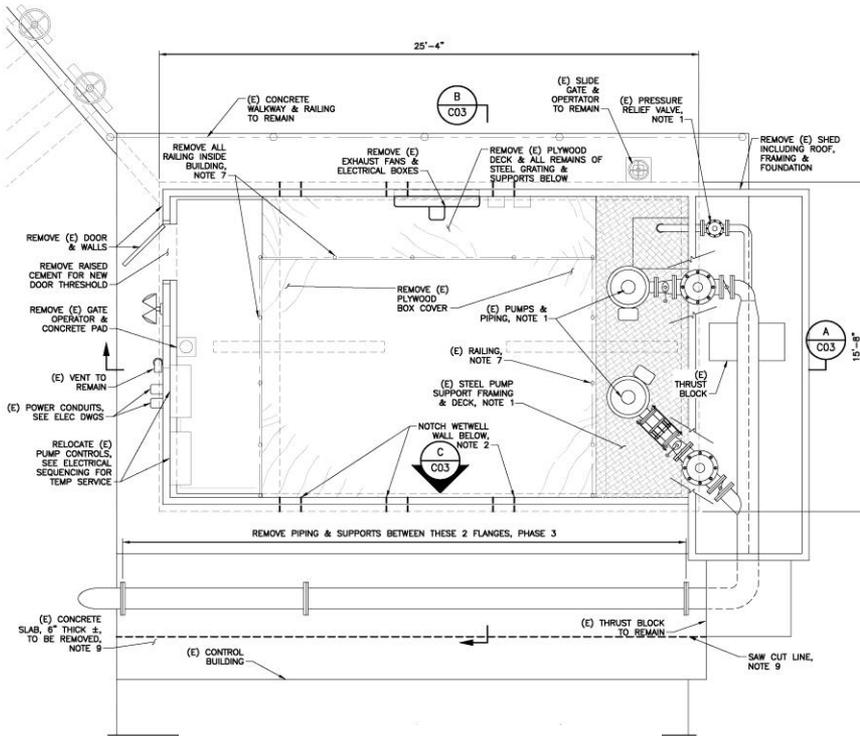


Typical  
pump head  
failure



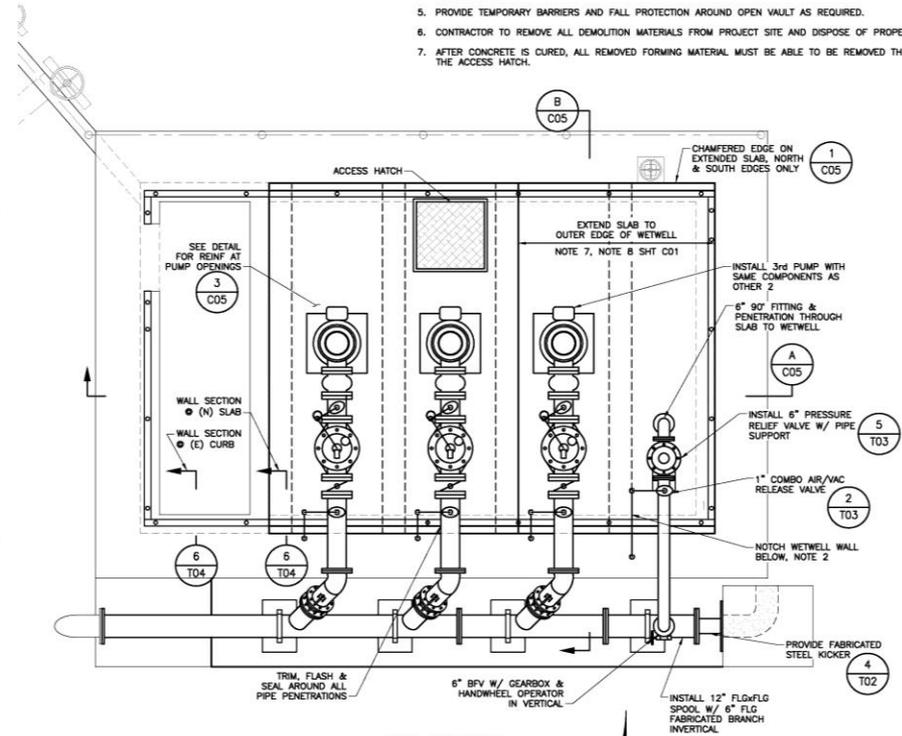
NOTES:

1. CONTRACTOR TO NOTE SEQUENCING OF DEMOLITION AND SHUTDOWN SPECIFIED IN SECTION "01100- AND "01104-SEQUENCING".
2. NOTCH WALL PER ELEVATION A/C02 FOR THICKENED BEAM IN NEW SLAB. SEE DRAWING C01 AND C FOR LOCATIONS.
3. INDICATES COMPONENTS TO REMOVE AND TURN OVER TO DISTRICT. DELIVER TO RESERVOIR 7 W/ 2020 PLEASANT VALLEY ROAD.
4. CONTRACTOR CAUTIONED TO PROTECT INTEGRITY OF EXISTING RESERVOIR FLOATING COVER AND RESI GUNITE WALLS.
5. PROVIDE TEMPORARY BARRIERS AND FALL PROTECTION AROUND OPEN VAULT AS REQUIRED.
6. CONTRACTOR TO REMOVE ALL DEMOLITION MATERIALS FROM PROJECT SITE AND DISPOSE OF PROPERLY.
7. AFTER CONCRETE IS CURED, ALL REMOVED FORMING MATERIAL MUST BE ABLE TO BE REMOVED THRU THE ACCESS HATCH.



## Existing Floor Plan

- PHASE 1: REFERENCE ELECTRICAL PLAN SHEET E... FOR PUMP CONTROL PANEL RELOCATION AND TEMPORARY WIRING DISCONNECTIONS AND STAGING FOR PHASE 1.
- PHASE 2: BUILDING AND DRUM SCREEN DEMOLITION. PUMPS AND PIPING TO REMAIN IN PLACE FOR POTENTIAL EMERGENCY RETURN TO SERVICE.



## Finished Floor Plan

- PHASE 3: EXISTING PUMPS TO REMAIN IN PLACE.
- DISCHARGE HEADER REPLACED WITH NEW HEADER INCLUDING TAPS FOR THREE NEW PUMPS.
- SET TWO NEW PUMPS AND PLUMB DISCHARGE PIPING.

Z:\PROJECT FILES\BID-046 MOSQUITO WALL PSD\DWG\BID-046-MR-LDWG

DATE	DESCRIPTION	SCALE:	WARNING	DESIGNED: DARYL W. HEIGHER	<b>DOMENICHELLI &amp; ASSOCIATES</b>	EL DORADO IRRIGATION DISTRICT	MOOSE HALL PUMP STATION UPGRADE	SHEET
		AS NOTED	0 1/2 1	DRAWN: J. CADE				
		IF THIS BAR DOES NOT MEASURE THEN DRAWING IS NOT TO SCALE.		CHECKED: SARA M. ROGERS	3101 Investment Blvd, Suite 115 El Dorado Hills, CA 95762	2890 MOSQUITO ROAD - P.O. BOX 1047 PLACERVILLE, CALIFORNIA 95667	DEMOLITION/RENOVATION PLANS PHASES 1, 2 & 3	ED DRAWING NO. 6227
					Ph: (916) 933-1997 Fax: (916) 933-8778			

# Sequencing Constraints

- Concern is another emergency event
- Work around existing pumps and piping
- Maintain power cables ready to re-terminate
- Foundation divided into multiple pours
- Construction period extended by 10 weeks

# Electrical Costs



1. Electrical Cabling
2. Control Panels

# Project Benefits

- Improve station reliability
- Additional pump for reliability
- Improve ability to deliver during extended outages or emergencies
- Improve pump efficiencies
- New pump control panels

# Summary of Bids

<b>Bidder</b>	<b>Total Bid Price</b>
<b>American River Construction</b>	<b>\$ 761,000</b>
<b>Farr Construction</b>	<b>\$ 675,467</b>
<b>Integrated Water Services</b>	<b>\$ 617,121</b>
<b>Pacific Mechanical Corp</b>	<b>\$ 648,000</b>
<b>Syblon Reid Construction</b>	<b>\$ 589,981</b>

# Special Inspection

<b>Structural</b>	<b>Domenichelli &amp; Associates</b>	<b>\$ 17,670</b>
<b>Electrical</b>	<b>ATEEM Engineering</b>	<b>\$ 32,280</b>
<b>Special Testing</b>	<b>GHD Engineering</b>	<b>\$ 1,703</b>

# Total Funding Request

Construction Contract	\$ 589,981
Contingency Allowance, 8%	47,200
Capitalized Labor, Project Management	43,612
Capitalized Labor, District Inspection	56,133
Structural Inspection	17,670
Electrical Inspection	32,280
Special Inspection, Concrete	1,703
<b>PROJECT TOTAL</b>	<b>\$ 788,579</b>

# CEQA

Staff has determined that the project  
qualifies for Class 1 and Class 3  
Categorical Exemptions from CEQA

**Option 1: Award a construction contract to Syblon Reid Construction in the not-to-exceed amount of \$589,981; and authorize total funding of \$788,579 for the Moose Hall Pump Station Upgrade Project No. 14016.01**

**Option 2: Take Other Action as Directed**

**Option 3: Take No Action**

# Staff/General Manager's Recommendation:

Option 1